



TOWN OF MINOT

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Board of Selectman Meeting
Minot Town Office
Monday, November 5, 2018, 6:30 pm
Special Meeting Agenda

Present: Chairman Steve French, Vice Chair Daniel Gilpatric, Daniel Callahan, Lisa Cesare, and Brittany Hemond.

Staff: Danielle Loring (Administrator) and Jim Allen (Fire Chief)

1. **Call to Order:** Chairman Steve French called the meeting to order at 6:30pm and a quorum was present.
2. **Pledge of Allegiance**
3. **Minutes:**
 - a. **October 22, 2018 – Regular Meeting**
 - b. **October 29, 2018 – Special Meeting**
 - c. **October 29, 2018 – Joint meeting with the Budget Committee**

MOTION: Brittany Hemond motioned accept the meeting minutes as listed; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

4. **Warrants**
 - a. **Payroll Expense Warrant – Dated November 5, 2018**
 - b. **Treasurer's Warrant – Dated November 5, 2018**

MOTION: Lisa Cesare motioned to accept the Payroll Expense Warrant, dated November 5, 2018, in the amount of \$14,222.81, and the Treasurer's Warrant, dated November 5, 2018, in the amount of \$104,663.45; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

5. **New Business**
 - a. **Appointment of a Board Member to the AVCOG General Assembly**

Mrs. Loring explained that a member of the Selectboard needed to be appointed to the AVCOG General Assembly, which met twice a year.

MOTION: Lisa Cesare motioned to appoint Brittany Hemond to AVCOG's General Assembly; seconded by Daniel Callahan.

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*Items may be taken out of order at the Chairman's discretion

DISCUSSION: None.

VOTE: MOTION CARRIED (4/0/1 ab BH)

b. Designation of Individual as Town Representative to the RSU #16 Budget Committee

Mrs. Loring explained that the RSU was looking for a member of the Minot community to serve as a Town representative on the budget committee, but the schedule would not be available until after November 19th. Mrs. Cesare nominated herself.

MOTION: Brittany Hemond motioned to appoint Lisa Cesare as the Town Representative on the RSU#16 Budget Committee; seconded by Daniel Gilpatric.

DISCUSSION: None.

VOTE: MOTION CARRIED (4/0/1 ab LC)

c. Consideration of Moving forward with Town Office/Fire Department Generator Switch with Funds from FY18 Budget

Mrs. Loring explained that there would be some funds left in the Town Office and Fire Department budgets and whether the Board approved for those funds to be used to install a generator switch for the two departments. She continued that due to the anticipated award amounts, the Town did not apply as part of the Homeland Security Grant, but felt that it was a good investment to move forward. She presented the three quotes that she had received when planning for the grant and announced that Power Point was the apparent low bidder. The Board felt that it was a good idea to move forward with the project.

MOTION: Daniel Gilpatric motioned to award Power Point the generator switch project; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: MOTION CARRIED (4/0/1 ab LC)

d. Consideration of Request for Agreement for Shared Use of School Resource Officer (SRO)

Mrs. Loring explained that she had been approached by the RSU about entering into an agreement to utilize the SRO in the summer months for patrol. The general consensus of the Board was they did not feel that there was any need to move forward with the request.

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6. Old Business

a. Continued Discussion of Voluntary Municipal Farm Protection Program

Mrs. Loring stated that she was following up regarding the presentation that they had seen from Stephanie Gilbert for the VMFPP. She wanted direction from the Board for the next steps. The Board discussed their interest in moving forward with creating a local program. They decided that they would wait until the spring to start a committee, which would include at least one Board representative/farmers/community members, and would investigate whether there was community interest and what the guidelines would be. Mrs. Loring explained that the Assessor's Agent was currently reviewing the existing farmland accounts to get a baseline of what demographics there were. He would also be involved in the process so that he could answer questions about the financial impact to the Minot taxpayers for this program.

7. Department Updates

a. Fire Department – Jim Allen, Fire Chief

Chief Allen explained that he was continuing to investigate options for the Engine 8 Pumper replacement. The Board discussed the options for requesting the funds at Town Meeting: whether they would ask for a certain amount and try to get a truck within that limit or put their specifications out to bid and present the truck that was the best option. Chairman French felt that they typically did the former method and would like to see the latter completed this year. He also explained that there was an option for the Town to purchase the body and chassis and have a truck built to their specifications, though not as common. Chief Allen described the range of prices that he had found, being from mid-\$200,000 to \$425,000.

Mr. Callahan asked what was going to happen if this was voted down at Town Meeting, and Mrs. Cesare responded that there was no "Plan B" because the Board had already voted that they would not be repairing Engine 8.

Mrs. Lorig explained that she had requested financing options for the truck in the amounts of \$300,000, \$400,000 and \$500,000 for terms 5, 7, and 10 years and would be sending that out in advance of the next budget meeting for discussion.

b. Clerks Report – Submitted by Sara Farris, Town Clerk

c. Highway Department – Submitted by Scott Parker, Highway Supervisor

8. Town Administrator's Report

9. Scheduling Next Selectmen's Meeting – CONFIRMED

a. Tuesday, November 13, 2018 – Committee/Association Requests for FY19 Budget with Budget Committee

b. November 19, 2018

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10. Adjourn

MOTION: Daniel Gilpatric motioned to adjourn; seconded by Daniel Callahan.

VOTE: UNANIMOUS APPROVAL (5/0)

The meeting adjourned at 7:42pm

Recorded by Danielle Loring
Town Administrator

Steve French, Chairman

Daniel W. Gilpatric, Vice Chairman

Daniel Callahan Jr.

Lisa Cesare

Brittany Hemond

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