



TOWN OF MINOT

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Board of Selectmen
Minot Town Office
Monday, July 15, 2019, 6:30 pm
Minutes*

Present: Chairman Steve French, Vice
Chairman Daniel Gilpatric, Daniel

Callahan, Lisa Cesare and Brittany Hemond.

Staff: Danielle Loring (Administrator), Denis Berube (Assessors' Agent) & James Allen (Fire Chief)

Other: Eriks Peterson (Journalist)

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. **Approval of Minutes**
 - a. **July 15, 2019**

MOTION: Lisa Cesare motioned to accept the minutes; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

4. **Warrants**
 - a. **Payroll Expense Warrant – July 29, 2019**
 - b. **Treasurer's Warrant – July 29, 2019**

MOTION: Lisa Cesare motioned to accept the Payroll Expense Warrant in the amount of \$16,674.52 and the Treasurer's Warrant in the amount of \$46,945.85, both dated July 15, 2019; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

5. **New Business**
 - a. **Tax Commitment and Setting of 2019 Mill Rate**

Mrs. Loring opened the discussion by presenting the 2019 cash analysis showing the projected expenditures and revenues in relation to the relative balance of the General Fund. She explained that it was not much a factor this year because she was not recommending that any funds be used to reduce taxes as the goal was to stay consistent for the next few years until the proposed revaluation was completed in 2022. She continued

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Board of Selectmen Meeting Minutes Dated July 15, 2019

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

that the General Fund was in good shape and should be able to carry out that goal. She then showed how she arrived at the projections for Revenue Sharing and Excise Tax collection.

Denis Berube, Assessors' Agent, continued the discussion by reviewing the Tax Rate Calculation form and explaining the differences between the previous year's amounts and the valuation current numbers. He explained that there was almost a \$4,000,000 increase (actual \$3,857,353) in valuation for a total of \$180,484,560 in real estate value and a negligible decrease in personal property value, probably due to BETE reimbursement and a couple businesses moving out of Town, to equal \$1,012,524. This brought the Town's total valuation to \$181,497,084.

He went on to explain the valuation ratio, which compared the Town's reported value against the value that the State was estimating based on the trends statewide for the previous two-year period. He explained that the Town's value had been equalized in 2012 when the revaluation had been completed. During this time, there was a saturation of starter homes on the market as well as foreclosures due to the market crash. This caused a dip in valuation at that time but, since then, those homes have been bought up and some renovated then resold at higher prices, which has caused a variation against the State's number.

He continued that for the 2015-16 tax year, the Town compared at 93% to the State and the Town could certify within 10 percent points of that and chose 95% due to rounding. In comparison to 2016-17, the ratio would be at 90% but for 2017-18 numbers, the Town would be at 83% because the State was projecting the valuation for 2020 to be \$219,000,000. He explained that to reset this trend a revaluation should be done because if the Town reached a ratio of 70% the State would intervene to make sure that it was corrected.

Mrs. Loring stated that with this information, she was suggesting a mill rate of \$15.85 per \$1,000 of valuation, which was flat to the previous year.

MOTION: Lisa Cesare motioned to set the mill rate for the 2019 tax rate at \$15.85; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

b. Consideration and Appointment of School Board Member to Fill Resignation – Postponed

c. Facility Use Request for 5k – Shawn Vincent, BWMS Principal

Mrs. Loring explained that the Middle School staff was again requesting to use the Community Fields for their 5k in November. The Board agreed that they were happy to see the fields in use.

MOTION: Brittany Hemond motioned to allow the group to use the Community Fields for the 5k in November; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

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Board of Selectmen Meeting Minutes Dated July 15, 2019

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d. Discussion Regarding Sale Process for Retired Engine 8 Pumper

Mrs. Loring explained that with the new pumper truck arriving the following week that the decision should be made regarding how the Town wished to dispose of the existing truck. She stated that some of the options were either put the truck up for sale at a specific amount (or best offer), send the truck to a broker or to put the truck up for bid, with the highest bidder getting the award. She continued that there would be a difference in value for both the public and private sectors as the fire-rescue equipment would be removed for private purchasers.

The Board felt that the best option was to list the truck on Maine Municipal Association's website, Craigslist or Facebook Marketplace for a starting amount of \$7,000. Chief Allen would provide the specifications and it would be listed as soon as possible.

6. Department Head Updates

a. Fire Department Updates – Fire Chief James Allen

Chief Allen stated that the new pumper was due to be delivered on the following Wednesday, which would be in time for Community Day. Chairman French asked about lettering, and Chief Allen responded that Chipper would be doing it after he returned from vacation, but the vendor was sending it with twenty (20) day plates so it would be road ready for training.

He also presented the department uniforms that would be worn to the badge pinning ceremony that weekend.

b. Clerk's Report submitted by Sara Farris, Town Clerk

c. Highway Report submitted by Scott Parker, Highway Supervisor

7. Town Administrator's Report

Mrs. Loring explained that they were in the final stages of preparing for Community Day and everyone was excited to see the turn out. She added that there would be cooling stations available to help with the heat.

She stated that she had found a new cleaner for the offices, Jan Pro, and they would start the first Friday in August. She explained that they were only \$20.00 more a month than the current contractor but had all of the necessary insurance credentials.

She presented a sponsorship request that she had received for a traveling sports team, and the Board stated that there were no funds available for the request at this time.

Mrs. Loring stated that the Managers Interchange was scheduled for August 7-9th at Sugarloaf, and she was interested in attending, and the Board approved.

8. Selectmen Comment - None

9. Next Meeting Dates

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Board of Selectmen Meeting Minutes Dated July 15, 2019

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a. July 29, 2019 - Confirmed

10. Adjournment

MOTION: Lisa Cesare motioned to adjourn; seconded by Brittany Hemond.

VOTE: UNANIMOUS APPROVAL (5/0).

The Board adjourned at 8:05pm.

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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