



Town of Minot

329 Woodman Hill Road
Minot, ME 04258
207-345-3305
www.minotme.org

Board of Selectmen
Minot Town Office
Monday, September 9, 2019, 6:30 pm
Minutes*

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

Staff: Danielle Loring (Administrator)

Other: Peter Csoros (Pottle Hill Road)

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. **August 26, 2019**

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

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

4. **Warrants**
 - a. **Payroll Expense Warrant – September 9, 2019**
 - b. **Treasurer's Warrant – September 9, 2019**

MOTION: Lisa Cesare motioned to approve the Payroll Expense Warrant, dated September 9, 2019, in the amount of \$17,419.19, and the Treasurer's Warrant in the amount of \$199,020.53; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

***9. Selectmen Comment**

Chairman French asked about the trees running along the driveway and inquired about getting them trimmed so that they were not impeding with utility lines. Mr. Callahan agreed because he felt that they were a hazard. Mrs. Loring stated that she would reach out to the abutters to notify and then proceed to get the issue addressed.

*Written minutes serve as reference to the official record, which are recordings kept at the Town Office.

Board of Selectmen Meeting Minutes Dated September 9, 2019

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

5. New Business

a. Review and Discussion for FY2020 Budget Schedule

Mrs. Loring presented the FY2020 Budget Approval schedule, which also included the election schedule. This year there would be one selectman position (Hemond) and two Schoolboard spots (Rioux and Lecasse). She explained that the format was the same as the previous year, except that Department Head and Committee presentations would be back to back, rather than separated by a week. Mrs. Cesare commented that she did not think that committee presentations should include the community groups, as they had the year before, because she wanted to respect their time. She agreed that it was a good learning experience but the way those funds were set up on the warrant, it made more sense to exclude them. The other Board members and Mrs. Loring agreed.

Mrs. Hemond stated that she would not be available for the October 7th goal setting meeting (NOTE: After the meeting, the schedule was amended to move this to the September 23rd meeting so that all members could be present).

The schedule was approved as presented.

b. Consideration and Approval of Steve French's Appointment to the Lake Auburn Watershed Protection Board of Directors

Mrs. Loring explained the organization had reached out to the Town regarding Mr. French's appointment. She continued that Minot was in a rotation with Buckfield and Hebron for annual representation on the Board, unless there was no interest and it would go to whomever wanted to do it. Minot was the only one with a representative interested at this time. Chairman French explained that there were some benefits for being the representative, such as funding for training.

MOTION: Brittany Hemond motioned to accept Steve French's appointment to the Lake Auburn Watershed Protection Board of Directors; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: 4/0/1 (ab SF)

6. Old Business

a. Consideration and Approval of Blue Sky Removal Bond for Tower on Hersey Hill Road

Mrs. Loring stated that the Bond has been approved by the Planning Board at their meeting on September 3rd. She explained that if the Selectmen approved the Bond, it would be recorded at the registry.

MOTION: Daniel Callahan motioned to approve the removal bond for the Tower on Hersey Hill Road, owned by Blue Sky Towers; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

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***8. Town Administrators Report**

a. MUBEC Update

Mrs. Loring stated that since the last time they had discussed MUBEC, she had learned that that LD1509 would require all towns to require that any new buildings constructed be built to Maine Universal Building and Energy Code (MUBEC) standards. Only towns with populations over 4,000 could enforce the law automatically, but those under would need to adopt the code in order to enforce it, otherwise they could only advise that the standards needed to be followed.

Mrs. Cesare stated that she was at the last Planning Board meeting where this was discussed, and they had tabled it to see what the State was going to do. Mrs. Loring responded that she did not feel that it should change the Board's original direction, to adopt the code per CEO's preference, because now the code was a requirement. She explained that without adopting the code, there would be no enforcement action by the Town that could be taken to get the builder to comply. The indirect consequences would be related to services from banks and insurance companies' services. Mrs. Cesare asked about the current building standards, and Mrs. Loring responded that they could remain because they would apply for any permits issued for a period of two years.

Chairman French stated that he felt that they were good for when the building changed hands. Mr. Gilpatric agreed and felt that the Town should move in that direction since the State was requiring it one way or another. He felt that they should make the code retroactive with the effective date, September 19, 2019, and Mrs. Cesare did not think it would be necessary because it was typically the slow season. Mrs. Loring stated that she felt the Town should move in the same direction as before, which was to adopt the building code portion of MUBEC and advise to the Energy Code, and track whether there were any permits pulled in the interim that may need to be covered.

The Board agreed with that direction.

b. Broadband Study Update

Mrs. Loring stated that she had spoken with Mr. Lippold and he had indicated that they were completing the field work for the project, which included determining all of the existing infrastructure, and would then be reaching out to Internet Service Providers (ISPs) to determine what their interest in expanding in Minot was, including development plans for the future. She added that she was anticipating the final report within 60 days.

c. Closed Wednesday, October 2, 2019 for Staff to Attend MMA Conference

***7. Department Head Updates**

a. Clerk's Report as submitted by Sara Farris, Town Clerk

b. Highway Report as submitted by Scott Parker, Highway Supervisor

c. Fire Department Update as submitted by James Allen, Fire Chief

10. Public Comment – None

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11. Next Meeting Dates

b. September 23, 2019—Confirmed

12. Adjournment

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

VOTE: UNANIMOUS APPROVAL (5/0)

The Board 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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