



Town of Minot

329 Woodman Hill Road
Minot, ME 04258
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Board of Selectmen & Budget Committee
Minot Town Office
Tuesday, October 29, 2019, 6:30 pm
Joint Meeting Minutes*

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

Budget Committee – Chairman Matthew Callahan, William Perry, Denis Decoster, Bernice Fraser Timothy Worden and Karen Nichols

Absent: Reggie Emery

Staff: Danielle Loring (Administrator), George Downing (Cemetery Chair), Mike O'Connor (MHAA Representative)

1. **Call to Order:** Chairman Steve French called the meeting to order and a quorum of both groups was present.
2. **Pledge of Allegiance**
3. **Committee Presentations**

a. Cemetery Committee Budget Request

Mr. Downing presented the budget request for the Cemetery Department. He stated that the committee was looking to raise and appropriate the same amount as the previous year (\$5,000) because they wanted to continue making improvements to the cemeteries.

He explained that there was one project that needed to be addressed in the coming year regarding drainage for Center Minot Hill Cemetery. He continued that the conditions had been wet for longer and it resulted in damage being caused to the lower portion of the lots. He stated that this area had originally been marked as lots for cremation but that the conditions were wetter than anticipated and felt that it should be resolved before moving forward. He felt that this project was important because of the trends for burials; quoting that almost 80% of current burials were cremations, which had been 20-30% when the lots were developed. He explained that there were alternatives to the cremation lots but it was more costly than what was intended and felt that they should be getting some use out of the land.

b. Minot-Hebron Athletic Association (MHAA) RE: Rec Budget

Mrs. Loring stated that staff was requesting \$5,000 to continue with grounds maintenance for the fields. The previous year's request of \$2,500 was for lime that was transferred out of the Highway Department but did not account for that fact that the Town no longer had access to a tractor, which had belonged to the previous Administrator. She continued that the additional cost would be to continue using contracted services with Tru Green for grounds maintenance. This amount also included expanding parking at the Community

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Fields, by the multipurpose fields. She explained that they had intended to complete this project in 2019, but that funds had gone to the fields due to a grub infestation.

Mr. O'Connor explained that Minot Hebron Athletic Association (MHAA) was not making a direct for the 2020 budget but wanted to support the request being put forth by the Town. He explained his role with MHAA and what they used the fields for. He wanted to see that the fields continued to get use and added some of the ways that MHAA could expand usage.

Mr. Nichols asked if they were currently making money off of tournaments that were being held at the fields, and Mr. O'Connor responded that they were not charging a fee to travel teams. Mr. Perry asked who the funds would go to if a fee were charged, and Mrs. Loring responded that it would need to be worked out. She explained that she had met with Mr. O'Connor the previous summer and they had discussed the needs and wants of the organization. She felt that there were some low hanging items, such as expanding the parking, that were easy requests whereas there were some that needed more time to plan and figure out financing, such as replacing the lights at the Memorial Fields, and much larger projects, such as installing utilities at the Community Fields. Mrs. Cesare felt that they should consider bring back the Recreation Committee to help work out some of these projects and the relationship between the two groups.

c. Community Day

Mrs. Hemond presented the expenditures and activities that had been hosted by the Town the previous year. She felt that Community Day was a better attend event than the year before, even with the weather. She felt that the event could continue to grow and that they were looking to change the way they looked for support from the community, such as asking businesses to sponsor specific activities like the dunk tank or bounce house. Many of the expenses were on permanent features such as signage and t-shirts for fundraising, that would not need to be purchased again, but she was hoping that they would invest in games that would be higher quality and not have to be rented moving forward.

They were also working to form a more formal committee to make decisions about activities since they were expanding to include events like Veterans Day and the Tree Lighting. They were also partnering with other groups again like the Community Club and the Fire Department.

She concluded that the overall request was whatever the difference between the carryforward and \$2,500 which, at that time, was about \$1,900.

4. General Budget Discussion

5. Adjourn

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

VOTE: UNANIMOUS APPROVAL (5/0)

The meeting adjourned at 7:30pm.

Recorded by
Danielle Loring
Town Administrator

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X	X
Steve French, Chairman	Daniel W. Gilpatric, Vice Chairman
X	X
Daniel Callahan, Jr.	Lisa Cesare
X	
Brittany Hemond	

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