



Town of Minot Selectmen Epacket

March 23, 2020 at 6:30pm

Teleconference Meeting

Call Town Office ahead to reserve your spot and get call information

Table of Contents

Agenda 1

Minutes for March 9, 2020..... 2

Minutes for March 12, 2020..... 6

Materials for CMP LED Conversion 10



Town of Minot

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

Board of Selectmen
TeleConference

(Minutes will be posted after)

Monday, March 23, 2020, 6:30 pm

*If you would like to join the call, please
call 207-345-3305 to reserve a spot*

Agenda*

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. March 9, 2020
 - b. March 12, 2020 – Special Workshop
4. Warrants
 - a. Payroll Expense Warrant – March 23, 2020
 - b. Treasurer’s Warrant – March 23, 2020
5. New Business
 - i. Coronavirus (COVID-19) Update and Continued Planning
 - ii. Consideration of Agreement with Central Maine Power (CMP) for LED Streetlight Conversion
6. Department Head Updates
7. Town Administrator’s Report
8. Selectmen Comment
9. Public Comment
10. Next Meeting Dates
 - a. April 6, 2020
11. Adjournment



Town of Minot

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

Board of Selectmen
Minot Town Office
Monday, March 9, 2020, 6:30 pm
Minutes*

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

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

Other: Eriks Peterson (Journalist)

- 1. **Call to Order:** Chairman French called the meeting to order at 6:30pm and a quorum was present.
- 2. **Pledge of Allegiance**
- 3. **Approval of Minutes**

a. February 24, 2020

MOTION: Lisa Cesare motioned to accept the minutes of February 24, 2020 as written; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

- 4. **Warrants**
 - a. **Payroll Expense Warrant – March 9, 2020**
 - b. **Treasurer’s Warrant – March 9, 2020**

MOTION: Brittany Hemond motioned to approve the Payroll Expense Warrant, dated March 9, 2020, in the amount of \$21,737.18, and the Treasurer’s Warrant, dated March 9, 2020, in the amount of \$226,216.26; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

- 5. **New Business**
 - a. **Nomination and Election of Board Chair and Vice Chair**

Mr. French asked Mr. Gilpatric to handle the nominations for Chair. Mr. Gilpatric call for nominations for Selectmen Chair. Mrs. Cesare nominated Steve French and there were no other nominations. Mr. French accepted the nomination.

MOTION: Brittany Hemond motioned to appoint Steve French as Selectmen Chair; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: MOTION CARRIED (4/01 ab SF)

Chairman French called for nominations for Selectmen Vice Chair. Mrs. Hemond nominated Daniel Gilpatric and there were no other nominations. Mr. Gilpatric accepted the nomination.

MOTION: Brittany Hemond motioned to appoint Daniel Gilpatric as the Selectmen Vice Chair; seconded by Daniel Callahan.

DISCUSSION: None.

VOTE: MOTION CARRIED (4/01 ab DG)

b. Consideration and Approval of Quit Claim Deed
i. Tory & Deseree Davis
19 Lane Road
Map U01, Lot 002B

Mrs. Loring stated that all back taxes and fees were paid before the extended deadline set the Selectmen, and she was recommending that the Board approve the Quit Claim Deed.

MOTION: Lisa Cesare motioned to approve the Quit Claim Deed for Tory & Deseree Davis at 19 Lane Road; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

c. Consideration and Approval of Agreement with AVCOG for Contract Planning Services

Mrs. Loring explained that this contract would allow Androscoggin Valley Council of Governments (AVCOG) to accumulate planning hours for the review of planning projects for Planning Board Site Plan Review and ordinance revisions as presented in the 2020 budget. She added that there was already an application in the queue waiting to go before the Planning Board but that would be paid out of an escrow provided by the applicant. She was asking for approval to proceed with the agreement. The Board felt that the rates were reasonable.

MOTION: Brittany Hemond motioned to allow the Town Administrator to sign into a contract with AVCOG for planning services for the term of the agreement; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

d. Town Meeting Follow Up

i. Review and Acceptance of Bids for Purchases Approved

Mrs. Loring asked the Board to consider approving the bid from Bessey Motors Sales for the 2020 RAM Tradesman for the net amount of \$19,784, which included \$17,000 for the 2016 Chevy Silverado.

MOTION: Lisa Cesare motioned to accept the bid for the 2020 RAM pick-up for the net price of \$19,784 including trade-in, using \$15,000 from the Highway Capital Reserve and raising appropriating the remainder; seconded by Daniel Callahan.

DISCUSSION: Daniel Callahan asked when they were expecting delivery, and Danielle Loring responded that they were expecting it within the next two weeks.

VOTE: UNANIMOUS APPROVAL (5/0)

Mrs. Loring asked that the Board approve the bid from Nortrax for the 2020 John Deere 310SL Backhoe in the amount of \$106,000. She explained that \$6,001 would get paid to the dealer at the time of order and that the remaining \$99,999 would be financed. The current interest rate through Androscoggin Bank was 3.09%, and she wanted to know if they wanted her to go through the Federal Program in an attempt to try and lower the amount. The Board felt that she should proceed with the financing quote that she had.

MOTION: Lisa Cesare motioned to accept the bid for the John Deere in the amount of \$106,000 and negotiate financing for not more than two years; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

ii. Feedback Regarding Process

The Board agreed that there should be an additional mic for the Board table. They also felt that they should make an announcement that the audience is welcome to make the motions for the articles, that the intention was to make it go smoother by having the Board start the motions.

6. Department Head Updates

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

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

7. Town Administrator's Report

8. Selectmen Comment

Mrs. Cesare gave an overview of the budget process leading up to the recent vote and felt that it would have significant financial impact on the Town if the budget were approved. She reviewed the items that were approved in addition to the mandated salary increases. The Board instructed the Town Administrator to schedule a workshop with the Minot School Board members.

9. Public Comment – None

10. Next Meeting Dates

a. March 23, 2020 – Confirmed

11. Adjournment

MOTION: Lisa Cesare motioned to adjourn; seconded by Daniel Callahan.

VOTE: UNANIMOUS APPROVAL (5/0)

The Board adjourned at 7:59pm.

Recorded by
Danielle Loring
Town Administrator

X

Steve French, Chairman

X

Daniel W. Gilpatric, Vice Chairman

X

Daniel Callahan, Jr.

X

Lisa Cesare

X

Brittany Hemond



Town of Minot

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

Board of Selectmen
Minot Town Office
Thursday, March 12, 2020, 6:30 pm
Minutes*

Special Workshop with Minot School Board Members

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

School members: Ken Healey (Superintendent), Mary Martin (Board Chair), Steve Holbrook, Jim Crouse, Mike Lecasse, and Laura Hemond.

Staff: Danielle Loring (Administrator)

Other: Eriks Peterson (Journalist)

1. Call to Order: Chairman Steve French started the workshop at 6:30pm

2. Pledge of Allegiance

3. New Business

a. Review of 2020-21 Budget and Impact to Minot Taxpayers

The Board of Selectmen expressed their concerns regarding the increases to the school budget and the financial impact that it would have on the Minot taxpayer. Mr. Healey and Mrs. Martin explained the source of the increases. (News article attached to minutes).

4. Adjournment

The workshop adjourned at 7:40pm.

Recorded by
Danielle Loring
Town Administrator

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

By Eriks Petersons Special to the Sun Journal

March 13, 2020

MINOT — Regional School Unit 16 Superintendent Kenneth Healey told selectmen Thursday night that a proposed 5% increase in teacher and support staff salaries accounts for about \$900,000 of the \$1.97 million increase in next year's budget.

The spending package for 2020-21 stands at \$24.4 million.

Healey and School Board Chairperson Mary Martin of Mechanic Falls said the 5% pay raise for salaried teachers is because, in part, the district needs to begin meeting the state-required \$40,000 minimum salary over the next three years.

Healey said increases for 4% and 3.5% in the next two years, respectively, are planned.

Salaries isn't the only major increase in the budget.

Benefits account for a \$250,000 increase and Special Education for a \$270,000 increase, he said.

Selectmen called for the workshop with school officials and Minot school board representatives to understand the nearly 9% increase in the proposed budget.

Selectman Lisa Cesare said explaining the impact of the increase to residents is going to be difficult. Taxes on a \$100,000 home in Minot could increase by \$79.03, if the budget passes as is. She said property tax bills would rise significantly, up to \$200 or \$300.

Martin said there is "lots of space and time for input" on the budget proposal.

"We certainly want to put a budget out there that's going to pass," she said. "And it is always a balance to try and find where we can provide our kids with programs and services they need and at the same time meet the capacity for our communities to support it."

The School Board will meet at 6 p.m. Tuesday, March 17, at the Poland Regional High School library to review and finalize the budget.

A public information session is scheduled for 6 p.m. Tuesday, March 31, at Minot Consolidated School.

A districtwide meeting vote is set for 6:30 p.m. Wednesday, April 29, at Poland Regional High School auditorium. The budget validation referendum in each of the three towns will be Tuesday, May 12.

At the regular Board of Selectmen meeting Monday, Steve French and Dan Gilpatric were reelected chair and vice chairman, respectively.

A bid by Bessey Motors of South Paris was selected for a three-quarter ton pickup truck, which was approved at town meeting Saturday. It will be delivered this week.



Selectmen approved the bid from Nortrax for a backhoe, which was also approved at the town meeting. Town Administrator Danielle Loring will work up a two-year financing package on the backhoe.

The last of several quitclaim deeds was approved by the board. Loring said all tax-acquired properties have been returned to the previous owners.

Invalid username/password.

Success. Please wait for the page to reload. If the page does not reload within 5 seconds, please refresh the page.

Enter your email and password to access comments.

Forgot Password?

Don't have a Talk profile?

Hi {SUB NAME}, to comment on stories you must . This profile is in addition to your subscription and website login.

Already have one? .

Invalid username/password.

Please check your email to confirm and complete your registration.

Create a commenting profile by providing an email address, password and display name. You will receive an email to complete the registration. Please note the display name will appear on screen when you participate.

Already registered? Log in to join the discussion.

Only subscribers are eligible to post comments. Please subscribe or login to participate in the conversation. Here's why.

Use the form below to reset your password. When you've submitted your account email, we will send an email with a reset code.

[« Previous](#)

PHOTOS: Ice cream businesses start to open

[Next »](#)

Lewiston City Council will likely support river upgrade effort

© 2020

Town of Minot Street Light conversion to LED's

- Total estimated yearly savings is **\$66.48** for the 12 lights we will be changing out
- No cost to town to convert
- Process of ordering and installing can take up to 5 months, possibly longer.
- May use outside crews to do the installations of the new lights
- If police presence is required the cost will be the responsibility of the town.
- There is not LED available to replace the Sodium Flood lights, Mongoose or ornamental lights.

Agreement for Street/Area Lighting

Town of Minot

Date: 3/11/2020

Contract Account	Current Equipment	Pole	Circuit Road	Equivalent	Monthly delivery cost
35012132169	SL HPS100W ENCLSD	3.1	EAST POLAND ROAD	44 Watt LED	\$8.49
35012132169	SL HPS70W CUTOFF	1	GREENWOOD MOUNTAIN ROAD	26 Watt LED	\$8.49
35012132169	SL HPS70W CUTOFF	8	GREENWOOD MOUNTAIN ROAD	26 Watt LED	\$8.49
35012132169	SL HPS100W CUTOFF	6	MCFALLS ROAD	44 Watt LED	\$8.49
35012132169	SL HPS70W CUTOFF	14	MCFALLS ROAD	26 Watt LED	\$8.49
35012132169	SL HPS250W MG VS	27	MCFALLS ROAD	#N/A	#N/A
35012132169	SL HPS150W CUTOFF	28	MCFALLS ROAD	66 Watt LED	\$8.49
35012132169	SL HPS250W FLD	1.1	MINOT ATHLETIC LINE	Not available	#N/A
35012132169	SL HPS50W CUTOFF	6	OLD MCFALLS ROAD	19 Watt LED	\$8.49
35012132169	SL HPS70W CUTOFF	8	OLD WOODMAN HILL RD	26 Watt LED	\$8.49
35012132169	SL HPS70W CUTOFF	99.1	WEST MINOT ROAD	26 Watt LED	\$8.49
35012132169	SL HPS100W CUTOFF	038	WOODMAN HILL ROAD	44 Watt LED	\$8.49
35012132169	SL HPS100W CUTOFF	038	WOODMAN HILL ROAD	44 Watt LED	\$8.49
35012132169	SL HPS100W CUTOFF	088	WOODMAN HILL ROAD	44 Watt LED	\$8.49

Town:	Town Code:
Road Name: Various	Account Number: 35012132169
Customer Name: Town of Minot	
Mailing Address: 329 Woodman Hill Rd Minot ME 04258	
Phone Number: 207-345-3305	Email Address: admin@minotme.org

Central Maine Power Company (CMP) and the undersigned Customer agree to the Terms and Conditions. The parties have indicated their acceptance of the terms of this Agreement by signing below or having their duly authorized representative sign below on their behalf.

Central Maine Power Company	Customer
By: <i>Tasha Raymond</i>	By:
Printed Name: Tasha Raymond	Printed Name:
Title:	Title:
Date: 3-11-2020	Date:
Work Order #	Notification #
	Responsible Service Center:
Notes: The Mongoose and the Floodlight have no LED equivalent at this time. We will change them out when we do.	

TERMS AND CONDITIONS

CMP will supply and maintain the outdoor lighting service described above in accordance with CMP's rates and Terms and Conditions on file with the Maine Public Utilities Commission as amended from time to time. CMP will give the Customer a copy of CMP's current outdoor lighting Terms and Conditions upon request. CMP will furnish, own and maintain standard distribution-type poles, laminated wood poles, and decorative poles. When such poles are furnished strictly for area lighting, the customer shall pay a special facilities charge. If any light fails to operate, CMP will repair or replace it, at its option, within a reasonable time after the customer gives CMP notice of the light failure.

The Customer will pay the charges for this outdoor lighting service from the date of installation until this Agreement is terminated. The Customer will furnish, own and maintain any poles other than the standard types offered by CMP. The Customer will provide CMP with notice of light fixture failure.

This Agreement shall commence upon signature by both CMP and the Customer, and shall continue in effect until fifteen (15) years _____ after installation of the outdoor lighting that is the subject of the Agreement; provided, however, that either party may terminate this Agreement upon thirty (30) days written notice to the other party. After the initial fifteen (15) year term, this Agreement shall continue in effect from month to month, unless either party provides thirty (30) days written notice that it does not wish to continue under this Agreement.

If the Customer terminates this Agreement less than fifteen (15) years after installation, or if the Customer fails to fulfill its obligation under this Agreement and CMP terminates this Agreement as a result thereof, the Customer will pay CMP the unused investment and removal costs of the equipment in accordance with CMP's outdoor Lighting Terms and Conditions. This Agreement shall also terminate if the municipality serving the Customer assumes the obligation for payment of the service described in this Agreement under CMP's Municipal Street Lighting Rate SL, by having an appropriate municipal official give CMP written notice thereof.

All of the facilities furnished by CMP are personal property and CMP shall retain title to them. CMP shall have reasonable time after termination of this agreement to remove these facilities.

The Customer will release, defend (at CMP's option), indemnify, and hold harmless CMP and its directors, officers, employees, contractors, agents, affiliates, successors and assign, from and against any and all liability, claim, cost and expense of any kind or nature, arising out of or related to the use or presence of the facilities on the Customer's premises. This obligation shall survive termination of this Agreement.

The provisions of this Agreement shall inure to and be binding on the parties' respective heirs, executors, administrators, and successors and assigns.

The parties reserve the right to amend this Agreement at any time to comply with any ruling or decision of any governmental body.

Additional Provisions for Underground Service

CMP will supply underground service for street and area lighting only in commercial developments, and, in conjunction with underground residential distribution, in housing developments and mobile home parks.

The Customer shall: (a) excavate and backfill the trench and provide all necessary duct lines and conduit; (b) contribute toward the initial cost of the underground feed in excess of 125 feet per light per circuit, measured from the base of the pole, in accordance with CMP's filed Terms and Conditions, and reimburse CMP for all necessary maintenance and repairs for the entire length of underground feed, (CMP will own the entire length of the underground feed, including the length over 125 feet).

CMP will also connect to customer-owned underground installations conforming to CMP specifications and will provide luminaries and brackets on customer-owned poles at the monthly rate contained in CMP's filed terms and conditions after installation, CMP will own underground line and maintain it. All of the Terms and Conditions for CMP installed lines shall apply, except the Customer shall be responsible for full cost of installation.