



Town of Minot

329 Woodman Hill Road
Minot, ME 04258
207-345-3305
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Board of Selectmen
Minot Town Office
329 Woodman Hill Road
Monday, November 16, 2020, 6:30 pm
Minutes*

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

Absent: Daniel Callahan

Staff: Danielle Loring (Administrator)

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. **October 26, 2020 (Public Hearing)**

MOTION: Brittany Hemond motioned to accept the minutes from the October 26, 2020 Public Hearing; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

4. **Warrants**
 - a. **Payroll Expense Warrant**
 - b. **Treasurer's Warrant**

MOTION: Lisa Cesare motioned to accept the Payroll Expense Warrant in the amount of \$18,967.32, and the Treasurer's Warrant in the amount of \$52,575.38; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

5. **Old Business**
 - a. **COVID-19 Update – None**
 - b. **Code Enforcement Update**

The Town Attorney was reporting that it was likely that the courts would be accepting land use issues next month.

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Board of Selectmen Meeting Minutes Dated November 16, 2020

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

6. New Business

a. Consideration and Approval of Public Safety Answering Point (PSAP) and Services Agreement with Androscoggin County

Mrs. Loring presented the FY2021 PSAP Agreement with Androscoggin County for dispatching services. She explained that the price increase was from the rate increase implemented by the County but did not take into account any Census increases. There were also projected increases for FY2022 and the Census may be finalized by that point as well. She and staff were recommending accepting the agreement.

MOTION: Daniel Gilpatric motioned to accept the PSAP Agreement as presented; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

b. Consideration and Recommendations for the FY2021 Budget

Mrs. Loring presented the FY2020 Draft Town Meeting Warrant and Budget figures. She explained that the intention was to review the numbers and get their recommendations for the Warrant. These figures could be forwarded to the Budget Committee for their recommendations. The Board chose to give their recommendations by a show of hands unless otherwise noted.

Articles 1-11 were non-financial items.

Article 12 would be considered after the end of the fiscal year.

Article 13 was pending once she had confirmed the numbers.

Article 14 for Town Office Salaries and Benefits and the recommended amount was \$267,423. Mrs. Cesare felt that there was a typo because the number should be \$40,000 over the prior year, and she wanted to confirm that there was enough to include cost of living increases. Mrs. Loring corrected the number to \$287,423 and confirmed that it would support an increase of 1.5%. Chairman French asked about adjusting Selectmen stipends, and Mrs. Loring directed him to Article 5 which included the recommendations. He wanted to reduce the recommendation for Chairman to an additional \$1,500 to \$500. Mrs. Cesare felt that the Assessors' stipends could also be adjusted to \$50 from \$100 each. With these adjustments the new total was \$286,273 and Board recommended unanimously.

Article 15 for Town Office Maintenance and Supplies: unanimously recommend \$29,500.

Article 16 for Interdepartment and IT Services: unanimously recommended \$29,650.

Article 17 for the Paving Bond was reserved until the final figures had been received by the bank.

Article 18 for Paving and Patching if the bond failed: the Board unanimously agreed to "make no recommendation" for a total of \$426,000, raise \$365,616 and use \$60,384 from LRAP.

Article 19 for Operating Costs of the Town Garage and Equipment Repair: unanimously recommend \$80,150.

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Board of Selectmen Meeting Minutes Dated November 16, 2020

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Article 20 for Winter Roads: unanimously recommend \$270,468.

Article 21 for Maintenance of Common Roads, Culverts, Bridges and Bushes: unanimously recommend \$271,710.

Article 22 for Minot Municipal Fire Department including Rescue Division: unanimously recommend \$81,710.

Article 23 Principle Payments and Interest: unanimously recommend \$150,762.

Article 24 for Contract Assessing and GIS Services: unanimously recommend \$22,500.

Article 25 for Code Enforcement and Planning: unanimously recommend \$31,550.

Article 26 for Annual Audit: unanimously recommend \$8,650.

Article 27 for Legal Fees: unanimously recommend \$10,000.

Article 28 for County Tax pending final number from County.

Article 29 for Solid Waste Disposal and Contract Services: unanimously recommend \$58,600.

Article 30 for Street Lights: unanimously recommend \$3,400.

Article 31 for Municipal Organizations and Contracts: unanimously recommend \$18,713.

Article 32 for Conservation Committee: unanimously recommend \$100.

Article 33 for Town Insurance: unanimously recommend \$42,010.

Article 34 for Library Services: unanimously recommend \$22,000.

Article 35 for Animal Control Officer: unanimously recommend \$3,850.

Article 36 for General Assistance: unanimously recommend \$2,000.

Article 37 for Revaluation Reserve: unanimously recommend \$75,000 from Undesignated Fund Balance.

Article 38 to expend from the Revaluation Reserve: unanimously recommend \$150,000.

Article 39 to designate Cable Franchise Agreement Fee to Broadband Expansion Account: unanimously recommend

Article 40 for Broadband Resolution: unanimously recommend accepting Resolution.

Article 41 to designate snowmobile registration refund as a donation to the Moonshiners for trail maintenance: unanimously recommend.

Article 42 for Elections and Annual Town Meeting: unanimously recommend \$7,000

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Article 43 for Cemeteries: unanimously recommends \$3,350.

Article 44 for Recreation Field Maintenance: unanimously recommend \$5,000.

Article 45 for Charitable Organizations: unanimously “Makes no recommendation”

Article 47 to set the 2021 Tax Due Date as December 13, 2021: unanimously recommend.

Article 48 to set the Overpayment Interest Rate at 4 points less than the Delinquency Interest rate for overpayments resulting from abatements: unanimously recommend

Article 52 to allow the Tax Collector to collect interest and costs first before applying payments to newer taxes: unanimously recommend.

Mrs. Loring would adjust the warrant and send the numbers to the Budget Committee for consideration and would bring the reserved items back before the warrant went to print.

7. Department Head Updates

- a. Clerk’s Report as submitted by Sara Farris, Town Clerk**
- b. Highway Report as submitted by Scott Parker, Highway Director**

8. Town Administrator’s Report – None

9. Selectmen Comment – None

10. Public Comment – None

11. Next Meeting Dates

- a. November 30, 2020 – Confirmed**

12. Adjournment

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

VOTE: UNANIMOUS APPROVAL (4/0)

The Board adjourned at 7:49pm.

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Board of Selectmen Meeting Minutes Dated November 16, 2020

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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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