



# Town of Minot

329 Woodman Hill Road  
Minot, ME 04258  
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[www.minotme.org](http://www.minotme.org)

Board of Selectmen  
Minot Town Office  
329 Woodman Hill Road  
Monday, December 28, 2020, 6:30 pm  
Agenda\*

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

**Remote:** 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 quorum was present.
2. **Pledge of Allegiance**
3. **Approval of Minutes**
  - a. **December 14, 2020**

MOTION: Lisa Cesare motioned to accept the minutes as written; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

4. **Warrants**
  - a. **Payroll Expense Warrant**

MOTION: Daniel Gilpatric motioned to accept the Payroll Expense Warrant in the amount of \$28,900.26; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

- b. **Treasurer's Warrant**

MOTION: Daniel Gilpatric motioned to accept the Treasurer's Warrant in the amount of \$89,364.79; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

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Board of Selectmen Meeting Minutes Dated December 28, 2020

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

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## **5. Old Business**

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

## **\*7. Town Administrator’s Report**

- a. Tax Acquired Property**

Mrs. Loring explained that there was only one tax account that matured to foreclosure. She had been in contact with the property owner’s wife and attempted to make them aware of the process. She will bring more information to the next meeting, as the sale process may be altered by COVID and she would check with legal to get some clarity, as they may want to hold off with advancing the process.

- b. 2021 Town Meeting Venue**

Mrs. Loring explained that it now appeared that the RSU was going to allow for the Town to use Minot Consolidated School (MCS) to hold the 2021 Town Meeting, provided the Town complied with any Executive Order restrictions. This now allowed the Town to proceed with planning, even if they did not end up using the school. The Board began discussing various ways to consider for Town Meeting, and Mrs. Loring stated that she would present them to the Town Clerk for consideration. Mrs. Cesare suggested a deadline of February 1<sup>st</sup> for a final decision, and everyone agreed.

- c. Holiday Schedule and TRIO Upgrade**

Mrs. Loring reminded the Board that the Town Office would be closed New Year’s Eve and New Year’s Day. Year-end would occur on December 30<sup>th</sup> at the close of business. When they reopened on Monday, January 4<sup>th</sup>, they would be closed to the public starting at 2pm to complete the TRIO upgrade.

## **6. Department Head Updates**

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

## **8. Selectmen Comment**

Mrs. Cesare wanted to reconsider the Broadband discussion with the final warrant because it appeared that there would be enough funds left over to cover the cost of the grant match from the Undesignated Fund Balance. She felt that this move may be able to get a vote of support from the Budget Committee. She was also going to work with the Broadband Committee Chair to get communication out to the public to ensure support.

## **9. Public Comment – None**

## **10. Next Meeting Dates**

- c. January 11, 2021 – Confirmed**

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## 11. Adjournment

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

VOTE: UNANIMOUS APPROVAL (4/0)

The Board adjourned at 7:18pm.

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

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