



Town of Minot

329 Woodman Hill Road
Minot, ME 04258
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Board of Selectmen
Minot Town Office
329 Woodman Hill Road
**Tuesday, April 20, 2021, 6:30 pm
Minutes*

Present: Chairman Steve French, Vice Chairman Daniel Gilpatric, Matthew Callahan, Lisa Cesare and Brittany Hemond (Remotely)

Staff: Danielle Loring (Administrator)

Public: Jeff Gagnon (Shaw Hill Road) and Mike Washburn (Woodman 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. **April 5, 2021**

MOTION: Lisa Cesare motioned to approve the minutes as written; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL BY ROLL CALL (5/0)

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

MOTION: Lisa Cesare motioned to accept the Payroll Expense Warrant in the amount of \$17,187.82, and the Treasurer's Warrant in the amount of \$38,326.40; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL BY ROLL CALL (5/0)

- *10. **Public Comment**
 - a. **Request to allow secondary roads for ATV Access**

Mr. Washburn explained that he was representing the local ATV club in requesting that the Town allowed for the use of secondary roads in Minot by ATVs. He explained that they had been working with members from Mechanic Falls and Turner to connect their trail systems to support communities and businesses in the area. He continued that this included getting grant funds to install signage and game cameras along the trail.

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

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

Mrs. Cesare asked if this was the same project that they had approved previously, and Mr. Washburn confirmed that there was a portion in the West Minot area that had been approved previously but that it was not successful due to timing that led to abuse by users who were not from the area. He continued that this was not included in the current project.

Mr. Washburn explained that they were asking for use of all secondary roads so that they would not have to keep coming back to the Board. Mrs. Hemond stated that she felt it was a great idea to connect the communities and agreed with the use of cameras. Mrs. Cesare stated that she also supported the project. Mr. Washburn added that the club president worked closely with the Game Warden Service on enforcement issues.

Chairman French stated that the Board would look into the issue and put it on their next agenda for consideration.

5. Old Business

a. COVID-19 Update

Mrs. Loring was still waiting on guidance from the Federal Treasury Department about the American Rescue Plan funds.

b. Code Enforcement Update

Mrs. Loring explained that there were no updates.

6. New Business

a. Review of 2021 Annual Town Meeting Results

Mrs. Loring asked for feedback regarding the April 17th Town Meeting. The Board expressed appreciation and commended the staff for a well-run event, especially the Clerk's role in organizing the event, and felt the Moderator did a good job of keeping the meeting moving forward. They hoped that turnout would be better in following years, and Mrs. Loring asked if there was anything they felt should be changed moving forward. Chairman French suggested that they may want to consider moving the meeting to a weekday evening, but they should wait and see how 2022 turns out.

Mrs. Loring continued that she would approve the Bond quote based on the outcome of the Town Meeting and would bring documentation to a future meeting for them to approve for the closing.

b. Consideration and Award of 2021 Paving Bid

Mrs. Loring presented a summary of the paving bids and the estimated cost for 2021 and 2022 based on the current tonnage pricing for the Board's consideration. She continued that the Highway Director was recommending approval of P&B Paving bid as the apparent low and qualified bidder. The current plan was to complete all of Brighton Hill road this year, which would hopefully save the Town allow for more work to be completed.

MOTION: Lisa Cesare motioned to accept the bid from P&B Paving for the next two year's of work as presented; seconded by Daniel Gilpatric.

DISCUSSION: Matthew Callahan was going to abstain from the vote his employer was one of the bidders.

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VOTE: MOTION CARRIED BY ROLL CALL (4/0/1 ab MC)

c. Consideration and Award of 2021 Gravel Bid

Mrs. Loring presented the gradation results prepared by SW Cole for the gravel samples from Pike Industries and Auburn Aggregates and recommending that the Town get a report from ECI before deciding where neither of the low bidders passed. Mr. Callahan explained how the testing worked, and Mrs. Loring suggested accepting the bids based on the results – if ECI also failed, allow the Highway Director to make a choice based on what best supported the Town. Mrs. Cesare asked how they could make a decision without the results, and Mrs. Loring suggested appointing Mr. Callahan as a Board representative to assist in the decision.

MOTION: Lisa Cesare motioned to award the gravel bid based on the results of the ECI gradation report with Matthew Callahan as the Board representative to consult with the Highway Director; seconded by Daniel Gilpatric.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL BY ROLL CALL (5/0)

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

9. Selectmen Comment

11. Next Meeting Dates

- a. May 3, 2021 – Confirmed**

12. Adjournment

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

VOTE: UNANIMOUS APPROVAL BY ROLL CALL (5/0)

The Board adjourned at 7:28pm.

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

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