



# Town of Minot

329 Woodman Hill Road  
Minot, ME 04258  
207-345-3305  
[www.minotme.org](http://www.minotme.org)

Board of Selectmen  
Minot Town Office  
329 Woodman Hill Road  
\*\*Tuesday, June 1, 2021, 6:30 pm  
Minutes\*  
\*\* Date change to holiday

**Present:** Chairman Steve French, Vice Chair Daniel Gilpatric, Matthew Callahan, and Lisa Cesare

**Absent:** Brittany Hemond

**Staff:** Danielle Loring (Administrator)

**Public:** Dan Carroll

1. **Call to Order:** Chairman Steve French called the meeting to order, and a quorum was present.
2. **Pledge of Allegiance**
3. **Approval of Minutes**
  - a. **May 17, 2021**

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

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 \$18,371.62, and the Treasurer's Warrant in the amount of \$85,966.46; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

- \*6. **New Business**
  - a. **Request to Purchase Town Owned Land on Brighton Hill Road – Dan Carroll**

Mrs. Loring provided the background for the request stating that Mr. Carroll was interested in purchasing Map R13, Lot 025 from Ralph Sawyer with the intention of creating a backlot for his daughter and retaining 5 acres for himself as a building lot. However, because the lot did not have sufficient road front due to a

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road being discontinued, it would not be possible to split the lot or build more than residence. One solution was to purchase map R13, Lot 024 from the Town to allow for Mr. Carroll to do so.

Mr. Carroll confirmed the background for the purchase. He felt that this was the highest and best use for the lot. He continued by giving some background on the process for how the road it was discontinued. There are some records that refer to it as a portion of Brighton Hill Road but it is believed that the road is the "Range Road."

Chairman French was concerned with a previous violation for Map R13, Lot 023A which resulted in an illegal building permitted and the discontinued road still being used by that property (abutting both lots 024 & 025) to access the lot. Mr. Carroll stated that he would not interfere with that lot access and was aware of the situation. Chairman French also stated that he was concerned with the Board selling the lot without putting it out to bid or notifying the abutters of the sale. Mrs. Loring stated that she was not sure of the process where the Board was lot soliciting bids and the lot realty only has value for Mr. Carroll's purpose.

It was decided that Mrs. Loring would reach out to the Town attorney and get clarification on the process and send a notice to the abutter at R13-013, if advised by the attorney. They would reconvene on the matter at their next meeting and hopefully have a resolution for Mr. Carroll.

## **5. Old Business**

### **a. COVID-19 Update**

The Town Office was now fully open to the public and things were going well.

### **b. Code Enforcement Update—None**

## **6. New Business**

### **\*b. Consideration and Approval of Vote to Approve General Obligation Paving Bond**

Mrs. Loring presented the proposed vote from the Town Attorney for the \$1,000,000 paving bond, which would be closed on June 25<sup>th</sup>.

MOTION: Lisa Cesare motion that:

- (1) That under and pursuant to Title 30-A, Section 5772 of the Maine Revised Statutes, as amended and supplemented, there be and hereby is authorized the issuance of a General Obligation Bond of the Town to finance road construction and paving of Town roadways, including transaction costs and other expenses reasonably related thereto. Said roadways to include, but not limited to, the Brighton Hill Road, Pottle Road and Death Valley Road, as approved by Town Meeting vote on April 17, 2021.
- (2) That said Bond is hereby sold and awarded to Androscoggin Bank at an interest rate of 1.68%.
- (3) That the Treasurer and Chair of the Select Board are hereby authorized to issue the aforementioned General Obligation Bond in an aggregate principal amount not to exceed One Million Dollars (\$1,000,000).

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- (4) That said Bond shall be dated June 25, 2021, shall be payable in three (3) equal installments of principal and interest payable on December 31 of each year beginning December 31, 2021, and shall be signed by the Treasurer and countersigned by the Chair of the Select Board and otherwise be in such form and bear such details as the signers may determine.
- (5) That the Select Board hereby confirms its determination that the term of the Bond does not exceed 120% of the economic life of the Project.
- (6) That said Bond is hereby designated qualified tax-exempt obligation of the Town for the 2021 calendar year pursuant to the Internal Revenue Code of 1986.
- (7) That all things heretofore done, and all action heretofore taken by the Town, its municipal officers, and agents in the authorization of said Bond are hereby ratified, approved and confirmed, and the Treasurer and Chair are each hereby authorized to take any and all action necessary or convenient to carry out the provisions of this voting, including delivering said Bond against payment therefor.

Seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

**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**

- a. **ARPA Funds and Funding Request**

Mrs. Loring referred the to the Federal Treasury's Interim Rules regarding the America Recovery Plan Act funding about allowed uses. She pointed the language on allowed expenditures, which included network security. She suggested that rather than having the new phone system be considered an emergency overage, that it be moved to the IT Budget (Acct 8025) and all scheduled network improvements be moved to ARPA funds as an allowed use. It was expected that the Town would be receiving \$267,000 when the funds were released.

She continued that one component of this was connecting the Fire Station to the Town Office via a fiber connection. This was scheduled for a future budget but the phone system dying had escalated the need. She was requesting the Board approved the expenditure to drill a line between the two buildings in the amount of \$3109 to run fiber and get the network connected between the two buildings.

MOTION: Lisa Cesare motioned to approve the expenditure for contract drilling services to install the networking conduit for the quote; seconded by Daniel Gilpatric.

DISCUSSION: Lisa Cesare noted that this would go toward the existing IT budget, but they would consider moving the expenses after the ARPA funds had been received.

VOTE: UNANIMOUS APPROVAL (4/0)

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## **b. ConnectME Award**

Mrs. Loring announced that Colleen Quint had received word that the Town was approved for grant funds to work with FirstLight to expand fiber to the home broadband services in a portion of the unserved areas of Town. She was still waiting for the official award letter to complete any necessary noticing requirements. She was also still working with Spectrum to get the remaining areas of Town connected.

## **c. Equipment Return**

Mrs. Loring requested an advanced check for the next warrant so that she could return the old photocopier and printer so that the Town would not be charged additionally for the previously leased equipment.

MOTION: Lisa Cesare motioned to approve prepayment for services to send back equipment in the amount of \$550; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (4/0)

## **d. Easement Request**

Mrs. Loring explained that the realtor for Mary Foster's property at 419 Woodman Hill Road had reached out because there was an existing easement on the Town's abutting property for her septic system. It appeared that the system had failed, and the easement stipulated that the system would need to be moved if it did. The realtor asked if there was a way to extend the easement, and Mrs. Loring had told them to submit a request for the meeting in June 14<sup>th</sup>. The Board stated that, unofficially, they felt that they would have to deny the request because the Town may wish to develop the lot which was currently vacant. Mrs. Loring would keep them updated is a request came through.

## **e. RSU Well Account**

Mrs. Loring stated that she had notified the RSU that the fees for their usage would increase from \$0.015 to \$0.0225 starting July 1<sup>st</sup> as recommended by Chairman French, as the well operator. The RSU was now questioning those fees and the agreement for the RSU's usage of the Town's well. Chairman French gave the history of the well being used by the RSU and the overhead associated with it. He continued that his license would expire soon and it was unknown whether he could renew at a lower license, as he was looking to retire. He suggested that Mrs. Loring contact Maine Rural Water for a quote for contract services.

**9. Selectmen Comment—None**

**10. Public Comment—None**

**11. Next Meeting Dates**

**a. June 14, 2021—Confirmed**

**12. Adjournment**

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

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VOTE: UNANIMOUS APPROVAL (4/0)

The Board adjourned at 8:10pm.

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

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