



Town of Minot

329 Woodman Hill Road
Minot, ME 04258
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Board of Selectmen
Minot Town Office
329 Woodman Hill Road
Monday June 14, 2021, 6:30 pm
Minutes*

Present: Chairman Steve French, Brittany Hemond and Lisa Cesare

Absent: Daniel Gilpatric and Matthew Callahan

Staff: Danielle Loring (Administrator)

Public: Dan Carroll and James & Debra Stevens

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. **June 1, 2021**

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

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (3/0)

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

MOTION: Brittany Hemond motioned to accept the Payroll Expense Warrant in the amount of \$18,412.84, and the Treasurer's Warrant in the amount of \$339,997.94; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (3/0)

5. **Old Business**
 - a. **Follow up to Request to Purchase Town Owned Land on Brighton Hill Road – Dan Carroll**

Mrs. Loring presented the memo from the Town Attorney outlining the options for selling the R13-024. She highlighted that the Selectmen had the ability to sell the lot because it was a Tax Acquired Property, and that the attorney was recommending that the Board put the property out to bid as the "cleanest" method, where they reserve the right to choose Mr. Carroll's bid. Otherwise, he was recommending that the property be sold for the amount of back taxes and lien costs, include an easement for lot R13-023A, and notice be sent to abutters.

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

Mrs. Cesare responded that she felt that directly selling to Mr. Carroll was the more appropriate method, because it was going to be the outcome in the end. She continued that the Board had also felt that there was only one abutter (R13-013L) who should be noticed because they had immediate road frontage. Mr. Carroll felt that the memo from the Attorney was vague but agreed to the conditions that the Attorney was outlining, and he would also cover any closing costs, including having the deed drawn up.

MOTION: Lisa Cesare motioned to transfer R13-024 to Dan Carroll via quit claim deed after a notice was sent to the owner of R13-013L at a price to be determined by the back taxes and lien costs; seconded by Brittany Hemond.

DISCUSSION: Dan Carroll asked if the motion should include language that he would cover closing costs, and Lisa Cesare so amended with Brittany Hemond seconding. Dan Carroll then asked for a recap on the process, and Lisa Cesare responded that the abutter would be sent the notice and given until the next meeting to respond and the Quit Claim Deed with be accepted at the next meeting, and Danielle Loring confirmed.

VOTE: UNANIMOUS APPROVAL (3/0)

***6. New Business**

a. Request to Extend Jarvi Road Beyond R10-043C to Make Lot Buildable – James Stevens

Mrs. Loring explained that the Code Officer had received a request to build on R10-043C, which is beyond where Jarvi Road had been discontinued. She continued that the lot did not qualify to be a backlot because it was below 5 acres and creating the right-of-way would reduce the front lots frontage below allowable. Therefore, it was advised that the property owners approach the Board about extending the road far enough to make the lot buildable. The current road length was 761'7" (CORRECTION the actual road segment is 706'7") and went right to the property line. The Town currently maintained the dirt road to just their driveway.

Mr. Stevens confirmed the information Mrs. Loring presented and added that he was just looking to build a home for his son. He was not looking to have the road accepted by the Town and described the current conditions of the Town's portion. He was hoping to not have to bring the segment to the Town's requirements in Chapter 8 of the Land Use Code because the current road was not to those standards. Chairman French asked what the Highway Director thought, and Mrs. Loring responded that he had similar concerns about bringing the road up to Town standards, but she added that they could request a waiver under the application process. He was also looking to ensure that there was a location to turn around the Town's dump truck.

Chairman French responded that he wanted guidance from the Planning Board, and Mrs. Loring explained that the process was managed by the Selectmen, but it would be forwarded to the Planning Board and Road Commissioner for comment. She continued that the intention of this meeting was to learn whether the Stevens should pursue an application or seek other means to make their lot buildable. Mrs. Cesare asked what would happen if the road were approved and then either lot was sold, and Mrs. Loring explained that the front portion was a Town road and if this was approved as a private street extension or right-of-way, the owners would need continue maintenance including plowing, similar to a backlot driveway or private way.

The Board felt that the request was fair and encouraged the Stevens to apply so that they could begin the process of reviewing their request.

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***5. Old Business**

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

6. New Business

***b. Consideration and Approval of Amended Fee Schedule**

7. Department Head Updates

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

8. Town Administrator's Report

- a. Emergency Order and LD32**

Mrs. Loring explained that the Governor was ending the State of Emergency on July 1, 2021, which means that all State extensions and benefits would be ending effective August 1st, this included provision allowing for Board members to attend meetings remotely. However, the bill LD32 would extend that benefit as long as certain conditions were met.

b. Browntail Moths

Mrs. Loring referred to an email that she had sent to the Board the week before regarding browntail moths and related health concerns. She explained that Mr. Gilpatric had responded that he had seen some nests in the area, and she wanted to follow up to see if the Board wanted the Town properties to be checked and treated, and they did not feel it was necessary at this time but to continue educating the public.

c. Accessory Dwelling Unit (Building) Law

Mrs. Loring presented a proposed bill that would make it so that all properties would be granted the ability to construct an accessory dwelling unit on their property, regardless of local restrictions. There were amendments to the initial language that would exclude the Shoreland Zone but it would still impact some of the other zones and suggested that the Planning Board bring this up as a discussion in the future if the law passed.

d. RSU Budget Update

Mrs. Loring stated that the RSU was going to be updating their funding numbers likely before commitment given that the State was now going to be funding at 55%. This looked like it would drop the proposed payments by about \$10,000 a month.

e. Well Update

Mrs. Loring stated that she and Chairman French, as the Town's Well Operator, had met with the RSU staff to discuss the current use of the Town's well by Minot Consolidated School. Mrs. Loring explained that it was likely that the costs were going to increase as they were looking to contract with Maine Rural Waters and there was some required maintenance that would need to be considered. She was also going to with the administrative staff to create an updated agreement.

f. Network Cable Drilling

Mrs. Loring said that the drilling to lay the conduit underneath the driveway between the Town Office and the Fire Department had been completed and the next step was to connect the remaining conduit to run the lines.

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9. Selectmen Comment – None

10. Public Comment – None

11. Next Meeting Dates

a. June 28, 2021- Confirmed

12. Adjournment

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

VOTE: UNANIMOUS APPROVAL (3/0)

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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