



Town of Minot

329 Woodman Hill Road
Minot, ME 04258
207-345-3305
www.minotme.org

Board of Selectmen
Minot Town Office
329 Woodman Hill Road
Monday August 23, 2021, 6:30 pm
Minutes

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

Staff: Danielle Loring (Administrator) and James Allen (Fire Chief)

Public: Eric Samson (County Sheriff), Larry Post (County Administrator), James & Eric Stevens (Jarvi 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. **July 26, 2021 – Revised**

Mrs. Loring explained that she had amended the minutes after they were approved to include a note that the Board only had the authority to appoint a schoolboard member until the next municipal election. She explained that she did not feel any other changes were necessary as the appointment papers had the correct information, and the Board agreed.

b. August 9, 2021

MOTION: Lisa Cesare motioned to accept the revised minutes for July 26th and the minutes for August 9th; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

4. **Warrants**
 - a. **Payroll Expense Warrant**
 - b. **Treasurer's Warrant – Includes County Tax Payment**

MOTION: Brittany Hemond motioned to accept the payroll expense warrant in the amount of \$19,516.00, and the Treasurer's Warrant in the amount of \$712,496.12; seconded by Lisa Cesare.

DISCUSSION: Danielle Loring noted that the warrant included the County tax payment and the paving for Brighton Hill Road.

VOTE: UNANIMOUS APPROVAL (5/0)

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5. Old Business

a. Consideration and Approval of Maintenance Agreement for Jarvi Road Extension

Mrs. Loring presented the agreement to extend Jarvi Road for the Board's considerations. She added that it had been sent to the Stevens for comment. She continued by reviewing the comments from the Town Attorney and asked if there were any concerns. Mr. Stevens stated that he did not have any issues with the agreement.

Mrs. Cesare asked why there was a provision regarding improvements, and Mrs. Loring responded that it was in the event that there were any issues that the property owner refused to address, and the fees would hopefully deter them. She did not foresee an issue, given the amount of the road that was going to be developed, but it was if the Town needed to work with someone other than the Stevens in the future.

Chairman French asked what the next step was, and Mrs. Loring responded that she would bring the Agreement back with any changes that the Board may request. They would then sign, and it would be filed.

MOTION: Daniel Gilpatric motioned to accept the Maintenance Agreement as written; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

6. New Business

a. Discussion with Androscoggin County Officials Regarding Changes to Dispatching Services and Costs

Sheriff Samson explained that the Sheriff's Department was approached about taking over the County's dispatching services in the near future as well as consolidating to include the Town of Lisbon's dispatching. This process would also include taking over Lewiston and Auburn's dispatching, which would allow them to consolidate resources but exclude debt. As a result, he created a budget that would range from \$3.5-3.9 million but felt that it would be somewhere in the middle.

Mrs. Loring asked when they were expecting this to take place, and Sheriff Samson responded that, if it were to move forward, it would be in 2023. Mrs. Loring asked if the County would be considering this an increase to the tax base or the PSAP agreement, and Mr. Post responded that there would be no PSAPs moving forward. Mrs. Loring expressed her concern with the potential increase to the County taxes for Minot and the factors driving it. She also felt that towns should have the option to choose another provider without the costs built into the tax base.

Chairman French asked what the future costs for this may be, and Sheriff Samson responded that the equipment was new but they would eventually need a new location. Mrs. Cesare asked if that would involve constructing a new building, and Sheriff Samson responded that it was likely as the current location was not able to be expanded and the existing buildings were not feasible. Mrs. Loring asked if they had considered other buildings in the County, and Sheriff Samson stated that they had looked at other buildings but had not found anything yet that would work.

Sheriff Samson and Mr. Post left, and the Board continued discussions. They requested additional information to facilitate discussions with Commissioner Christner, who was scheduled to be at the next

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meeting. Mrs. Cesare specifically wanted to see volume data and Mrs. Loring suggested also looking at the services that each town provided because she felt that there would be more calls for those towns providing fulltime services.

b. Consideration of Approval for Use of Town Property for 5k on November 7th to be Hosted by Whittier Middle School

Mrs. Loring explained that Principal Shawn Vincent was requesting use of the Minot Community fields as they had in the past. She was recommending allowing the use, and she would ensure that they provided the Town with a certificate of insurance and were clear of the expectations to clean up and close any gates.

MOTION: Brittany Hemond motioned to allow Bruce Whittier Middle School to use the Town fields for the 5k; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

7. Department Head Updates

a. Fire-Rescue Update – James Allen, Fire Chief

Chief Allen explained the impact of the Governor’s mandate to require COVID-19 vaccines for those in the healthcare field. He was considering suspending the Town’s EMS certification, and Mrs. Loring stated that she felt that it was too soon to be making a decision like that and she was working with the Town’s attorney to see if there were any options, as she was considering changing the department for one of the members. She was also looking for clarification about what the consequences were for having an unvaccinated employee. Mr. Callahan suggested that the discussion be tabled until they were closer to the October 1st deadline.

b. Clerk’s Report as submitted by Sara Farris, Town Clerk

c. Highway Report as submitted by Scott Parker, Highway Director

8. Town Administrator’s Report

Mrs. Loring explained that the State had conducted a speed review of Route 119/Woodman Hill and Grange Avenue. Woodman Hill would be changed to 45 mph from Route 11 to Verrill Road, Verrill Road to Millet Road would remain 50 mph, and Millet Road to Bradbury Hill Road would be reduced to 40 mph. Grange Avenue was going to be listed as 35 mph. She was also going to work with MDOT to get drainage and issues fixed on Woodman Hill Road that resulted from the paving and see about getting some brush cut to improve sight distance.

Mrs. Loring had received the State Valuation report and it indicated that Minot’s overall real estate value had increased by another \$20 million. This put the Town’s value at nearly a \$60 million difference. She was going to talk to the assessors’ agent as she was concerned about this trend being a “bubble” and did not want to see the Town over-value in the upcoming revaluation and result in the Town needing to reverse in order to adjust.

Mrs. Loring stated that the new auditor from Maine Municipal Auditing had accepted the Town’s offer and would utilize the letter of engagement as a formal agreement. She also updated the Board that paving on Brighton Hill had been completed and invoiced, and she was invoicing Hebron for their portion.

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9. Selectmen Comment

Mrs. Cesare requested that Mrs. Loring place her annual review on the next agenda, September 20th.

10. Public Comment

11. Next Meeting Dates

a. September 20, 2021 – Confirmed

12. Adjournment

MOTION: Steve French motioned to adjourn; seconded by Matthew Callahan.

VOTE: UNANIMOUS APPROVAL (5/0)

The Board adjourned at 8:06pm.

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

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