



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, October 4, 2021, 6:30 pm
Minutes*

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

Staff: Danielle Loring (Administrator)

Public: Daniel Leclair

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. **September 20, 2021**

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

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

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

MOTION: Brittany Hemond motioned to accept the payroll expense warrant in the amount of \$19,157.82, and the Treasurer's Warrant in the amount of \$31,970.74; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

5. **Assessor's Business**
 - i. **Nicholas & Colleen Labbe**
0 Center Minot Hill Road
R08-019F
Abatement for incorrect supplement

Mrs. Loring presented the abatement and explained that the supplement approved at the previous meeting was assessed in error, but this would remove it and land value would be adjusted in 2022.

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

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MOTION: Lisa Cesare motioned to abate the incorrect supplement in the amount of \$3,320.13; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

6. New Business

a. Bid Opening and Consideration of Award for Winter Sand

Mrs. Loring stated that the bid was for 2,000 yards of sand, delivered, and opened the sealed bids for winter sand for the 2021-22 season:

- ECI Materials - \$5.50/yd (not delivered)
- Peter Hemond Excavating, Inc - \$9.00/yd (delivered)
- KR Youland & Son - \$8.99/yd (delivered)

Mrs. Loring stated that the apparent low bidder meeting the bid specifications was KR Youland out of Turner.

MOTION: Lisa Cesare motioned to accept the bid from Peter Hemond at \$8.99/yd; seconded by Brittany Hemond.

DISCUSSION: Matthew Callahan was concerned with not choosing the apparent low bidder, and Lisa Cesare noted that it was a difference of \$20.00. Daniel Gilpatric noted that Peter Hemond was local and had been doing business with the Town for many years, so it was the right thing to do. Matthew Callahan agreed with what they were saying but felt that it would detract competitive bidders in the future. Brittany Hemond was going to abstain from voting even though she did not have direct association with Mr. Hemond.

VOTE: MOTION CARRIED (3/1 MC/1 ab BH)

b. Consideration of Approval for 2022 Public Safety Answering Point (PSAP) and Dispatching Services Agreement with Androscoggin County

Mrs. Loring presented the PSAP agreement for consideration and noted that the discussion regarding consolidating dispatching services had been postponed and was not going to occur in 2022. She was recommending approval.

MOTION: Brittany Hemond motioned to accept the PSAP Agreement with Androscoggin County in the amount of \$14,651.34; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

c. Discussion and Consideration of FY2022 Budget Schedule and Goal Setting

Mrs. Loring ran through the budget items for potential increases, decreases and upcoming capital expenditures for feedback. The Board explained that they were looking for an over all 3% increase over

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municipal appropriations while evaluating equipment replacements and increasing staff wages to adjust for market rates and minimum wage increases.

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

Mrs. Loring explained that there may be some staffing issues in the coming weeks due to staff being on quarantine and taking medical leave for unrelated issues. She wanted to make the Board aware that this may lead to reduced services as the remaining staff worked through these shortages. She updated the Board regarding the updated Broadband agreement with FirstLight and let them know that she was waiting on the amended agreement.

9. Selectmen Comment – None

10. Public Comment – None

11. Next Meeting Dates

- a. October 18, 2021 – Confirmed

12. Adjournment

MOTION: Brittany Hemond motioned to adjourn; seconded by Matthew Callahan.

VOTE: UNANIMOUS APPROVAL (5/0)

The Board adjourned at 7:47pm.

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

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