



Town of Minot

329 Woodman Hill Road
Minot, ME 04258
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Board of Selectmen
Minot Town Office
329 Woodman Hill Road
(Basement)
Monday, June 13, 2022
Regular Meeting at 6:30pm
Minutes*

REGULAR MEETING

Present: Chair Daniel Gilpatric, Vice Chair Lisa Cesare, Brittany Hemond, Matthew Callahan and William Perry

Staff: Danielle Loring (Administrator) and Sara Farris (Town Clerk)

1. **Call to Order:** Chairman Daniel Gilpatric called the meeting to order at 6:30pm and a quorum was present.
2. **Pledge of Allegiance**
3. **Approval of Minutes**
 - a. **May 31, 2022**

MOTION: Lisa Cesare motioned to accept the minutes as written; seconded by William Perry.

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 \$23,619.78, and the Treasurer's Warrant in the amount of \$77,325.99; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

5. **New Business**
 - a. **Approval of Town Referendum Warrant (Post-signature)**

Mrs. Loring was looking for a vote on the warrant for the record even the Board had already approved it and signed it by the deadline.

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

Board of Selectmen Meeting Minutes Dated June 13, 2022

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

MOTION: Lisa Cesare motioned to accept the Town's Referendum Warrant regarding broadband; seconded by Brittany Hemond.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

b. Consideration and Approval of Winter Salt Vendor (State vs AVCOG bid)

Mrs. Loring explained that the winter salt bid results were in, and that the Town normally went with AVCOG's results through Eastern Salt. This year the staff had also joined the State's bid given the current conditions and it resulted in them having the lower results with Eastern Salt at \$80.10/ton versus AVCOG's results of \$80.88/ton with Morton Salt. She was recommending going with the State's bid and wanted to make the Board was aware that it was likely they would go over budget as the previous numbers were based on the previous award amount of \$57/ton, but the staff would do everything they could to reserve resources and keep services at existing levels.

MOTION: Matthew Callahan motioned to proceed with the State's bid award with Eastern Salt at \$80.10/ton for 2022-23 winter salt; seconded by Lisa Cesare.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

c. Review of Assessment Valuations (Comment due back 6/19). Tentative schedule:

- Notices sent to property owners: June 27th
- Hearings schedule July 12th (9-3), July 13th (2-6) & July 14th (9-3) and as needed
- Tax Commitment set for July 25th (August 8th as alternate date)

Mrs. Loring outlined the schedule for the remaining revaluation schedule. She presented the revised values for consideration and explained that the mill rate represented was prior to any adjustments based on the hearings, did not include the CMP Personal Property Declaration, and included \$100,000 overlay as well as the revenues discussed. She explained that any questions or comments received from the Board by June 19th would be considered by the Assessors' Agents prior to sending out letters to taxpayers.

d. Executive Session pursuant to Title 1 MRSA §405 (6)(a): Discussion of Personnel Matters Town Administrator

e.

MOTION: Lisa Cesare motioned to go into Executive Session pursuant to Title 1 MRSA section 405 (6)(a) for a discussion of Personnel Matters Town Administrator at 7:06pm; seconded by William Perry.

VOTE: UNANIMOUS APPROVAL (5/0)

MOTION: Lisa Cesare motioned to come out of Executive Session at 7:21pm; seconded by William Perry.

VOTE: UNANIMOUS APPROVAL (5/0)

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Board of Selectmen Meeting Minutes Dated June 13, 2022

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f. Executive Session pursuant to Title 1 MRSA §405 (6)(a): Discussion with Town Administrator Regarding Potential Legal Matter

MOTION: Lisa Cesare motioned to go into Executive Session pursuant to Title 1 MRSA section 405 (6)(a) for a discussion with Town Administrator regarding a potential legal matter at 7:21pm; seconded by Brittany Hemond.

VOTE: UNANIMOUS APPROVAL (5/0)

MOTION: Lisa Cesare motioned to come out of Executive Session at 7:30pm; seconded by Matthew Callahan.

VOTE: UNANIMOUS APPROVAL (5/0)

MOTION: William Perry motioned to instruct the Code Officer to proceed with 80k proceedings in a land use matter; seconded by Matthew Callahan.

DISCUSSION: None.

VOTE: UNANIMOUS APPROVAL (5/0)

6. Department Head Updates

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

7. Town Administrator's Report

Mrs. Loring presented the Auburn's bid results for the SCBA award and stated that she had submitted to the Fire Chief for review and would have it on the next agenda for consideration. She also presented the update from O'Donnell's regarding the revaluation.

8. Selectmen Comment – None

9. Public Comment (3 minute limit) – None

10. Next Meeting Dates

- a. Monday, June 27, 2022 – Confirmed**

11. Adjournment

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

VOTE: UNANIMOUS APPROVAL (5/0)

The Board adjourned at 7:56pm.

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X

Daniel Gilpatric, Chairman

X

Lisa Cesare, Vice Chairman

X

Matthew Callahan

X

Brittany Hemond

X

William Perry

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