



# Town of Minot

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

Board of Selectmen Meeting

Minot Town Office  
Monday, June 27<sup>th</sup>, 2022  
6:30 pm  
Minutes\*

## REGULAR MEETING

**Present:** Vice Chair Lisa Cesare (acting as chair), Brittany Hemond, Matthew Callahan, and Daniel Gilpatric via Zoom

**Absent:** William Perry

**Staff:** Danielle Loring (Administrator), Sara Farris (Clerk), and James Allen (Fire Chief)

**1. Call to order:** Acting Chair Lisa Cesare called the meeting to order at 6:30pm and a quorum was present.

**2. Pledge of Allegiance**

**3. Approval of Minutes**

**a. June 13, 2022**

**Motion:** Matthew Callahan made a motion to approve the Minutes from June 13<sup>th</sup> 2022; second by Brittany Hemond

**Discussion:** None

**Vote:** Unanimous Approval (5/0)

**4. Warrants**

**a. Payroll Expense Warrant**

**b. Treasurer's Warrant**

**Motion:** Matthew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$18,085.00 and the Treasurer's Warrant in the amount of \$33,451.61; second by Brittany Hemond.

**Discussion:** None

**Vote:** Unanimous Approval (5/0)

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

Board of Selectmen Meeting Minutes Dated June 28<sup>th</sup> 2022.

\*Items may be taken out of order at the Chairman's Discretion.

## **5. New Business**

### **a. Consideration and Approval of Accepting Self Contained Breathing Apparatus (SCBA) Bid**

Danielle Loring gave the results from the bids last week and explained that there is enough in the carry forward account to purchase. The old ones that Auburn had available are limited now. Our original plan was to get 5 new and purchase 7 used off Auburn.

Jim Allen explained that they are looking into getting 30-minute tanks instead of 45-minute ones to save on cost as the price of the packs have gone up compared to what his original estimate of \$1,500- \$2,000 per pack. He also explained that they want to spread the repurchase dates over 7 years to avoid purchasing in a lump sum again. To purchase new ones, we are looking at about 16 weeks out.

Motion: Matthew Callahan made a motion to utilize the \$33,250 to purchase SCBA packs; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

### **b. Discussion of Mid-Year Mileage Rate Adjustment**

Danielle Loring said that the mid-year mileage adjustment per the State is going from 58.5 cents to 62.5 cents because of the increase in gas cost, and that this will affect the mileage for any classes taken that requires travel and the code officer mostly.

Motion: Brittany Hemond made the motion to update the mileage rate to 62.5 cents through the end of the year; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (5/0)

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### **c. Project and Legislation Update**

Danielle Loring stated that the broadband fund from the county will be voted on at their meeting held on the second week of July. The Selectmen opted to wait on signing the Spectrum contract to make sure the County doesn't pull the funds.

Danielle stated that Holbrook Rd. has a private resident installing utility poles, not First Light.

Danielle spoke about LD 290 going into effect in August and explained that it could help taxpayers that meet the criteria "freeze" their taxes each year by applying. The State has said that they will cover the difference, so the Towns and Cities do not lose money. There are also no applications available at this time and MMA may create one although they opposed the bill. Danielle said she would keep the Selectmen updated.

The IT budget carried the last couple of years, costs have gone up, but ARPA Funds could help. Danielle is looking into replacing some of the older computers, installing digital locks on the doors that would have card access, and installing panic buttons.

Danielle updated the Selectmen on how the new hire process was going and that she reposted the job just in case.

Lisa Cesare asked Danielle if she had heard anything back from Denis Berube, the Town's Assessor, about the questions she sent over about the revaluation. Danielle said she would be in contact with Denis and get back to her.

Lisa Cesare also stated that she nominated herself for the County Budget Committee.

## **6. Department Head Updates**

### **a. Clerk's Report Presented by Sara Farris**

### **b. Fire Chief Update Presented by James Allen**

James Allen said that hose testing went well and that the Fire Department has 5 new members.

### **c. Highway Supervisor's Report submitted by Scott Parker**

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## **7. Administrator's Report**

Danielle informed the Selectmen that we have a new contract planner from AVCOG, David and that he has 20+ years of experience and that he has worked with small towns in the past. He will attend meeting via zoom.

Danielle mentioned that there are 2 items on the agenda for the July 5th Planning Board Meeting.

## **8. Selectmen Comment – None**

## **9. Public Comment (3-minute limit) – None**

## **10. Next Meeting Dates**

### **a. Monday, July 11<sup>th</sup>, 2022 – Confirmed**

## **11. Adjournment**

Motion: Lisa Cesare made the motion to adjourn

Vote: Unanimous Approval (5/0)

The Board adjourned at 7:22 pm

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Sara A. Farris - Clerk  
Recording Secretar

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Daniel Gilpartic – Chair

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Matthew Callahan

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Lisa Cesare – Vice Chair

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William Perry

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Brittany Hemond

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