



Town of Minot

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

Board of Selectmen Meeting
Minot Town Office
Wednesday, November 2nd, 2022
6:30 pm
Minutes*

REGULAR MEETING

Present: Chair Daniel Gilpatric, Vice Chair Lisa Cesare, Brittany Hemond, Matthew Callahan (via Zoom)
Absent: William Perry
Staff: Sara Farris (Clerk), Danielle Loring (Administrator), James Allen (Fire Chief)
Residents: None

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

2. **Pledge of Allegiance**

3. **Approval of Minutes**

- a. October 17th, 2022
- b. October 24th, 2022 (Joint Meeting w/ Budget Committee)
- c. October 25th, 2022 (Joint Meeting w/ Budget Committee)
- d. October 25th, 2022 (Workshop)

Motion: Brittany Hemond made a motion to approve the Minutes from October 3rd, October 24th, and both October 25th, 2022; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (4/0)

4. **Warrants**

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

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

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

Motion: Lisa Cesare motioned to accept the Payroll Expense Warrant in the amount of \$21,654.01 and the Treasurer's Warrant in the amount of \$58,886.57; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0)

5. Assessors' Business

a. Abatements

i. Mckay Home Remodeling

217 Brighton Hill Road

Map R13, Lot 025E

RE: Property assessed to owner in error

ii. Mckay Home Remodeling

221 Brighton Hill Road

Map R13, Lot 024

RE: Property assessed to owner in error

iii. Wendy L Glennon

Minot Avenue (Post Office)

Map U02, Lot 003-ON

RE: Value adjusted based on building condition

iv. Terry E & Richard S Jensen

40 West Minot Road

Map R04, Lot 010A

RE: Abatement Denial

b. Supplements

i. Ronald & Evelyn Bunker

5 West Minot Road

Map R04, Lot 007

RE: Duplicate Homestead/Veterans Exemptions

ii. Bruce Bartlett

217 Brighton Hill Road

Map R13, Lot 025E

RE: Corrected property ownership

iii. Bruce Bartlett

221 Brighton Hill Road

Map R13, Lot 024

RE: Corrected property ownership

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Danielle Loring explained that some of the abatements and supplementals were needed to correct property ownership and one was to remove the Homestead and Veteran Exemption because they moved to Mechanic Falls and have the Exemptions there.

Motion: Lisa Cesare made a motion to approve all Abatements and Supplementals submitted on 11/2/2022; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0)

All Abatement and Supplemental paperwork were signed by the Assessors, Daniel Gilpatric, Lisa Cesare, and Brittany Hemond.

6. Department Head Updates

a. Clerks Report Presented by Sara Farris

- Received 465 absentee requests so far and have received 332 back. The last day to request an absentee ballot is 11/3 at 6pm.
- Norma is reaching out to residents about Thanksgiving and Christmas baskets. We have a donation box set up in the lobby.
- 45- Day Notices will be mailed out Friday 11/4.
- Excise for the month of October was up \$3,194.98 from last October.

b. Fire Rescue Report submitted by Fire Chief James Allen and read by Danielle Loring

- The Selectmen were provided a call list from 10/17/2022 – 10/30/2022
- There was various discussion about the Fire Department budget for the FY2023 and the remaining budget for 2022.
- Chief Allen said that turnout gear is about 10-14 months out. The Selectmen asked that he put the gear out to bid and also see if these companies would be willing to lock in a price.

c. Highway Supervisors Report submitted by Scott Parker and read by Danielle Loring

- Hauling gravel on the dirt roads.
- Finished rebuilding the Grizzly for winter sand.
- Started stacking winter sand this week but have run into some issues with equipment.

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7. Administrator's Report Presented by Danielle Loring

- Maine Municipal Association estimates a 4.5% increase for health and flat for vision and dental.
- Spectrum is installing fiber on the expanded areas and working towards fiber to all areas covered within 2 years. Office staff has been working with FirstLight to include all addresses that were missed.
- The remote meeting policy though the State has changed to not needing a reason to meet remote. Danielle requested the Selectmen's input on the Town's policy, and they said to leave it as is.
- Danielle drafted a letter of concern to send to RSU 16 regarding the possible change in the budget schedule. The letter states that changing the schedule would add additional financial burden to the town and staffing issues. The Selectmen present agreed with the letter as drafted and signed.

8. Selectmen Comment

Lisa Cesare gave an update on the Androscoggin County budget stating that it was a very "bare bones" budget and only shows an 8% increase over all. The public hearing for the County budget will be held Wednesday 11/9/2022.

9. Public Comment (3-minute limit)

None, no public attended the meeting

10. Next Meeting Date

a. Monday, November 14th, 2022

Confirmed

11. New Business

a. Executive Session pursuant to Title 1 MRSA 405 (6)(A): Discussion of Staff Promotion

Motion: Brittany Hemond made a motion to enter Executive Session pursuant to Title 1 MRSA 405 (6)(A) at 7:01pm; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (4/0)

All Selectmen present and Administrator, Danielle Loring, entered executive Session.

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Motion: Brittany Hemond made a motion to exit Executive Session pursuant to Title 1 MRSA 405 (6)(A) at 7:16pm; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (4/0)

12. Adjournment

Motion: Brittany Hemond made the motion to adjourn at 7:20 pm; second by Lisa Cesare

Vote: Unanimous Approval (4/0)

The board adjourned at 7:20 pm

Sara A. Farris - Clerk
Recording Secretary

Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

Brittany Hemond

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