



Town of Minot

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

Board of Selectmen Meeting
Minot Town Office
Monday, January 23rd, 2023
6:30 pm
Minutes*

REGULAR MEETING

Present: Chair Daniel Gilpatric, Vice Chair Lisa Cesare, Brittany Hemond, Matthew Callahan, and William Perry
Staff: Sara Farris (Clerk) and Danielle Loring (Administrator)

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. January 9th, 2023

Motion: Brittany Hemond made a motion to approve the Minutes from January 9th, 2023; second by Lisa Cesare

Discussion: None

Vote: Unanimous Approval (5/0)

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

Motion: Mathew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$25,848.94 and the Treasurer's Warrant in the amount of \$234,189.49; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

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Board of Selectmen Meeting Minutes Dated January 23rd 2023.

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5. Assessor's

a. Consideration of Approval for Tree Growth Penalty

i. Nason Family Trust

222 Garfield Road

Map R07, Lot 086

Request by owner to remove a portion from Tree Growth for a building lot.

Motion: Lisa Cesare motioned to accept the Tree Growth Penalty as presented; second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0)

6. New Business

a. Consideration of Approval for 2023 Town Meeting Warrant

Danielle Loring stated that they are still waiting to receive the Cable Franchise amount and the Snowmobile Reimbursement amount. She also added Article 9 regarding the reestablishment of the Board of Appeals.

Motion: Matthew Callahan motioned to accept the 2023 Town Meeting Warrant as presented and to add the Cable Franchise and Snowmobile Reimbursement amount when they are received; second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0)

b. Consideration of Approval for 2023 Town Report Cover, Dedication, and Spirit of America Award

• Town Report Cover

Danielle Loring provided the Selectmen with a few different options using the pictures that received the most staff votes and a collage style cover including all 4 pictures. The Selectmen chose the collage option as presented.

• Town Report Dedication

Sara Farris provided the Selectmen with 3 options for the Town Report Dedication and a full list of residents that have passed away in 2022 to review for other options. The Selectmen chose to dedicate the Town

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Report to Wayne Bridgham. Sara was going to reach out to Mr. Bridgham's family.

- Spirit of America Award

Sara Farris provided the Selectmen with a Resolution to sign choosing Daniel Callahan Jr. to receive the Spirit of America Award. The Selectmen would like a typo fixed and a picture added but approved and signed the Resolution.

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

Motion: Lisa Cesare motioned to enter Executive Session at 6:43 pm; second by William Perry.

Discussion: None

Vote: Unanimous Approval (5/0)
The board enter the Executive Session.

Motion: Brittany Hemond motioned to exit Executive Session at 6:52 pm; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (5/0)
The Board Exited the Executive Session.

Motion: Brittany Hemond motioned to allow Danielle Loring to sign the Consent Agreement as discussed in the Executive Session; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (5/0)

7. Department Head Updates

a. Clerks Report submitted and read by Clerk Sara Farris

Sara Farris updated the Selectmen on 3 possible new political parties, Peoples, Forward, and No Labels. Sara did not have information on what these parties are about to provide the Selectmen as the State did not provide that information to her. *(See attached for full report)*

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b. Highway Report submitted by Highway Supervisor, Scott Parker and read by Danielle Loring

The Highway Crew has been very busy with the past few storms. They are keeping an eye on the Storm coming Wednesday night into Thursday.

c. Fire Department Report Submitted by Fire Chief, James Allen and read by Danielle Loring

None

8. Town Administrator's Report Presented by Danielle Loring

- Danielle Loring is working on getting the Town Report wrapped up and it should be sent to the printer earlier than usual.
- She pulled a plumbing permit for the Town Office to have a new toilet installed in the women's restroom.
- She has also been in touch with members of the Fire Department and getting ideas and feedback on how to move forward. The survey for Fire Department members will go out soon.
- Will be attending the LPC (Legislative Policy Committee) meeting on Thursday (1/26) in Augusta to discuss current laws.
- Will be attending a Maine Waste to Energy meeting and a Maine DOT Safe Passageways meeting Wednesday (1/25). The Safe Passageways meeting will help to learn about different programs and grants to help with current road concerns.

9. Selectmen Comment

- Lisa Cesare asked if there was a tentative date for the upcoming Fire Department Workshop and Danielle said she was working on figuring out what date works best for them.
- Lisa Cesare asked when the Remarkable tablets would be delivered, and Danielle said they would be here on 1/25.
- There was also a question about when the Selectmen would have Town email accounts. Danielle said it will have to wait until after Town Meeting when the funds are voted on.

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- Lisa Cesare asked if we have received the dates for the RSU Budget Meeting and Referendum. Sara and Danielle have not received any dates yet.

10. Public Comment

None, no public present for the meeting

11. Next Meeting Dates

- Monday, February 6th, 2023 @ 6:30 pm**
Regular Selectmen Meeting

Meeting date and time confirmed.

12. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 7:12 pm; second by
Brittany Hemond

Vote: Unanimous Approval (5/0)

The board adjourned at 7:12 pm

Sara A. Farris - Clerk
Recording Secretary

Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

Brittany Hemond

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