



Town of Minot

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

Board of Selectmen Meeting
Minot Town Office
Monday, February 6th, 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)
Public: Glen Holmes – Lake Auburn Watershed Protection Commission

1. Call to order

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

2. Pledge of Allegiance

Recited

3. Approval of Minutes

a. January 23rd, 2023

Motion: Lisa Cesare made a motion to approve the Minutes from January 23rd, 2023; 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 \$30,497.12 and the Treasurer's Warrant in the amount of \$278,648.97; second by Brittany Hemond.

Discussion: There was question regarding the Treasurer's Warrant amount, and it was confirmed that \$278,648.97 was the correct number.

Vote: Unanimous Approval (5/0)

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Board of Selectmen Meeting Minutes Dated February 6th 2023.

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

Chair Gilpatric moved Agenda Item 6 New Business a. Lake Auburn Water Protection Commission Update – Glen Holmes, Representative to be considered next.

6. New Business

a. Lake Auburn Water Protection Commission Update – Glen Holmes, Representative

Glen Holmes provided the Selectmen with an update on what the LAWPC has been doing and what their goals are moving forward. Mr. Holmes asked that the Selectmen consider appointing him for another year to the LAWPC as Minot’s Representative. He thanked the Selectmen for their time and left the meeting.

Motion: William Perry motioned to appoint Glen Holmes of Buckfield as Minot’s representative to the Lake Auburn Water Protection Commission; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (5/0)

5. Training

a. Review of New Digital Devices for Selectmen E-Packets

Danielle conducted a training session with the Selectmen on how to use the “Remarkable” tablets for the Selectmen Meeting E-Packets.

6. New Business

b. Consideration of Approval of Appointments for Board of Appeals Members

Danielle gave the Selectmen an update regarding the Board of Appeals and what Norma Dulac, the Secretary for the BOA, has been doing to get everything in order.

Motion: Lisa Cesare motioned to appoint Thomas Hoffman and Michael Susi to the Board of Appeals for terms as shown in their appointments; second by William Perry.

Discussion: None

Vote: Unanimous Approval (5/0)

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c. Consideration of Approval of School Zone Signage From DOT

Danielle explained that she attended Maine DOT Safe Passageways meeting Wednesday 1/25/23 and that the Town/ School is eligible to receive school flashing signs and speed limit signs for the school zone at Minot Consolidated School. The signs are free of cost, but someone would have to cover the install and electrical costs. The Town or RSU can request the signage and be put on a waiting list. DOT will then reach out when the Town/ RSU is next in line to see if they are still wanted before moving forward. Danielle said she would approach the RSU about sharing the cost of this project.

Brittany Hemond liked the idea of having the signs, adding that the pick up line at Minot Consolidated can cause congestion on Shaw Hill Rd. and can be dangerous.

William Perry asked how the signs are powered and Danielle responded that the signs would need to receive power from The Minot Consolidated School.

There was a question about how many inquiries for signs in the school zone the town has received. Danielle responded that there have been at least 4 inquiries to the town.

Motion: Matthew Callahan motioned to have Danielle put Minot on the list to receive these signs and to speak with the RSU about sharing the costs; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

7. Department Head Updates

a. Clerks Report submitted and read by Clerk Sara Farris

- Absentee Ballots for 3/3/23 are available.
- 1st Amendment Audit Zoom on 2/15/23.
- Scholarship applications are available.
- Excise tax for January is up compared to last January.

See attached Clerks Report for all topics presented.

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

- The Crew is working on clearing snow drifts and pushing back banks.

See attached Highway Report for all topics presented.

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

None (Received after packets were created)

8. Town Administrator's Report Presented by Danielle Loring

The Fire Department Survey that was discussed at previous Selectmen Meetings were mailed out and available to fill out online. Both options are anonymous. The workshop with the Fire Department is still in the planning stage and will take place sometime after the survey information is received and the data is compiled.

9. Selectmen Comment

There was various discussion about ambulance service for Minot. Danielle is going to look into the Town's agreement with United and the possibility of expanding the agreement. There was also discussion about a possible Referendum question added to the June Election regarding this topic.

10. Public Comment

None

11. Next Meeting Dates

a. Monday, February 21st, 2023 @ 6:30 pm

Regular Selectmen Meeting

Meeting date and time confirmed.

12. Adjournment

Motion: Lisa Cesare made the motion to adjourn at 7:51 pm; second by Matthew Callahan

Discussion: None

Vote: Unanimous Approval (5/0)

The board adjourned at 7:51 pm

Sara A. Farris - Clerk
Recording Secretary

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Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

Brittany Hemond

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