



Town of Minot Selectmen Epacket

May 1, 2023 at 6:30pm
Regular Meeting

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Town of Minot

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

Board of Selectmen
Minot Town Office
329 Woodman Hill Road
(Meeting in Basement)
Monday, May 1, 2023
Meeting at 6:30pm
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. Tuesday, April 18, 2023
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. New Business
 - a. Bid Openings
 - i. Gravel bids
 - b. New Business
 - i. Consideration of Approval of for Paving Bid Results
 - ii. Consideration of Approval of Addressing Officer Appointment
 - iii. Consideration of Approval for RSU Task Force Appointment
 - iv. Executive Session pursuant to Title 1 MRSA §405 (6)(a): Discussion of Fire Chief Appointment
6. Department Head Updates
 - a. Clerk's Report
 - b. Highway Report
 - c. Fire Department Report
7. Town Administrator's Report
8. Selectmen Comment
9. Public Comment (3-minute limit) – Items in public comment may be scheduled for a future meeting to provide for Board consideration and public notice
10. Next Meeting Dates
 - a. Monday, May 15, 2023
11. Adjournment



Town of Minot

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

Board of Selectmen Meeting
Minot Town Office
Monday, April 18th, 2023
6:30 pm
Minutes*

REGULAR MEETING

Selectmen: Chair Daniel Gilpatric, Vice Chair Lisa Cesare, Brittany Hemond, and Matthew Callahan

Absent: William Perry

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

Public: Tobias Farnsworth – St. Laurent (*in person*)
Dennis Spencer – Spencer Paving (*via zoom*)

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. Tuesday, March 28th, 2023 (Workshop)

b. Monday, April 3rd, 2023

Motion: Brittany Hemond made a motion to approve the Minutes from Tuesday, March 28th, 2023 and Monday, April 3rd, 2023; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (4/0)

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

Board of Selectmen Meeting Minutes Dated April 18th 2023.

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

4. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

Motion: Matthew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$19,456.44 and the Treasurer's Warrant in the amount of \$232,869.48; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0)

5. New Business

a. Bid Openings

i. Paving Bid

Danielle Loring opened the bids in the following order and read off the amounts for each company.

The bids were as follows:

Company Name	9 ½ mm	Binder Coarse	Total Bid
P&B Paving	85.90	85.90	\$ 194,134.00
Pike Industries	95.02	123.12	\$ 217,836.20
Littlefield Paving	101.40	98.05	\$ 228,795.50
St. Laurent	89.95	89.95	\$ 203,287.00
Glidden Paving	91.70	109.00	\$ 209,145.00
Spencer Paving	86.50	99.00	\$ 196,865.00

Matthew Callahan Calculated the total bid amount for each company using an Excel sheet and then read off the totals as shown above for each company. The apparent lowest bidder was P&B Paving with \$194,134.00. Danielle was going to relay the bid information to Scott Parker, the Highway Supervisor, and have him check with P&B Paving to make sure they have the equipment needed to complete the job as specified in the bid packet. More information will be provided at the next meeting.

ii. Gravel Bid

As requested by the Highway Supervisor, the Gravel Bid opening was postponed.

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Board of Selectmen Meeting Minutes Dated April 18th 2023.

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b. Consideration of Approval for Letter of Support for Community Resilience Partnership.

Danielle Loring drafted a letter in support for Zach Gosselin of AVCOG to start requesting provider funds on behalf of the Town of Minot. *Letter attached.* Danielle Loring reminded the Selectmen of the 3 projects she has in mind for the Town. *Projects listed in no particular order.*

- Sand/ Salt Shed feasibility study.
- Evaluate the dry hydrants in Minot.
- Looking at the Town Office building and its assets for longevity.

Motion: Lisa Cesare made a motion to approve the Letter of Support for the Community Resilience Partnership as written; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0)

All Selectmen present signed the letter in approval.

c. Consideration of Approval for Alternate Code Officer/ LPI

Danielle Loring added that Alex Sirios is the Code Officer and LPI for the Town of Raymond and he is also a Minot resident. He would only be utilized if our current Code Officer was not available.

Motion: Lisa Cesare motioned to appoint Alex Sirois as an Alternate Code Officer/ LPI for a term effective until 12/31/2023; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0)

All Selectmen present signed the appointment.

d. Consideration of Approval for Updated 2023 Fee Schedule

Danielle Loring stated that the update was to include fees associated with the Board of Appeals.

Motion: Lisa Cesare motioned to accept the Fee Schedule as written; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0)

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Board of Selectmen Meeting Minutes Dated April 18th 2023.

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e. Consideration and Discussion of Creating a Media and Communications Policy

Danielle Loring requested the Selectmen's opinion on creating a Media and Communications Policy that would discuss where all Town business should be posted on various media platforms. She also wanted to know how they felt about going digital, an example would be recording all meetings and posting to a YouTube channel. There was various discussion about the above topics. All Selectmen present agreed to hold off on making a decision for both topics and to continue posting items as we have been and as required per State Law.

6. Department Head Updates

a. Clerks Report submitted and read by Clerk Sara Farris

- RSU 16 Bond Public Hearing will be held on April 26th at 6:30pm at PRHS.
- John Briggs of Hygrade reached out and asked if we would like to include a free efficiency Maine insert in the 2023 tax bills. The Selectmen agreed that they did not want the inserts included. Sara was going to reach out to Mr. Briggs to let him know.
- Clarification that there were no changes to Chapter 14 of the Land Use Code as stated in the Election Warrant from the previous meeting. The Warrant has been corrected.
- YTD Boat Excise: \$483.20
- The owner of Village Trading Post paid the personal property taxes that were due for 2020 and 2021.
- Motor vehicle excise tax is about half compared to last April.
- Tax Stabilization Letters were mailed out today. There were 188 total, 4 were letters to people who did not qualify. Danielle added that there are still some bills in the Legislature regarding Tax Stabilization and this could affect the 2023 Tax Commitment timeline.

See attached report for more information.

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

- Cleaning trucks and painting wings.
- Sweeping roads and "road posted" signed have been pulled.
- Ballfields are dry and gates are open.

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Board of Selectmen Meeting Minutes Dated April 18th 2023.

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- Switched to Summer hours.

See attached report for more information.

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

- Chief Allen provided a list of calls from April 3rd to April 16th, 2023.

See attached report for more information.

7. Town Administrator’s Report Presented by Danielle Loring

- IamResponding has been initiated and used on various calls.
- Danielle had a conversation with Melissa Adams of Maine EMS and asked for clarification of what Fire Fighters can respond to and what they can’t. They can respond to CPR/ AED, Narcan, stop the bleed, and auto event/ accident calls. They cannot respond to fall calls. Danielle also added that Fire Fighters can respond to the “can” type of calls without the Town having an EMS License.
- Auburn and Poland are willing to work with Minot regarding responding to rescue calls. This would involve re-districting the Town to clarify what parts of Town Auburn and Poland have.
- The Fire Department nominated Anthony Corey as the next Fire Chief. There will be an executive session next Selectmen Meeting to discuss and appoint who the Selectmen would like.
- Danielle was contacted by MHAA President Brianna Michaud regarding charging travel teams for field usage to recoup operating costs. All Selectmen present agreed that MHAA could charge travel teams for field usage to recoup costs.
- Danielle requested the Selectmen’s opinion on creating a policy for the Herbert Shaw Fund. The requirements to use the funds that are in place now are very vague. The Selectmen agreed that the funds should be used on a case-by-case basis, be used for an event that was unexpected like an illness or death in the family, and require receipts. There was no final decision made at this time.

See attached report for more information.

8. Selectmen Comment

None

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Board of Selectmen Meeting Minutes Dated April 18th 2023.

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9. Public Comment

None, no public present

10. Next Meeting Dates

a. Monday, May 1st, 2023

Regular Meeting – the meeting will be held in the basement at the request of the Town Clerk to set up for the May 2nd RSU 16 Bond Referendum.

Meeting date and time confirmed.

11. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 7:52 pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (4/0)

The board adjourned at 7:52 pm

Sara A. Farris - Clerk
Recording Secretary

Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

Brittany Hemond

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Board of Selectmen Meeting Minutes Dated April 18th 2023.

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TOWN OF MINOT 2023 PAVING

CONTRACTOR: P&B				
MIX TYPE:	QUANTITY	UNIT	UNIT PRICE	PRICE
9.5MM	2,150.00	TON	\$ 85.90	\$ 184,685.00
19.0MM	110.00	TON	\$ 85.90	\$ 9,449.00
				\$ 194,134.00

CONTRACTOR: PIKE IND				
MIX TYPE:	QUANTITY	UNIT	UNIT PRICE	PRICE
9.5MM	2,150.00	TON	\$ 95.02	\$ 204,293.00
19.0MM	110.00	TON	\$ 123.12	\$ 13,543.20
				\$ 217,836.20

CONTRACTOR: LITTLEFIELD				
MIX TYPE:	QUANTITY	UNIT	UNIT PRICE	PRICE
9.5MM	2,150.00	TON	\$ 101.40	\$ 218,010.00
19.0MM	110.00	TON	\$ 98.05	\$ 10,785.50
				\$ 228,795.50

CONTRACTOR: ST. LAURENT				
MIX TYPE:	QUANTITY	UNIT	UNIT PRICE	PRICE
9.5MM	2,150.00	TON	\$ 89.95	\$ 193,392.50
19.0MM	110.00	TON	\$ 89.95	\$ 9,894.50
				\$ 203,287.00

CONTRACTOR: GLIDDEN				
MIX TYPE:	QUANTITY	UNIT	UNIT PRICE	PRICE
9.5MM	2,150.00	TON	\$ 91.70	\$ 197,155.00
19.0MM	110.00	TON	\$ 109.00	\$ 11,990.00
				\$ 209,145.00

CONTRACTOR: SPENCER				
MIX TYPE:	QUANTITY	UNIT	UNIT PRICE	PRICE
9.5MM	2,150.00	TON	\$ 86.50	\$ 185,975.00
19.0MM	110.00	TON	\$ 99.00	\$ 10,890.00
				\$ 196,865.00

SPENCER	196,865.00	
P&B	194,134.00	
	<hr/>	
	2,731.00	1%

CERTIFICATE OF APPOINTMENT
(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On May 1st, A.D. 2023.

To Scott McElravy

of Paris, in the County of Oxford.

and State of Maine. There being a vacancy in the position of Addressing Officer

the Selectmen of the Municipality of Town Of Minot do in

accordance with the provisions of the laws of the State of Maine, hereby appoint you within and

for the Municipality of the Town Of Minot, such appointment to be effective until

December 31, 2023.

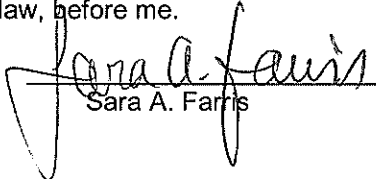
Given under our hand this 1st day of May, 2023.

Selectmen
of
TOWN OF MINOT

COUNTY OF ANDROSCOGGIN, ss.

May 1st 2023

Personally, appeared the above-named Scott McElravy
who has been duly appointed by the Selectmen as the Addressing Officer
in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for
the term specified above according to law, before me.



Sara A. Farris, Notary Public

**This Certificate and the Certificate of Oath shall be returned
to the Municipal Clerk for Filing.**

We are seeking highly motivated, collaborative and analytical individuals to join our Future of RSU 16 Task Force (Futures Task Force). The Task Force Member will be responsible for developing and presenting recommendations to the School Board at the September 2023 Board meeting to achieve cost savings and address our issues, while maintaining quality education for students. It is important to note that this task force does not make the final decision, the School Board will make the final decision.

*Issues include: Transportation, teacher shortage, class size inequities, our aging buildings

Responsibilities:

Collaborate with other task force members to gather and analyze data on issues, condition of school buildings, and financial resources.

Conduct research and analysis on potential consolidation options, including the impact on students, families, and the community.

Engage with stakeholders such as parents, teachers, school administrators, and community members to understand their concerns and gather input on potential consolidation options.

Develop and present reports outlining recommendations.

Participate in public meetings to gather input, present findings and recommendations and answer questions from stakeholders.

Work collaboratively with other members of the task force to develop a strategic plan, including timelines and logistics.

Preferred Requirements:

Experience working with school districts, education policy, and community engagement. Strong analytical and research skills with the ability to gather, analyze and present data effectively.

Excellent communication and interpersonal skills with the ability to work collaboratively with diverse stakeholders.

Ability to work independently and as part of a team with a high level of attention to detail.

Representation:

Superintendent, Assistant Superintendent, 5 building administrators (or designee), Adult Education Director, Special Education, Director of Operations, 3 staff representatives (PreK-6, 7-8, 9-12), Town Officials (1 from each town), Community Members (1 from each town), 6 School Board (1 from and each town and 1 from each sub-committee). Task Force membership will be formally announced on May 12.

Other representatives may be invited to sub-group meetings

Notes: If you are interested in being a staff rep, please contact D'Arcy Robinson or Holly Patenaude. If you are interested in being a town official rep or community rep, please contact your town manager/admin.

Timeline:

April/May: Formation of group (Task Force membership will be formally announced on May 12)

May - October: Task Force meetings, sub-group meetings, community/staff forums

September: Recommendations to School Board

October/November: Other tasks as assigned by School Board (meetings may continue)

December/January: School Board makes final decisions

Time Commitment:

Task Force members should have availability for two meetings a month, morning or early evenings for up to 2-3 hours per meeting, May 2023 - January 2024. Additional meetings may be added, if sub-groups are formed. Members will need to be available for community forum(s) and the September School Board meeting. Members may also be asked to complete tasks such as reading, researching, analyzing, drafting outside of meeting times.

If you are passionate about education and want to contribute to making recommendations that impact the lives of students and communities, we encourage you to join this exciting opportunity.

Sincerely,

Amy and Ken

--

Adam J. Bowie submission as the Minot Community Member Representative for the RSU 16 Task Force

Background:

- Minot resident and registered Voter since August 2018.
- Two children, students of RSU 16 since 2017; MCS, BWMS and PRHS.
- I am a former student of PCS and ESS.
- Prior resident of Mechanic Falls and Poland.
- 21 years active duty in the US Navy.
- Currently employed by the Department of Defense (DoD) as a Quality Assurance Specialist (QAS).
- Current member of the Minot Board of Appeals.

Preferred Requirements:

1. Experience working with school districts, education policy, and community engagement.
 - Three years as an instructor at Officer Training Command (OTC), US Navy.
 - Awarded Senior Instructor of the year at OTC, 2012.
 - Qualified as a Master Training Specialist for the US Navy.
 - Taught and created student lesson plans.
2. Strong analytical and research skills with the ability to gather, analyze and present data effectively.
 - As a QAS for the DoD, I audit defense contractors.
 - As an auditor, I'm required to collect and provide analysis of data.
3. Excellent communication and interpersonal skills with the ability to work collaboratively with diverse stakeholders.
 - As a QAS, I'm required to communicate with stakeholders for all branches of the military services all over the world.
4. Ability to work independently and as part of a team with a high level of attention to detail.
 - As a QAS, I perform most defense contractor audits alone.
 - After 21 years in the US Navy, teamwork is ingrained in me.
 - As an inspector of Naval Aircraft and Nuclear Submarines and an auditor for the DoD, attention to detail has been my primary job for the last 28 years.

Deseree Davis
Wed, Apr 26, 1:20 PM (5 days ago)
to me

Hello Danielle,

I would like to be considered for the RSU 16 Task Force. For the past 16 years, I have worked as a litigation paralegal, which has required me to critically analyze medical records, written discovery, and other evidence. Analyzing medical records requires an intellectual curiosity, research on standards of care relating to medical treatment, and making recommendations to our attorneys for next steps of the case. I work collaboratively with attorneys and other staff members from the beginning of a case to its conclusion. I have assisted in the startup of a new firm, which has required us to find creative solutions to saving money, while providing the best representation to our clients.

I have been a member of the community since 2009. All four of my children have attended RSU 16 schools; two have graduated, one is a student at Poland Regional and the youngest is at MCS. We moved to Minot because we knew that the school system would provide the best education for our children. We are not wrong. I have a vested interest in assuring our schools remain among the best in the state, both for my remaining two kiddos and for all future kiddos.

Thank you for your consideration. Please let me know if you need anything else from me.

Deserée Davis

Daniel French

Thu, Apr 27, 9:38 PM (4 days ago)

to me

I am submitting this letter asking to be considered for the rsu 16 future planning task force 1. I do not have any experience in education planning or policy but I do have experience with community engagement working for the Town of Poland public works talking with citizens about issues they would like us to deal with around town. I also understand what it is like to work with tax dollars and know first hand that you can not spend money at will and the tax payers always need to be kept in mind. In addition I feel I would bring some much needed commonsense and practical thinking to this committee. The people in charge now with "education policy experience " have let our school deteriorate into to a disgraceful material condition. The roof leads siding is missing pipes leak ontop of the heating issues yet nothing has been said or done fkr years. I believe someone who's worked outside of the education system would be bennifical to the committee. We need a solid plan for the future wheater or we are comitting to 3 70 year old buildings and investing in modernization or is it time to consider a tri Town elementary school. This needs to be decided before we commit our self to bond millions of dollars.

Thank you for your consideration

Daniel French

To; John Williams - Executive Director, Oxford Hills Chamber of Commerce
From; Bob Klar - semi-retired executive
Date; 1/24/15

I am writing this letter to introduce a concept that will improve the education of students at the junior high and high school level and better prepare young graduates to make a smooth transition into the work force. The concept is simple and many of the resources are in place, requiring minimal expense to implement.

Many of the challenges young people face when transitioning from a school to work environment are culturally based. Unfortunately there is a lot of anti-business sentiment in our culture which can prejudice young people and negatively impact their attitudes. In addition, too few of our graduating students seem to have a viable plan to follow a career path when entering the work force. When I ask young people what they want to do, if I get more than a shrug, the verbal answer is most often I dunno. When an individual with a marginal attitude is assigned a job they are not interested in, neither the employee nor employer will benefit for long.

My concept is simple – expose students at the Junior high and High school level to as many different career options and business environments as possible. To accomplish this I am proposing some formal interaction between school departments, the Chambers of Commerce and the Service Core of Retired Executives. The COC and SCORE organizations are full of successful business people and community leaders that could certainly help young students attain an accurate perspective on employer employee relationships. In addition, the job shadowing opportunities would be endless for the students. I recently was told about a young girl who had done 16 different job shadows and was going to school to become an occupational therapist. She was so excited and confident in her choice because she had been given the opportunity to review enough options to find the right course for her. I would like to work with the appropriate resources to make this girl's life changing experience the norm instead of an anomaly.

I am writing to you to ask for your support through introductions to stake holders, your personal involvement or a letter of support for this concept. In addition I would like to establish a counsel of advisors to guide and expand these efforts to meet on a monthly or quarterly basis as needed. Please contact me at your earliest convenience if you would like to participate in this project.

Thank you for your consideration,

Robert Klar

rhklar@gmx.com

cell 207-740-5607

94 Marston Hill Rd

Minot Maine 04258

To; Rick Colpitts
From; Bob Klar
Re; Career development
Date; 4/28/15

Career introduction for all students – 5 step plan

1. Aptitude and interest assessment
2. Summarize student interest to determine which vocations have the highest value
3. Work with Chamber of Commerce and Score to bring knowledgeable representatives into the school for “Career Education Day”
4. Poll students after the career education day about doing fieldtrips and job shadowing
5. Job shadowing could develop into work study / apprenticeships / business opportunities

Business opportunities for interested students

1. Hospitality – place students into existing businesses
2. Oxford County Farmers Network – events and website – <http://www.ycfn.org/>
3. Foxfire style book, http://en.wikipedia.org/wiki/Foxfire_%28magazine%29
farming economics, distribution, farming methods, etc..
4. Design, market, make, sell small buildings – dog houses, chicken coops, panelized sheds, pre-built decks,
<http://www.easternshed.com/?gclid=CLG3hYGtmcUCFcEkgQodFSMAAtA>
5. Small house – small size modular home – zero energy
6. Full size modular home – was done at Westbrook High for many years – lots of talent and space in the area
7. Food service introduction and training – often a first job that can lead to management /ownership
8. Ice cream trailer – good summer business for students
9. Log cabin packages

Hi all,

The subcommittee met today to define what will be called “The Job Interface” and determine how to move it ahead. The goal is to have this interface fully functional late April or early May.

- We will determine what questions we need to ask the Chamber business members about job and internship opportunities. The resulting information will be posted on the new chamber website in a searchable data base. The survey questions along with a brief letter of introduction will be crafted by the subcommittee. Bob to follow through.
- The website update questions will be distributed to business members through E-Blast initially. Jen to follow through
- The initial business member survey will be followed up with a phone call and then personal visit as needed.
- An intern will be provided by University College in South Paris for data collection and website updating. Lisa and Jen will supervise the activities of the intern to ensure the data base is being updated as needed. We have a rough estimate of 60 to 100 hours to collect the data and update the site.
- Rich has raised the possibility of having a job fair in May to help students line up opportunities for the summer. We should determine what that will include – career education by a variety of professions, an assembly type presentation to introduce the Job Interface tool, the job fair itself, venue, date??? These issues should be discussed and defined by the full committee.
- We discussed the value of having business members and students currently involved with apprentice programs give a video presentation. This presentation can be used to encourage additional participation by businesses and students. This project is on hold until we have some additional experience with the ongoing programs.
- Along with the video presentation mentioned above, we need to produce a written description of the current programs that can also be disseminated. Jen will build on Pat Carson’s progress report that he circulated late 2015. The written summary can be used by the intern to explain the value of the program to perspective business participants.
- Other links will be tied into this data base including on-line career counseling and complimentary sites such as the Career Center.
- There are 2 primary sides to the Interface, business opportunities and student interest. In order to explain the opportunity to students and motivate some interest, Lisa and Hilary are going to create a proposal on how to use existing channels to promote this information to students originally and on-going. In order to reach the most students in a meaningful way we should tie the guidance counselors and teachers into what we are doing as we get further into the project.
- The subcommittee will be meeting every 2 weeks in the early planning stage as we only have 3 months +/- to be operational. Next meeting Thursday 2/4 @ 9:00.
- I suggest the whole committee meets fairly soon to define and begin planning the job fair.

Bob Klar 1/21/16

Matt & Aubrey Sweatt
Fri, Apr 28, 8:15 AM (3 days ago)
to me

Hi Danielle,

I am interested in being part of this task force because I would very much like to contribute my time and experience to molding the future of RSU 16. I have worked on 2 committees over the last few years. The RSU 16 Communication Advisory Committee as well as a Patient Advisory Committee at our children's pediatricians practice.

I anticipate that by the time that any of the task force recommendations are fully implemented I will no longer have children attending school in RSU 16. I look at this and realize that now, as a parent of three children currently enrolled in the RSU, is the time that I can contribute the most to the future of our district as well as our towns interest. Once the kids have graduated and moved on, I think I'll only care about keeping my tax bill down. Having said that, you should know that as of September 2023 my wife and I will have two children attending two different private high schools. This is not as much a reflection of PRHS, a school that we have had no experience with, as much as it has been personal decisions on what is best for each of our older children.

I grew up in Portland, attended Portland Public Schools until high school when I went to Cheverus. I make this statement as a disclosure (and ask forgiveness), not as an example of qualification.

I went on to Pharmacy school, starting at Saint Joseph's College in Standish and then to Massachusetts College of Pharmacy in Boston where I lived for four years. I have worked as a retail pharmacist for the last 15 years. For 14 & 1/2 of those years I have been the manager of that department. Pharmacy school re-wires one's brain to think of things in a fact-based manner. We still have opinions, but my decision making is routed in a fact based and data driven process. I have experience reading, questioning, and adapting the data of new studies and surveys to my practice as a pharmacist. Working in a retail setting adds communication and interpersonal skills to that data driven decision making process. The result is that I am comfortable talking to pretty much anyone. I recognize when it's easier to talk on the phone or in-person as opposed to an email. I listen to what the problem or concern is and explain why I would suggest a course of treatment over another. In this task force I expect to have to explain to people in the task force and outside of it (starting with my wife) why I think something is the way it is, why I think it might need to change, and why I think one course of action is better than another.

Working in the private sector for so many years after I worked for the City of Portland, has required me to get creative to save money. In fact, I worked as a technician in a retail pharmacy at the same time as I worked in Portlands Parks and Recreation Department. During those 4 summers in high school and in college I realized the difference between the spending habits of what is now the 5th biggest company in this country and what some may now consider one of the more... shall we say... 'generous' municipalities in Maine.

As far as the cost savings asks that have been disclosed by the RSU for the formation of this committee, I expect that there will not be any cost savings ideas that everyone will be on board with. I also expect that there are cost saving ideas that at face value are a "third rail" to the

community. As a committee we have to be sensitive to this but we are also expected to talk about and consider these options. I know that I will be able to talk about these issues objectively. I also know that it will be my job as a Minot taxpayer to question the spending of taxdollars now and in future plans.

I appreciate your time and consideration.

Thank you,
Matt Sweatt

Matthew Sweatt (he/him), PharmD
(C) 207•329•4673

Aubrey Russell Sweatt (she/her), Esq.

Aubreymatt@gmail.com

Sent from my iPhone

Michael Susi
Mon, Apr 24, 3:33 PM (7 days ago)
to me

----- Forwarded message -----
From: Michael Susi <michael.c.susi@gmail.com>
Date: Mon, Apr 24, 2023 at 3:31 PM
Subject: Fwd: Future of RSU 16 Task Force Seeking Members
To: <admin@minotmaine.org>

Hi Danielle,

I am interested in being a part of this if Minot is still looking for people to be a part of this project.

Thanks,

Mike

----- Forwarded message -----
From: Amy Hediger <ahediger@rsu16.org>
Date: Mon, Apr 24, 2023 at 11:17 AM
Subject: Future of RSU 16 Task Force Seeking Members
To: <michael.c.susi@gmail.com>

CERTIFICATE OF APPOINTMENT
(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On May 1st, A.D. 2023.

To _____

of Minot, in the County of Androscoggin.

and State of Maine. There being a vacancy in the position of Minot Town Official

Representative for the RSU 16 Task Force the Selectmen of the Municipality of

Town Of Minot do in accordance with the provisions of the laws of the State of

Maine, hereby appoint you within and for the Municipality of the Town Of Minot, such

appointment to be effective until _____.

Given under our hand this 1st day of May, 2023.

_____)
_____)
_____)
_____)
_____)

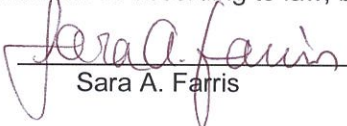
Selectmen
of
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

May 1st 2023

Personally appeared the above named _____

who has been duly appointed by the Selectmen as a Minot Town Official Representative
for the RSU 16 Task Force in said Municipality, and took the oath necessary to qualify him/her to
discharge said duties for the term specified above according to law, before me.

 _____, Notary Public
Sara A. Farris

**This Certificate and the Certificate of Oath shall be returned
to the Municipal Clerk for Filing.**

CERTIFICATE OF APPOINTMENT
(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On May 1st, A.D. 2023.

To _____

of Minot, in the County of Androscoggin.

and State of Maine. There being a vacancy in the position of Minot Community Member

Representative for the RSU 16 Task Force the Selectmen of the Municipality of

Town Of Minot do in accordance with the provisions of the laws of the State of

Maine, hereby appoint you within and for the Municipality of the Town Of Minot, such

appointment to be effective until _____.

Given under our hand this 1st day of May, 2023.

_____)
_____)
_____)
_____)
_____)

Selectmen

of

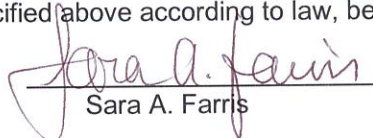
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

May 1st 2023

Personally appeared the above named _____

who has been duly appointed by the Selectmen as a Minot Community Member Representative
for the RSU 16 Task Force in said Municipality, and took the oath necessary to qualify him/her to
discharge said duties for the term specified above according to law, before me.

 _____, Notary Public
Sara A. Farris

**This Certificate and the Certificate of Oath shall be returned
to the Municipal Clerk for Filing.**

CERTIFICATE OF APPOINTMENT

(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On May 1st, A.D. 2023.

To _____

of _____, in the County of _____.

and State of Maine. There being a vacancy in the position of Minot Fire/Rescue Chief

the Selectmen of the Municipality of Town Of Minot do in

accordance with the provisions of the laws of the State of Maine, hereby appoint you within and

for the Municipality of the Town Of Minot, such appointment to be effective until

March 31st, 2024.

Given under our hand this 1st day of May, 2023.

_____)
_____)
_____)
_____)
_____)

Selectmen
of
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

May 1st, 2023

Personally appeared the above named _____

who has been duly appointed by the Selectmen as the Minot Fire/ Rescue Chief

in said Municipality, and took the oath necessary to qualify him/her to discharge said duties for

the term specified above according to law, before me.

_____, Notary Public
Sara A. Farris

**This Certificate and the Certificate of Oath shall be returned
to the Municipal Clerk for Filing.**



TOWN OF MINOT

329 Woodman Hill Road
Minot, Maine 04258-0329

Tel: 1-207-345-3305
Fax: 1-207-346-0924

Clerk's Report

May 1st, 2023

Hello Selectmen,

Updates:

Scholarships

Scholarships due back today.
We have received 6 so far.

May 2nd RSU 16 Bond Election

The Election is TOMORROW 8am – 8pm!
We had a total of 6 absentee requests for this election.

June 13th RSU 16 Budget Validation & Municipal Election

Taking absentee requests now, ballots will be available 5/15
Budget Validation Meeting 5/23 @ 6:30 PRHS Auditorium

Spirit of America Award and Gold Distinction

The award ceremony is Wednesday 5/3 at 6:30 pm at the Androscoggin County Building.

Daniel Callahan Jr. – Spirit of America Award
Town of Minot – Gold Distinction

Board of Appeals from Norma:

Nothing to report on.

Planning Board from Katherine:

Next meeting will be Tuesday, May 9th at 6pm to avoid conflict with the Bond Election.
Public Hearing for BOA Chapter 9 Changes.
The solar farm company plans to submit their material by May 9th to be on the June meeting.

Inland Fisheries & Wildlife:

Boat Excise YTD: \$920.80

39 Boats (*April*)

5 done online

0 Snowmobiles

1 ATV

24 Game Licenses (*April*)

The above amounts are as of 5/1/2023.

ATV registrations available May 1st!

Vitals:

Vital orders as of 5/1
Birth- 9
Death- 2
Marriage- 5
Intentions- 4

Dogs:

3 dog registrations in April

Building/ Plumbing Permits for 2023:

Building Permits: 17
Plumbing Permits: 6

Real Estate Taxes:

2021 taxes - \$20,956.00 for 14 accounts
2022 taxes - \$95,772.43 for 68 accounts
2023 pre-payments - \$12,565.54 for 39 accounts
Total owed: \$116,728.43
Total Owed: 4/18/2023: \$116,552.14
+ \$ 176.29 in interest

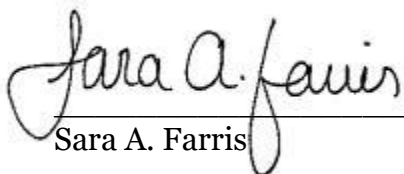
Personal Property Taxes:

2022 - \$18.44 on 1 account

Excise Tax:

<u>MONTH</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>+/-</u>
JAN.	\$51,264.36	\$43,055.03	\$50,306.29	+ \$7,251.26
FEB.	\$45,129.36	\$48,596.73	\$51,718.92	+ \$3,122.19
MARCH	\$75,065.57	\$56,912.29	\$62,362.95	+ \$5,450.66
APRIL	\$77,682.59	\$61,663.04	\$59,196.83	- \$2,466.21
MAY	\$67,323.14	\$64,848.92		
JUNE	\$59,529.52	\$92,120.11		
JULY	\$73,304.01	\$63,394.65		
AUG.	\$77,159.71	\$65,209.36		
SEPT.	\$70,632.04	\$69,727.87		
OCT.	\$50,817.13	\$54,012.11		
NOV.	\$41,312.77	\$50,624.95		
DEC.	\$45,494.20	\$45,564.33		
TOTAL	\$734,714.40	\$715,729.39	\$ 223,584.99	

April Rapid Renewals: 56



Sara A. Farris

Clerk/ Tax Collector/ Voter Registrar



INTEROFFICE MEMO

To: Board of Selectmen

CC: Danielle Loring, Town Administrator

From: Scott Parker, Highway Director

RE: Highway Department (4/17 – 4/30/2023)

I have talked to P&B Paving, and they are going to work with us to get the paving project for Pottle Hill Road completed within our budget. I am recommending acceptance of their bid.

Based on the bids received, it appears that Auburn Aggregates is the apparent low bidder, and I recommend acceptance. I also sent out the bid package to ECI Materials and KRY Construction but did not receive a response.

The crew started mowing last week, and so far this week we will focus on cleaning up after this storm.



INTEROFFICE MEMO

To: Board of Selectmen
 CC: Danielle Loring, Town Administrator

From: James Allen, Fire Chief
 RE: Follow & Call Information (04/17 – 04/30/2023)

Call Date	Call Type	Responders
4/19/23	Chimney Fire Lower Rd.	5
4/20/23	Vehicle Accident Allen Rd.	2
4/21/23	Medical	0
4/21/23	Vehicle Accident West Minot Rd.	2
4/24/23	Vehicle Accident Center Minot Hill	6
4/25/23	medical	0
04/17/23		to
		04/30/23