



# 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

basement

Monday, June 12<sup>th</sup>, 2023

6:30 pm

Minutes\*

## REGULAR MEETING

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

**Absent:** Danielle Loring (Adminitstrator)

**Staff:** Sara Farris (Clerk) and Dean Campbell (Fire Chief)

**Public:** 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

Recited

### 3. Approval of Minutes

#### a. Tuesday, May 30<sup>th</sup>, 2023

**Motion:** Brittany Hemond made a motion to approve the Minutes from Tuesday, May 30<sup>th</sup>, 2023; second by Lisa Cesare.

**Discussion:** None

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

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

Board of Selectmen Meeting Minutes Dated June 12<sup>th</sup> 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 \$20,506.30 and the Treasurer's Warrant in the amount of \$227,085.32; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

Chair Daniel Gilpatric moved item 7 c. up on the agenda as Chief Campbell was present.

#### **7. Department Head Updates**

##### **c. Fire Department Report Submitted by Fire Chief, Dean Campbell**

*See attached report for more information.*

Dean Campbell reviewed and discussed his report with the Selectmen.

New Business #5: Dean Campbell attended the last Planning Board meeting regarding the solar farm on Rt. 124 and had some concerns regarding the ability to fight a fire at the location. He explained that the area is 800 ft fence to fence and 125 ft up hill. He suggested that they install a standpipe in case of a fire that can disperse 500 gallons of water a minute.

New Business #9: Dean Campbell wants to schedule an annual service on the rescue tool (Jaws of Life) and the service will cost about \$750.00. William Perry asked if the Town should just purchase a new rescue tool. Dean responded that the current tool would cut most vehicles and that they would want to try for a grant to update to a newer, battery-operated tool. He also plans to move the old tool to another truck.

Other Issues #2: Dean has been working to start a Junior Fire Fighter Program and has received 1 application so far. He would like the applicants to have their own transportation and to have their parents involved.

The Selectmen were impressed that Dean is working with Ogunquit to send out old SCBA bottles to Ukraine.

Chief Campbell left the meeting.

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## **5. Assessor's Business**

### **a. Consideration of Approval for Tree Growth Penalty**

**Jill Ellis OBO William L. Bryant**

**0 Grange Ave**

**R03-033**

**Penalty for removing parcel from Tree Growth. Staff is recommending approval as penalty has been paid.**

Motion: Lisa Cesare made a motion to accept the Tree Growth Penalty in the amount of 19,029.60; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

Assessors Brittany Hemond, Lisa Cesare, and Daniel Gilpatric signed the Supplemental paperwork.

## **6. New Business**

### **a. None**

## **7. Department Head Updates**

### **a. Clerks Report submitted and read by Clerk Sara Farris**

- 13 interviews scheduled for Deputy Clerk position for the week of the 19<sup>th</sup>.
- The solar project on Rt. 124 is on hold for now. Caitlyn at Sebago Technics received a "stop work order" on the project.
- 30-Day Notices ready to be mailed on the 20<sup>th</sup>.
- Excise up \$9,408.22 compared to last May.

*See attached report for more information.*

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

*See attached report for more information.*

## **8. Town Administrator's Report Presented by Danielle Loring**

Danielle absent

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## 9. Selectmen Comment

Lisa Cesare asked for an update on the front door repair or replacement. Sara Farris answered that she believed Danielle is going to have the door repaired instead of replaced because the doors themselves are still in good shape and the company recommends fixing instead of replacing. Office staff is also using an alternate way of locking and unlocking the door for now to limit further damage.

## 9. Public Comment

None

## 10. Next Meeting Dates

### a. Monday, June 26<sup>th</sup>, 2023

Date acknowledged.

## 11. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 6:53 pm; second by William Perry.

Discussion: None

Vote: Unanimous Approval (5/0)

The board adjourned at 6:53 pm.

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Sara A. Farris - Clerk  
Recording Secretary

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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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