



Town of Minot Selectmen Epacket

February 5, 2024 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
Monday, February 5, 2024
Meeting at 6:30pm
Agenda*

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
 - a. January 22, 2024
4. Warrants
 - a. Payroll Expense Warrant
 - b. Treasurer's Warrant
5. Assessors Business
 - a. Jacqueline Lothrop
16 Butler Hill Road
Map U01, Lot 031
Reason: Owner requested to remove from Tree Growth, resulting Penalty is in the amount of \$2,820.40
6. New Business
 - a. Consideration of Approval for Quit Claim Deed for:
James McCarver & Onie Christner
551 Brighton Hill Rd.
Map R14, Lot 021
 - b. Consideration of Appointment for Jordan De Vito – Deputy General Assistant Director
 - c. Consideration of Appointment for Sharon Campbell – Election Clerk
7. Department Head Updates
 - a. Clerk's Report
 - b. Highway Report
 - c. Fire Department Report
8. Town Administrator's Report
9. Selectmen Comment
10. Public Comment (3-minute limit) – Items in public comment may be scheduled for a future meeting to provide for Board consideration and public notice
11. Next Meeting Dates
 - a. Tuesday, February 20, 2024
12. 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, January 22nd, 2024
6:30 pm
Minutes*

REGULAR MEETING

Selectmen: Chair Daniel Gilpatric, Vice Chair Lisa Cesare, Matthew Callahan, William Perry, and Brittany Hemond
Staff: Danielle Loring (Administrator), Sara Farris (Clerk & Recording Secretary), and Dean Campbell (Fire Chief)
Public: James McCarver (Resident)

1. Call to Order

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

2. Pledge of Allegiance

Recited

3. Approval of Minutes

a. Monday, January 8th, 2024 – Regular Meeting

Motion: Lisa Cesare made a motion to approve the meeting minutes from January 8th, 2024 as written; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the January 8th, 2024 Selectmen Meeting minutes.

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

Board of Selectmen Meeting Minutes Dated January 22nd 2024.

*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 \$26,548.35 and the Treasurer's Warrant in the amount of \$240,003.35; second by Brittany Hemond.

Discussion: Danielle explained that the Treasurer's Warrant is so much because it includes the final payment for the Spectrum/ Broadband project and that she is negotiating to get service to the final few areas in town.

Vote: Unanimous Approval (5/0)

The Selectmen signed the Payroll Expense and Treasurer's Warrants.

5. Bank Reconciliations

a. October 2023

b. November 2023

c. December 2023

Motion Matthew Callahan motioned to accept the bank reconciliations as presented; second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0)

Chair Gilpatric moved **7. Department Head Updates, c. Fire Department Report** up in the meeting as Chief Dean Campbell was present.

- No update on the dry hydrant on Fortin Drive.
- The washer/ extractor is fully installed and programmed.
- EMT school is still ongoing and the members attending are getting paid for their time.
- Still looking into getting trees cleared at Orchard Station.
- New members will be taking the full 8-hour BLS training soon and old members will be taking a refresher course.
- Chief Campbell and the Selectmen decided to discuss the full time Fire Chief position in depth at the February 20th Selectmen's Meeting
- Dean is still working with the solar farm project regarding the proposed UTV and fire suppression for the solar farm.
- The forestry pack was drained, dried, and is now in the storage box for the Winter.

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

Board of Selectmen Meeting Minutes Dated January 22nd 2024.

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

- Dean will be purchasing the Fire Department members work shirts or sweatshirts to show appreciation. He will have to purchase about 15 of them. *See attached report for more information.*

The Selectmen thanked Chief Campbell for his time, and he left the meeting.

6. New Business

a. Executive Session Pursuant to Title 1 MRSA §405 (6)(d): Discussion with Onie Christner and James McCarver Regarding Tax Acquired Property including Tax Collector and Town Administrator

Motion Lisa Cesare motioned to enter executive session at 6:45pm; second by William Perry

Discussion: None

Vote: Unanimous Approval (5/0)

Motion William Perry motioned to exit executive session at 6:50pm; second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0)

No decisions were discussed or made out of the executive session. The Selectmen thanked Mr. McCarver for his time, and he left the meeting.

b. Consideration of Approval for 2024 Fee Schedule

Danielle explained that there were no changes made to the Fee Schedule.

Motion William Perry motioned to accept the 2024 Fee Schedule as presented; second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0)

c. Consideration of Approval of 2024 Town Meeting Warrant

Article 29 Daneille explained that the County Tax number as presented is an estimate based on last year's number plus a 10% increase and that the number should be available by Town Meeting.

Motion William Perry motioned to recommend accepting the value as written until the final number is available on Town Meeting floor; second by Matthew Callahan

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

Board of Selectmen Meeting Minutes Dated January 22nd 2024.

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

Discussion: None

Vote: Unanimous Approval (5/0)

Motion Matthew Callahan motioned to accept the 2024 Town Meeting Warrant as written; second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the 2024 Town Meeting Warrant.

d. Consideration of Approval of Letter of Engagement for FY2023 Audit by Maine Municipal Audit Services (Mindy Cyr)

Danielle stated that the cost for her services increased by \$100.00 this year.

Motion Matthew Callahan motioned to approve the Letter of Engagement with Maine Municipal Audit Services; second by William Perry

Discussion: None

Vote: Unanimous Approval (5/0)

Chair Gilpatric signed the Letter of Engagement on behalf of the Selectboard.

e. Consideration of Approval of 2024 Personnel Policy

Danielle stated that there were no changes to the Personnel Policy.

Motion Matthew Callahan motioned to accept the Personnel Policy as presented; second by Brittany Hemond

Discussion: None

Vote: Unanimous Approval (5/0)

The Selectmen signed the 2024 Personnel Policy.

f. Consideration of Approval of 2024 Tax Acquired Property Policy

Danielle stated that she would like to table this item as the Town Attorney has not reviewed the updated policy Sara has been working on. The Selectmen agreed to table approval of the 2024 Tax Acquired Property Policy.

g. Consideration of Appointment – Jordan De Vito Board of Appeals Alternate and Secretary

Motion Lisa Cesare motioned to appoint Jordan De Vito as Board of Appeals Alternate and Secretary for a term ending December 31st 2026; second by William Perry

Discussion: None

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

Board of Selectmen Meeting Minutes Dated January 22nd 2024.

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

Vote: Unanimous Approval (5/0)
The Selectmen signed the appointment paperwork.

7. Department Head Updates

a. Clerks Report submitted and read by Clerk Sara Farris

- Most of Sara’s report was regarding the Tax Acquired Property at 551 Brighton Hill Rd.
- The Town Office will be open February 6th and 7th from 1-4 pm only for Title 30-A Town Meetings and Elections training. Alex, Jordan, and Sara all need this training.
- Excise for January is looking low compared to January 2023.
See attached report for more information.

b. Highway Report Submitted by Highway Supervisor Scott Parker and read by Administrator Danielle Loring.

- The Crew has been busy with the most recent snowstorms and keeping equipment operational.
See attached report for more information.

8. Town Administrator’s Report Presented by Danielle Loring

- Danielle is looking to keep the agenda light for the February 5th meeting as she will not be able to make it due to prior obligations.
- Danielle is going to check with the RSU regarding a Budget Member nomination.

9. Selectmen Comment

None

10. Public Comment

None

11. Next Meeting Dates

a. Monday, February 5th, 2024 – Regular Meeting

Date acknowledged.

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Board of Selectmen Meeting Minutes Dated January 22nd 2024.

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

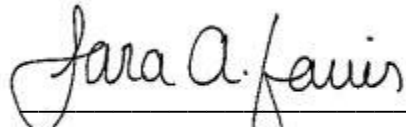
12. Adjournment

Motion: Matthew Callahan made the motion to adjourn at 7:25 pm; second by Brittany Hemond.

Discussion: None

Vote: Unanimous Approval (5/0)

The board adjourned at 7:25 pm.



Sara A. Farris – Clerk
Recording Secretary

Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

Brittany Hemond

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

Board of Selectmen Meeting Minutes Dated January 22nd 2024.

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

TOWN OF MINOT

ASSESSORS' CERTIFICATION OF SUPPLEMENTAL ASSESSMENT

WE HEREBY CERTIFY, THAT THE PAGES HEREIN, NUMBERED FROM 1 TO 1
INCLUSIVE, CONTAIN A LIST AND VALUATION OF ESTATES REAL AND PERSONAL,
LIABLE TO TAXATION IN THE MUNICIPALITY OF MINOT FOR STATE, COUNTY,
DISTRICT AND MUNICIPAL TAXES FOR THE YEAR A.D. 2023 AS EXISTED ON THE
FIRST DAY OF APRIL OF THE SAID YEAR.

IN WITNESS THEREOF, WE HAVE HEREUNTO SET OUR HANDS AT MINOT, THIS 5TH
DAY OF FEBRUARY 2024.

ASSESSORS OF MINOT, MAINE

Town of Minot

CERTIFICATE OF SUPPLEMENTAL COMMITMENT

TO SARA FARRIS, THE COLLECTOR OF THE MUNICIPALITY OF MINOT, AFORESAID.

HEREWITH ARE COMMITTED TO YOU TRUE LIST OF THE ASSESSMENTS OF THE ESTATES OF THE PERSONS WHEREIN NAMED: YOU ARE TO LEVY AND COLLECT THE SAME, OF EACH ONE HIS RESPECTIVE AMOUNT, THEREIN SET DOWN, OF THE SUM TOTAL OF \$ 2,820.40 (BEING THE AMOUNT OF THE LIST HEREIN), ACCORDING TO THE TENOR OF THE FOREGOING WARRANT.

GIVEN UNDER OUR HANDS THIS 5TH DAY OF FEBRUARY, 2024.

YOU ARE TO PAY TO DANIELLE LORING, THE TREASURER OF YOUR MUNICIPALITY, OR TO THEIR SUCCESSOR IN OFFICE, THE TAXES HEREIN COMMITTED, PAYING ON THE LAST DAY OF EACH MONTH ALL MONEY COLLECTED BY YOU, AND YOU ARE TO COMPLETE AND MAKE AN ACCOUNT OF YOUR COLLECTION OF THE WHOLE SUM ON OR BEFORE DECEMBER 31, 2025.

IN CASE OF NEGLECT OF ANY PERSON TO PAY THE SUM REQUIRED BY SAID LIST UNTIL AFTER APRIL 5, 2024; YOU WILL ADD INTEREST TO SO MUCH THEREOF AS TO REMAINS UNPAID AT A RATE OF 8% PERCENT PER ANNUM, COMMENCING APRIL 6, 2024 TO THE PAYMENT, AND COLLECT THE SAME WITH THE TAX REMAINING UNPAID.

GIVEN UNDER OUR HANDS AS PROVIDED BY LEGAL VOTE OF THE MUNICIPALITY AND WARRANTS RECEIVED PURSUANT TO THE LAWS OF THE STATE OF MAINE, THIS 5TH DAY OF FEBRUARY, 2024.

ASSESSORS OF MINOT, MAINE

John E. O'Donnell & Associates
632 Bald Hill Road
New Gloucester, ME 04260

Maine Tree Growth Withdrawal Penalty Calculation

Date 1/19/2024

Town Minot

Map U01

Lot 031

SubLot

Type

Owner LOTHROP, KENNETH A

Year First Classified: 1990

Person Requesting Calculation Owner

Withdrawal Penalty = ([Fair Market Value] - [Tree Growth Value]) X [Penalty %].

Fair Market Value \$18,500.00

Classified Acreage X Annual Tree Growth Rates = Tree Growth Value

Softwood: <u>2.00</u>	acres	x	<u>\$421.00</u>	/ acre	=	<u>\$842.00</u>
Mixed wood: <u>5.00</u>	acres	x	<u>\$436.00</u>	/ acre	=	<u>\$2,180.00</u>
Hardwood: <u>4.00</u>	acres	x	<u>\$344.00</u>	/ acre	=	<u>\$1,376.00</u>
Total Withdrawn: <u>11.00</u>	acres		Tree Growth Value:			<u>\$4,398.00</u>
			Difference:			<u>\$14,102.00</u>
			Penalty Percent*:			<u>20.00%</u>
			Withdrawal Penalty:			<u>\$2,820.40</u>

Calculated By: denisb

Expiration Date for Calculation: 4/1/2024

Actual Withdrawal Date: _____

Penalty Paid (Amount): _____

* Penalty % is based on # of years in Tree Growth

Friday, January 19, 2024
1:13:51 PM

Maine Short Form Quit Claim without Covenant

Town of Minot, a municipal corporation located in Androscoggin County, Maine, hereby releases to **James McCarver and Onie Christner**, with a mailing address of **551 Brighton Hill Rd. Minot, ME 04258** certain real estate located at **551 Brighton Hill Rd. in Minot, Androscoggin County, Maine 04258** and on **Minot Tax Map R014-021** and being the same real estate described in a deed dated **November 20th, 2019** and recorded in the Androscoggin Registry of Deeds in **Book 10240 Page 1 & 2**, to which the reference may be made for a more particular description of the premises hereby conveyed.

The purpose of this deed is to release the above-described real estate from the liens of the following municipal tax liens:

- a) Tax Collector’s Lien Certificate dated June 24th, 2022 and recorded in said Registry in Book 11140, Page 176.
- b) Tax Collector’s Lien Certificate dated July 25th, 2023 and recorded in said Registry in Book 11398, Page 266.

In witness, whereof, Town of Minot has caused this instrument to be signed and sealed by its Selectmen, this 5th day of February 2024.

Witness

Daniel Gilpatric, Chairman, Selectman

Witness

Lisa Cesare, Selectman

Witness

Matthew Callahan, Selectman

Witness

William Perry, Selectman

Witness

Brittany Hemond, Selectman

STATE OF MAINE
COUNTY OF ANDROSCOGGIN, SS

Personally, appeared before me this ____ day of _____, 20____, the above-named Stephen French, Chairman, and the Board of Selectmen of the Town of Minot and acknowledged the foregoing instrument to be his/ her free act and deed.

Notary Public

Printed Name: _____

My commission expires: _____

CERTIFICATE OF APPOINTMENT

(Title 30, M.R.S.A. § 2253)

SELECTMEN'S OFFICE

MUNICIPALITY OF MINOT

On February 5th, A.D. 2024.

to Jordan De Vito

of Oxford, in the County of Oxford.

and State of Maine. There being a vacancy in the position of Deputy General Assistance Director

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 31st, 2024.

Given under our hand this 5th day of February, 2024.

_____)
_____)
_____)
_____)
_____)

Selectmen
of
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

February 5th 2024

Personally appeared the above named Jordan De Vito

who has been duly appointed by the Selectmen as the Deputy General Assistance Director

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 February 5th, A.D. 2024.

To Sharon Campbell,

of Minot, in the County of Androscoggin.

and State of Maine. There being a vacancy in the position of Election Clerk

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 31st, 2024.

Given under our hand this 5th day of February, 2024.

_____)
_____)
_____)
_____)
_____)

Selectmen
of
TOWN OF MINOT.

COUNTY OF ANDROSCOGGIN, ss.

February 5th 2024

Personally appeared the above named Sharon Campbell

who has been duly appointed by the Selectmen as the Election Clerk

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

February 5th, 2024

Hello Selectmen,

Updates:

Foreclosed Properties

Christner/ McCarver 551 Brighton Hill Rd. Land & Building
Paid in full on 2/23
Quit Claim Deed on today's Agenda.

Board of Appeals & Planning Board:

Alex & the Planning Board

There will be a public hearing on February 6th at 6:00pm for 808 Main Street.
The site walk was held on January 6th.
As of now the solar farm is still a go for February.
The Garfield Road Subdivision application was retracted but they do plan to submit a new application in the future.

Jordan and the Board of Appeals

Jordan held their meeting and everything went well.

I am working on having both Boards complete the Freedom of Access (FOAA) training.

March Elections

We have had 5 Primary absentee requests and 4 municipal requests for the March Elections so far. As people are requesting the primary absentee we are asking if they would like the municipal one as well.

We have received Absentee Ballots from the State so we have filled the requests that we had pending.

I have scheduled all my Election Clerks for the Town Election, Town Meeting, and the Presidential Primary. I am having Alex and Jordan be the Town Meeting Tellers to help them get some hands-on Town Election experience. They will be counting the paper ballots and reporting back to the Moderator and assisting with Voter Registration. I am getting forms and paperwork together for Town Meeting and the Election the night before.

Town Meeting and Elections Class (Title 30-A)

February 6th & 7th 9 - 12:30 each day.

The front office will be open 1-4 each day.

Alex, Jordan, and Sara will all be taking the class.

Inland Fisheries & Wildlife:

Boat Excise YTD: \$77.00

1 Boat

0 done online.

9 Snowmobiles

0 ATVs

0 Game Licenses

The above amounts are as of 2/5/2024.

Vitals:

Vital Requests as of 2/5

Reported to State semi-annually.

Birth Certificates- 2

Death Certificates- 2

Marriage Certificate- 1

Intentions- 0

Dogs:

No dog registrations for February so far.

\$25 late fees started 2/1

Online registrations through the State are turned off.

Building/ Plumbing Permits for 2024:

Building Permits: 7

Plumbing Permits: 4

Real Estate Taxes:

2021 taxes - \$ 0.00

2022 taxes - \$ 21,384.44 for 15 accounts

2023 taxes - \$ 183,469.49 for 101 accounts

2024 pre-payments - \$ 6,262.71 for 19 accounts

Total owed: \$ 204,853.93

- \$ 14,338.15

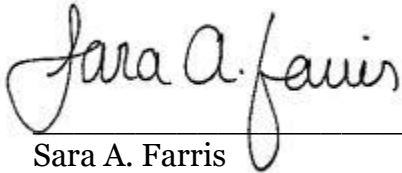
Personal Property Taxes:

2023 - \$961.79 on 4 accounts

Excise Tax:

<u>MONTH</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>+/-</u>
JAN.	\$43,055.03	\$50,306.29	\$46,960.74	- \$3,345.55
FEB.	\$48,596.73	\$51,718.92	\$6,972.89	
MARCH	\$56,912.29	\$62,362.95		
APRIL	\$61,663.04	\$59,196.83		
MAY	\$64,848.92	\$74,257.14		
JUNE	\$92,120.11	\$70,938.58		
JULY	\$63,394.65	\$57,419.67		
AUG.	\$65,209.36	\$79,431.44		
SEPT.	\$69,727.87	\$66,921.22		
OCT.	\$54,012.11	\$67,752.92		
NOV.	\$50,624.95	\$52,230.54		
DEC.	\$45,564.33	\$43,334.63		
TOTAL	\$ 715,719.57	\$ 735,871.13		

There could be more Rapid Renewals coming through for January in the next few days.



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 (1/22 – 02/03/2024)

After many attempts to patch the DPF filter on the truck that is scheduled to be traded, we can no longer fix it and have had to order a new one for the sum of \$9,000. It is a hard pill to swallow but without a good seal the exhaust is leaking into the cab and there is a risk that the truck will go into limp mode and not be usable or it will be a danger to staff.



Minot Fire Department
P.O. Box 154
Minot, ME 04258



Dean Campbell
Fire Chief



To Selectmen:

Old business.

1. Dry hydrant repairs
 - A. HOA ponds code enforcement checking on deed covenants.
 - B. Highland pond needs cleaning.
2. Programing of washer and installation of detergent feed system is complete.
3. EMT school Ongoing.
4. Working on BLS folder and reviewing SDS
5. Tree clearing at Orchard.
6. Orchard station IT completion
7. Existing member annual training complete.
8. New member BLS training ongoing.

New business.

1. Future full time position job description and duties
2. Solar project
3. I will be out of town from Feb 9 through Feb.18. I will have limited access to cell and company email.



Minot Fire Department
P.O. Box 154
Minot, ME 04258



Dean Campbell
Fire Chief

Dale Doughty, EMT
Deputy Chief



Full Time Fire Department Position/Chief Job Description

The ideal candidate should have the following minimum qualifications

1. Fire Fighter 1 and 2
2. Maine basic EMT license
3. 10 Years' experience.
4. Experience on a volunteer fire service
5. Experience as a department officer.

Other preferred qualifications

1. Fire science degree
2. Fire officer 1

Work responsibilities

1. Respond to all calls while on duty and whenever available.
2. Available to work 40+hr per week.
3. Monthly apparatus checks
4. Monthly equipment checks.
5. Develop and run training.
6. Monthly safety checks of all town buildings and the school.
7. Keep BLS checks, SDS books, and trainings up to date.
8. Grant writing
9. Cleaning and maintenance of all department buildings and equipment
10. Any other duties assigned by the chief.
11. Work towards becoming fire chief.
12. Willing to take on other town tasks (code officer)
13. Recruiting and retention of members



INTEROFFICE MEMO

Date: February 5, 2024

To: Board of Selectmen

From: Danielle Loring, Administrator

RE: Administrator's Report

As you aware, the Town Reports are available, and they are available to pick up at the Town Office, Post Office, Minot Country Store and Village Trading Post.

The MDOT grant application for Bucknam Bridge Road has been submitted. After reviewing the criteria, it made more sense to submit that project versus the salt shed, but the shed will be included in the community resilience project funding request.

Charter/Spectrum has agreed to buildout the remaining portion of Town. It sounds like it could take over a year before completion, so we may want to discuss interim solutions for those residents while the design, permitting and construction take place.

The RFB for the plow truck and the pickup truck have been posted and are due back February 16th. This will give Scott plenty of time to review the information and make a recommendation for Town Meeting. Other than that, things are looking good for Town Meeting, and we will review the Articles and process at the next meeting on the 20th.

Please reach out if you have any questions, but you are in good hands with Sara tonight.

Expense detail report

WARRANT #3

02/05/2024

ACCOUNT-----				CURRENT			UNEXPENDED
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
3050 - SNOMBL REFD				0.00	0.00	0.00	0.00
0001 - APPROPRIATED				0.00	0.00	1,343.86	1,343.86
		Department..		0.00	0.00	1,343.86	1,343.86
3550 - EDA ELF RESE				0.00	0.00	0.00	0.00
0198 - FOOD				0.00	1,283.85	0.00	-1,283.85
0205 - SUPPLIES				0.00	425.80	0.00	-425.80
		Department..		0.00	1,709.65	0.00	-1,709.65
4025 - TWNWELL RES				0.00	0.00	0.00	0.00
7010 - PAYROLL TAX				0.00	7.65	0.00	-7.65
		Department..		0.00	7.65	0.00	-7.65
5000 - OFF SALARIES				0.00	0.00	0.00	0.00
1001 - CLK/TAX COLL				0.00	4,336.56	0.00	-4,336.56
1002 - DEP CLERK				0.00	5,073.02	0.00	-5,073.02
1003 - ADMINISTRAT				0.00	5,846.16	0.00	-5,846.16
7010 - PAYROLL TAX				0.00	1,109.16	0.00	-1,109.16
7020 - HLTH INSUR				0.00	28,723.64	2,378.85	-26,344.79
7021 - VISION INS				0.00	221.22	127.70	-93.52
7025 - DENTAL INSUR				0.00	1,832.88	616.50	-1,216.38
7030 - SIMPLE IRA				0.00	714.91	0.00	-714.91
7035 - AFLAC				0.00	48.48	60.60	12.12
7040 - UNEMPLOYMENT				0.00	0.00	179.00	179.00
		Department..		0.00	47,906.03	3,362.65	-44,543.38
5075 - CODE ENF/PLA				0.00	0.00	0.00	0.00
0200 - TELEPHONE				0.00	63.25	0.00	-63.25
0210 - MLG/EXP REIM				0.00	68.52	0.00	-68.52
0213 - CONTRAC SVCS				0.00	142.50	0.00	-142.50
1007 - CODE ENFORCE				0.00	1,937.26	0.00	-1,937.26
1016 - ADDRESSING				0.00	100.00	0.00	-100.00
7010 - PAYROLL TAX				0.00	148.20	0.00	-148.20
		Department..		0.00	2,459.73	0.00	-2,459.73
5200 - TOWN INSUR				0.00	0.00	0.00	0.00
0106 - WORKERS COMP				0.00	9,985.20	0.00	-9,985.20
		Department..		0.00	9,985.20	0.00	-9,985.20

Expense detail report

ALL Accounts
ALL Months

ACCOUNT-----				CURRENT		UNEXPENDED	
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
5300 - T-O MAINT CONT'D							
5300 - T-O MAINT				0.00	0.00	0.00	0.00
0200 - TELEPHONE				0.00	208.21	0.00	-208.21
0201 - ELECTRICITY				0.00	469.43	0.00	-469.43
0203 - FUEL & GAS				0.00	1,084.32	0.00	-1,084.32
0205 - SUPPLIES				0.00	602.13	0.00	-602.13
0207 - DUES/SUBSCR				0.00	259.00	0.00	-259.00
0208 - STAFF TRAING				0.00	180.00	0.00	-180.00
0209 - POSTAGE				0.00	343.66	6.03	-337.63
0213 - CONTRAC SVCS				0.00	149.00	0.00	-149.00
		Department..		0.00	3,295.75	6.03	-3,289.72
5350 - ELECT/MEET				0.00	0.00	0.00	0.00
0213 - CONTRAC SVCS				0.00	2,052.40	0.00	-2,052.40
		Department..		0.00	2,052.40	0.00	-2,052.40
6200 - COMMON RDS				0.00	0.00	0.00	0.00
0300 - LABOR				0.00	15,347.46	15,347.46	0.00
7010 - PAYROLL TAX				0.00	1,124.55	1,124.55	0.00
		Department..		0.00	16,472.01	16,472.01	0.00
6400 - WINTER RDS				0.00	0.00	0.00	0.00
0205 - SUPPLIES				0.00	4,956.13	0.00	-4,956.13
0213 - CONTRAC SVCS				0.00	21,027.90	0.00	-21,027.90
0300 - LABOR				0.00	28,273.70	0.00	-28,273.70
0406 - SALT				0.00	27,226.45	0.00	-27,226.45
7010 - PAYROLL TAX				0.00	2,063.88	0.00	-2,063.88
		Department..		0.00	83,548.06	0.00	-83,548.06
6500 - HWY EQ REP.				0.00	0.00	0.00	0.00
0203 - FUEL & GAS				0.00	7,641.00	0.00	-7,641.00
0204 - REPAIRS				0.00	8,008.39	0.00	-8,008.39
0205 - SUPPLIES				0.00	589.22	0.00	-589.22
		Department..		0.00	16,238.61	0.00	-16,238.61
6700 - TOWN GARAGE				0.00	0.00	0.00	0.00
0200 - TELEPHONE				0.00	61.54	0.00	-61.54
0201 - ELECTRICITY				0.00	457.06	0.00	-457.06

Expense detail report

ALL Accounts
ALL Months

ACCOUNT-----				CURRENT		UNEXPENDED	
DATE	JRNL	DESC---	VENDOR-----	BUDGET	DEBITS	CREDITS	BALANCE
6700 - TOWN GARAGE CONT'D							
		0203 - FUEL & GAS		0.00	1,009.84	0.00	-1,009.84
		0205 - SUPPLIES		0.00	454.96	0.00	-454.96
		0213 - CONTRAC SVCS		0.00	45.00	0.00	-45.00
		Department..		0.00	2,028.40	0.00	-2,028.40
7000 - SOLID WASTE							
		0213 - CONTRAC SVCS		0.00	4,580.22	0.00	-4,580.22
		Department..		0.00	4,580.22	0.00	-4,580.22
7400 - STREET LTS							
		0201 - ELECTRICITY		0.00	283.33	0.00	-283.33
		Department..		0.00	283.33	0.00	-283.33
7700 - LEGAL FEES							
		0213 - CONTRAC SVCS		0.00	55.00	0.00	-55.00
		Department..		0.00	55.00	0.00	-55.00
7950 - OVERLAY							
		0900 - ABATEMENTS		0.00	115.00	0.00	-115.00
		Department..		0.00	115.00	0.00	-115.00
8000 - INTERDEPT							
		0213 - CONTRAC SVCS		0.00	665.16	0.00	-665.16
		0217 - ADVERTISING		0.00	123.34	0.00	-123.34
		0501 - DEED TRANS		0.00	11.00	0.00	-11.00
		Department..		0.00	799.50	0.00	-799.50
8025 - IT SERVICES							
		0199 - INTERNET		0.00	121.98	0.00	-121.98
		0200 - TELEPHONE		0.00	272.38	0.00	-272.38
		0213 - CONTRAC SVCS		0.00	720.00	0.00	-720.00
		0218 - SOFTWARE LIC		0.00	162.00	0.00	-162.00
		Department..		0.00	1,276.36	0.00	-1,276.36
8026 - TRIO							
		0213 - CONTRAC SVCS		0.00	10,019.11	0.00	-10,019.11
		Department..		0.00	10,019.11	0.00	-10,019.11
8220 - ANIMAL CTL							
		0210 - MLG/EXP REIM		0.00	76.64	0.00	-76.64

Expense detail report

ALL Accounts
ALL Months

ACCOUNT----- DATE	JRNL	DESC---	VENDOR-----	CURRENT BUDGET	DEBITS	CREDITS	UNEXPENDED BALANCE
8220 - ANIMAL CTL CONT'D							
		Department..		0.00	76.64	0.00	-76.64
8600 - EDUCATION				0.00	0.00	0.00	0.00
0213 - CONTRAC SVCS				0.00	205,422.58	0.00	-205,422.58
		Department..		0.00	205,422.58	0.00	-205,422.58
9000 - MINOT FIRE				0.00	0.00	0.00	0.00
0196 - ONBOARDING				0.00	781.00	0.00	-781.00
0200 - TELEPHONE				0.00	114.17	0.00	-114.17
0201 - ELECTRICITY				0.00	585.76	0.00	-585.76
0203 - FUEL & GAS				0.00	1,382.14	0.00	-1,382.14
0205 - SUPPLIES				0.00	17.14	0.00	-17.14
0207 - DUES/SUBSCR				0.00	200.00	0.00	-200.00
0301 - FIRE FIGHTER				0.00	320.40	0.00	-320.40
0302 - PER DIEMS				0.00	1,515.24	0.00	-1,515.24
7010 - PAYROLL TAX				0.00	140.42	0.00	-140.42
		Department..		0.00	5,056.27	0.00	-5,056.27
9600 - DEBT SERVICE				0.00	0.00	0.00	0.00
0197 - REIMBURS.				0.00	0.00	293.17	293.17
0214 - PRINCIP PMTS				0.00	43,928.41	0.00	-43,928.41
0600 - INTEREST				0.00	2,434.24	0.00	-2,434.24
		Department..		0.00	46,362.65	293.17	-46,069.48
Final Totals				0.00	459,750.15	21,477.72	-438,272.43