



Town of Minot

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

Board of Selectmen Meeting
Minot Town Office
Monday, March 4, 2024
6:30 pm
Minutes*

REGULAR MEETING

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

Absent: Brittany Hemond

Staff: Sara Farris (Clerk & Recording Secretary), Dean Campbell (Fire Chief), and Danielle Loring (Town Administrator)

Public: Eriks Peterson (Sun Journal), James Cesare, and Ken Champagne

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. Nomination and Election of Chair and Vice Chair of the Selectboard

Motion: Lisa Cesare made a motion to nominate Daniel Gilpatric as Chair of the Selectboard; second William Perry.

Discussion: There were no other nominations.

Vote: Unanimous Approval (4/0)

Motion: Daniel Gilpatric made a motion to nominate Lisa Cesare as Vice Chair of the Selectboard; second William Perry.

Discussion: There were no other nominations.

Vote: Unanimous Approval (4/0)

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Board of Selectmen Meeting Minutes Dated March 4 2024.

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4. Approval of Minutes

a. Tuesday, February 20, 2024 – Regular Meeting

Motion: Lisa Cesare made a motion to approve the meeting minutes from February 20, 2024 as written; second William Perry.

Discussion: None

Vote: Unanimous Approval (4/0)

The Selectmen signed the February 20, 2024 Selectmen Meeting minutes.

5. Warrants

a. Payroll Expense Warrant

b. Treasurer's Warrant

Motion: Matthew Callahan motioned to accept the Payroll Expense Warrant in the amount of \$19,704.28 and the Treasurer's Warrant in the amount of \$23,163.39; second by William Perry.

Discussion: None

Vote: Unanimous Approval (4/0)

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

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

- Dean and Danielle are going to continue to work on the full time Fire Chief job description. The Selectmen agreed to have the job posted to MMA, The Fire Chief's Association, and to Facebook for 30 days. The Selectmen also agreed that William Perry will be the Selectmen Representative on the hiring committee.
- The Department has brought on 3 new people recently.
- Fire Attack School will start in April and around 4 members will attend the class.
- The Department will hold an Officers' Meeting to have a conversation about officer duties.
- Dean is going to start putting calls for the past 2 weeks on his report. *See attached report for calls.*
- The Department may have to come up with a fee system for false fire alarm calls if false calls keep happening. *See attached report for more information.*

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

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While the Selectmen, staff, and residents waited for Todd Sanders to arrive there was some discussion regarding the heating issues at Minot Consolidated School (MCS) and RSU 16. The Selectmen were hoping that more residents that were at Town Meeting would attend the Selectmen Meeting to hear what Mr. Sanders had to say and voice their concerns.

6. New Business

a. Consideration of Approval for Appointment of Lake Auburn Watershed Protection Commission (LAWPC) Board Member

Motion: Matthew Callahan motioned to appoint Glen Holmes as the LAWPC Board Member representative for the Town of Minot; second by Lisa Cesare.

Discussion: None

Vote: Unanimous Approval (4/0)

The Selectmen signed the appointment paperwork as presented.

c. Review of 2024 Town Meeting Items Including Potential Decisions on:

i. Fulltime Chief Position

ii. New Pickup Truck

iii. New Plow Truck

Danielle stated that she believed the Town Meeting went well compared to previous years and was well organized. She added that she appreciated all the thoughtful questions residents asked.

i. Fulltime Fire Chief Position

Danielle stated that she will take the MMA templates and combine them with Chief Campbell's notes and create the job description. Interviews will start in late April.

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ii. New Pickup Truck

Danielle stated that the new truck will be here in 1-2 weeks.

Motion Lisa Cesare motioned to authorize Danielle Loring to move forward with the purchase of the new pickup truck and to write a check for \$15,000.00; second Matthew Callahan

Discussion: None

Vote: Unanimous Approval (4/0)

iii. New Plow Truck

Danielle stated that she is working to close on the loan for March 13.

Motion Lisa Cesare motioned to authorize Danielle Loring to close on the financing for the new plow truck; second Matthew Callahan

Discussion: None

Vote: Unanimous Approval (4/0)

7. Department Head Updates

a. Clerks Report submitted and read by Clerk Sara Farris

- The Board of Appeals and the Planning Board will be holding a training on March 12.
- The Town Election had 72 votes cast and the 4 positions won their spots back.
- 55 residents attended Town Meeting. Sara stated that she added to the script she creates that residents must bring their own ballot to the ballot box or ask the Tellers for assistance. The Selectmen confirmed with Sara Farris that anyone can request a paper ballot at Town Meeting unless the request is opposed. A vote of the assembly will then be taken to allow for a paper ballot. The Selectmen agreed that they did not want to allow space at the end of Town Meeting for residents or public figures to speak like Laural Libby was allowed to.
- The Presidential Primary will be tomorrow, March 5, from 8 am to 8 pm. There have been 60 absentee requests so far but we have not received all 60 back.
- Excise tax was about \$600.00 less for February 2024 compared to 2023.
See attached report for more information.

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Todd Sanders arrived so Chair Gilpatric moved to **6. New Business, b. .**

6. New Business

b. Discussion for FY 2024-25 RSU Budget Deliberation – Todd Sanders, RSU 16 Superintendent

Todd Sanders provided the Selectmen and residents with information packets regarding the RSU 16 upcoming Budget. *See attached packet for more info.* Mr. Sanders opened the discussion by stating that they do not have any solid numbers at this time but he will be back to discuss when they do. He also added that unfortunately he is not bringing good news. Mr. Sanders then started going through the packet and discussing it with the Selectmen and residents.

Regarding the “Factors” page Danielle Loring asked if the Economically Disadvantaged numbers could be revisited with the cost of living so high and if families could possibly be put back on the program. Mr. Sanders answered that he was unsure, but it was something they could look in to.

Mr. Sanders stated that the RSU submitted 7 applications for revolving funding for HVAC and ADA compliance for all of the RSU 16 schools and they were only granted 1 for \$110,000 at MCS for ADA compliance. He added that for some reason all the applications were scored low on their scale. Mr. Sanders reached out to State Representatives and the Commissioner of Education to see what support they could possibly receive. Matthew Callahan asked that when Mr. Sanders hears back from them he let the Selectmen know.

Mr. Sanders acknowledged that the Capital Improvement Plan (CIP) has not done a great job at maintaining the schools and that they have had to go back and fix “fixes”. If the CIP was upkept, they would not be in the position that they are in now.

Regarding the page that shows the HVAC estimates, Matthew Callahan asked why other contractors were not involved with the project costs, just who EMC sourced out to. Mr. Callahan would like to see the bid open to the public as Minot, Poland, and Mechanic Falls all have very talented residents that are contractors. Todd said he would check with John Hawley and have John get in touch with Mr. Callahan.

Todd Sanders stated that in the best interest of the RSU they are going to move forward with funding the HVAC fixes at all 3 schools by using Lease Purchase Agreements and/or Bonds. The RSU and School Board’s goal is to be as transparent with the whole process as possible and to have the least impact on

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taxpayers. As of right now the principal for the project is \$7.43 million over 20 years with \$2.76 million in interest for a total of \$10.19 million.

Mr. Sanders stated that there has been a recent mold issue at MCS that could come back if the ventilation is not corrected.

Danielle Loring asked if something fails at MCS is there an amount of time the RSU could leave it closed. Mr. Sanders answered that he is unsure but believes the School Board would work hard to get the school back up and running as soon as possible.

Mr. Sanders added that local contractors should reach out to John Hawley about looking at the schools to see what condition they are in if they are interested in the project. All the Selectmen agreed that they would like to see the RSU talk to more local contractors, get more estimates, and get the information out there to residents.

Lisa Cesare asked if the first Budget Meeting was pushed back, and Todd answered that he believes it was the same as previous years, but he would look into it.

The selectmen thanked Todd for his time and appreciated him having the conversation with them. Mr. Sanders left the meeting.

7. Department Head Updates

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

- More repairs are needed on the grader.
- Scott has notified Lee GMC that the pickup was approved at Town Meeting and it should be here in 1-2 weeks.

See attached report for more information.

8. Town Administrator's Report

- Danielle made the Selectmen aware of a potential legal issue.
- The town received a \$50,000.00 DOT Grant to fix Bucknam Bridge Rd.
- The town received a T Mobile Grant to put new LED lights at the ball fields.
- Danielle is still working with Zach Gosselin regarding the Community Resilience Grant. They are thinking that the feasibility study is the best route for this time around.

9. Selectmen Comment

None

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10. Public Comment

None

11. Next Meeting Dates

a. Monday, March 18, 2024 – Regular Meeting

Date acknowledged.

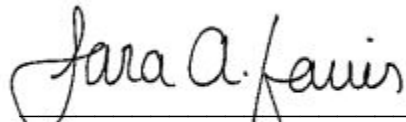
12. Adjournment

Motion: Lisa Cesare made the motion to adjourn at 8:12 pm; second by Matthew Callahan.

Discussion: None

Vote: Unanimous Approval (4/0)

The board adjourned at 8:12 pm.


Sara A. Farris – Clerk
Recording Secretary

Daniel Gilpartic – Chair

Matthew Callahan

Lisa Cesare – Vice Chair

William Perry

Brittany Hemond

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