

## **Board of Selectmen & Assessors Meeting Minutes**

**September 27, 2021 @ 7:00p.m.**

**Fire Station Community Room, 86 River Rd.**

Present: Board Members- Joel Lind, Tor Glendinning, Rob Nelson, Karen Paz, and David Levesque. Staff Members- Sarah Macy-Town Manager, Jim Murphy-Assessors' Agent, and Seth Hagar-Road Commissioner. Minutes transcribed by Michelle Cameron-Town Clerk

**Public Hearing:** General Assistance Ordinance and Appendices: Lind opened the hearing at 7:00 p.m. There were no public comments. Lind closed the hearing at 7:04 p.m.

**1. Call to Order:** Lind called the meeting to order at 7:04 p.m.

**2. Pledge of Allegiance**

**3. Amendments to the Agenda (Pending Approval):** NONE

### **4. Minutes**

4.1 September 13 Meeting Minutes: **On motion Levesque/Nelson moved to approve the minutes for September 13 meeting and September 21<sup>st</sup> workshop with the amendment of adding Peter Drum as an attendee on the 21<sup>st</sup>. Vote 5-0**

4.2 September 21 Workshop Minutes

**5. Public Comments On Items Not On The Agenda** The Board requests that public comments are limited to five (5) minutes per subject: NONE

**6. Selectmen Future Agenda Items:** NONE

### **7. New Business**

7.1 Adopt General Assistance Ordinance and Appendices: **On motion Paz/Nelson moved to adopt the General Assistance Ordinance and Appendices. Vote 5-0**

7.2 RFP for banking services: Macy updated the Board about putting out a Request for Proposals (RFP) to other banks to see what competitive rates are out there. Macy asked the Board's approval putting out an RFP. **On motion Glendinning/Paz moved to approve Macy putting out an RFP for banking services. Vote 5-0**

7.3 William Brewer Engagement Letter: Discussion ensued about the engagement letter. **On motion Paz/Glendinning moved to authorize the Town Manager to sign the contract with William H. Brewer, Inc. for auditing services.** Discussion ensued on the timeline for audit completion and how that effect the budget process. The consensus of the Board is that it would be ideal to have the audit completed by February. **Vote 5-0**

7.4 October 11<sup>th</sup> Holiday BOS Meeting: move the meeting date? Macy proposed moving upcoming regular business to the October 4<sup>th</sup> meeting and then keeping the regular board meeting schedule of the 4<sup>th</sup> Monday evening of the month, which is the 25<sup>th</sup>. **No action taken but the Board agreed by consensus to the suggested meeting schedule.**

7.5 Update on the Pumpkin Fest by Larry Sidelinger: Sidelinger gave an update stating that the festivities would be limited to pumpkin displays on Main Street.

7.6 Public Works Update-Seth Hagar: Hagar gave an update on the West Old County Road and Mills Road projects, the surface paving of Station road, High Street, Stone Bridge Circle, and Academy Hill Road. He mentioned the sand and salt shed and working with Central Maine Power. PumpkinFest parking and a parking ordinance were also discussed.

**8. Board of Assessors:** Murphy explained the reasons why the supplemental tax certificate, abatements, and tree growth classification removal penalty were on the agenda.

8.1 Supplemental Tax Certificate-Garber, Paul Map 1 Lot 4-2 for **\$642.60** (Board will need to sign the supplemental tax warrant): **On motion Glendinning/Nelson moved to approve the supplemental tax certificate for \$642.60. Vote 5-0**

8.2 Abatements- Healy, Timothy & Linda (RE 378) for **\$15.30**, Day's Emporium(PP157) for **\$38.25**, Lydecker, K.&C (RE955) for **\$312.12**, and Lincoln Academy, Inc (RE667) for **\$1,537.65**: **On motion Paz/Levesque moved to approve the abatements for 15.30, \$38.25, 312.12, and 1,537.65. Vote 5-0**

8.3 Tree Growth Classification Removal Penalty- Ellis, Kevin & Sara for **\$246.40**: **On motion Nelson/Paz moved to approve the tree growth classification removal penalty. Vote 5-0**

**9. Unfinished Business:** NONE

**10. Town Manager Report and Communications:** Macy stated that the repairs to the Fire Station building began today. This is to replace damaged siding and a rusted door frame on the side of the building. We are also adding slow door closures for the community room, as the new cameras mounted on the wall have been shaking when doors open and close abruptly.

Macy reminded the Board that the next workshop with the Fire Company is scheduled for October 5<sup>th</sup> to discuss the new ordinance that that presented to the town last week and that Town Hall will be closed for Columbus/Indigenous Peoples Day on Monday, October 11.

**11. Fiscal Warrants**

11.1 Town Warrant- \$238,102.34: **On motion Levesque/Glendinning moved to approve the town warrant for \$238,102.34. Vote 5-0**

**12. Executive Session(s): On motion Nelson/Paz moved to enter executive session. Vote 5-0**

**12.1** Personnel- Conferring with town attorney regarding personnel. At the November 8<sup>th</sup> Select Board meeting, Levesque request that 12.1 be changed to Legal-Conferring with Town Attorney. BOS voted to approve the change. 5-0

**13. Adjournment: On motion Levesque/Paz moved to adjourn at 11:00 p.m. Vote 5-0**

**Upcoming Events-** 10/4/21- Select Board Executive Session Meeting regarding Personnel at 6:00 p.m. at the town office. This meeting is to allow the Select Board to confer with the town attorney regarding personnel.

10/5/21- Select Board workshop with Newcastle Fire Company at 7:00 p.m. at the fire station community room.

10/11/21- Town Hall will be closed for Columbus/Indigenous Peoples Day