

**TOWN OF MONMOUTH**  
**BOARD OF SELECTMEN**  
**Meeting Minutes – August 28, 2019**

**PRESENT:** Doug Ludewig – Chair; Timothy McDonald – Vice Chair (Excused at 6:55 pm); and Dianna Boisvert, Darlene Sanborn (Arrived at 6:53 pm), and Harold Jones – Board Members.

**ABSENT:** None.

**ALSO PRESENT:** Curtis Lunt - Town Manager, Kevin Mulherin – Police Chief, Dan Roy – Fire Chief, David Shaw – CEO, Mary Turner, Sandra Schiller, Josh Farr, Angela Nagle, Donna Seppy, Donna Shaw, and Doreen Christ – Recording Secretary.

**1. Call to Order and Pledge of Allegiance.** This meeting was called to order at 6:00 pm by Doug Ludewig – Chair, along with the Pledge of Allegiance.

**2. Minutes of August 14, 2019 and August 21, 2019.** The following motions were made.

**August 14, 2019:** The following changes were made to this set of meeting minutes. On Page No. 1, in the first motion under Item No. 2. Public Hearing – Main Street TIF District Budget, correct the spelling of “*Donna Boisvert*” to read, “*Dianna Boisvert*”. Also, on this same page, under Item No. 7. Appointment: Parks & Recreation Commission, in the fourth sentence, add the word, “*to*” between the words, “*improvements*” and “*beach*”.

**MOTION:** *by Dianna Boisvert, seconded by Harold Jones, to move to approve the Board of Selectmen Meeting Minutes for August 14, 2019, with the above two (2) corrections.*

**VOTED:** *4-0 (Passed).*

**August 21, 2019:**

**MOTION:** *by Dianna Boisvert, seconded by Harold Jones, to move to approve the Board of Selectmen Meeting Minutes for August 21, 2019, as written.*

**VOTED:** *4-0 (Passed).*

**3. Department Head Reports.** Kevin Mulherin – Police Chief referred to his monthly report, which was included in board member packets. He reported 156 calls for service. There were 149 motor vehicle stops resulting in ten (10) summons or arrests, two (2) warrants, two (2) OAS, one (1) operating without a license, 2 violation of bail, three (3) speeding in excess of 30 miles over, etc. He stated that he will not be at the next meeting. He will be on vacation. Sandra Schiller commented about a resident who is very pleased with the Police Dept. She said that the resident said that the Police Departments follow-up is extraordinary, etc.

David Shaw – CEO reported being very busy with writing permits for new houses. He recently wrote a permit for a \$200,000 home. Besides permits, there are a couple of Planning Board applications. He reported no activity for the Board of Appeals. He distributed photographs of the school construction progress. He said that school busses are being parked at the bus garage. Work is continuing on the athletic fields. The ballfield has underground drains. Piping and control heads for the new sprinkler system are being installed. They are setting forms for the staircase. Tile has been placed in the Elementary Wing. The fans are operating. They are now moving out of the Elementary Wing and into the Gym. The Gym skylights are in. A lot of the classrooms were primed and painted today. The electricians are running conduit. The new playground equipment has arrived for the Elementary School.

Dan Roy – Fire Chief stated that he is reporting back one (1) month, since he had been absent. He reported that in late July there was a structure fire in the Town of Greene. The new portable speed bumps are slowing traffic down and are working well. He said that during National Night Out, State Farm donated 46 security cameras. The Fire Dept. is getting a lot of public relations. On August 16, 2019, firefighters and junior firefighters went white water rafting. On August 19, 2019, there was a graveside service for Leon Morse, who was with the dept for 30 years. He has since received “Thank You” notes from the family. Training this past month consisted of Search/Rescue, RIF, Self-Rescue, SCBA breathing apparatus maintenance, and drafting operations. The depts. SCBA qualified members have all passed their fitness testing. This is required by the Bureau of Labor Standards (BLS). The three (3) pumper trucks will get their annual testing. The new shed is going well. The shed is up. There is a propane tank from the Grange Hall. This is a setback violation. David Shaw commented that if it becomes an issue, it will be dealt with. Dan Roy commented that this should be placed on the Grange Hall’s property.

Bruce Balfour – PW Director reported that he was on vacation at the last meeting. He distributed photographs of the Grover Street Bridge. This had become an issue. The boards were rotted and also the beams, which had to be replaced. He also distributed a photograph of the Sanborn Road project. They will be paving on Friday. He commented that Sanborn

Road should partially reopen for traffic next week. He commented that brush chipping is being done on Sanborn Road. They are half way to the cemetery. They started the brush chipping at 6:50 am, not being aware that there is a Noise Ordinance. The Noise Ordinance is listed in the Comprehensive Plan. Curtis Lunt said that some equipment is exempt. There is a pre-construction meeting scheduled for Tuesday, September 2, 2019 regarding the Academy Road sidewalk project. This project will start on September 9, 2019. Two (2) months have been added to the schedule. This fall the sidewalk will only reach Norris Hill Road and will be revisited in the spring. Utilities will hold them up. There will be some road closures for culvert work, but not until 8:00 pm. Flaggers will be in place. The road will be open for school traffic. The price for the crack sealing of the Town Office parking lot is \$4,200. This price includes \$2,832 to sealcoat tarconite sealer, \$1,065.00 of crack, edge crack and seams, and \$400 to stripe the lot, as is. This work will be performed by J.R.A. Sealmasters. The following motion was made.

**MOTION:** *by Harold Jones, seconded by Dianna Boisvert, to move to authorize crack sealing of the Town Office parking lot.*

**VOTED:** *4-0 (Passed)*

At this point in the meeting, David Shaw read the Noise Ordinance, as to specific times and decibels.

Curtis Lunt – Town Manager commented that at the Cumston Annex handicap ramp, the Public Works Dept. did a great job of blending with the parking lot. He distributed a photograph at this meeting. Saturday, October 12, 2019, is the 12<sup>th</sup> Annual Fuel Assistance Golf Tournament. The Town got approved for a \$7,500 award from the Dept. of Conservation for the installation of a vault toilet. The KVCOG General Assembly is looking for volunteers. They will be meeting on September 30, 2019 from 4-6:00 pm. Harold Jones volunteered to be there. On Wednesday, October 2, 2019, the Town Office will be closed for training at the MMA Convention. Curtis Lunt stated that he will be a speaker. He will be speaking on TIF's. He said there could not be an election for adding the six (6) positions without a separate unit. After September 15, 2019, the MLRB Executive Director can decide, based on conditions. Curtis Lunt asked if it should be the same unit or two (2) separate units. It was decided that a separate unit can be formed. Harold Jones suggested to wait and let it be the MLRB's decision.

**4. Public Comment.** Angela Nagle asked if there was a Board of Selectmen seat was available. Harold Jones commented that there is no position open yet. A resignation would need to be made. Harold Jones said the law needs to be followed. Josh Farr made several comments and was angry. This is not happening. What are you doing to make sure people get involved. Again, Harold Jones reiterated that there is no seat available at this time. This then lead to questions relating to the search for the new Town Manager. Timothy McDonald said candidates are private. It is not public. Nobody knows who has applied. Donna Seppy said this process can involve community members. The information needs to be kept confidential. Donna Seppy then said that there are communication problems with the Town. They are looking to the Town's Attorney regarding openings. Donna Seppy said that there is secrecy and a lack of trust. There is a need for transparency. She said this is not a welcoming environment. She went on to say that she is always met with disrespect. Harold Jones said that he appreciates that she has stated her case. Sandra Schiller was grilling Darlene Sanborn on answers. Harold Jones said that it was outside the parameter of what should have happened and apologized. Douglas Ludewig said he appreciates the interest and statements. During Executive Session, interviewees will come in before the Board of Selectmen. They first need to narrow down to the finalists. The finalists will meet with the Dept. Heads and Office Staff. Josh Farr stated that he is angry and frustrated. In regards to behavior, he said he is not letting them off the hook. The public comment was then closed.

*Darlene Sanborn – Board Member arrived at 6:53 pm.*

**5. Quit Claim Deed.** Curtis Lunt presented this item. The Quit Claim Deed was for Timothy and Deborah Deblois for property at Map 045, Lot 025. Everything has recently been paid. There is no balance remaining. Everything has been satisfied with the Town. The following motion was made.

**MOTION:** *by Dianna Boisvert, seconded by Harold Jones, to move to accept the Quit Claim Deed for Timothy and Deborah Deblois (Map 045, Lot 025).*

**VOTED:** *4-0 (Passed).*

*Timothy McDonald – Vice Chair and Board Member left the meeting at 6:55 pm, due to illness.*

**6. Ambulance Contract.** Curtis Lunt presented this item. This is the contract for Ambulance Service for fiscal year 2019-2021. The per capita rate for this year increased three percent (3%). This increase is due to decreased revenues driven by static insurance reimbursements, unpaid patient bills and non-collectibles, and investments to the response system. The following motion was made.

**MOTION:** *by Darlene Sanborn, seconded by Harold Jones, to move to authorize Curtis Lunt - Town Manager to sign the Ambulance Contract for a two- (2-) year period at the three percent (3%) increase.*

**VOTED:** *4-0 (Passed).*

**7. Shoreland Zoning Amendment.** David Shaw presented this item. An Article needs to be done by next week. A proposed Article was included in board member packets. This amendment is in regards to a request by Camp Kippewa, to be rezoned from Shoreland Residential to General Development. This is a requirement by the state. Only Shoreland Residential has a Shoreland designation. They are planning to expand the camp. This is a Commercial Use. The recommendation is to rezone this property. They need to go through the Warrant process, then the DEP of which they need to meet DEP approval. This process first starts with the general public. Sandra Schiller asked if there had been any opposition to this. Bill Walsh, representing Camp Kippewa, was present at this meeting and stated that they are looking to develop and they will need a Public Hearing. The following motion was made.

**MOTION:** *by Darlene Sanborn, seconded by Dianna Boisvert, to move to approve the proposed Shoreland Zoning change to be placed on the Warrant and to schedule a Public Hearing.*

**VOTED:** *4-0 (Passed).*

**8. Article for Sale of Cottrell School.** This item was briefly presented by Curtis Lunt. The proposed Article asks, "Shall the Town vote to authorize the Board of Selectmen to sell the Cottrell Elementary School, when deeded to the Town from RSU#2, or to a developer for the purpose of returning it to the tax rolls?" The following motion was made.

**MOTION:** *by Darlene Sanborn, seconded by Harold Jones, to move to approve placing this Article on the Warrant to authorize the Board of Selectmen to sell the Cottrell School, once deeded to the Town.*

**VOTED:** *4-0 (Passed).*

**9. Set Tax Rate for 2019/2020.** Included in board member packets was the Maine Revenue Services – 2019 Municipal Tax Rate Calculation Standard Form. Curtis Lunt presented this item. He stated that the Overlay amount is \$78,663.53. This has been brought before this board to set the MIL Rate at 0.1765. The following motion was made.

**MOTION:** *by Harold Jones, seconded by Dianna Boisvert, to move to set the Tax Rate for 2019/2020, as stipulated in the calculated standards, at 0.1765.*

**VOTED:** *4-0 (Passed).*

**10. Tax Anticipation Note.** Curtis Lunt presented this item. This is to authorize the issuance of a \$500,000 Tax Anticipation Note, if needed, for the Town in anticipation of the receipt of taxes for the municipal fiscal year, which commenced July 1, 2019 and ends June 30, 2020. This Note shall be signed by the Treasurer and countersigned by the Board of Selectmen. This Note shall bear interest at the rate of 2.29 percent per annum and shall be payable to Bangor Savings Bank in Bangor, Maine. The following motion was made.

**MOTION:** *by Darlene Sanborn, seconded by Harold Jones, to move to approve the Board of Selectmen authorizing the Tax Anticipation Note, if needed.*

**VOTED:** *4-0 (Passed).*

**11. Warrant #5, Payroll and Payables.** Curtis Lunt read a listing of items over \$1,000. The following motion was made.

**MOTION:** *by Darlene Sanborn, seconded by Dianna Boisvert, to move to pay Warrant #5 – Payroll \$51,001 and Payables - \$79,094.*

**VOTED:** *4-0 (Passed).*

**12. Adjourn.** The following motion was made to adjourn the meeting.

**MOTION:** *by Harold Jones, seconded by Darlene Sanborn, to move to adjourn the meeting at 7:07 pm.*

**VOTED:** *4-0 (Passed).*

Respectfully submitted,

Doreen Christ  
Recording Secretary - Town of Monmouth