**M I N U T E S**

**SELECTPEOPLE’S MEETING**

**LIMESTONE MUNICIPAL BUILDING**

**VIA Zoom and YouTube**

**WEDNESDAY May 6, 2020.**

SELECTPEOPLE PRESENT: Chairman Walt Elliott, Chris Durepo II, Vice Chairman Fred Pelletier, Tadd Devoe and James Pelkey Jr. via Zoom

**I. Call Meeting to Order**:

The meeting was called to order by Chairman Elliott at 6:30 p.m. Meeting was open with the pledge of allegiance and a quick prayer.

**II.** **Approve Minutes of April 29, 2020**:

So moved by Selectperson Devoe; Seconded by Selectperson Pelletier.

Chairman Elliott asks if there is any questions or mistakes. Chairman Elliott stated he noticed that the motion to come out of executive session was missing. The executive session ended at 8:37 pm Motion was made by Selectperson Pelletier and seconded by Selectperson Pelkey, Jr.

**Motion Passes**

**III. Committee and Board Reports**:

None

**IV. Manager’s Report**: May 6, 2020

Reconciliations: Interim Town Manager has gathered the information for the reconciliations but has not been able to start the process as she has been extremely busy. She is hoping to start them this coming Friday.

Audit: Interim Town Manager is gathering information for Tim to pick up and is hoping to have it for him tomorrow.

Budget Committee By-laws: Both boards have reviewed the by-laws and have approved them. The only issue the school had with them is that they are a committee and not a board. They asked to have this changed and that has been done.

Chairman Elliott stated that for the next meeting in two weeks the board should receive an updated copy of the by-laws so that they can approve them.

Rec Internet/Phone – There were some issues, lines were traced back with a new line being run this should all be done tomorrow. Chairman Elliott stated that it has all been run and hooked up just waiting on Consolidated Communications to come activate now.

Tax Acquired Properties’: Interim Town Manager provided the board with a list of tax acquired properties and would like to know what the board’s wishes are for the next steps.

Chairman Elliott asks if there is a step by step outline that Interim Town Manager uses. She states no but goes on to explain were they go from here. The board has one of two options from this point and they are as follows:

1. Put the property out to bid or 2. Offer the property back to the owner with stipulations to pay the back taxes in so many days example 30 days. Chairman Elliott asked Vicki if these residents were given notices about this. Vicki stated yes a 30 day and 45 day certified notice.

Board has asked that Monday of next week (May 11) that a letter be sent out stating they have 30 days from the date of this letter to pay their taxes. We need to hear back from them on what they are doing.

Selectperson Pelletier makes a motion to contact each person on the list to give them 30 days to pay balance in full; Seconded by Selectperson Devoe. Motion Passes by 4 votes yes and 1 vote abstain.

Ricky Doak: Due to the Bangor Daily News not posting the ad for the public hearing for Ricky Doak’s junkyard permit license renewal, we are going to have to re-schedule it for the same date as the June 3rd Board Meeting. Seeing how the ad must run for two consecutive weeks prior to proceeding. Chairman Elliott asked Interim Town Manager to let Mr. Doak know.

LDA/Ambulance Payment: After a few attempts Interim Town Manager finally heard back from Carl and Donna from the LDA. They have stated to her that they are waiting on a loan and as soon as they have the funds they will send to us their share of the ambulance payment for the 1st and 2nd quarters. So the amount we should receive is $50,900.

Trafton Lake: Per the Governor’s order we cannot take reservations at this time, however we have been receiving phone calls so I am asking the board on how to handle Trafton. Are we not opening this year, and if we do how do we open. When things are lifted some it will be for less than 50 people, we have over 30 camper lots and we all know more than one person stays in the campers. How do we keep the campers distance, I could only see renting every other lot and do not feel this would be fair to do. This cannot be done until June 1st.

Selectperson Pelkey, Jr asked if we were making a list of people who have called without taking money. Interim Town Manager stated yes we have a list going. Selectperson Durepo, II stated that the state has said that by possibly Thursday of next week the Governor should have a statement on the opening of campgrounds. Durepo, II also states he would not like to see Trafton not open. Chairman Elliott stated that he does agree with opening even if it is every other camper lot. He does feel that we would go with first come first serve basis, but until we have the guidelines from the state we need to concentrate on getting everything done out there.

Selectperson Pelkey, Jr asks if everything has been cleaned up out there and if all that is left to do is hook up the well. Rec director explained that he has gone out last week and this week with Tom to look at the campground. He did say that he has not done any clean-up of RV lots because he was waiting to see if we were going to open or not. Clean-up will start next week. Tom will start cleaning up downed trees. Selectperson Pelkey, Jr asked if we were going to hire someone other than Tom. Interim Town Manager stated that the board did talk about it however nothing was put in the budget to do so. Selectperson Pelkey, Jr asked if Tom Mclean was on payroll, Interim Town Manager stated no he is not. Interim Town Manager stated that the board would have to hire him or put it out for applications.

Selectperson Durepo, II asked if we are a member of the Maine Campground Owners Association. The Rec Director states no, however he does receive e-mails from them and they are pushing for an early start-up and guidelines that they would like to present to the Governor.

Selectperson Pelkey, Jr asked if we are going to just use Tom for the year or hire someone. Interim Town Manager stated that the Recreation budget has saved because his lifeguards are not working at this time. However the Rec Director stated the seasonal help that is listed is for his helper Ioan. Selectperson Pelkey asks Rec Director what is given to Tom out at Trafton. Doug states his camper site for the season and $1000.00 at the end of the season.

Selectperson Pelkey, Jr makes a motion to add Tom Mclean to payroll and pay him biweekly his $1000.00; Seconded by Selectperson Pelletier. **Motion Passes**

Selectperson Durepo, II makes a motion to open the campground pending the Governor’s guidelines; Seconded by Selectperson Pelletier. **Motion Passes**

Fourth of July Activities: Michelle Albert stated they are waiting for June 1st to cancel. They are working on functions that are less than 50. Interim Town Manager asks what activities can be done with less than 50 people. Michelle stated they were looking at the chicken pie dinner at the church because it can be take out only, the teddy bear picnic is also been known to only have less than 50. Also the strawberry shortcake can be done in a way that falls under the 50 or less guidelines. We are definitely going to do the fireworks people can simply stay in their cars. Michelle states that we do not want to jump the gun just in case the Governor changes her mind and opens things up. Selectperson Devoe asks the question on who this falls under? Who decides to cancel these functions? Michelle said that she feels it is the chamber’s, seeing how they fund it and run it. However Selectperson Devoe states he would think it comes under the Town Manager seeing how she is in charge of the pandemic policy. Interim Town Manager informed the board that Fort Fairfield’s Town Manager is the one who canceled their functions. Michelle feels that the chamber is made up of adults that are sensible and will not do anything that will go against the Governor’s guidelines. Chairman Elliott agrees with Selectperson Devoe that he feels that it is definitely the Town Manager who will tell the chamber if they can move forward or not with the activities. Chairman did agree that the chamber organizes the fourth activities but the Town Manager is responsible for the safety of the Town and its citizens. Michelle asked if the church plans to go forward with the chicken pie supper, do they need to come to the Town Manager first? Chairman Elliott goes on to say that if it is advertised as a 4th of July function they will need to follow the guidelines. But once again the safety of the town falls to the Town Manager who ever it is. We have time, the Governor is going to make another statement by the 15th so we will have time to decide before the next meeting.

**V. Public Comments:**

Michelle Albert has concerns with the Town’s web site, she has asked department heads to keep their department updated on this site. Have we been working on that, as we are working on grants. I feel they will be looking at the web site. I have heard back from Walt stating he is waiting on the information but have not heard back from anyone else. Interim Town Manager states she has passed the information along to the department heads. Selectperson Durepo, II asks that during this time is this something we can ask of another department to do, such as the library. Michelle states that it would be hard for another department to do what he is asking. For example the chamber tab she sends Walt all the information of what they are doing, their minutes and such. Another department really cannot do that. Chairman Elliott states that is what he is waiting on.

Scott sends in that the way he understands distancing, it is 6 feet away. Chairman Elliott states yes that is correct however that is personal distancing.

Tracie states she has a few questions pertaining to Trafton, when will the Town be accepting payments for deposits? Tracie does not understand Vicki’s reasoning for having campers every other lot, the campers are at least 15 feet apart and under Governor Mills’ guidelines it states 6 feet apart.

6 feet apart is per person, Interim Town Manager stated that it was not just her idea to do every other lot. She is just looking out for be best interest of the citizens and their safety. The board states that there is really nothing they can do until the guidelines come out.

Michelle Albert asks when the new Town Manger is set to start. Chairman Elliott states the 18th. Michelle wants to know if he has an e-mail system set up for him yet. Interim Town Manager states not at this time.

Michelle Albert asks if she heard correct that the town paid for 10 years for the e-mail. Selectperson Devoe said that was for the hosting, you can move the e-mail and things around. Was there a reason why we went with 10 years for something we are not sure if it is going to work. Selectperson Devoe explains we went back with the old system. Chairman Elliott explained the savings was less than half the price for one year compared to previous.

Melissa wants to know about the LDA and payment for the ambulance. Chairman Elliott informs her that once the loan goes through the payment will be sent. Melissa explains that on April 9th the LDA was given a large loan. I find it hard to believe the LDA would take out another loan on top of the one the NMDC gave them.

Tom Albert says he is glad to see the board is airing on the side of caution with Trafton 4th of July and all, I congratulate you on that. I understand the new Town Manager and his background is really heavy on economic growth and grants is that correct. No disrespect and do not take it wrong Michelle I hope when doing your budget you keep that in mind. In order to keep the mil rate down we really need to watch our spending. It is just a statement. I know we give money to the LDF and we should take advantage of his experience. This is just a statement.

**VI. Old Business**

A. Rec Bus:

Chairman Elliott informs the board that Jim Cote went out and looked at the bus and came back and stated the bus is only worth three or four hundred dollars. What are your wishes? Selectperson Durepo, II makes a motion to put the bus out to bid; Seconded by Selectperson Pelletier. Chairman Elliott asks if they want a minimum bid. Selectperson Pelkey, Jr says there should be a minimum bid of 500 dollars. Chairman Elliott asks Selectperson Durepo, II if he would like to add that to his motion. Selectperson Durepo, II adds to his motion to have a minimum bid of $500. **Motion Passes**

**B. Park Pavilion:**

Spoke with Randy Brooker last week about when he is going to start. He was hoping to have started by now but with the rain and the frost he has not been able to. He is hoping by the end of the month. Chairman Elliott asks that the Town Manager keeps the board updated on the progress of this project.

**C. Trafton Water Hook Up:**

Chairman Elliott states that at the last meeting he gave a list of items that will be needed to complete the hook-up of the new well. Also a reminder that this must be a licensed plumber because it is a public info structure. Elliott suggests contacting a few plumbers and getting some bids on what it will cost and needs to be done. Selectperson Durepo, II asks if it is possible for this job to come under the amount for bid. Selectperson Pelkey, Jr asks the Chairman if we have the pump already. Elliott states no and it will cost approx. five hundred dollars. Elliott states the Highway can do the trenching. Elliott has a whole roll of the black one inch pipe. Selectperson Durepo, II feels that if everything is all laid out it should not take more than a day this is in regards to labor. Selectperson Durepo, II states if you leave it in the hands of the Manager it will take less time. Selectperson Pelkey, Jr motions to have the Town Manager have the well hooked up, by contacting all persons involved in doing so ASAP; Seconded by Selectperson Devoe. **Motion Passes**

**D. EMA Director:**

Chairman Elliott reminds the board that there were a few suggestions of who might be interested in EMA Director and none of them were interested in taking the position. We still have two people who did put their name in for the position. Selectperson Pelkey, Jr asks Tom Albert if he is still interested in the EMA Director. Tom Albert states he is too busy for doing it. Shaun is probably more qualified to do the job. Tom states he would like the board to see if Shaun is still interested. If he is not interested Tom will step up. Interim Town Manager asks if this is something the new Town Manager can take on. Chairman Elliott will contact him and let the board know what he said.

**VII. New Business**

**A. Budget**

**Recreation Department:**

Payroll – We did a 1.89% increase. That would be adding $1000. Interim Town Manager reminds Doug that his payroll will change if we add Tom Mclean. Chairman Elliott askes where the $1000 normally comes straight out of the Trafton money.

Office Expenses – added an additional 650 dollars to cover internet which breaks down to 55 dollars a month.

Nothing else has changed.

Selectperson Pelkey, Jr asks under vehicle maintenance why vehicle insurance does not show. Interim Town Manager states it comes under multi-peril. Interim Town Manager states she has not updated that yet because we have not gotten there yet.

Selectperson Durepo, II asks if the Rec Van is going to need some rust repair. Doug states it looks like it around the rockers. Durepo asks if that is accounted for in this budget. Doug states no and that it would have to be adjusted however he has not gotten any quotes.

Page 24 Materials With our summer program being limited this year he would like to do some larger project such as sealing and striping the tennis courts and basketball courts. Striping from Gervais would be around 3000 dollars, Doug did price that out. The sealer will be around 30 buckets at approx. 100 dollars each and the cheapest place is home depot. Local is 150 to 170 a bucket. A request asking town members and parents for help to get an ice rink like Fort Fairfield’s only a little smaller. It will cost 4900 dollars. It will be more cost efficient. This has a nice liner that will hold the water if we get a melt. Selectperson Durepo, II asks if he can go through Efficiency Maine.

Selectperson Durepo, II asks if we were planning on doing the bath house out to Trafton. Where does that come into play? Doug was not sure whose budget will this come from Trafton’s budget or Recs. Chairman Elliott states it would come from Trafton’s. Selectperson Pelkey, Jr asks how much is in Trafton’s savings. Interim Town Manager states it is around 33 or 34, 000 dollars. Doug stated no one bid on this project last year maybe it would be a good time to do it now.

Selectperson Pelkey, Jr. motion made for Vicki to place the ad in the paper for bids on the bath house out at Trafton; Seconded by Selectperson Devoe **Motion Passes**

**B. Code:**

Payroll – has not changed

Office Travel and Training has been moved into my own line item. Value remained the same.

I will most likely be under budget.

Selectperson Pelkey, Jr asks how he is coming with the dilapidated properties and is some legal action needed. I have been sending out letters and have talked with a land owner this past week and she is going to get with a contractor to work on her property. It is sometimes hard to get people to clean up willingly.

Chairman Elliott asks if Brandon would like to be on the web site. Brandon states yes and he can e-mail some stuff to Walt.

Selectperson Durepo, II asks about the Assessors line in the administration budget should it be here or in the code budget. Brandon explained it falls under contract services because it is an agreement between the Town and his business not with just him personally.

Selectperson Pelkey, Jr asks if he is going to post set hours on the website so people know when he is going to be here. I will have my e-mail and my phone number on the website. They can call leave a message and I will return it when I am in the office for the week. Brandon explains he works roughly 15 hours a week, and he does come in when he is needed to do an inspection.

Selectperson Pelkey, Jr asks what other projects Code is working on. Brandon tells the board that he is working on some industrial and solar projects. I am pushing on zoning ordinances. Interim Town Manager informs the board they will be receiving Monthly reports next meeting.

Chairman Elliott states there was a question raised about zoning up on Pondview. Brandon explains he will get the zoning issue to him.

**C. LDF:**

Michelle Albert explains that the LDF has tried in the past to have a coordinator position and it did not work out so well, however they did put the 10,000 dollars back in the budget this year for a 5000 dollar stipend person. They have also sent out the orator that was funded by a grant and has been depleted. I am working on finding another grant to help with the cost. The orator has had some success, people are responding favorably.

We have the planter project that consists of 15 plant pots at various locations in town. The funding for this project was done by businesses and individuals, and it has been depleted. The cost is roughly 400 dollars a year.

**D. Ambulance:**

Chairman Elliott states we know the cost of one year, we just need to keep it in the budget. The total cost is 203,600. Selectperson Durepo, II asks is this the line we normally take this out of each year. The answer is yes. The town’s share is 101,300 and the other is LDA.

**E. First Responder:**

Interim Town Manager has sent the board the budget brake down that was given by AJ Gagnon. Selectperson Durepo, II asks if AJ was sent a link to join the meeting and the Chairman accidently over looked him. Chairman called and linked him into the meeting.

Selectperson Pelkey, Jr this program had already started and had to stop, when it restarts will it be with the same students and cost is that correct? Yes but could be others also.

Selectperson Durepo, II states that the only thing that has been done so far is the purchasing of the books.

Selectperson Pelkey, Jr ask the Interim Town Manager if any of the police officers took this class. Vicki answered with I am under the understanding that none are participating. Pelkey also asks if there are 12 participating in the class.

The annual cost is 13, 630.

Selectperson Durepo, II asks how many students. AJ explained before they had to break they had nine students. Selectperson Pelkey, Jr asked when they start back up and someone new wanted to join would they be able to. AJ stated absolutely.

Selectperson Durepo, II asks if they think it will be July before they start again. AJ feels it will be sooner than that sometime during phase II. AJ explains to the board what is really good for this group is that they do not need to have clinical in the hospital. They are really waiting for when groups of 10 or more can meet. First year is more expensive because there is the up-front cost of getting the students licensed and the one time book purchase as well. In the next year we will stay below the 13, 630.

Selectperson Durepo asks if they will be using all of the initial money that was appropriated for them this year. AJ states no they will not because they had built in the 30 dollar fee per call for the first responder who was on call and with all that has happened we have not had to use any of it for the reason no responder, responded to any calls.

Selectperson Pelletier asks about the 5000 dollar stipend for the director, will you have used all that income or will some be left. AJ states there will be some left. Selectperson Devoe askes with the money left over will that go back to the general fund or will it go into a reserve for the first responders. Chairman Elliott explains to the board that he was thinking that the money every year that is left over from department budgets goes back to the general fund and just sits there. Elliott was thinking “what if it went into the departments reserve accounts?” This is something Elliott would like the board to think about.

Chairman Elliott asks about supplies. AJ states they have been waiting. Supplies will be stored at the fire department.

**F. Debt Retirement:**

Selectperson Pelkey, Jr asks when will the backhoe be paid off? Interim Town Manager states it will be paid off in July of 2021.

VIII. Elected Official’s Report

Selectperson Pelletier asks about the new Town Manager. Chairman Elliott states he has not heard from him since Sunday and he is in Presque Isle with a friend.

Selectperson Durepo, II asks when we are going to be able to open some things up such as the town office to wait on customers. Interim Town Manager informs everyone that most places are opening up June 1st and are also putting up barriers and limiting numbers. Chairman Elliott would like to have it a permanent structure.

Durepo also asked about the school budget and bringing back the high school.

NMDC and the landfill are both meeting by zoom and telephone.

**IX. Other:**

None

**X. Approve Warrants**

None

**XI. Next meeting:**

Chairman Elliott asks for a full budget for the next meeting.

Selectperson Pelkey, Jr asks for the breakdown of the highway budget to include the addition of another full time man and one without.

Selectperson Devoe asks about which department, mowing will fall under? Will it stay with highway or go back to rec? Chairman Elliott feels it should stay with highway. Elliott asks should we separate Trafton mowing from the town mowing. Interim Town Manager was asked to talk with Highway about mowing staying with them. Selectperson Pelkey, Jr made motion to spend no more than 12,000 dollars to hire a part time person for mowing under the highway department for summer mowing; Seconded by Selectperson Pelletier. **Motion Passes**

**XII. Adjournment:**

So moved by Selectperson Pelletier; Seconded by Selectperson Devoe.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Walt Elliott, Chairperson Fred Pelletier, Vice Chairman

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chris Durepo II James Pelkey Jr.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tadd Devoe