

## **MONTVILLE SELECT BOARD MEETING – MONDAY, JANUARY 7, 2019**

Present: Jay LeGore (1<sup>st</sup> Selectperson), Bob Price (2<sup>nd</sup> Selectperson), Carrie Hanagriff (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), and Katie Campbell (Registrar of Voters).

1. The agenda and minutes of December 17<sup>th</sup> were accepted.
2. Treasurer's Warrants: #52 for \$126,123.86 (AP) and \$682.23 (Payroll); and #53 for \$237.25 (Payroll); plus #1 for \$54,829.35 and \$4,034.75 (previews) were approved and signed.
3. Budget Committee: research will be done to determine what nearby Towns are paying for various services to determine if there is a path to cost reductions in Montville. The Budget Committee will also look at potential ways to bring more revenue in. It was agreed that the Board would try to minimize increases in the budget for those items that they have control over. It was noted that the snow plow contracts will have a significant impact. The mandatory increase in minimum wage will have an impact but to a lesser degree. Road options will be discussed.
4. Registrar of Voters: Katie Campbell advised the Board that the laptop she was assigned to use will not interface with the requisite scanner supplied by the State. She is also unable to connect to the office printer or label printer. Katie additionally advised the Board that it would be helpful to have access to TRIO when she is assisting Hannah as Deputy Town Clerk. After some discussion the Board instructed Katie to contact Archangel Computer to determine if the 3<sup>rd</sup> PC in the Clerk's Office could be configured to accomplish all of the goals.
5. Winter Roads: Steve advised that the grizzly screen has been installed at the sand shed. He informed the Board that he ordered another load (approximately 33 ton) of salt from New England Salt at the same price as pre-season. The Board told Steve to advise Bob Demers to stop plowing the Transfer Station yard with the loader as that is part of Troy Nelson's plow contract.
6. Tree Growth: the Board reviewed, and approved, the Marsolais renewal application.
7. MMA Loss Control Report: Jay checked with Revision Energy and was advised that the solar panels were installed to code and that there is no requirement for a retrofit. Jay conferred with MMA on this and they are in agreement. Jeanne will file a status report once it has been determined if the other items have been resolved.
8. Auditors Authorization Letter: The Board authorized the accounting firm of James Wadman to conduct the annual municipal audit.
9. Mowing Bid: Jeanne advised the Board that Liberty has asked that we reference each other in our advertisement for mowing bids in the hopes of drawing more prospective contractors to the area. They have also requested that we put a notice on our website and that we move forward now so the cost will be known in time for the Town Warrant. The Board agreed to this course of action. Jeanne will contact Kenn at Liberty to find out where they are at in their process.
10. Assessing Records: the final phase of reconciliation of real estate records, from MuniAd to TRIO, was discussed.

This meeting ended at 8:28 p.m.

Respectfully submitted by Jeanne Coleman

## **MONTVILLE SELECT BOARD MEETING – MONDAY, JANUARY 14, 2019**

Present: Jay LeGore (1<sup>st</sup> Selectperson), Bob Price (2<sup>nd</sup> Selectperson), Carrie Hanagriff (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), and Steve Lucas (Road Commissioner)

1. The agenda and minutes of January 7<sup>th</sup> were accepted.
2. Treasurer's Warrants: #1 for \$54,829.35 (AP) and \$4,034.75 (Payroll); plus #2 for \$11,864.76 and \$726.48 (previews) were approved and signed.
3. Steve Lucas: reported that he has been replacing road signs. Also, that the sand reserve is down by  $\frac{2}{3}$  to  $\frac{3}{4}$  and that a turn around may need to be built on Hogback Mountain Rd for the plow.
4. MMA Loss Control Report: Bob will check on the status of things at the Transfer Station and pass the information along to Jeanne. Jeanne will file the status report with MMA.
5. Mowing Bid: The Board decided that the spec sheet should remain the same as previous years. An AD will be placed this week with a deadline of March 11<sup>th</sup> so the cost will be known prior to Town Meeting. The call for bids will also be put on our website and Liberty's.
6. Assessing Records: Jay ran into a glitch within TRIO while working on update tables. Jeanne will contact tech support and try to get it straightened out.
7. Town Meeting / Town Report: Carrie will ask Glenn Couturier if he will accept the position of moderator again. Decisions were made, and assignments given, regarding various facets of the Town Report. Jeanne will contact Terry Fischer about writing the dedication.
8. Utility Survey: The Board reviewed the MMA Survey which Jeanne will complete and submit.
9. Training for Clerk and Deputy Clerk: the Board approved the Clerk and Deputy Clerk for the Town Meeting & Elections (Title 30A) Workshop in February.
10. Balance Accounts:
  - a. the Board voted to *transfer* \$335.83 from Health & Sanitation; \$678.93 from Protection & Enforcement; \$674.72 from the Ambulance Account; and \$835.81 from the School Account [a total of \$2,525.29] to Administrative Accounts.
  - b. the Board voted to *transfer* \$11,142.99 from the School Account; \$6,371.29 from the General Assistance Account; \$6,400.03 from the Abatements Account; and \$927.60 from the Ambulance Account [a total of \$24,841.91] to Highway and Public Works.
  - c. the Board voted to *transfer* \$12,881.36 from the Fire Department Wages and Operations et al accounts to the Fire Department Equipment Reserve.
  - d. the Board voted to *transfer* \$257.94 from the School Account to the Town Property Account
  - e. the Board voted to *transfer* \$1.10 from the School Account to the Perpetual Care Account

This meeting ended at 8:19 p.m.

Respectfully submitted by Jeanne Coleman

☆ There was no meeting on January 21<sup>st</sup> due to the Holiday

### **MONTVILLE SELECT BOARD MEETING – MONDAY, JANUARY 28, 2019**

Present: Jay LeGore (1<sup>st</sup> Selectperson), Bob Price (2<sup>nd</sup> Selectperson), Carrie Hanagriff (3<sup>rd</sup> Selectperson), and Jeanne Coleman (Administrative Assistant)

1. The agenda and minutes of January 14<sup>th</sup> were accepted.
2. Treasurer's Warrants: #2 for \$11,864.76 (AP) and #3 \$1,577.26 (Payroll); plus #4 for \$76,478.53 and \$1,013.81 (previews) were approved and signed.
3. MMA Loss Control Report: Jeanne advised the Board that MMA acknowledged the report she filed and set a deadline of February 4<sup>th</sup> for a follow up report. She also advised the Board that the electrician is supposed to return to the Transfer Station early this week to complete the work there. It was reiterated that no action can be taken on the Sand Shed until it has been emptied.

4. Town Report: The date for the 2019 roll-off event was set so it could be included in the book. The Board voted to order the same number of books again this year. Posting the book on the Town website was discussed. Carrie confirmed that Glenn Couturier will moderate the Town Meeting.
5. TRIO: Jeanne reported that the current problem has been referred to the database techs and it is speculated that it will be weeks before a resolution is arrived at. Jeanne provided Jay with a Batch Calculation run by Map/Lot - and attending error log - so he could proof the work he is doing.
6. Job Descriptions: the Board reviewed the consolidated job description for Select Persons. Bob noted that review and approval of the Treasurer's Warrants needed to be added.
7. Select Board Budget: The Board discussed Jay's draft of a preliminary budget. Bob reported that he had done some research and Montville is maintaining roads at a lower cost per mile than Freedom. The Board will meet with the Budget Committee next week for further discussion.
8. Warrant Building Workshop: February 11<sup>th</sup> was set for this year's workshop. Jeanne will put a notice out to residents and ask Hannah to do the same.
9. Computers: After reviewing the current status of all of the equipment in the Clerk's Office the Board voted to replace the computers at the Clerk's and Treasurer's workstations and have the third workstation issues addressed. Jeanne will contact Archangel Computers and set it up.

This meeting ended at 8:49 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, FEBRUARY 4, 2019**

Present: Jay LeGore (1<sup>st</sup> Selectperson), Bob Price (2<sup>nd</sup> Selectperson), Carrie Hanagriff (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), John York (Fire Chief), Cathy Roberts, Roy Antaki, and Ana Antaki (residents)

1. The agenda and minutes of January 28<sup>th</sup> were accepted.
2. Treasurer's Warrants: #4 for \$76,478.53 (AP) and #5 for \$4,343.69 and \$58,272.32 (previews) were approved and signed.
3. Roy and Ana Antaki: spoke with the Board about the way their road has been plowed this winter. They explained how the plow truck made its turn in prior years and requested that the information be conveyed to the current plow contractor. Bob will speak with Henry Spaulding.
4. John York: spoke with the Board about the occasional need for the Fire Department to have an excavator knock down a building. In the past, Clayton Larrabee donated his time and equipment but he is no longer available. John is looking for someone to replace Clayton and wanted the Board's approval in the event that the new person submitted a bill. The Board approved the expenditure. John also spoke to the Board about the need to have at least one of the plow contractors on call for sanding roads at the scene of an emergency. The Board agreed that someone should be designated. They further agreed that whomever it is should be compensated if called out. Bob will speak with Henry Spaulding.
5. Budget: the Board sat in on the Budget Committee meeting and made recommendations where line items needed to be increased and where some could be decreased. Another Budget Committee meeting was called for next Monday, February 11<sup>th</sup>.
6. TRIO: Jay advised that he has worked on analyzing the real estate data and correcting a coding problem. Jeanne advised that TRIO tech support states that we have been given a high priority status but has not come up with a resolution as of this time.
7. Job Descriptions: Cathy Roberts shared her thoughts on how the Select Board job description should be written. Discussion ensued about the two current drafts for the position(s) and what should be added and what might be taken out.

8. No Spray Ordinance: Cathy Roberts reminded the Board that MDOT and CMP agreed to a moratorium on spraying in 2018 in order for the Town to sort out its No Spray Ordinance. Given that it would require a 3 Year Management Plan – complete with a budget – for the Town to enter into an agreement with MDOT and CMP moving forward Cathy advised that the current Article be re-voted on by the Town. She recommended repealing the Article at this time because of the increased costs to the town.
9. RSU3 Reapportionment Plan: Bob advised that he will attend the meeting on Tuesday between RSU3 and its attorney regarding the legality of the new plan.

This meeting ended at 8:50 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, FEBRUARY 11, 2019**

Present: Jay LeGore (1<sup>st</sup> Selectperson), Bob Price (2<sup>nd</sup> Selectperson), Carrie Hanagriff (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), Henry Spaulding & Jonathan Thornhill (Plow Contractors) and Cathy Roberts (resident)

1. The agenda and minutes of February 4th were accepted.
2. Treasurer's Warrants: #5 for \$58,272.32 (AP) and #6 for \$1,207.59 and \$11,781.56 (previews) were approved and signed.
3. Henry Spaulding and Jonathan Thornhill spoke to the Board about recent events where they were called out to sand by, emergency personal, under questionable circumstances. They asked for a clear chain of command and it was determined that the Road Commissioner would be the one to make the call out decisions. Next season's plow contract was also discussed - as was the language of the existing contract. No decisions were made.
4. Budget: the Board sat in on the Budget Committee meeting and the recommendations for the Town Warrant were finalized.
5. Cathy Roberts spoke with the Board about a proposed Town Warrant article regarding the "No Spray" ordinance. Jeanne conveyed the opinion from the MMA legal department on the subject.
6. Town Warrant: Jeanne went over the preliminary draft of the warrant and the Board discussed, and then approved, each article.
7. Computers: Archangel has been scheduled to install the new computers in the Town Clerk's Office on Tuesday February 12<sup>th</sup>.
8. MMA Action Plan: Jeanne spoke with the Board about the current status of the plan. Jay will draft a response to the question regarding the solar panel emergency shut off.
9. President's Day / February 18th: There will not be a standard Board meeting. They will come in at 3:00 to review and approve the final draft of the Town Warrant.

This meeting ended at 9:05 p.m.

Respectfully submitted by Jeanne Coleman

☆ There was no meeting on February 18th due to the Holiday

⊕ There was no meeting on February 25th due to a power outage

## MONTVILLE SELECT BOARD MEETING – MONDAY, MARCH 4, 2019

Present: Jay LeGore (1<sup>st</sup> Selectperson), Bob Price (2<sup>nd</sup> Selectperson), Carrie Hanagriff (3<sup>rd</sup> Selectperson), and Jeanne Coleman (Administrative Assistant)

1. The agenda and minutes of February 11th were accepted.
2. Treasurer's Warrants: #8 for \$78,458.61 (AP) and \$895.14 (payroll) plus #9 for \$53,164.19 and \$3,082.16 (previews) were approved and signed.
3. Town Warrant: Carrie added her signature to the Town Warrant and it was delivered to the Clerk's Office to be processed for posting.
4. Assessing: Jay is still analyzing the dwelling data in TRIO and making adjustments, as needed, so that values are calculated correctly. Jeanne reminded the Board that Abatement / Supplemental details need to be entered in TRIO once the adjustments are finalized. Jeanne also spoke with the Board about the TRIO assessing form is she creating for them.
5. Job Descriptions: the Board requested that all drafts be integrated into one document for review.
6. Budget Transfers: were amended, per the request of the Municipal Auditor, on 2/18/2019  
A total of \$4,665.00 was *transferred* from the RSU3 account as follows:
  - \$1693.00 to General Administration
  - \$1589.00 to Elected Officials
  - \$71.00 to Protections & Enforcement
  - \$216.00 to Health & Sanitation
  - \$1,096.00 to Public Works
7. Cathy Roberts: submitted a request for an amendment to the February 4<sup>th</sup> minutes in how her position was stated. The Board approved the change.
8. Abatements: the Board discussed two circumstances where land designations / calculations were in error in the database. Jeanne will draw up Abatements for both parties.

This meeting ended at 8:10 p.m.

Respectfully submitted by Jeanne Coleman

## MONTVILLE SELECT BOARD MEETING – MONDAY, MARCH 11, 2019

Present: Jay LeGore (1<sup>st</sup> Selectperson), Bob Price (2<sup>nd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), Cathy Roberts (resident), and Brett Ginn (prospective mowing contractor)

1. The agenda and minutes of March 4th were accepted.
2. Treasurer's Warrants: #9 for \$53,164.19 (AP) plus #10 for \$12,588.52 and \$1,220.51 (previews) were approved and signed.
3. Job Descriptions: discussion continued about what language to include in the job descriptions. It was agreed that they should be finalized, and posted on the Town website, prior to Town Meeting.
4. Assessing: Jay stated that he is done analyzing the dwelling data in TRIO and making adjustments. He will write up a summary of what he did and how it works.
5. Road Maintenance Compacts: the agreement with Freedom was reviewed and Steve outlined the agreement with Searsmont. Jeanne will document both so they are available for future reference.
6. Abatements: two Abatement were processed to correct miscalculations on land assessments.
7. MMA Insurance: Jeanne informed the Board that the Property & Casualty Insurance is due for renewal. Changes will need to be made to the figures used for fire equipment. The Board decided that no changes are necessary for Town Buildings or other equipment. Jeanne gave the Board a draft of

an Annual Computer Security Refresher form for their review. A requirement for annual training was implied in the insurance application. Tax acquired properties will be reviewed at the next meeting.

8. Mowing Bids: the Board discussed the bids and the possibility of splitting the contract. Jeanne will contact one of the applicants to determine if they are agreeable to accepting Town Buildings without being awarded the cemeteries.

This meeting ended at 8:19 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, MARCH 18, 2019**

Present: Jay LeGore (1<sup>st</sup> Selectperson), Bob Price (2<sup>nd</sup> Selectperson), Carrie Hanagriff (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), Jonathan Thornhill (Plow Contractor), Cathy Roberts and Herman Peaslee (residents)

1. The agenda and minutes of March 11th were accepted.
2. Treasurer's Warrants: #10 for \$12,588.52 (AP) plus #11 for \$11,205.40 and \$1,591.00 (previews) were approved and signed.
3. Jonathan Thornhill: turned in a bill for <sup>3</sup>/<sub>10</sub> mile on the Burnham Hill Rd. that is not reflected in his contract. The Board agreed that the invoice should be paid.
4. Mowing Bids: the Board voted to award the Town Buildings portion of the contract to Whitcomb Landscaping for \$1,800 and the Cemetery portion to G & G Property Maintenance for \$5,500.
5. MMA Insurance: foreclosed properties were discussed and the cyber security annual refresher form was approved. Jeanne will see that staff complete the refresher training.
6. MMA audit: it was determined that the sand pile is depleted enough for an inspection to be made from the inside of the sand shed. Jay will contact a structural engineer to take a look at the building. Bob will check the status of the electrical conduit over the door.
7. Job Descriptions: the Board agreed that the last draft that Jay sent out would be accepted and posted on the Town website. It was also determined that the 2006 Select Board job duties and responsibilities policy is void.
8. Former Dump Site: Jay delineated the scope of the work that needs to be done. He has acquired a quote from Joel Wentworth of Union and has asked Moe Martin for a quote. Steve recommended that Terry Bell (263-6239) be contacted for a quote as well.
9. Town House / Town Meeting: the residual snow and ice on the ramps was discussed. Bob will bring his mobile heater over early Saturday morning and set it up. He will also turn the water on.
10. School Budget: Carrie advised that the meeting with Town officers has been set for April 4<sup>th</sup> at 6pm. She further advised that the public meeting on the budget will be May 22<sup>nd</sup>

This meeting ended at 8:16 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, MARCH 25, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), John York (Fire Chief), Jonathan Thornhill (Plow Contractor), Jay LeGore, Diana Chapin and Bonnie Hrichak (residents)

11. The agenda and minutes of March 18th were accepted.

12. Treasurer's Warrants: #11 for \$11,205.40 (AP) plus #12 for \$39,519.37 and \$1,139.58 (previews) were approved and signed.
13. Jay LeGore: submitted file documents regarding the former landfill. He is still waiting for a quote from Moe Martin. Bob P. noted Terry Bell (263-6239) is also a potential contractor.
14. Diana Chapin: asked if any Land Use reports were due on her mother's property. Jeanne advised that no reports were due this year and offered to send her a link to information on the programs.
15. John York: advised the Board that there are eight firefighters signed up for basic first aid training. He further advised that there will be a meeting at 7pm on May 8<sup>th</sup> at the Fire House to discuss the future of emergency services. Neighboring Town emergency service personnel will be there and John encouraged the Board to attend as well.
16. Jonathan Thornhill: came in to advise that the Town of Freedom has placed concrete barriers at the end of the Mitchell Road to close it. Traffic – including large trucks – have been diverting to Goosepecker Ridge Rd which is getting torn up. Steve will take a look at the situation.
17. MMA audit / Sand Shed: Carmen Bombeke of Gartley & Dorsky Engineering advised that they are available to do a site visit the week of April 8 – 12. After some discussion Thursday April 11<sup>th</sup> was selected. Jeanne will firm up a time. John advised that he has spoken with the electrician about returning to finish the repair of the broken conduit. The work may be done this week.
18. Plow invoice: Bob P. determined that the correct mileage for the end of the Burnham Hill Road is two-tenths, not three-tenths, of a mile. He will contact Jonathan for a new invoice.
19. Foreclosed properties: it was noted that foreclosures do not typically go this long. Jeanne will compile a detailed list so the properties can be inspected while the Board does assessing this spring.
20. Tree Growth / Farmland recertifications: Jeanne advised that 5 of the 8 Farmland reports have come in and that one of the Tree Growth participants has advised that theirs will be late. All material is due by next Monday when the Board will need to decide what action to take on over-due submissions.
21. Road Committee: Diana Chapin volunteered to get the committee going again. She will contact Phil Curtis at MDOT. Diana would like to convene a meeting the second or third week in April. Jeanne asked Bonnie for an e-copy of the road committees assessment report for the Select Board Office.
22. Select Board Duties: the email contact information was sorted out. The distribution of duties was deferred until next week.
23. Appointments: The Board made the following one-year appointments and assignment of stipends:

<b>POSITION</b>	<b>STIPEND</b>	<b>2019 APPOINTEE</b>
Animal Control Officer	\$1,200	Peter E. Nerber
Animal Control Officer, Deputy	\$1,200	Peter A. Nerber
Code Enforcement Officer	\$3,000	Bob Temple
E-911 Addressing Officer:	No Stipend	Cathy Roberts
Emergency Management Director	\$1,000	John York
Fire Warden	No Stipend	John York
General Assistance Administrator	No Stipend	Jeanne Coleman
General Assistance Admin., alternate	No Stipend	Cathy Roberts
Licensed Plumbing Inspector	\$500 plus fees	Bob Temple
Public Access Officer	No Stipend	Hannah Hatfield
Road Commissioner	\$8,000	Steve Lucas

The Board also affirmed the indefinite term for the Fire Chief, John York, and his stipend of \$5,000.

14. No Spray Article: Cathy advised that she has been in touch with both CMP and MDOT and delineated the steps that will need to be taken to bring the matter to a special town meeting.

This meeting ended at 9:21 p.m.

Respectfully submitted by Jeanne Coleman

## MONTVILLE SELECT BOARD MEETING – MONDAY, APRIL 1, 2019

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Henry Spaulding and Jonathan Thornhill (Plow Contractors) and Bonnie Hrichak (resident)

1. The agenda and minutes of March 25th were accepted.
2. Treasurer's Warrants: #12 for \$39,519.37 (AP) plus #13 for \$2,581.70 and \$53,787.01 (previews) were approved and signed.
3. Burnham Hill Road: Bonnie reported that three tractor trailers have traveled the road and made a mess. She requested that the road be closed to through traffic. The Board declined to close the road but will have the Road Commissioner take a look at the situation.
4. Plow Contracts: Jonathan and Henry stated that they would like to secure new contracts for the 2019/2020 season. Henry requested that Route 220 be removed from his contract but agree to retain the rest of his area. Jonathan stated that he would like to keep his area as is. Jeanne will contact Troy Nelson to determine if he would like to retain his current route and if he, or his brother, would like to take on Route 220 next season.
5. Rate of pay: After calculating the amounts approved at Town Meeting against the Town Clerk's request to adjust the rate of pay for her, and her deputy, the Board voted in favor of the change. The new rates will be \$16 per hour and \$15 per hour respectively. The Board also voted to reinstate a higher (50 cents per hour) rate of pay for the Transfer Station supervisor.
6. Map 10 Lot 12 / Vose Property: a Quit Claim deed was signed to finalize the transaction
7. D M & J: Bob P. signed a contract to secure their services for this year's roll-off.
8. Tree Growth / Open Spaces / Farmland: Jeanne advised the Board that all of the requisite Farmland reports had been received. She provided the Board with all of the new Land Use applications and recertification requests. Each Board member will review the material individually then they will discuss the documents and vote on them at a later date.
9. Assessing / Personal Property: the Board discussed the assessment of Personal Property relative to the moratorium in place last year. Bob P. will check with Freedom to see how they handle it.
10. MRC / Fiberright: Cathy will check on the date that Montville will be allowed to start bringing Municipal solid waste to the new facility. She will also check on what recyclables will be accepted.
11. No Spray Article: the Board agreed to move forward with a letter of intent to MDOT. Jeanne will contact the Board of Pesticide Control to have the correct version of the 1980 article posted on their website.

This meeting ended at 9:10 p.m.

Respectfully submitted by Jeanne Coleman

Contact emails:

Bob Price, 1<sup>st</sup> Selectperson/Assessor [montville@fairpoint.net](mailto:montville@fairpoint.net)

Cathy Roberts, 2<sup>nd</sup> Selectperson/Assessor [montville2nd@fairpoint.net](mailto:montville2nd@fairpoint.net)

Bob LeRoy, 3<sup>rd</sup> Selectperson/Assessor [montville3rd@fairpoint.net](mailto:montville3rd@fairpoint.net)

Hannah Hatfield, Town Clerk [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

Terry Fischer, Tax Collector/Treasurer [trmontville@fairpoint.net](mailto:trmontville@fairpoint.net)

Jeanne Coleman, Administrative Assistant to the Select Board [montville@fairpoint.net](mailto:montville@fairpoint.net)

TOWN WEBSITE: [www.montvillemaine.org](http://www.montvillemaine.org)



## MONTVILLE SELECT BOARD MEETING – MONDAY, APRIL 1, 2019 (AMENDED)

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Henry Spaulding and Jonathan Thornhill (Plow Contractors)

1. The agenda and minutes of March 25th were accepted.
2. Treasurer's Warrants: #12 for \$39,519.37 (AP) plus #13 for \$2,581.70 and \$53,787.01 (previews) were approved and signed.
3. Burnham Hill Road: Bob L. stated that he had received a phone call from Bonnie Hrichak and she reported that three tractor trailers have traveled the road and made a mess. Bob checked the road and the Road Posted signs are still in place. The possibility of closing the road to through traffic was discussed. The Board declined to close the road but will have the Road Commissioner take a look at the situation again.
4. Plow Contracts: Jonathan and Henry stated that they would like to secure new contracts for the 2019/2020 season. Henry requested that Route 220 be removed from his contract but agree to retain the rest of his area. Jonathan stated that he would like to keep his area as is. Jeanne will contact Troy Nelson to determine if he would like to retain his current route and if he, or his brother, would like to take on Route 220 next season.
5. Rate of pay: After calculating the amounts approved at Town Meeting against the Town Clerk's request to adjust the rate of pay for her, and her deputy, the Board voted in favor of the change. The new rates will be \$16 per hour and \$15 per hour respectively. The Board also voted to reinstate a higher (50 cents per hour) rate of pay for the Transfer Station supervisor.
6. Map 10 Lot 12 / Vose Property: a Quit Claim deed was signed to finalize the transaction
7. D M & J: Bob P. signed a contract to secure their services for this year's roll-off.
8. Tree Growth / Open Spaces / Farmland: Jeanne advised the Board that all of the requisite Farmland reports had been received. She provided the Board with all of the new Land Use applications and recertification requests. Each Board member will review the material individually then they will discuss the documents and vote on them at a later date.
9. Assessing / Personal Property: the Board discussed the assessment of Personal Property relative to the moratorium in place last year. Bob P. will check with Freedom to see how they handle it.
10. MRC / Fiberight: Cathy will check on the date that Montville will be allowed to start bringing Municipal solid waste to the new facility. She will also check on what recyclables will be accepted.
11. No Spray Article: the Board agreed to move forward with a letter of intent to MDOT. Jeanne will contact the Board of Pesticide Control to have the correct version of the 1980 article posted on their website.

This meeting ended at 9:10 p.m.

Respectfully submitted by Jeanne Coleman

Contact emails:

Bob Price, 1<sup>st</sup> Selectperson/Assessor [montville@fairpoint.net](mailto:montville@fairpoint.net)

Cathy Roberts, 2<sup>nd</sup> Selectperson/Assessor [montville2nd@fairpoint.net](mailto:montville2nd@fairpoint.net)

Bob LeRoy, 3<sup>rd</sup> Selectperson/Assessor [montville3rd@fairpoint.net](mailto:montville3rd@fairpoint.net)

Hannah Hatfield, Town Clerk [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

Terry Fischer, Tax Collector/Treasurer [trmontville@fairpoint.net](mailto:trmontville@fairpoint.net)

Jeanne Coleman, Administrative Assistant to the Select Board [montville@fairpoint.net](mailto:montville@fairpoint.net)

TOWN WEBSITE: [www.montvillemaine.org](http://www.montvillemaine.org)

✧ There was no meeting on April 8th due to a Storm

## **MONTVILLE SELECT BOARD MEETING – MONDAY, APRIL 15, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), Todd Nelson, Justin Leeman and Rob O'Neil (prospective plow contractors), Henry Spaulding and Jonathan Thornhill (Plow Contractors) and Jay LeGore (resident)

1. The agenda and minutes of April 1<sup>st</sup> were accepted.
2. Treasurer's Warrants: #13 for \$53,787.01 and #14 for \$1,219.43 plus #15 for \$2,251.98 and \$22,657.58 (previews) were approved and signed.
3. Executive Session: pursuant to 1 MRSA § 405(6)(A) the Board went into Executive Session to conduct interviews with the prospective plow contractors.
4. Plow Contracts: the Board discussed road assignments with Jonathan and Henry. The Board deferred entering into a contract until they have sufficient time to complete their inquiries.
5. Sand / Salt Shed: Carmen Bombeke conducted the inspection, as scheduled, last Thursday. Her assessment was that the building had not been designed correctly and that the two sections act like a hinge. She will forward recommendations. The Board discussed getting a second opinion. Steve will acquire the name and number of a structural engineer from Searsport for the Board.
6. Tree Growth / Farmland applications: individual Board members are still reviewing the files.
7. Assessing: Jay reviewed the differences between assessing criteria necessary to use MuniAd and TRIO. Data collection forms were discussed. The Board will begin assessing next week.
8. Surplus Property: a new application was completed for State Surplus to facilitate donee cards for Cathy and Bob L.

This meeting ended at 9:25 p.m.

Respectfully submitted by Jeanne Coleman

## **MONTVILLE SELECT BOARD MEETING – MONDAY, APRIL 22, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Richard Peavey (Grader Operator), Jonathan Thornhill (Plow Contractor), Chris Birge (LVAS) and Jay LeGore, Moe Martin, Bonnie Hrichak, and Bridget McKeen (residents)

1. Board meeting The agenda and minutes of April 15<sup>st</sup> were accepted.
2. Treasurer's Warrants: #15 for \$22,657.58 (AP) plus #16 for \$1,331.28 and \$4,294.45 (previews) were approved and signed.
3. Moe Martin: stated that he had been to the old landfill property in anticipation of submitting an estimate to clear it. Moe stated that there are some nice Xmas trees there but, the hardwood is not of a species that anyone would want to burn due to excessive creosol. Moe asked about how large the footprint is that needs to be cut over. Bob P. suggested that Moe speak with Jay LeGore because Jay had been present when the DEP did their inspection.
4. Bonnie Hrichak: asked the Board to correct the April 1st minutes. The minutes stated she was present, although she had not attended the meeting. The Board agreed to set the record straight. It is noted that Bonnie made an audio recording of this discussion.
5. Jonathan Thornhill: asked about the 2019 / 2020 snow plow contracts and was advised that they are still under review and would be made available soon.

6. Richard Peavey: asked if the Board wanted him to grade next week and if the repairs to the grader would be done by then. He was advised that Ames is rebuilding the wheel cylinder and it is supposed to be done for next week. A discussion of the condition of the grader and the dirt roads, in Town, ensued. He advised the Board that he is looking for an increase in his hourly pay to \$25. The Board will discuss the new rate and get back to him.
7. LVAS: Chris Birge spoke with the Board about the fact that Montville did not have all of the funding options to put into the Town Warrant. Consequently, Montville and Liberty ended up passing different funding packages. Specifically, Liberty residents agreed to fund at the \$70,000 level in order to extend the hours of coverage. Chris asked if it were plausible to have a Special Town Meeting in Montville to take another vote. The Board did not feel that it was feasible to convene enough people at a Special Town Meeting to have the vote reflect the majority of the residents. Chris stated that they were exploring all options of funding and would keep them posted. There was further discussion about raising funds through donations and the Board may consider adding a note in the tax bills for residents and businesses.
8. RSU3: Bob P. gave a summation of the recent meeting he attended between RSU3 and area Select Boards. He forwarded a copy of the PowerPoint presentation to Cathy and Bob L.
9. Snow Plow Contracts: the Board discussed the prospective contractors to cover Route 220 next season. The Board voted to give the contract to Justin Leeman. Jeanne will provide copies of the last two contracts to the Board for their review. She will also revise the road Appendix to reflect the new plow area designations, mileage, and maintenance accords.
10. Select Board Duties: Cathy reported that former Select Person, Carrie Hanagriff, has volunteered to stay on as the Town's webmaster. The Board confirmed Carrie for the position. Bob P. delineated how the Dynamic Speed Sign works and the Board agreed to ask the Road Committee to take over its operation.
11. MRC / UARRC: Cathy updated the Board on the Fiberight (MRC) operation. Recycling options and the UARRC were discussed.
12. Assessing / Personal Property: the Board will begin their on-site inspections tomorrow. Personal Property was discussed as were utilities. The matter of telephone poles and under-ground cable were deliberated. Jeanne will do some research into this topic.
13. No Spray Ordinance: Cathy suggested that the Board file the letter of intent she drafted with MDOT and CMP. Jeanne will print it and have it for them to sign next week.
14. Tree Growth / Farmland Applications: Bob P. passed the applications along to Cathy for her review. A disparity in the number of acres listed on one application was discussed. Bob L. will call the landowner and to go over the situation.

This meeting ended at 10:05 p.m.

Respectfully submitted by Jeanne Coleman

Contact emails:

Bob Price, 1<sup>st</sup> Selectperson/Assessor [montville@fairpoint.net](mailto:montville@fairpoint.net)

Cathy Roberts, 2<sup>nd</sup> Selectperson/Assessor [montville2nd@fairpoint.net](mailto:montville2nd@fairpoint.net)

Bob LeRoy, 3<sup>rd</sup> Selectperson/Assessor [montville3rd@fairpoint.net](mailto:montville3rd@fairpoint.net)

Hannah Hatfield, Town Clerk [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

Terry Fischer, Tax Collector/Treasurer [trmontville@fairpoint.net](mailto:trmontville@fairpoint.net)

Jeanne Coleman, Administrative Assistant to the Select Board [montville@fairpoint.net](mailto:montville@fairpoint.net)

TOWN WEBSITE: [www.montvillemaine.org](http://www.montvillemaine.org)

## **MONTVILLE SELECT BOARD MEETING – MONDAY, APRIL 29, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), and Jay LeGore (resident)

1. Board meeting the agenda and minutes of April 22<sup>nd</sup> were accepted.
2. Treasurer's Warrants: #16 for \$4,294.45 (AP) plus #17 for \$1,359.73 and \$39,071.00 (previews) were approved and signed.
3. Snow Plow Contracts: the Board reviewed the terms of the 2019/2020 plow contract with Steve and language was amended as necessary. Bob P. will check with Troy Nelson and Henry Spaulding about the term of contract that they are willing to enter into.
4. Road Committee: Jeanne reported that Diana Chapin is working towards reconvening the committee. Jeanne has asked Diana to have the committee taking over the responsibility for the dynamic speed sign. Bob P. will set the sign up for now.
5. Assessing: the Board will continue assessing this week.
6. Foreclosed Properties: the Board reviewed and accepted a draft letter which Jeanne will prepare for mailing to the six property owners whose property are in foreclosure. Liability and insurance were discussed regarding those properties.
7. Tree Growth / Farmland applications: were deferred to next week.
8. No Spray Ordinance: the Board signed letters of intent to MDOT and CMP regarding working out a potential new ordinance and/or course of action for the Town that includes an agreement and a budget.
9. Training for the Clerk & Deputy Clerk: Bob P. will speak with Hannah about details
10. Trash Along the Road: Bob P. will check on the situation on North Ridge Road and Cathy will check on the problem reported for Woodsman Mill Road.
11. Box Truck: Cathy reported that the tailgate/bumper are rusted and in need of repair.

This meeting ended at 8:50 p.m.

Respectfully submitted by Jeanne Coleman

## **MONTVILLE SELECT BOARD MEETING – MONDAY, MAY 6, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Hannah Hatfield (Town Clerk), Steve Lucas (Road Commissioner), Bruce Flaherty (Spirit of America Rep), Jay LeGore and Moe Martins (residents)

1. Board meeting the agenda and minutes of April 29<sup>nd</sup> were accepted.
2. Treasurer's Warrants: #17 for \$39,071.00 (AP) plus #18 for \$3,671.90 and \$9,087.32 (previews) were approved and signed.
3. Bruce Flaherty: gave the Board a description of the Spirit of America Awards and provided them with some reference material. He advised that the deadline for nominations is June 30<sup>th</sup> and encouraged them to have the Town participate in the program.
4. Snow Plow Contracts: the Board reviewed the current draft and approved the language. Jeanne will prepare the contracts for next Monday.
5. Roads: Steve reported that culverts are needed on the Kingdom Road and Goosepecker Ridge Road; ditching is needed on the Thompson Road; and bridgework/ guardrails are needed on the Morrill Road. Steve will check with CMP about tree removal. Jeanne advised Steve of a big hole that was reported on the Trotting Park Road. The Board would like to speak to the Road

Committee about their research last summer and possible projects this year. Jeanne will contact Diana Chapin and ask her to come to a meeting.

6. Moe Martin: spoke with the Board about the size of the tree growth that needs to be cleared at the old dump. He recommended getting a quote from Terry Bell. Bob P. will call Terry.
7. Tree Growth / Farmland applications: were approved. Jeanne will send out notices.
8. Assessing: the Board will continue their efforts this week.
9. Foreclosed Properties: Letters will be sent to property owners who are in foreclosure.
10. No Spray Ordinance: Jeanne spoke with a representative from CMP (Nicholas 629-2204) who advised that there is approximately 200 FT (½ acre) of transmission line in Montville. This will need to be addressed when a new ordinance & budget are drafted. Cathy will follow up with him
11. Trash on Roadsides: Bob P. and Cathy will investigate further
12. Maine Revenue Service Audit: Jeanne gave the Board a run down on the tax audit that occurred last Wednesday. She noted that the auditor, Justin McMann, thoroughly reviewed the accounts in tree growth. He also carefully went over exemptions, personal property and transfers. Justin advised that the strong real estate market will impact Towns' certified ratio across the State.
13. TRIO on-line Registration Module: Hannah gave the Board her reasons for wanting to add the module to the Town's software repertoire. She was asked to do additional research into usage data and the current cost / maintenance fees.
14. Bike Maine: has requested permission to set up a rest area at the Town Office for their event on September 14<sup>th</sup>. Bob P. will call and speak with the coordinator.

This meeting ended at 9:15 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, MAY 13, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Terry Fischer (Treasurer), Jonathan Thornhill (plow contractor), Diana Chapin (Road Committee Chairperson), Adam Hills (President of the Mid-Coast ATV Club), and Jay LeGore (resident)

1. The agenda and minutes of May 6<sup>st</sup> were accepted.
2. Treasurer's Warrants: #18 for \$9,087.32 (AP) plus #19 for \$3,305.95 and \$40,456.01 (previews) were approved and signed.
3. Mid-Coast ATV Club: Adam asked the Board to sign a permit to allow the club to conduct its annual charity ride on Frye Mountain – which they did. It is noted that run will be held on June 22<sup>nd</sup> and that the Travis Mills Foundation will be this year's beneficiary.
4. Snow Plow Contracts: Jonathan Thornhill requested a three-year contract in lieu of the one-year that had been discussed previously. Jonathan offered to sand the Transfer Station and Fire Department - without compensation – during his tenure.
5. Road Committee: Diana informed the Board that Phil Curtis of MDOT has retired and is therefore not available to complete the training he was supposed to do regarding the software they are using. She has left innumerable messages for Peter Coughlin, head of MDOT local roads Division, to no avail. Cathy will try calling Peter to garner assistance.
6. Assessing: the Board will be adding an extra day to their assessing schedule in order to get everything accomplished. Cathy and Bob P turned in some of their field notes and Jeanne will start the process of data entry into TRIO.
7. Salt Shed: Bob P. has not heard back from the structural engineer who did the second inspection. He will call to follow up.

8. Trash: Cathy has confirmed that there is a problem on the Woodsman Mill Road and will call Jacki Ascrizzi (the Local Health Officer) to get her involved.
9. Swimming Instructor: Terry advised the Board that the swimming instructor wants to be treated as a town employee and not a vendor. After some discussion it was agreed that Terry will ask Liberty if we can pay them since they treat the swimming instructor as an employee.

This meeting ended at 9:25 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, MAY 20, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), and Jay LeGore (resident)

1. The agenda and minutes of May 13<sup>st</sup> were accepted.
2. Treasurer's Warrants: #19 for \$40,456.01 (AP) plus #20 for \$1,911.62 and \$10,091.94 (previews) were approved and signed.
3. Snow Plow Contracts: after deliberation the Board voted to add a clause onto the end of the contract certifying that if the price of fuel exceeded \$4.50 per gallon an adjustment would be made for the duration of that increase. The Board then signed all of the contracts. Jeanne will notify the contractors that the paperwork is in the Clerk's Office waiting to be signed by them.
4. Roads: Steve reported that he has asked Rollins Paving for an estimate for the Center Road and Morrill Hill. He has also requested an estimate from Jay Bonarego for guard rails and a face wall for bridge work. Steve noted that the water table will have to go down before the work can be done. Steve also advised the Board that Richard Peavey is available to continue grading. Ditching and brush cutting priorities will be determined for the summer, depending on budget.
5. Assessing: Rebecca Bryant has requested a letter citing the current value of her new residence that is under construction. Jeanne will do the data entry and have TRIO make the calculation. The Board will continue working in the field this week.
6. Salt Shed: Bob P. contacted Keith Ewing of Plymouth Engineering. Keith sent an email stating that he has conducted a second site visit and will prepare a report after the Holiday.
7. Trash: Cathy spoke with Jacki Ascrizzi (the Local Health Officer) RE the problem on the Woodsman Mill Road. Jacki suggested that a letter be sent from the Board advising the responsible party that they need to clean up the trash. Jeanne will research who the heirs and devisees are of the (deceased) property owner. Due to recent complaints about trash on Montville roadsides, the Board is considering a volunteer "trash pickup" day.
8. MRS Ratio Declaration: was completed and signed. Jeanne will submit it to the State.
9. RSU3 Representative: Jeanne contacted MMA and confirmed that the Board can appoint someone to fill the vacant slot until Town Meeting next March. Cathy asked Jeanne to put a note out to the 'Minutes Group' asking if anyone would like to volunteer for the position.

This meeting ended at 9:20 p.m.

Respectfully submitted by Jeanne Coleman

☆ There was no meeting on May 27<sup>th</sup> due to the Holiday

## **MONTVILLE SELECT BOARD MEETING – MONDAY, JUNE 3, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), and Jay LeGore (resident)

1. The agenda and minutes of May 20<sup>th</sup> were accepted.
2. Treasurer's Warrants: #20 for \$10,091.94 (AP) and #21 for \$1,528.65 (payroll) plus #22 for \$17,483.84 and \$1,896.82 and \$862.50 (previews) were approved and signed.
3. Assessing: The Board has made progress getting the parties responsible for taxes on fore-closed properties on tract to get caught up. John Boulay's Tree Growth renewal paperwork has not been received yet. Cathy will contact him. The roster of tenants at the Whispering Pines Mobile Home Park has been received and is under review. The Board will continue working in the field.
4. Salt Shed: No report has been received yet from Keith Ewing of Plymouth Engineering. It was agreed that he will be given another week before being contacted again.
5. Trash on Woodmans Mill Road: The Board signed a letter to Ed Mylen giving him 21 days to clean up the trash on the grounds that it is a health hazard.
6. Trash Day: Cathy has conferred with Graziella Cervi from the Grange. Graziella has volunteered to help organize a town-wide trash clean-up day on June 29<sup>th</sup>. Residents will be encouraged to band with neighbors to clean up their roadsides. Special bags / gloves / insurance was discussed as well as the possibility of prizes.
7. Peavey Town Landfill: Bob L. will check with Eric Dayan to see if he is interested in supplying a quote to do the work.
8. Transfer Station: on-going problems at the Transfer Station were discussed. Brad Peters will be invited to the next meeting so the Board can garner his input.
9. RSU3 Representative: No one has stepped up to volunteer for the position. The Board discussed possible candidates and will continue to look for an interim rep.
10. Hearing Impaired Signage: The Board discussed the request for a caution sign for the Hidden Valley Road. Jeanne will check with the MMA legal department.

This meeting ended at 9:20 p.m.

Respectfully submitted by Jeanne Coleman

## **MONTVILLE SELECT BOARD MEETING – MONDAY, JUNE 10, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner) and Brad Peters (Transfer Station Supervisor)

1. The agenda and minutes of June 3<sup>rd</sup> were accepted.
2. Treasurer's Warrants: #22 for \$17,483.84 (AP) plus #23 for \$2,543.67 and \$14,474.50 (previews) were approved and signed.
3. Transfer Station: Brad will handle the money until he can train employees on the new procedure. Roll-Off was discussed. Brad advised that it would be helpful to have someone extra that week-end to handle the cash box. He pointed out that if a volunteer can be found they will have to be sworn in as a Deputy Clerk for the duration. Brad also stated that Transfer Station hours could be reduced to 9 to 3 this fall, and that Wednesdays could be eliminated this summer, to meet budget constraints. The Board voted to move forward with those adjustments.
4. Roads: Steve reported that the paving estimate came in at \$53,000. The cost covers two coats on the Center Road and one coat on the Morrill Road. The Board discussed using the remaining money in the paving budget to repair gravel roads.

5. No Spray Ordinance: Cathy is reviewing the eleven agreements that MDOT provided to her. Once done she will start work on a draft for Montville.
6. Salt Shed: No report has been received yet from Keith Ewing of Plymouth Engineering. Jeanne will send him a note requesting an ETA for his report.
7. RSU #3 Representative: the Town Clerk will post a notice seeking volunteers at the School Budget / School Board elections tomorrow.
8. Road Signage: Jeanne reported that Michael Stoltz of the MMA Legal Department stated that it is neither mandatory, or advisable, for a Town to post signs other than those for standard traffic control. Research has shown that such signs are ineffective at best and distracting to drivers at worst. Mr. Stoltz made several alternate suggestions including the use of a dynamic speed sign.
9. Trash Day: Cathy provided additional information to the Board and stated that she would deliver the supplies to the Town Office by Monday June 24<sup>th</sup>. Jeanne reported which roads that volunteers have signed up for so far. She also reported that some people are not available on Saturday the 29<sup>th</sup> but are interested in helping on another day if possible. Cathy will check with the Grange to see if trash can be dropped off there on Friday by people who are not available on Saturday. Jeanne will send out another note expanding “Trash Day” to a week-long event.
10. Swim Lessons: Jeanne reported MMA’s response regarding insurance. The Board then voted to hire Kat Newcombe as a seasonal employee so the Montville children could continue to have swim lessons.
11. Assessing: The Board set dates and times to continue their field work.
12. Insurance: Jeanne reported that accident insurance is available for a Trash Clean-Up Event.
13. Energy Efficiency Coordinator: Casey Hess has requested an opportunity to speak with the Board about events to engage residents if energy efficient activities. Jeanne will invite her to the June 24<sup>th</sup> Board meeting.

This meeting ended at 8:40 p.m.

## **MONTVILLE SELECT BOARD MEETING – MONDAY, JUNE 17, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), Peter Sheff (prospective RSU3 rep), Moe Martin, Jody Martin, Bridget McKeen and Margot Hayes (residents)

1. The agenda and minutes of June 10<sup>st</sup> were accepted.
2. Treasurer’s Warrants: #23 for \$14,474.50 (AP) plus #24 for \$1,074.23 (run 1), \$618.94 (run 2) and \$13,137.44 (previews) were approved and signed.
3. Moe Martin: advised the Board that the assessment for Glen Martin’s cemetery (the lot below 26/18) appears to be wrong. He provided a map that he had drawn for their reference. Moe also stated that he would work with Eric Dayan to come up with an estimate to do the maintenance at the old landfill. Moe suggested that the site could be used for ashes only cemetery with plaques, no headstones, in the future. He additionally suggested that the landfill should have a negative assessment because it is no longer an asset to the Town. Jeanne will research this.
4. No Spray Ordinance: Cathy has begun a draft. She advised that 11 residents already have individual agreements with MDOT. She suggested advocating for more residents to do the same.
5. Salt Shed: Keith Ewing, of Plymouth Engineering Inc., submitted his report which stated that the building is structurally sound but needs some repairs. Bob L. will look at the building to determine a rough estimate of how much the recommended repairs will cost.
6. RSU #3 Representative: Peter Sheff is interested in assuming the interim position of RSU3 rep. Peter articulated his perspective of the current status of local education and how he would address the issues. The Board, and the residents present, asked Peter questions.



7. Trash Day: Jeanne reported on how many people had volunteered so far and that accident insurance had been secured for them for the event. Cathy delivered the bags / special stickers and the gloves to the Town Office. The Grange has agreed to collect bags of trash with stickers only from people who are volunteering for “Trash Day” but cannot get to the Transfer Station on the 29<sup>th</sup>. They ask that people place the bags to the right side of the building and will post a sign to mark the spot.
8. Assessing: Notes were reviewed and plans were made for additional field work. Possible dates for committing the taxes were discussed. The Board signed a letter to the Edwin Veronesi Irrevocable Trust discussing the properties tree growth status.
9. Insurance: The 2019/2020 AIV Insurance renewal form was signed.
10. Energy Efficiency Coordinator: Jeanne sent an email to Casey Hess to invite her the June 24<sup>th</sup> Board meeting but she has not replied.
11. Roads: the Wellman paving estimate (\$53,851.67) was accepted. How to prioritize gravel road repairs was discussed. Repairs to the grader were reviewed. Steve will contact Eric Dayan (380-3095) and set up a test run for him to do some roadside brush cutting. Jody Martin reported that the culvert just past 435 Choate Road has pushed up and is no longer managing run-off. Steve will take a look at it. The Board will ask Terry for an exact determination of available funds to prioritize gravel, brush cutting, and ditching.
12. Letter & Survey for Tax Bill: Cathy is working on a couple of drafts
13. Estimate for Town Office Porch Roof: an estimate of \$550 was received. That quote entailed putting new shingles over the bad ones. An alternate quote for \$650 included the contractor striping the old shingles and the Town disposing of them. Bob P. will get up on the roof and survey its current status and also take measurements. Bob L. made a suggestion for an interim remedy for the porch roof in the event the entire roof will need to be replaced next year. The Board will also consider a metal roof.
14. Ditching behind the Historical Society: it has been brought to the Board’s attention that the Historical Society has been requesting that standing water be mitigated by ditching since 2011. The problem, and possible solutions, were discussed. Steve will put together an estimate for the Board. The possibility of using the Nash Funds to finance the project will be explored.
15. Transfer Station Sign: Cathy reported that Brad has asked that a new sign be placed at the Transfer Station and that it specifies “residents only”. The Board authorized a new sign.

This meeting ended at 9:16 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, JUNE 24, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Nicole Hubbard (Prospective RSU3 Rep) and Moe Martin (resident)

1. The agenda and minutes of June 17<sup>th</sup> were accepted.
2. Treasurer’s Warrants: #24 for \$13,137.44 (AP) plus #25 for \$2,464.98 and \$3,837.69 (previews) were approved and signed.
3. Moe Martin: scheduled an appointment to look over the old landfill with Bob Price and Bob LeRoy on Tuesday morning at 0800.
4. No Spray Ordinance: Cathy has will create a second draft based on the feedback that she received on the first draft.

5. RSU #3 Representative: The Board interviewed Nicole Hubbard in executive session [pursuant to 1 MRSA §405(6)(A)]. After an open session discussion, the Board voted to appoint Nicole as the interim representative. Bob P. will notify Nicole and Peter Sheff of their decision.
6. Trash Day: Jeanne reported on the status of volunteers and will put out a final notice tonight.
7. Assessing: The majority of properties have been covered. The Board reviewed what was left to accomplish. Jeanne will continue with data entry. John Boulay submitted his Tree Growth renewal material.
8. Ditching behind the Historical Society: The Board decided that they should acquire some bids.
9. Porch Roof / Town Office Roof: Bob P. has not had a chance to get onto the roof to make an assessment.
10. Salt Shed: Bob L. will draw up some specs on the work that needs to be done so that a request for bids can go out.
11. Mowing: Bob P. will contact Brett Ginn, of G&G Property maintenance, to discuss the poor condition of the cemeteries.

This meeting ended at 8:27 p.m.

### **MONTVILLE SELECT BOARD MEETING – MONDAY, JULY 1, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), and Jay LeGore (resident)

1. The agenda and minutes of June 24<sup>th</sup> were accepted.
2. Treasurer's Warrants: #25 for \$3,837.69 (AP) plus #26 for \$4,693.10 and \$5,524.23 (previews) were approved and signed.
3. The Roadside Cleanup Event: was a success. The Board will check with Brad to determine if the Transfer Station kept a tally of the amount of trash that was dropped off.
4. Assessing: A determination was made of what was left to do. July 15<sup>th</sup> was selected as the target date for commitment.
5. Ditching behind the Historical Society: Steve will be conferring with Moe Martin and submitting an estimate. Bob L. advised that Jack Martin is also interested in submitting an estimate.
6. Porch Roof / Town Office Roof: Bob L. volunteered to put some drip edge on the porch and check to determine if there is a need for rolled roofing until a permanent solution can be financed.
7. Salt Shed: Bob L. will draw up some specs on the work that needs to be done so that a request for bids can go out. The residual sand will have to be removed before the structure can be repaired. This may require a separate RFP.
8. Transfer Station: Bob P. will ask G&G Property Maintenance for a quote to mow around the Transfer Station and Salt Shed. Bob will also acquire a quote for a new sign.
9. Sand Bids: Steve has recommended advertising for sand bids. The Board voted to wait until the issues with the Sand Shed have been resolved.
10. Roll-Off: Bob L. spoke with Clark's and they will put a metal collection container in place for the event. Jeanne has made up signage with tire prices and will start putting notices out.

This meeting ended at 8:55 p.m.

Respectfully submitted by Jeanne Coleman

## **MONTVILLE SELECT BOARD MEETING – MONDAY, JULY 8, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Terry Fischer (Treasurer), Steve Lucas (Road Commissioner) and Moe Martin (resident).

1. The agenda and minutes of July 1<sup>st</sup> were accepted.
2. Treasurer's Warrants: #26 for \$5,524.23 (AP) plus #27 for \$2,112.73 and \$23,318.04 (previews) were approved and signed.
3. Assessing: the last details of assessing were discussed as were plans for commitment. Jeanne will finish the data entry this week.
4. Ditching behind the Historical Society: Moe advised the Board that he believes a ditch could be run into the woods and joined into a natural stream. He stated that the contours of the land would lend itself to this as a solution for the drainage problem.
5. Porch Roof / Town Office Roof: Bob P. is acquiring a quote for a metal roof. He volunteered to make some drip edge and Bob L. volunteered to install it. The drip edge would be an intermediate fix until funding is available for a long-term solution.
6. Salt Shed: it has been determined that there is no plywood which will need to be removed. Bob L. will draw up the specs for an RFP.
7. Transfer Station: It was reported that six tires were turned in as part of the roadside cleanup event. Steve will make sure that the loader is returned to the Transfer Station for this week-end's roll-off event. Bob P. will acquire a quote for a new sign.
8. Sand Bids: Steve advocated for advertising for sand bids. He will research a price on salt.
9. Trash on Woodman Mill Road: Bob L. checked the site. He reported that a dumpster has been put in place and it appears that the situation has been resolved.
10. TRIO Account: Terry provided information to the Board regarding the status of this account.
11. Roads: gravel has been put on North Ridge Road and Choate Road. Burnham Hill Road is slated to have gravel added where the dirt meets the tar. A plow turn-around was discussed.
12. Ordinances: the possibility of a noise ordinance was discussed. The sunset date of the GMO ordinance was also discussed. It was agreed that a working committee to look at these issues, and others, would be adventitious. Research etc. will need to be done in order to prepare proposals for a Town Meeting vote.

This meeting ended at 9:01 p.m.

## **MONTVILLE SELECT BOARD MEETING – MONDAY, JULY 15, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Terry Fischer (Treasurer), Steve Lucas (Road Commissioner) and Jay LeGore (resident).

1. The agenda and minutes of July 8<sup>th</sup> were accepted.
2. Treasurer's Warrants: #27 for \$23,318.04 (AP) plus #28 for \$2,162.10 and \$13,578.77 (previews) were approved and signed.
3. Salt Shed: the RFP specifications were deferred until tax commitment and bills are done
4. Roll-Off: Jeanne needs a tire count so she can contact BDS for pick-up
5. Commitment: the process of calculating the revenue necessary to cover the Town's debt was done. It was determined that the new mil rate would have to be 0.02070 (\$20.70 per \$1,000) and that figure was entered into TRIO for billing calculations.

6. Tax Bills: the Board decided on the final language for the letter which would go into the tax bills. Jeanne will print the letter, and the bills, and the Board will prepare them for the mail on Wednesday morning. one in order to prepare proposals for a Town Meeting vote.

This meeting ended at 10:20 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, JULY 22, 2019**

Present: Cathy Roberts (2nd Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), and Steve Lucas (Road Commissioner)

1. The agenda and minutes of July 15<sup>th</sup> were accepted.
2. Treasurer's Warrants: #28 for \$13,578.77 (AP) plus #29 for \$578.62, \$2,569.99 and \$33,292.70 (previews) were approved and signed.
3. Road Budget: pending grader repairs, and the possibility of replacing the grader, were discussed. The challenge of keeping older town equipment running - and repairing degraded roads - was also discussed. In addition to paving, bridge repairs will cost \$20,000+/- and significant gravel work is needed. The Board looked at the \$200,000+ currently owed in back taxes, and how it might be collected, to finance the work.
4. Craig Turner: failed to meet the June 22<sup>nd</sup> deadline to pay the taxes on his foreclosed property. Bob L. will call him to tell him that if the taxes are not paid by August 5<sup>th</sup> the property will be put up to bid.
5. No Spray Ordinance: Cathy reported on the new information that she had garnered from MDOT
6. Roadside Clean-Up: The Board wanted to formally thank the Grange, and all of the volunteers, for all of their hard work.
7. Winter Salt: New England Salt will match its price from last year (\$49.75 per ton). Steve will order 350 tons for the Town sand / salt shed.
8. DEP Solid Waste Report: is due on July 31<sup>st</sup>. Terry is researching the tonnage for Cathy.
9. Ambulance Letter: Cathy wrote a draft explaining the situation with Liberty Ambulance and calling for voluntary donations.
10. Abatement / Supplemental: Jeanne advised the Board of two situations and they directed her to draw up the requisite paperwork.
11. Modem / DSL: the clerk received a notice from the Sec of State's Office – Corp., Elections & Commissions advising that they would be terminating the program which subsidized the Town's DSL service. The clerk and treasurer have requested that the modem/router be upgraded in the process as it is slow and has become rather glitchy.
12. E911 Addresses: Cathy turned in documentation for two new addresses on the Peavey Town Road. Jeanne gave her a new request for Route 3 by ReVision Energy.

This meeting ended at 9:13 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, JULY 29, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner) and Fran Gonzalez (resident)

1. The agenda and minutes of July 22<sup>nd</sup> were accepted.
2. Treasurer's Warrants: #29 for \$33,292.70 (AP) plus #30 for \$2,106.86 and \$48,291.78 (previews) were approved and signed.

3. Fran Gonzalez: spoke with the Board, and Steve, about a missing stop sign where Burnham Hill Rd meets Halldale. He also advised them that a tree limb on Halldale is obscuring the view. Steve believes there is a spare stop sign at the Town Garage and will install it. He will look for someone to take care of the limb.
4. Road Budget: the Board spoke with Steve about the \$26,000 left in the budget and how best to spend it. The possibility of not doing both paving projects was discussed. Steve will speak with Wellman's about modifying the paving contract.
5. Salt Shed: the Board discussed doing a few repairs this year and budgeting for additional work for next year. Jeanne placed an AD for sand bids which will run on 8/1/19 and 8/8/19
6. Craig Turner: Bob L. tried redundantly to reach Craig by phone - to no avail. He will go to the house later this week to try to reach him in person. He will advise Craig that if the taxes are not paid by August 12<sup>th</sup> the property will be put up to bid.
7. No Spray Ordinance: the Board reviewed Cathy's latest draft. She will submit it to MDOT for comment.
8. Ambulance Letter: the letter Cathy wrote explaining the situation with Liberty Ambulance, and calling for voluntary donations, will be sent to residents and posted on the Town website.
9. Abatement / Supplemental: the Board signed two Abatements and a Supplemental.
10. Transfer Station: Bob P. got a price for a replacement sign for the front of the building. Jeanne got a price for a replacement roadside sign. The need for a commercial grade grass trimmer was discussed. Bob P. had a quote of \$374.46 from Viking Lumber. He will do more research for both signs and trimmers.

This meeting ended at 8:56 p.m.

Respectfully submitted by Jeanne Coleman

### **MONTVILLE SELECT BOARD MEETING – MONDAY, AUGUST 5, 2019**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Terry Fischer (Treasurer) and Craig Turner (property owner)

1. The agenda and minutes of July 29<sup>th</sup> were accepted.
2. Treasurer's Warrants: #30 for \$48,291.78 (AP) plus #31 for \$9,280.17 and \$76,518.60 (previews) were approved and signed.
3. Craig Turner: came in to inquire why a Select Person was at his home this morning. He was advised that it was in regard to him missing the deadline on his back taxes. Craig stated that he had not seen the notice sent in May 'because his kid must have opened the mail.' Craig was given a new set of documents. He then challenged the veracity of the lien on file at the Registry of Deeds. Terry explained to him that the amount listed is for a fixed date. Since interest accrues every day the actual amount is fluid. Craig then agreed that the filing was correct. He reiterated that he has a buyer for his property and wants this matter resolved. He stated that he would take care of the 2016 to present taxes within two weeks. The Board agreed to the extended deadline.
4. Ambulance Letter: the Board has received feedback regarding the letter - both positive and negative. The Board agrees that Liberty Ambulance needs to provide more and better details before next Town meeting.
5. Safety Issues: Cathy reported that John York has requested a meeting between the Board, the CEO, the Public Health Officer and the Fire Department regarding areas of responsibility for dwellings which are presenting significant safety and/or health issues. The Board agreed to the meeting when it is scheduled.
6. Roads: Jeanne conveyed that Steve had spoken with Wellman Paving and they have agreed to drop the Morrill Road from the contract without penalizing the Town. Steve re-installed a stop sign on the Halldale Road and the limbing will be done tomorrow. Steve has instructed Richard Peavey to stop grading the main roads until we get some moisture in them. Steve had to spread a pallet's worth of calcium on the Choate Road and the Trotting Park Road to mitigate the dust. The Board will meet with Steve next week to draw up a plan for the remaining road budget. The Board also discussed the feasibility of purchasing the Caterpillar grader that Steve has for sale.

7. No Spray Ordinance: Cathy submitted her last draft to MDOT and is waiting for their reply.
8. Transfer Station: Bob P. is still researching grass trimmers. The Board voted to order two signs from Vistaprint which will read "Montville Transfer Station / Residents Only".
9. MMA elections and rebate: The Board declined to vote in the VP election. The Town received a WC dividend of \$921 which will be put into WC fund towards future bills.
10. Letter from William Kelly esq.: Attorney Kelly requested that a 'corrective' deed be filed in regards to the Brain Rafuse property. It was determined that the Municipal Quitclaim deed had been filed correctly and that there is no encumbrance to the Personal Representative resolving the estate.
11. GA training: Jeanne spoke with the Board about General Assistance and suggested that it would be good if she were able to give them some basic training in the event that she is not available. The Board agreed to the training but no date was set.
12. Clerk & Treasurer: the Board will begin meeting with the Clerk and Treasurer at 6pm on the last Monday of every month.
13. Dogs: the Board received several complaints regarding unregistered dogs running at large on the Peavey Town Rd. Reports state that the dogs have been acting aggressively. The ACO and Waldo SO have been contacted. It was determined that the dogs were licensed this morning. It is unknown what, if any, follow up action is planned in regards to the dogs being loose and aggressive. Bob P. will contact the ACO(s) and ask them to come in for next Mondays meeting.

This meeting ended at 8:44 p.m.

Respectfully submitted by Jeanne Coleman