

MONTVILLE SELECT BOARD MEETING – MONDAY, JANUARY 8, 2018

Present: Jay LeGore (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob Price (3rd Selectperson), Jeanne Coleman (Administrative Assistant), Steve Lucas (Road Commissioner), Peter Kassen (Chair, Planning Board Committee), Bob Moosmann, Jeffrey DeHart and Andrea Glidden (MDOT), Kris Spiegel (CMP) and residents Bridget McKeen, Katie Campbell, Bonnie Hrichak, Susan Bakaley Marshall, Michael McCoy and Arlene Hadley.

1. The agenda and minutes of December 18, 2017 were accepted.
2. Treasurer's Warrants: #51 for \$81,066.90 (A/P) & \$5,914.09 (payroll); #52 for \$40,126.00 (A/P) & \$1,668.99 (payroll); #52A for \$796.39 (A/P) & \$42,392.51 (A/P 2) & \$643.62 (payroll); #1 for \$4,328.13 (payroll) and #2 for \$597.88 (payroll) were approved and signed
3. Bridget McKeen: Video recorded the meeting
4. Roadside Spraying: Cathy read a copy of Article 52 (as amended) prohibiting roadside spraying which residents passed at the 1980 Town Meeting. Cathy noted that the article had been posted on the Bureau of Pesticide Control's website (without the amendment) and that no formal agreement had ever been entered into with Maine DOT or the utility companies. Bob Moosmann from MDOT explained their vegetation control program which includes mowing within 8' of the pavement (which is done every year) and spraying (which is done every other year). The spray program targets hardwood saplings less than 6' in height and softwood saplings less than 3' in height 'within view of the public'. MDOT uses Garlon 4 Ultra Herbicide in a nominal (½ %) concentration. Bob noted that this concentration is considered safe for humans and wildlife and that it often takes more than one spray cycle to kill a sapling. Bob explained that if the Town enters into a Municipal No Spray Agreement with MDOT then the Town will have to submit a plan that includes a three-year budget detailing how the vegetation will be controlled. When asked about the average cost, Bob cited the example of Southport - that town spends approximately \$20K every three years to maintain their 10 miles of State road. Bob provided handouts consisting of a Municipal No Spray Agreement and a map identifying Montville's 17.9 miles of State road. Bob stated that the Town could also take over the responsibility of mowing the State roads but would be reimbursed for that at the contract rate of \$85 per center line mile. Bob additionally stated that if the Town enters into a Municipal Agreement there would be no need for residents to enter into individual agreements and, conversely, if the ordinance is voted down then residents who specifically object to spraying could enter into individual agreements. Bob advised that there are currently six towns that have a No Spray Agreements with MDOT. Bob recommended that the Board do some cost analysis and bring the matter to a vote at Town Meeting. Kris Spiegel from CMP explained that they have a 5-year cycle for vegetation control. Once an area is mowed a crew will go out the following year to spray what is needed. CMP uses the same tree height criteria as MDOT but employs a crew on foot, carrying backpack applicators, so theirs is a very targeted operation. Kris advised that there is a 16' minimum vegetation control envelope in the 'wire zone'. Kris stated that if the Town enters into a No Spray Agreement with CMP the Town would not have to take over any responsibilities but there could be a cost sharing fee imposed for the maintenance of distribution lines. Kris noted that CMP has a contact log which they use to advise residents of their trimming schedule. General discussion followed about the impact of herbicides on pollinators and which species of trees were targeted and which were generally protected. Arlene Hadley advised that she is part of a native plant seed program and referred to a book that has been written on the subject for MDOT. Bob advised that MDOT would be distributing the book next spring in concert with a pilot program to use native plants to control invasive vegetation. Cathy asked Bob if Montville could be considered for the pilot program and Bob said he would take the request under consideration.

5. Snow Plowing: The Board reviewed Steve's recommendations for improving winter road conditions and agreed that the plow drivers should be made aware of them. Jeanne will draft a letter which will include an invitation to report back to the Board on residents who habitually park in the Right of Way and/or plow across the road creating hazardous conditions.
6. BMV Audit: The Board set up a meeting with Mary Thompson, in two weeks, to compare registrations and receipts to determine if there are any other excise tax discrepancies for 2017.
7. Assessing / Tree Growth: The Board signed notices to new owners of properties which are in tree growth. New application(s) and renewal(s) will be handled later.
8. Auditor's Letter: Jay signed the letter authorizing Wadman CPA to conduct the Municipal audit
9. MRC 2019 Tipping Fees: the Board reviewed the notice regarding 2019 fees.
10. Transfer Station: Cathy advised that the Transfer Station is low on oil. Also, that a window is broken: there is a broken hinge on the overhead door which is causing it to buckle; and snow is building up on the roof. Bob Price volunteered to take care of the window, door and roof. Jeanne will call Haskell's and put in an order for oil. Cathy also advised that the Transfer Station cannot accept barrels without covers or containers and bag full of fluids. She passed along a note from the Unity Area Regional Recycling Center which stated that they cannot accept any styrofoam; that large pieces of cardboard should be cut down; all lids should be separated from their containers; only certain glass is acceptable; and hardcovers should be removed from books. Recyclers are encouraged to bring any electronics, light bulbs, and batteries directly to the UARR center in Thorndike. The Montville transfer station will continue to accept these items. Jeanne will put a note out to residents with this information.
11. Speeding on Route 220: Cathy spoke with Sheriff Jeff Trafton. Patrol units have been dispatched to address this situation and will continue to do so.
12. Bridget McKeen: advised that a FedEx truck was speeding on Hogback Mountain Road on 1/4/2018. She did not get a plate but will try to if she sees this problem again.
13. Bonnie Hrichak: spoke to the Board about her continued concerns about Steve Lucas' ability to execute his duties as road commissioner. There was a discussion about the pro's and con's of having a road commissioner appointed instead of elected. The Board acknowledged Bonnie's concerns and Cathy noted that they have also received compliments on Steve's work.

This meeting began at 6pm to accommodate the MDOT & CMP officials and ended at 8:35 p.m.

Respectfully submitted by Jeanne Coleman

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TOWN WEBSITE: www.montvillemaine.org

MONTVILLE SELECT BOARD MEETING – MONDAY, JANUARY 8, 2018

Present: Jay LeGore (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob Price (3rd Selectperson), Jeanne Coleman (Administrative Assistant), Bonnie Hrichak and Bridget McKeen (residents)

1. The agenda and minutes of January 8, 2018 were accepted.
2. Treasurer's Warrant: #3 for \$1,090.46 (payroll) was approved and signed
3. Bridge McKeen: Video recorded the meeting. Bridget asked if the Local Food Ordinance would be on the Town Warrant and she was advised that it would be. Bridget stated that she had attended the Planning Board meeting and that there was some confusion over the correct procedure for notification prior to a vote on an ordinance. Jeanne will do some research. Also, Jay will check with MMA regarding the legal distinction(s) between an article and an ordinance.
4. Roadside Spraying: Cathy will be contacting Bob Moosmann (MDOT) for the list of Towns that have entered into Municipal Agreements and a copy of their three-year plans / budgets. Cathy will also follow-up on the prospect of Montville being selected for the native plant pilot program. Cathy suggested that Fernwood Nursery in Montville might be a resource. The Board will continue to do research into the cost of vegetation control in preparation for Town meeting.
5. Snow Plowing: The Board signed letters to the snow plow contractors asking them to keep the heater banks pushed back and to take care not to cause damage to the shoulder of the roads. The Board also invited the plow drivers to report any residents who park in the right-of-way and/or plow across Town roads creating hazardous conditions.
6. Audits: The Municipal audit has been postponed. The Board will meet with Mary Thompson to continue work on the BMV audit next Monday at 6 pm.
7. Assessing / Tree Growth: The Board reviewed the John Anzalone Tree growth renewal application and the Mark & Carolyn Marsolais initial application and approved both. The Board also signed the Roberta Robbins Abatement certificate and continued to review the Steve Lucas Abatement applications. Bob will research a chicken barn in Knox for comparison.
8. OSHA 300A Annual Report: Cathy signed it so Jeanne could post it.
9. End of Year Finances: the report is not done so this item was put on hold for a week
10. Pinkerton quote for dumpsters: came in as \$350, per week, for three units. This price includes rental fees and the weekly transportation of materials to PERC. Jay will research the historical cost of maintaining the packer truck and the price of purchasing dumpsters outright.
11. Date for Annual Town Meeting: traditionally the meeting is the last Saturday of March but there are five Saturdays in March 2018 and the last one is on the weekend of Passover and Easter. After discussing the pros and cons the Board agreed on March 24th.
12. Date/time for Budget Committee meeting: the meeting was set for 6 pm on January 29th.
13. Bonnie Hrichak: asked the Board what the deadline is for getting an article on the Town Warrant. Bonnie was advised that work on the Warrant had not started yet and that, in some instances, a petition was needed to have something put on the Warrant. Bonnie acknowledged that she was aware of this requirement.

This meeting ended at 8:21 p.m.

Respectfully submitted by Jeanne Coleman

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MONTVILLE SELECT BOARD MEETING – MONDAY, JANUARY 29, 2018

Present: Jay LeGore (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob Price (3rd Selectperson), Jeanne Coleman (Administrative Assistant), Glen Widmer and Herman Peaslee (Budget Committee), Chris Birge, Steve Chapin and Pete Maruhnic (Liberty Volunteer Ambulance Service), John York (Fire Chief), Steve Lucas (Road Commissioner), Bonnie Hrichak and Bridget McKeen (residents)

1. The agenda and minutes of January 22, 2018 were accepted.
2. Treasurer's Warrant: #55 for \$375.00 (A/P); #4 for \$4,951.01 (A/P) and #5 for \$75,202.63 (A/P) and \$2,110.72 (payroll) were approved and signed
3. Bridget McKeen: Video recorded the meeting.
4. Audits: the Municipal Audit has been scheduled for March 1st. Jeanne noted that this date would mean the Auditor's report would not be available in time for the Town Report. The Board proposed that it could be posted on the website, sent out as a PDF, and available in print at the Town Office. The Board has continued their examination of registration documents and found additional irregularities in cash transactions by Abbie Hills. The matter will be reported to the State Auditor as is required by statute.
5. 2018 Budget: the Board, and the Budget Committee, heard from the Liberty Ambulance personal regarding financial and staffing issues. They reported that the first year under the new agreement went relatively well and that they would be requesting the same amount of money from Liberty and Montville for this year. They noted that Montville currently has a credit of approximately \$8,500. They will be investigating the possibility of taking on another town (or two) to help further distribute the cost(s) in the future. Notable recruiting, and retaining, EMTS is a challenge and this matter will have to be addressed before increasing the service area. Steve Lucas advised the Board, and the Committee, that the Town should start saving for a grader and that the road maintenance budget would need to be increased if the Town wants to do any substantial projects. John York advised the Board, and the Committee, that increases in minimum wage, and the cost of living, will need to be addressed regarding fire fighter wages. The next Budget Committee meeting was scheduled for February 5th at 6pm.
6. Fire Department: John York advised the Board that the Fire House roof has developed a leak and that Mitchell's Roofing will be repairing it. He also advised the Board that during the last storm he used every safety cone he had and asked if the Town could purchase a few barricades for future events. Jay told John that there are sawhorses, and signs, at the Transfer Station that he could use. John informed the Board that the Fire Chief's appointment may need to be done at the first of January instead of after Town Meeting in March. He will ask Karen to forward the legal citation to Jeanne. John apprized the Board of changes that may be coming to the on-line burn permit system and that they may be contacted by third party vendors. John recommended against using said vendors. Additionally, John informed the Board about private services that would follow –up with insurance companies for reimbursements after Montville emergency services are used for non-residents. They would charge 10% of what they are able to procure. The pros and cons of using this type of service was discussed.
7. FEMA: Jay created a log-in for the Town on the FEMA portal. John York put together the Fire Department numbers for the fall storm and will turn them in. Steve Lucas needs to complete his numbers and turn them in. Per John, Waldo Emergency Management has determined the threshold for the Town is \$3,500.
8. Dumpsters: Jay calculated that buying and maintaining dumpsters would be approximately \$3K less expensive, per year, than running the packer truck. The fee used in that calculation for trash pickup and disposal was debated. Steve Lucas recommended running the packer until it could not be used any more and then making the switch.

9. Assessing: Bob acquired some information from the Town of Knox which was discussed. He will return for additional information to aid in the evaluation of chicken barns. Steve advised that the roof is half caved in, on one of his buildings, and that it will be torn down as soon as feasible.
10. Roadside Spray Ban: Cathy reported that Bob Moosmann returned her call and advised that none of the Municipal agreements are active at this time so he had no additional information to provide her. He is still entertaining an alternative native vegetation management pilot project with Montville. Cathy has written to MMA to acquire examples of roadside spray ban ordinances.
11. Year End Finances: deferred until the final report is complete.
12. Furnace Failure Alarm: Terry Fischer brought in a new, still in the package, alarm (which cost \$100+) which she would sell to the Town for \$25. It is noted that two weeks ago the furnace went down and the problem was only discovered because Terry, and Mary Thompson were putting in extra hours doing the end of year books while the Town Office was closed.
13. Price of Copies: the copier is having issues and, according to a repair tech, will need to be replaced soon. The current cost of copies (10 cents) is under review.

This meeting ended at 9:21 p.m.

Respectfully submitted by Jeanne Coleman

Contact emails:

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Jeanne Coleman, Administrative Assistant to the Select Board montville@fairpoint.net

TOWN WEBSITE: www.montvillemaine.org

MONTVILLE SELECT BOARD MEETING – MONDAY, FEBRUARY 12, 2018

Present: Jay LeGore (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob Price (3rd Selectperson), Jeanne Coleman (Administrative Assistant), Glen Widmer and Herman Peaslee (Budget Committee), Steve Lucas (Road Commissioner), Deb Stephens (Historical Society), Fran Gonzalez, Bonnie Hrichak and Bridget McKeen (residents)

1. The agenda and minutes of February 5, 2018 were accepted.
2. Treasurer's Warrant: #6 for \$2,908.01 (payroll) and \$44,851.79 (A/P) and #7 for \$463.13 and \$1,948.28 (previews) were approved and signed
3. Budget: proposed amounts for the line items in the Town Warrant were discussed. It was agreed that the Liberty Ambulance request(s) should read the same as in the Liberty Town Warrant, however it will need to be noted that Montville has a credit that they will be using so the actual amount raised will differ. Salary rate(s) for deputy clerks was brought up and Jay advised Terry Fischer to speak with Sandi Devaney to work out a recommendation. Another meeting of the Budget Committee was scheduled for February 19th at 6:00 pm.
4. Bonnie Hrichak: submitted a proposed article for the Town Warrant that would change the positions of Road Commissioner, Animal Control Officer and Fire Chief to elected and not appointed. After she articulated her reasons for the article it was accepted. Bonnie spoke about the difficulties incurred during the transition to TRIO software and asked what would happen if the Town declined the imminent update that will cause a 20% increase in fees. The consensus was that it was not possible to decline the update and have the software function correctly. Bonnie also asked if there had been a resolution regarding the quality of the winter sand. She was advised that it had been a matter of a difference of opinion. Steve reported that he would be using a 5/8" minus screen next time, instead of the 1/2" minus screen, to allow for more grit.
5. Deb Stephens: requested that an article be put on the Town Warrant allowing the Historical Society to construct a 30 X 30 post & beam building on Town property. No funding would be requested for the project. The article was approved. Deb will provide additional details soon.
6. Audit: Jeffrey A. Paquette, a Senior State Auditor, acknowledged receipt of the Town's report on the former Town Clerk and advised that he was forwarding it to the Attorney General's Detective Division and the Bureau of Motor Vehicles Office of Investigations. Jay offered to speak with the District Attorney on this matter as well.
7. Roadside Spray Ban: the Board voted to wait until 2019 to proceed with a new ordinance in order to conduct more research and to ensure the ability to meet all notification deadlines.
8. Assessing: the Board discussed the four Abatement applications submitted by Steve Lucas. Two applications were denied. It was agreed that one of the chicken barns on Map 37/Lot 28 would be removed from the tax rolls as it is being torn down and serves no use. The value of the other barn on that lot will remain unchanged. A debate ensued on the fourth application and it was agreed that it would be tabled until next week.
9. Town Report Dedication: the report will be dedicated to Harriet Veronesi. Bob will contact her son and ask if he would like to write the dedication for the book.
10. Emergency Action Plan Review: Dale Rowley, Waldo County Emergency Management director, has requested a meeting to go over the Town's Emergency Management Program. The Board thought that it would be a good idea to hold the review during a Selectboard meeting so residents could attend. Jeanne will follow up and try to get it scheduled for April.

This meeting ended at 9:40 p.m. It was video-recorded by Bridget McKeen.

Respectfully submitted by Jeanne Coleman

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TOWN WEBSITE: www.montvillemaine.org

Montville Select Board Meeting – Monday, February 19, 2018

Present: Jay LeGore (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob Price (3rd Selectperson), Jeanne Coleman (Administrative Assistant), Herman Peaslee (Budget Committee), Steve Lucas (Road Commissioner), Paige Zeigler (Representative), Katie Campbell and Bridget McKeen (residents)

1. The agenda and minutes of February 12, 2018 were accepted.
2. Treasurer's Warrant: #7 for \$463.13 (payroll) and \$1,948.28 (A/P) and #8 for \$896.65 (preview) were approved and signed
3. Budget: the discussion on proposed amounts for the line items in the Town Warrant was resumed. It was agreed that an increase is needed for deputy (clerk/treasurer) pay. Also, for the summer roads budget due to a mandated bridge rehabilitation project. A reserve account will be added to start saving towards a new grader. Jay will research the LRAP figure.
4. Town Report: someone is needed to accept service of the Town Warrant. It is unknown if any of the Town Officials can do it – Jeanne will research. Bob will contact Ed Veronesi reference writing the dedication. Articles which repeat year to year were reviewed to make sure dates and amounts etc. are correct for 2018. The Local Food and Community Self-Governance Ordinance was discussed. It was agreed that it would be posted, with the warrant, so residents can review it before Town Meeting. Jeanne will send out FAQs with the minutes. The LVAS article was discussed. Liberty has asked that it read the same as theirs but some modifications are needed. Jeanne will let Liberty know what those changes will be. The articles that Bonnie Hrichak proposed were readdressed. Jeanne researched which officials can be elected and determined that the ACO has to be appointed. The Board agreed to retain Bonnie's proposed articles for electing the road commissioner and fire chief and table the article for the ACO. Jeanne will make Bonnie aware of this development.
5. Paige Zeigler: reported that there will be a slight increase in fees at the UARRC. He noted that there is currently no market for #3-#7 plastic and solid waste disposal in general faces issues. Paige confirmed that the Town would need a local food ordinance. He reviewed the ordinance template we possess and stated that it looked good. When asked about the current review of the new minimum wage law, he advised that it is a contentious subject and that he cannot predict how the vote will go.
6. Assessing: the Board discussed the last two Abatement applications submitted by Steve Lucas. Two applications were denied. It was agreed that condition values for the two chicken barns on map 37 lot 12.1.1 would remain the same but the function values would be reduced to 40%. The Board reaffirmed their decision to remove one of the chicken barns on Map 37/Lot 28 from the tax rolls and leave the value of the second barn unchanged.

This meeting ended at 8:32 p.m. It was video-recorded by Bridget McKeen.

Respectfully submitted by Jeanne Coleman

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Terry Fischer, Tax Collector/Treasurer trmontville@fairpoint.net

Jeanne Coleman, Administrative Assistant to the Select Board montville@fairpoint.net

TOWN WEBSITE: www.montvillemaine.org

Montville Select Board Meeting – Monday, February 26, 2018

Present: Jay LeGore (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob Price (3rd Selectperson), Jeanne Coleman (Administrative Assistant), and Bridget McKeen (resident)

1. The agenda and minutes of February 19, 2018 were accepted.
2. Treasurer's Warrant: #8 for \$896.65 (payroll) and #9 for \$1,870.41 (payroll) and \$74,247.87 (A/P) (previews) were approved and signed
3. TRIO: Terry Fischer spoke to the Board about the difficulties incurred throughout the transition from MuniAd and Peachtree but stressed how much more efficient TRIO is and how reports generated in the future will be much more comprehensive. She additionally noted that there are many safeguards built into the TRIO system so the Town is better protected from mistakes and deliberate manipulation than ever before.
4. Town Warrant: the final draft was reviewed and then signed. Jeanne will deliver to the Town Clerk for service.
5. Town Report: outstanding details were reviewed, discussed and resolved. Jeanne noted that some reports just came in today, and some are still being finalized, but she is hoping to have the book ready to go to print sometime next week.
6. Local Food Ordinances: the draft was approved for the Town Report
7. The Board voted to transfer \$1956.54 from the Consulting Fees Account to the following accounts for the purpose of balancing these accounts:

Audit	\$838.50
Payroll Liability – All Officers	\$565.72
Office Equipment	\$552.32
TOTAL	\$1,956.54

8. The Board voted to transfer \$738.07 from the Miscellaneous Incidentals account to the Office Supplies account
9. The Board voted to transfer \$729.69 from the Administrative Utilities Account to the following accounts for the purpose of balancing these accounts:

<u>Liability Insurance</u>	<u>\$589.50</u>
<u>Mileage</u>	<u>\$78.50</u>
<u>Postage</u>	<u>\$61.69</u>
TOTAL	<u>\$729.69</u>

10. The Board voted to transfer \$8,142.32 from the Highway Equipment Repair account to the Winter Roads account
11. The Board voted to transfer \$22,961.96 from the Summer Roads account to the Road Paving account
12. The Board voted to transfer \$4,568.24 from the Abatement Account to the following accounts for the purpose of balancing these accounts:

<u>Tipping Fees</u>	<u>\$1,201.61</u>
<u>Demolition Days</u>	<u>\$2,126.54</u>
<u>Health & Sanitation Wages</u>	<u>\$380.35</u>
<u>Health & Sanitation Equip. Repair</u>	<u>\$859.74</u>
TOTAL	13. <u>\$4,568.24</u>

13. The Board voted to *transfer* \$2,071.17 from the Professional Fees Account to the following accounts for the purpose of balancing these accounts:

<u>Fire Dept Operations</u>	<u>\$1,330.81</u>
<u>Fire Dept Equip</u>	<u>\$476.31</u>
<u>Fire Dept Wages</u>	<u>\$80.00</u>
<u>Fire Dept Payroll Liability</u>	<u>\$184.05</u>
<u>TOTAL</u>	<u>\$2,071.17</u>

14. The Board voted to *transfer* \$7,837.48 from the Abatement Account to the following Town Buildings accounts for the purpose of balancing these accounts:

<u>Fire Station</u>	<u>\$73.31</u>
<u>Sand/Salt Shed</u>	<u>\$7,049.38</u>
<u>Town Garage</u>	<u>\$243.07</u>
<u>Town Office</u>	<u>\$471.72</u>
<u>TOTAL</u>	<u>\$7,837.48</u>

15. The Board voted to *transfer* \$84.28 from the Cemeteries Landscape Contractor account to the Cemetery Wages account
16. The Board voted to *carry over* \$1,512.58 , the remainder of the VFD matching grants account, to next year.
17. Excise Tax Irregularities - The Board was contacted by the Waldo County sheriff's office. The investigation is ongoing.

This meeting ended at 8:08 p.m. It was video-recorded by Bridget McKeen.

Respectfully submitted by Jeanne Coleman

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