

**A Meeting of The Assessors of Monhegan Plantation was held at The School on  
December 10, 2019 at 5:30 pm**

**Attendees:** Mott Feibusch, Andrew Dalrymple, Dan Debord, Jes Stevens, Tara Hire, Lisa Brackett

**Minutes:** Approved as Read

**Warrant:** Approved as submitted for \$8,157.74

**Treasurers Report:** Submitted. November's report has been reviewed and discussed between Treasurer and First Assessor and they have come to a consensus.

**Old Business:**

**Department Reports:**

**Tax Clerk:** Voters list is being cleaned up before March. Letters are being written to those being removed from the list. Request to change voting location to the store is underway.

**Fire Dept:** 911 radios FCC license has received informal approval by MPPD for use of Power Station site. Formal approval will be drafted by MPPD and the Plantation.

Statements of concurrence (re: frequency) for FCC licensing have been received by multiple towns' fire departments.

Lincoln County Office of Emergency Management has issued agreement with Plantation to loan a tablet to the Plantation. The Plantation and Fire Dept. will review information regarding the need for purchasing a data plan for use of the tablet and it's emergency management software outside of wi-fi accessible areas.

Motion to accept Memorandum Agreement between Monhegan and Lincoln County for the purpose of receiving equipment loan of Samsung Tablet passes.

Motion to authorize the Fire Dept. to establish a data plan under the Plantation's name passes.

**CBAC Update:** The bank account has been set up and the wire transfer is being confirmed.

Motion to authorize CBAC members or board of assessors to accept grant award and sign necessary documents within required time frame passes.

**METF Update:** No Update since last post. An updated communication manager job description is being drafted between first assessor and Dan Debord.

**Sea Level Rise Project Update:** Final Reports from Baker Design Consultants are expected by the end of the year.

**FBM LLC.:** A draft easement has been written.

**New Business:**

**Administrative Assistant Position:** Draft job description was reviewed and input was received by those present at the meeting. The position's name was changed to Municipal Administrator.

**Third Assessor Position: Special Town Meeting will be held on Wednesday at 10:00 am**

Meeting adjourned at 6:45