

## MONTVILLE SELECT BOARD MEETING – MONDAY, JANUARY 6, 2020

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), Jonathan Thornhill (Plow Contractor), and Fran Gonzalez (resident / reporter for the Village Soup)

1. The agenda and minutes of December 30<sup>th</sup> were accepted.
2. Treasurer's Warrant #1 for \$56,093.02 and \$13,144.15 were approved and signed.
3. Fran Gonzalez: inquired about the Board's recent letter of intent to withdraw from the UARRC. He was advised that the contract requires a notice by December 31<sup>st</sup>; a vote at Town Meeting; and continued participation through to December 31<sup>st</sup> following the vote so the Board had to act now. A discussion followed about the Fiberight technology being used at Coastal Resources and the price per ton for sorted, and non-sorted, solid waste / recyclables.
4. Steve Lucas: spoke with the Board about the prospectus submitted by Aggressive Cuts LLC. He and Jonathan advised the Board that Nathan Northup might be a good alternative. Steve spoke with Jonathan about getting out in a timely manner to slush his roads. Steve also informed the Board that he has received complaints on Route 220 in every storm and that he has spoken with Justin about it. He additionally confirmed the loader has been fixed.
5. Jonathan Thornhill: advised Steve and the Board that the culvert on Halldale (by the Newcomb property) needs to be replaced sooner than later. He also stated that he wants to submit a bid to do brush cutting.
6. Assessing: Jeanne advised the Board that a pending Open Spaces application will be withdrawn, and the penalty paid, by the new land owner. Homestead and Abatement matters were taken up.
7. Budget Items: year-end, pre-audit, financials were discussed. Terry will speak with the auditor about the line item, and departmental, short-falls to determine what action should be undertaken as TRIO manages accounts differently than Peachtree did.
8. Bids for 31 Bragdon Road: the Board received two sealed bids. One was for \$1,100 and the other was for \$3,610. Both were less than the taxes owed and considerably less than the assessed value. The Board voted to decline both bids and Jeanne will return the deposit checks.

This meeting ended at 8:25 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, JANUARY 13, 2020

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), Herman Peaslee, Susan Shell & Glenn Widmer (Budget Committee), Chris Birge & Jason Earl (LVAS), Jonathan Thornhill (Plow Contractor), and Bonnie Hrichak (resident)

1. The agenda and minutes of January 6<sup>th</sup> were accepted.
2. Treasurer’s Warrant #1 for \$56,093.02 plus #2 for \$10,501.45 and \$1,038.84 were approved and signed.
3. LVAS Jason Earl reviewed the particulars of the 2020 request for funding. Jason and Chris Birge answered questions and also provided additional details regarding the fiscal health of the organization and the actions that they have taken to mitigate costs (i.e. inviting Palermo to subscribe). Cathy asked if a long-term plan is in place, or under consideration, regarding funding and was told there is not. Chris recommended that the Select Board sit down with the Liberty Select Board to discuss options. The Board agreed that this was a good idea and will take the necessary steps to make the meeting happen.
4. Jonathan Thornhill: advised the Board that the Penny Road, and Goosepecker Ridge Road, are so rutted up that they are causing damage to his wheels and need immediate attention. He advised that he just used the loader to repair the ruts at the Transfer Station so there is no reason that the roads could not have comparable work done. The Board will speak with Steve and Richard Peavey about the possibility of work being done on Wednesday while temperatures are above freezing.
5. Training Reimbursement: it had been brought to the Boards attention that staff has attended training and not been paid for their time and mileage. The Board invited the clerks and the treasurer to submit an accounting of their time and travel. The Board voted to approve payment of the items that were submitted for 2019.
6. Assessing: Jeanne advised the Board that a request to withdraw a property from the Farmland Program had been received; the Open Spaces withdrawal penalty had been paid; and an Abatement application had come in. Cathy will do a site review for the Abatement application.
7. 31 Bragdon Road: the Board received information that there were people interested in the property who missed the bid deadline. The Board voted to put the property back out to bid with a deadline of March 16<sup>th</sup>.
8. Packer Truck Radio: Coastal Recourses sent out a notice that trucks entering their facility must have a working radio capable of operating on Channel 3 and Channel 7 otherwise they will be turned away. Bot P. will check with Bob Demers to make sure the radio in the packer is in good working condition.
9. MMA: Randa Veilleux is requesting confirmation the file regarding the Town Clerk’s bond can be closed. The Board agreed it should be closed. Nicole Turcotte of MMA sent updated values for Town Buildings for the Board to approve. The Board asked Jeanne to acquire more information on what will happen to the premiums.
10. Martin Luther King jr Holiday: the Board voted not to meet. Jeanne will work a day shift to help out with the Municipal audit
11. Fund Transfers: the Board voted to make the following adjustments

AMOUNT	FUNDS TRANSFERRED INTO:	FUNDS TAKEN FROM:
\$869.94	(185) Elections	Consulting Fees
\$1,602.80	(330) Heating Fuel	Professional Fees
\$1,600.00	(330) Heating Fuel	Miscellaneous (Administrative)
\$1,019.89	(330) Heating Fuel	Unemployment

## MONTVILLE SELECT BOARD MEETING – MONDAY, JANUARY 27, 2020

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 (Town Treasurer), Chrissy Adamowicz (sustainable Maine Outreach Coordinator), Paige Zeigler, Michael Berry & Greg Falzetta (UARRC) plus the individuals listed on the attached attendance roster.

1. The agenda and minutes of January 13<sup>th</sup> were accepted.
2. Treasurer's Warrants: #2 for \$10,501.45 and #3 for \$2,646.86 plus #4 for \$84,713.25 and \$909.64 were approved and signed.
3. Municipal Audit: Terry briefed the Board on the Municipal audit and requested approval to reconcile four accounts per the auditor's recommendation. The Board approved the changes to the Peachtree 2010/2011/2012 ledger items; personal property delinquent taxes; open spaces penalty fee; and records preservation balance as recommended.
4. Recycling: Cathy gave attendees a synopsis of the status of the Town's packer truck and box truck. She noted that neither vehicle is expected to last through 2020 and the Select Board has been investigating every possible option available. The reduction in materials accepted by the UARRC, and the annual membership fee, has – by necessity – been factored into equation. Chrissy Adamowicz then explained that there is an Extended Producer Responsibility (EPR) bill which the Maine Dept. of Environmental Protection (DEP) recently presented to the State legislature. If passed, this bill would cover product packaging and set up a revenue stream back to Municipalities which she described as an unacknowledged part of the supply chain. The bill would mandate that manufacturers pay a fee to sell their products in Maine. The fee would be based on a sliding scale with the least recyclable packaging costing the most. The goal is to reduce the total volume of non-recyclable waste generated in Maine and to off-set the cost to Municipalities to handle recyclables. Similar laws are in place in Canada and Rhode Island and have not caused an increase in consumer prices. Meredith Coffin then spoke to the imminent changes at the UARRC. The facility has found a hauler who will pay \$36 per ton for #3 - #7 plastics; \$72 per ton for #1 plastics; \$250 per ton for colored #2 plastics; and \$1,000 a ton for #2 natural plastics. Capital improvements will have to be made at the UARRC to accommodate a contract with this hauler. The cost is projected at \$10,000 and the target date for completion is May 1, 2020. Several other people spoke on behalf of the efforts being made by the UARRC to expand their market(s) in order to recycle additional materials such as glass and rigid plastic.
5. Municipal Solid Waste Removal: Cathy briefed the Board on the quotes that she has ascertained. She will follow up for clarification on a couple of details.
6. Assessing: the Board signed an Abatement to Marie Marden; discussed a penalty for withdrawal from the Farmland Program; and the stack of deeds that need to be reviewed.
7. Training: the Board approved Real Estate TRIO training for Jeanne; Vitals, New Clerk, Town Meeting & Local Elections, and Records Management for Deputy Clerk Jody Martin plus Records Management for Deputy Clerk Katie Campbell
8. Town Report / Town Meeting: Bob P. will check with Glenn Couturier to see if he wants to be moderator again and Cathy will speak with Susan Shell about writing the dedication. A number of prospective articles for the Town Warrant were also discussed.
9. RFPS for a Reval: the Board received proposals from CMAs Amy Dunn, Robert Duplisea, David Ledew and Garnett Robinson. Each Board member will review a proposal and then pass it along. Further discussion will be held at the next Board meeting.
10. Extra Board meeting: the Board decided to reconvene on Wednesday morning at 0800 to continue to prepare for the next Budget meeting.

## **MONTVILLE SELECT BOARD MEETING – WEDNESDAY, JANUARY 29, 2020**

Present: Bob Price (1<sup>st</sup> Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), and Jeanne Coleman (Administrative Assistant). The meeting began at 0800.

1) The Board reviewed the following subjects in preparation for next Monday's budget meeting:

- The Road Commissioner position
- Road rehabilitation
- The No Spray Ordinance
- Intent to Build notifications
- The Transfer Station & MSW disposal
- Assessing Agents RFPs
- Wages for the ACO & General Assistance Administrator

This meeting ended at 10:10 a.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, FEBRUARY 3, 2020**

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), Herman Peaslee, Susan Shell, & Glenn Widmer (Budget Committee), Steve Lucas (Road Commissioner), John York (Fire Chief) Terry Fischer (Town Treasurer), plus the individuals listed on the attendance roster posted below.

1. The agenda and minutes of January 27<sup>th</sup> and 29<sup>th</sup> were accepted.
2. Treasurer's Warrants: #4 for \$84,713.25 plus #5 for \$4,542.86 and \$57,842.55 were approved and signed.
3. Budget: the Budget Committee and the Board discussed the necessity, and fiscal feasibility, of a full reval; alternatives to the current Transfer Station Operations; the advisability of withdrawing from the UARRC contract; and the cost to retaining the No Spray Ordinance. Barb Rehmyer delineated the benefits Montville residents derived from the Liberty Library in 2019 and explained the need for an increase in funding in 2020. The next Budget meeting was set for Monday February 10<sup>th</sup> at 5:30. Jeanne will put a notice out.
4. Roads: John Twomey spoke to the Board about the potential hardships for residents if Town roads were discontinued - while acknowledging the challenges of maintaining them. Cathy explained that the Board was not set on discontinuing any roads but had under-taken the task of exploring all options. Steve informed the group that some Towns hire a pick-up truck to plow dead-end roads, at a lower rate per mile, to save money. He also stated that some Towns, when feasible, hire the last resident on the road to do the plowing. It was agreed that these new options would be looked at going forward.
5. Assessing: the Board signed a letter explaining the requisite penalty for a resident looking to withdraw from the Farmland classification.
6. Town Report / Town Meeting: Bob P. has not had a chance yet to check with Glenn Couturier to see if he wants to be moderator again. Cathy will continue to try and find someone to write the dedication. Financial reports were discussed.
7. Warrant Building Workshop: Mary Thompson advised that the Grange requests an article which will seek a lifetime lease on one acre of land by the Town Office. Mary also proposed an article regarding the construction of a Pavilion on the Nash Lot. She will get specific language and details to Jeanne on Wednesday. Barbara Rehmyer had requested that the Liberty Library be given its own article and not be included in the Single Line Item table. The Board voted to leave it in the table and to expand the Library report to include more information. The Board additionally discussed the need for articles on the following topics - intent to build; renewing the GMO ordinance; the No Spray Ordinance budget; withdrawing from the UARRC; cancelling roll-off in 2020; the LVAS; and a full reval.
8. Presidents Day Holiday: the Town Office will be closed but the Board decided to meet at 4:00 to keep working on the Town Warrant.

This meeting ended at 8:58 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)

## MONTVILLE SELECT BOARD MEETING – MONDAY, FEBRUARY 10, 2020

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 Garnett Robinson (Maine Assessment & Appraisal)

1. The agenda and minutes of January 27<sup>th</sup> and 29<sup>th</sup> were accepted.
2. Treasurer's Warrants: #5 for \$57,842.55 plus #6 for \$794.87 and \$7,015.85 were approved and signed.
3. Garnett Robinson CMA: Garnett delineated, in great detail, what services his company would provide if hired as the Town's assessing agent and to do a full reval. Garnett was understanding of the Town's budget, and fiscal timeline, and agreed to adjust the two-year payment plan to whatever was best for the Town. He also volunteered to hold an informational meeting for residents, prior to Town meeting, and the Board agreed to bring it to fruition.
4. Town Report / Town Meeting: Bob P. has confirmed that Glenn Couturier will moderate the meeting. Cathy spoke with Hannah Hatfield who will work on the dedication with Susan Shell.
5. Select Board Meetings: the Board will meet tomorrow night, with the Liberty Select Board, here at the Town Office. Notices will go out immediately. The Board will also meet on Monday February 17<sup>th</sup> at 4:00 although the Town Office will be closed due to the Holiday.
6. Questions from the Municipal Auditor: the Board approved the responses prepared by the Town treasurer, Terry Fischer.
7. Training Policy: discussion was deferred to a later date.

This meeting ended at 9:38 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 – TUESDAY, FEBRUARY 11, 2020**

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 Steve Lucas (Road Commissioner)

1. Steve Lucas: Steve spoke with the Board about the 2019 budget and its impact on what could, and could not, be accomplished. He then delineated what he felt would be needed to get things done in 2020. Steve also spoke with the Board about what the Town grader might be worth if sold. He also agreed to a two-year payment plan to sell his CAT grader to the Town. The Board will be acquiring an independent appraisal of the equipment before proceeding.
2. 2020 Budget: the Board reviewed the proposed budget line item by line item and discussed what they felt to be necessary changes to resolve problems.

This meeting began at 7:25 and adjourned at 9:50 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 [tmontville@fairpoint.net](mailto:tmontville@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, FEBRUARY 17, 2020

Present: Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Susan Shell & Herman Peaslee (Budget Committee), Terry Fischer (Town Treasurer), Hannah Hatfield & Katie Campbell (Town Clerk & Depute Clerk), and Richard Peavey (prospective Road Commissioner)

1. The agenda and minutes of February 10<sup>th</sup> were accepted.
2. Treasurer's Warrant: #7 for \$1,958.59 was approved and signed
3. Clark's Scrap Metal: the Board signed a permit so Clark's can renew their State recycler's license.
4. Richard Peavey: the Board advised Richard of their concept for a full time road commissioner in the future. The need for strategic planning, putting jobs and materials out to bid, and other critical elements of the position were discussed. Richard suggested that a lot more could be done with Town equipment but it would take a second person to accomplish this. Richard was given a copy of the current snow plow contract, and Freedom's strategic plan for roads, to review as he considers whether he would be interested in the appointment for road commissioner.
5. Town Warrant / Town Report: a final list of articles, and their placement in the warrant, was determined. It was agreed that the MDOT No Spray Agreement would be included in the Town Report. The Board voted to have 250 copies of the Town Report printed.
6. Town Budget: Terry provided the following information to the Board and Budget committee as they contemplated Town finances:
  - a. there is \$350,824 in undesignated funds, but, this number is inapplicable until all outstanding tax bills have been collected
  - b. there is currently \$303,000+ in uncollected taxes which is \$40,000 higher than last year
  - c. 2015, 2016 and 2017 have foreclosed. 2018 outstanding taxes equal approximately \$75,000 and 2019 outstanding taxes are approximately \$227,000.
7. Training Policy: the Board approved the draft of the training policy.

This meeting started at 4 p.m. and ended at 8:05 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, FEBRUARY 24, 2020

Present: Bob Price (1st Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Susan Shell (Budget Committee), Jay LeGore (former 1<sup>st</sup> Selectperson) and Garnett Robinson (prospective Assessing Agent)

1. The agenda and minutes of February 11<sup>th</sup> and 17<sup>th</sup> were accepted.
2. Treasurer's Warrant #7 for \$1,958.59; plus #8 for \$757.19 and \$32,329.99 were approved and signed
3. Assessing Agent: Garnett answered Susan and Jay's questions and gave his appraisal of the current state of valuation in the Town. Garnett observed that the Town's rating (rendered by Maine Revenue Service) has fallen in the last couple of years and that the TRIO software was not being used to its full potential. Garnett gave an estimate of \$9,000 to \$9,500 to become the Town's assessing agent. When asked if he would work on a per diem basis, he advised that he would, and that his fee is \$750 a day.
4. Jay LeGore: offered to bring the electronic copy of the Town's tax maps (GIS Shape Files) up to date and keep them up to date. Jeanne will send him the list of land splits for the last two years.
5. Town Warrant / Town Report: the Board reviewed every article in the draft of the warrant and made changes as necessary. Jeanne will draw up a final copy to be signed next week. The layout of the Town Report was discussed and some small changes were agreed upon.
6. Town Laptops: the Board agreed that the out of date operating systems on the Town laptops should be upgraded to Windows 10. The cost per unit was estimated at \$90. The Board will turn in their laptops after next Monday's meeting and Bob P. will deliver them to Archangel Computers.

This meeting ended at 9:25 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 [tmontville@fairpoint.net](mailto:tmontville@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, MARCH 2, 2020

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

1. The agenda and minutes of February 24<sup>th</sup> were accepted.
2. Treasurer's Warrant #8 for \$32,329.99; plus #9 for \$3,377.06 and \$3,620.05 were approved and signed
3. Town Warrant / Town Report: the Board signed the Town Warrant and gave it to Hannah Hatfield to certify and deliver to Doug Thomas for posting. The Town Reports are expected to be done on March 11<sup>th</sup>. Bob P. will pick them up when they are ready.
4. Town Laptops: Bob P. will collect the Board's laptops after the meeting and deliver them to Archangel in Belfast sometime tomorrow.
5. Local Health Officer: the Board discussed the need to replace Jacki Ascrizzi who has resigned from the position. Cathy will ask John York if he has any suggestions.
6. Public Hearing: the Board voted to have a public hearing on the proposed Intent to Build Ordinance during their meeting on March 16<sup>th</sup>.
7. Tax Maps: Terry Fischer has requested that an e-copy of the tax maps be loaded onto her computer. Jeanne advised that she needs one too. Jay LeGore has already agreed to update the maps. Jeanne will send him the list for the last two years and ask for an estimate of when they will be done. Jeanne will also provide Jay with a USB to save the files to.

This meeting ended at 8:16 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, MARCH 9, 2020

Present: Bob Price (1st Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), and Jeanne Coleman (Administrative Assistant)

1. The agenda and minutes of March 2<sup>nd</sup> were accepted.
2. Treasurer's Warrant #9 for \$3,377.06 plus #10 for \$75,670.98 and \$1,782.97 were approved and signed
3. Local Health Officer: the Board has not yet received any recommendations for the position. Jeanne will put out a note next week seeding volunteers.
4. Tax Maps: Jeanne advised the Board that Jay has been working on the updates and suggested a different mapping software for the office. The Board decided to ask prospective assessing agents what they use.
5. Administrative Assistant: The Board approved the job description to be used to recruit a new Administrative Assistant. Jeanne will post the job on MMA and Maine Job Link and also send out a notice locally. The deadline for applications will be April 6<sup>th</sup>; interviews will be conducted the week of April 13<sup>th</sup> and the selected candidate will start on April 27<sup>th</sup>.
6. Maintaining Local Bridges workshop: Bob L. will talk to Richard Peavey about attending.
7. CMP Bills: the Board will read the research material that Jeanne gave them and discuss cascading vs. percent allocation net energy billing at a later date.

This meeting ended at 8:13 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, MARCH 16, 2020**

Present: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), John York (Fire Chief), Doug Thomas and Bill Spaulding (Montville Vol Fire Dept.), and Steve Lucas (Road Commissioner)

1. The agenda and minutes of March 9<sup>th</sup> were accepted.
2. Treasurer's Warrant #10 for \$75,670.98 plus #11 for \$5,969.25 and \$1,951.23 were approved and signed
3. Covid-19 Response: the Board and representatives from the Fire Department drafted a letter to residents. The current status of Town Office operations was outlined and available resources were delineated. Jeanne will get the letter printed on Wednesday and ask the clerk and treasurer for assistance getting it into the mail to everyone.
4. 31 Bragdon Road: the Board opened the sealed bid and accepted Henry Spaulding's offer of \$6,000. Henry came in for a minute and was advised of the decision.
5. Board Meeting next week: the Board agreed to meet next week pending developments that would cause them to cancel. Jeanne will start to work from home after Wednesday due to a compromised immune system.

This meeting ended at 7:33 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, MARCH 23, 2020

Present: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Admin. Assistant via Zoom Meeting), John York (Fire Chief), Jim and Matt Murphy (prospective assessing agents), and Jay LeGore (former 1<sup>st</sup> Selectperson - via phone conference)

1. The agenda and minutes of March 16<sup>th</sup> were accepted.
2. Treasurer's Warrant #11 for \$5,969.25 plus #12 for \$4,404.97 and \$877.77 were approved and signed
3. Assessing Agent: Jim Murphy delineated their methodology and fee structure. They projected that they would need 4 or 5 days to start (at \$500 per day) and would average one day a month after commitment. Once they were thoroughly familiar with the Town, and its tax records, it was anticipated that it would take them less time to manage the assessing. Jim recommended a long range plan with an eye towards a reval years down the road. It was agreed that Jay could help orientate them to the Town's records and maps. It was also agreed that the Board could continue to do town-wide site reviews to identify new construction and other areas of targeted concern. After the Murphys departed, the Board discussed all of their options and voted to hire the Murphys as agents using money from undesignated funds. It is noted that the Board consulted with MMA legal earlier in the day before making this fiscal decision.
4. Food Pantry: John was asked if he thought it would be feasible for the Fire Department to become a collection point for canned goods targeted for area food pantries. John did not feel that it was because the Montville Fire Station is not manned. He pointed out that there are EMTs at the Liberty Fire House which is why the process works there. Cathy will speak with Elise Brown about Liberty's food collection operation and also what access Montville residents have at the two food pantries located in Liberty.
5. Covid-19 Response: the Board voted to create a Zoom Meeting account and to conduct their Board meetings from that platform until further notice. Bob P. will set up the account and Jeanne will send a notice out to residents once everything is in place. John advised that Dale Rowley, Waldo County EMS Director, wants to do another conference call with Town officials. He will provide more details once they are known. Jeanne spoke with the Board about General Assistance and the need to change protocols. The situation is influx and adjustments will be made as needed.
6. Transfer Station: the Board discussed Transfer Station operations and agreed that it would be best to only have one person work at a time. Bob P. will speak with them and work out the details.
7. Aggressive Cuts LLC: had sent an inquiry about going forward with their proposed vegetation management plan. Cathy will contact them to let them know that Town Meeting has been postponed and consequently the matter has not been voted on.
8. Tree Growth Application: Jeanne advised the Board that there is a tree growth application pending their review. Bob P. will look at the file.

This meeting ended at 8:18 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)

## MONTVILLE SELECT BOARD MEETING – MONDAY, MARCH 30, 2020

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Hannah Hatfield (Town Clerk), Terry Fischer (Tax Collector), Karen York (Fire Warden), and Jay LeGore (resident)

1. The agenda and minutes of March 23<sup>rd</sup> were accepted.
2. Treasurer’s Warrant #13 for \$1,372.14 (payroll) and \$3,954.11 (AP) were approved and signed
3. 31 Bragdon Road: Terry reported that there was \$1,080 left over after the back taxes were paid. The Board voted to use the money to off-set the cost of the assessing agent.
4. Food Pantry: Cathy confirmed that Montville residents have access to the two food pantries located in Liberty and can donate canned goods via the Liberty Fire Department. Cathy also reported that RSU3 is willing to put flyers in with the meals that they are delivering to area families so that information about all resources can be more widely distributed
5. Covid-19 Notices: It was agreed that flyers regarding resources should be placed at the Transfer Station and on the bulletin board at Peavey’s store. Jeanne will draft something and send it out.
6. Credit Card: the Board discussed the fact that the Town only has a debit card and not a credit card. Terry affirmed that the debit card is only used for web hosting services at this time. Terry offered to contact Camden National to see what credit card options are available. The Board accepted the offer and agreed that a credit card affords more security than a debit card.
7. Appointments: Cathy will speak with Paige Zeigler to determine if he is willing to retain the post as UARRC representative. Cathy will also speak with Doctor Matthew Molison again to determine if he is willing to accept the position of Public Health Officer. Cathy agreed to stay on as the E911 Addressing Officer; Hannah agreed to stay on as the Public Access Officer; and Jeanne agreed to stay on as the General Assistance Administrator. The Board voted to retain the Nerbers as ACOs; Mary Thompson as Election Warden; and Bob Temple as CEO / Plumbing Inspector. The Board also voted to appoint Richard Peavey as Road Commissioner and accepted Hannah’s recommendations for election workers who are

Doris Palmer	Barbara Boulay	Patricia Crawford
Deborah Laskey	Daniel Masessa	John Billings
Linda Dartt	Theresa Fischer	Laurie Foy
Larkspur Morton	Glenn Visser	Susan Jones
Charles Martin Jr	Jaimie Canavan	Elizabeth Sizeler
Karen York		

8. Salt: Jeanne advised the Board that she replied to the request for an estimate from the Knox County Collective Purchasing Group. She noted that Steve Lucas had arranged for the Town to participate in this group for a reduced price on salt. She also noted that Steve had requested 400 ton in his budget for next winter so that is the (non-binding) amount she submitted.
9. Assessing: Jeanne informed the Board that Matt Murphy would be able to start the position of assessing agent in mid to late April. It was agreed that the Board would do a survey of the Town to look for new construction prior to that. It was also agreed that Jay would meet with Matt early on to explain his actions during the transition from MuniAd to TRIO and how he generated electronic copies of the Town maps.
10. Executive Session: pursuant to 1 M RSA §405(6)(7) the Board ended the public portion of the meeting and went into executive session.

This meeting ended at 7:44 p.m.

## MONTVILLE SELECT BOARD MEETING – MONDAY, APRIL 6, 2020

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Hannah Hatfield (Town Clerk), Terry Fischer (Tax Collector), Richard Peavey (Road Commissioner) John & Karen York (Montville VFD), and Susan Shell (resident)

1. The agenda and minutes of March 30<sup>th</sup> were accepted.
2. Treasurer's Warrant #14 for \$2,795.57 (payroll) and \$52,203.01 (AP) were approved and signed
3. Emergency Management Report: Cathy gave a summary of how the volunteer group handling the phone bank is doing. Hannah noted that the phone list is predominantly seniors and that more information is needed regarding families with kids. The Board approved a flyer that is to be put in with meals being distributed through the school system. Jeanne will work out the details with Nicole Hubbard. Karen and John gave a summary of what EMS has been doing. A follow-up Zoom meeting was scheduled for Wednesday afternoon which Jeanne will up. The Board approved \$3,300 for Terry to put into the Covid-19 response fund. It is anticipated that FEMA will reimburse 75% of the expenses incurred during the State of Emergency. John and Karen will let Jeanne know who the designated contact person should be for the FEMA portal.
4. Revenue: Terry advised the Board that after payroll checks are cut there will be \$175,727.59 left in the checking account. She stated that she had just received a bill from LVAS for \$17,000 and asked the Board to consider how much of it should be paid at this time. Terry also informed the Board that Revenue Sharing from the State is expected to be less than what was originally projected. Terry will be working on getting lien notices out for 2019 taxes – per State law.
5. Appointments: Jeanne drew up the requisite paperwork which the Board needs to sign. Hannah will contact the designated officials to get them sworn in. Cathy will try to contact Paige Zeigler and Doctor Matthew Molison to determine if they will agree to serve.
6. Assessing: Jeanne contacted Jim and Matt Murphy and they will participate in next week's Zoom Board meeting to work out some details.
7. Road Issues: Richard informed the Board that he has been surveying roads and they are not as bad as he anticipated. Today he graded Burnham Hill Rd and expects to grade the Choate Rd. tomorrow. Lucas Construction did culvert work on Haystack Mountain Road and used a Harley Rake on the Peavey Town Road and Morrill Road. Richard is checking with area contractors to get prices for heavy equipment work and gravel. He has signed up for the webinar on Stream Smart Culverts and Jeanne will let him know when the MDOT bridge training is rescheduled.
8. Executive Session: pursuant to 1 MRSA §405(6)(7) the Board ended the public portion of the meeting and went into executive session.

This meeting ended at 8:26 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)

## MONTVILLE SELECT BOARD MEETING – WEDNESDAY, APRIL 15, 2020

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Hannah Hatfield (Town Clerk), Jim Murphy (assessing Agent), and Jay LeGore (resident)

1. The agenda and minutes of April 6<sup>th</sup> were accepted.
2. Treasurer's Warrant #15 for \$2,820.03 (payroll) and \$9,934.73 (AP) were approved and signed
3. Assessing: Jim Murphy advised that they would begin by conducting roadside inspections and follow up in 60 days with residents if necessary. Jim confirmed that he and Matt would handle all deeds, applications and reports. He stated that they anticipate working at the Town Office once a month and will enter assessing data in real time. It was noted that more days might be needed to be ready for commitment in July. Jim agreed to order two sets of door signs from Vista Print and the Town will reimburse him. The Board will submit a list of properties to be reviewed to Jeanne who will collate the list and get it to the Murphys. Jay will send the Murphys information regarding his actions during the transition from MuniAd to Trio.
4. Covid-19 Response: Cathy noted that the phone bank was temporarily shut down due to the two storms and the protracted power-outage. There was a discussion about collecting donations of money, and gift cards, to help with the high demand for food. It was agreed that gift cards in the amount of \$50 per adult, and \$25 per child, will be given to households in need. Jeanne and Hannah will send out notices telling residents how they can help.
5. Appointments: Hannah will print the documents for Bob L. to sign and then contact the designated officials to get them sworn in following the recommended Covid-19 protocols.
6. Credit Card: Jeanne conveyed the information that Terry had ascertained. There are two options: one has no fees and no rewards and the other has a \$99 annual fee and rewards. The Board agreed that the no fee card would be best. The Board deferred on who to select as the alternate signature authority to the Treasurer for the time being.
7. Road Issues: there was significant road damage incurred during the snow storm and rain / wind storm of the past week. Bob L. reported that he surveyed roads with Richard Peavey and that crews were hired to do emergency road work. Jack Martin did some repairs on the Morrill Road bridge; Lucas Construction repaired the North Ridge Road culvert; and Jonathan Thornhill worked on tree / limb issues. Work was also done on the Haystack Mountain Road culvert. Culverts that had lifted, but were passable, were noted and left until things dry up. Cathy and Jeanne both did research on mitigation grants, and other possible revenue, to cover the cost of repairs. No money is available at this time but Cathy will follow up with Dale Rowley who is looking into having Waldo County classified as being in a storm-related State of Emergency. Bob L. will advise Richard to seek bids for long-term road repairs. Jeanne will research the average wage paid to road crews and heavy equipment operators for comparison.
8. Patriot's Day Holiday: the Board voted not to meet next Monday night April 20<sup>th</sup>
9. Executive Session: pursuant to 1 MRSA §405(6)(7) the Board ended the public portion of the meeting and went into executive session to discuss personnel matters.

This meeting ended at 8:40 p.m.

Respectfully submitted by Jeanne Coleman

Contact emails:

Bob Price, 1<sup>st</sup> Selectperson/Assessor montville@fairpoint.net



## **MONTVILLE SELECT BOARD MEETING – TUESDAY APRIL 21, 2020**

Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Richard Peavey (Road Commissioner), Terry Fischer (Town Treasurer), and Katie Campbell (applicant). Meeting held at the Town House using Social Distancing rules

1. The agenda and minutes of April 15<sup>th</sup> were accepted.
2. Treasurer's Warrant #16 for \$2,027.88 (payroll) was approved and signed
3. Outstanding Taxes: Terry reported that a total of \$228,799.65 is due for the tax years 2016 through 2019. She advised the Board that the 2019 lien notices have gone out with a cover letter explaining that, unlike other deadlines, the State had not extended this deadline due to Covid-19
4. Executive Session: pursuant to 1 MRSA §405(6)(7) the Board ended the public portion of the meeting and went into executive session to discuss personnel matters.

This meeting began at 3:30 and ended at 5:38 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 27, 2020

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Terry Fischer (Town Treasurer), Hannah Hatfield (Town Clerk), Karen York (Montville VFD), and Jay LeGore (resident)

1. The agenda and minutes of April 21<sup>st</sup> were accepted.
2. Treasurer's Warrant #17 for \$2,204.63 (payroll) and \$20,946.42 (AP) were approved and signed
3. Administrative Assistant the Board announced its decision to hire Katie Campbell as the new Administrative assistant to the Select Board. Jeanne delineated her proposed training protocol.
4. Appointments: Paige Zeigler has affirmed that he will stay on the UARRC Board for another three year term. Katie Campbell will become the new General Assistance Administrator when she takes over the duties of Administrative Assistant. Jeanne will draw up the paperwork and make sure that it gets signed and delivered to Hannah. The Board will continue to search for a new Local Health Officer. Bob P. will speak with Martha Coleman about the position.
5. Credit Card: after some discussion it was decided that the Treasurer, and Deputy Treasurer, should be the two signature authorities for the credit card. Terry will handle the paperwork.
6. Road Issues: the bridge on the Morse Road remains closed. Residents are anxious to have it reopened but Richard Peavey does not feel that it is safe to do so. The Board agreed that it would be best if a MDOT engineer evaluated it to determine the best way to repair it. Jeanne will contact LRAP and ask for assistance. The Board also discussed the mounting cost of road repairs caused by the back to back storms in early in the month. A tally of the expenses needs to be sent to Waldo EMS to bolster the request for a State of Emergency declaration. Karen York provided the Board with the wage scale put out by the Dept. of Labor for Public Works personnel working on State / Federal Aid projects. Jeanne will send the Public Works Salary survey from MMA to the Board and Road Commissioner again as a word document.
7. Residents Questions: a resident asked if the Town would start accepting returnable bottles so that people could get rid of them and the Town could make a little money. It was determined that there was nowhere to store the containers and the Town had no way to dispose of them either. Another resident asked about Roll-Off. Since there is an article in this year's warrant that matter will be determined when there is a Town Meeting.
8. Executive Session: pursuant to 1 MRSA §405(6)(7) the Board ended the public portion of the meeting and went into executive session to discuss personnel matters.

This meeting ended at 7:56 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, MAY 4, 2020

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Katie Campbell (Administrative Assistant in training), Terry Fischer (Town Treasurer), Hannah Hatfield (Town Clerk), and Karen York (Montville VFD)

1. The agenda and minutes of April 27<sup>st</sup> were accepted.
2. Treasurer's Warrant #18 for \$6,515.08 (payroll run #1); \$578.62 (payroll run #2); and \$41,590.65 (AP) were approved and signed
3. Roads: Bob Price, Bob LeRoy and Richard Peavey will be meeting with Cy Adams (MDOT) to examine the bridge on the Morse Road tomorrow morning at 9:00 a.m. The culverts were cleared on the Morse Road and ditching was done on the Morrill Road. Grading has been done on the Morrill Road and Hidden Valley Camp Road. Jack Martin and Jonathan Thornhill have continued to do brush clearing as needed around Town. A question came up regarding the road designation for Town roads. Jeanne will contact MDOT LRAP to see if they have a list and Katie volunteered to check with the county.
4. Phone Bank: Cathy reported that there are approximately 150 to 200 residents left who need to be called and that more volunteers are needed. She will try to recruit some help. Cathy also reported that \$300 in Hannaford Gift Cards has been given out and she will check with Karen York to determine if someone should follow up with the recipients.
5. Assessing: Jeanne got the assessor's work station set up and conferred with TRIO tech support to provide access the Town's tax database. Matt Murphy has advised that he will begin working in Montville on May 14<sup>th</sup>. The Board discussed how best to do their reviews of the Town. It was agreed that commercial properties, gravel pits, and the dam at Trues Pond would be on the priority list given to Matt. Jeanne will follow up with Jim Murphy regarding the magnetic car signs. She will also create ID badges for the Board to use while out assessing.
6. MRS Audit: Jeanne confirmed that the Maine Revenue Service audit will take place this Thursday morning. The latest sales list was discussed and Terry explained Turnkey Homes protocol as it related to that list.
7. UARRC reopening: Cathy advised that the UARRC is reopening. Residents can bring their recyclables there but it is self-serve and the staff will not be handling any of the materials. The Board discussed taking recyclables at the Transfer Station but agreed it was not feasible at this time. Jeanne and Hannah will put a notice out to residents.
8. Town Office Moving Forward: a number of proposals were offered about how to move forward. Given the complexity of the situation it was agreed that more time was needed to consider the options and to review the State guidelines.
9. Town Meeting / Commitment: due to the State of Emergency limit on the size of gatherings Town Meeting cannot be held - even outdoors. MMA is currently in touch with the Governor's Office trying to work out viable options for Town Meetings to take place. Commitment without a Town Warrant having been passed was discussed. More research is needed.
10. Packer Truck: the Town of Freedom is drafting a proposal regarding their packer truck being used in Montville. They have requested the tonnage from 2019 to calculate a cost. Terry will research the numbers and provide them to Bo P. and he will give them to Freedom.
11. Executive Session: pursuant to 1 MRSA §405(6)(7) the Board ended the public portion of the meeting and went into executive session to discuss personnel matters.

This meeting ended at 8:32 p.m.

## MONTVILLE SELECT BOARD MEETING – MONDAY, MAY 11, 2020

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Jeanne Coleman (Administrative Assistant), Katie Campbell (Administrative Assistant in training), Terry Fischer (Town Treasurer), Hannah Hatfield (Town Clerk), Richard Peavey (Road Commissioner) and Noah Murdock (resident)

1. The agenda and minutes of May 4<sup>th</sup> were accepted.
2. Treasurer's Warrant #19 for \$2,251.51 (payroll) and \$15,987.70 (AP) were approved and signed
3. Noah Murdock: informed the Board that he has three young children one of whom is just learning to ride a bike. He expressed a concern about cars traveling at excess speed on the Center Road. After some discussion it was agreed that the Town's dynamic speed limit sign would be placed, near his residence, to help mitigate the situation.
4. Roads: Richard acquired several quotes for the Morse Road bridge reconstruction and advocated for the quote submitted by Dave's World. The Board voted to accept that quote and instructed Richard to contact Tammy Reynolds tomorrow to start things moving forward. Bob P. will create a document to consummate the contract. Richard also spoke about the urgent need for culverts to be cleaned out. He will speak with John York about using the Fire Department to flush them out with water. Richard asked about the Town hiring a part-time person to assist with road projects. The Board requested an estimate of hours per month and a recommendation for wages. The Board also requested a list of projects from Richard that he thought should be given priority status this summer. The issue of road rod-width was discussed again. Katie will do some research through the records at Waldo County.
5. Assessing: Jeanne sent information about gravel pits, commercial properties, and waterfronts to the Murphys. Jim Murphy had responded by expressing concern over the amount of proposed work in the limited amount of time prior to commitment. A Zoom meeting will be set up between the Murphys and Bob P. and Cathy so the details can be worked out.
6. Town Operations: the Board voted to leave the Town Office, and Transfer Station, operations as they are until June 1<sup>st</sup>. Gubernatorial orders, and CDC recommendations, will be assessed at that time and plans to move forward will be crafted accordingly.
7. MRS Audit: Jeanne described last week's Maine Revenue Service audit to the Board. She noted that the same Personal Property estimate will be used again this year in the Certified Ratio calculation. Also, that a corrective affidavit will be sent by MRS regarding the Certified Ratio used in last year's tax commitment.
8. Randy Hayes: The Board approved the draft of a response denying Randy Hayes' demand for restitution. It is noted that the MMA Legal Division affirmed that he had no standing. Also, that the Town has the right, and responsibility, to do maintenance on road right-of-ways. The letter will be sent by certified mail.
9. Voluntary Tax Payments Cathy will draft a letter to residents to update them on Town operations and to ask for voluntary pre-payment of 2020 taxes.

This meeting ended at 8:41 p.m.

Respectfully submitted by Jeanne Coleman

Contact emails:

Bob Price, 1<sup>st</sup> Selectperson/Assessor montville@fairpoint.net

Cathy Roberts, 2<sup>nd</sup> Selectperson/Assessor montville2nd@fairpoint.net

## **MONTVILLE SELECT BOARD MEETING –MONDAY, MAY 18, 2020**

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Jeanne Coleman (Administrative Assistant), Katie Campbell (Administrative Assistant in training), Terry Fischer (Town Treasurer), Hannah Hatfield (Town Clerk),

1. The agenda and minutes of May 11<sup>th</sup> were accepted.
2. Treasurer's Warrant: #20 for \$2569.21 (payroll) and \$10,736.73 (AP) were approved and signed.
3. Snow Storm clean-up: Town is trying to determine total cost of clean-up after the snowstorm of April 9. Treasurer will get more information about details of hours worked by fire department. Terry F. had heard from Richard Peavey that about half of the brush removal was complete. She would try to get an estimate for the remainder of the work. Hannah H. heard from Dale Rowley that the State was not going to declare an emergency, so there would be no funds available to pay for damage. Cathy R. planned to follow up with John York and possibly Paige Zeigler and/or Erin Herbig.
4. Tax Liens: Discussion about Governor's order to allow towns to delay sending out tax liens. Terry F. explained that the 30 day notices had already been sent out, at a cost of almost \$1000 to the town. Her recommendation was to leave things as they were. To extend would mean sending notices again, which would incur additional cost. It would also mean that the new 30 day deadline would fall almost at the same time as 2020 taxes were due. It was agreed by the Board to leave the situation as it was. Terry will take liens to the Registry of Deeds on Friday, May 22.
5. Roads: The Morse Road bridge has been re-opened. Terry will contact Dave's World for details of the invoice that was just over \$12,000. The cost will be under storm damage.
6. Assessing: Agent Matt Murphy will need keys to building and alarm codes. Jeanne will take care of that. Cathy and Bob P. are doing drive-by of properties and will be sending in notes for Matt. Cathy reported that Peter Kassen asked to be notified before anyone drove down to Hidden Valley Camp. Much discussion about whether or not all of the shoreland and waterfront properties in town are being correctly assessed. There needs to be work done creating lists and checking to see if the properties are being assessed as waterfront. There are a number of properties on Ledge Pond and on Freedom Pond that do not seem to be taxed at all.
7. Voluntary Tax Payments: The Board approved a letter drafted by Cathy to be sent to all Residents updating them on Town operations and asking for voluntary pre-payment of 2020 taxes.
8. Town Office Operations: Until at least June 1, the Town will continue to conduct business through the window on the porch. Bob Price will begin work on enclosing part of it to provide protection from rain. Cathy will follow up with Dale Rowley about obtaining Personal Protective Equipment and supplies. There was further discussion about constructing some sort of window in the door of the Clerk/Treasurer's office that would allow customers to be in the lobby, without actually entering the Clerk/Treasurer office. Hannah Hatfield announced her intention to resign as Town Clerk in the coming weeks. She recommended the Select Board appoint Katie Campbell as Town Clerk until the next Town Meeting, when a new Clerk can be elected.
9. MRS Affidavit: The corrected affidavit will be on the table in the meeting room for Select Board to sign and have notarized.
10. Volunteer Insurance: The Board agreed to renew the Town's volunteer Insurance policy at \$2 per head.
11. Memorial Day: The Board voted to observe Memorial Day and not hold a meeting on Monday, May 25.
12. Cathy reported an update on the No Spray Ordinance. The State required that the Town vote on a budget, which the Town was unable to do because Town Meeting has been postponed. There is no extension offered, meaning that residents will have to make their own agreements with CMP not to spray.
13. Finally, the Board wanted to thank Jeanne Coleman for her years of exemplary service to the Town as Administrative Assistant. She will be sorely missed.

This meeting ended at 8:24 p.m.

Respectfully submitted by Kathryn Campbell

Contact emails:

Bob Price, 1st Selectperson/Assessor montville@fairpoint.net

## **MONTVILLE SELECT BOARD MEETING –MONDAY, June 1, 2020**

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant) Terry Fischer (Town Treasurer), Hannah Hatfield (Town Clerk),

1. The agenda and minutes of May 18<sup>th</sup> were accepted.
2. Treasurer's Warrant: 21 for \$2617.75 and 22 for \$2218.24(payroll) and 22 for \$28,121.48 (accounts payable) were approved.
3. Assessing: Assessing agent has completed updating homestead exemptions and will begin visiting some sites next week. Bob will meet with agent to discuss possibility of his working with the Town for an additional 2-3 days to help with tax commitment in July. Terry thought there was money in the budge to allow this.
4. Tax Liens: Terry took 103 liens to the Registry of Deeds. That was less than half of the properties that received 30-day notices.
5. Roads: Crew is still clearing brush along the roads as part of storm clean-up. Bob Price will be putting the speed limit sign up on Center Road, at request of residents, and will then move it to Halldale. There was a suggestion to use a traffic counter to determine which roads were most heavily travelled, which could then help determine priorities for repair and improvements. Katie will contact Sheriff's department to see what is available. Freedom has agreed to do some ditching on Goosepecker Ridge Road, as a part of a shared summer/winter maintenance agreement between towns.
5. Town Office Operations: The clerk's office will expand hours starting the week of June 8, but will continue to work through the window on the porch. Bob Price will look into constructing some sort of insert to make window operations more user friendly. The Registrar's computer is defunct and needs to be replaced to comply with State Law.
6. Bog Road property: Cathy is still waiting to connect with Bob Temple to review property; she will update.
7. Internet/email: The Town internet service and email accounts are paid for by the State of Maine which saves the Town money but means that we do not have the ability to change passwords or upgrade the internet speed. The computer consultant indicated that we should have a minimum of 10mb speed to handle the network but we currently only get 2mb. Katie will look into other options.
8. Security System: One of the panic buttons issued by the security company is not reliable because it is too far from the base unit. Cost to boost would be approximately \$128. Bob Price will talk to security company because job was not completed according to estimate.
9. Town Meeting: The Town is waiting to hear the Governor's recommendations about holding Town Meetings.
10. Historical Society: Debi Stevens asked Cathy to raise several issues: A) Ditching still needs to be done behind schoolhouse. This has been on on-going problem for years. Richard Peavey will need to address. B) Someone should address the brown-tail moth nests in the trees outside Town House. Terry volunteered to call Peter Brady and ask his advice. C) Debi is looking into historically appropriate doors to replace the rotting ones on the Town House.
- 11 Packer Truck: The packer truck will not pass inspection. Bob Price will talk to Freedom about possibilities.
12. Recycling: The Town had asked for an extension on the decision to leave the Unity Area Regional Recycling Center (UARRC) due to the delayed Town Meeting and inability to hold the required vote. UARRC granted the extension.
13. Fire Department: Cathy met with John York, who had several questions for the Board: A) Can the fire truck be used for either graduation drive-bys or birthday parties? Board agreed that graduations was fine. General agreement that birthday parties were not a good idea unless there was a donation attached and even then it should be left up to John to decide if wanted the fire department to do that sort of thing. B) He needs to replace the security camera C) He wants to look into installing a gasoline tank. The Board agreed that there needs to be a very detailed plan for accountability and security, as well as a detailed plan for the safety issues involved in having a large gas tank installed on the property. D) The fire department wants to hire someone for approximately 5 hours a month to do basic record keeping. E) If fire department employees are hired by Richard to help with road projects, what should be rate of pay? Richard will need to answer. F) Further discussion about Terry's need to verify fire department wages

## MONTVILLE SELECT BOARD MEETING –MONDAY, June 8, 2020

Present via Zoom Meeting: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant) Terry Fischer (Town Treasurer), Hannah Hatfield (Deputy Clerk), Anna Fiedler (from Midcoast Conservancy), Chris Schorn (Midcoast Conservancy and peter Sheff (resident); Matt Murphy (Assessing Agent)

1. The agenda and minutes of June 1st were accepted.

2. Open to the Public: **A)** Resident Peter Sheff asked for clarification of his property's status as either farmland or tree growth. He has a farmland exemption but had never intended to have tree growth for the remainder of the property. The Board agreed to have him pay the difference of what the taxes would have been but to waive the penalty for taking property out of tree growth. **B)** The representatives from Midcoast Conservancy asked for tax exempt status on the properties which they acquired in 2019. They did not ask for a change in the status of the properties which they had prior to 2019 (i.e. those properties which they took over from Sheepscot Wellspring Land Alliance). The properties in question are two parcels and parts of two others: Map/Lot 21-05 and Map/Lot 15-08 are the two complete parcels. 15.5 acres of Map/Lot 21-13 and 3.5 acres of Map/Lot 21-03. They proposed getting tax exempt status for those pieces and then would consider making a donation.. They have a similar arrangement with other towns and pay the equivalent of 5% of what the taxes would be. The Board will meet with the assessing agent to discuss the proposal before making a final decision. In addition to the request, they provided updates on the projects and status of the lands they maintain. The most exciting news was that Atlantic salmon have successfully navigated the Sheepscot River and had 7 documented nests as far up as Montville.

2. Treasurer's Warrant: 23 for \$2617.75 (payroll) and 22 for \$28,121.48(AP) and 23 for \$32,190.15 (AP) were approved.

3. Assessing: Bob Price and Cathy Roberts will meet with Assessing agent Matt Murphy on Thursday to get an update and discuss future work plans.

4. Road Work: Work continues on brush clearing and storm clean-up; Richard will look into renting a chipper. Bob LeRoy will follow up with issues of mowing. Richard also needs help periodically to speed up work. General discussion about wages to pay for people who would be operating heavy equipment. Proposal is to pay \$17.50 for equipment operation and \$15.00 for general help. The Board agreed to hold the Board meeting next week in the Town House to meet with Richard in person.

5. Town Office Operations: The clerk's office has expanded hours and is now open for window transactions Monday (noon to 5), Wednesday (7-2) and Friday (9-2). The Tax Collector will work Monday (10-5) and Wednesdays (10-4). Katie will contact MMA regarding Town meeting

6. Shoreland Zoning inquiry: Bob Temple will send a letter of inquiry to determine if there is a code violation.

7. Internet/email: Still no response from the State, despite repeated calls. The Town is unable to make any changes to the email accounts which presents a security problem.

8. Packer Truck: Because the packer truck is no longer usable, the Town asked Freedom for a bid that would involve Freedom picking up town garbage. Bob Price will get clarification as to whether or not the bid included an attendant and what hours their truck would be available. Terry will put together numbers on what we have been paying, including attendants, UARRC membership, etc. for comparison. Agreement that next week the Board will discuss whether or not the Town can resume taking recyclables and/or hold a Roll-Off day, given the restrictions in place from COVID-19.

9. Historical Society: Agreement that Debi Stevens should call Richard and speak with him directly about ditching project. Bob Price will look at tree branches that need trimming.

10. Cemetery Mowing: The people who were contracted to mow Mt. Repose and Greenwoods cemetery have had to cancel the contract for personal reasons. Bob Price indicated that the person who mows in Freedom might be interested; Bob will follow up. Hannah suggested that the person who mows Halldale Cemetery might be interested. There was also a suggestion that fire department workers might want extra work and would be available..

11. The Board entered an Executive Session, pursuant to 1M.R.S.A. §405(6)(E).

The meeting was adjourned at 8:36 PM

Respectfully submitted by Kathryn Campbell  
Contact emails:

## **MONTVILLE SELECT BOARD MEETING –MONDAY, June 15, 2020**

Present at the Montville Town House: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant) Terry Fischer (Town Treasurer), Richard Peavey (Road Commissioner), Jonathan Thornhill (resident), Mary Thompson (resident), Diana Chapin (resident)

1. The agenda and minutes of June 8st were accepted.

2. Open to the Public: A)-Diana Chapin spoke regarding last week's request from Midcoast Conservancy for tax exempt status for the properties they acquired in 2019. She has done quite a bit of research on land trusts and the impact they have on communities. Diana expressed concern that an exemption ultimately shifts an additional tax burden onto residents, many of whom are already struggling. She also pointed out this would set a precedent for the future and possibly for other organizations. Diana asked that the Select Board deny the request. Mary Thompson suggested that residents should have the right to vote on the matter at Town Meeting. The Select Board agreed unanimously to delay the request and agreed to address this issue in the warrant next year. **B**) Mary Thompson asked about the status of Town Meeting and Field Day. This generated discussion about whether or not the Town should follow the Guidelines issued by the Governor's office regarding opening of Town Offices and holding Town Meetings. These guidelines prohibit indoor or outdoor gatherings of more than 50 people, meaning that neither Town Meeting nor Field Day can be held in accordance with the guidelines. The Select Board agreed unanimously that the Town will adhere to the guidelines.

2. Treasurer's Warrant: 24 for \$1,948.74 (payroll) and 23 for \$32,190.15 (AP final) were approved. Terry gave an update on property taxes: There were 115 accounts from 2019 that have not been paid; there are 51 accounts still outstanding from 2018 and 5 from 2017 that will be foreclosed.

3. Assessing: Bob Price and Cathy Roberts met with Assessing agent Matt Murphy on Thursday. He will be visiting commercial properties and new construction sites.

4. Road Work: Richard had an estimate for mowing the sides of the roads from Roy Greeley for \$2200. He has done the work in the past and Richard thought it was a good price. The Board agreed to hire Roy Greeley. Brush pick-up should be finished this week. Repairing washouts and culverts is the next priority. Richard has been getting gravel quotes from various companies. He indicated that different companies may be used for different parts of town because it could decrease delivery/hauling fees.

5. Town Office Operations: The clerk's office has expanded hours and is now open for window transactions Monday (noon to 5), Wednesday (7-2) and Friday (9-2). The Tax Collector will work Monday (10-5) and Wednesdays (10-4). The office has been extremely busy and could be more productive if the broken computer were replaced, allowing 2 clerks to work at the same time. Katie will order. There is money in the office equipment budget to pay for it. For many years the State has paid for the Town's internet service; that is going to end and the Town is going to have to pay for our own service. This will be an additional expense but will allow for much faster speed, which would vastly improve the functioning of the network, according to the computer consultant.

6. Packer Truck/Transfer Station: The Freedom Town bid for providing a replacement to the Packer truck did include a person to operate it for the 6 hours the Transfer Station is open. Bob Price will confirm when the Montville truck's inspection expires, which will determine when we need Freedom truck to start. Terry stressed the need for the Town switch completely to a sticker system for trash and move away from handling any money at the transfer station. She will look into purchasing stickers that would be available for purchase at the Town office, or through the mail. The Town can start accepting recyclables again as of July 11. There is a tentative plan to hold a Roll-Off in August. Katie will contact various companies for quotes.

8. Cemetery Mowing: All agreed that the cemeteries are in urgent need of mowing. Bob Price received a verbal bid from Marcus Lowe, of Freedom; Greg Mathieson did not respond to Bob's call; Glen Widmer&Sons submitted a bid via email. Katie will call John York, who had also expressed an interest. Unanimous agreement that the work needs to start ASAP.

9. Fire Door on vault: Katie raised the possibility that the door on the Town vault does not meet State guidelines issued by the State Archives. She will investigate further.

10. Keep ME Healthy: The Maine CDC has grant money available under the "Keep ME Healthy" program. The deadline for application is June 22. Katie will attend webinar on Tuesday that should provide more information. It



## **MONTVILLE SELECT BOARD MEETING –MONDAY, June 22, 2020**

Present via Zoom: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant), Terry Fischer (Town Treasurer), August Sender (resident), Karen York (fire department).

The meeting was called to order at 6:30 PM

1. The agenda and minutes of June 15th were accepted.

2. Treasurer's Warrant: 25 for \$2,900.39 (payroll); 25 for \$26,010.51 (AP preview) and 24 for \$59,616.86 (final) were approved.

3. Open to the Public: August Sender asked for clarification about the number and process of liens and/or foreclosures in Town, and expressed concern about people experiencing added stress or losing their homes during the Covid-19 crisis. Terry explained the process, which is mandated by State Law, and explained the historically, there are many property owners who don't pay their taxes until a lien has been placed on them. Also, there are many cases where the liens are generated due to banks or mortgage companies not paying taxes on time. Terry also stressed that the Town is not interested in evicting people and makes every effort to help people set up payments plans. August offered assistance in organizing a fund to help people if there did come a time when people were faced with losing their homes.

3. Assessing: A) Midcoast Conservancy sent an email asking whether or not their land would all be taxed at full rate for 2020 or would they receive some exemption or discount for the coming tax year. It is unclear whether or not it is too late to change the status of the property. Kate will check the status of the property now, when Midcoast took possession and contact MMA legal services and Assessing Agent Matt Murphy for clarification. B) Bob Price started looking at new buildings at Hidden Valley Camp. C) Assessing Agent is on track for committing taxes on July 7, meaning that tax bills would be going out by the middle of July.

4. Cemetery Mowing: Glen Widmer & Sons were awarded the low bid for mowing Mt. Repose and Greenwood cemeteries. Bob Price recused himself from the process due to potential conflict of interest. Cathy Roberts and Bob LeRoy voted to accept the bid of \$4000 from Widmer & Sons. They started mowing over the weekend. There are still a number of smaller cemeteries that the Town must maintain. Katie will get a list from Hannah and start looking for a way to get them mowed as soon as possible.

5. Grant proposal: The Town submitted a grant proposal under the "Keep ME Healthy" program offered by the State. The program is to provide money for Towns to make alterations to the way they conduct business in order to follow the Governor's guidelines regarding Covid-19.

6. Road Work: Ditching on Goosepecker Ridge Road should be finished soon. One resident expressed concern about digging up some lupines; another indicated that he would fill in the ditch in order to drive into his field. Work on Hogback Mountain Road is finished and a turn-around has been established to make it easier for plow drivers. Henry Spaulding resigned his plow contract, effective immediately. Richard Peavey will have to get bids to take on the remaining years of the contract.

7. Town Office Operations: A) Cathy stressed the need for all employees to wear masks or face shields while moving around the office or working with customers at the window. This is in accordance with the State guidelines and the Select Board's policy. Terry will order face shields for office workers. B) The board approved purchase of an additional computer and printer for the clerk's office. Katie will order. They also approved purchase of a drop-box for absentee ballots. The State will reimburse 80% of the purchase price. This will provide a secure way for residents to leave absentee ballots at the Town Office 24 hours a day. Katie will order.

8. School Budget Meeting: Cathy noted that the School budget meeting is scheduled for Wednesday June 24<sup>th</sup> . at Mount View at 6:00PM. She will speak with Nicole Hubbard, our School Board member

8. Packer Truck/Transfer Station: The Board agreed that the Town needs to get the Freedom truck in to start on July 11, 2020. The Town will look into being able to take recyclables again as of July 11, 2020. Currently residents can go to UARRC (Unity Area Regional Recycling Center) themselves. Cathy attended a webinar with MRC (Municipal Review Committee) regarding Coastal Resources. She reported the closure of the facility is due to financial issues not operational problems. MRC will keep towns updated on the status of the situation.

## **MONTVILLE SELECT BOARD MEETING –MONDAY, June 29, 2020**

Present via Zoom: Bob Price (1st Selectperson), Cathy Roberts (2<sup>nd</sup> Selectperson), Bob LeRoy (3<sup>rd</sup> Selectperson), Katie Campbell (Administrative Assistant), Richard Peavey (Road Commissioner), Susan Shell (resident), Kristina Wrona (resident), Anna Fiedler (Midcoast Conservancy), Nicole Hubbard (school Board representative), Hannah Hatfield (Deputy Clerk)

The meeting was called to order at 6:30 PM

1. The agenda and minutes of June 22<sup>nd</sup> were accepted.
2. Treasurer's Warrant: 26 for \$2,156.93 (payroll); 26 for \$58,025.97 (AP preview) and 25 for \$26,010.51 (AP final) were approved.
3. Open to the Public: Kristina Wrona asked the Board to consider giving her a tax abatement on her property where a house was burned last year. She will submit an application by the July 1 deadline and the Board will have the assessing agent review it.
4. Assessing: A) On advice from MMA and the assessing agent, the Board reviewed the request from Midcoast Conservancy. State law requires towns to give tax exempt land trusts an exemption. The Board will review what options are available for a voluntary payment in lieu of taxes, an arrangement which Midcoast has with other towns. Anna Fiedler reminded everyone that Midcoast is already paying over \$5000 a year in taxes on the other properties they own in Montville and that those properties do not use town services. B) The Board will be meeting with the Assessing agent on Tuesday, June 30 to discuss and plan for tax commitment.
5. School Board Budget Meeting: Nicole Hubbard reported on the School budget meeting which was held at Mt. View on Wednesday, June 24. Due to the restrictions in place on gatherings of more than 50 people, the meeting was spread out over many rooms, with video and audio feeds to allow everyone to hear all speakers and to see the moderator in the main room. Nicole stressed that the School Board had been working on the budget for months and was very cognizant of the need to keep the budget as low as possible. The total is only a slight increase from last year. Cathy asked if the School would be available for Montville to use for a Town Meeting with a similar format of being spread out in several rooms. Nicole thought it might be a possibility.
6. Internet/Email accounts: Katie reported that after a conference call with the State and Consolidated Communications, it is clear that the town needs to have their own account, in the Town's name, and to stop using the account in the State's name. Currently the State pays approximately \$45 per month for the Town's internet/email service. The State is planning to discontinue this in the near future and so the Town will have to start paying anyway. An account in the Town's name would provide more security and much faster internet speed, which would help the internal network
7. Road Work: Residents have complained about the brush not being cleared from the roads. Richard reported that he was having trouble finding workers who were available and had the proper equipment. He was hopeful that people would start clearing again this week. He noted that Hogback Mtn Road and Bean Road had been repaired and he would move onto the Stewart Road and the Howes Road. In some cases, road grading and repair has to wait until the brush is cleared.
8. Cemeteries: Hannah asked that the front of Mt. Repose be mowed the next time it is done. Cathy will speak to Jack about mowing the little cemeteries, which include: Whites Corner, Vose (on Halldale), Stewart (on Stewart Rd, off of Morse), Foster Carter (on Frye Mtn), North Ridge, and Pierce Hill (up Pierce Rd and onto Frye Preserve land)
9. Packer Truck/Transfer Station: UARRC (Unity Area Regional Recycling Center) will start taking recyclables from the Town July 16<sup>th</sup>, meaning that the Town can start accepting recyclables at the Transfer Station July 11. Pete Natale will drive the box truck and will split the work schedule with Brad. The Town has currently only received 1 bid for Roll-Off days, tentatively scheduled for August 15<sup>th</sup> and 16<sup>th</sup>.
10. Liberty Town Meeting: Hannah reported on the Liberty Town Meeting, in terms of how they managed the current restrictions on gatherings of more than 50 people. Katie will contact MMA to ask about how far apart separate groups of 50 would have to be outside in order to adhere to the guidelines.

The meeting was adjourned at 8:43 PM

## **MONTVILLE SELECT BOARD MEETING Tuesday, July 7, 2020**

Present at Town Office: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant), Bonnie Hrichak (resident)

1. The agenda and minutes of June 29th were accepted.
2. Treasurer's Warrant: 27 for \$3555.83 (payroll) and 26 for \$58,025.97(AP final) and 27 for \$29,503.75 (AP preview) were approved.
3. The Board went into Executive Session pursuant to 1MRSA §405(6)(A).
4. Keep ME Healthy grant: The town has been awarded a grant for covering some of the costs related to Covid-19, It is contingent on final approval of the budget and signing of the contract. Katie will submit the budget to the State by the end of the week.
5. Transfer Station: The Town will phase out the exchange of money at the Transfer Station. Residents will have to purchase stickers through the clerk's office, The prices will be the same as the bags cost now. The town has contracted with the Town of Freedom to use Freedom's packer truck now that Montville's truck is not operational.

The meeting was adjourned at 1:22 PM

Respectfully submitted by Kathryn Campbell

Contact emails:

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

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

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

Katie Campbell, Town Clerk – [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

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

Katie Campbell, 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, July 13, 2020**

Present via Zoom: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant), Terry Fischer (Treasurer), Richard Peavey (Road Commissioner), John York (Fire Chief), Diana Chapin (Resident)

1. The agenda and minutes of July 7 were accepted.
2. Treasurer's Warrant: 28 for \$2071.76 (payroll) and 27 for \$29,503.75(AP final) and 28 for \$12,093.01 (AP preview) were approved.
3. Open to the Public: Diana Chapin had some questions about how the tax accounts were updated after she sold part of her mother's property. She provided copies of the deeds showing that the tax bills were in error and should not have included all of the original property, only the 17 acres that were sold with the house. The assessing agent has received copies of everything and will be in this week to correct the problem. She also indicated that the greenhouse that was still listed on the property had been removed and the records should be corrected to reflect that.
4. Roads: Richard gave an update on completed road work: he finished the ditching and repair to the Hogback Road, Bean Road and Stewart Road and created a turn-around for the snow plow on Hogback and Stewart. He will now address the Howes Road and then the Randlett Road, both of which have had recent wash-outs. The Morrill Road needs more attention as the recent work was really only a quick-fix in order to open the road again. He suggested that it would make sense to fix the culvert on Lefty Lane at the same time. Richard is talking to people about replacing Henry Spaulding as a plow contractor. He is also looking at various options to replace the grader.
5. Assessing: John York reported that the Fire Marshall has said the assessors can visit the Wrona property to the damage that was done in the fire. Katie will ask assessing agent to address on Thursday.
6. Transfer Station: The first day of taking recycling went well. The Unity Recycling Center website has updated information about what can be recycled. Plastics 1,2, and 3-7 are acceptable but must be separated. Newspaper needs to be separated from other papers; corrugated cardboard needs to be separated from other cardboards (like cereal boxes); cans, plastic films (like shopping bags) and batteries are among other acceptable items. The Town is waiting for the signed contract from Freedom to start using their truck. The contract with Freedom was cheaper than other options, including fixing the packer truck or trying to buy a new one. Starting August first the Transfer Station will stop accepting money; residents are asked to purchase stickers. The price per bag has not changed. This is just an effort to cut down on the handling of cash and streamline the payment process. Terry will look into ordering stickers.
7. Keep ME Healthy Grant: Terry will talk to the auditor about how to set up accounts to properly handle any reimbursement money the Town receives from the grant.
8. Town House: Hannah sent an email asking about cleaning the Town House chimney – it was blocked the last time the stove was lit in March. Katie will get estimates. Katie met with someone from Viking Lumber about getting replacement doors for the two that are rotting. He recommended replacing the doors along with the entire frame around the door to ensure a better fit and more water resistance. He will provide estimates.
9. FEMA Grant: Cathy reported that she and Karen York had met about applying for a FEMA grant that would reimburse for many Covid-related expenses that would not be paid for under the Keep ME Healthy grant. The FEMA grant is very involved and would take an enormous amount of time that no one currently has. Karen and Cathy's recommendation is to hire someone to write the grant and have that person include their salary in the grant. John York recommended we speak to Kailey Spaulding, who has time and grant-writing experience.
10. Town Meeting: As there are still restrictions that make a normal Town Meeting impossible, the Board is looking into the possibility of not having Town Meeting and going forward using last year's budget. This route is approved by the Governor's executive order. Katie will check with the assessing agent about the issue of doing tax commitment with a budget that has not been approved, as opposed to using last year's budget, which is allowed by executive order.

## MONTVILLE SELECT BOARD MEETING Monday, July 20, 2020

Present at Town Office: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant), Terry Fischer (Treasurer), Mary Thompson (resident); Karen York (Fire Department)

1. The agenda and minutes of July 13 were accepted.
2. **Tax Commitment:** The Board agreed that in order to proceed with an accurate tax commitment, it was necessary to have an approved budget rather than a budget which had not yet been approved at a town meeting. To that end, the Select Board voted unanimously to cancel Town Meeting. By Executive order, this allows the Town to use the approved budget from the 2019 fiscal year to finish out the 2020 fiscal year. With that vote in place, the Select Board signed the tax commitment. The mil rate increased from 20.7 to 20.9. The increase is due primarily to the school budget increase, the bill from Waldo County going up and the increase in the Homestead Exemption. Cathy will write a letter to residents to include with the bills, which will be mailed out on Thursday, July 23.
3. **Keep ME Healthy Grant:** Karen will do most of the ordering as she has good contacts for many of the items. The Board will hire a local Montville carpenter who has expressed interest to do the carpentry work for the grant.
3. **Open to the Public:** Mary Thompson came in to clarify a transaction she had with the clerk's office.
4. **Treasurer's Warrant:** 29 for \$4495.51 (payroll) and 28 for \$12,093.01 (AP final) and 29 for \$10,552.53 (AP preview) were approved.
5. **Transfer Station:** The Board signed the contract with Freedom to use their packer truck for a year. They also signed a contract with DM&J disposal for Roll-Off days, which will be on August 15 and 16<sup>th</sup>. Katie will contact a tire disposal company for prices. The Board has adopted a policy for all Town buildings and employees that requires wearing masks while inside Town. This includes the Transfer Station. In a recent executive order, explained by the Maine Municipal Association, **"...municipal governments within the 7 coastal counties of Hancock, Waldo, Knox, Lincoln, Sagadahoc, Cumberland and York and in the cities of Bangor, Brewer, Lewiston, Auburn and Augusta have the authority to enforce the use of face coverings in outdoor public spaces."** Given this, residents and employees are required to wear masks inside all Town buildings. In addition, residents who need assistance on roll-off day (and so will not be maintaining a 6-foot distance) must wear a face covering. As a part of the Keep ME Healthy grant, Fire Chief John York has been appointed as a compliance officer. Anyone who believes these protocols are not being followed correctly should report the problem to John York.
6. **FEMA Grant:** Kailey Spaulding has agreed to work on writing the grant. She will include her pay as part of the grant. If successful, the grant would pay 75% of Covid-19-related costs that would not be covered by the Keep ME Healthy grant. More research is needed to see if there will be State funds to pay the additional 25% or if the Town would need to vote to raise the additional funds.
7. The Board went into executive session, pursuant to 1 MRSA §45 (6)(A).

The meeting was adjourned at 9:30 PM

Respectfully submitted by Kathryn Campbell

Contact emails:

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

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

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

Katie Campbell, Town Clerk – [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

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

Katie Campbell, 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, July 27, 2020**

Present at Town Office: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Kathryn Campbell (Admin Assistant)

1. The agenda and minutes of July 20 were accepted.
2. Treasurer's Warrant: Warrant 30 Payroll for \$5255.75; 29 A/P (final) for \$10,552.53 and 30 A/P preview for \$11,409.10 were accepted.
3. Keep ME Healthy Grant: Karen York, Cathy, Bob Price, Terry and Katie met earlier in the day to discuss ordering for the supplies under the grant. Cathy will submit a list of quantities and suggested suppliers. Terry will order either from places who will bill the town or using the town debit card. Karen will order things specific to the fire station.
4. Open to the Public: No one from the public attended.
5. Transfer Station/Roll-off: Roll-Off days are confirmed for August 15 and 16<sup>th</sup>. The prices for tires are the same as last year: \$3.00 for car and pick-up tires; \$15 for truck tires; \$50 for tractor tires and \$100 for loader tires. Residents are reminded that anyone needing assistance will be required to wear a face covering.
6. Ambulance options: The Select Board will try to set up a meeting with the Liberty Select Board to learn the details of Liberty's proposal for the ambulance service.
7. Assessor's pay: The Board has committed to paying the assessing agent for at least 2 more days of work, in order to answer residents' questions about their tax bills.
8. Website/internet/email accounts: Cathy reported that Carrie Hanagriff, who manages the town website, recommended that the town switch to using google. The Fairpoint email accounts continue to be troublesome and the town is also going to look into switching all email accounts to Google. Katie will investigate further.

The meeting was adjourned at 8:35PM

Respectfully submitted by Kathryn Campbell

Contact emails:

Bob Price, 1st Selectperson/Assessor montville@fairpoint.net

Cathy Roberts, 2nd Selectperson/Assessor montville2nd@fairpoint.net

Bob LeRoy, 3rd Selectperson/Assessor montville3rd@fairpoint.net

Katie Campbell, Town Clerk – tcmontville@fairpoint.net

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

Katie Campbell, Administrative Assistant to the Select Board montville@fairpoint.net

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

## **MONTVILLE SELECT BOARD MEETING Monday, August 3, 2020**

Present at Town Office: Bob Price (1st Selectperson): Cathy Roberts (2nd Selectperson): Bob LeRoy (3rd Selectperson); Kathryn Campbell (Admin Assistant); Jodie Martin (deputy clerk); Karen York (fire department); Richard Peavey (Road commissioner); Jonathan Thornhill (public works); Justin Leeman (plow contractor); Bonnie Hrichak (resident)

1. The meeting was called to order and the Board went into Executive Session pursuant to 1 MRSA §405(6)(A)
  2. The agenda and minutes of July 27 were accepted as corrected.
  3. Treasurer's Warrant: Warrant 31 Payroll for \$\$4,624.69; 30 A/P (final) for \$11,409.10 and 31 A/P preview for \$11,266.03 were accepted.
  4. Roads: Justin Leeman stated that he was willing to take over Henry Spaulding's snow plow route and agreed to finish out that contract as written for the remaining two years. He will continue to plow Route 220 as well. The Board voted unanimously to approve. Richard updated Board on repairs made to loader. He and Jonathan asked about sand bids. Katie will look into requesting bids and advertising.
  5. Open to the Public: Bonnie Hrichak made a request under the Freedom of Access Act to receive copies of the weekly Payroll and A/P warrants emailed to her.
  6. Keep ME Healthy Grant: Karen York contacted the InforME people who provide services for doing background checks as required for the grant. Katie will fill out paperwork and the town will be able to conduct the checks at no fee.
  7. Firefighters Benefits: Karen York asked the Board to support her request that the Town apply to participate in the Volunteer Responder Incentive Protection Act (VRIPA). It allows up to \$600 of benefits to be exempt from tax and withholding. Karen asked that it be instituted before the next payroll.
  8. The Board voted to appoint Jodie Martin Town Clerk, to replace Kathryn Campbell, who resigned.
- The meeting was adjourned at 8:22PM

Respectfully submitted by Kathryn Campbell

Contact emails:

Bob Price, 1st Selectperson/Assessor montville@fairpoint.net

Cathy Roberts, 2nd Selectperson/Assessor montville2nd@fairpoint.net

Bob LeRoy, 3rd Selectperson/Assessor montville3rd@fairpoint.net

Jodie Martin, Town Clerk – tcmontville@fairpoint.net

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

Katie Campbell, Administrative Assistant to the Select Board montville@fairpoint.net

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

## **MONTVILLE SELECT BOARD MEETING Monday, August 10, 2020**

Present at Town Office: Bob Price (1st Selectperson); Cathy Roberts (2nd Selectperson); Bob LeRoy (3rd Selectperson); Kathryn Campbell (Admin Assistant); Jodie Martin (Town Clerk); Karen York (fire department); Terry Fischer (Treasurer)

1. The agenda and minutes of August 3rd were accepted as corrected.
2. Treasurer's Warrant: Warrant 32 Payroll for \$1,733.98; 31 A/P (final) for \$11,266.03 and 32 A/P preview for \$78,842.67 were accepted.
3. Firefighters Benefits: Karen York asked for an update on the Firefighters Benefits program. Terry explained that she had contacted the Auditor and was waiting for a reply. Karen also asked for monthly financial reports so she could track expenses for the grants.
4. Open to the Public: No public in attendance
5. Assessing: Neil Doolan brought to the Board's attention a potential land sale in which the acreage on the deed does not match the acreage on the tax bill. The Board voted to send a letter to the seller, noting the discrepancy and suggesting that a survey be done. The Board also agreed to create a priority list for the Assessing agent.
6. Town Clerk pay: Jodie Martin asked for the Town Clerk pay to be switched back to salaried, rather than the current system of hourly. The Board agreed.
7. Funding requests: New Hope for Women called to ask about the status of their funding request for \$750. The Board agreed to pay.
8. The Board entered an Executive Session pursuant to 1 MRSA §405(6)(A)

The meeting was adjourned at 8:35PM

Respectfully submitted by Kathryn Campbell

Contact emails:

Bob Price, 1st Selectperson/Assessor montville@fairpoint.net

Cathy Roberts, 2nd Selectperson/Assessor montville2nd@fairpoint.net

Bob LeRoy, 3rd Selectperson/Assessor montville3rd@fairpoint.net

Jodie Martin, Town Clerk – tcmontville@fairpoint.net

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

Katie Campbell, Administrative Assistant to the Select Board montville@fairpoint.net

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



## **MONTVILLE SELECT BOARD MEETING Monday, August 24, 2020**

Present via Zoom: Bob Price (1st Selectperson): Cathy Roberts (2nd Selectperson): Bob LeRoy (3rd Selectperson); Kathryn Campbell (Admin Assistant); Karen York (fire department); John York (Fire Chief); Terry Fischer (Treasurer); Richard Peavey (Road Commissioner)

1. The agenda and minutes of August 10 were accepted.
2. Treasurer's Warrant: Warrant 34 Payroll for \$1,589.41; 33 A/P (final) for \$78,561.26 and 34 A/P preview for \$95,175.47 were accepted.
3. Ambulance Service: After discussing the joint meeting with Liberty, the Board voted to meet with the Montville Budget Committee to discuss financial options.
4. Open to the Public: No public in attendance
5. Firefighter Benefits: Terry reported that the benefit program allowed up to \$50 each month to be exempt and that she would have it in place before the next pay cycle.
6. Assessing: Agent will be in September 3<sup>rd</sup> to finalize supplemental bills and abatements. Everything needs to be signed before Tax Collector can issue.
7. Roads: Richard reported that the grader needs to be replaced. Board agreed to talk with Budget Committee about that expense as well. Katie will look into costs/possibility of leasing.

The meeting was adjourned at 8:35PM

Respectfully submitted by Kathryn Campbell

Contact emails:

Bob Price, 1<sup>st</sup> Selectperson/Assessor montville@fairpoint.net

Cathy Roberts, 2<sup>nd</sup> Selectperson/Assessor montville2nd@fairpoint.net

Bob LeRoy, 3<sup>rd</sup> Selectperson/Assessor montville3rd@fairpoint.net

Jodie Martin, Town Clerk – tcmontville@fairpoint.net

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

Katie Campbell, Administrative Assistant to the Select Board montville@fairpoint.net

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

## **MONTVILLE SELECT BOARD MEETING Monday, August 31, 2020**

Present via Zoom: Bob Price (1st Selectperson): Cathy Roberts (2nd Selectperson): Bob LeRoy (3rd Selectperson); Kathryn Campbell (Admin Assistant); Terry Fischer (Treasurer); Bill Gillespie (resident)

1. The agenda and minutes of August 10 were accepted.
2. Treasurer's Warrant: Warrant 35 Payroll for \$3507.36; 34 A/P (final) for \$95,175.47 and 35 A/P preview for \$79,856.05 were accepted.
3. Open to the Public: Bill Gillespie asked for an update on when corrected tax bills would be sent out. Assessing agent will be working this week to finish off abatements and supplemental bills. Board voted to approve the abatements and supplementals finalized by agent so far.
4. Roads: Richard is going to look at a grader for sale in New Hampshire. Bob Price has information from Freedom about a company which specializes in financing such equipment.
5. Transfer Station: Redemption Center is selling large number of stickers; there needs to be a better accounting of how many are sent to Redemption Center each time. Katie will get info from MMA about legality of selling packer truck and whether or not the Board needs approval from residents.
6. Town House Chimney: The Board agreed that the chimney must be cleaned soon. There are estimates from two companies, Bob Price will get name of third before calling for appointment
7. The Board agreed to end the meeting early due to the very bad Zoom/internet connection.

The meeting was adjourned at 7:22PM

Respectfully submitted by Kathryn Campbell

Contact emails:

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

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

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

Jodie Martin, Town Clerk – [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

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

Katie Campbell, 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 Tuesday, September 8, 2020**

Present at the Town House: Bob Price (1st Selectperson): Cathy Roberts (2nd Selectperson): Susan Shell (Budget Committee); Herman Peaslee (Budget Committee); Kathryn Campbell (Admin Assistant); John York (Fire Chief); Richard peavey (Road Commissioner); Jonathan Thornhill (road works employee); Terry Fischer (Treasurer); (Bonnie Hrichak (resident)

1. The agenda and minutes of August 31 were accepted.
2. Treasurer's Warrant: Warrant 36 Payroll for \$3155.53; 35 A/P (final) for \$78,746.05 and 36 A/P preview for \$6548.24 were accepted.
3. Open to the Public: Bonnie Hrichak asked if the Treasurer could send out reminder postcards for overdue real estate accounts before going to the expense of sending out 30-day lien notices.
4. Roads: Long discussion with the Budget Committee about different options for replacing the town grader. Terry presented information about possible financing. She will get exact numbers based on a plan to borrow \$68,000. Sealed bids were opened for winter sand. S.D. Childs had the low bid.
5. Transfer Station: MMA advised that Select Board would need approval from residents in order to be allowed to sell the packer truck, or any other town equipment. The box truck inspection runs out before the end of the year; the Town needs to find out what work is needed to pass inspection. There needs to be a longer discussion about the possibility of withdrawing from UARRC.
7. Ambulance Service: Board met with Budget committee to discuss the request from Liberty Ambulance. John York reported that the Fire Department is working on an alternative plan for ambulance service.
8. The Board voted to appoint the Registrar of Voters, Kathryn Campbell, as the site administrator for CVR(Central Voter Registration), the State voter registration database.

The meeting was adjourned at 8:53PM

Respectfully submitted by Kathryn Campbell

Contact emails:

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

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

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

Jodie Martin, Town Clerk – [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

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

Katie Campbell, 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, September 14, 2020**

Present at the Town House: Bob Price (1st Selectperson): Cathy Roberts (2nd Selectperson): Bob LeRoy (3rd Selectperson); Kathryn Campbell (Admin Assistant); Terry Fischer (Treasurer); Richard Peavey (Road Commissioner); Karen York (Fire Department); Jodie Martin (Town Clerk); Bonnie Hrichak (resident); Diana Chapin (resident)

1. The agenda and minutes of September 8 were accepted as corrected.
2. Treasurer's Warrant: Treasurer's warrants were approved
3. Open to the Public: Diana Chapin updated the Board on her conversations with the assessing agent. She is very concerned that the Montville tax maps are very out of date and do not reflect current property lines or recent sales. The Board is committed to having the tax maps made available to residents online. Jay LeGore prepared this for online viewing but there has been difficulty in making this accessible. Katie has scheduled with Consolidated to upgrade internet speed and with Belfast Computers to integrate tax maps on all the computers. Bonnie Hrichak came in to offer to work again at the upcoming elections. Jodie made a note of the request.
4. Roads: Richard reported that Walter Lamont has offered to sell the Town his gravel pit. Richard is going to work on the Cemetery Road, probably just hauling gravel without doing any ditching because the grader is in poor condition. Regarding a new grader, information from MMA indicates that the Town must get voter approval for a purchase, lease or loan. The only option is to hold a special town meeting. In order to do this and comply with Covid-19 restrictions, the Town will have to hold the Town Meeting by secret ballot. Richard has also been investigating the need to take down trees on Steve Lucas' property.
5. Transfer Station: Brad reported via Cathy that people have been dumping trash in the old packer truck and wanted to know if there were a way to close it off even more. It was also suggested that the truck be backed up even further to prevent access. Katie will make appointment to get box truck to K&K for assessment.
6. Assessing: Board is planning to meet, probably via Zoom, with the assessing agent to discuss what work needs to be done over the next few months.
7. Town House Doors: Viking sent a quote for replacing the front doors, which are rotting, on the Town House. The Board decided to look into stabilizing the doors for the winter and then putting money in next year's budget.
8. Face Coverings: Cathy reiterated the Board policy to follow the guidelines from the Maine CDC and the Governor's Executive order requiring face coverings. As such, face coverings are required when inside all Town Buildings. Employees must wear face coverings at all times, unless in an office alone, according to Phase 2 plan for opening Public and Community Buildings and Executive Order 49 FY 19/20.
9. The Board entered an Executive Session pursuant to 1M.R.S.A. §405 (6)(A).

The meeting was adjourned at 8:25PM

Respectfully submitted by Kathryn Campbell

Contact emails:

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

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

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

Jodie Martin, Town Clerk – [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

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

Katie Campbell, 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, September 21, 2020**

Present at the Town House: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant), Jodie Martin (Town Clerk); Karen York (fire department); Richard Peavey (Road Commissioner); Jonathan Thornhill (Road crew); Bonnie Hrichak (resident).

The meeting was called to order at 6:30 PM

1. The agenda and minutes of September 14 were accepted as edited.
2. Treasurer's Warrant: approved
3. Open to the Public: Bonnie Hrichak asked that the car registration reminder postcards not include so much personal information such as plate number, vehicle make and model and price of registration. The Board agreed.
3. Roads: Richard asked that he be able to move some of the money in the paving budget into culvert work. Culverts on Halldale, Hidden Valley and Peavey Town roads need replacing. The Board agreed. Richard also reported that he is still repairing roads damaged in the spring storm. He is making long lasting improvements that will help to mitigate storm damage in the future.
4. Articles for Special Town meeting warrant: The Board agreed to call for a Special Town meeting, to be held by secret ballot, on November 3, 2020, in conjunction with the regular elections. They agreed that wording for the grader article should not specify a particular grader but rather an upper limit on the amount that could be spent on a grader. Cathy has sent drafts to the lawyers at MMA. Jodie stated that it would be acceptable to put an explanation of the warrant articles in with any absentee ballots that are sent out. She also reported that a resident had offered a donation to help the Town cover the costs of absentee ballots for the coming election. There was discussion about when to have informational hearings prior to the Special Town meeting. By law there must be a public hearing at least 10 days before the meeting.
7. Town Office Operations: Jodie asked for clarification on whether or not people were allowed into the building to view tax maps. The Board agreed that it was permissible as long as face coverings and 6' distancing is maintained.
8. KeepMe Healthy grant: Karen asked that she be given a copy of the items ordered for the grant so that she knew which items still were available for the fire station and which things had yet to be ordered. Katie expressed concern that the proposed work would not be finished before the deadline of October 31. Bob L. said he speak with the carpenter and see what his schedule was for completion.
9. Health Officer: Cathy has sent out a request and is waiting to hear back. It is a difficult position to fill as there is no stipend attached. If no one is willing, the first selectman must take on the duties.
10. Code Enforcement officer: There have been some difficulties in contacting the code enforcement officer. Bob LeRoy will stop by to see him and discuss.
11. Emergency Management: Karen provided a print-out of a presentation on how to run an Emergency Operations Center (EOC). She encouraged the Board to familiarize themselves with the information and the obligations the Town would have in such a situation.

The meeting was adjourned at 8:40 PM

Respectfully submitted by Kathryn Campbell

Contact emails:

Bob Price, 1st Selectperson/Assessor montville@fairpoint.net

Cathy Roberts, 2nd Selectperson/Assessor montville2nd@fairpoint.net

Bob LeRoy, 3rd Selectperson/Assessor montville3rd@fairpoint.net

Jodie Martin, Town Clerk – tcmontville@fairpoint.net

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

Katie Campbell, Administrative Assistant to the Select Board montville@fairpoint.net

TOWN WEBSITE: www.montvillemaine.org

## **MONTVILLE SELECT BOARD MEETING –Tuesday, September 29, 2020**

Present via Zoom: Bob Price (1st Selectperson), Cathy Roberts (2nd Selectperson), Bob LeRoy (3rd Selectperson), Katie Campbell (Administrative Assistant), Jodie Martin (Town Clerk); Terry Fischer (Treasurer); Susan Shell (Budget Committee); Glen Widmer (Budget Committee); Jim Murphy (Assessing Agent); Bonnie Hrichak (resident); Sharon Hibbard (resident).

The meeting was called to order at 6:00 PM

1. The agenda and minutes of September 21 were accepted as edited.
2. Treasurer's Warrant: Payroll Warrant 39 for \$5,260.52; A/P Warrant preview 39 for \$242,217.07; A/P Warrant 38 for \$2,896.81 all approved. The biggest item was the County tax bill.
3. Assessing: Jim Murphy stressed that there needs to be a clear statement from the Board informing residents before an assessing agent goes out to work. He noted that it is important to update tax maps on a regular basis and that not doing a revaluation is a major disservice to the Town. He will contact Jay LeGore to discuss the work Jay has done on tax maps. He agreed to go to the next regular Town Meeting to explain the revaluation process.
4. Foreclosures: Terry reported that there are currently 38 accounts which will go into foreclosure in November.
5. Roads: Culverts on Halldale and Peavey Town have been replaced.
6. KeepMeHealthy grant: Cathy and Terry met with the carpenter Drew Libby to discuss plans for the Transfer Station.
7. Special Town Meeting: Work is progressing on the precise wording for the warrant; Cathy has been in contact with the lawyers at Maine Municipal Association. The Budget Committee will be meeting on Wednesday Sept 30 to discuss. There has to be a moderator for the duration of the day and the Board agreed to pay someone to fill the position.
8. Town Office Operations: A partition has been built in the lobby of the Town Office, meaning that people can now conduct business inside. The Board agreed that one person at a time could be in the lobby. They also stressed that face coverings will be required. If someone does not wish to wear a face covering, they can conduct business through the window, as before. There are masks available for anyone who needs one.
9. Elections: Jodie had asked if there was money to buy "I voted" stickers. The Board requested more information about price before making a decision.
10. The Board voted to once again send out minutes each week to anyone who wants them.

The meeting was adjourned at 8:30 PM

Respectfully submitted by Kathryn Campbell

Contact emails:

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

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

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

Jodie Martin, Town Clerk – [tcmontville@fairpoint.net](mailto:tcmontville@fairpoint.net)

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

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

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