

## **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 Assessing: Jeanne advised the Board that a pending Open Spaces application will be withdrawn, and the penalty paid, by the new land owner.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

## **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.

9. 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.
10. 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.
11. 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.
12. 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>.
13. 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. Bob P. will check with Bob Demers to make sure the radio in the packer is in good working condition.
14. 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.
15. Martin Luther King jr Holiday: the Board voted not to meet. Jeanne will work a day shift to help out with the Municipal audit
16. 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
\$310.00	(435) Dues & Subscriptions	Training & Education
\$23.75	(435) Dues & Subscriptions	Audit Services
\$1.85	(435) Dues & Subscriptions	Bank Fees
\$417.00	(450) Office Equipment	Liability Insurance
\$333.78	(450) Office Equipment	Town FICA
\$54.80	(480) Travel	Printing & Publications
\$3,250.20	(485) TRIO	Town Officers
\$1,301.75	(485) TRIO	Deputy Treasurer
\$3,301.01	(485) TRIO	Deputy Town Clerk
\$981.51	(485) TRIO	W/C
\$66.24	(625) Repairs/Maintenance – Town Office	Town Office Phones
\$114.50	(445) ACO Miscellaneous	ACO Travel
\$26.38	(445) ACO Miscellaneous	CEO Miscellaneous
\$317.75	(745) Equipment	Operations
\$319.68	(170) PW Wages	Paving
\$330.36	(210) PW FICA/Soc Sec	Paving
\$115.89	(215) PW Medicare	Paving
\$38,599.75	(850) Gravel	Paving
\$1,343.06	(855) Culverts	Paving
\$3,468.00	(650) Winter Repairs / Main	Summer Subcontractor
\$6,132.25	(810) Sand	Salt

4,157.75\$	(810) Sand	Summer Subcontractor
\$6,181.33	(900) R/M PW Vehicles	Summer Subcontractor
\$1,159.54	(920) PW Vehicles - Diesel	Summer Subcontractor
\$2,360.35	(30) Health & Sanitation	Special Assessments / Tax Discounts

The balance in the Grader Reserve fund (885); the Fire Department Equipment Reserve account (740); and the Fire Department Grants account (750) will be *carried over* to 2020.

This meeting ended at 9:32 p.m.

Respectfully submitted by Jeanne Coleman

Monday January 20, 2020 the Montville Select Board met with the Liberty Select Board in Liberty.

LIBERTY SELECTBOARD / MONTVILLE SELECTBOARD ~ DRAFT MINUTES  
January 20, 2020 5:00 PM

**Selectboard Attendance:** Melinda Steeves, Liberty 1<sup>st</sup> Selectman  
 Carrie Peavey, Liberty 2<sup>nd</sup> Selectman  
 Henry Hall, Liberty 3<sup>rd</sup> Selectman  
 Bob Price, Montville 1<sup>st</sup> Select Person  
 Cathy Roberts, Montville 2<sup>nd</sup> Select Person  
 Bob LeRoy, Montville 3<sup>rd</sup> Select Person

**Town Officials:** Liberty Town Administrator Kenn Ortmann, Liberty Clerk/Tax Collector/Registrar of Voters Gail Philippi, Liberty Road Commissioner Tammy Reynolds, Liberty Fire Chief Bill Gillespie, Liberty Treasurer Hannah Hatfield, Liberty EMA Director Elise Brown, Montville Budget Committee member Susan Shell


**Guest(s):** Liberty Volunteer Ambulance Service (LVAS) Chief Chris Birge

1. **Open Joint Meeting:** 5:00 PM
2. **Discussion about Ambulance service:** Montville 2<sup>nd</sup> Select Person Roberts initiated the discussion by stressing the themes of sustainability and accountability. The following issues were also discussed:
  - billing and the challenges of collection
  - some towns getting service without paying for it
  - questions about the constitution of the LVAS Board
  - the fact that it has been difficult to keep active LVAS Board Members
  - the need for the organization to change its by-laws to allow it to comply with its own rules
  - the challenges of recruiting local qualified individuals
  - the need to increase salaries/stipends to remain competitive
  - the benefit of increasing the service area vs. the additional personnel and equipment needed to cover a larger geographic area
  - the different challenges presented by "first responder" and "transport" responsibilities
  - the fact that this is a state and country-wide problem; we are not alone in struggling with this issue
  - work with State Senators, Representatives and the Governor to address some specific issues
  - regionalization may be inevitable but it will not be less expensive

There was consensus that the LVAS cooperation/collaboration model we adopt might become a model for other cooperative efforts between the communities such as in the area of solid waste, and that we need to begin meeting regularly to work on these issues.

LVAS Chief Chris Birge was tasked with creating a letter to the communities that can be used at Town Meeting to explain the LVAS funding request AND requesting LVAS Board member volunteers.

3. **Other Business:** None.
4. **Adjournment:** 6:00 PM

Respectfully submitted,  
  
 Kenn Ortmann  
 Liberty Town Administrator

## 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.

This meeting ended at 9:38 p.m.

Respectfully submitted by Jeanne Coleman

## Attendance Sheet January 27, 2020 Board Meeting

➤ Some names did not scan properly and have been typed in using blue MS Gothic Font

**PLEASE PRINT YOUR NAME CLEARLY**

Fran Gonzalez
Michael Berry
Greg Falzetta
BERNICE NADLER
KATE CAMP (Kate Campbell)
MEREDITH Coffin
Carole Cifrino
S. PAIGE ZEIGLER
Chrissy Adimawle
Sharon Hubbard
Susan Shell
Linda Pratt

### **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

## 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 Rehmeyer 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 Rehmeyer 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

Attendance Roster February 3, 2020 Board Meeting

Geri Buffington
John Twomey
Barb Rehmeyer

Peter Marunhnic
Bonnie Hrichak
Katie Campbell
Mary Thompson
Moe Martin

**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

**MONTVILLE SELECT BOARD JOINT 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), Melinda Steeves (Liberty 1<sup>st</sup> Selectperson), Carrie Peavey (Liberty 2<sup>nd</sup> Selectperson), Kenn Ortman (Liberty Town Administrator), Chris Birge & Jason Earl (LVAS) Chief, Bill Gillespie (Liberty Fire Chief) and the individuals identified on the attached list.

1. LVAS: Chief Chris Birge advised that he, and his assistant chief Jason, would be terminating their positions effective 1/1/2021 and that there was no one willing to take them over. He further advised that a vote had been taken, in accordance with the by-laws, and the Liberty Volunteer Ambulance Service (LVAS) would be dissolved at the end of 2020. LVAS, the Liberty Select Board, and the Liberty Fire Department had begun exploring the possibility of the Town taking the ambulance service over. If LVAS were to become a Municipal ambulance service it would be placed under the auspices of the Liberty Fire Department. Fire Chief Bill

Gillespie stated that he would need a full year to know what to expect and to investigate what value-based options are available. Billing services, outstanding debt collection, and the level of EMT certification (relative to pay) were specifically addressed. It was suggested that an audit could help to determine how to do things better. After much discussion it was agreed that the ambulance service would need to be supported by both Liberty and Montville this fiscal year. It was concluded that the requested amount of \$74,000 should go on both Town's Warrants. It was also agreed that this amount would not be sustainable long-term and that all facets of the operation need to be analyzed during the year and a strategic plan formulated. It was further agreed that Montville would have a representative on the Ambulance Board who would help with the process and report back to the Montville Select Board. Chris cautioned the group that long-range goals needs to be developed otherwise there might come a time when there is no coverage at night.

The meeting began at 6:00 PM and adjourned at 7:20 p.m.

Respectfully submitted by Jeanne Coleman

### Attendance Sheet February 11, 2020 Joint Board Meeting

Hannah Hatfield
Gail Philippi
Dana Philippi
Doug Thomas
Bonnie Hrichak
Susan Shell
Sharon Hubbard
Peter Maruhnic
Mathew York
John York
William Spaulding II
Herman Peaslee
Elise Brown
Duane Jewett

**MONTVILLE SELECT BOARD REGULAR 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 [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 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:
  - there is \$350,824 in undesignated funds, but, this number is inapplicable until all outstanding tax bills have been collected
  - there is currently \$303,000+ in uncollected taxes which is \$40,000 higher than last year
  - 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

### **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 Windows10. 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

### **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

## **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.

## **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

## **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

## 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.

Respectfully submitted by Jeanne Coleman

## **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

## **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

## **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

### **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

### **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.

Respectfully submitted by Jeanne Coleman

### **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 road-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