

Town of Parsonsfield  
Selectboard Minutes December 23, 2024

Attendance:

- 1 Town Clerk Report / Review weekly report
- 2 Review/Approve agenda
- 3 Review/Approve/sign December 16, 2024, Minutes - Approved
- 4 Review/approve Bills to be paid (\$12,300.34)
- 5 Review ads
- 6 Reports
- 7 Discussion Items:
  - a. Meeting with Consolidated re: phone system – Meeting with Consolidated implementation manager. We need 10 lines plus the FAX line. They will need to issue a change order to add 1 or 2 more lines, then they can go ahead with the implementation.
  - b. TRIO Web – Voted unanimously to approve proposal. David will contact for the actual contract to sign.
  - c. Paid Family Medical Leave – Need to implement with the first payroll in 2025. Danielle suggested that the Town and employees share the cost equally. We only have to pay 0.5% of our payroll because of our small size. Voted unanimously that Town and employees will each pay 0.25% of their salaries.
  - d. Assessors – Jen will set up meeting with Bob Konczal. Hoping it can be during our workshop on January 6, 2025.
- 8 Selectboard updates:
  - a. Jen Lewis – YouthFull Maine last week. 16 families were served.
  - b. Aaron Boguen – CivicPlus contract was signed. Got half price on first year. Work should start early in 2025.
  - c. David Bower
- 9 Calendar/Notices:
  - a. Planning Board Public Hearings and Meeting – January 8<sup>th</sup>, 6pm
- 10 Workshop items:
  - a. Emergency Action Plan/review MMA Risk management
  - b. Personnel Policy Updates
- 11 Motion to Adjourn

Approval:

Date: 01/06/2025

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David F Bower

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Jen Lewis

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Aaron Boguen