

Town of Parsonsfield  
Selectboard Minutes March 31, 2025  
Selectboard March 24, 2025 Meeting Cancelled due to storm

- 1 Town Clerk Report –Discussed with the Board a date for a Special Town Meeting for voter approval for the Solid Waste Contract to be effective for 3 years with a one year additional option to continue at the same rate as the 3<sup>rd</sup> year. The Selectboard voted 3-0 to hold the Special Town Meeting on April 28<sup>th</sup> at 6:30. (Other items will also be voted on). Asked about the time card discussion at the last workshop-See under Discussion items.
- 2 Review/Approve agenda
- 3 Review/Approve/sign March 17, 2025, Minutes
- 4 Review/approve Bills to be paid (\$ 16,097.35 )
- 5 Review ads:
- 6 Reports:
- 7 Meetings: Planning Board April 2, 2025, agenda. ZBA April 10, 2025 agenda.
- 8 Discussion Items:
  - Cannabis applications – On hold per Town Attorney.
  - Discuss Attorney/ Motion made/seconded, Selectboard voted 3-0 to hire Cameron Ferrante of Preti Flaherty. At the April 7<sup>th</sup> meeting the board will review/approve the provisions of the Agreement which shall be for a minimum of three years and shall continue in force thereafter unless and until terminated by either party.
  - Discuss Land Share Riders application for Use of Town Building. /Selectboard approved the use of a room once a month (2<sup>nd</sup> Thursday) at the cost of \$20/meeting. Aaron/Jen will open and close the building.
  - Review/Sign Ron L. Beaulieu & Company representation letter for June 30, 2021, audit. /Board reviewed and signed.
  - Discuss the use of timecards. The Selectboard discussed and motion made/seconded 3-0 to require the use of timecards for all employees effective immediately. A policy will be drafted for approval and will also be included in the Personnel Policy.
  - Discuss CEO Cell Phone/ The Board purchased a cell phone for the CEO without a formal vote. A motion was made to approve the purchase of the phone with a one month service plan, and by April 17, 2025, a one year plan will be purchased at the cost of \$144. Payment will be made out of the unanticipated Expense account for the cell phone and the cost of the plans.
- 9 Selectboard updates:
  - Jen Lewis. Received notice of Notice of Recipients of Conditional Awards under Program Statement CAG2024-5, Community Resilience Partnership Community Action Grant utilizing U.S. Department of Energy, Energy Efficiency and Conservation Block Grant funds. Talking with Porter on the costs of Fire Hydrants and how to lower costs.
  - Aaron Boguen: Will not be available April 19 to April 25, 2025. Facebook has extended the deadline to move videos to You Tube.
  - David Bower: Will not be available May 30<sup>th</sup> to June 14, 2025. During the workshop the ad for the Grounds Maintenance was discussed, will revise the Ground Maintenance ad for clarity.

10 Workshop items:

- Personnel Policy Update Workshop /continue
- Cannabis Check List review
- March 31, 2025, @ 4:30pm discuss Grounds ad requirements.

11 Executive Session – None

12 To be scheduled

- Schedule workshop to discuss Health Insurance coverage for road crew
- Schedule workshop to discuss CEO mileage/cell phone reimbursement

13 Motion to Adjourn

Date: 04/7/2025

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David F Bower

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Jen Lewis

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Aaron Boguen