

TOWN OF LIMESTONE

BOARD OF SELECT PERSONS AND ASSESSORS

Meeting Minutes

Wednesday, October 5, 2022 at 6:30pm

1. Call to order Time - 6:30pm

Board Members Present:

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

2. Pledge of Allegiance & Prayer

3. Adjustments to Agenda – LaBreck states no adjustments to agenda.

4. Approval of minutes:

4.1 September 21, 2022 minutes - motion made by Pelletier to accept as read, 2nd by Durepo. No discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

5. Committee & Board Reports

5.1. AWS – Meeting held on September 23, 2022. Walter Elliott added as a member. They have a \$312,000 dozer on order and \$85,000 will be spent on the transfer station for Presque Isle. When that is full in 15 years or so, it will come to Limestone. The new cell is being done by Soderberg Construction. Reported by Philbrick.

5.2 LWSD – No meeting since last update. Reported by LaBreck. No further updates.

5.3 Solar Committee – Met Oct 4, 2022 and discussed tracker repairs, 4 have been completed and there are 3 left to be done. Unable to get

contractors so volunteers have been doing the work. The committee agrees there is a point that the amount of time and the work being done should stop being volunteer hours and the volunteers who are now trained to work with Kelley to make repairs, should turn in their time. This work needs to be done and the savings to pay the volunteers would still be about a third of the cost of contractors. Solar committee voted to pay volunteers.

Nov. 1st we should hear whether we are awarded the second grant and if we are, that will go towards the cost of repairs. The first grant of \$50,000 needs to go towards the loan and it must show that in TRIO. The solar credit allocations are coming in – both Town and MSSM are 0 balance or negative balance.

Last Thursday the visit from the Community Resilience Partnership went well with them being happy with project and wanting to use it as a model for the state.

The town received tax reimbursement check received for solar projects in town and now the town's tax collector needs to find out from Brandon Saucier which solar installation the money was from and get the other owners of solar projects to file the exemption. Reported by Chuck Kelley.

5.4 Recreation Department Committee – Durepo reported out the volunteer rec. committee met last Thursday and working on a calendar of events. There was a question from LaBreck about whether 1st and 2nd graders could attend and Elliott stated he called the school to find out more and he was told it was directed from town a while ago. Pelletier states we should have a cut off for the number of kids attending with only one adult there. He believes the k-8 cut off is 25 kids. The normal attendance lately has been 2 or 3 kids and as high as 8 kids. Elliott will call the school and get it changed to include 1st and 2nd grades. If the numbers start to increase board will look into providing guidance on

number of kids.

6. Manager's Reports

6.1 Town Managers Report – Elliott states he provided ads for highway foreman, recreation director and librarian and emailed to the board and also put in their packet and hasn't had any direction as to move forward or not. He states there have been calls asking questions and one application submitted. Pelletier states he would like to make a small change to foreman ad. Philbrick asks what change and Pelletier states changing a sentence about weather to 4 seasons. Randy states the highway department is in need of help as soon as possible because winter will be in a month and they have nothing ready. Elliott states he has someone coming in next week to start, and he is an over hire that worked last year for the town's hwy dept.

-Audit still in progress. There was a delay because TRIO budget numbers for 2021 had been over ridden by 2022 numbers. Cindy Tardy has sent spreadsheets with corrected numbers over to auditors. Elliot stated the auditors said the expenses were perfect and the revenue looks okay but will confirm on Thursday.

-Chamber request for the annual funds and board okayed to move forward with request.

- County tax bill of \$119,156.40 needs to be paid this month or interest will be charged at 4% beginning Nov. 1st. Elliott states account balance looks okay and board okayed to move forward with paying tax bill.

-Police Dept request for transfer of funds at last meeting has been transferred.

-Another draw down for the LDA sewer project grant has been submitted.

-Town is prepaid until end of year to help school during our audit. We will pay the difference once they start receiving their funding again.

-Reboot Information Technologies asked about a porting request for

hwy. dept. Elliott asked if anyone was familiar with Reboot or the request and nobody was, so he will research further.

-Sidewalk project update from Elliott stating the Maine DOT is waiting on a unique entity ID before they can proceed with right of ways for sidewalk project. Elliott will get necessary ID to them.

-Letter sent to AWS adding Elliott as a voter on the board when proper representative is not present.

-Letter sent to ASL adding Tardy and Elliott on the account.

-Katahdin Trust credit cards have been received and activated. There is an annual charge of \$30 for each card due to not having a depository account there. Elliott is working with them to try to get the annual fee waived.

-A sub-account was added to SW Collins account for expenses in support of Job Corps picnic table repairs with a limit of \$1,000. Elliott states Trafton Lake Campground has a lot of spigot mounted backflow preventers missing, and recommends in-line backflow preventers. Also recommends expansion joints be put on the conduit to prevent exposed wiring feeding into the electrical boxes at each campsite.

-Ambulance bills for this quarter and next were sent to LDA and checks received.

-Elliott states he reviewed the sand ads and due to wording and the award of bid, we can only ask for live sand.

- A bill in the amount of \$43,036 was received from Ashland for Academy training of Corey Larlee. Elliott recommends sending half now and half in December. Labreck asks Chief Cormier if he had another avenue to pay for it which he replied he did not. Patrick St. Peter stated there is \$9,000 that Chief Mahan received from a grant 5 or 6 years ago. Labreck states we now have 2 officers and interim Chief but all that has been recent so does the police dept have any unused funds. Chief Cormier states could be \$55,000 - \$60,000 to send someone to

academy and he doesn't want his hands tied. Chief Cormier needs another officer, a 3rd blue pin. Randy states town manager could look into the budgets and report back at the next meeting.

-Elliot states the GA requires a public meeting for GA addendum that is required.

-AFLAC representative was here to meet with all employees on Oct 4th and there is a list of trainings available.

- Disposition of the Ford Taurus and Ford Escape is all set. Elliott asked what happened to the other Ford Escape and Durepo stated the school borrowed it during Covid so check with the school.

- Sent MSSM a message about their 43% of the solar project, which will be used to pay back the loan.

-Working on proposal for Salt Shed and will get to selectboard ASAP

-Get RFP out for bath house spring contract. Roof at Trafton look at budget.

7. Public Comments – Chuck Kelley asked if town could afford a Rec. Director when the budget was approved for a Coordinator position. Michelle Albert asked if we know what we want and need for the rec dept. Full time or part time and do we know what we want them to do. We should set up how we want it as you can re-arrange budget items. Durepo states budget can't be carried forward.

Jo-Ellen Kelley asked if the cost of the school providing payroll for the town would be the same per employee. Did we know what the school pays per employee and are we going to be paying more or an equal percentage per employee.

8. Old Business -

8.1. Town Hiring Policy – LaBreck reviews requirements. Elliott suggests selection committee and the manager does hiring and final decision.

Fire Chief Jon Poitras states language doesn't make a lot of sense for his

volunteers and should Fire Dept be excused. Fire Chief states it should say the Fire Dept. is exempt. Labreck will have Elliott make corrections and have it ready for next meeting. Pelletier makes a motion to table until next meeting 2nd by Philbrick.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

8.2 LDA Update – Elliott was asked to send bill to LDA for Police and Fire Dept coverage at 35% of dept budget. Durepo and Pelletier met with LDA in August. Brooker states he would like Grace O’Neal to come in and speak as she is our representative on the LDA board and something is going on as they can’t rent out buildings until October.

8.3 Continued discussion on Limestone School doing the Town’s Payroll- Pelletier is not in favor of having them do town payroll, it is too expensive. Durepo disagrees if you calculate the cost of w-4 last year. Elliott states it’s a training issue and it can be corrected and it is already getting better. Durepo gave example of 2019 earned income time and today we are talking about it. No one is specialized for that. Chris Kilcollins was supposed to come back with numbers for payroll services. Pelletier asked how the school is getting their training and why couldn’t our employee get the same. Elliott will make contact with Kilcollins and get information and present back to selectboard.

8.4 Town Manager search process – Elliott states he could at least put an ad in the paper as MMA can’t do anything until January. Philbrick agrees we should be advertising now. Durepo states we talk to Eaton Peabody and get their best price as we stated last meeting. Labreck and Pelletier also would like Elliott to pursue the ad. Previous meeting minutes reviewed and Labreck will check with Eaton Peabody and Elliot will move forward with ad in paper.

9.New Business -

9.1 Employee Handbook – Selectboard went through the first ten pages

of the employee handbook and will do 10 pages each meeting until the handbook has been reviewed and updated or changed as needed. A vote to accept will be taken when completed.

9.2 Employee Agreement.

Labreck states she and Pelletier met with Elliott. All selectboard had a chance to look at the employment agreement. Walt stated it should be noted he waived all entitlements to include mileage, vacation, insurance and sick time. Motion made by Pelletier to accept employment agreement, 2nd by Durepo. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

10. Elected Official's Reports & Statements -

Pelletier asked Elliott to look at Bond for spring to repair roads - \$500,000 Bond. Formula, how much interest rate and when does it have to be in. Must develop a plan for roads list.

Philbrick states we could purchase a paver and roller and pave 4 or 5 miles a year and maybe save 1/3 of the cost.

Labreck would like a report on Trafton expenses for next meeting

Durepo would like this year's profit & loss as well on Trafton next meeting.

Brooker asks about hiring a grant writer, money has been set aside for it. Brooker knows a person from town who has no experience with municipal grants but he is interested and we need to start because municipal grants come out in spring. Also the mess on Grand Falls Road needs to be picked up.

11. Other – none

12. Approve Warrants

12.1 Payroll Warrant(s) #11

Labreck asked Chief Cormier if Jim Butler was now done and he said he

is now a reserve.

Motion made by Pelletier 2nd by Brooker to approve payroll warrant #11. No further discussion. So voted.

#12. A/P Warrant #12 - Not on agenda but #12 is here Labreck states. Elliott states we don't need to specify individual warrants on agenda. Philbrick asks Labreck if Williams check is straightened out. Again Willams shows up (page 5) and there is discussion on why the same invoice has showed up on 3 different warrants. Labreck asks Elliott to verify Williams has been paid only once. Labreck also questions Rec vehicle fuel and asks Elliott to look into that and report back. Labreck questioned cost of postage and Elliott explained Lien notice letters. Brooker questioned \$2,600 cost of NMDC membership and Elliott explained. Pelletier states they have helped with Geo mapping and saved us about a third of the cost.

Motion made by Pelletier and 2nd Brooker to approve payroll warrant #12. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick

12.2 A/P warrant(s) #13

Labreck asks about finance charges and Elliott states he is working on preventing any finance charges for late payments. Philbrick asked about Rudman & Winchell and Elliott explained it was to do with employee matter and local lawyer referred Town Manager to them. Labreck states she does not want to pay a warrant that has already been sent. Durepo asks Elliott to write up something that will outlast him to ensure no checks are sent out before warrants are signed with the exception of payroll.

Motion made by Durepo 2nd by Pelletier to approve warrant #13
No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

13. Executive Session - Tax Abatement

Motion made by Pelletier 2nd by Durepo to go into executive session pursuant 36 MRSA subsection 841 paragraph 2E in relationship to property abatement.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

Motion to come out of executive session

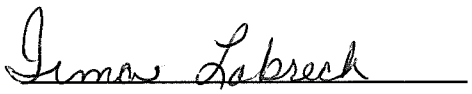
Decision of Executive session was to approve abatements due to data entry errors.


Durepo X Brooker X LaBreck X Pelletier X Philbrick X


14. Adjournment -


Motion made by Durepo 2nd by Pelletier

Durepo X Brooker X LaBreck X Pelletier X Philbrick X


Irma Labreck, Chairperson


Randall Brooker, Vice Chairperson


Paul "Chris" Durepo, II


Jesse Philbrick


Fred Pelletier