

TOWN OF LIMESTONE

PUBLIC INVITATION TO MEET WITH TOWN MANAGER SEARCH PERSONNEL

BOARD OF SELECT PERSONS AND ASSESSORS

MEETING AGENDA

Wednesday, December 7, 2022 at 6:30 P.M.

1. - Public Meeting for Citizens to meet with Eaton-Peabody about Town Manager
2. - Call the meeting to order
3. - Pledge of Allegiance & Prayer
4. - Adjustments to Agenda –
5. - Approve Minutes –
 - 5.1. – November 16, 2022 Board Meeting
 - 5.2. - November 22, 2022 Emergency Board Mtg (Finance Issue)
6. - Committee & Board Reports –
 - 6.1. AWS meeting
 - 6.2. Limestone Water Sewer Board
 - 6.3. Solar Committee
 - 6.4. Rec Committee
7. - Manager's Reports –
8. - Public Comments –
9. - Old Business –
 - 9.1. LDA Update-
 - 9.1.1. DG Fuels - \$4B investment
 - 9.1.2. 450 acre sale
 - 9.1.3. \$3.1 M roads improvement and demos
 - 9.2. Town Manager Search Process
- 10.- New Business –
 - 10.1. 11-20 Quit Claim Deed
 - 10.2. Clarify Roles of Chairman
 - 10.3. Should all documents be provided electronically (web or google drive)
 - 10.4. Selectboard packets electronic vs paper
- 11.- Elected Official's Reports & Statements –
- 12.- Other – Employee Handbook pgs
- 13.- Approve Warrants –
 - 13.1. Payroll Warrant(s) –#19,23 &26
 - 13.2. A/P Warrant(s) - #27
- 14.- Adjournment -

TOWN OF LIMESTONE

Public Invitation to Meet with Town Manager Search Personnel

BOARD OF SELECTPERSONS AND ASSESSORS

Meeting Minutes

Wednesday, December 7, 2022 at 6:30pm

1. Public Meeting for Citizens to meet with Eaton-Peabody about Town Manager – at 6:30pm Interim Town Manager Walter Elliott explains to community on zoom and in-person, the public invitation meeting was requested by Eaton-Peabody as they are assisting the town in hiring a full-time Town Manager. He then turns the meeting over to Eaton-Peabody Don Gerrish and Cornell Knight, who are on zoom. They state they have ads placed throughout New England (MMA, Vermont, NH) until January 3, 2023. They will provide input with applications, help with interview questions and expect to have a full-time Town Manager by the first of February. Questions they wanted from the public were “What are the qualities you are looking for and what issues will they be facing in the next 5 years. They had heard from Limestone staff on 12/6 so this was a chance for the public. A summary of comments from citizens as follows:

Sustainable, all the leadership qualities and we must expect to pay for those skills, comprehensive plans and grant writing, LDA and must work with State, Budget guidance, develop 5-year plan contingency experience, Seasoned Manager that realizes all we have to offer MSSM, Trafton Campground, safe environment, will have vision and wants a challenge, be ahead of things, not always putting out fires. Also included in issues facing Limestone in the next 5 years – Roads, MSSM, Campground, LCS.

No other comments.

2. Call to order Time -7:03pm

Board Members Present:

Durepo_Absent Brooker_x LaBreck_x Pelletier_x Philbrick_x

3. Pledge of Allegiance & Prayer

4. Adjustments to Agenda – none

5. Approval of minutes:

5.1 Approval of November 16, 2022 minutes - motion made by Pelletier to accept as read, 2nd Brooker. No discussion. So voted.

Durepo_ Brooker_x LaBreck_x Pelletier_x Philbrick_x

5.2 Approval of November 22, 2022 Emergency Board Mtg (Finance Issue) – motion made by Pelletier to accept as read, 2nd Brooker.

Discussion. No discussion. So voted.

Durepo_ Brooker_x LaBreck_x Pelletier_x Philbrick_x

6. Committee & Board Reports

6.1. AWS – Philbrick reports out next year’s budget passed. Fees have increased. Limestone budget is \$48,000 they are keeping us at that. See attached sheet.

6.2 LWSD – Labreck reports no meeting until next week, nothing new to report.

6.3 Solar Committee – Kelley reports solar committee met on Tuesday. All equipment is operational and 3 units are in safe mode but still able to produce. We were awarded the second \$50,000 grant. Recommendation from solar committee to continue using temporary power purchase agreement but not apply new payment credits towards the 43% purchase price. Meeting scheduled with Walt on the 16th with MSSM Board. Kelley states within the agreement figure out the 43/57 allocation on savings and not kilowatt hours.

6.4 Recreation Department Committee – No Rec report

Labreck states that Highway Foreman and Interim Chief report to Town Manager and do not need to report out under Committee & Board Reports.

7. Manager’s Reports

7.1 Town Manager Report – Elliott asks Kaiser and Cormier if they want to give update although they turn in report.

-Kaiser reports one truck repaired and hopefully 2 more by Friday. Door on the salt shed needs repair, wind took it down. We now have some call-ins that are able to help as needed.

-Cormier reported he received a free radio from EMA. He has not done anything with Police Chief position. Elliott will advertise for Chief. He has ads for full and p/t help. Working with UMPI to get ALERT test.

-Elliott reports the public works bid package ad submitted on Oct. 19, 2022 has nothing yet.

-Elliott reports that he has 2 more applicants for the highway dept., 1 for Town Manager and was sent to Peabody-Eaton, 2 for the Librarian. He hired a librarian and the assistance position deleted.

-Still looking into time clocks for payroll services and pricing mobile apps. - \$295-\$495 a month with 2 wall units.

-Bond package for roads should be ready Dec 31, 2022.

-Ad for police vehicles – no response yet.

-Buildings on Manser Drive not safe to enter okay to put red X as Flora says there are plans to demo in coming year.

-Met with Tom Devoe chair of the budget committee on committee members and meeting before summer.

-CD renewal \$43,641 came due on Nov 28, recommend renewal for 2 yrs. at higher interest rate. Motion made by Pelletier to follow through with recommendation to rollover 2nd Philbrick. No discussion. So voted.

Durepo _ Brooker _x LaBreck _x Pelletier _x Philbrick _x

-Audit adjustments received and it was accepted by the Fed Clearing House. School has report okay for 2021. We need to start 2022. This is the last year on this contract. Elliott will put out feelers for other auditors.

-Elliott asks for clarification on a Life Flight donation for \$763. No money has been budgeted and no donation has ever been made to his knowledge.

Motion by Brooker to decline making a donation, 2nd Pelletier. No further discussion. So voted.

Durepo _ Brooker _x LaBreck _x Pelletier _x Philbrick _x

-Elliott asks for clarification on a Community Health & Counseling donation for \$130. No money was budgeted and no donation has ever been made to his knowledge.

Motion by Brooker to decline making a donation, 2nd Pelletier. No further discussion. So voted.

Durepo _ Brooker _x LaBreck _x Pelletier _x Philbrick _x

-Elliott asks for clarification on the Limestone Rotary Food Basket. Pelletier states there is a line item for that under social services. It might be for \$100 but Elliott will need to check the budget.

Motion by Brooker to donate the amount of the line-item budgeted 2nd Pelletier. No further discussion. So voted.

Durepo _ Brooker _x LaBreck _x Pelletier _x Philbrick _x

-Fuel tank violation inspection for 23 Virginia Place Bldg 2500. Elliott states can't take tank out this year but will call County Environmental and write letter to waive until next year – DEP test.

-All 5 quarters of unemployment have been sent in as of today.

8. Public Comments – LDF/Chamber President thanks Police Dept and Highway Dept for their help with light parade and getting up the town's lights.

Jim Butler asked if a PD Patrol position was zeroed out. Cormier said a half payment was made paid out twice but has since been corrected.

9. Old Business

9.1. LDA Update – Discussion on letter sent to Governor year's back on working with Limestone.

9.1.1 DG Fuels - \$4B investment – possibility of 650 permanent jobs by 2027

9.1.2 450 acre sale – Green Maine but not finalized – Looking at the good buildings (LDA building, Blue Goose, Citel building)

9.1.3 \$3.1 M Road improvement and demos - tie in with Flora if bond gets approved

9.2 Town Manager Search Process - no more to add then what has been reported.

10. New Business

10.1 Quit Claim Deed – owner paid everything and lien removed.

10.2 Clarify Roles of Chairman – The bylaws explain roles but will table until next meeting as not all selectpersons in attendance.

10.3 Should all documents be provided electronically (web or google drive) – Elliott states minutes are now posted again on the website. He used to put documents out and can again.

10.4 Selectboard packets electronic vs paper. Pelletier doesn't feel we need to address 10.3 or 10.4 as packets need to be in paper form as well.

11. Elected Official's Reports & Statements

-Philbrick reports drivers are parking the wrong way on Main St and specifically in front of Mike's Market it can be dangerous at night when the parked vehicle's lights are making it difficult to see a pedestrian. Cormier states he will have his Officers address it.

-Pelletier reports there are a number of street lights on the poles that are out. He asked Elliott if we bought those, rented or leased them. Elliott states they are leased and we should have them working. He will take care of it.

-Brooker reports that the selectpeople had appropriated money for a grant writer and he would like to see us work towards hiring someone. There were also ARPA money set aside for heat pumps and he would like that to get going too. Elliott explains the installation for heat pumps are back logged. Brooker asked to get the town on the list. Also the house on Leighton Ave that had a fire has been like that long enough and needs Code Enforcement to look into it. Brooker would also like to know what property the town owns and would like a list of town property. He asked where the town is on the LDA bills? Elliott states he is trying to meet with Carl Flora again this month. Brooker then asked if we do not have the right to okay the purchase of the car for the police dept. Walt responds with the procurement policy statement that as long as we stay within our budget there is no violation. The last item for Brooker was proper etiquette at meetings. He states it is the responsibility of the chairperson and they must recognize people and no one else will speak until they are done.

12. Other - Employee handbook pages – Labreck refers to page 14 years of service and the amount of time that can be rolled over. Discussion on reducing the amount to carry over to 80 hours total. A motion made by Pelletier effective December 7, 2022 that at the end of the fiscal year employees are allowed to carry 40 hours earned pay for a total rollover of 80 hours per year.

Motion by Pelletier 2nd by Brooker. So voted.

Durepo _ Brooker _x LaBreck _x Pelletier _x Philbrick _x

13. Approve Warrants

13.1 Payroll Warrant(s) #19, 23 & 26

Motion by Pelletier 2nd Brooker

Durepo _ Brooker _x LaBreck _x Pelletier _x Philbrick _x

13.2 A/P warrant(s) #27

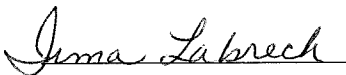
Motion by Pelletier 2nd Philbrick

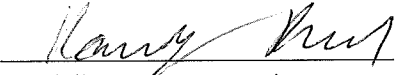
Durepo _ Brooker _x LaBreck _x Pelletier _x Philbrick _x


14. Adjournment – Time: 8:30pm

Motion Pelletier 2nd Brooker

Durepo _ Brooker _x LaBreck _x Pelletier _x Philbrick _x


Irma Labreck, Chairperson


Randall Brooker, Vice Chairperson


Paul "Chris" Durepo, II

Jesse Philbrick

Fred Pelletier