

TOWN OF LIMESTONE

BOARD OF SELECT PERSONS AND ASSESSORS

MEETING AGENDA

Wednesday, January 4, 2023 at 6:30 P.M.

1. - Call the meeting to order
2. - Pledge of Allegiance & Prayer
3. - Adjustments to Agenda –
4. - Approve Minutes –
 - 4.1. – November 7, 2022 Board Meeting
5. - Committee & Board Reports –
 - 5.1. Solar Committee
 - 5.2. Rec Committee
 - 5.3. Public Works Status
 - 5.4. Fire Dept request
6. - Manager's Report –
7. - Public Comments –
8. - Old Business –
 - 8.1. LDA Update-
 - 8.1.1. Information was requested about property documents concerning 450 acer sale.
 - 8.1.2. Will receive \$1M of Federal Funding for sewer repair/replacement
 - 8.1.3. \$3.1 M roads improvement and demos (reported previously)
 - 8.2. Town Manager Search Process
 - 8.2.1. Town employee interviews and public interviews was completed (Results are in the packets) Only one resume thus far.
 - 8.3. More Documents such as policies have been posted on the website
9. - New Business –
 - 9.1. Clarify Roles of Chairman
 - 9.2. Mid year budget review is scheduled for 11 Jan @ 6:30PM in board room
 - 9.3. Open vehicle bids
- 10.- Elected Official's Reports & Statements –
- 11.- Other – Employee Handbook (Suggest all changes be submitted for review 1 Feb 2023)
- 12.- Approve Warrants –
 - 12.1. Payroll Warrant(s) –#29, 31
 - 12.2. A/P Warrant(s) - #28, 30
- 13.- Adjournment -

TOWN OF LIMESTONE

BOARD OF SELECTPERSONS AND ASSESSORS

Meeting Minutes

Wednesday, January 4, 2023 at 6:30pm

1. Call to order Time – 6:29pm

Board Members Present:

Durepo _x Brooker _x LaBreck _x Pelletier _x Philbrick _x

2. Pledge of Allegiance & Prayer

3. Adjustments to Agenda – None

4. Approval of minutes:

4.1 Approval of December 7, 2022 minutes - motion made by Pelletier to accept as read, 2nd Philbrick. No discussion. So voted.

Durepo _x Brooker _x LaBreck _x Pelletier _x Philbrick _x

5. Committee & Board Reports

5.1. Solar Committee – Meeting scheduled with MSSM on Thursday, January 5, 2023 in reference to solar purchase and power purchase agreement. See attached letter from Town Manager Elliott to MSSM.

5.2. Recreation Department Committee – Elliott received a call asking for Rec. Director application.

5.3. Public Works Department – Kaiser reports he has 2 trucks that are 100% ready. All major repairs are done and he is chipping away at the small stuff. He calls in part time help as he needs them. Brooker asked about the sander and Kaiser reported it belonged to the school but the truck the sander is on belongs to the town. Philbrick states he counted 6 sanders at the highway dept. Durepo asks if there is a documented preventative maintenance program and suggests contacting local public works to see what forms they might share. Philbrick suggested if there was no time to do the repairs to the two truck bodies, they should be sent out to have them repaired. Kaiser was in agreement because he does not have the time.

Elliott reports he has quotes on a sander to fit the white truck to sand secondary roads. The lowest bid was from Precision PI (\$7,200) but no timeline on when; Caldwell's Limestone (\$7,600) and Moonlighting (\$8,000). Elliott would like a vote to purchase sander from Caldwell for \$7,600. All in favor. So voted.

Motion made by Durepo 2nd Pelletier.

Durepo _x Brooker _x LaBreck _x Pelletier _x Philbrick _x

5.4. Fire Dept Request – Fire Chief Poitras proposed using ARPA funding for new turnout gear and a snowblower. He gave details about costs and answered questions. See attached for detail.

Discussion by Durepo on grant funding available and Poitras explained the timeline process. Elliott reports the heat pump might not be needed at the fire department and the heat pumps they planned to install might have a rebate from Efficiency Maine and cost less than expected. Elliott will put all the uses for the ARPA funds (heat pumps, grant writer, etc.) together including a quote from

Poitras for snowblower and 8-10 sets of turnout gear and a decision will be made at the next meeting.

5.5. Police Dept – Chief Cormier reported the department averages about 100 calls a month. He has also completed updating the SOPs. He has one officer coming back to work and he has one officer leaving but will ~~be~~ continue for Limestone as a reserve. We have 2 full-time and 2 reserve officers. Currently waiting to have the lights put on recently acquired vehicle and then will need to decide about the Dodge. Does it get sold? Does it go to highway dept. Discussion on what happens to the money if it's sold, should it go to general fund or back to the department. Durepo and Pelletier suggest selectboard come up with a structure so it can go back to department budget an article. Elliott will research past warrants as there may have been something done after the Public Works sold scrap metal and it went to general fund.

5.6 Warden Christie provided a brief explanation on some recent changes to ice fishing locations. He reported that Durepo Lake and Trafton Lake are now open to ice fishing. He said Durepo lake has private land all around it. He discussed some items of interest that the warden service felt was important to share so the town could be aware of them. The items are permanent ice shacks as they are not usually removed, trash left behind, roads can get torn up depending on the plowing situation and porta potty issues. Durepo states to schedule a public hearing to get input. The selectboard will see how this year goes and won't look into an ordinance unless it becomes necessary and will get public input.

6.

Manager's Reports

6.1 Town Manager Report – see attached for more detail. The highlights are as follows:

-Abatement request as homestead exemption was dropped – deleted inadvertently. A motion to correct was made by Pelletier and 2nd by Brooker. No Discussion. So voted.

Durepo _x Brooker _x LaBreck _x Pelletier _x Philbrick _x

-This year's dispatch contract with the Sheriff's office for \$12,300.53. Motion made by Durepo to accept contract and second by Philbrick. No discussion. So voted.

Durepo _x Brooker _x LaBreck _x Pelletier _x Philbrick _x

-Quadiant postage meter at the town office costs \$1,000 a year to rent and when we need an ink cartridge the town is responsible for it at a cost of \$250. Elliott recommends using stamps and doing away with the postage meter. There is a penalty for doing so before October. Selectboard agreed with Elliotts recommendation.

-The lights for the decorations for Access Hwy that were reported out due to a broken wire was repaired by Jon & Nick Poitras, eliminating a shock hazard.

-Update on payroll services with a couple more services to review but looks like cost will be approx. \$80 a month for mobile and GPS services. Fixed clocks would be another \$80 a month.

-MSSM paying monthly electricity invoices but no word on loan payment or PPA agreement.

Meeting to discuss is January 5, 2023.

-Trio has been corrected. Need to enter correct budget numbers for 2022 and will be ready to start next audit. RHR Smith has agreed to do the audit for 2022 and requested 2021 audit and finance sheet for 2022.

-Clarification on line item: Social Services – Catholic Charities which has a \$1,900 balance.

Selectboard agreed with Town Manager on line item's purpose. Question and discussion on whether they need to apply if town should just send it out for these budget line items. No decision made.

-Fuel tank violation for 23 Virginia Place Bldg. 2500 has been taken care of and will be removed later this year.

-Will wait on the bond package for roads because town needs to vote on it and this one would be due in February.

-Thanked to everyone that assisted in the past emergency and using the fire station as a place to shelter those who were cold. In the near future will put together a small group of dept heads to identify needs and corrective measures and actions for future emergencies. Suggested purchasing a pin for everyone that assisted.

7. Public Comments - Jo-Ellen Kelley suggested involving the Age Friendly Committee when they gather as a group to identify needs and corrective measures as the group could provide information on the needs of the elderly population.

8. Old Business

8.1.1 LDA Updates – Elliott gave update as requested at last meeting on 450-acre sale of property.

8.1.2. Elliott reported Loring will receive \$1m of federal funding for sewer repair/replacement.

8.1.3. Elliot reported previously Loring is to receive \$3.1m for road improvement and demos.

8.2. Town Manager Search Process

8.2.1 Town employee interview and public interview completed and results in packets. Five applicants and they will send packets out and will open them over a zoom meeting/Exec Session next week. Cornell Knight will present the packets to the board over zoom. Thursday at 6:30pm.

8.3. More documents have been posted on the website. Minutes, agenda and policies. Durepo asked if Elliott could look at Caribou’s website and whether we could do something like that where the meeting is videoed. Elliott said he could do something. Kelley suggested using the cloud to save zoom meeting and link to website.

9. New Business

9.1 Clarify roles of Chairperson – Durepo had 2 main points for structure to add to bylaws. The first being a quit time of meetings and the second would be who makes up the agenda. He suggested quit time of 9pm and the Chair and the Town Manager work together on the agenda. Durepo would also like to address what happens if there is no town manager and who runs meeting.

9.2 Budget Committee - Elliott has contacted each member to have a mid-year review on January 11, 2023 at 6:30pm in board room. Question by Labreck if selectpersons could attend. Durepo states bylaws say all committees should be there. Elliott states in the town report current budget committee members listed are good until 2024. Pelletier questions if they can all be good until 2024. Budget Committee can be on for 3 years and they have to be off for one year before they can get back on.

9.3 Open Vehicle bids -

There were 3 bids but one was for a piece of equipment that wasn’t out to bid so was voided.

Ford Escape - Cote’s Auto \$756

Tyler Gove \$250

Motion made by Brooker to accept Cote Auto bid. 2nd by Philbrick. No discussion. So voted.

Durepo_x Brooker_x LaBreck_x Pelletier_x Philbrick_x

Ford Tauras – Tyler Gove \$700

Motion made by Durepo to accept bid and 2nd Philbrick. No discussion. So voted

Durepo_x Brooker_x LaBreck_x Pelletier_x Philbrick_x

10. Elected Official's Reports & Statements

-Pelletier thanked Kaiser and Poitras and apologized for the inconvenience of having fire station a warming area. Pelletier states it's time to ask Department heads to start building their budgets.

-Brooker asked where the town was in reference to the burnt house on Leighton Ave. Elliott states he has spoken to Code Enforcement. Brooker asks about the drain tile the selectboard had voted to do, he would like to see plans to get it done. Durepo states we should look at additional pumps before spring. Brooker asks where town is on the heat pumps that were supposed to be put in. Elliott spoke to contractor and he should be here next week to look over project. Brooker requested executive session on personnel matter if time allows.

-Durepo asked Elliot if Budget committee picked a chair and if they are following bylaws. Durepo asks about EMA position. Cormier states it was Jim Butler. Durepo states we need to identify.

Durepo states job postings on MMA for life guard and Indeed for Police Chief and positions aren't being posted in enough places including town website. Elliot states postings are on town website and town channel. Labreck states Bernie LeGassie is the person who will advertise on WAGM.

-Philbrick states we need to look at personal property tax because we need the revenue. Elliott reports he is currently working on it.

-Labreck thanked everyone for their work with the power loss emergency, police presence at the school, the board, fire dept and Elliott for continuing to stay on as interim town manager.

11. Other - Employee Handbook -Elliott needs all suggestions be submitted by board for February 1, 2023 review.

12. Approve Warrants

12.1 Payroll Warrant(s) #29

Motion made by Durepo to accept 2nd Brooker. No Discussion. So voted.

Durepo_x Brooker_x LaBreck_x Pelletier_x Philbrick_x

Payroll Warrant #31

Motion made by Pelletier to accept 2nd Durepo. No Discussion. So voted.

Durepo_x Brooker_x LaBreck_x Pelletier_x Philbrick_x

12.2 A/P warrant(s) #28

Motion made by Durepo to accept 2nd Brooker. Philbrick states not in agreement. No further discussion. Four in favor, 1 oppose.

Durepo_x Brooker_x LaBreck_x Pelletier_x Philbrick_oppose

12.2 A/P warrant #30

Motion made by Durepo to accept 2nd by Brooker. No discussion. So voted.

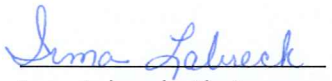
Durepo_x Brooker_x LaBreck_x Pelletier_x Philbrick_x

13. Executive Session - Brooker made a motion to go into executive session on a personnel matter MRSA 405.6.A.1, 2nd by Durepo. So voted.


Durepo_x Brooker_x LaBreck_x Pelletier_x Philbrick_x

Return from Executive Session @ 9PM Motion by Brooker, 2nd by Durepo with no action taken all in favor.

14. Motion to adjourn @9:02 PM by Brooker, 2nd by Pelletier, all in favor



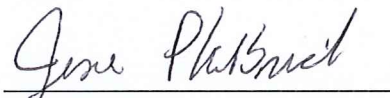
Irma Labreck, Chairperson



Randall Brooker, Vice Chairperson



Paul "Chris" Durepo, II



Jesse Philbrick



Fred Pelletier