

Stockton Springs Select Board Minutes

January 13, 2025

Attendees:

Select Board Members Present	Elizabeth Lenharr Marsha Shute Betsy Bradley Loren Cole – Town Manager
Select Board Members Absent	
Note taker	Sarah Hardy
Community members	Approximately 15 community members were in attendance. Speaker names were captured in the notes as best as possible. No attendance list was captured.

Yellow Highlight indicates NEW or not-yet-completed action items.

Green Highlight indicates COMPLETED action items.

Blue Highlight indicates incomplete notes, based on in-person note taking where something was missed. Need to go to tape back up.

#	Agenda	Notes
1.	Roll Call: Call to Order	Liz Lenharr called to order 8:00am roll call – see attendance above
2.	Adjustments to the Agenda	Two additions were requested and were addressed at this point in the agenda: <ol style="list-style-type: none"> 1. Loren received an email communication about an overdue unpaid invoice for the breakwater plan from GEI <ol style="list-style-type: none"> a. Invoice date was 9/5/24 and due date was 1 month later b. The invoice due was \$8,538.40, they must have received two separate invoices which were paid. October 20th and December 23rd. c. Betsy mentioned she thought there was a grant for this work. Skeet confirmed there was a grant. d. No one present knows why it wasn't paid since bills that came after were paid. e. Conversation was about how much the grant was: The exact amount wasn't known off anyone's head but it was noted that the grant was not large enough to cover the whole amount. The harbor committee contributed the funds to cover the balance above and beyond the grant.

		<ul style="list-style-type: none"> f. The job is complete, only the design was commissioned and it's not going forward because the smallest bid was \$8Million and the biggest was \$32M and no one has the money for that big of a job (neither the town nor the harbor committee) g. Loren to check balance to make sure it gets paid. h. Betsy request this on a future agenda for follow-up <p>2. Request for AARPA agreement from Direct Communications – sample form provided by Direct Communications</p> <ul style="list-style-type: none"> a. In a letter dated 11/20 to the town manager, Direct Communications indicates that funds from AARPA must be allocated by 12/31. b. Loren asked if the resolution was made? Betsy wondered if this was just a reminder to not lose the AARPA fund. c. The balance of the AARPA fund was actually allocated to the purchase of Tally Ho. d. The remaining 52,000 for broadband will come from the town budget in June. e. Liz mentioned that we need a report to indicate how AARPA fund are allocated and how much to each project. Jane Sullivan is the contact. Liz will get the contact for Jane to Loren and he'll reach out to her. f. Betsy mentioned that we've actually spent AARPA money on various things and we may need to go back and get those receipts <p>3. Bid opportunity for town owned power broom</p> <ul style="list-style-type: none"> a. Received a bid of \$50 for both, the bid period is closed and this is the only one received. b. Liz makes a motion to accept the bid from George Russell. Seconded by Marsha, all approved. c. No bids received on the boat, question from George what to do with it. Suggestion to put it on the free sign on it. Loren mentioned that we need to review the disposition of goods ordinance to make sure if it's ok to not post or ask for bids (since this there have already been 3 rounds). If it is, then that's what they will do.
3.	CMP pole Extension – Cape Jellison rd	<p>CMP wants to extend poles down Cape Jellison Rd – from Pleasant drive down to the docks. They need authorization from the Select Board.</p> <p>Any reason not to do it? Per George there is not.</p> <p>Q: Kathy Kamzelski – why are they replacing the poles? Will they be similar or metal, or for higher transmission service?</p> <p>A: George – replacing only because of age. Per Vern they were last replaced in the '60s. Marsha thought she saw they would be wood</p> <p>Motion made by Liz, seconded by Marsha and all in favor</p>

4.	Update on Interim Town Manager Search	<p>Two interviews today, both candidates from the MMA list of interim town managers</p> <p>Bradley Plant, coming in at 9:00 and if meeting isn't done, he will join the meeting then interview after.</p> <p>John Belino – coming at noon. Was the town manager in Clinton</p> <p>Another person Rich Cromwell (from MMA) is coming in today to help us find a town manager. Usually this service costs \$5000, but since he can't do full services he'd only charge \$500. He would do:</p> <ul style="list-style-type: none"> • Assist with ads, recruitment. Collect and log applicant materials. Do background checks and provide that to the town. Cost of that would be separate from the \$500 and depends on how in depth the search is. • Advertising costs would also be separate but would be reimbursed by MMA. • This service does not include interviews by MMA, just review of the resumes. <p>Q Angie – is MMA receiving the applications and will narrow it down before it coming to the select board</p> <p>A: yes, this is true. Liz asked Angie if the town previously used the town lawyer to do this search rather than the MMA and she confirmed.</p> <p>Q: Betsy - asked Loren if the interviews would fall into the executive session</p> <p>A: Loren - confirmed this is true, so this means that the meeting will remain open all day.</p> <p>Kathy Kamzelski recommended that rather than leaving the meeting open all day, a formal break could be made, and during this time the members cannot converse. That's what they will do rather than leave the meeting open which would be subject to needing to be documented via meeting minutes..</p>
5.	Transfer of \$15,000 from EMS stabilization grant to ambulance capital reserve	<p>Loren got information that the state doesn't allow the stabilization grant to be used for the land purchase. What can be done is transfer the \$15,000 to ambulance capital reserve, it could also be used for wages.</p> <p>If we transfer the money to capital reserve then it can go to the land from that account.</p> <p>Liz made the motion to transfer \$ to the capital reserve fund, seconded by Marsha, All in favor</p>
6.	Review town manager job description	<p>Loren searched and has found a job description for town manager from Maine municipal web site.</p>

		<p>The select board is reviewing that job description. Betsy offered to read it aloud, Skeet said yes he'd like to hear it. George is getting copies rather than reading aloud.</p> <p>Betsy asked Loren if it's a job description or a list of duties and expectations. Select board agrees it's more of a list of duties and want to make sure they include some of these main points in the Ad for the papers.</p> <p>Jerry Huntoon suggested including a line about economic development. The select board agreed, it will be added.</p> <p>Kathy Kamzelski suggested the work "statutes" get added to statement about following state and municipal codes. The select board agreed, it will be added.</p>
7.	Accounts payable/payroll	<p>Loren provided the payroll warrant to the select board. Betsy asked about a change in format, Angie mentioned that Amy is paid weekly now so her pay will show up every week vs others who are on a less frequent schedule.</p> <p>The select board continued to review, and the warrant was signed by all members. Liz made a motion to approve payroll warrant #42. Marsha seconded. All approved.</p> <p>Accounts payable: The Select board reviewed the document provided by Loren. It was signed by all members. Liz made a motion to approve accounts payable #43. Seconded by Marsha, all approved.</p>
8.	Public comment – any topic	<p>Public</p> <ol style="list-style-type: none"> 1. Jerry Huntoon – read the minutes and was shocked by the number of stipulations that were mentioned on the house purchase. Select board said none of the stipulations are in the current contract. Per Loren it violates statutes to discuss acquisition of real estate property in an open meeting, it has to be done in executive session. Jerry asked if the meeting minutes should be amended to indicate that? Loren said no, the minutes are the minutes but we shouldn't continue to make this mistake. There was some discussion about how the select board would make the purchase if it's only in executive session, since they have to make a vote which must be public. <p>Per Loren there is a freedom of information request for the contract, and he's not sure if it can be fulfilled because of the statute, so he's checking with MMA. If he can, then he will release it after which it can be discussed at a select board meeting.</p>

		<p>2. Linda Meadows: Review of the solar panel agreement/buyout. Linda provided copies to the select board. Reminder in December 23 meeting this came up and the board asked her to review the contract. Months before that, it was discussed with rough numbers for the buy out. Based on her review of the contract and calculations, the town will have saved about \$17,000 in the 7 years since install. However, if we buy the panels – and we expect them to have at least 23 more years life, we should save well over \$100,000. The price in the contract said it was \$37,000 which was last year, but she expects to be less with an additional year of payment – also it is negotiable. The process is to tell them we’re interested in purchasing the panels outright, the company gives an estimate of what they say it’s worth, we can then counter. We can only do this at the end of every year of the contract and it has to be 90 days in advance – that anniversary date is in May, so by the 7th of February we have to start the process of negotiations if we’re going to do that this year. Billing is quarterly.</p> <p>Q Angie, where would the money come from?</p> <p>A: Board: From the budget. Which would require the approval of the town. Linda encourages that the town acts soon, and if we don’t try to buy out this year then make sure it is in the budget next year.</p> <p>Q: Betsy asked if Linda had estimated what we would save without buying out the contract.</p> <p>A: Linda - There still will be a savings but it’s a lot less than if we own them. It’s like a 12% savings over the CMP costs. Some discussion about whether we were making extra electricity from the panels, because we used to make extra. Linda confirmed we are no longer making extra, in fact the panels are actually not covering all electricity usage by the town. This is why the resilience committee is pursuing the grants for panels on the town building to cover all electric usage.</p> <p>The discussion of the solar panel raised reminder for Tom Moore about an antenna which hasn’t been mounted since the new roof. It couldn’t be reattached because it would require puncture of the new roof. Betsy asked for the paperwork on what needs to be done, it had been previously been provided to Mac. Tom will provide the estimate. The company is Atlantic Communications.</p> <p>3. Sarah Hardy: In a few meetings, the idea of increasing the number of select people from 3 to 5 has been raised. She thinks it’s a good idea, what do we need to do for that to happen? Betsy indicated the decision to go to 5 requires a town meeting. If we went this route and didn’t get 5 candidates, then what? We’d need to understand from MMA, how this might be handles.</p>
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Question Tom Moore, would we have to get rid of the town manager with 5?

A: Board - No, for example Searsport has 5 select people and a town manager.

This would also increase the town budget by \$4,000 and the bylaws would need to be changed.

Loren is taking this as an action item to talk to MMA before the next select board meeting.

Q: Kathy Kamzelsi – why would this would be considered?

A: board - because with only 3 people, any two members together equals a quorum so is considered an official meeting even if they are only picking up garbage on the side of the road. With 5 people the quorum would be 3 people, so it would be less likely that there would be the appearance of inappropriate activity just by people running into each other around town (it happens, because small town).

Question – when do the papers for select board need to be submitted?

A: Per Angie in March.

The timeline for getting all of this in place is challenging, it may require a few town meetings to accomplish, so maybe not till 2026.

4. Kirsten Wyman– as the realtor for the Tally Ho purchase, she needs a letter for proof of funds. The deadline is 1/14/25. Kirsten will talk to Loren as he will be responsible for providing that. Kirsten previously had sent a timeline of deadlines. She indicated proof of funds via email is fine.

5. Jerry Huntoon - has there been any movement about meetings in the evening? Per George, for any night meeting previously held, no one shows up. Per Betsy used to be 4 meetings a month including one night meeting. Nonetheless, folks are asking about it now so suggest that the meetings alternating morning and night – one each a month.

Q: Angie - also mentioned making the meetings on Zoom, how would it work for public comment. There was discussion about how that would work with raising hands for voting and public comment.

Q: would zoom be available for morning and evening? Yes. The meetings could also be videoed and available after.

Angie - Also reminder that we're about to move into an interim manager, can we hold off on the decision about timing until they are in place, so the schedule can work for them too.

6. Bangor daily news reporter Sasha Ray – can she get confirmation about the town purchase of Tally-Ho. The select board confirmed closure by feb 1st.

7. Sarah Hardy – brought up the banking issue (low interest rate and balance too high for FDIC) that was discussed last year and which was due in early January. With all that's gone on it's understandable that it's not getting worked on, but what's a new deadline and can that get on a future agenda? Loren is taking this as an action item.

Select board:

The meeting minutes from December 9th has not been approved, neither have any meeting since then so that's the 23rd of December through the current meeting.

Q: Angie – who is taking minutes (A: Sarah Hardy) and then asked if Sarah is an employee. It will be discussed in executive session after today's meeting.

Per Loren and MMA, meeting notes can be recorded and transcribed but not both. If they are posted online, recordings may be sufficient. Sarah mentioned that we might lose action items, deadlines and who is responsible if notes aren't transcribed. It was mentioned that recordings aren't also easily searchable so transparency to the public would be lost.

Town Manager/Including routine updates

Loren Cole – Last spring the Town of Frankfor asked for proposals from Stockton springs and Winterport to cover their emergencies. Last year they went with Winterport. Again, they want Stockton springs to write up a proposal and Amy Drinkwater is going to prepare that for them. Liz asked if they are also getting one from Winterport. Betsy recalled that Winterport doesn't have a municipal fire dept, but it's a nonprofit, the town of Winterport pays Stockton springs to cover their emergencies because their own organization often can't support the need. Loren indicated if it goes forward it would be similar to the agreement with prospect.

Vern Thompson – the fire dept just received a call during the meeting about a buck (deer) being tangled in a private property fence (chicken wire). The fire fighters and public works responded and freed it – it still has wire in its antlers. Vern just wanted folks to be aware of some of the calls they receive.

George Russell – wanted to raise that public works has a truck with emissions problems, the bill will be more than \$10,000. Also needs to get the fire alarm for the town worked on because it's going off randomly in the middle of the night and during the day (it went off during the select board meeting one time). When it goes off, all fire fighters and emergency personnel is paged. It needs to be evaluated asap because the alarm is shut off currently.

		No additional comments.
9	Executive session pursuant to 1MRSA ss 405(6)(A) Personnel Matters	Motion to move into executive session at 9:39am
10.	Adjourn	