

## Stockton Springs Select Board Minutes

April 14, 2025 Meeting

Attendees:

Select Board Members Present	Elizabeth Lenharr (Liz Lenharr) - chair Marsha Shute Betsy Bradley John Bellino – Interim Town Manager
Select Board Members Absent	
Recording Secretary	Sarah Hardy
Community members	Approximately 18 community members were in attendance for some or all of the meeting. 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. May need to go to tape backup.

#	Agenda	Notes
1.	Roll Call: Call to Order	Elizabeth Lenharr called meeting to order  8:05am  roll call – see attendance above
2.	Adjustment to the agenda (move to the beginning of the agenda)	A. John brought forth two municipal quick claim deeds for two different properties without covenants on Denslow Rd for 2 different tax years. This means the overdue property taxes have been paid and the owner gets the property returned to them.  Liz makes a motion to accept the quick claim deed for the two lots, seconded by Betsy, the vote of approval was unanimous.  B. Funding for the ambulance – this ties in with an ARPA fund update. We will be in compliance for allocating the funds by the 4/30 deadline. However, we can't use the ARPA funds for the ambulance because we can't use it for debt services. It was recommended by the state controller that we change the classification of the funds to loss of revenue, so we can use it toward costs from 2024 like repaving or for salt and sand. This means he will have to include \$9,000 for ambulance payments in next year's budget. There is a \$7620.00 payment due now to

		<p>Autotronics, there is money in the capital reserve accounts to cover it.</p> <p>The payment schedule about is \$9,000 in 2025-2026 budget year, for 2026-2027 and going forward it will be \$36,000 per year</p> <p>Liz made a motion to approve payment of \$7620 from the capital reserves account. Betsy seconded. Motion passed through unanimous vote.</p>
3.	Approval of Minutes	<p>3/10/25 select board minutes for both morning and evening meeting</p> <p>Liz Lenharr made a motion to accept select board minutes from March 10, 2025, morning meeting and the March 10, 2025, evening meeting. Marsha Shute seconded. The motion was approved by unanimous vote.</p>
4.	Personnel Policy Updates	<p>The select board reviewed documents.</p> <p>Page 2 there were definition changes: On call Firefighters and EMS – means an employee on call basis, must follow HR rules but gets no benefits, however they do receive up to 40 hours of earned paid time off. For every 40 hours worked they earn 1 hour. This change is required to meet a new state statute.</p> <p>Per diem definition was added for EMS. It also adds the statements about following HR rules, no benefits, and earning paid time off</p> <p>Slight definition change of part time employee, &lt;20 hours – subject to rules, no benefits etc. Those employees working &gt;20 hours a week get prorated benefits.</p> <p>Page 6. Stating a grandfathered clause with the sick days prior to 2024.</p> <p>Page 7. Banking sick leave. Employees recommended some changes. Q: Angie – would like to see banked sick leave not to be transferred from one employee to another because she’s seen pressure tactics used where one employee asks for another’s time. Folks should be responsible for their own time, especially since all employees can purchase income protection insurance. This change crosses out 3, 5 and 6.</p> <p>No. 7 – there isn’t a carry over time for sick time so it shouldn’t be in the policy. To have sick time carryover, it would require a line item for the budget. It isn’t in the current budget currently. Betsy recommended if we are going to add this, we do so gradually so we have a way to fund it.</p>

		<p>Q: Angie - asked if it was too late to add it this year? She was aware that previously it had been paid out, so must have been paid from the budget.</p> <p>A: Betsy – do we need an executive session to discuss further?</p> <p>A: John said the budget process isn't closed yet, there may be more time to see how it might work or at least make a step toward it, as recommended by Betsy.</p> <p>Page 8 – the definition of what earned paid leave is. This only pertains to employees working less than 20 hours a week.</p> <p>Q: Betsy – certain positions like ambulance that can't go empty, do we have enough money to pay for the replacement worker but also fund the paid leave?</p> <p>A: John said he would have to check the budget to make sure that was included, will ask Amy if that's the case. Fire is different because they take paid leave and it is not backfilled.</p> <p>There is another edit related to the banking of 5 vacation days each fiscal year not to exceed 5 days, whereas the most that can be banked is the current year plus 5 days. Amber added the clarification about what the previous town manager might have wanted.</p> <p>New addition: For the paid family medical leave act that passed in 2024 – employees are able to take up to 12 weeks of paid leave. The town shall pay 1% of salaries into the paid family leave fund at the state level. This takes effect in May of 2026.</p> <p>Add: increases in compensation will be based on a wage scale. John recommends not including the wage scale in this policy, rather to define that separately because the town would want to be able to change the wage scale without having to update the policy.</p> <p>Insurance –incorporated changes in name of the policies to their new names. Ex PPO500</p> <p>Q: Betsy - suggested for the carryover of time – if we're trying to budget over time, could we look at years of service and include that somehow?</p> <p>A: John - indicated that it would be implied since it would be year after year of carryover.</p> <p>Liz mentioned that we'll return to the additional changes in another meeting.</p>
5.	Local Food Sovereignty Ordinance	<p><a href="#">Food Sovereignty Ordinance 2025 Draft.pdf</a></p> <p>This will be included in the public hearing on the 28<sup>th</sup> since it will be in the warrant for the town meeting.</p>

		<p>John suggested we adopt a template that other municipalities have adopted vs the one pager that was originally adopted.</p> <p>Melissa – the original indicated that we could only sell from their own property (onsite sales). The new ordinance would allow the formation of a farmers’ market that could be held in a separate site.</p> <p>Liz makes a motion to accept the new local food ordinance to be on the warrant, seconded by Betsy. The motion passed unanimously.</p> <p>The select boards signed the ordinance.</p>
6.	Eagle Point Energy Center contract	<p>John – they gave us a notice, which is in the budget, that the tipping fee is going up. There is no specification of tipping fees in the contract, but they did send some updated schedules which included the price change. Note: A tipping fee is the cost per ton of trash.</p> <p>Eagle point energy was formerly known as PERC.</p> <p>\$93 per ton for this fiscal year and it may go up next year.</p> <p>Q: Abram – asked if we’ll be updating our solid waste ordinance which is 9 years old? A: John – said that and many ordinances should be reviewed and updated. This task would be for the next town manager.</p> <p>Q: Skeet - asked what is the annual cost to get rid of our garbage – garbage and recycling – Why did we do away with the stickers? A: Betsy - In COVID when people couldn’t get stickers from stores or the town office. A: John – trash in 2023 was budgeted as 43,000 but actual was 73,000. In 2024-25 we budgeted 80,000 and we have utilized way below expected. John has put into the next budget as \$75,000. This doesn’t include the collection costs for Pinkerton – for next budget includes \$55,000, current year is \$59,000.</p> <p>Betsy noted that people are more likely to put their trash out when they don’t have to buy stickers. John suggested that other towns use town trash bags, it includes the impact fee for removal. Diane noted that the town is cleaner without having to pay for stickers. Several other people signaled their agreement. Bruce noted that there is a lot less roadside cleanup with “free” pickup.</p> <p>Liz made a motion to accept the Eagle Point Energy Center contract, seconded by Betsy. All voted in favor.</p>

		Select members signed the contract
7.	Town Manager Job Description	<p>John reviewed the existing job description, he used a template from Maine Municipal Association and researched what other towns use. There are some areas remaining for consultation – like length of contract and compensation.</p> <p>Q: Angie asked if it breaks down to tasks they would be responsible for? Like financials or general assistance?</p> <p>John read the document aloud.</p> <p>Q: Betsy - asked if we should add that it's an annual contract – that's what it's always been.</p> <p>A: John suggested where it could be added.</p> <p>Q: Serena – asked about the statement about “good physical condition” does that violate the American Disabilities Act by not being inclusive?</p> <p>Q: Sarah - asked if we couldn't include something about “must lift 50 pounds etc.”. like other job descriptions have – because it does seem to exclude folks with a disability.</p> <p>A: John - mentioned that the standard ADA and inclusiveness statement is part of the job description and job posting</p> <p>Q: Angie - asked if we want to limit ourselves to a yearly contract? can we do it so we're not locked into an annual contract, couldn't that be negotiated with the candidate? By making it a one-year contract, could we limit who applies, for instance someone coming from out of state who may not want to move here if they weren't sure they'd be employed longer than a year.</p> <p>A: Diane – it is just a description, it's general and not necessarily what they may do. The contract would specify duration.</p> <p>A: Abram Guay – in response to Angie's question, he referenced title 30A state law. Town manager may hold an indefinite contract except by specific contract. Suggest using the state law.</p> <p>Gillian – couldn't we do it like teachers where there is a probationary contract for 2-3 years.</p> <p>The select board asked for those changes to be made and reviewed again in a future meeting.</p>
8.	Community Garden	<p>John – the board had some question about the community garden. Linda meadows is here to answer them</p> <p>Linda – shared with the mission statement, the guidelines, some visual aids about the location and design.</p>

Terry Van Praet – guided everyone present through the design

Q: Marsha - asked for clarification about cost

A: Linda - Grant money has been applied for and if we don't get the grant then we'll seek donations.

It was emphasized that this is a multiyear plan.

Q: Abram Guay – is the town going to mow? Also is there any way to get the speed limit decreased because it's a high accident area.

A: Kizzy and Skeet – mentioned that they worked years to get the blinking light placed and the state refused to drop the speed limit.

A: It was noted that there will be less for the town to mow after the garden is made because they already do mow this field.

Kizzy – her only concern is that this will be a gated area? Because this is a common area for kids to ride bikes and fly kits.

It was clarified that the gates will not be locked on the garden, it's to keep deer out. There will be room around the edges of the garden for walkers and bikers. There's still a lot of open area beyond the garden and before the wooded area for open play.

Kizzy is also concerned about this being a high traffic area – but noted that traffic and parking shouldn't really be increased by this garden.

Q: Marsha asked about insurance – is there anything more that we'd need to be aware of or change related to insurance.

A: John indicated he'd check with Risk Management. It would still be a recreational use, that's not changing.

Serena – the purpose of the garden is to make our community more resilient and to build community within the people.

Q: Betsy - asked about the \$15 fee for a plot

A: Terry – the seeds are free since we are cooperating with food banks. The fee will go towards sheds, soil, tools etc.

Q: Betsy -how many plots for use? And are there stipulations about how many per household?

A: Terry – 12 planned so far, how we limit beds will depend on how popular it will be. Will be able to expand to more if necessary.

On May 3<sup>rd</sup> there's going to be a community gathering to act as a kickoff, with education about the garden, signups for participation, donations etc.

Q: Angie asked if there would be a need for weed whacking?

A: Maybe around the outside of the fence.

Q: Abram – has the planning board granted a variance for a change in use for this parcel for mixed use? Is this a town entity?

A: Board doesn't see a change in use, it's a town garden, it's not a business, it's already a recreational use lot.

A: Linda – mentioned that the garden committee is a town entity because the select board did approve the formation of the committee within the resilience committee

There was discussion about whether the garden was recreational or agricultural per Abram's question about use.

It was noted that currently the town does plant flowers on various town properties, there was no change in use to do that.

Linda said that she did put stakes on the field for the garden boundaries and she wants approval for that spot from the select board and public works.

Bruce indicated that George would need to approve mowing around it. George gets back next Wednesday.

Q: Liz – can we give our OK pending George's approval and pending the insurance question.

A: Linda – indicated that the previous town manager indicated that it is no big deal from an insurance point of view.

A: Betsy indicated that the town could approve it pending the insurance question.

A: Bruce and Evan said it would be no big deal to mow – the allowances in the plan are sufficient (6ft boundaries are planned and they have a 5 ft mower).

Liz makes a motion to accept the community garden pending that there's no change to the insurance. Betsy seconded, all approved.

**Action item for John to check insurance.**

Linda – to be clear we are waiting on the grant funding. If we don't get it we'll still be moving forward. She clarified that the committee is town sanctioned committee. If the town doesn't help manage the funds, the committee would have to do all cash donations which would be more difficult to manage than being able to write checks.

John - There would have to be a budget line for the community garden.

Q: Gillian asked if someone gave a check, could they make it a restricted donation by adding a note to designate it for the garden? Can we make it a GL account like how a grant is used at the town level?

		<p>Question was asked about the beautification fund, can we do it similarly – per Amber that’s just a once-a-year payment so it wouldn’t work.</p> <p>The problem is that donations go into the general fund.</p> <p>Amber – is going to talk to the auditor for how to handle this money in/out like a general ledger account. <b>She will let the John know what the auditor says</b></p> <p>Q: John - asked if any other town committees have a financial account? A: No.</p> <p>Angie noted that the community garden is already in debt because the town lawyer reviewed the liability waiver. This was a surprise to the garden committee. John indicated it could be used for other town purposes so the garden committee doesn’t need to worry about that cost.</p>
9.	Treasurers warrant and report	<p>The select board reviewed the warrant and John made note of one line-item amount that needed to be changed.</p> <p>Betsy noted with happiness the extra interest amount due to the higher is included in the documentation.</p> <p>Liz made a motion to accept accounts payable warrant 63, seconded by Marsha, unanimously approved.</p>
10.	Public Comment – any topic	<p>A. Public Susan Henkel – last year about this time she wondered if we could have one of our school board representatives attend this meeting. At the time they couldn’t because they worked during the day. Now that we have evening meetings, Chris Downing would like to come if the select board would invite him. <b>John to work on getting him to join an evening meeting soon.</b></p> <p>Q: Susan Henkel – was wondering if community builders will be doing another spring clean-up? A: Betsy indicated it may not be an actual day, but there could be kits made available so volunteers can do it as their convenience. Angie mentioned that we could tell people to pick up the kits at the town office.</p> <p>Q: Abram – where will the bags be available? If they are not regularly available then he’ll use his own. A: Betsy said that others can take the kits once they are available.</p>

Susan recommended using a specific time frame that's advertised so that folks who might be worried about trespassers will not be surprised when folks are out with bags.

Gillian suggested maybe aligning the pickup with the garden kickoff meeting. or at least giving out bags that that event?

Susan – reiterated that she's asking the community builders to confer and pick a day.

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Gillian Liverage – handed a paper to the select board. Proposing a 52 slip marina, some temporary but some permanent slippage with pump out station. This was originally going to be a project they were going to develop privately but are asking the town to consider a municipal marina. She outlined the reasons why she thought it would be a good municipal project: Speaking as a business owner in town, Stockton Springs needs to grow business. If the town could manage the marina like Bucksport then the town gets control vs a large corporation like Safe Harbor putting in whatever they want. How do we afford this? Marina's create income, it's a long-term project, it would raise revenue that would help offset our dependence on personal property taxes. Go after state and federal funding. Currently it's very common for private entities to get funding to preserve working waterfronts. Historically Stockton Springs used to be one of the largest marinas north of Boston. Stockton is a desirable place for nearby communities to get access into Penobscot Bay. She brought plans: has done engineering plans, has dredge work permits etc. asking for the town to create a working group to explore the possibility of creating a marina. Gillian showed several maps – indicated it would go where the boats are currently stored. Additional parking would be needed as well.

Q Sarah – for non-boating people can she explain the difference between a marina and what we already have at the harbor?

A: Marina is a place where boats are tied up for a season. There is a shortage of space in the region. The club only has space for 8 boats. What we have now is a town dock – it's for loading and unloading. It currently doesn't have fuel – fuel sales would also increase revenue.

Q: Sharon - Asked about impact to abutters

A: Gillian said yes, there would be more cars, more sound

Q: Abram – so the town would own the store, the lots etc. and hire folks to run them?

Q: Linda – would Gillian still own the land?

A: Gillian - No not necessarily.

The boat infrastructure grant came up.

	<p>Sandy Liverage – the problem with boat infrastructure grant is very limited. He also suggested going to Susan Collins’ office to see what she could do to help. All our federal representatives have been involved in getting funding for working waterfronts developed so it was reasonable to assume they would advocate for this project.</p> <p>Gillian and Sandy spoke about how our town needs businesses and how the town used to be so much bigger. Stockton Springs needs jobs and places for people to live. It was mentioned that Cotterman’s closed yesterday.</p> <p>Noted that people use our free public boat launch all the time so it speaks to the volume of people that could or would use a marina.</p> <p>Q: Betsy – how many feet of waterfront is proposed for a marina? (no clear answer provided)</p> <p>Betsy – noted that the community could not bear the costs of development, it would have to be funded by federal monies or grants. Sandy - indicated it should pay for itself.</p> <p>Q: Susan Henkel asked if the town sold the property? A: It was a trade with frank zepola. Per Liz it was a quick claim deed. Per Skeet there were many things that were agreed to with that plan that didn’t come through.</p> <p>Skeet mentioned - The prospect of a marina had come up in the past with a Bangor company who would have funded it, it would need to be funded similarly so that it doesn’t impact town tax burden in anyway. He noted that even now families are being taxed out of their houses, Stockton Springs need a town manager to run this town like a business so that we can find revenue sources to actually decrease property taxes.</p> <p>Gillian – the town needs businesses so that towns get more revenue, more jobs. Especially with such a small downtown area. Residents need to support businesses in town.</p> <p>Q: Sandy – what needs to happen to make a working group?</p> <p>Q: Sharon – how does this go along with the comprehensive plan? A: John – there are two people interested in forming a comprehensive plan to revive the 20 year old plan. He also suggested having an economic growth committee.</p>
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		<p>Abram indicated that the economic committee was in the last plan and because we are so out of date with the comprehensive plan, we don't qualify for grant money.</p> <p>John said the next town manager would be involved in getting the new comprehensive plan done.</p> <p>Q: At the mention of a new town manager, Sarah asked about the job description that was reviewed today. Since we're already doing interviews, is the horse before the cart.?</p> <p>A: John indicated that it was supposed to be reviewed 3 weeks ago and they have been using those criteria for interviews already.</p> <p>So, what do we do about this marina and an exploration committee? Should it be associated with the Harbor Committee?</p> <p>Skeet didn't think it needed to be the same committee because the Harbor Committee oversees what's there now. They ensure that they have enough money from mooring fees to pay the harbor master fees. It's a different ball of wax to take care of town business. It's also different for the town to run a business.</p> <p>Melissa – mentioned she has experience with Bucksport marina and marinas in many towns on the coast. It's run by two people. This triggered a conversation about how dissimilar Stockton Springs is from Bucksport, especially with regards to the commerce in town to support a marina.</p> <p>Question – what would a committee do? How long would it have to exist?</p> <p>A: Sandy – would need to have grant writers, accountants, political connections etc.</p> <p>A: John – step 1 is create a committee to figure the feasibility of the proposal. It would need to be a multiyear endeavor to define a proposal, a design etc.</p> <p>Sandy – the plan is the pan, the committee to take the plan to Susan Collins to get the help. Garkey and Dorsey is the firm he used for the plan. They designed the Belfast docks.</p> <p>Q: Sharon and Sarah Hardy – but wasn't the plan developed based on their personal property and business?</p> <p>A: Sandy – yes, it was for his business.</p> <p>Sharon – the town would need to make sure the plan is good for the town in general.</p> <p>Betsy – would we be forming a committee to do a feasibility study?</p> <p>Sandy – he has done a feasibility study. The problem is that it includes money from the yurts.</p>
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Sandy – still has an open question about a dredge permit. More sampling needs to be done. Once it's approved they have 4 years to do it. 40,000 yards of dredging needs to be done. Indicated the design of the marina creates an area protected from the weather.

Q: Sandy – does it need to be a town committee?

A: Betsy – it will go faster and farther if it's not.

A: Skeet – grants will be easier to get if it's a town entity.

Sharon – wouldn't Susan Collins need to know that the town was behind it?

Betsy – most grants/funding requires matching or in-kind donations so we'd have to understand who would do that.

John asked if Sandy would have more information to bring such as what he finds out from Susan Collins by the meeting on the 28<sup>th</sup>.

Sandy – can the town create a letter of support?

Sarah – don't we need to have town hearings to get more town input and gage support?

Sharon suggests that at most the town could say they support exploring our options.

John – would like to know more about what's available for grants.

Sandy – has looked for grants. The Infrastructure Act grant might be possible but not big enough.

Abram suggested going to Susan Collins to say the town is interested in knowing more. Sandy said that's good enough for him.

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Abram Guay

Raising questions about Wellhead protection ordinance.

[Wellhead Protection.pdf](#)

On January 3<sup>rd</sup> of 2024, the planning board said any property that generates income are commercial properties. This is defined under section 6F and G3 on pages 11 or 12. Based on that the application on 1/17 of 2025 he has a letter from the Searsport water district that they have never been notified about that application (and it's been 61 days). He is asking the select board to take action since the planning board is breaking the law by not enforcing the ordinance.

Abram has brought it up to the code enforcement officer and the town manager to be put on the agenda and it was not added.

He wants to know what the select board is going to do. Can it be addressed in 2 weeks at the next meeting? He asserts that the planning board must put a pause in the application because it's illegal.

	<p>The application shouldn't have gone to the board until it had signoff from the water district superintendent.</p> <p>Kizzy relayed that the water district isn't responsive.</p> <p>Abram indicated he had an email from 3/5/2025 – the Searsport Water District had not received any communication anyone in Stockton Springs. The water district indicated that they will be reaching out to the town manager and/or the code enforcement officer.</p> <p>Abram asserts that the select board and the planning board must understand and follow the ordinances on the books.</p> <p>Skeet mentioned that it would be a lot easier had the board been expanded, with only 3 people it's hard to cover all the work.</p> <p>~</p> <p>Linda – She would like to understand the process by which things happen specifically, the grant that was approved last December 9<sup>th</sup> by the select board before we submitted the grant for funding. For example, the community garden – which came up today and was approved provisionally today. What about the other items in the grant – will we again have to come before the board? Is there a chance they will reverse their support?</p> <p>John – the board will have to accept the grant via a vote.</p> <p>Betsy – the community garden came up today because the renting of spaces was new information for her and she wanted to know if that would change something about insurance etc.</p> <p>Marsha – indicated that she had a similar question but was satisfied by the fact that there was a large communal garden.</p> <p>Linda stressed that there were discussions about things we applied for that not everyone wanted, for example a sign or the solar panels. Does it need a vote? The committee thought when the select board voted for us to go forward with the projects in the grant that we'd just go forward with it.</p> <p>Betsy – let's talk about Solar for example - especially since the town recently voted down the purchase of the existing solar panels on the town garage. For the new panels, the only question remaining was the puncture of the roof, once that was assured it wouldn't happen the board is in support.</p> <p>The sign is another questions – Betsy thought it was going to be portable but that wasn't what the committee envisions.</p>
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Q: Susan Henkel clarified – if the select board approved the grant, does it seem that now the town is relooking at all the things that were approved?

A: Linda – yes that’s what it seems like. Especially considering the garden, which seemed like the town may block it.

Betsy indicated that she is still in support of all of the plans but feels like the final plans need to be reviewed before the purchases are made.

Q: Kizzy asked if the grant included the actual items were part of the grant?

A: Linda – examples were provided but the exact models may be different

Kizzy – then it seems reasonable that before purchases are made that they are reviewed/approved by the town.

The fee for the garden came up again and Kizzy said she’d like to make the \$15 for the 12 plot if that removes the barrier.

Angie – no donations could be taken until Amber talks to the auditor. Not even cash donations because they are a town organization.

Q: Liz asked if we could take materials instead of cash?

A: Angie suggests to wait, so that it doesn’t look like the garden committee is taking valuables inappropriately.

Betsy reiterated her support for everything the resilience committee is doing.

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Susan Henkel asked about the state of the solar moratorium.

There public hearing is on the 28<sup>th</sup>. Then the moratorium ordinance will be voted at the June town meeting and would be back dated.

Sharon – what will happen on the 28<sup>th</sup>?

It will just be where people can talk about it.

#### B. Select Board

Marsha – would like to request 5 member select board to be on the June warrant to vote again.

Q: Betsy asked if we should have a public hearing so people can ask more questions so that all questions can be answered. Can we tag it to the hearing on the 28<sup>th</sup>? There may be too much on that agenda?

A: John - It may be too late to get it on the agenda anyway

Angie indicated if it is going to go onto the official ballot, it will need to meet the dates to get on the ballot for absentee voters etc. April 28<sup>th</sup> is the last date to get it on the ballot. If we decided not to do it as a referendum then there would be more time. Angie recommends a

ballot because we had to go to paper ballots at the last town meeting anyway.

John mentioned that it will be important to provide information on the issues on the warrant/referendum to the town in advance.

Kizzy also suggested that we have speakers for and against that would be able to speak before public comment is opened.

There was many comments about how to spread information about topics on the referendum and town meetings. Facebook, newsletter, the web page etc. The last meeting was an example of how people voted without info.

Liz made a motion to include the five member select board on the referendum. Marsha seconded, all voted in favor.

The town meeting will be on June 14<sup>th</sup>. Voting is June 6<sup>th</sup>.

#### C. Town Manager/Including Routine Updates

1. Update on the dock project – supposed to be done on the 30<sup>th</sup>.
2. John is working on the town summary report and is working on the warrant
3. Green Valley bridge review – he has heard from DOT, and was told it's the town's bridge and they won't take it back. He will be going back to the DOT with additional questions.
4. A grant is being pursued for expansion of the existing boat ramp at the harbor. If it's approved it will be today 4/14/15. Mitch Bernard told Skeet that he thought it would be approved. This grant would be from the Mallinckrodt lead pollution fund. There is more money available and additional projects. Today they should be hearing about existing project: 3 more pilings, 3 more floats which will act as a breakwater for the existing floats.
5. There is an additional project that needs approval to pursue (boating facilities fund) by Thursday. There is also a need to dredge and elongate the boat launch to accommodate boat launches more easily because the window of time after high tide is very short.
6. John has the policy for using real estate agents to sell foreclosed properties, for the select board to sign. Previously reviewed and approved the wording and just awaiting signatures.

Liz made a motion for to pursue the boating facilities fund, seconded by Marsha, all in favor

		~ Q: Marsha - do we have a form for charitable contributions? A: It's on the agenda for the 28 <sup>th</sup> .
11.	Adjourn	Motion made by Liz Lenharr to adjourn at 12:05 pm. Seconded by Betsy Bradley and approved unanimously.

Open Action item list:

Date raised	Action	Assignment	Status
1/27/25	<p>Create warrants and plan for June town meeting:</p> <p>1. Broadband, next phase (this will be June meeting)</p> <p>4/14- Angie mentioned that we may need to hold the meeting outside as long as weather permits since the crowd will be very large (for solar discussion).</p> <p>Can we also use the upstairs? How would we broadcast to all attendees?</p> <p>Also need to figure out where chairs are, or get more?</p> <p>Do we want to go with the assumption that it's outside unless it's bad weather. In covid we had people in cars and used flags for voting.</p>	<p>John Bellino and select board for the warrant.</p> <p>Towns report is Diane.</p>	Pending.
2/10/25	<p>Since the cancelation of Tally Ho purchase, the \$140,000 needs to be placed in the correct firehouse building account (separate from the fire station equipment account)</p> <p>4/14 – it was voted to be taken out of the unappropriated fund. So, it will have to be on the warrant for the town meeting to go from the unappropriated fund to the fire building capital reserve account.</p>	John Bellino	Pending
2/10/2025	<p>Bring the list of properties (tax forfeiture, gifted, town-owned) to be sold by the town for review at a future select board meeting.</p> <p>Will be presented to the board when it's closer to the town meeting – in July.</p>	John Bellino	
2/10/2025	Action item review pay “steps” and pay increase policies as part of the personnel review.	John Bellino	In Process Discussed in 2/24/25

	See notes today 4/14 – will be part of the select board meeting on the 28th		select board notes
3/10/2025 morning	<p>Budget action:  John to ask George about how they came up with this number for portable potties.</p> <p>4/14 Still need to confirm but John thought it was done</p>	John Bellino	
3/10/2025 morning	<p>Budget action:  Amber – need to add a line to the budget for earned paid leave. She will work with John on that</p> <p>4/14 – just for the ambulance that needs that, john is checking with Amy to see if that’s already in her budget.</p>	John Bellino and Amber Poulin	
3/10/25 evening	<p>John will see if we have a place for policies to be stored online and if so will post the “keep the heat on” policy on the town website.</p> <p>4/14 – not yet defined. John will check with Amber to add one.</p>	John Bellino	
4/14/25	<p>Susan Henkel – last year about this time she wondered if we could have one of our school board representatives attend this meeting. At the time they couldn’t because they worked during the day. Now that we have evening meetings, Chris Downing would like to come if the select board would invite him. John to work on getting him to join an evening meeting soon</p>	John Bellino	
4/14/25	<p>Amber – is going to talk to the auditor for how to handle this money in/out like a general ledger account for the community garden. She will let the John know what the auditor says</p>	Amber	
4/14/25	<p>Action item for John to check insurance for the lot where the community garden will be built – could there be an increase in rates?</p>	John Bellino	
4/14/25	<p>In the context of the personnel policy review John said he would have to check with Amy to see if the EMT budget included funds to pay for both paid time off and replacement workers when someone must take time off.</p>	John Bellino	

Completed Action items:

Date raised	Action	Assignment	Status
2/10/2025	<p>Meeting Minutes from 12/23/24 Will be brought forth for approval at the next meeting.</p> <p>Make sure all approved minutes are on the town website.</p>	John Bellino	Completed in 2/24/25 meeting
2/24/2025	<p>John will have a Stockton springs draft of the tax acquired property's sales policy ready for the next meeting (March 10, 2025)</p>	John Bellino	Discussed in 2/24/25 select board notes Completed draft reviewed in 3/10 meeting.
2/24/2025	<p>Create a clean copy of the Keep the Heat on policy and bring back to next meeting (March 10, 2025)</p>	John Bellino	Discussed in 2/24/25 select board notes Complete at 3/10/25 meeting
2/24/2025	<p>Email a copy of the draft town budget to the select board for their review</p>	John Bellino	In Process Discussed in 2/24/25 select board notes Complete – the budget review process began on 3/10/25
2/24/2025	<p>Add solar moratorium to the next Select Board agenda (March 10, 2025)</p>	John Bellino	Complete. Reviewed moratorium at 3/10 meeting
1/13/25	<p>In public comment Tom Moore mentioned an emergency communication 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 previously been provided to Mac. Tom will provide the estimate. The company is Atlantic Communications.</p> <p>a. Select board to decide on how to handle the antennae installation</p>	a. Betsy Bradley	In process, see notes from the 1/27/25 meeting.  Updated on 2/10/25

	<p>Betsy updated that Loren felt strongly that the antennae get moved off the town and onto the Emergency building.</p> <p>Dianne mentioned Tom Moore did have some concerns about the location and the facilities available at each location.</p> <p>Action as of 2/10/25: John to revisit this topic with Tom Moore. Determine which location is optimal. We will need to consider costs of installation and method of installation for each location. Suggest including Vern in discussion with Tom since they seem to have different opinions.</p>	John Bellino	<p>Updated in notes from 2/24/25</p> <p>As of 3/10 – expected to be installed that week. Keeping open pending confirmation.</p> <p>This is complete, acknowledged on 4/14 meeting. Installed several weeks before.</p>
1/20/25	<p>Research new high-speed internet for Town facilities – town office, town garage, harbor master building</p>	John Bellino	<p>Assigned to new interim town manager in 1/27/25 meeting In process as of 2/10/25</p> <p>Update from 4/14/25 This will be trialed out fairly soon but not switching till the next budget year 25-26. Close this item as it's well underway</p>
2/10/2025	<p>Because of the cancelation of the Tally Ho purchase, can we use the ARPA funds for the ambulance?</p> <p>1. Is there any benefit of paying off the bond early or does it make more sense to leave the ARPA money (\$82,000) in an interest-</p>	John Bellino	<p>On 3/10 we learned that it must be used for broadband but that is only \$52,000 remaining so</p>

3/10/25	<p>bearing account and accumulate interest?  <b>Confirm with Tim Pease.</b></p> <p><b>John to make sure that there is some reminder that we disburse the remaining funds (beyond the \$52,000) before the deadline</b></p>		<p>need to know what will happen to the remaining \$30,000  <b>As of 4/14 notes indicated we can't use the funds for ambulance but can for other projects.</b>  Closing this item.</p>
2/10/2025	<p>In March, when the bond money for the ambulance comes in, <b>add an item on the agenda to receive the bond money.</b></p> <p><b>As of 4/14 the money has not come in. It is due in May. There doesn't have to be a vote, the money will just get paid</b></p>	John Bellino	<p>Meeting during the week of 3/10/25</p> <p>Closing because no action is needed by the board.</p>
2/10/2025	<p><b>Find the policy documents related to the new state law requiring towns to engage real estate agents for the sale of town owned properties.</b>  Mac had obtained the policy drafted by Bangor's town manager. If they can't be found, reach out to Bangor for them again.</p> <p>4/14/25 – john has the new wording for the policy to be signed by the select board. (put this under town manager update).</p> <p><b>At the town meeting the town will vote to go away from the bid process and to use the new policy.</b></p> <p><b>John to add this item to the June meeting warrant.</b></p>	John Bellino	<p>In Process  Discussed in 2/24/25 select board notes.  On 3/10/25 we have the final policy but it can't be put into effect until after the next town meeting. Will close the action item after that time.  Complete 4/14/25</p>
2/24/2025	<p><b>Get the 2025 Planning Board meeting minutes posted to the town website</b></p>	John Bellino	<p>In process – need to see if</p>

			<p>other minutes after January have been posted.</p> <p>Complete, acknowledged at 4/14 meeting</p>
3/10/25 Evening	<p>John Bellino will post the updated draft of the Solar Project Moratorium to it to the website. It has to be available 10 days before the public hearing, it will need to be ready by Wednesday of this week.</p>	John Bellino	complete