

## MUNICIPAL OFFICERS MEETING MINUTES

October 3, 2024  
7:02 PM  
8:05 PM

Karen James  
Eric Durgin  
Cory Hale

The meeting was called to order with all three Municipal Officers present.

The board opened the meeting with the Pledge of Allegiance.

Board approved the minutes from September 19<sup>th</sup> meeting.

Board signed previously approved warrants from September 26<sup>th</sup> and October 3<sup>rd</sup>.

Add agenda items: Talk about bridge naming & South End Salt Shed

Emma asked for permission to attend zoom training from 5-6pm on October 15<sup>th</sup> for the new FMLA law that is expected to be passed in January 2025. Board had no issues.

Appointments – Board felt that Emma should help with the election this year. Board signed both appointment papers so Marylou could use both clerks when needed.

Old Speed Sign – Clean out at the Fire Station was over the weekend. No one heard from anyone on the department if the speed sign was ever moved, and didn't hear any complaints. Staff will ask Greg if there is room for the Speed Sign at the Town Garage.

**SHFD** – Eric Anderson looked at the SHFD garage door that was not closing properly. He observed that there was a piece welded on in the past, and the weld broke. Eric recommends replacing the whole door. Board voted to budget for it in 2025.

**Library Oil Tank** – Matt Stacy called the office last week and reported that there was ½" to ¾" of oil in the pan that dripped from the tank. Matt is unsure if the current tank will last until next year, it could become a bigger issue this winter upon filling the tank. Library staff asked if it would be cheaper for a smaller tank and the heat pumps could be used more. Matt gave two quotes:

**275 Gallon Double Bottom Tank - \$3,543.04**

**165 Gallon Tank - \$3,262.98**

Board voted to approve the 275 Gallon tank for \$3,543.04 because the double bottom tank is what Matt recommends. Use emergency funds account.

**Trafton Way** – Karen and Greg met with Sebago Technics last Friday at the site. Sebago Technics is going to give us a quote sometime next week on what it would cost to get calculations and other data to do an in-kind replacement to increase the flow, instead of up sizing the size of the culverts currently in place. Sometimes Army Corps of Engineers can accept that if there is sufficient data, and it could save the Town money and time.

**New Settlement Rd** – Letters about tree cutting were sent out on the 23<sup>rd</sup> and are due back by October 14<sup>th</sup>. Once all results are in and we have a better idea of what trees are being dropped and what trees need to be removed, the board would like to put out to bid for the tree removal. Ideally, the tree removal will be awarded in November and work should be completed before the spring, so that we can move forward with the next phase of the project.

**Email Transition** – There has been an on-going issue in the office with our emails not being received by recipients with Gmail accounts. It is a known issue with Outlook. Our IT guy, Chris, recommends moving to Office 365. We would need two Office 365 subscriptions, and two Office Suites, which will cost \$950. Chris can come out at the end of the month to install. Board voted to approve that expense.

**ARPA Funds** – Discussed the articles needed for the remaining funds. Will bring to the special town meeting in November – Flooring here at the office, paving the parking lot and fixing the door at the SHFD.

**Bridge Naming** – Karen received an email from Calista Cross expressing her gratitude to the Municipal Officers for their letter of support to rename the bridge in Hiram; the new signs were placed by DOT sometime last week. She would like to meet with the Municipal Officers for a photo and give them a gift. Karen will invite her to the November 7<sup>th</sup> meeting.

**SE Salt Shed** – Cory got reports that Todd's trucks in the back of the lot were leaking oil onto the ground. Cory went over and confirmed and spoke with Todd who stated he would be removing the trucks soon. Board would like a certified letter sent to Todd requesting the trucks be removed and the mess cleaned up no later than October 31<sup>st</sup>.

Pole permit signed.

Greg will be taking down flags on South End of town tomorrow.

Meeting adjourned at 8:05

Respectfully submitted,

Emma Ouellette