

## MUNICIPAL OFFICERS MEETING MINUTES

May 15, 2025

7:00 PM

8:23 PM

Karen James

Eric Durgin

Cory Hale

The meeting was called to order Cory was unable to attend. Beverly Russell was present for a short period of time.

The board opened the meeting with the Pledge of Allegiance

Board approved minutes from May 1st with minor corrections.

Board signed the previously approved warrant from May 15, 2025.

Address Anyone Present: Add item to new business a complaint received from Lori Goforth.

**Hiram Hill Group:** 30 days have passed since the letter was sent. No one has heard from the property owner. Talk with CEO regarding the next steps.

**Trafton Way Engineer:** No change since the last meeting.

**Park Fence:** Eric inspected the fence, and it appears that one post tipped out of the ground. Eric will stop by once the weather clears and fix the post.

**Day / Schnell Update:** On June 10<sup>th</sup> the Planning Board will be having a meeting with the Town's attorney and the attorneys representing the Day and Schnell parties to review the remand process. Leah will provide the Planning Board with direction during the executive session.

**Junkyard Ordinance:** The Board clarified that the Junkyard Ordinance is enforced by the Code Enforcement Officer under the direction of the Select Board. Due to the prior issues within the Town regarding regular property maintenance and upkeep and using non-home vehicles as homes, the Board discussed creating an additional ordinance or broadening the description of the existing junkyard ordinance. The Board decided that they would put together a few priority bullet points to discuss with the Planning Board Chairperson. Lisa will reach out to other towns and see if anyone has an existing ordinance in place.

**TAP / Market Analysis:** Marylou informed the board that a 90-day Advance Notice is required. The brokers that have been contacted have until the end of June to look at and review the market analysis on the property. This will move the listing to August.

**Personnel Policy:** Board approved and signed the edited Personnel Policy.

**Calista Cross Bridge Naming:** Marylou presented to the board documentation showing the bridge was previously under the Warrens Bridge name. The board signed the letter of support.

MO Meeting Minutes

Page 1 of 2

May 15, 2025

**Certificate of Use Permit Refund Request:** The Board had previously approved a 50% refund. Nothing further to update on.

**Road Commissioner update:** Marylou reported that Kyle completed Wards Hill, and the cost was around \$7,000 much less than the original \$15,000 estimate. Marylou also spoke with Kyle regarding listing the Town equipment for auction. Kyle indicated that Auction International would be a good place to start. Marylou is awaiting a call back from them and will have a list of the potential equipment for auction to review at the next meeting.

**Data Input Assessing – RFP – Sample Contract:** Marylou informed the Board that the data input for the assessing needs to be completed by the 3<sup>rd</sup> week of June. Dave Ledew's contract is up and covers items up to March 2025. Anything received after April is for the next assessing year. Marylou suggested that a request for proposal be sent out to candidates that we are interested in working with versus advertising. Marylou presented to the Board a sample contract from Hannah that shows the services they provide for an estimated \$17000. The Board will review again during the next meeting in June.

**Lori Goforth** – Lori Goforth emailed Karen regarding large amounts of sand deposited on her lawn during the winter months. Eric indicated that he would go by the property to assess the sand and will reach out to Kyle or Karen to discuss possible remedies.

Meeting adjourned 8:23 PM

Respectfully submitted,  
Lisa Fox