

## MUNICIPAL OFFICERS MEETING MINUTES

January 18, 2024  
7:00 P.M.  
10:20 P.M.

KAREN JAMES  
ERIC DURGIN  
CORY HALE

Meeting called to order with all board members present as well as Elizabeth Sanborn and two students from the high school Extended Learning Opportunities Program, Calista Cross for a presentation, Ethan Norcross and Greg Sawyer to discuss budget items and Patty Barber.

The board opened the meeting with the Pledge of Allegiance.

The board accepted the minutes for January 4, 2024 and signed the electronically approved warrants from January 11<sup>th</sup> and the warrants for this week.

Extended Learning Opportunities Program – Liz made a quick presentation for the overview of the program, students can job shadow giving them outside the classroom hands on experience in fields that interest them. The program is overseen by Jobs for Maine Grads and has been funded by a grant which ends in July of 2024. Currently have 32 students in class, but the field trips are offered to all students attending SVHS. Emma Boulanger is currently going to Ossipee River Dental and shadowing a dental hygienist and loves it, while Hannah Libby is going to Sacopee Veterinary and exploring opportunities in a veterinary office. The Board said they would enjoy having the opportunity to work with students at there workplace.

Calista Cross – She is interested in assisting the town to get the bridge over the Saco River on Rte. 113 renamed “Veterans Memorial Bridge”. She informed the board all that is needed is a letter stating the request to State Senator Ben Chipman. All signage is paid for by the state, Calista even offered to host a party at no cost to the town to honor the event. After Calista left, the board revisited this at the end of the meeting and felt it should be voted on by the townspeople and will place an article on the annual town meeting warrant.

### **Road Budget – Greg Sawyer Road Commissioner**

**Paving** - Greg spoke of paving King St with an estimated cost of \$140,000 including shoulder work, the project begins at Main St and continues up to Dave Paros lot R13-1. There are at least two culverts that would need to be replaced along that stretch of roadway.

**Trafton Way Bridge** – Continue looking into options, discussing the use of culverts vs a bridge, Greg felt a 6’ culvert with a 3’ overflow would work well. Karen attempted to contact DEP to see if any permits would be required. Later in the meeting Marylou let the board know the residents on Trafton Way have offered to donate \$4,000 to the town to help offset the costs.

**Notch Rd** – Greg had Bob Sturgeon look at the low spot after Peter Lewis’s map R15-8, he thinks this can be done by building up the road in replacing the culverts with larger ones.

**Storm Damage** – Greg discussed the need to replace the four culverts on Fletcher Rd, 1 on Tear Cap, 1 on River Rd, 1 on Durgintown Rd and 1 on Douglas Rd whether we receive FEMA funding for project mitigation. The estimated cost of these projects is about \$17,000 including labor and supplies.

**Mitigated Projects-** Emma was informed this week from MEMA that all plans submitted for mitigation must be engineered prior to submission or wait until 2026 for funding. At this time the board decided not to go forward with mitigation due to increased costs and delays.

**General** – Discussed the need to prioritize projects going forward. Eric brought up that on Hampshire St he feels the road is getting undermined when there is heavy run off between 132 -148 Hampshire St and would like Greg to look at that section of road.

#### **Fire Department – Chief Norcross**

**Grant updates** – The Stephen & Tabitha King Foundation grant got hung up during processing somehow and will be submitted in April. He is still waiting for the apparatus grant to open (FEMA), it has been delayed several times so far and could take up to three years if approved to obtain the truck. **The department was awarded the Volunteer Fire Assistance Grant for 2024 of \$3,168.25.** This is a cost sharing grant, estimated expense is \$7,641.41 leaving the town with an expense of roughly \$4,506. The grant allows us to purchase 4 radios, 4 electric chainsaws, 20 forestry helmets, 4 sets of chainsaw PPE, 1 pump and 1 hose washer. He will start ordering these items. He is still actively looking for other grant opportunities.

**Apparatus Update** – the forestry truck failed inspection and tank 4 lost its air brakes and needs a specialized mechanic. Ethan has asked the department members to look for a mechanic due to lack of time on his part. The 1953 Jeep is no longer used, Ethan suggested removing it from our insurance this year. Dave Paro would like to use the Jeep for parade purposes only. No one recommends this due to insurance liability.

**Station Repairs Etc.** – the tiles in the upstairs meeting room at the HFD are a hazard and need to be replaced. Cory said he would contact Charles family to get a quote on the replacing the tiles. The lighting in the hallway needs to be looked at it flickers and there is a delay sometimes coming on. Staff will reach out to Sunversion to see if they can look at it. There is old computer equipment at SHFD that needs to be disposed of. Most items can be taken to the transfer station and need to remove the hard drive from the computer prior to disposal.

**Budget Proposal** – In 2023 the combined department budget was \$38,910, Ethan presented two different proposals, one for \$59,238 and the other for \$54,476 the difference is the cost of 3 SCBA's. The budget increase is primarily due to required testing on the hoses, ladders and pump testing to keep us in compliance. Equipment replacement is for Large Diameter Hose, SCBA's, eye wash stations plus the items from the grant.

**Backhoe Claim** – all work has been completed and the claim submitted, we have a \$250 deductible.

**Tri Town** – Emma will start transitioning into the secretary position. Need to find out if the DOT inspection logs are required for the truck or not. Emma will discuss transition with Hannah.

Oxford County Hazard Mitigation Update – signed the form to send to Oxford County.

Community Concepts – Signed a letter supporting the USDA Rural Development 523 Self-Help Ownership Program.

Abatement – signed the corrected abatement form for Zelman Family Properties

**Stabilization Reimbursement** – the state informed us they can only fund 56% of the amount due. They are trying to pass legislation for the additional 44%.

**Budget Review -**

The board would like to add a stipend for the Planning Board Member similar to the volunteer firefighters, \$599 each for 7 members, which includes 2 alternates – add \$4,193 to personal line.

**Wages** – discussed all that Chief Norcross has implemented in the past 7 months, agreed to propose an increase on his salary to \$7,500. The Municipal Officers compensation have not been increased for over 10 years, proposing an increase to \$6,500 for two officers and \$7,500 for Chair keeping the mileage at \$600 per member totaling \$20,500. Calculates to a 4% increase over the past 12 years.

**Assessing** – Discussed increasing this line in the future to prepare for a reevaluation of the town. Contact Dave to see about a reval of Waterfront properties.

**ARPA Funds** – Discussed using the funds to cover the fire department costs for 12 SCBA's over the next three years estimated cost of \$13,200 and 900' of LDO estimated cost of \$9,120. The office needs new computers suggested reallocating the server funds to cover computers since the web upgrade no longer requires a server. The copier is 8 years old and should be replaced, suggested using the ARPA funds to purchase a new copier. The board would like to see office renovations completed. Marylou will provide an updated ARPA fund balance at the workshop.

**Road Budget**-Need to work on project listing and project estimates. Calculate a 4% & 5% increase on wages. Discussed whether we should rent an excavator or contract it out, need to discuss with Greg. Budget workshop scheduled for Thursday January 25<sup>th</sup>.

Complaints/Concerns – Eric received a text from a concerned resident about how narrow Durgintown Rd is. Marylou had contacted Ken earlier this week regarding a similar complaint and he stated he was going to widen the roadway. On Gould Farm ROW a branch has broken a section of the split rail fence will need to be replaced this spring.

Respectfully submitted,  
Marylou F. Stacey