

TOWN OF ADDISON

Selectmen's Meeting Minutes

January 3, 2023

Selectmen Present: VJ Lenfestey, Joshua Stubbs

Meeting Opened at: 5:04PM

Meeting Closed at: 6:55PM

1. Motion to accept the minutes of the December 19, 2022, Selectmen's Meeting

Unable to accept minutes – will put on agenda for 01/17/2022 meeting

2. Unfinished Business:

A. Articles #11 & #13 from the 2022 Town Meeting Warrant (VJ researching)

VJ and Josh discuss and determine that Item 13 needs to be removed from this year's document.

B. PRSWDD (awaiting date of Public Hearing/Town Meeting) no action taken

C. MMA Safety Inspection: (Don Williams awaiting data from Tim Hernandez)

Don comments that the issue isn't at the Fire House but it is about the grates on the top of the floats so Don needs to connect with Irene Yaws, Harbor Master.

D. AED for Town Hall – (Tim Hernandez) Tim explains that currently the AED's have been consolidated to one brand, leaving a surplus AED. That AED will be installed in the Town Hall.

E. Fire Extinguishers at Town Hall – Tag 2019 (Tim Hernandez) Tim will be picking up the fire extinguisher and including it with those, at the time of inspection, at the Fire Dept.

F. Addison Fire Department Auxiliary – asking for approval to purchase and post Beano signs at Town Hall – Amy L. awaiting information from auxiliary. No member present – item moved to next agenda.

G. Fire Department – Napa business account -request approval to create account Tim Hernandez). Tim explains reason for request. VJ requests the Admin Assistant research NAPA business account application. Tim also requests update of Fire Dept. internet as the current application doesn't meet required specifications for internet standards. VJ approves Tim working with Admin Assistant on upgrade options.

H. Building Maintenance Committee: - open item – contractor for roof over the handicap ramp needs to be confirmed. Davis Construction will be submitting quote for

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this work in several weeks. Don also requests status update on generator purchase for the Town Hall. Approval confirmed for purchase. Quote for LED will also be provided within the next several weeks.

3. **Road Commissioner Report:** Marcus Norton – Marcus comments no significant wind damage as a result of the recent storm – several trees down and he has taken of the removal.
4. **Maine School Administrative District #37** – Requesting assistance in conducting search for a replacement for Mr. Ramsay – Per VJ – Dan Kane has offered to serve on this committee.
5. **Shellfish Committee** – Shellfish License Fees and possible ordinance changes (Philip Rusecky) – no one present to provide update.
6. **Crowley's Island Bridge** – Joelle Smith – requesting clarification of party responsible for plowing. VJ comments that anything past Wood Hull Rd is the responsibility of the residents to hire a contractor for plowing services.
7. **Pleasant River Wildlife Foundation Donation** (letter in folders) VJ makes motion to accept check (\$4000) in lieu of property taxes. Josh 2nds, no discussion, motion passes.
8. **Discuss General Assistance funds for winter issues** – Amy Bright, Deputy Clerk (memo in folders) Josh motions to move \$5000 from Selectmen's Contingency Fund to the General Assistance account. VJ 2nds, no discussion, motion carries
9. **Report from Amy Bright, Deputy Clerk on Comprehensive Plan Committee** (memo in folders) 3 members accepted, 3 members declined. VJ needs to research the plan before moving forward.
10. **Small Animal Clinic** – Inquiry to contract with the clinic regarding abandoned or surrendered animals. (Letter in folders) VJ motions to sign contract, Josh 2nds, no discussion, motion carries.

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11. **Request for Registrar Appointment** – 2023-2024 Term – Amy Lenfestey. Josh makes motion to appoint Amy Lenfestey as Registrar for the 2023-2024 Term, VJ 2nds, no discussion, motion carries.
12. **Motion to close meeting to enter into Executive Session Per 1 MRSA § 405 to discuss personnel issues.** (Amy Lenfestey)
VJ motions to close meeting @ 6:18PM, Josh 2nds, motion carries
VJ motions to reopen meeting @ 6:52PM, Josh 2nds, motions carries

Other:

1. **Sign Payroll Warrants #80 & #81 & #82 Signed**
2. **Sign AP Warrant #83 Signed**
3. **Sign the December 19th Selectmen's Meeting Minutes**
(If approved by the Selectmen) – Unable to sign without William Gray present

Josh makes motion to sign payroll warrants, VJ 2nds, motion carries.
VJ makes motion to sign AP Warrant, Josh 2nds, motion carries.

Public Comments:

Tim answers question regarding access to Fire Department – it is via remote control. A discussion begins regarding service contract with PDQ for Fire Department and Town Hall doors. Don will discuss generator(s) at next Building Maintenance Meeting and add to agenda on Selectmen's Meeting to provide update.

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Selectmen's Meeting Minutes

January 3, 2023

Selectmen:



Verlan R. Lenfestey Jr.

William R. Gray



Joshua L. Stubbs

TOWN OF ADDISON

Selectmen's Meeting Minutes

January 17, 2023

Selectmen Present: VJ Lenfestey, Joshua Stubbs, William Gray

Meeting Opened at: 5:01PM

Meeting Closed at: 7:06PM

1. **William made a motion to accept the minutes of the December 19, 2022, Selectmen's Meeting, VJ 2nd**
2. **Josh made a motion to accept the minutes of the January 3, 2023, Selectmen's Meeting, VJ 2nd**
3. **Unfinished Business:**
 - A. **PRSWDD** more information is being waited on so there was no discussion
 - B. **Addison Fire Department Auxiliary-** more information is needed so there was no discussion
 - C. **Fire Extinguishers at Town Hall** – To keep on the schedule Tim will pick up the fire extinguishers for inspection days
 - D. **Building Maintenance Committee:** Don submitted the budget Proposal for the committee and discussed there new year projects that would include their landscape warrant they'd like to pursue. Don also informed that PDQ would be in to check out the doors for Rekeying.
4. **Road Commissioner Report:** Marcus Norton – Marcus noted that the sand shed was leaking from the storm we had had and it made a mess. Roads were being cleaned up from the storm and he didn't see any issues.
5. **Budget Request Deadline** – It is being requested to set a budget proposal deadline for the committee for January 27, 2023 instead of February 3rd.
6. **Town Meeting Scheduled-** The goal is to try our best to get Town Meeting back to March. March 14th could be a possibility but we will know more later.
7. **Assessor-**Marc Perry's letter of resignation was reviewed but not accepted at this time. It was discussed the Board of Assessment Review had been waiting for information from Marc and hopefully he would be willing to finish his work from the Tax Commitment. There's a lot needed to research on the process of accepting the resignation and this has been tabled for another meeting. The BAR still needs to meet and get in touch with MMA and they were advised to reach out to Marc with any other questions in the meantime. Dick Paul asked if information regarding the work on the reevaluation would be requested. The selectmen reassured that they would be

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Selectmen's Meeting Minutes

January 17, 2023

requesting more details on something. In the meantime, Amy Bright has been starting research on Assessors for the town.

8. **Shellfish Committee-** The Shellfish Committee was not present. The proposal was reviewed and tabled until they can present and discuss their Ordinance change proposals.

9. **Comprehensive Plan Committee-** More information and research are needed and then we can look at where to start. Amy Bright will do some research.

10. **Aquaculture Moratorium Committee-** Everett Grant spoke up on his interest and would love to put together a group of 5-7 individuals and will bring the list of volunteers by the next meeting on the 30th.

11. **Agenda Request Form-** Bonnie Look Thompson was not present.

12. **Bar Harbor Bank & Trust-**It was decided that the town is currently happy with their services with Machias Savings Bank and at this time we aren't interested.

13. **Motion to close meeting to enter into Executive Session Per 1 MRSA § 405 to discuss personnel issues.**
VJ motions to close meeting @ 5:37 PM, Josh 2nds, motion carries
VJ motions to reopen meeting @ 7:05PM, Josh 2nds, motions carries

15. VJ motions to terminate Dawn O'Callaghan's employment with the Town of Addison, Josh 2nd, no objection

William motions to close meeting @ 7:06 PM, VJ 2nds, motion carries

Other:

1. **Sign Payroll Warrants #84 Signed**
2. **Sign AP Warrant #86 Signed**
3. **Sign the December 19th Selectmen's Meeting Minutes**
4. **Sign the January 3rd Selectmen's Meeting Minutes**

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Selectmen's Meeting Minutes


January 17, 2023

Public Comments: Everett Grant mentioned the work the Planning Board had been doing on the Ordinance and Application and extended an invite to the Selectmen for their workshop on the 18th.

Selectmen:



Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

TOWN OF ADDISON

Selectmen's Meeting Minutes

January 30, 2023

Selectmen Present: VJ Lenfestey and William Gray

Meeting Opened at: 5:00 PM

Meeting Closed at: 5:47 PM

1. **William made a motion to accept the minutes of the December 12, 2022, Special Selectmen's Meeting, VJ 2nd**
2. **William made a motion to accept the minutes of the January 17, 2023, Selectmen's Meeting, VJ 2nd**
3. **Unfinished Business:**
 - A. **Shellfish Committee**-Tabled until February 6th
4. **Building Maintenance Committee:** Handicap Ramp Roof bid dropped off by Peter Davis was approved by the Building Maintenance Committee and presented to the selectmen. William Makes a motion to approve the bid, and VJ 2nd. Don mentioned 3 propane detectors will be installed when the generator goes in by Cloud 9.
5. **Road Commissioner**- No complaints or concerns
6. **Fire Department**- Not present
7. **Planning Board** -They'll come back on February 6th after meeting for possible changes on the ordinance for CEO approval for sheds.
8. **Budget Committee** – The resignation from James Emerson Jr. was motioned for approval by William 1st and VJ 2nd.
William will reach out to Gren Blackall for any interest on the committee.
9. **Town Book**- A cover photo was selected to use the Hall's Hotel photograph submitted by Ronie Strout for the 2022-2023 Book
10. **Book Delivery**- Options were discussed for delivery for this year. 2 weeks for print and they have to be made available before Town Meeting. Waiting to hear back if the PTSG from DW Merritt would want to for a donation. Will wait to hear back from the PTSG.

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Selectmen's Meeting Minutes

January 30, 2023

11. **Committee Application-** An application was approved for us in the office pending change of "are you a property owner" to "are you a resident" VJ motioned acceptance with the change and William 2nd.

William motions to adjourn @ 5:47 PM, VJ 2nds, motion carries

Other:

1. **Sign Payroll Warrants #85 & #87 Signed**
2. **Approved Preview Warrant #88 dated 1/30/2023**
3. **Sign the December 12th Special Selectmen's Meeting Minutes**
4. **Sign the January 17th Selectmen's Meeting Minutes**

Public Comments: Aquaculture Committee is appointed. Members included are Everett Grant, Ronald Ramsay, Susan Boni, Ron Hinkle, and Alex Thompson. VJ motioned, Josh 2nd.

Selectmen:



Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

TOWN OF ADDISON

Selectmen's Meeting

February 6, 2023

Selectmen Present: *VJ Lenfestey, William Gray*

Meeting Opened at: 5:00 PM

Meeting Closed at: 6:33 PM

1. **Motion to accept the minutes of the January 30th, 2023 Selectmen's Meeting:** *William motions to accept the minutes. VJ seconds.*
2. **Unfinished Business:**
 - A. **Shellfish Committee – Ordinance Proposal with Philip Rusecky** – The Committee recommends that all out of town licenses be drawn on the day of lottery, that they add an additional day for reseeding and that would allow for a 3rd price drop, and finally that they would like to have April 1 – October 31 allowing harvesting one-half hour before sunrise and the same after sunset. November 1 – March 31 allowing harvesting two hours before sunrise and two hours after sunset. It was decided that the proposals would be submitted to Heidi at DMR incase of any issues with their rules and that this could be written up for the warrant articles at town meeting
 - B. **Book Delivery-** This was tabled until we were able to hear back from the Addison PTSG
3. **Building Maintenance Committee:** Don mentioned he was waiting for Cloud9 for a meeting on the generator install
4. **Road Commissioner Report:** Marcus reports no problems or issues
5. **Planning Board- Proposal of Ordinance Changes/Application Proposal:** A spelling correction was made to the new application provided on the 30th and they will discussing the sheds at their next workshop. They would like to use the new application going forward.
6. **Aquaculture Committee:** Everett Grant spoke thanking the selectmen for the chance and asked for some clarification on the Moratorium that was originally set in place on 7/5/2022 and how it had expired and as far as he knew they would need to do some research on what the town would be allowed to set. William and VJ explained that in January the selectmen agreed to place an additional 180 days until a committee could be put in place to see what steps were needed. Everett asked for permission to reach out to a lawyer for guidance and to understand the full scope before going into research mode. VJ recommends that Everett go to MMA first as they don't cost anything and then if they find they need more it could be decided later to reach out to a lawyer. Everett asks that if it gets to that stage that we asking the lawyers office specifically for someone that is not on the board of the Atlantic Salmon Federation.

7. **Foreclosure Properties-** This was correspondence for the Selectmen to see where the town was at in preparation for the Town Books
8. **Staff Training-** It was approved that Amy Lenfestey and Amy Bright would attend the MMA Vitals Workshop all in Augusta on March 28th with the office closed and they would continue their training through zoom on the 29th with the office opening at 1 pm. Amy Lenfestey would also be attending the MMA Tax Lien workshop on April 11th for the all-day training in Augusta. VJ motions to approve the trainings, William 2^{nds}
9. **Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss Personnel Matters:**

Other:

1. **Sign Payroll Warrant #1 -** VJ motioned, William 2nd
2. **Sign AP Warrant #2 –** VJ motioned, William 2nd
3. **Sign the January 30, 2023 Selectmen’s Meeting Minutes**

Public Comment:

Fran Havey provides the budget for PRSWD explaining the proposal with 2 options to allow for us to go forward as is or to pay an additional \$25,000 for the town to not have to pay at the station at all. It is a concern that this will not be a viable option for the towns people at the meeting based of last years reactions. Fran expresses that they try their best to stay within budget and have even managed to come in under this last year. It’s explained that their will have to be a public hearing before Town Meeting and hopefully with adjustments at the station for the non-residents there will be improvement. Fran discussed ways to maybe get information out to the towns people and Don mentioned perhaps the website would be a way to go as that was the plan for it and that the Facebook page was going to be a problem. Everett Grant mentioned how out of date the site was. Amy Bright mentioned the site isn’t updated because there is no communication between the office and Monroe and it’s been that way since last year. There was discussion on the site and maintaining it and getting touch with Monroe to get the issue resolved.

A budget committee date was asked about by Fran and it will be set as soon as it possibly can but things are running behind right now.

Motioned by VJ to enter executive session at 5:42 to close the meeting and William 2nd.

Motioned by VJ at 6:31 to open the meeting. VJ mentioned personnel matters were discussed.

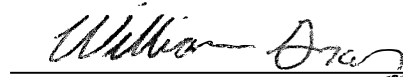
William motions we adjourn and VJ seconds at 6:33 PM

Selectmen:

Joshua L. Stubbs

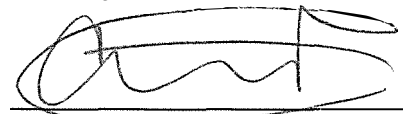


Verlan R. Lentestey Jr.



William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting

February 21, 2023

Selectmen Present: *VJ Lenfestey, Josh Stubbs*

Meeting Opened at: 5:13 PM

Meeting Closed at: 5:52 PM

1. **Motion to accept the minutes of the February 6th, 2023 Selectmen's Meeting:** Unable to sign these at this time as William was not present

See #7 as it was taken out order for scheduling conflicts

2. **Unfinished Business:**

A. Book Delivery- The Addison PTSG reported they were unable to take on a project like this. Options were discussed on how we could manage the delivery of the books and Peter Davis spoke up and said for a fee to cover gas expenses he and Cody Davis would deliver the books. Peter will confirm with Cody and let the office know in the morning.

3. **Road Commissioner Report:** Marcus was not present

4. **Harbor Committee-Appointing Daniel Gray as an alternate:** The Harbor Committee could not present but asked for the Selectmen to appoint Daniel Gray as an alternate on the Committee to replace Irene Yaws position. VJ makes a motion and Josh 2nds

5. **Harbor Committee- Harbor Masters Association dues owed:** There was a lot of discussion in regards to the past due balance with the Harbor Masters Association. The town had not paid any dues since 2009 and had been told that in order to have Irene attend the conference for her certification the town would need to either pay the past due balance of \$885. Paying the past due fees would allow her to do the conference and reinstate ourselves in good standings and keep Irene as a member to utilize the trainings and benefits they provide. If we chose to have Irene not be a member we would need to pay the additional cost of \$280 but there would be no chance to additional trainings or, benefits, or assistance from the committee. Josh motioned we pay the past due fees and have Irene be a member of the Association knowing that Irene will benefit from this. VJ 2nds.

6. **Building Maintenance Committee:** Peter mentioned the materials for the handicap roof ramp have all been purchased and are in the storage building waiting for the project to start after town meeting. Tim Hernandez wanted to know if Peter could check into the window seals that were replaced at the fire department if that was to be covered by the Building Maintenance Committee.

7. **Fire Department Grant- (Taken first as Tim had to leave ASAP)** Tim updated the Selectmen to let them know that they had been approved for a grant to receive \$10,000

towards truck 342 with a portable pump and to invest in PPE so long as they put towards \$5,000 for match. He wanted them aware of the funds that were going to be used and the benefits they would be receiving from this. He also let them know as of January 1st the fire department had so far responded to 20 calls and they currently have 24 active Firemen.

8. **Administrative Assistant Position-** VJ and Josh discussed this position had been open again and they had reinterviewed from the previous applicants and had offered a position to Linda Alley. VJ made a motion to hire Linda Alley and Josh 2nds.
9. **Shellfish Committee-Approval from Heidi with DMR. Just need to notify within 20 days of ordinance change approvals.** We received the approval from DMR and this is all set to be in a warrant article for Town Meeting and then be passed on to Heidi.
10. **PRSWD-** Fran was not present but VJ discussed the proposals he heard at the PRSWD board meeting the night before. They had proposed changes to the member towns cost per pound from 10 cents to 8 cents and non-member towns could be at 20 cents. They also proposed the increase of the budget so that no one in the town of Addison would pay at the scales.
11. **Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss Personnel Matters:** VJ motions we close the meeting and enter executive session, Josh 2nds at 5:42 PM

Meeting was reopened at 5:45 PM per request of Bonnie Look Thompson. She requested to be in an open meeting and not an executive session. Discussion was brought up that in the office documents had a retention schedule that needed to be followed and there was concern with documents that were not shredded and disposed of in the trash that were not allowed to be disposed of. Confidential Information was found on the paperwork and it raised to concern to why they were not more carefully reviewed. Bonnie said she only shredded paperwork she was given and she did not dispose of anything without shredding it. VJ discussed what she had said in a previous conversation and Bonnie said "No, what I said was I shredded it" Bonnie said that going forward it would be better than if she no longer shredded, discarded or boxed items. They said if that's what she wanted then it was fine by them.

VJ Motioned we adjourn at 5:52 PM and Josh 2nds


Other:

1. **Sign Payroll Warrant #3 & #4** - Josh motioned, VJ 2nd
2. **Sign AP Warrant #5** – Josh motioned, VJ 2nd
3. **Sign the January 30, 2023 Selectmen's Meeting Minutes-** Nothing signed as it wasn't approved where William was not present

Public Comment:

Cathy Fonda had a question about using the hall for an event and wanted to know if she needed to use a separate deposit for 3 days or she could use the one deposit and have it held over the course of days she wanted the hall for. She also wanted to know she would pay 3 separate times for rental for a couple hour event or if the one could be split to cover the days. It was discussed that the deposit could be held if she wanted over the period of days but that the hall would need to be rented for each individual day.

Selectmen:



Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting

March 6th, 2023

Selectmen Present: *VJ Lenfestey, Josh Stubbs*

Meeting Opened at: 5:00 PM

Meeting Closed at: 6:28 PM

1. **Motion to accept the minutes of the February 6th Selectmen's Meeting:** Unable to approve as William was not present
2. **Motion to accept the minutes of the February 21st Selectmen's Meeting:** Josh motions to accept the minutes as written, VJ 2nds, Bonnie Look Thompson asks for a discussion as she doesn't feel the minutes accurately describe the executive session she asked to have public. It was decided that the minutes will be relistened to again and make adjustments. Both Motions were rescinded. And these minutes are tabled until next meeting.
3. **Road Commissioner Report:** More salt needs to go out but he's almost out and needs to place an order. He informed the selectmen the cost would be around \$4000 and he was checking funds with Linda to confirm he had this available. The selectmen let him know that in the event he needed help with those funds that the Selectmen would utilize their contingency.
4. **Building Maintenance Report:** No updates
5. **Administrative Assistant Position: Appointing Linda Alley as Administrative Assistant to the Selectmen** - Josh makes a motion to appoint Linda Alley as the Administrative Assistant to the selectmen, VJ seconds
6. **Setting Employees up for Direct Deposit-** Linda discusses the ease this will provide for employees and it only has to be available to the employees that want to participate in this. Josh makes a motion to allow Direct Deposit for employees and VJ Seconds
7. **ACH payments for Fire Department- WEX Bank-**This topic was brought up as the invoices for WEX Bank are continuing the accrue late charges upon receiving from the Fire Department and the time frame of Selectmen's Meetings. WEX Bank is the credit card company the Fire Department uses to fuel up their trucks. There was reservation and discussion from the public attending that if this ACH payment is made available to one it should made available to all. Linda mentioned that Tim would getting Linda set up to the

online access for WEX Bank so that she can view the balance due and bills whenever she needs to. It was decided that for now they would see how this goes and if it cuts back on those fees. If issues continue then it can be revisited down the road.

8. **Maine Municipal Employees Health Trust-** This is a life insurance plan that the town needs to opt for employees to participate in. It would be at 100% expense of the employee to partake in this benefit. VJ Motions for the Town of Addison to opt in and Josh seconds

9. **Assessing-** VJ makes a motion to accept Marc Perry's Resignation and Josh 2nds. There was discussion into help offered by Shirley Bartlett to get us through commitment and that the office had been looking into ways to cover the assessors position. It was discussed they would like to keep that job clear of the office staff is possible. There was still phone calls and emails out with other certified assessors or assessor agents and that would be pursued. VJ motions we accept help from Shirley Bartlett to get us through the commitment and Josh seconds.

10. **Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss personnel matters:** VJ motions to close the meeting and enter into the Executive session at 6:00 pm, Josh seconds.

Other:

1. **Sign Payroll Warrant #6 & #7**
2. **Sign AP Warrant #8**

3. **Sign the February 6th, 2023 Selectmen's Meeting Minutes-**Still not signed as William was not present
4. **Sign the February 21st, 2023 Selectmen's Meeting Minutes**

Public Comment: Bonnie Look Thompson brought up the website needing to have full access for notices from a staff member that is full time. Amy Bright mentioned she does have access to some of the website features and has scheduled meetings with Monroe and they are working on this each month. Someone wanted to know how many people are even viewing the website and if contact information could be made available on the site.

Peter Davis wanted to know about the Town Landings if new floats were going to be needed or built this year. The Selectmen advised he contact the Harbor Committee as this was a discussion they would be better suited to answer.

New keys had arrived at the office as all doors had been rekeyed to one now and they would need all old keys returned as they would no longer work. We were provided 6 keys originally and it was asked to have an additional 6 made. A record log of the issued keys would need to be started so that we could keep track of who had a key and when they're returned and one key is needed for a committee. Other committees or functions would just borrow the rental key as

needed. A post will be made letting any keyholders know that they've been updated and will need to get in touch with the office.

It was discussed to add Linda Alley as a signer at Machias Savings Bank. VJ made a motion to add Linda Alley as a signer to the town's accounts at Machias Savings Bank and Josh seconds. Linda Alley updated the Selectmen that she was working on taking care of some new items that include the annual renewal for the town property & casualty agreement, renewals for the AVFD, upcoming workshops with TRIO and MMA, and a letter from Washington County Commissioners informing us of the new rates.

Meeting Reopened at 6:22 PM after the Executive session.

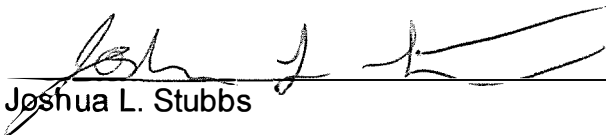
The Selectmen have asked the office to get in touch with Eric Schmidt and find out a status report from him by the next meeting.

Josh makes a motion to appoint Linda Alley as the Treasurer and VJ seconds.


VJ motions to amend the wording on the motion previously made in the evenings meeting to clarify that the signers for the banking at Machias Savings Banks needs to be both Amy Lenfestey and Linda Alley. Josh seconds.

Josh motioned to adjourn the meeting at 6:28 PM and VJ seconds

Selectmen:



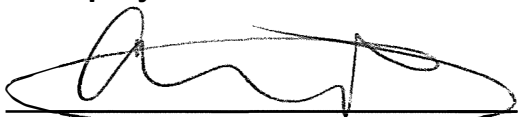
Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON
Special Selectmen's Meeting
March 20th, 2023

Selectmen Present: VJ Lenfestey, William Gray, Josh Stubbs
Meeting Opened at: 4:00 PM

1. Answer questions and discuss Assessing Services with Barbie Cirone

Introductions were made between the Selectboard and Barbie Cirone-Assessor Certificate #975. Questions were exchanged back and forth from Barbie and the Board

- *When's Commitment? In June after the School Budget*
- *Do we have Tree Growth, Waterfront, and other Exemption programs? We do offer these and have these applications available to the public.*
- *Do we have Personal Property Accounts and how many? We have a couple for cell towers or equipment but less than 12*
- *How often would she be available? 1 afternoon a week until her current position is out for summer and then will move to two days a week. She would be here during April vacation to continue to work and get caught up for commitment*
- *What software do we use? TRIO Training being provided for TRIO*
- *Her rate-\$25,000 This would include: Measuring properties, appointments with residents, updating accounts, photographing, deeds transfers, exemption programs, field work, pocket updating, notifying of evaluation and tax increases to residents, being in the Town two days a week with one always in the office and the other between field work and appointments*
- *A reval would not be done by Barbie, she would recommend in a couple years' time frame to hire an outside source who specializes in just revaluations*

Other:

Meeting Closed at: 5:04 PM Josh makes a motion to adjourn, William 2nd

Selectmen:



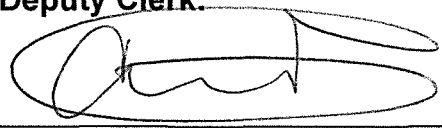
Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting

March 20, 2023

Selectmen Present: VJ Lenfestey, Josh Stubbs, William Gray

Meeting Opened at: 5:11 PM

1. **Motion to accept the minutes of the February 6th Selectmen's Meeting:** William 1st, VJ 2nd
2. **Motion to accept the minutes of the February 21st Selectmen's Meeting:** Josh 1st, VJ 2nd
3. **Motion to accept the minutes of the March 6th Selectmen's Meeting:** VJ 1st, Josh 2nd
4. **Road Commissioner Report:** Salt was delivered by the BY US Company and that's all set currently. He does need a snow plow bid to go out.
5. **Building Maintenance Report:** No updates
6. **Letter of Support for the Friends of the Church on the Hill- Cathy Fonda:** William 1st that we sign a letter showing support for the Friends of the Church on the Hill and Josh 2nd, none opposed. Cathy updated that the grant they applied for had already been submitted and they would be able to use this letter of support for other grants in the future and thanked them for support.
7. **Donation In Lieu of Property Taxes:** Josh motioned we accept the donation In Lieu of Property Taxes for the non-profit organization, William 2nd, none opposed
8. **The 100% Employee paid Employee Supplemental Life Insurance Policy Effective Coverage Date:** It was decided this did not need a waiting period where it is fully employee paid and can be made available on the 1st day of the month following the employee start date.
9. **Advertise for Shellfish Warden and Appoint Philip Rusecky as interim Shellfish Warden:** It was asked to place an ad for the position of Shellfish Warden. VJ made a motion to appoint Philip Rusecky as interim Shellfish Warden until the position has been filled, William 2nd, none opposed.
10. **Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss personnel matters:** William motioned to close for an executive session at 5:49 PM, Josh 2nd, none opposed

6:26 PM meeting opened back, VJ motioned to enter executive session per 1 MRSA § 405(6)c, William 2nd, none opposed

6:41 PM meeting opened back up from executive session

Other:

1. **Sign Payroll Warrant #9 & #10-** Josh made a motion to approve and sign, William 2nd, none opposed
2. **Sign AP Warrant #11** – Josh made a motion to approve and sign, William 2nd, none opposed
3. **Sign the February 6th, 2023 Selectmen’s Meeting Minutes**
4. **Sign the February 21st, 2023 Selectmen’s Meeting Minutes**
5. **Sign the March 6th, 2023 Selectmen’s Meeting Minutes**

Public Comment:

- Josh made a motion we set Town Meeting for April 25th at 7PM, William 2nd, none opposed
- PRSWDD Hearing will be scheduled for April 25th at 6PM before the Town Meeting
- Cody Davis has asked to be able to email invoices as long as that’s okay with the treasurer, Linda Alley said this would work just fine for her.
- The OSHA 300 Log is being worked on and will be posted
- A key and building alarm code will be made available to the cleaner so that she can come into the office earlier on days to avoid the traffic under feet.
- After the special Selectmen’s meeting the Selectboard asked for thoughts and discussion from the audience about what they heard from Barbie. The overall feedback was positive. There seemed to be a consensus that the town would enjoy an assessor who wants to be available and would be in the office weekly for appointments and make visits to properties. Josh made a motion to hire Barbie Cirone as our town assessor, William 2nd, Rescinded the motion. Josh makes a motion we hire Barbie Cirone as the new assessor with a new salary of \$25,000. William 2nd, none opposed

Meeting Closed at: 6:43 PM

Selectmen:



Joshua L. Stubbs



Verlan R. Lenfestey, Jr.

William R. Gray

Deputy Clerk:

Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting

April 3, 2023

Selectmen Present: *VJ Lenfestey, Josh Stubbs*
Meeting Opened at: *5:02 PM*

1. **Road Commissioner Report:** *Reminder for Snowplow bids to go out, potholes will be filled next week, and he'll be starting to grade the gravel roads*
2. **Building Maintenance Report:** *not present*
3. **Aquaculture Committee:** *Everett Grant updated the Selectboard to inform them that they're meeting the alternate Mondays of the Selectmen meetings which will be April 10th and 24th. The 10th they've invited Cooke Aquaculture to come to their meeting and the 24th w/Protect Maine-Crystal Canney. These meetings are to be a 6 PM and will be informational only as they continue to research. Everett also asked for help with the legal counsel and MMA has reached the end of the road on their guidance. The Selectboard suggested Everett get the email address for Rudman & Winchell from the office and CC them in.*
4. **Donation in Lieu of Property Taxes:** *VJ makes a motion to accept the donation In Lieu of Property Taxes, Josh 2nd*
5. **Warrant Article for West River Landing:** *Josh makes a motion that we add the request to the warrant article to allow the town to make the vote on dedicating the West River Landing to Leroy Tibbetts, VJ 2nd*
6. **Appoint a Budget Committee Member:** *The Selectboard have asked the office to post on the Facebook and Website that we're looking for someone to be on the budget committee*
7. **Appoint 2 Alternates to the Board of Assessment Review:** *The Selectboard have asked the office to post on the Facebook and Website that we're looking for 2 alternates to be on the Board of Assessment Review*
8. **Proposal Office Staff Copier Lease Agreement:** *The proposed lease was provided with a payment of under \$1,500 annually, which includes the toner, and covered maintenance plan. The current copier in the office is costing upwards of \$2,000 on toner alone and is getting older. Josh makes a motion we sign the lease with Kyocera for an office copier, VJ 2^{nds}*

Other:

1. **Sign Payroll Warrant #12 & #13 & 14:** *VJ motions to approve and sign the Payroll Warrants, Josh 2nd*

2. Sign AP Warrant #16 & #17: *Josh makes a motion to approve and sign the AP warrants, VJ 2nd*

Public Comment:


- *Bonnie Look Thompson asks about the website having the meeting minutes available on the website and when that will be done. Amy Bright explained that she and Monroe have been meeting monthly and working on the website having the information available. The documents have to be compressed and merged into one document to be posted online. They have been working on it.*

Meeting Closed at: *5:24 PM motion by VJ to adjourn and Josh 2nd*

Selectmen:




Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON
Special Selectmen's Meeting
April 4th, 2023

Selectmen Present: VJ Lenfestey, William Gray, Josh Stubbs
Meeting Opened at: 4:00 PM

1. Motion to close meeting and enter into Executive Session Per 1 MRSA 405 in order to conduct interviews for the Shellfish Warden Position:

Josh motioned at 4:00PM to enter executive session, William 2nd, none opposed

Schedule Follows:

- a. 4:00 PM*
- b. 4:45 PM*
- c. ~~5:30 PM~~ called and withdrew*

Returned to reopen regular meeting at 5:20 PM

Other:

- Josh motioned to appoint Monroe Hart from Crowley's Island to the budget Committee, William 2nd, none opposed*
- William motioned to hire Shawn Dowling as the Shellfish Warden, VJ 2nd, Josh abstained*
- Quit Claim deeds for three properties were signed*
- Discuss Budget*

Meeting Closed at: 7:45 PM William makes a motion to adjourn, Josh 2nd

Selectmen:



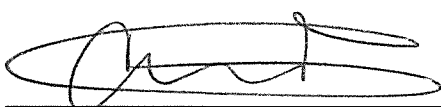
Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON

Special Selectmen's Meeting

April 8th, 2023

Located at the Addison Fire Department

Selectmen Present: VJ Lenfestey, William Gray, Josh Stubbs

Meeting Opened at: 8:13 AM

- 1. Review Warrant Articles and sign:** *William made a motion to accept the Warrant articles as written, Josh 2nd, all in favor, none opposed*

Other:

- **Town Meeting and Public Hearing need to be posted in the Machias Valley News Observer**

Meeting Closed at: 8:46 AM William makes a motion to adjourn, VJ 2nd

Selectmen:



Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON WARRANT

STATE OF MAINE

COUNTY OF WASHINGTON

To, Amy Bright, resident of the Town of Addison in the County of Washington and the State of Maine:

GREETINGS:

In the name of the State of Maine, you are hereby required to notify the inhabitants of the Town of Addison, in the County of Washington, qualified by law to vote in Town affairs, to assemble at the D. W. Merritt School on the 25th day of April 2023 at seven o'clock in the evening then and there to act upon the following articles, to wit:

ARTICLE 1. To elect a **Moderator** to preside at said meeting.

Motioned to nominate Chris Chartrand as Moderator, 3 votes cast in favor of Chris Chartrand

ARTICLE 2. To see if the Town will adopt the rules of procedure set forth in the Maine Moderator's Manual for the governance of this meeting.

Motioned, Seconded, Passed as written

ARTICLE 3. To choose a **Selectman** to serve a three-year term.

Joshua Stubb's term expires March 2023

Nomination for Irvin Pinkham and Josh Stubbs, 87 votes cast in total, 12 votes for Pinkham, 74 votes for Stubbs, and 1 vote for Strout

ARTICLE 4. To choose a **Road Commissioner** for the ensuing year.

Marcus Norton's term expires March 2023

Motioned to nominate Marcus Norton as Road Commissioner, 3 votes cast in favor of Marcus Norton

ARTICLE 5. To choose a **Director of SAD #37** to serve a three- year term.

Everett Grant's term expires March 2023 (Everett is not seeking re-election)

Motioned to nominate Daniel Kane, 3 votes cast in favor of Daniel Kane

ARTICLE 6. To see if the Town will vote to authorize the Selectmen to **appoint all minor officers.**

Motioned, Seconded, Passed as written

ARTICLE 7. To see if the Town will vote to authorize the Selectmen to apply for, accept and expend on behalf of the Town, Federal and/or State funds, and/or Donations, that may be received in the form of Grants or any other Revenues during the fiscal year.

Motioned, Seconded, Passed as written

ARTICLE 8. To see if the Town will vote to authorize the Selectmen to pay any tax abatement refunds and interest from the **Overlay Account**.

(Amount raised for Overlay FY 22 – 23 \$21, 970.78/Total Abatements FY 22 – 23 \$ 15, 174.07)

Motioned, Seconded, Passed as written

ARTICLE 9. To see if the Town will vote to set the **interest rate of abated taxes** to be paid by the Town, at a rate of 5%, pursuant to M.R.S.A. Title 36 § 506-A.

Motioned, Seconded, Passed to approve articles 9 through 16

ARTICLE 10. To see if the Town will vote to set a date for the Tax Collector to settle with the Town and set a rate of interest to be charged on all unpaid taxes after that date. **Recommend January 31, 2024 at 8%.** *(Maine State maximum allowed is 8%)*

Motioned, Seconded, Passed to approve articles 9 through 16

ARTICLE 11. To see if the Town will vote to authorize the Tax Collector and/or Treasurer to accept **prepayments of up to 75 %** of last year's tax commitment on taxes not yet committed, **without interest**, pursuant to 36 M.R.S.A. § 506.

Motioned, Seconded, Passed to approve articles 9 through 16

ARTICLE 12. To see if the Town will vote to authorize the Tax Collector and/or Treasurer to automatically credit **overpayment of committed taxes** to the next year's taxes.

Motioned, Seconded, Passed to approve articles 9 through 16

ARTICLE 13. To see if the Town will vote to authorize the Selectmen to **borrow money** and issue the Town's negotiable notes therefore in anticipation of taxes in an amount not to exceed the taxable year of 2023 from money raised by taxation during that year.

This article would allow the Selectmen to take out a tax anticipation loan in order to continue paying bills until taxes are committed and monies start coming in.

Motioned, Seconded, Passed to approve articles 9 through 16

ARTICLE 14. To see if the Town will vote to authorize the Selectmen on behalf of the Town, to sell and dispose of any **real estate acquired** by the Town through non-payment of taxes to the public by sealed bid or public auction at such terms as they deem advisable and to execute quit-claim deed for such property; except the Board of Selectmen may at their discretion allow the immediate previous owner up to 30 days to redeem such property by payment of **ALL** unpaid taxes on said property plus interest, lien costs and recording fees.

Except that the Municipal Officers shall use the special sale process required by 36 MRSA § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).

Motioned, Seconded, Passed to approve articles 9 through 16

ARTICLE 15. To see if the Town will vote to increase the **Property Tax Levy** established for Addison by State of Maine Law in the event that the Municipal Budget approved in the following articles will result in the tax commitment that is greater than the property tax limit.

Passing this article does not increase your taxes; it confirms the tax appropriations approved by town voters at this meeting and gives the town power to override the State's Property Tax Levy Limit for Addison.

Motioned, Seconded, Passed to approve articles 9 through 16

ARTICLE 16. To see if the Town will vote to authorize the Municipal Officers to spend an amount not to exceed **¼ of the budget** amount in each budget category of the 2023-2024 annual budget during the period from February 1, 2024 until the annual town meeting in 2024. *This is a forward-looking article that provides continuing spending authority to the municipal officers for municipal expenditures made after the end of the budget or fiscal year being voted on in other parts of the same warrant but before the next annual town meeting or other meeting at which the next annual budget is adopted. The continuing authority is stated as a fraction of a 12-month budget. Recommended by the Selectmen.*

Motioned, Seconded, Passed to approve articles 9 through 16

ARTICLE 17. To see what sum the Town will vote to raise and appropriate for **Addison Days Fireworks**

Recommended (Per 3-year contract 2022 -2024): \$5,000

Motioned, Seconded, Passed as written with recommended amount

ARTICLE 18. To see what sum the Town will vote to raise and appropriate for **Addison Harbors and to** designate any unspent balance to a reserve account for this committee.

Addison Harbors Requested: \$25,000

Budget Committee Recommended: \$35,000 *(The increase would allocate funds to two new floats at the Addison Point Landing)*

Motioned, Seconded, Passed as written with recommended amount by the Budget Committee

ARTICLE 19. To see what sum the Town will vote to raise and appropriate for **Administration Expenses.**

Recommended: \$ 66,950

Motioned, Seconded, Passed as written with recommended amount

ARTICLE 20. To see what sum the Town will vote to raise and appropriate for the **Pleasant River Ambulance Service.**

Recommended: \$ 107, 912

Motioned, Seconded, Passed as written with recommended amount

ARTICLE 21. To see what sum the Town will vote to raise and appropriate for **Animal Welfare.**

Recommended: \$ 5,000

Motioned, Seconded, Passed as written with recommended amount

ARTICLE 22. To see what sum the Town will vote to raise and appropriate for Assessing.

Assessor - \$25,000, Mapping - \$1,000, and Tax Bills \Supplies - \$1,500.

Recommended: \$ 27, 500

Motioned, Seconded, Passed as written with recommended amount

ARTICLE 23. To see what sum the Town will vote to raise and appropriate towards a **Town-wide Revaluation** and to establish a reserve account for this purpose.

Budget Committee Recommends: \$ 20, 000

Motioned, Seconded, Passed as written with recommended amount

ARTICLE 24. To see what sum the Town will vote to raise and appropriate for **Buildings and Grounds Maintenance** and to designate any unspent balance to a reserve account for this committee.

Recommended: \$ 26, 500

Motioned, Seconded, Passed as written with recommended amount

ARTICLE 25. To see what sum the Town will vote to raise and appropriate to **re-landscape parking and entries** to the North and East sides of the Town Hall Property as recommended by the Buildings and Grounds Maintenance Committee **and to** designate any unspent balance to a reserve account for this purpose only

Recommended: \$ 50, 000

Motion, Seconded, Passed as written with recommended amount

ARTICLE 26. To see what sum the Town will vote to raise and appropriate for **Cemetery Maintenance** and to designate any unspent balance to a reserve account for this purpose.

Recommended: \$ 2,500

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 27. To see what sum the Town will vote to raise and appropriate for purchase and placement of **memorial flags on veteran cemetery lots** and **memorial flags** to be displayed in Town **and to** designate any unspent balance to a reserve account for these purposes.

Recommended: \$ 4,400

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 28. To see what sum the Town will vote to raise and appropriate for **Computer Equipment and Software and to** designate any unspent balance to a reserve account for these purposes.

Recommended: \$17,700

Motion, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 29. To see if the Town will **ratify** the over expenditure of the **Contingency Funds** of **\$5000**.
(*\$5,000 was moved from Contingency to cover the over expenditure in the General Assistance funds. This program is State Mandated and funds had to be made available*)

Recommended: \$5,000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 30. To see what sum the Town will vote to raise and appropriate for a **Contingency** to meet unanticipated expenses and emergencies as deemed necessary by the Selectmen during the 2023 – 2024 fiscal year.

Recommended: \$15,000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 31. To see if the Town will vote to allow a **discount of 3%** on all Real Estate Taxes if paid in full on or before the 30th day of commitment. Postmark on 30th day will be accepted.

Recommended: \$50,000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 32. To see what sum the Town will vote to raise and appropriate for cost of **Elections**.

Recommended: \$ 3,000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 33. To see what sum the Town will vote to raise and appropriate for **Emergency Management and to** designate any unspent balance to a reserve account for this purpose.

Recommended: \$ 1,500

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 34. To see what sum the Town will vote to raise and appropriate for **Operations** of the **Fire Department and to** designate any unspent balance to a reserve account for this purpose.

Recommended: \$ 71,923

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 35. To see what sum the Town will vote to raise and appropriate in anticipation of purchasing a new **Fire Truck and to** designate any unspent balance to a reserve account for this purpose only.

Budget Committee Recommends: \$ 12, 000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 36. To see what sum the Town will vote to raise and appropriate for obligated **loan payment** on **Fire Station #1.**

Recommended: \$ 32,722

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 37. To see what sum the Town will vote to raise and appropriate for the **Forest Fire** account **and** to designate any unspent balance to a reserve account for this purpose only.

Recommended: \$2,000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 38. To see what sum the Town will vote to raise and appropriate for State Mandated **General Assistance and** to designate any unspent balance to a reserve account for this purpose.

Recommended: \$ 3,000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 39. To see what sum the Town will vote to raise and appropriate for cost of **Legal Fees and** to designate any unspent balance to a reserve account for this purpose.

Recommended: \$ 15,000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 40. To see what sum the Town will vote to raise and appropriate for **MMA Dues.**

Recommended: \$ 3,000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 41. To see what sum the Town will vote to raise and appropriate for **Payroll - \$154,800, Payroll Taxes – \$16, 000, Health Insurance (for 2 people) - \$27,245, and Unemployment Fund - \$400.**

Budget Committee Recommends: \$ 198, 445

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 42. To see what sum the Town will vote to raise and appropriate for **Shellfish and to** designate any unspent balance to a reserve account for this committee.

Recommended: \$ 10, 000

Motioned, Seconded, Passed to approve articles 26 - 42 as written with recommended amounts

ARTICLE 43. To see what sum the Town will vote to raise and appropriate for **Pleasant River Solid Waste Disposal District.**

Recommended: \$ 71, 195 1.) - keep service the same – pay 10 cents per pound

\$ 87, 080 2.) - covered by taxes = no per pound fee up to 300 lb. limit

Motion made for a written ballot to approve either option 1 or 2. 93 votes were cast. 47 votes in favor of option 1 and 46 votes in favor of option 2. Article 43 passes with the recommended amount of \$71,195.00

ARTICLE 44. To see what sum the Town will vote to raise and appropriate for **Street Lighting.**

Recommended: \$ 4,500

Motioned, Seconded, Passed to approve articles 44-47 as written with recommended amounts

ARTICLE 45. To see what sum the Town will vote to raise and appropriate for **Town Roads Maintenance and to** designate any unspent balance to a reserve account for this purpose.

Recommended: \$ 60,000

Motioned, Seconded, Passed to approve articles 44-47 as written with recommended amounts

ARTICLE 46. To see what sum the Town will vote to raise and appropriate for **Paving and to** designate any unspent balance to a reserve account for this purpose.

Recommended: \$ 120,000

Motioned, Seconded, Passed to approve articles 44-47 as written with recommended amounts

ARTICLE 47. To see if the Town will vote to appropriate up to **\$ 228, 000** to be taken from excise tax for the purpose of **Snow Removal, Salt and Sand.**

Recommended: \$ 228,000

Motioned, Seconded, Passed to approve articles 44-47 as written with recommended amounts

ARTICLE 48. Shall the following amendment to the Town of Addison's **Shellfish Conservation Ordinance** be enacted based upon recommendation of the Shellfish Committee?

under **Section #5 Licensing - Section E: Open License Sales & Limitation of Diggers - Subsection E: - Non-resident Commercial Licenses:** **change proposed wording from:** "The Town Clerk, on the first day of license sales, shall issue a number of ~~Non-Resident Commercial~~ Licenses by Lottery. This number shall be 10% of the number of total resident licenses issued in the previous year - - **to:** The Town Clerk, on the first day of license sales, shall issue a number of **ALL Non-Resident Licenses by respective lotteries.** This number shall be 10% of the number of total resident licenses issued in the previous year. The rest of wording in Subsection E would remain as is.

Motioned, Seconded, Passed to accept the amendments as written

ARTICLE 49. Shall the following amendment to the Town of Addison's **Shellfish Conservation Ordinance** be enacted based upon recommendation of the Shellfish Committee?

under **Section #5 Licensing - Section 5: Night Digging:** **change proposed wording to include:** "The Town of Addison will close the Shellfish flats to harvesting of soft-shell clams at night from one half hour after sunset until one half hour before sunrise **April 1 - October 31 and two hours after sunset until two hours before sunrise November 1 - March 31 of the following year.**

Motioned, Seconded, Passed to accept the amendments as written

ARTICLE 50. To see if the Town will vote to raise and appropriate up to \$500 for constructing and placing a sign dedicating the **West River Landing** to Leroy Tibbett's and recognizing it as Leroy Tibbetts Shore.

Due to an oversight this article was not presented at the Budget Committee Meeting

Article 50 was not passed

ARTICLE 51. Shall an ordinance titled Town of Addison's **Building Permit Ordinance** Revised April 25, 2023 be enacted based on the Planning Boards recommendations as listed?

- *Revising certain sections of the Ordinance to improve readability.*
- *Deleting certification of payment of Sales Tax on New Manufactured Homes and including that form with the application.*
- *Deleting Building Permit Inspection schedule as it is included elsewhere in the recommended ordinance changes.*
- *Deleting Standard Conditions of Approval for Shoreland Zoning Projects and including this information with the application.*
- *Deleting Standard Clearing Conditions for Shoreland Zoning and providing these conditions to the applicants within the Shoreland Zone.*
- *Deleting the Department of Environmental Protection section from the Ordinance.*
- *Deleting Guidelines for Soil Stabilization with Shoreland Zone and providing these guidelines to applicants within the Shoreland Zone.*

- *Removing the Concrete Pour Inspection fee, as there is no reference to requiring this in the Ordinance. (Code Enforcement Officer, Kevin Brodie reported that no other town in Washington County collects this fee).*

Motioned, Seconded, Passed to accept the amendments as written

ARTICLE 52. To see what sum the Town will vote to raise and appropriate for the **Mayhew Public Library**.

Recommended: \$3,000

Motioned, Seconded, Passed as written with recommended amount

ARTICLE 53. To see if the Town will vote to transfer the returns from the **Snowmobile Registrations** to the **Narraguagus Trail Riders** to establish and maintain existing trails for the use and recreation of our citizens.

Motioned, Seconded, Passed as written

ARTICLE 54. To see what sum the Town will vote to raise and appropriate for **Downeast Community Partners/WHCA**.

Requested: \$5,998

Motioned, Seconded, Passed as written with requested amount

ARTICLE 55. To see what sum the Town will vote to raise and appropriate for **Life Flight Foundation**.

Requested: \$574

Motioned, Seconded, Passed to approve \$1,000 for Life Flight Foundation

ARTICLE 56. To see what sum the Town will vote to raise and appropriate for **Community Health & Counseling**.

Requested: \$250

Motioned, Seconded, Passed as written with requested amount

ARTICLE 57. To see what sum the Town will vote to raise and appropriate for **Narraguagus Post #8, American Legion**.

Requested: \$500

Motioned, Seconded, Passed as written with requested amount

ARTICLE 58. To see what sum the Town will vote to raise and appropriate for the Eastern **Area Agency on Aging.**

Requested: \$150

Motioned, Seconded, Passed as written with requested amount

ARTICLE 59. To see what sum the Town will vote to raise and appropriate for **Pembroke Trotting Association.**

Requested: \$500

Motioned, Seconded, Passed to not raise and appropriate funds for the Pembroke Trotting Association

ARTICLE 60. To see what sum the Town will vote to raise and appropriate for **Maine Public TV.**

Requested: \$100

Motioned, Seconded, Passed as written with requested amount

ARTICLE 61. To see what sum the Town will vote to raise and appropriate for **The Lamb House.**

Requested: \$500

Motioned, Seconded, Passed as written with requested amount

ARTICLE 62. To see what sum the Town will vote to raise and appropriate for **UCP (United Cerebral Palsy) of Maine.**

Requested: \$100

Motioned, Seconded, Passed as written with requested amount

ARTICLE 63. To see what sum the Town will vote to raise and appropriate for **WCCP (Washington County Children's Program).**

Requested: \$500

Motioned, Seconded, Passed as written with requested amount

ARTICLE 64. To see what sum the Town will vote to raise and appropriate for the **WIC program.**

Requested: \$2500

Motioned, Seconded, Passed as written with requested amount

Given under hands the 8th day of April 2023

XXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXX

Verlan R. Lenfestey, Jr.

William R. Gray

Joshua L Stubbs

SELECTMEN, TOWN OF ADDISON

A True Copy, ATTEST:

Municipal Clerk of Addison, Maine

XXXXXXXXXXXXXXXXXX

Amy L. Lenfestey

Municipal Clerk

RETURN

Pursuant of within warrant, I have notified and warned the Inhabitants of the Town of Addison, qualified as herein expressed to meet at the time and place for the purpose therein named by posting this day an attested copy of the within warrant at the Addison Post Office, Davis Service Station, Tyler Marine, and the Addison Town Office, the same being public and conspicuous in said Town.

XXXXXXXXXXXXXXXXXX

Amy Bright

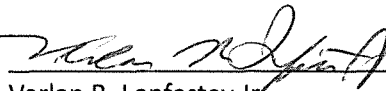
RESIDENT, TOWN OF ADDISON

April 14, 2023

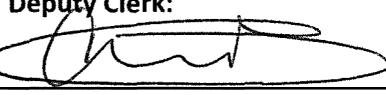
Selectmen:



Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray
Deputy Clerk:


Amy A. Bright

Closed Meeting: 9:10 PM

TOWN OF ADDISON

Selectmen's Meeting Agenda

April 18th, 2023

Selectmen Present: *VJ Lenfestey, Josh Stubbs*
Meeting Opened at: *5:01 PM*

- 1. Motion to accept the minutes of the March 20th Special Selectmen's Meeting:** Josh motioned to accept the minutes from the March 20th Special Selectmen's Meeting, VJ 2nd the motion.
- 2. Motion to accept the minutes of the March 20th Selectmen's Meeting:** Josh motioned to accept the minutes of the March 20th Selectmen's Meeting, VJ 2nd the motion.
- 3. Motion to accept the minutes of the April 3rd Selectmen's Meeting:** Josh motioned to accept the minutes of the April 3rd Selectmen's Meeting, VJ 2nd the motion.
- 4. Motion to accept the minutes of the April 4th Special Selectmen's Meeting:** Josh motioned to accept the minutes of the April 4th Special Selectmen's Meeting, VJ 2nd the motion.
- 5. Motion to accept the minutes of the April 8th Special Selectmen's Meeting:** Josh motioned to accept the minutes of the April 8th Special Selectmen's Meeting, VJ 2nd the motion.
- 6. Road Commissioner Report:** Nothing to report. Currently working on snow blow bid, will have it ready for the next Selectmen's Meeting to approve. Asked if the Selectmen wished to have two separate bids for salt/sand and another for plowing or continue as one bid as in previous years? After discussing various options, the Selectmen stated to continue with the one bid process,

Marcus had a discussion with Ryan Shaw about the sweeping of the intersections. Obbie Davis stated the State does some of the intersections; research is being done to see if this was possible for this year. Cost is estimated at \$2,500.00.
- 7. Building Maintenance Report:** Peter Davis reported projects would start soon, waiting on Town Meeting to approve the budget for town parking lot and ramp. The Town Office floor needs to be fixed, Discussion between snap lock floors or vinyl in regards to water resistance. VJ recommended Vinal Click Lock flooring for the Town Office. Building Maintenance Committee needs to meet to discuss specific project details on flooring to bring to the Selectmen's Meeting. Butch Pinkham questioned the weight of the filing cabinets, this will be considered when selecting the flooring.
- 8. Code Enforcement Officer-Kevin Brodie:** Code Enforcement requested funding approval to attend online training, the cost is \$875.00 which would be split between five towns accordingly, each town paying \$175.00. VJ motioned to accept approving the request for funding, Josh 2nd the motion.

- 9. Donation from the Addison Auxiliary:** Received \$250.00 donation from the Addison Auxillary. VJ motioned to accept the donation, Josh 2nd the motion to accept the donation. Not designated for a specific use, heat costs area possible usage.
- 10. Beth C Wright Walk requesting to use parking lots and Pleasant St- May 20, 2023:** Discussion as to needing the hall also, noted the calendar was marked to reserve the hall for May 19th and 20th. As in previous years, no fees will be collected for this event. Motion to accept the request by Josh, 2nd by VJ to reserve the hall, parking lot and street for the Beth C. Wright Walk.
- 11. Health Officer Complaint:** Complaint that was received had already been addressed, no action needed by the Selectmen's Committee.
- 12. Addison Daze Committee:** *Butch Pinkham addressed the committee, stating a \$4,700.00 budget was available for the event. The annual dessert fund raising was scheduled for May 14th to coincide with Mother's Day. The Addison Daze Committee is having difficulty with volunteers to be able to continue all the past events the same as in previous years. It has not been decided what would be eliminated yet because the committee was unable to have enough of the members together to determine what to eliminate. Considering cancelling the parade due to the number of assistants needed to cover this part of the event. The yard sale is still planned as this raised significant funds in previous years, the same with continuing the dessert auction. A band is scheduled for the event, "Just US" with the cost of \$500.00, stated they are a very good band. The band will start about 4:00 pm, there are videos on Facebook for viewing the band. Still researching having the Car Show, need more help. The fireworks funds will be determined at Town Meeting but in danger of cancelling due to lack of help. Discussion on Vendor Applications for Addison Daze, some have been returned. Post events on town website, Facebook and the newspaper. Also post the need for help with this committee.*

Other:

- 1. Sign Payroll Warrant #18 & 19:** VJ motioned to sign the Payroll Warrant's # 18 & 19, Josh 2nd the motion.
- 2. Sign AP Warrant #20 & #21:** VJ motioned to sign the Payroll Warrant's # 20 & 21, Josh 2nd the motion.

Public Comment:

Peter Davis requested the Road Commissioner to remove the mud from the ramp at the Addison Point Landing to prep for repairs. There are broken cross members that need repairing once the Town Meeting voted and approved funding. Should have started earlier but not in the water at this point. Needs proper installation and to expediate the process after the Town Meeting, if approved. Two floats are still unusable and two new need to be built. Money has been requested for this year for an additional \$10,000.00 for new floats at the Addison Town Landing, if passed at Town Meeting.

Earth Day will be on Saturday, April 22nd, meet at the park at 9:00 AM.

Town Books will be available for Friday, April 21st for delivery to residents. Peter Davis stated that he and Cody Davis would deliver the books on Friday, just let them know when they are in.

Motion to adjourn by VJ, 2nd by Josh.

Meeting Closed at: 5:35 PM

Selectmen:



Verlan R. Lenfestey, Jr. Chair

William R. Gray



Joshua L. Stubbs



TOWN OF ADDISON
Selectmen's Meeting Minutes
May 1st, 2023

Selectmen Present: *VJ Lenfestey, Josh Stubbs*
Meeting Opened at: *5:01 PM*

1. **Motion to accept the minutes of the April 18th Selectmen's Meeting:** *Josh 1st, VJ 2nd*
2. **Motion to accept the minutes of the April 25th Special Selectmen's Meeting:** *Josh 1st, VJ 2nd*
3. **Motion to accept the minutes of the April 25th Town Meeting:** *Josh 1st, VJ 2nd*
4. **Road Commissioner Report:** *Marcus Norton reports that all gravel roads have been graded, beavers were fought off, bid looks all set to go and run for a couple weeks.*
5. **Building & Grounds Maintenance Report:** *Co-Chair had some complaints about communication with the committee. Josh let him know he must have missed the email communication that went out about the next meeting on Wednesday, May 6th at 6 PM.*
6. **Donation:** *VJ motioned to accept the \$200 donation from Machias Savings Bank on behalf of their employee Bobbi Floyd and credit the funds to the Addison Daze Committee that she serves on. Josh 2nd*
7. **Ordinances:** *The revised Shellfish Ordinance and Planning Board Ordinance needed to be signed as it passed at the Town Meeting on April 25th.*
8. **Computer Guy Router Replacement and Switch: Estimate:** *Josh motioned to accept the estimate provided by the computer guy to update the internet wireless router and equipment.*
9. **Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss personnel matters:** *VJ motioned to enter executive session at 5:25 PM 1st, Josh 2nd*

Meeting reopened at 6:28 PM

Other:

1. **Sign Payroll Warrant #21 & #22-** *Josh made a motion to approve and sign, VJ 2nd, none opposed*
2. **Sign AP Warrant #23 –** *Josh made a motion to approve and sign, VJ 2nd, none opposed*
3. **Sign the April 18th, 2023 Selectmen's Meeting Minutes**
4. **Sign the April 25th, 2023 Special Selectmen's Meeting Minutes**
5. **Sign the April 25th, 2023 Town Meeting Minutes**

Public Comment:


- *Peter Davis updates that the Addison Point Floats will start going in on Friday*
- *The Parking lot will go out to bid since the project was approved at Town Meeting*
- *Linda asked we reached out Monroe to post about Addison Daze*
- *Linda would like to see the Selectmen start sending thank you letters for every donation that is received and to make sure that a letter sent to the Pembroke Trotting Association where the warrant request did not pass at Town Meeting*
- *Going forward it would be good practice to receive a W-9 from every vendor before a first payment will go out. Linda advised this so all committee members present know to relay this.*
- *Peter will ask that a copy of the generator contract be provided to the office for record keeping and filing for payment*

Meeting Closed at: 6:28 PM VJ 1st, Josh 2nd

Selectmen:



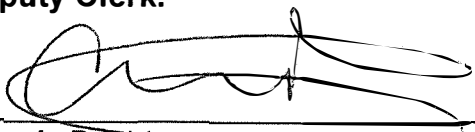
Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON
Selectmen's Meeting Minutes
May 15th, 2023

Selectmen Present: *VJ Lenfestey, Josh Stubbs*
Meeting Opened at: *5:00 PM*

1. **Motion to accept the minutes of the May 1st Selectmen's Meeting:** *Minutes were not approved for a typo and correction to the public comments.*
2. **Road Commissioner Report:** *Marcus was not present but public members: Ronie Strout, Cody Davis, and Cathy Fonda reported all good things that Marcus had filled the potholes.*
3. **Building & Grounds Maintenance Report:** *Co-Chairs reported that their committee meeting the week prior had gone well. They look to use Marcus Norton for the ground elevation work. The entrances will be temporarily reconfigured with the ramp during the timeframe of the project. The committee asked that Josh get in touch with the Auxiliary to have the shed relocated further on the West side property during the construction and when the project is complete the shed will have its own cement pad. Josh will reach out. The targeted start date is June 15th. Gilman Electric will be in the change out the lights to LED. The committee has submitted for a grant to reimburse for the entire expense.*
4. **SAD #37 Warrant:** *The SAD #37 warrant needed to be signed by the Selectmen for posting.*
5. **Generator Install: July 10th the office would be open 8-12 and closed after for the installation as we'd be without power:** *VJ motions we close the office at noon on July 10th to allow for the installation of the generator, Josh 2nd*
6. **Freedom of Access Act (FOAA) Training:** *Amy Bright presented to the Selectmen that all elected officials and committee members are required annually to take the FOAA training. The options are to read the 17 pages of FAQ's regarding FOAA and to host a night at the Town Office with a video that's 21 minutes long on FOAA training. The consensus of the group was to host a night with the training video and provide the FAQ's to anyone who is unable to attend.*
7. **TRIO Program: Heavy Trucks Kelly Blue Book:** *Josh makes it a motion to purchase the program as it is a benefit to the Town Office, VJ 2nd*

8. **Aquaculture Committee member application:** Jimmy Crowley turned in an application as he has an interest to be on the committee. Josh makes a motion to appoint Jimmy Crowley to the Aquaculture Committee, VJ 2nd
9. **Addison Daze Resignation Letter: Irvin Pinkham:** VJ makes a motion to accept the resignation of Irvin Pinkham from the Addison Daze Committee, Josh 2nd. Butch reports there are roughly 5 active members. Selectman request that the contact information for vendors, the minutes binder, and Facebook Admin be turned into the office. Butch asked about getting his personal belongings out the storage building. The Selectmen approved the request and asked that the storage building key be turned into the office. VJ asks Amy Bright to set up a meeting with the Addison Daze Committee and public to see where they're at.
10. **Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss personnel matters:** VJ motioned to enter executive session at 5:42 PM 1st, Josh 2nd

Meeting reopened at 6:46 PM, personnel issues were discussed and resolved.

Other:

1. **Sign Payroll Warrant #24 & #25-** VJ made a motion to approve and sign, Josh 2nd, none opposed
2. **Sign AP Warrant #23** – VJ made a motion to approve and sign, Josh 2nd, none opposed
3. **Sign the April 18th, 2023 Selectmen's Meeting Minutes**
4. **Sign the April 25th, 2023 Special Selectmen's Meeting Minutes**
5. **Sign the April 25th, 2023 Town Meeting Minutes**

Public Comment:

- *The first Selectmen's meeting in July is the 3rd. VJ makes a motion to move the Selectmen's Meeting to July 6th to avoid the holiday weekend, Josh 2nd*
- *Peter Davis updates that the Addison Point Town Landing is coming along nicely and the new floats are almost completed. Marcus Norton is helping him finish the last three.*
- *Linda Alley presents the Thank You letter from the American Legion for the town donation*
- *A letter needed to be signed by the Selectmen to send to the Pembroke Trotting Association informing them of the outcome of the Town Meeting.*
- *A letter needed to be signed by the Selectmen thanking Machias Savings Bank for their donation.*
- *Pleasant River Ambulance Service has sent out an invite to the Selectmen inviting them their monthly meeting on the 17th at 6:30 PM.*


- Linda is working with Marcus to create new line accounts to better organize his funds and the roads he has so as not to confuse them with LRAP.
- Linda is sending a physical copy of the bank statements and information the auditors have requested as they don't provide a secure link to do so online.
- Linda confirmed with the Selectmen to retroact the assessors pay to her date of hire.

Meeting Closed at: 6:46 PM Josh 1st, VJ 2nd

Selectmen:



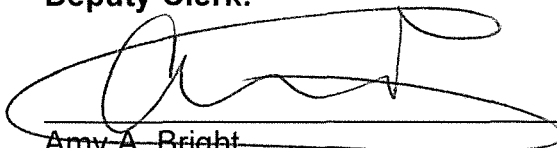
Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON
Selectmen's Meeting Minutes
May 30th, 2023

Selectmen Present: *VJ Lenfestey, William Gray*
Meeting Opened at: *5:00 PM*

1. **Motion to accept the minutes of the May 1st Selectmen's Meeting Minutes:**
Passed because Josh was not present to sign
2. **Motion to accept the minutes of the May 15th Selectmen's Meeting Minutes:**
Passed because Josh was not present to sign
3. **Road Commissioner Report:** *Marcus was not present and no reports were made.*
4. **Assessing Contract:** *VJ and William signed the contract*
5. **Building Maintenance Report:** *Peter Davis reported there were no updates to present at this time*
6. **Harbor Master- Irene Yaws:** *This was taken after item #7 to allow time for Irene to be present. Irene brought it to the attention of the Selectmen that there has been requests for a PortaPotty to be placed at the Eastern Harbor Town Landing. There is a lot of foot traffic and no means to go if you gotta go in the area and currently the woods area shows that dilemma. Irene had spoken to Prestons Septic and was quoted \$140 a month to include weekly Wednesday service. She'd like to see something in from May-October going forward if this goes well but June to October would be fine. This would total roughly \$700. Irene stepped out to contact Dean Crowley and asked for the funds to be used from the Addison Harbors account. Irene reported that Dean Crowley felt that was fine. VJ motioned for a PortaPotty to be placed at the Eastern Harbor Landing and William 2nd.*
7. **Addison Daze:** *VJ reported the Addison Daze Meeting that was held on Wednesday, May 24th had an excellent turnout. The overall decision was that they wanted Addison Daze to continue and there seems to be a lot of support to still make this year happen. VJ mentioned that he felt in order for this to start off well that the Committee should be dissolved and started over. VJ motioned to remove of previous members of the Addison Daze Committee and William 2nd. VJ then made a motion to appoint the following members to the Addison Daze Committee: Amy Bright, Peter Davis, Cody Davis, Pamela Grant, Linda Davis, Bobbi Floyd, Charles Dowling, Lynn Dowling, Don Lafera, Ron Hinkle, Kelly Hinkle, Sherri Batson, Haley Batson, Amber Davis, Heidi Alley, and Joelle Smith. William 2nd. The Addison Daze Committee will meet on Wednesday, May 31, 2023 at 4:30.*

- 8. Shellfish Committee Conservation-Philip Rusecky:** *This was taken after warrants were signed while waiting for Philip to arrive. Philip had asked if a town resident had worked on the shellfish conservation but decided they would not be purchasing a license if they could agree to transfer their conservation efforts to another resident. William felt that this was not a viable option or could cause a mess of issues with the Shellfish and would like to see that every conservation is only for the person who does the work. VJ agreed with William that this would cause too many problems. Philip also reported to the Selectmen that the Shellfish Conservation Activities this year has had the most turnout and success that he has seen since being on the Committee. The weekend of May 20-21 had 17 people out participating and they still had another day planned on June 3rd. The Shellfish Committee has also heard great reports on the new Shellfish Warden and they're very pleased with the work going on.*
- 9. Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss personnel matters:** *This was passed on at this time.*

Other:


- 1. Sign Payroll Warrant #27 & #28** *VJ motioned to sign and accept the Payroll Warrants as written and William 2nd*
- 2. Sign AP Warrant #29** *VJ motioned to accept the AP Warrant and sign and William 2nd*
- 3. Sign the Approved Minutes –** *This was passed as no minutes were approved*

Public Comment:

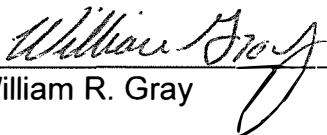
- *Amy Bright asked about getting a quote or information to see about having the Town Park sprayed for ticks and mosquitos. There were complaints on Monday, May 29th about ticks during the Memorial Day Ceremony. They were unsure if the ticks were from the Town Park area or the Cemetery on the Hill but it would be a good idea to spray the area for resident use. It was decided to get quotes for the Addison Park and the Town Office grass areas before Addison Daze in July.*

Meeting Closed at: 5:30 PM William 1st, VJ 2nd

Selectmen:



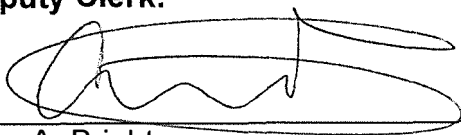
Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON
Selectmen's Meeting Minutes
June 5th, 2023

Selectmen Present: *William Gray, VJ Lenfestey, Josh Stubbs*
Meeting Opened at: *5:02 PM*

1. **Motion to accept the minutes of the May 1st Selectmen's Meeting Minutes:** *Josh motioned to accept the minutes as written, VJ 2nd*
2. **Motion to accept the minutes of the May 15th Selectmen's Meeting Minutes:** *Josh motioned to accept the minutes as written, VJ 2nd*
3. **Motion to accept the minutes of the May 30th Selectmen's Meeting Minutes:** *William motioned to accept the minutes as written, VJ 2nd*
4. **Road Commissioner Report:** *The South Addison Culvert is still having problems with beavers. Marcus has been advised by DOT to look at having a cage built around as it's getting harder to find trappers for the beavers.*
5. **Building Maintenance Report:** *not present*
6. **Park sprayed:** *Addison Days Committee agreed to cover \$100 worth of the expenses from their account for the first spray and the Auxiliary has offered to donate towards the expense as well. William makes a motion to have the Town Hall and Town Park sprayed, Josh 2nd*
7. **Addison Auxiliary: Consent Form –** *VJ motions to sign the form for the Addison Auxiliary to host Beano on Sundays at the Addison Town Hall for their license renewal, William 2nd*
8. **Office Hours for July 3rd – July 7th** *The office has asked to close the office of Monday, July 3rd and have a long weekend. It's expected to be busy on the Friday before. William makes a motion to close the office on July 3rd and 4th and operate with normal hours the rest of the week, Josh 2nd*
9. **Addison Daze Committee:** *The planning is going well and there is another meeting on June 8th at 5 PM and June 12th at 5 PM.*
10. **Aquaculture Committee:** *The committee presented that in their findings and meetings that no action was necessary for a moratorium or ordinance in regards to Aquaculture development. The Town Attorney had advised the committee that should an application be turned in; the town could act and place a moratorium at that*

time. The committee will submit their findings and turn those in to the office. VJ makes a motion to accept the committees' findings, William 2nd

11. Freedom of Access Act (FOAA) Training: June 20th, July 17th, and August 21st at 4:30 before and after the meeting – There will be FOAA training for all committees and elected officials on these dates. It was asked that these be posted on Facebook and the website to advertise. A hard copy of the FAQ's is available online or at the office if someone would prefer.

12. Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss personnel matters: William motions to close for executive session per 1 MRSA § 405(6)a at 5:34 PM and Josh 2nd

Reopened at 5:46 per Bonnie Look Thompson request

VJ immediately recused himself

Bonnie was provided letters that were given to the Selectmen in regards to problems that had happened within the office in the beginning of April. Josh explained that the problems in the office have made for a stressful work environment with bullying and hostile interactions. William explained he had also received complaints outside of the office as well. At this time, because problems are continuing to occur, the Selectmen feel Bonnie may no longer remain an employee of the Town.

Josh made a motion to terminate Bonnie's employment with the Town of Addison, William 2nd, passes

Other:

- 1. Sign Payroll Warrant #30** VJ motions to approve and sign the Payroll Warrant as written, Josh 2nd
- 2. Sign AP Warrant #31** William motions to approve and sign the AP Warrant as written, Josh 2nd
- 3. Sign the Approved Minutes** Josh and VJ sign the minutes approved for May 1st and May 15th and William and VJ sign the minutes approved for May 30th

Public Comment:

- Obbie Davis asked if we had bids turned in for snow plow. We had one bid turned in at this time from the By Us. Marcus and the Selectmen will review this after Marcus has had a chance to review and compare to the other bids in the past.

- Bonnie Look Thompson requests a wage increase as her last one had been roughly a year ago. The Selectmen said they would discuss this further with her during executive session.
- Linda Alley let the Selectboard know that the Audit has been rescheduled to the 21st of June.
- There was question about the cost of trash bags decrease where PRSWD had dropped the cost per pound to member towns at the Town Meeting in April. We've not received an official notice from PRSWD about the price drop either. Selectboard asks Amy Bright to reach out to Michael Elkavitch -PRSWD Director and the transfer station about both these matters.
- After discussion of the bid from The By "US" company with Marcus, VJ made a motion to accept the bid from The By "US" Company, Josh 2nd, passes

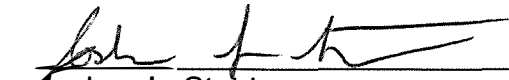
Mail Correspondence: Thank you letter from The Lamb House

Meeting Closed at: *VJ motioned to adjourn at 6:03 PM and William 2nd*
Selectmen:



Verlan R. Lenfestey Jr.

William R. Gray



Joshua L. Stubbs

Deputy Clerk:

Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

June 20th, 2023

Selectmen Present: VJ Lenfestey, Josh Stubbs

Absent: William Gray

Meeting Opened at: 5:02 PM

- 1. Motion to accept the minutes of the June 5th Selectmen's Meeting Minutes:** Josh motioned to accept the minutes as written, VJ 2nd
- 2. Road Commissioner Report:** Marcus reports beavers are still an issue but outside of that everything seems to be okay with no issues. Discussion on the snow/salt bid to update where a bid had come in late. A motion had already been made at the June 5th meeting. The contract will be reviewed for The By US Company.
- 3. Building Maintenance Report:** Don Williams reports they're waiting for an update on the propane hookups for the generator as the quote is quite high. The generator is being installed on July 10th. Peter Davis reports the parking lot will start construction after Addison Days. The shed and awning out back will be removed around the 17th.
- 4. Addison Days Committee:** Peter reports there's been good progress and things are set in place. The committee is meeting every Monday and Friday the 14th before Addison Days. The committee would also like to have the 7 consistent members attending be voting members of the committee and any further members would be the alternates. MMA advised as long as it was a Selectboard appointed committee then the Selectmen can make this change. If not, it would go to a Town Meeting for the change with an ordinance. VJ makes a motion to have 7 voting members on the committee and the remaining would be the alternates. The 7 voting members would be Peter Davis, Cody Davis, Amber Robinson, Amy Bright, Ron Hinkle, Kelly Hinkle, and Pamela Grant. Everyone else will be alternates. Josh 2nd Peter would like to propose the Addison Days Committee pays half the cost of a dumpster to clean out the storage building and then use the dumpster at the Town Hall for the removal of material for the parking lot renovations. Peter will figure out a date and a cost of the dumpster and then someone will contact Butch to get his items out of the storage building before then. VJ motions to accept the resignation of Linda Davis from the Addison Days Committee, Josh 2nd
- 5. Appointment of Administrative Assistant/FOAA Officer:** VJ makes a motion to accept the resignation of Linda Alley from the position of Administrative Assistant and Freedom of Access Officer, Josh 2nd VJ makes a motion to appoint Amy Bright to Administrative Assistant and FOAA Officer position, Josh 2nd Linda Alley asks if there will be a change in the pay for the change in positions. The Selectboard will act on this after they've had a chance to discuss.
- 6. Bonnie Look Thompson:** Bonnie spoke that on March 6th she attended a meeting where she pointed out that there was an error in the minutes from the February 21st meeting and that the Selectmen agreed to have the minutes looked into. Bonnie states that the online minutes do not reflect a change in the minutes from the meeting. VJ said that the minutes that were approved were reviewed three (3) times by Amy Bright and as well by Linda Alley to reflect the recording of the February meeting. Bonnie asked for others who had been at the meeting please speak up as

to what happened. Obbie Davis said he remembered that Bonnie agreed to no longer do the work and to have Amy Lenfestey do it herself. Richard Paul asked for VJ to explain what had happened at that meeting. VJ explained the situation and that Bonnie had added to what VJ had said he didn't want Bonnie to shred anymore. Bonnie said she never suggested any of it and it came from VJ and Josh agreed to it. Amy Bright said that "verbatim in the meeting VJ said we are no longer comfortable with you shredding to which you replied, "Fine. I will no longer shred, box, or pack up if that's what you want" and to which the guys said "That's your decision" and you said "You were fine with it"" Bonnie asks the minutes be changed because that is not what happened. Amy Bright explained that minutes say exactly what happened and she can not change them to reflect what didn't happen. Bonnie hollers that the minutes can be changed and she remembers exactly what happened and continues to holler and she leaves. Amy Bright came back with the meeting minutes from the February meeting that reflect the words verbatim from the recording. Richard Paul asks that the Selectmen make a motion that just reflects what happened here. Josh makes a motion that they heard her concerns and that no action was taken at this meeting, VJ 2nd

7. 125 Plan: The 125 Plan or Cafeteria Plan allows for employees to have a benefit to help with taxes and deductions. The 125 Plan would allow for an employee who takes more deductions from their pay for benefits and will allow their deductions to come out pre-tax. Linda Alley provided a template and recommends we send this to the Town Attorney. VJ makes a motion we send the template to Rudman & Winchell, Josh 2nd

8. Motion to enter into Executive Session Per 1 MRSA § 405(6)a to discuss personnel matters: VJ makes a motion to enter an executive sessions per 1 MRSA § 405(6)a at 5:37 PM, Josh 2nd

Back to order at 5:59 PM No action was taken

Other:

- 1. Sign Payroll Warrant #32 & #33 & #36** Josh motioned to sign and accept as written, VJ 2nd
- 2. Sign AP Warrant #34 & # 35** Josh motioned to sign and accept as written, VJ 2nd
- 3. Sign the Approved Minutes**

Public Comment:

- No Comment

Mail Correspondence: Mailings in regards to Pleasant River and Bold Coast Ambulances
Thank you letters from Downeast Community Partners, Maine Public Television, and Life Flight
Complaint in regards to 386 Water St on trash debris and fire danger
Trash Complaint on Basin Rd – same health concerns for trash as last year- All trash complaints should go to the Health Officer in the future
Complaint the office sends 30-day lien notices too late from the January 31st due date – Tax Bills are your notice and are a courtesy as is the lien notice

Meeting Closed at: *VJ motioned to adjourn at 6:02 PM and Josh 2nd*

Selectmen:



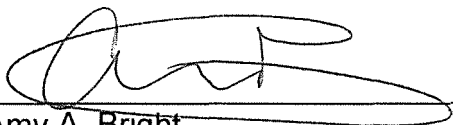
Verlan R. Lenfestey Jr.

William R. Gray



Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

July 6th, 2023

Selectmen Present: *VJ Lenfestey and William Gray*

Absent: *Josh Stubbs*

Meeting Opened at: *5:02 PM*

1. **Motion to accept the minutes of the June 20th Selectmen's Meeting Minutes:** *Unable to approve without VJ and Josh present*
2. **Road Commissioner Report:** *Nothing new to report. Introductions were made between Marcus, Darrin Prout, and the Selectmen present.*
3. **Snow Plow Contract Review with The By US Company:** *VJ makes a motion to sign the contract with The By US Company, William 2nd The contract will be sent to The By US Company office.*
4. **Salt Bids with Washington County:** *Request for 300 tons in salt*
5. **Building Maintenance Report:** *Start date for the parking lot project is July 17th after Addison Days*
 - a. **Payment for Services Breakdown** *VJ makes a motion to accept the payment increments requested for the Contract of Services to Peter Davis, William 2nd*
6. **Sunrise Economic Counsel with Elaine Abbott:** *VJ makes a motion we reach out and express an interest and get a letter of support for the Town of Addison providing broadband services to the Town, William 2nd*
7. **Constable Pay Rate: Utilize for warrant postings, and election setups:** *VJ makes a motion to set the hourly pay for the Town Constable at \$20 an hour, William 2nd*
8. **Addison Days Committee:** *Despite the only contracted food vendor cancelling last minute the committee has successfully found enough food vendors last minute to prevent the cancellation of Addison Days. Currently showing a total of 32 food vendors.*

Pam Grant from the Addison Days Committee brings information from the State statues to present to the Selectmen on gun raffles. VJ makes a motion to allow the committee to pursue a gun raffle so long as it follows state statues, William 2nd
9. **Pay rate changes:** *VJ makes a motion to accept the pay rate changes as discussed previously, William 2nd*
10. **Holiday Pay:** *The State of Maine closed offices on July 3rd with pay for the employees. VJ makes a motion to pay holiday pay for July 3rd, William 2nd*

Other:

1. **Sign AP Warrant #39 & #40(Addison Days)** VJ makes a motion to approve and sign the AP warrants #39 & #40, William 2nd
2. **Sign Payroll Warrant #37 & # 38** VJ makes a motion to approve and sign the Payroll Warrants #37 & #38, William 2nd
3. **Sign the Approved Minutes** No minutes were approved this time

Public Comment:

- Linda Alley asks about having the bulb that's in her office replaced and asks where we're at with LED project. Peter Davis lets her know that Don Williams is in charge of that and he's away on vacation.
- Tim Hernandez asks what the plans are for the Town's property on the Indian River Rd. VJ explains the plans were to sell the property.
- Tim also asks about the Friends of the Fire Department because there has been interest. He will bring this back up when he has more information.
- Joyce Todish complained about the property across from her on the East Side Rd. She asks it be reviewed. VJ asked Amy to pull the Building Permits and Septic permits and to put this back on the agenda for the next meeting on the 17th.

Mail Correspondence:

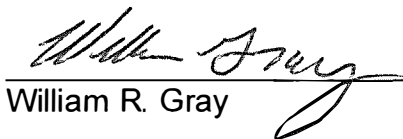
- i. Town of Cherryfield response letter to the PRAS Fee Schedule
- ii. Federal Aviation Study for Harrington
- iii. Washington County Budget Advisory Committee
- iv. Efficiency Maine with heating, cooling, ventilation, lighting and refrigeration upgrades
- v. DCP will not be using our facility for the fuel assistance program
- vi. Water District PFAS update

Meeting Closed at: VJ motioned to adjourn at 6:02 PM, William 2nd

Selectmen:



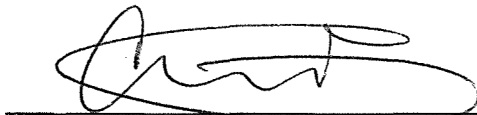
Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON
Special Selectmen's Meeting Minutes
July 12th, 2023

Selectmen Present: *VJ Lenfestey, William Gray*
Meeting Opened at: *6:01 PM*

- 1. Discuss tax commitment and mil rate with Barbie Cirone:** *Barbie informs those attending the meeting that this year our town's certified ratio has dropped more from last year. The affects not only the value of our town but continues to affect the homestead exemption. To help prevent a huge loss to the exemption, Barbie provided a couple different options she could take with the taxes this year. While she stresses the importance of this only being a band aid to a larger wound, she reiterates the need for a revaluation. Barbie hopes with the information provided and the options she has that the commitment can happen on Monday, July 17th.*

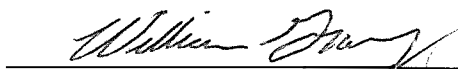
Public Comment: *Allen Rolfe asked to know what hours he should be available as constable on Addison Days, July 15th. All three Selectmen agree Allen should be available from 2 pm – 9 pm.*

Meeting Closed at: *6:27 PM, VJ makes a motion to adjourn, William 2nd*

Selectmen:



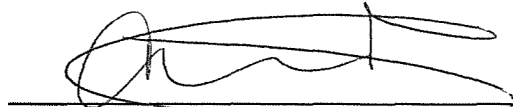
Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON
Selectmen's Meeting Minutes
July 17th, 2023

Selectmen Present: *VJ Lenfestey, Josh Stubbs*
Selectmen Absent: *William Gray*
Meeting Opened at: *5:00 PM*

1. **Motion to accept the minutes of the June 20th Selectmen's Meeting Minutes:** *Josh motioned to accept the minutes as written, VJ 2nd*
2. **Motion to accept the minutes of the July 6th Selectmen's Meeting Minutes:** *tabled until William Gray is present*
3. **Tax Commitment has been completed:** *Amy Bright reported the commitment process was completed by Barbie and the Mil Rate is now at 17.22. The bills have been uploaded to Hygrade and will be out in the mail by Friday, the 21st.*
4. **ARPA funds for generator project:** *The original motion to fund the Town Hall generator project was approved at \$7,500 from ARPA funds. The current costs have exceeded the estimate provided by the Budget Committee and additional funds would be needed. Josh makes a motion to use an additional \$3,500 from ARPA funds to complete the project, VJ 2nd*
5. **Planning Board Alternate Letter of Resignation:** *Josh makes a motion to accept the letter of resignation of alternate, Megan Spanjian, VJ 2nd*
6. **Complaint for 237 East Side Rd:** *Amy Bright reported she was able to locate a building permit for the property for a home, well, and septic for the property. She also found the approved septic design permit as well. The Selectmen table this issue at the time as the complainant is not present and necessary permits have been completed.*
7. **Letter of Resignation from Kristen Hart:** *VJ motions to accept the letter of resignation from Kristen Hart, Josh 2nd. VJ and Josh ask the office to find out if Dianne (currently employed by Kristen for fill in days) would be interested in the position.*

Other:

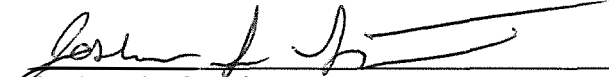
1. **Sign Payroll Warrant #41** *VJ motions to approve the payroll warrant as is, Josh 2nd*
2. **Sign AP Warrant #42 & #43** *VJ motions to approve the AP warrant as is, Josh 2nd*
3. **Sign the Approved Minutes** *VJ and Josh only signed the June 20th meeting minutes*

Public Comment: *VJ thanks the Addison Days Committee for all the work done in the 2-month period. Those attending also mentioned the good job despite the weather and the big turnout as well.*

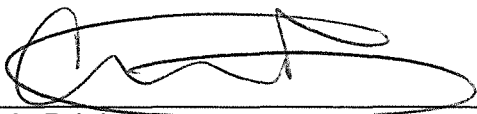
Selectmen:


Verlan R. Lenfestey Jr.

William R. Gray


Joshua L. Stubbs

Administrative Assistant:


Amy A. Bright

Mail Correspondence:

- i. Vote for MMA Vice President and Executive Committee Members

Meeting Closed at: 5:21 PM *Josh motioned to adjourn the meeting, VJ 2nd*

TOWN OF ADDISON
Special Selectmen's Meeting
August 2nd, 2023

Selectmen Present: VJ Lenfestey, Josh Stubbs
Meeting Opened at: 4:00 PM

Other:

1. **Sign Payroll Warrant #44, #45, #46, & #48** *Josh motions to sign the Payroll Warrants as written, VJ 2nds, all in favor, motion carries*


2. **Sign AP Warrant #47** *Josh motions to sign the AP Warrants as written, VJ 2nds, all in favor, motion carries*

Public Comment:

Peter Davis thanks the Selectmen for the last-minute emergency meeting to process the payables

Meeting Closed at: 4:03 PM

Selectmen:



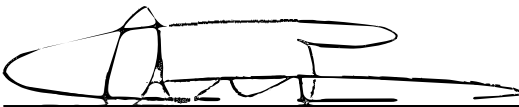
Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

August 7th, 2023

Selectmen Present: VJ Lenfestey, Josh Stubbs

Selectmen Absent: William Gray

Meeting Opened at: 5:00 PM

- 1. Motion to accept the minutes of the July 6th Selectmen's Meeting Minutes:** *passed as William is not present*
- 2. Motion to accept the minutes of the July 12th Special Selectmen's Meeting:** *Josh motioned to accept the minutes as written, VJ 2nd, all in favor, motion carries*
- 3. Motion to accept the minutes of the July 17th Selectmen's Meeting:** *Josh motioned to accept the minutes as written, VJ 2nd, all in favor, motion carries*
- 4. State Elections training September 21, 2023:** *Josh motioned to close the office on September 21st to allow both Amy Lenfestey and Amy Bright to attend the State Elections training in Augusta, VJ 2nd, all in favor, motion carries*
- 5. Simple Grants: Deadline August 18th** *VJ motioned to not sign on with Simple Grants at this time as we have no interest or projects at this time, Josh 2nd, all in favor, motion carries*
- 6. Washington County Council of Governments:** *Josh motioned to table this item at this time until more information has been received, VJ 2nd, all in favor, motion carries*
- 7. ARPA:** *Chris Chartrand updated the Selectboard on the projects that are underway for the ARPA committee. The committee will be looking at Two-Way radios to be purchased for the Town along with a Portable Event System to help with sound at meetings. The Narrows has also had Donna Kausen working to create signs and a shelter and she has done some incredible working and the Committee urges people to go down and see her work. The generator is waiting for the propane hookups. Richard Paul brings up that the committee is looking into having a walking track and dog park at the front end of the Fire Department. The Point Park has the pole installed and Chris asks for clarification on who's responsible for the project. It is important to bring up the time sensitivity to these projects and the funds used as the committee has other projects in mind to pursue as well. The Selectboard agrees that they will speak with Peter for updates.*
- 8. Personal Property Abatement:** *VJ motioned to sign the abatement of Personal Property as the account had been double billed on mistake, Josh 2nd, all in favor, motion carries*
- 9. Pre-Approval Expense Policy for Office Supplies:** *The Selectboard asks what dollar amount would be acceptable for a normal order to have the policy in place. Amy Bright, Amy Lenfestey, and Linda Alley agree that \$250 is sufficient for orders of supplies. Josh motions to accept the Pre-Approval Expense Policy for Office Supplies, VJ 2nd, all in favor, motion carries.*

**Interruption based off the office expenses: Stephen Zambelli asks if the Selectboard understand how to cut costs. VJ asks what he's referring to and Mr. Zambelli explains to the board that*

they're spending too much money in the Town and that they need to understand where they can cut expenses. Chris Chartrand, Richard Paul, and Amy Bright explain the process of the Budget Committee and the Town Meeting. VJ and Josh explain that the Selectboard does not vote to spend funds but accept how and when the funds are spent that the Town votes on. Mr. Zambelli says the Town Meeting isn't friendly to people who are not here in the winter and that it makes it impossible to vote. Chris explains that the Town Meeting is mandatory to have in March or April based off our Town Charter and that any resident of the Town may attend and vote. Mr. Zambelli states he is not a resident but a tax payer and that should be changed as tax payers spend there money too on taxes. Amy Bright explains that that is State law that only registered voters have the right to vote at the Town Meeting. Richard Paul explains that Mr. Zambelli is more than welcome to attend any budget committee meetings or request a zoom link if he's unable to attend in person.

10. Trash pickup from the beach: *A resident in South Addison has been picking up trash on her visits to the beach and has just included it with her trash when she goes to the dump but she'd like to know if she can have permission for the bigger items to be taken to the dump and it be "Town" trash. The Selectboard agree that this is fine as the transfer station does this for any other town clean up events. Just be certain it is separate from her household garbage.*

11. Ad for a cleaner: *The Selectboard request that an ad for a Part-Time Cleaner be posted in the County Wide, Machias Valley News Observer, the Towns Facebook and Website.*

12. Cape Split Dangerous Road: *Tanya Rucosky was unable to attend in person but Andrew Steinharter was there and explained the problems they have been seeing with pedestrians and speeding. Tanya will attend another meeting as she is interested in helping the town. There was discussion on what options the Town could look into. This is tabled until the next meeting when Tanya and Marcus can be present.*

Other:

- 1. Sign AP Warrant #49** *VJ motioned to accept the AP Warrant as written, Josh 2nd, all in favor, motion carries*
- 2. Sign the Approved Minutes**


Public Comment:

- Joyce Todish asks about the Town Trash and why we pay Tom to take his trash. The Selectboard explains that Tom is not an employee of the Town and we do not pay his trash.*
- Chris Chartrand asks about getting a copy of the Town Seal so that he could look at having it engraved or stamped into a podium system.*
- Donna Kausen completed the shelter at the Narrows and hopes that people will spread the word and go visit. Donna created signs and postings of the area as well.*


Selectmen:


Verlan R. Lenfestey Jr.

William R. Gray


Joshua L. Stubbs

Administrative Assistant:


Amy A. Bright

Mail Correspondence:

- i. Sewall Municipal Pavement Management
- ii. Versant Electricity Rate Increases
- iii. State of Maine Housing Opportunity Program

Meeting Closed at: 6:00 PM *Josh motioned to adjourn the meeting, VJ 2nd, all in favor, motion carries*

TOWN OF ADDISON

Selectmen's Meeting Minutes

August 21st, 2023

Selectmen Present: VJ Lenfestey, Josh Stubbs, William Gray

Selectmen Absent:

Meeting Opened at: 5:02 PM

- 1. Motion to accept the minutes of the July 6th Selectmen's Meeting Minutes:** VJ motions to accept the minutes as written, William 2nds, all in favor, motion carries
- 2. Motion to accept the minutes of the July 12th Special Selectmen's Meeting:** These minutes were approved on the August 7th meeting by VJ and Josh but the meeting was attended by VJ and William. Amy will look into what needs to be done if anything for these.
- 3. Reminder the next Selectmen's Meeting will be September 5th and not the 4th because of a holiday:** Just a reminder
- 4. Road Commissioner Report:** Marcus Norton reported he had spoken with Harold Tyler about the ditching in South Addison and that he had also met with Darin from the "The By Us" company and they were going to do some reconfiguring for the salt before they had it delivered.
- 5. Building Maintenance Report:** Peter Davis reported that Friday the 26th the Hot Topping in the parking was to start. Dead River would be there on Thursday and the tanks would all be moved out from under the office window. The Ramp was also not sitting right in the temporary place so Peter will be in on Tuesday morning to see what he could do to fix it. After the hot top is completed the roof ramp will start.
- 6. Road Safety w/Tanya Rucosky:** Tanya presented to those attending that she was interested in working with the Town on behalf of Sunrise County Economic Counsel and her own time to help with grant writing for road safety. As of this time she requests permission to start a committee that could help her. The Selectboard asked her to compile a list of 5-7 individuals for the committee and they will appoint a committee for research purposes only at this time.
- 7. Ad for the cleaner:** The ad is posted on Facebook, the Machias Valley News Observer, and the County Wide. It will run for two weeks.
- 8. Payment in Lieu of Taxes:** VJ motioned to accept the payment in lieu of taxes from the Nature Conservancy, Josh 2nd, all in favor, motion carries

Josh motioned to accept the payment in lieu of taxes from the Downeast Coastal Conservancy, William 2nd, all in favor, motion carries
- 9. Crowley Island Rd complaint after bridge:** At this time the Selectboard have asked for more research into who is responsible after the bridge.
- 10. Tax Collector Certificate of Settlement:** VJ motion to accept the Tax Collectors Certificate of Settlement, William 2nds, all in favor, motion carries.

11. Office Manager Time off request: *William motions to accept Amy Lenfestey's request to have off on September 1st, Josh 2nds, VJ abstains, motion carries.*

12. Dividend received from MMA Workers Compensation: *VJ motions to accept the dividend funds received, William 2nds, all in favor, motion carries*

Other:

- 1. Sign AP Warrant #52** *Josh motions to accept the warrant as written, William 2nds, all in favor, motion carries*
- 2. Sign Payroll Warrant #50 & #51** *Josh motions to accept the Payroll Warrants as written, William 2nds, all in favor, motion carries*
- 3. Sign the Approved Minutes**


Public Comment:

- Kris Greene attended and asked for a brief time to talk about the local basketball teams he had last year in the winter time. The teams are a part of a YMCA affiliate and last year he had 22 kids sign up. He's looking to find out if the town has any funds for a youth program that could help cover the costs of kids. It would include the cost of the registration and insurance and a jersey t-shirt that each child would keep. The Selectboard explain at this time we don't have funds for something like this but that Kris could apply for the funds at the next Town Meeting in March to see if the town will support this idea. Kris will be in touch with the office for a warrant article this winter.*
- Donna Kausen looked for clarification about supplies that were ordered for the project at the Narrows and shared that it's had some use and anyone is welcome to utilize the shelter. She hopes that the Town's website would feature the location as well. Don Williams said he would reach out to Monroe Hart.*
- Marcus brought up a letter of support was requested for causeway on August 9th through email with a deadline of August 12th. At this time the deadline has passed but Marcus will reach out to confirm the location and if it's too late.*
- Marcus asked if he could hire Cody to trim around the Sand/Salt Shed. The Selectboard have no concerns with this.*
- Linda Alley would like permission to start researching grant and opportunities for the Town. The Selectboard approve.*
- Tax Collector-Amy Lenfestey reports that of the \$50,000 raise for the discount on Article 31 of the Town Warrant that \$48,000 had been utilized. Roughly 69% of the taxes have been paid as of this afternoon.*
- Kevin Brodie has attended the Marijuana Meeting in Jonesport recently and wanted the Town to know that there is funding available if the town wanted to look into an ordinance being done. There is no interest at this time.*

Selectmen:




Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

Mail Correspondence:

Meeting Closed at: 5:57 PM *Josh motioned to adjourn the meeting, William 2nd, all in favor, motion carries*

TOWN OF ADDISON
Selectmen's Meeting Minutes
September 5th, 2023

Selectmen Present: *William Gray, VJ Lenfestey*

Selectmen Absent: *Josh Stubbs*

Meeting Opened at: *5:17 PM*

1. **Motion to accept the minutes of the August 2nd Selectmen's Meeting:** *tabled until Josh is present*
2. **Motion to accept the minutes of the August 7th Selectmen's Meeting:** *tabled until Josh is present*
3. **Motion to accept the minutes of the August 21st Selectmen's Meeting:** *VJ motioned to accept the minutes as written, William 2nd, all in favor, motion passed*
4. **July 12th minutes:** *MMA informed that the minutes can be approved by any of the selectboard but should be signed the Selectboard members that were present at that meeting. VJ and William signed the July 12th minutes that were approved at the August 7th, 2023 Selectboard meeting.*
5. **Road Commissioner Report:** *Marcus isn't here but Sheila brings up that the regular beavers by Oscar's Pond are back. The Selectboard asks Amy Bright to reach out to Marcus. VJ makes a motion to sign the letter of support to Pete Buttigieg of the United State Department of Transportation for the causeway, William 2^{nds}, all in favor, motion carries*
6. **Speed Limits and Signs:** *tabled until Marcus is present*
7. **Addison Roads Committee:** *VJ and William discuss the committee will be formed as an AD Hoc and isn't to overstep the Road Commissioner. VJ makes a motion to appoint Darla Linville, Corrine Claunch, Tanya Rucoksy, Donald Williams, Janis Graslje, and Andrew Steinharter to the Addison Roads Committee, William 2nd, all in favor, motion passes*
8. **Building Maintenance Report:** *an update that paving is to start on Friday the 22nd*
9. **Section 125 Plan:** *The attorneys had recommended that a plan from a vendor such as core docs be utilized for the Section 125 Plan. Amy Bright presented the plan from Core Docs which would be a one-time cost of \$100. VJ motion to approve the purchase of the Section 125 Plan from Core Docs, William 2nd, all in favor, motion carries.*
10. **Part-Time Cleaner:** *The Selectboard ask Amy Bright to schedule interviews for Thursday the 14 at 6 pm and 6:30 pm with the applicants.*
11. **Time off request:** *tabled*
12. **Crowley Island Rd complaint after bridge:** *Obbie Davis confirmed that the land after the Bridge on Crowley's Island is not Town owned or maintained and that its private land.*

13. Public Hearings for September 18th: Automobile Recycling Business Renewal and GA Maximum adoptions VJ motions to set the Public Hearings for the 18th at 5 PM, William 2nd, all in favor, motion carries

14. Adobe PDF editor: The office has requested permission to purchase the program to allow for easier document edits, create searchable pdfs for research on FOAA requests and much more. The funds are available in the office supply budget as they cut costs on different supplies. William motions to allow the office to purchase the Adobe PDF editor, VJ 2nd, all in favor, motion carries

15. Posting the Agenda: A request for the agenda to be posted online on Facebook or the website on Monday mornings before the meetings. The Selectboard have no problem with this just add a note that the agenda is subject to change without notice

16. Streetlights on School St: This was not supported and it is suggested that anyone can have their own installed

Other:

1. **Sign AP Warrant #55** William motioned to accept the warrant as written, VJ 2nd, all in favor, motion passes

2. **Sign Payroll Warrant #53, #54 & #56** VJ motioned to accept the minutes as written, William 2nd, all in favor, motion passes

3. **Sign the Approved Minutes**

Public Comment:

Cathy Fonda brings up the options for petitions to be passed around for municipal officers before elections at Town Meeting. She mentions that another town has started this process and it will allow for residents to be more aware of whom is running. There is discussion that residents will know who is running by attending the Town Meeting and that it would limit the ability for people to have a chance to run for the position.

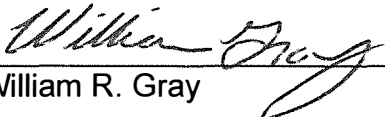
Meeting Closed at: 5:52 PM VJ motioned to adjourn, William 2nd, all in favor, motion passes

Selectmen:

Joshua L. Stubbs



Verlan R. Lenfestey Jr.



William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON
Special Selectmen's Meeting Minutes
September 14th, 2023

Selectmen Present: *VJ Lenfestey and Josh Stubbs*
Selectmen Absent: *William Gray*
Meeting Opened at: *6:08 pm*

1. Motion to close meeting and enter into Executive Session Per 1 MRSA § 405 in order to conduct Interview for the Part-time Cleaning position

Josh motioned to enter into Executive Session Per 1 MRSA § 405 in order to conduct Interview for the Part-time Cleaning position at 6:08 pm, VJ second, all in favor, motion carries


6:37 pm the meeting was reopened after conducting 1 interview. The second interview withdrew their application at 2 pm on Thursday, Sept 14th.

VJ made a motion to hire Pam Grant as the part time cleaner, Josh 2nd, all in favor, motion carries


Public Comment: *none*

Meeting Closed at: 6:40 pm

Selectmen:



Joshua L. Stubbs



Verlan R. Lenfestey Jr.

William R. Gray

Deputy Clerk:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

September 18th, 2023

Selectmen Present: VJ Lenfestey and Josh Stubbs

Selectmen Absent: William Gray

Meeting Opened at: 5:04 PM

1. **Motion to accept the minutes of the August 2nd Selectmen's Meeting:** Josh motioned to accept the minutes as written, VJ 2nd, all in favor, motion carries
2. **Motion to accept the minutes of the August 7th Selectmen's Meeting:** Josh motioned to accept the minutes as written, VJ 2nd, all in favor, motion carries
3. **Motion to accept the minutes of the September 5th Selectmen's Meeting:** *tabled*
4. **Motion to accept the minutes of the September 14th Special Selectmen's Meeting:** Josh motioned to accept the minutes as written, VJ 2nd, all in favor, motion carries
5. **Road Commissioner Report:** Marcus reports that The By US started to work on the salt and that not all of it fit at this time but the remainder will be brought over when needed. He had to relocate the ramp for the shed for the big trucks. Prep has also been underway for the West Side Rd work. Just waiting for tree clean up to finish. There were some problems with trees during the last storm but no drainage issues or washouts.
6. **Speed Limits and Signs:** Marcus will reach out to the State to see about a review being completed.
7. **Addison Roads Committee:** No one present to report
8. **Building Maintenance Report:** No one present to report
9. **Section 125 Plan:** Selectboard signed the completed document that previously approved.
10. **Maria Golding Beal:** Maria Beal wanted to speak with the selectboard in regards to first refusal on the property she given to her daughter on School St. The property would be facing town foreclosure in December due to non-payment of taxes. The Selectboard explained they could consider and answer only after the foreclosure process has occurred.
11. **Time off request:** Amy Lenfestey would like to use vacation time from October 4th-6th. Josh motioned to allow Amy L her time off, VJ 2nd, all in favor, motion carries
12. **Automobile Recycling Business Permit:** Josh motioned to approve the Automobile Recycling Business Permit for 5 years for Therrien's, VJ 2nd, all in favor, motion carries.
13. **Approve and Adopt the General Assistance Yearly Maximums (October 1, 2023 – September 30, 2024):** Josh motioned to approve the Appendices for the General Assistance Maximums, VJ 2nd, all in favor, motioned carries

Other:

- 1. Sign AP Warrant #58** *Josh motioned to sign the AP Warrant, VJ 2nd, all in favor, motion carries*
- 2. Sign Payroll Warrant #57** *Josh motioned to sign the payroll warrant, VJ 2nd, all in favor, motion carries*
- 3. Sign the Approved Minutes**

Public Comment:

Cleaning Supplies need to be ordered-Josh motioned to approve the order of supplies of \$320.55, VJ 2nd, motion carries, all in favor

Luther Choate provided a photo of a painting that he wondered if the Selectboard would want a copy of it.

The office informed the Selectboard the fee schedule for the office was updated to reflect the updated State charges for FOAA requests, trash bag info from PRSWDD, and the Vitals records.

Ronie would like access to the old records upstairs in her downtime this winter. It could be old property records, historical information.

The Selectboard approved the cleaner, Pam Grant, to have her own security code and key to access for cleaning.


The Selectboard would like to present Donna Kausen with a plaque for the Narrows Structure. Amy Bright will research plaque options.

Ronie shared that the Pleasant River Historical Society will be doing the Baseline walk October 7th with Nancy Willey.

Meeting Closed at: 5:35 pm *VJ motioned to adjourn, Josh 2nd, all in favor, adjourned*

Mail Correspondence: MMA Annual Business Meeting

Selectmen:



Joshua L. Stubi



Verlan R. Lenfestey Jr.

William R. Gray

Administrative Assistant:

Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

October 2nd, 2023

Selectmen Present: VJ, Josh, William
Meeting Opened at: 5:03 pm

- 1. Motion to accept the minutes of the September 18th Selectmen's Meeting (Josh and VJ):** William motioned to accept the minutes of the September 18th meeting, VJ 2nd, all in favor, motion passes
- 2. Motion to accept the minutes of the October 2nd Selectmen's Meeting (William, VJ, and Josh):** Tabled until next meeting
- 3. Road Commissioner Report:** Not present
- 4. Building Maintenance Report:** Peter reports all is well with the project outdoors and hopes to be out within 10-14 days. The Committee will be meeting on the 17th.
- 5. Town Hall Rental Application:** Clarification was needed for the Fee for a celebration of life. Only \$25 for the Save the date fee and the \$50 security deposit is returned
- 6. BMV training October 25 2-4:** VJ motions to allow the office to be closed from 1:30 pm – 4:30 pm to allow the office to attend the BMV workshop in Columbia Falls, William 2nd, all in favor, motion passes.
- 7. Labor & Employment Law training October 24th:** The office would like for someone to attend the training via zoom to help with the up-to-date procedures in the office and reporting. VJ motions to approve one office staff member to attend the training via zoom, Josh 2nd, all in favor, motion passes.

Other:

- 1. Sign AP Warrant #61** Josh motions to approve the AP Warrant as written, William 2nd, all in favor, motion carries
- 2. Sign Payroll Warrant #59 & #60** Josh motions to approve the Payroll Warrant as written, William 2nd, all in favor, motion carries
- 3. Sign the Approved Minutes**

Public Comment:

Ronie would like for someone to let Marcus know about the pot holes on the Ridge Rd

Irvin Pinkham updates that the Friends of the Church on the Hill will be hosting a Kids Day on October 21st with a Trunk or Treat 3pm-4pm

Donna Kausen and Geri Valentine will be having their 70th Birthday at the Narrows on October and the Town is invited

Trash Disposal from the office-VJ will keep up with the office trash to the dump

Mail Correspondence:

Washington County Commissioners Budget Committee Public Hearing
Maine Public Television Sponsor

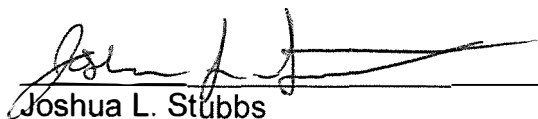
Meeting Closed at: 5:19 pm *VJ motions to adjourn, William 2nd, all in favor, adjourned*

Selectmen:



Verlan R. Lenfestey Jr.

William R. Gray



Joshua L. Stubbs

Administrative Assistant:

Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

October 16th, 2023

Selectmen Present:

Meeting Opened at:

- 1. Motion to accept the minutes of the September 18th Selectmen's Meeting** (Josh and VJ): *Josh motions to accept the minutes as written, VJ 2nd, all in favor, motion carries*
- 2. Motion to accept the minutes of the October 2nd Selectmen's Meeting** (all): *Josh motions to accept the minutes as written, VJ 2nd, all in favor, motion carries*
- 3. Road Commissioner Report:** *passed*
- 4. Building Maintenance Report:** *Peter reported he hopes to be out of the parking lot by the end of the week and is just waiting for the ramp to be put into place next. The committee is scheduled to meet on the 17th at 6 pm*
- 5. Downeast Salmon Federation:** *Charlie Foster, Sara Williams, and Rick Harter talked a bit about research and plannings they're working on in the area. They discussed Bells Brook, Knowles Brook, and the West Branch River. They would like to hold workshops, over the next year or so, for the town residents to keep everyone informed and help collect data. Currently they've reached out to landowners with wetlands to start. They would be looking for a representative of the Town to help with the planning in the area. They will be in coordination with MDOT for funding and plannings. They are trying to secure funding for the entire project that wouldn't require funds from the taxpayers. They will reach out to the office to coordinate workshop times and postings to the website and Facebook when they're ready for the next stage.*
- 6. Employee Handbook:** *VJ and Josh both agreed that training time should be a factor into overtime. Linda Alley would like to see the handbook be adjusted so that the employees could use holiday and vacation pay as a factor into their overtime as well. VJ and Josh had different viewpoints and asked this to be tabled until William could be present.*
- 7. Cleaning position:** *The Selectboard have chosen at this time to not have a temp come in to clean that they will hold out while Pam is grieving.*
- 8. Auxiliary Fan on back wall:** *The Auxiliary requested the back fan to be removed from the wall and would be willing to cover the expenses. Peter said he would remove the fan while he has the siding material and will not charge to do it. The inside wall will have to be patched up at a later time but it can be done.*
- 9. Short Term Rental Ordinance:** *At this time the selectboard feels they are not interested in this kind of an ordinance. If there are benefits or reasons this could benefit the town then it could be reviewed again in the future.*
- 10. Tax Maps:** *Barbie is working diligently to gather information to prepare for the maps to be updated. The office and her reached out to Eastern Mapping Services who has done the maps*

before and they will look to have us on the books for May of 2024. The cost to the maps would be \$3,000. Barbie would like to see this raised at the Town Meeting.

Other:

1. **Sign AP Warrant #65** Josh motioned to accept the ap warrant, VJ 2nd, all in favor, motion carries
2. **Sign Payroll Warrant #64 & #62** Josh motioned to accept the payroll warrant, VJ 2nd, all in favor, motion carries
3. **Sign the Approved Minutes**

Public Comment:

Tim Hernandez announces for the record the Town is in need of new Fire Trucks. The trucks as they get older are becoming outdated with the regulation rules.

Tim also wanted to update the Selectboard that the ARPA committee is looking into having a walking track installed on the property of the Fire Station. This walking track could also potentially have dog park installed as well. The Selectboard asked that Amy Bright check with MMA about costs associated for one or both of the projects. They were unsure about the expense with the Towns Insurance.

Mail Correspondence: None

Meeting Closed at: VJ motioned to adjourn at 5:51 PM, Josh 2nd, all in favor, adjourned

Selectmen:



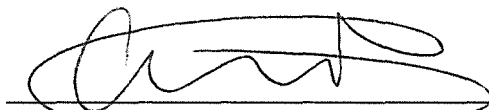
Verlan R. Lenfestey Jr.

William R. Gray



Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

October 30th, 2023

Selectmen Present: *VJ Lenfestey and Joshua Stubbs*

Selectmen Absent: *William Gray*

Meeting Opened at: *5:00 PM*

- 1. Motion to accept the minutes of the October 16th Selectmen's Meeting** (*Josh and VJ*): *Josh motion to accept the minutes as written, VJ 2nd, all in favor, motion passed*
- 2. Road Commissioner Report:** *Marcus Norton Reports the West Side paving is completed with new culverts. He says to expect a bill from County for \$90,000. Marcus also reports that The By US would like to store their plow trucks and the salt/sand shed and he will discuss with them the electric bill will be their responsibility. He'll look into repairs next year for the Ridge Rd and see if he has some fill for the pot holes. He will take a look at the Old Addison Rd.*
- 3. Building Maintenance Report: appointments** *Don Williams reports that the committee would like to have two new appointees. They request both Barry Grant and Cody Davis. VJ makes a motion to appoint Barry Grant and Cody Davis, Josh 2nd, all in favor, motion carries. The handicap ramp will be installed tomorrow morning. There's still work to be done at Point Park.*
- 4. Roads Committee:** *Tanya Rucosky reports the committee has met a couple times and they've done a little research in the Knowles Brook area. The committee has put together a safety survey to put out to the committee and they'd like to provide that to the Town. The survey will be paid for by the Sunrise Economic Council. The hope is the survey will allow for them to see where the needs are in town and allow for them to chase grants for these projects. The survey will be available to a mailbox and online as well.*
- 5. Town Flags for Veteran Day:** *Peter Davis wanted to know if the flags were wanted to be up for Veterans Day. The Board would like to see them flags go up but that they may go up at Peters discretion weather pending.*
- 6. Record Retention and Disposition Policy:** *The Office put together this policy to help structure and mandate the retention and disposition of Town records. This policy will require employees in the office to record and log records for destruction, retention, and storage. The policy follows the Local Government Record Retention Schedules August 2018 edition. VJ makes a motion to adopt the Record retention and Destruction Policy, Josh 2nd, all in favor, motion carried. Don Williams asks about the records upstairs and how those would be handled. VJ explains the records need to be gone through and it has been a discussion for years as to how to handle those records. Amy Bright explains it would need to be an office employee who goes through the records because some records are confidential and not just anyone has access to them.*
- 7. Employee Handbook:** *This is tabled until all Selectboard members are present.*

Other:

- 1. Sign AP Warrant #68** *Josh motions to accept the AP Warrant, VJ 2nd, all in favor, motion carries*

2. **Sign Payroll Warrant #67 & #66** *Josh motions to accept the AP Warrant, VJ 2nd, all in favor, motion carries*
3. **Sign the Approved Minutes**

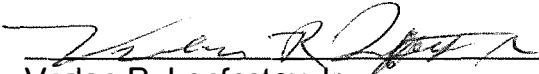
Public Comment:

- Marcus was asked to check out the Pot Holes on the Old Addison Road and Cape Split
- Allen Rolfe III may be used to set up and teardown for the Election on Monday the 6th.
- Linda Alley thanks Amy Lenfestey for filling in cleaning while Pamela Grant was out.
- Chris Chartrand asks if the plan is to have Town Meeting in March. VJ reports the office is working towards that goal.
- Amy Bright updates on the Dog Park/Walking Track. According to MMA there is no additional charges to insurance for a project like this. The park would need to be posted and to ensure if someone is mowing to have insurance.
- A gentleman has reached out to see if the Town has an interest in a solar farm. The Board was not interested.
- Peter Davis left a report with the office that the Addison Point Landing will need the top two floats next year completely replaced.

Mail Correspondence: *None*


Meeting Closed at: *VJ motioned to adjourn at 5:26 pm, Josh 2nd, all in favor, adjourned.*

Selectmen:



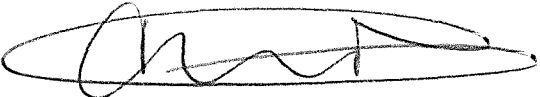
Verlan R. Lenfestey Jr.

William R. Gray



Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

November 6th, 2023

Selectmen Present: VJ Lenfestey, Joshua Stubbs, William Gray
Meeting Opened at: 5:00pm

- 1. Motion to accept the minutes of the October 30th Selectmen's Meeting (Josh and VJ):** Josh makes a motion to accept the minutes as written, VJ 2nd, all in favor, motion carries
- 2. Road Commissioner Report:** passed
- 3. Building Maintenance Report:** Don Williams reports the committee will be meeting this month to discuss Point Park. They plan to have someone in to install the water spicket for the mechanical building/furnace on the Town Hall.
- 4. AP Warrant Cut Off:** The office has requested a cutoff to invoices being added to the warrant so they can be entered and reviewed by the Selectboard for the Monday meetings. William suggests Wednesdays by 5 pm. Josh makes a motion that all invoices must be turned in by end of day on Wednesday to be on the warrant, William 2^{nds}, all in favor, motion carries. The Selectboard ask that a notice is given to vendors of this change.
- 5. Treasurer:** Linda Alley turned in her letter of resignation effective November 30, 2023. VJ makes a motion to accept Linda's resignation effective November 30th, Josh 2nd, all in favor, motion carries
- 6. Employee Handbook:** Linda is requesting that board consider the ability for holiday and vacation time to count towards hours worked and to allow for sick time. VJ says the earned paid leave would take the place of the sick time where the town now qualifies. After discussion with those attending the meeting, the Board reached a decision. Josh made a motion to allow for holidays and vacations to count towards hours worked, William 2nd, all in favor, motion carries
- 7. Excise Refund:** Amy Bright explained an error that happen in a resident's excise tax with the TRIO system and is looking for approval for a refund check to be issued to the resident. William made a motion to give the refund, Josh 2nd, all in favor, motion carries
- 8. Earned Paid Leave:** Amy Bright explained that the Town might qualify for the Earned Paid Leave with either hiring the cleaner in September or there is a chance the Fire Department makes us qualify as well. The Board agreed to have Amy Bright reach out to the Attorney's office to clarify where we need to be at.
- 9. Letter of Support for Broadband:** The letter is intended for Broadband to made available to all of Washington County. Josh makes a motion to sign the letter of support for broadband, William 2nd, all in favor, motion carries
- 10. Motion to enter into Executive Session Per 1 MRSA § 405 (6)a to discuss personnel matters:** Josh makes a motion to enter Executive Session Per 1 MRSA § 405 (6)a to discuss personnel matters, William 2nd, all in favor, motions carries at 5:44 pm

Reopened at 6:08pm VJ reports there were issues that needed to be corrected and asked that Amy Bright contact MMA on how the Board can proceed.

11. Motion to enter into Executive Session Per 1 MRSA § 405 (6)f to discuss confidential records: VJ makes a motion to enter Executive Session Per 1 MRSA § 405 (6)f to discuss personnel matters, William 2nd, all in favor, motions carries at 6:10 pm

Reopened at 6:23pm VJ reports items discussed are not public per the guidance of the Towns Attorney

Other:

- 1. Sign AP Warrant #71** Josh makes a motion to sign AP Warrant 71, William 2nd, all in favor, motion carries
- 2. Sign Payroll Warrant #69 & #70** Josh makes a motion to sign Payroll Warrant 69 & 70, William 2nd, all in favor, motion carries
- 3. Sign the Approved Minutes**

Public Comment:

Ronie Strout asks if the board plans to place an ad tomorrow for the position of the treasurer. The Board explains they would like to meet with the office staff before advertising.

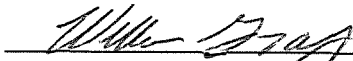
VJ makes a motion to advertise for the position if need, Josh 2nd, all in favor, motion carries

Mail Correspondence: none

Meeting Closed at: William makes a motion to adjourn at 6:25pm, Josh 2nd, all in favor, motion carries



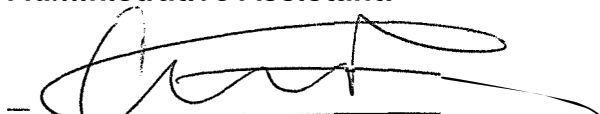
Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON
Special Selectmen's Meeting Minutes
November 13th, 2023

Selectmen Present:
Meeting Opened at:

1. Letter of Support: Email from Lars Hammer with DMR

VJ makes a motion that the town does not respond to the letter of DMR requesting funds, Josh 2nd, all in favor, motion carries

Other:


Meeting Closed at: *Josh Motioned to adjourn at 6:03 PM, VJ 2nd, all in favor, adjourned*

Selectmen:



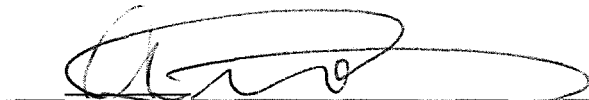
Verlan R. Lenfestey Jr.

William R. Gray



Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON
Selectmen's Meeting Minutes
November 27th, 2023

Selectmen Present: *VJ Lenfestey and William Gray*

Selectmen Absent: *Joshua Stubbs*

Meeting Opened at: *5:01 pm*

1. **Motion to accept the minutes of the November 6th Selectmen's Meeting (all):** *William makes a motion to accept as written, VJ 2nd, all in favor, motion carries*
2. **Motion to accept the minutes of the November 13th Special Selectmen's Meeting (VJ & Josh):** *Tabled as Josh is absent*
3. **Road Commissioner Report:** *Marcus Norton reports that with the recent storm there has been some tree clean up and damage. A tree has fallen on Station #2 and Marcus will contact someone to have it removed. They're still working on the beaver problem in South Addison. Looking into a separate outlet and quote for the Salt Shed for the By US to use while storing trucks. He'll be filling in potholes as well.*
4. **Building Maintenance Report:** *Tabled as no one was present*
5. **Fireworks Display Contract:** *The final year of the current 3-year contract needed to be signed for the July display. VJ Lenfestey signed the contract.*
6. **Treasurer:** *Linda's last day as treasurer is November 30th. VJ makes a motion to appoint Amy Bright as the Town's Treasurer and to be added to the bank accounts as a signer, William 2nd, all in favor, motion carries*
7. **Earned Paid Leave:** *Amy Bright reported that in speaking with the Attorney's office and the Maine Department of Labor, the Town qualified for Earned Paid Leave at the start of 2021. At this time there are 3 previous employees who would have qualified for benefits. VJ makes a motion for payment to be disbursed to these previous employees, William 2nd, all in favor, motion carries.*
8. **Tax Acquired Properties New Law:** *Amy Lenfestey informs the board that a new law went into effect in August of 2023 that will limit the way foreclosed properties are handled. The Town is bound by the warrant article and state law. The warrant article will need to be adjust the next Town Meeting.*
9. **Clerk Day Request Off:** *There is request for Amy Lenfestey to have off December 5th. William makes a motion to approve the request off, VJ 2nd, all in favor, motion carries.*

Other:

1. **Sign AP Warrant #77:** *VJ motions to accept the ap warrant as written, William 2nd, all in favor, motion carries*

2. **Sign ACH Warrant Entries #73, 74, 76, 78, 80, 81, 82, & 83:** *VJ motions to accept the ACH Warrant entries, William 2nd, all in favor, motion carries. Amy Bright explained these warrant entries are the ACH activity from the bank statements being entered to start balancing.*
3. **Sign Payroll Warrant #72, #75, #79:** *William makes a motion to accept the payroll warrants as written, VJ 2nd, all in favor, motion carries*
4. **Sign the Approved Minutes**

Public Comment:

Richard (Dick) Paul requests to know if the previous executive session held earlier in the month was able to be updated or could inform the people if the matter was resolved. VJ explained that the matter was confidential and the Town's Attorney advised any questions on the matter could not be discussed and was confidential. Dick felt that perhaps the board was hiding information from the Town and requested to know if at this time a citizen could request to see the invoices from the attorney's office. VJ explained that at some point when the attorney advised they would be available but that he cannot disclose any information still.

Tim Hernandez wanted to know if the Town had recently had the preventative maintenance done on the garage doors for the Salt/Sand Shed or storage building. He will be placing a call for his doors to be done. Amy Bright will check tomorrow and let him know as she wasn't sure. Tim also updated the board that he has 3 new members who seem to have taken a big interest and are eager to be on the Fire Department. He wanted to give a heads up as the Fire Department will probably be using their reserve for tuition and gear for the new members. He is also waiting currently on a quote for the 344 as it is inoperable. The part could be anywhere from \$250 to \$3,300.

Tim also asks about the findings of the walking track/dog park at the fire station property. Amy Bright informed him there were no issues on the insurance side.


Mail Correspondence: None

Meeting Closed at: 5:30 pm *William made a motion to adjourn, VJ 2nd, all in favor, adjourned*

Selectmen:




Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON

Selectmen's Meeting Minutes

December 11th, 2023

Selectmen Present: VJ & Josh
Selectmen Absent: William
Meeting Opened at: 5:010 PM

- 1. Motion to accept the minutes of the November 13th Special Selectmen's Meeting (VJ & Josh):** Josh motioned to accept the minutes as written, VJ 2nd, all in favor, motion carries
- 2. Motion to accept the minutes of the November 27th Selectmen's Meeting (VJ & William):**
Tabled
- 3. Road Commissioner Report:** Will be reaching out to The By US Company with some points for the next snow storm
- 4. Building Maintenance Report:** no one present
- 5. Shellfish Committee:** Taken out of order as Building Maintenance not present. Philip and the committee would like to purchase green crab traps to try out in some areas. The board agrees if they have it in the budget then they can go ahead and purchase. Philip also will be proposing to budget for 3 port-a-potties at the landings and will be presenting to the harbor committee as well.
- 6. TRIO End of Year Process Training:** VJ motions to allow Amy Bright to take the training, Josh 2nd, all in favor, motion carries
- 7. Office Position:** Josh and VJ discuss the office position ad and that the town needs to look into a full-time position as to replace the two previous positions. VJ motions post the position on Facebook, Indeed, the towns webpage, and the Observer, Josh 2nd, all in favor, motion carries
- 8. Versant Repair and Maintenance of Private Lines:** VJ motions that we agree to allow Versant to maintain the private poles, Josh 2nd, all in favor, motion carries.
- 9. Tax Acquired Properties:** The office updates the board that we currently have 2 properties that have gone to foreclosure and with the new state law they are currently going to wait before any other steps may be taken.
- 10. Audit:** The selectboard needed to review the management findings for the audit report and sign. That will then be sent to the auditor and will wait for the audit to be finalized and returned to the office for final signatures. Wanese also wanted confirmation on lapsed accounts and carryovers.
- 11. Jersey Barriers:** A resident recommended barriers be purchased and placed in front of the posts for the ramp. At this time the board will leave the parking lot as is and look for different options as the jersey barriers will remove a large chunk of parking space.
- 12. Addison Town Cane:** The Selectboard ask that 2 more replicas be ordered as it is time to present that next cane with the passing of Annie Davis in November. Cecil Rockwell is our next recipient.

13. Motion to enter into Executive Session Per 1 MRSA § 405 (6)a to discuss personnel matters: *VJ motions to enter Executive Session Per 1 MRSA § 405 (6)a to discuss personnel matters at 5:34 pm, Josh 2nds, all in favor, motion carries.*

Meeting reopened at 6:05 pm

Other:

- 1. Sign AP Warrant #87** *Josh motions to accept the AP warrant, VJ 2nd, all in favor, motion carries*
- 2. Sign Payroll Warrant #84, #85, #86** *Josh motions to accept the payroll warrant, VJ 2nd, all in favor, motion carries*
- 3. Sign the Approved Minutes**

Public Comment:

Obbie Davis informs that Parris Hammond Sr passed away and mentions that Parris was the very First Fire Chief and he would like to see the Town of Addison recognize him for his service.

Philip asked if we could look into the sailboat that looks like its being stored down at the South Addison Landing. Amy Bright will reach out the Harbor Master and find out as there is no winter storage allowed.

Mail Correspondence: *Washington County Youth Leadership Program*

Meeting Closed at: *Josh motioned to adjourn at 6:06 pm, VJ 2nd, all in favor, adjourned*

Selectmen:



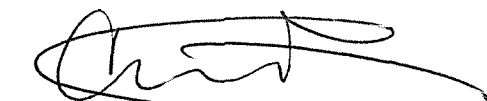
Verlan R. Lenfestey Jr.

William R. Gray



Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright

TOWN OF ADDISON
Selectmen's Meeting Minutes
December 18th, 2023

Selectmen Present: *VJ Lenfestey, Joshua Stubbs, & William Gray*
Meeting Opened at: *5:00 pm*

1. **Motion to accept the minutes of the November 27th Special Selectmen's Meeting (VJ & William):** *William motions to accept the minutes, VJ 2nd, all in favor, motion carries*
2. **Motion to accept the minutes of December 11th Selectmen's Meeting (VJ and Josh):** *tabled*
3. **Road Commissioner Report:** *Old Addison Road pot holes have been filled*
4. **Building Maintenance Report:** *Tree on Station #2 is gone*
5. **Office Closure Request:** *Amy Bright requests that the office is closed on the 26th as it isn't the fiscal year end and Josh motioned to close the office on December 26th, William 2nd, all in favor, motion carries.*
6. **Stray Animal Contract:** *signatures needed from the Board to keep the stray animal contract in place for the ACO.*
7. **Town Revaluation:** *Barbie has been in contact with Garnett Robinson and would like to prepare for a warrant article to raise half of the funds needed for the reval. Amy Bright will find out more information to prepare for the budget committee.*
8. **Backup Attorney for Planning Board:** *Stephen Wagner is unable to assist the Planning Board due to a conflict of interest. They have recommended Eaton Peabody. VJ makes a motion for Amy Bright to reach out to Eaton Peabody and see if they can assist the Planning Board, William 2nd, all in favor, motion carries*
9. **Office Assistant Applications:** *Amy Bright updates that they've received 7 applicants so far. The Board would like to review the applications at their first meeting in January for review and to set up interviews.*
10. **Audit Signing:** *tabled*
11. **Addison Town Cane:** *The Town Cane has arrived. The Board would like to meet with Cecil on January 2nd either before or after the Selectmens meeting.*
12. **Motion to enter into Executive Session Per 1 MRSA § 405 (6)a to discuss personnel matters:** *William motions to enter Executive Session Per 1 MRSA § 405 (6)a to discuss personnel matters, Josh 2nd, all in favor, motion carries. VJ recuses himself*

Meeting reopened at 5:41 pm. Josh states that an annual performance review for Amy Lenfestey was held.

Other:

- 1. Sign AP Warrant #89, #90** William motion to accept the AP Warrant, Josh 2nd, all in favor, motion carries
- 2. Sign Payroll Warrant #88** William motions to accept the payroll warrant, Josh 2nd, all in favor, motion carries
- 3. Sign the Approved Minutes**

Public Comment:

Amy Lenfestey has requested to have off Friday the 22nd. Josh motioned to accept her request off, William 2nd, all in favor, motion carries. Amy Bright asks that going forward do they need to bring office requests off if the office is in agreement. Amy Lenfestey explains currently the office manager only needs to go to the board for the request. The Board agrees to keep it as is at this time.

Amy Bright mentions that Obbie Davis had the idea for the Town to dedicate this coming Town Book to Parris Hammond Sr. The Selectboard liked the idea. Amy Bright will be in contact with Terry Grant for how long Parris was Fire Chief and reach out for photos of Parris.

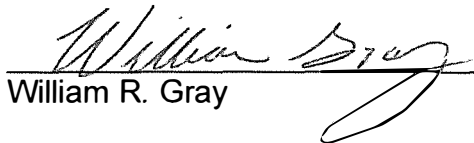
Mail Correspondence: None

Meeting Closed at: William motioned to adjourn at 5:42 pm, VJ 2nd, all in favor, motion carries

Selectmen:



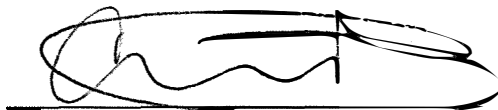
Verlan R. Lenfestey Jr.



William R. Gray

Joshua L. Stubbs

Administrative Assistant:



Amy A. Bright