

TOWN OF ADDISON

Selectmen's Meeting Minutes

January 5, 2026

Please note that all posted agendas are subject to change prior to the Selectboard Meeting

Selectmen Present: VJ Lenfestey, Ronnie Gray, Joshua Stubbs
Meeting Open: 5:30 p.m.

- 1. Motion to accept minutes from the December 29, 2025 Selectmen's Meeting:**
Joshua motioned to accept the minutes from the December 29, 2025 meeting, Ronnie seconds' motion. No discussion. Motions carries.

- 2. Complaint – (given to Alf Wakeman 12/30/2025)**
Complaint given to Alfie, no further information at this time. Will plan to follow up for next meeting.

- 3. Harbor Master Position:**
Irene Yaws is present at the meeting and requests to be considered for the Harbor Master position. After resigning in the fall of 2025, Irene has reconsidered and would be interested in returning to the position if the Select Board/Harbor Committee approves. Currently, Dean Cirone has taken over the interim Harbor Master position. V.J. Lenfestey recommends we follow up with Dean Cirone to see if he is interested in continuing as the Harbor Master or if he wishes to resign.

- 4. Hot Water Issue:**
It was noticed this a.m. that there is no hot water throughout the town office. Amy spoke to Josh Stubbs and he recommended calling Dead River Company. Amy attempted several times to reach Dead River Company but was sent to a voice mail each time, was unable to make contact today. With warmer weather coming in overnight, Selectmen recommend to wait and see in the morning; if still no hot water, continue to try to contact Dead River Company.
 - a. Odor in Ladies Room**
It was noticed this a.m., sewer smell worsening throughout the day, worse in the restroom. No clogs or sewer back up. Amy spoke to Josh Stubbs, he recommended adding the issue to the agenda for tonight. At this time, the odor has subsided. Discussion was if a valve was stuck or frozen in the stink pipe, if issue continues the valve may need to be replaced.

5. Correspondence:

a. Letter

Kevin Brodie, CEO mailed a letter to the occupants of a property in regard to town ordinances and compliance, giving a 30-day compliance deadline. An occupant of the property dropped off a letter in response to the CEO letter for the Selectmen to review and advise. The occupant's letter expressed understanding of the areas of concern and his plan of action to remedy the issues.

Selectmen reviewed CEO letter and occupant's response letter. V.J. questions if the Select Board even has any part in this matter, Josh agrees stating if they have any part in it; it is to make sure the deadline is met and the property is cleaned up. Discussion about amount of time needed to clean up and with the winter months, 30 days may not be enough time to complete all the work that needs to be done. Selectmen will give a recommendation for Kevin Brodie, CEO to extend the deadline to 06/01/2026. If Kevin Brodie, CEO is in agreement a new letter should be mailed to occupants via certified mail. If occupant is non-compliant by the deadline it will be presented back to the Select Board for further action.

6. Motion to enter into an Executive Session per 1 MRSA §405 (6)()A pertaining to personnel matters (Employee Reviews):

V.J motions to enter into an Executive Session per 1 MRSA §405 (6)()A, Josh seconds. No discussion. Motion carries. Entered into session 5:55 p.m. Estimated time of exit 6:45 p.m.

Other:

1. Sign AP Warrant 82:

Josh motions to sign AP warrant 82. Ronnie seconds. No discussion. Motion carries.

2. Sign Payroll Warrant: 81

Josh motions to sign warrant 81. Ronnie seconds. No discussion. Motion carries.

3. Sign the approved Minutes:

Selectmen signed the approved minutes.

Public Comment:

Per Chris Chartrand buoy tree will be reconstructed shortly if weather allows and resources are available.

Josh Stubbs acknowledges Marcus Norton is in attendance and a road commissioner report is typically on the agenda. Marcus has no new information in regard to roads.

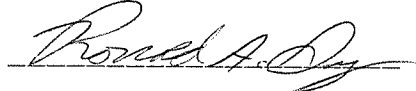
Marcus Norton inquired if re-evaluation is still being worked on. Amy states they have completed the initial visits and Barbie Cirone has seen some changes within the Trio accounts, so work is being done. Discussion of what we will receive at the completion of the project. Per Selectmen reach out to Garnett for an update on assessment for the next meeting on 1/20/2026.

Chris Chartrand asks for budget information. He asks where we are at in the budget planning for 2026 town meeting. Chris has the Addison Days information, financial request and a statement for the town book. Unfortunately, with staffing issues, illnesses, holiday schedules and lack of training this has not been the priority. On Friday 1/9/2026 Sue Lessard, financial consultant, will be in the office and we can start a plan and move forward, making this a priority.

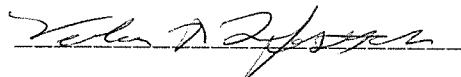
Motion to adjourn meeting made by Josh. Ronnie seconds. No discussion. Motion carries. Meeting adjourned at approximately 6:50 p.m.

Selectmen:

Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lenfestey Jr.

Administrative Assistant\Clerk

TOWN OF ADDISON

Selectmen's Meeting Agenda

January 20, 2026

Please note that all posted agendas are subject to change prior to the Selectboard Meeting

Selectmen Present: V.J Lenfestey, Ronald Gray
Meeting Open: 5:30 p.m.

- 1. Motion to accept minutes from the January 5, 2026 Selectmen's Meeting:**
V.J. motions to accept minutes from January 5, 2026 selectmen's meeting. Ronnie seconds the motion. No discussion. Motion carries.

- 2. Harbor Master Position:**
At January 5, 2026 meeting Irene Yaws had voiced an interest in returning as Addison Harbor Master. Irene had resigned from that position early last fall, at that time Dean Cirone stepped up as the interim Harbor Master. Select Board wanted to hear from Dean if he wished to keep the position first before moving forward with any further discussion with Irene. Dean is in attendance for the meeting tonight and voices his interest in keeping the position. Select Board is in agreement to keep Dean on as the Harbor Master. V.J. thanks Irene for her interest. Stephanie explains there is an upcoming training conference sponsored by the Harbor Master's Association. Dean will plan to attend this conference and the fees of \$830.00 will be taken from the Harbor Committee account.

- 3. Increase in municipal filing fees at Registry of Deeds:**
 - a. Two Liens Discharged w/out increase**
As of 1/1/26, the increase has gone from \$19.00 to \$25.00 for filing fees at the Washington County Registry of Deeds. Amy states she has e-mailed MMA twice as well as Trio. MMA response was a little grey, states we can add the fees per state law, if you so choose. Amy explains there was 2 lien discharges processed with the \$19.00 fee, tax payors came in to pay and at that time there was no answer as how to add the fees. V.J. questions the MMA recommendation; we can add it according to state law, if we so choose. Amy explains she spoke with Trio who encouraged her to reach out to MMA a second time. MMA's answer the second time was not as clear as the first answer. The e-mail chain was available for the selectmen to review. We have approximately 44 accounts that have liens requiring discharge, which is about \$250 loss to the town if we do not change the charge from \$19.00 to \$25.00. The fees have to be documented on the liens when filed, which they were documented as \$19.00. V.J. states anything that is filed, charge the \$25.00 filing fee, the town should not have to pay these additional costs. V.J agrees with MMA if we are legal to add the fees, we need to do so, Ronnie is in agreement. Trio has advised how to add the fee to the accounts. Amy questions what to do about the 2 that have already processed. At this time, they have been processed and we can not

recoup those lost fees. V.J. and Ronnie both agree that moving forward is the best plan.

4. Foreclosed properties – need to insure and/or post no trespassing signs?

Select Board was presented with an e-mail from MMA from a previous situation that a foreclosed property had a tenant renting there. Discussion focused on placing trespassing signs, if insurance is required, and the best course of action to make sure no one gets injured on the town's properties. V.J. and Ronnie agree that trespassing signs need to be posted. Amy suggests we go back to MMA for further info, V.J. agrees that we should gather more info and bring it back to them.

5. MSB Fire Department Signers (fire dept account?)

Gary Stanley came in last week, at the request of MSB, to get documentation that he had been hired as the new fire chief and Matthew Alley had resigned. Stephanie gave him the minutes from the 12/01/25 selectmen meeting, a copy of his oath and a letter written stating the above info. Gary returned to the office; after a further discussion, we realize the account he is trying to add his name to, is the fire departments personal account. Selectmen agree they do not have any authorization on that account.

6. Update from Garnett Robinson of Maine Assessment and Appraisal:

Stephanie has been in contact with Garnett Robinson for an update at the request of the selectmen from the 1/5/26 meeting. Garnett e-mailed the updates and feel they are on track to complete the assessments by 7/1/2026. He states they have approximately 86 parcels left to inspect, most of which are island parcels. There are 30 calls back on the list, requiring a follow up visit. They have updated a good portion of data in Trio (our office database). Final steps will be in May when they will mail a letter and a copy of the taxpayer's property card to the tax payor for review. Maine Assessment will be available for appointments in June, including at least one weekend day for tax payors to meet and discuss the updated information. Each selectmen received a copy of the letter from Garnett Robinson, Maine Assessment & Appraisal Services. Inc.

a. Increase in monthly payment (and process check)

Stephanie after speaking with Garnett and corresponding via e-mail, discovered the original contract had an end date of 10/01/2026 and the fee schedule had been completed based on that date. However, an addendum was done to the original contract, to change the end date to 07/01/2026, but the fee schedule was not revised. At this time, monthly payments will need to increase from \$10,552.94 to \$15,829.41 for February-July and then the final payment of \$22,425.00 will be due 14 days after their commitment. Select Board in agreement with this fee schedule. February payment is in tonight's warrant which will finish out our fiscal year. A total of \$7,322.07 will carry forward in the re-evaluation fund. The amount we will need to raise for the 2026-2027 fiscal year is \$94,249. March payment will need to be addressed because the carry forward amount is not enough and town meeting is not until 03/10/2026. V.J. suggests when the time comes for that payment he would like to

review the surplus account, however Amy voiced that Sue Lessard has concerns about the amount of money used out of the surplus account this year. It was discovered that the carry forward amounts had not been added into the accounts, Amy states we must get our beginning numbers in order to move forward with the budget plan. The hope is for Sue to be available on Friday to shift her focus from check reqs to budget. Once we get the beginning and end numbers, we will have a better standing as where we are at. V.J. tables the March payment for now.

7. Payment in lieu of taxes:

Pleasant River Wildlife Foundation mailed a check for \$2500.00 in lieu of taxes. V.J. makes a motion to accept the check from the Pleasant River Wildlife Foundation in lieu of taxes. Ronnie seconds. No discussion. Motion carries.

8. Worker's Compensation Contribution Calculation:

The selectmen are presented with the worker's compensation estimated contribution calculation for 01/01/2026-01/01/2027. Amy has current wages for ACO, CEO, Fire Chief, Harbor Master, Shellfish Warden and Janitor for the selectmen to review and advise if they wish to re-evaluate any of these positions/wages prior to setting a payment schedule. V.J. and Ronnie agree no re-evaluations are needed at this time.

9. Early Office Closure – January 30th for Fiscal Year End Processing:

V.J. makes a motion to close the office on 01/30/2026 at noon for fiscal year end processing. Ronnie seconds. No discussion. Motion carries.

10. Generator Monitoring contract (s):

The town office received a call from a citizen that there was a red light on at the Fire House generator. Ben from Riverside Electric states we do have a maintenance contract, however yearly maintenance was missed by them in March 2025. Cost is \$215 for annual maintenance. Amy scheduled appointment for Riverside Electric to check the red light and agreed to have the maintenance done at the same time, as it is overdue. Riverside Electric has a second contract that is for monitoring of the generators from their office, sometimes they are able to reset or fix the issue without an on-site visit. The first-year fee is waived and thereafter the cost is \$100 per year per unit. V.J. makes a motion for the \$100/per unit remote monitoring for the generators at the Fire House and the Town Office. Ronnie seconds. No discussion. Motion carries.

11. Stray Cat:

ACO picked up a kitten on Point St., the kitten required a vet appointment. Kitten needed antibiotics for respiratory issues. There was no room at any of the local shelters to board the kitten. ACO officer boarded the kitten and now has decided she would like to reimburse the town for the Small Animal Clinic bill of \$244.97 and will adopt the kitten. V.J. and Ronnie both in agreement with this plan.

12. 2026 Fire Works Contract:

Received an email from Central Maine Pyrotechnics in regard to a contract for the fireworks display for the Addison Days. The Town of Addison is the responsible party for this contract and fees. V.J. states it will go to town vote and he anticipates that we will do a fire work display, however the exact amount will depend upon the town vote. There was discussion about the past years budget, supply chain of products, last year's conflict in date and late fee of \$500 had to be paid. They would like to keep the same show as last year. Everyone is pleased with the display. Will table this until after town meeting.

13. NIMS Compliance Certification:

We need to become compliant with NIMS, an e-mail was sent to the town office e-mail and deadline was Friday December 12, 2025 unfortunately that did not happen and we are out of compliance at this time. Amy reached out to Lisa Hanscom and Christine Day at the county level, to become NIMS compliant one of the senior officials; the Select Board, take a 3 hour training webinar to put the town into compliance. NIMS training will need to be completed in the near future. Request to find out when the next available training is and present it back to the Select Board for further discussion so at least one of them can take the webinar.

14. Office Assistant Position:

Amy Lenfestey and Stephanie Chambers had a private discussion regarding our duties and what the actual needs are within the office. A few key points; Steph would be willing to take on the administrative secretary to the Select Board and Amy would like to take on the treasurer position. Office needs are 24-26 hours a week, (or to cover vacation time, sickness, etc) part-time office assistant primary duties counter and phone. Would be allowed up to 40 hours a week if covering (vacation or office staff sick days, prn) Steph willing to take on 40-hour full time position. Discussed eventual cross training for all staff. We would like to advertise but postpone a hire date until after town meeting, there is not time to train a new hire at this particular time.

Steph requests that Tuesday hours be temporarily changed. Close on Tuesdays so staff can focus primarily on town meeting. The immediate goal is to get through the budget, town books and town meeting which requires uninterrupted time. V.J. motions starting Tuesdays 1/27/26-3/10/26 will be closed. Ronnie seconds. No further discussion. Motion carries. Tuesdays will re-open on 3/17/26. V.J. and Ronnie would like Josh to have input for the office assistant, hours, advertisement, etc. will table until 2/2/26 meeting.

15. Road Commissioner Report:

Marcus Norton states he will need one load of salt delivered; 7 loads have been mixed into the sand at the shed by The "By" US Company. He had allotted for 8 loads of salt, however bought 7 loads initially.

16. Re-visit from January 5th meeting:

- a. **Hot Water Issue:** Resolved
- b. **Odor in Ladies Room:** Resolved
- c. **Complaint – CEO response:**

Initial CEO contact 1/6/26, e-mailed again 1/16/26, CEO responded he is fine with the deadline extension. CEO did not give any further instruction or send me a letter to mail via certified mail. I have e-mailed him again in hopes to get this resolved.

d. Complaint – Health Officer findings

Alfie Wakeman has contacted property owner and has a scheduled a follow up inspection of the property on 2/8/26.

17. Correspondence to be Reviewed:

a. Elected Officials Webinar Flyer

Stephanie Chambers had initially requested to attend this webinar, based on class topics however it is for elected officials.

Disregard request.

Other:

1. Sign AP Warrant 86:

Ronnie motions to Sign AP Warrant 86. V.J. seconds'. No discussion. Motions carries.

2. Sign Payroll Warrant: 83, 84, & 85

3. Ronnie motions to Sign AP Warrant 83, 84, 85 V.J. seconds'. No discussion. Motions carries.

4. Sign the approved Minutes:

V.J. motions to sign the approved minutes. Ronnie seconds. No discussion. Motion carries.

Public Comment:

Donna Kausen speaking on behalf of the Recreational committee, requests a town ordinance for town parks; The Narrows and The Addison Town Park. Initially, Donna wanted to get the ordinance ready and submit for the 2026 town meeting warrant. Donna asks when would the ordinance need to be submitted. Amy Lenfestey did state she would have to look into the guidelines, but she thought it was 90 days before it could go into effect. Amy will get an accurate answer for Donna. V.J. asks Donna what is the goal of the ordinance? Donna states the goal is rules and regulations, give the Select Board permission to make decisions when an issue may arise. Chris Chartrand adds to the conversation an example may be if someone was camping in the middle of town at the park, possibly charging a small fee if the park is used for an event, trash disposal, small things but it would protect the town. Chris states the ordinance would not stop anyone from doing what they already are doing. V.J. asks that they work on the ordinance and then present it to the Select Board for review. Donna states it would probably be 2027 before the ordinance would be submitted for the warrant.

Chris Chartrand gives a public opinion on an ad he saw concerning the Downeast Salmon Federation. The ad is for a manager and the picture attached to this ad was of the Addison Town Landing. A few months ago, Downeast Salmon Federation gave a presentation at the Selectmen meeting concerning opening the clappers and salmon preservation, it was informational but we were told no decisions were being made at that time.

Stephanie Chambers adds to the conversation that John DiMartino, a representative from Downeast Salmon Federation had called asking to be put on the upcoming agenda to come back again with a contractor's report of their plans. Steph postponed his request until after annual town meeting. Requested a short synopsis of their project and plans be emailed to our office so the Selectmen could review prior to the meeting. John was in agreement and said he would reach back out to schedule once he had his teams schedule and information as requested.

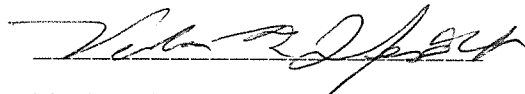
Discussion of reaching out to the DOT for their recommendations.

Dennis Moraisey returned a "lost" check that had been mailed to him over 2 months ago for work he had completed. The check had since been re-issued and this check has been cancelled.

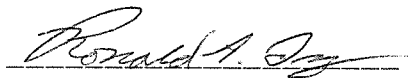
V.J. Motions to adjourn the meeting. Ronnie seconds. No discussion. Motion carries. Meeting adjourned at 6:35 p.m.

Selectmen:

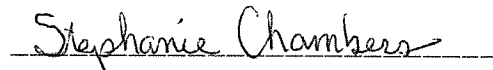
Joshua L. Stubbs



Verlan R. Lenfestey Jr.



Ronald A. Gray



Stephanie Chambers

Municipal Clerk

TOWN OF ADDISON

Selectmen's Meeting Agenda

February 2, 2026

Please note that all posted agendas are subject to change prior to the Selectboard Meeting

Selectmen Present: V.J. Lenfestey, Ronnie Gray

Meeting Open: 5:30 a.m.

1. Motion to accept the minutes from the January 20, 2026 Selectmen's Meeting:

V.J. Lenfestey motions to accept the minutes from the January 20, 2026 Selectmen's Meeting. Ronnie Gray seconds. No discussion. Motion carries.

2. Ordinance Enactment Timeframe – MMA response:

Amy followed with MMA and a new ordinance must be certified and approved by the Select Board. Then needs to be posted with the annual town meeting warrant, at least 7 days prior to vote. Chris Chartrand states that the proposed new ordinance will cover parks and they currently plan to work on and propose the new ordinance for the 2027 town warrant. Marcus Norton asks that the salt shed area and town owned properties be included in the ordinance. Chris agrees that may be helpful and allow enforcement if needed.

3. Versant Power Notifications:

Versant sent Notification of Terms and Conditions for repairs and Maintenance of Private Lines on Town of Addison Properties. Currently, the repairs and maintenance will be done automatically and billed to the town. If the Select Board declines automatic repair and maintenance, they need to sign the refusal of automatic maintenance /repair service waivers for each property and return them to Versant. V.J. states we receive these waivers each year. V.J. and Ronnie both agree to allow Versant to automatically do the repairs and maintenance.

4. MMA Municipal Membership Renewal:

Review the MMA statement of annual dues \$2,822.33. There was a slight increase in cost. New contract and invoiced reviewed, V.J. and Ronnie agree this is a service we utilize often for legal questions and trainings.

5. Signer on MSB Account (remove Robin – add Steph?)

The Town of Addison financial accounts currently still have Robin Wawrzynaik as a signer on the accounts. At this time, the only other signer is Amy Lenfestey. Amy states this needs to be updated as the accounts should have 2 current signers, for 2 reasons; one to cover the town's needs and second to remove Robin's liability from these accounts as she is no longer an employee. Selectmen can not be signers on these accounts. Ronnie Gray makes a motion to remove Robin Wawrzynaik as a signer on the town's accounts

and add Stephanie Chambers. V.J. Lenfestey seconds. No further discussion. Motion carries.

a. Robin's Office Keys

When Robin resigned as a full-time employee, it was undecided if she would continue to help in the evenings or on weekends if needed. Amy did not collect Robin's keys at the time of her departure in anticipation she may need access for part-time work. However, Robin did not return for any part time work and as of this time has not returned her keys. V.J. and Ronnie agree it is time to reach out to her and ask for the keys to be returned. Amy or Steph will contact Robin.

6. 2026 Fire Works Contract:

Received a contract and application from the Central Maine Pyrotechnics for the fireworks display to be scheduled on July 11, 2026. The contract requires a signature and a monetary value which will not be completed until after town meeting. However, they are asking for the application to be signed so they can get the permits they need to have the display. Ronnie Gray signed the application only and Steph will return to Central Maine Pyrotechnics.

7. Set Dates for:

a. Selectmen's Budget Workshop

Scheduled February 5, 2026 @ 5:30 p.m. at the Addison Town Hall

b. Budget Committee Meeting

Scheduled February 13, 2026 @ 5:30 p.m. at the Addison Town Hall
Budget committee members can pick up their packets and budget worksheets after noon on February 10, 2026.

8. Road Commissioner Report:

Marcus Norton asks if he as an elected official, as the Addison Road Commissioner, can sign a permit for work to be done on the dike on Ridge Road. V.J. agrees Marcus can sign the permit. One load of salt is being delivered tomorrow. Dennis Moraisey is working on ditch clean ups and tree trimming on Mooseneck Road. V.J. passes along information to Marcus that Nick Faulkingham of Jonesport has an excavator and may be available in the spring if Marcus needs additional assistance.

9. Re-visit from January 20th meeting:

a. Foreclosed Properties – MMA response

Printed MMA reply for Selectmen to review; not required post or maintain insurance on tax acquired properties. V.J. would like 'No Trespassing' signs posted on the properties with buildings on them. Marcus volunteers to post the signs.

b. Office Assistant Position

Tabled until the next Selectmen Meeting when Joshua Stubbs, the third selectmen, can attend and discuss the needs within the office.

c. Riverside Electric

Riverside Electric serviced the generator at the Fire House. The generator needed a new starter. The yearly maintenance was completed and remote monitoring set up. They also set up the remote monitoring on the generator at the Addison Town Hall.

If the remote monitoring detects an issue with the Fire House generator Gary Stanley, the Fire Chief, will receive an e-mail to alert of the issue. If the remote monitoring detects an issue with the Addison Town Hall generator Stephanie Chambers will receive an e-mail to alert of the issue at the deputy@addisonmaine.org address.

d. Stray Cat fees

The stray cat has been adopted and the vet bills paid in full.

e. Complaint – CEO response

The requested follow up letter from the CEO was incomplete. It was more of a follow up note attached to the original letter that was sent to a property owner in regard to town ordinance and property clean up. The letter was given to the Select Board for review. V.J. will type up a letter with the agreed upon deadline change from 30 days to June 30, 2026 for the property owner to complete the necessary work to become compliant. Letter needs to clearly state the deadline date.

f. Complaint – Health Officer findings

No new information. Alfie Wakeman has given the property owner a follow up inspection date of February 8, 2026.

10. Correspondence to be Reviewed:

None

Other:

1. Sign AP Warrant: #90

V.J. Lenfestey makes a motion to sign AP Warrant #90. Ronnie Gray seconds. No discussion. Motion carries.

2. Sign Payroll Warrant: #87, #88, & #89

V.J. Lenfestey makes a motion to sign Payroll Warrant #87, #88, #89. Ronnie Gray seconds. No discussion. Motion carries.

3. Sign the approved Minutes:

Minutes were approved at the beginning of the meeting, see agenda item #1.

Public Comment:

1) Ronie Strout asks that Marcus Norton trim a tree on the Old Addison Road across from Robert Ramsay residence. When two passing vehicles meet there one has to stop or the tree limb will scrap a vehicle. Marcus will take care of this.

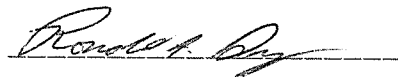
2) Chris Chartrand states the Maine Monitor ran an article that the DOT has reversed the decision on the Machias dike repairs, and will be replacing what was already there. It originally was decided, many years ago, that whatever the replacement plan was for Machias was going to be the same for the dike on the Addison Ridge Road. DOT is declining the open water concept.

V.J. Lenfestey makes a motion to adjourn the meeting. Ronnie Gray seconds. No discussion. Motion carries.

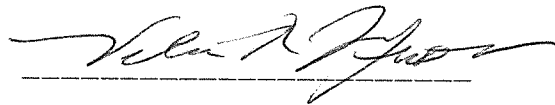
Meeting adjourned at 6:20 p.m.

Selectmen:

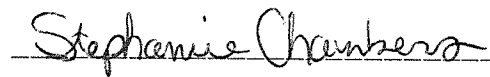
Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lenfestey Jr.



Administrative Assistant

TOWN OF ADDISON

Selectmen's Meeting Agenda

February 17, 2026

Please note that all posted agendas are subject to change prior to the Selectboard Meeting

Selectmen Present: V.J. Lenfestey, Ronnie Gray, Joshua Stubbs

Meeting Open: 5:30 p.m.

1. **Motion to accept minutes from the February 2, 2026, Selectmen's Meeting:**
V.J makes a motion to accept minutes from the February 2, 2026 Selectmen's Meeting. Ronnie seconds motion. No discussion. Motion carries.
2. **CEO Request for Training Expense Reimbursement:**
Kevin Bodie, CEO requests training expenses to be split equally between all 4 towns that employ him as CEO. Joshua makes a motion to pay our portion of the training. Ronnie seconds the motion. No further discussion. Motion carries.
3. **Rock Salt - Request for Shawn to purchase as needed for remainder of this season**
All selectmen verbally agree to allow Shawn Dowling to purchase rock salt on an as needed basis from Elmer's.
4. **Set New Dates for:**
Discussion opens with concerns that we will not be prepared to have town meeting as currently scheduled on March 10. V.J suggests moving the town meeting to the 24th or the 31st depending upon school availability.
 - a. **Budget Workshop – Selectmen**
February 23, 2026 @ 5:30
 - b. **Budget Committee Meeting**
February 27, 2026 @ 5:30
5. **Road Commissioner Report:**
Marcus reports he will be posting roads around March 1
6. **Re-visit from February 2nd meeting:**
 - a. **Robin's Keys**
Steph text Robin on 2/3/26, she agreed to drop off but as of today has not. V.J. states we will need to figure this out.
 - b. **MMA Membership Renewal (Dues)**

02/02/2026 meeting Select Board agreed to pay invoice for MMA Dues. Today, we just need to make a recorded clarification that this needs to be an article on the town meeting warrant and voted on.

c. Complaint – CEO response

V.J. has a letter, he will get the letter to Steph to type and mail.

d. Complaint – Health Officer findings

Tabled. No new info given due to the weather conditions.

e. Follow up on posting Tax Acquired properties

Marcus will post these signs after 02/20/2026, per MMA we take possession of TAP 60 days from the foreclosure date.

7. Correspondence to be Reviewed:

Selectmen reviewed Charter Communications correspondence, no action required.

Selectmen reviewed Dirigo Workplace Assessment correspondence, no action required.

Other:

1. Sign AP Warrant: # 03

Joshua makes a motion to sign AP Warrant # 03. Ronnie seconds motion. No discussion. Motion carries.

2. Sign Payroll Warrant: #01, # 02, & #04

Joshua makes a motion to sign AP Warrant #01, #02 and #04. Ronnie seconds motion. No discussion. Motion carries.

3. Sign the approved Minutes:

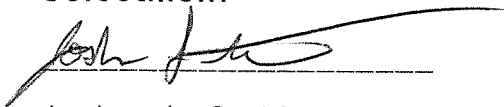
Minutes signed per item # 1

Public Comment:

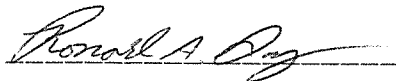
*Gary Stanley, Addison Fire Dept Chief, here to update the Selectmen on his fire truck research. Bring additional info/quote to the next meeting.

Meeting adjourned: Ronnie makes a motion to adjourn. V.J. seconds the motion. No further discussion. Meeting adjourned at 6:02 p.m.

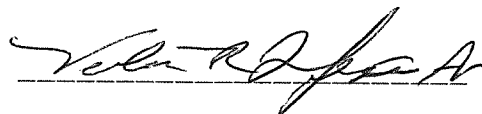
Selectmen:



Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lenfestey Jr.



Administrative Assistant

TOWN OF ADDISON

Selectmen's Meeting Minutes

March 2, 2026

Please note that all posted agendas are subject to change prior to the Selectboard Meeting

Selectmen Present: V.J. Lenfestey, Joshua Stubbs, Ronnie Gray

Meeting Open: 5:31 p.m.

- 1. Motion to accept minutes from the February 17, 2026, Selectmen's Meeting:**

Josh makes a motion to accept minutes from the February 17, 2026, Selectmen's Meeting. Ronnie seconds motion. No discussion. Motion carries.
- 2. Set Dates for:**
 - a. Annual Town Meeting**

Postponed from March 10, 2026 to March 31, 2026.
 - b. Selectmen's Warrant Article\Book Workshop**

Scheduled March 10, 2026 @ 4:30 p.m.
 - c. Extension of Town Office Closure on Tuesdays**

V.J. makes a motion to continue to be closed on Tuesdays until after town meeting. Josh seconds motion. No discussion. Motion carries.
Will re-open Tuesdays to regular hours on 4/7/26.
 - d. DSF 30-minute presentation**

Scheduled April 21, 2026 (due to Patriot's Day holiday on April 20, 2026)
30 minutes
- 3. Utilize Students for Community Service:**

Steph took a call from Zain Fitzsimmons (NHS guidance counselor) looking for community service for a few students within the town. Selectmen are in agreement to utilize them for town report book binding and set up/tear down at town meeting. Steph will arrange the scheduling of this.
- 4. Hire Cody Davis to remove ice cakes from uptown Boat Landing:**

Phil Rusecky came into the office concerned that there are at least 2 large ice cakes blocking the Addison town landing, making access impossible. Cody Davis is willing to move with them with a backhoe, charges \$85 an hour. Pay the bill from Harbors per Selectmen.
- 5. Harbor Master Training:**

Steph informed the Select Board that Dean Cirone is unable to attend the training for Harbor Master due to illness. Fees are non-refundable and this is an annual training. Select Board verbalized understanding.

6. Email Request – The By “US” Company:

The By “US” Company has a 3-year snow/sand/salt/plowing contract that will expire this year. They are requesting a new 3-year contract, with no price change and this would mean no need to put contract out to bid. Marcus Norton, road commissioner, is not at this meeting for his input. Per Selectmen reach out to MMA to see if we have to put it out to bid or can the contract be signed now. Marcus needs to be included in this decision making.

7. Dead River – FD Service Contract:

FD does not have a service contract they just had routine maintenance and cleaning with a bill of \$481. Dead River reached out to offer one of two service contract plans and they would then offset the bill with the service contract fee. Selectmen agree to sign up for the Easy Comfort Plan with a yearly fee of \$440. Amy will notify Dead River and make sure the bill is adjusted. V.J makes a motion to sign the service contract for Fire Station #1. Josh seconds motion. No further discussion. Motion carries.

8. Forwarded Email from Assessor:

Per Selectmen send the e-mail to the legal department for further instructions.

9. Road Commissioner Report:

N/A

Comment: Roads have been posted for weight limits

10. Re-visit from February 17th meeting:

a. Robin’s Keys

Robin returned keys to Ronnie Gray today. Ronnie returned the keys to Amy Lenfestey today.

b. Complaint – CEO response

Select Board letter signed and will be sent certified mail to property occupant.

c. Complaint – Health Officer findings

No further info as of this date

d. CEO Training Reimb Request:

Select Board notified Kevin Brodie’s response in regard to his training expenses. Per Kevin, most likely expenses will be sent to Sullivan, just easier.

11. Correspondence to be Reviewed:

Reviewed an e-mail from Lee Gagnon in regard lawn care/snow removal. No action required.

Other:

1. Sign AP Warrant: # 6

Josh makes a motion to sign AP warrant # 6. Ronnie seconds motion. No discussion. Motion carries.

2. Sign Payroll Warrant: #5

Josh makes a motion to sign AP warrant # 6. Ronnie seconds motion. No discussion. Motion carries.

3. Sign the approved Minutes:

Sign the approved minutes per the first item on the agenda.

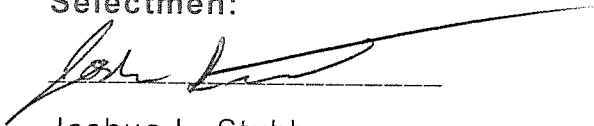
Public Comment:

Discussion concerning an invoice submitted from the FD. V.J. will speak to the fire chief via phone. Steph will write a letter for Selectmen to review at the next meeting. Once the letter is approved it will be submitted to the FD for future reference in regard to personal vehicle invoices.

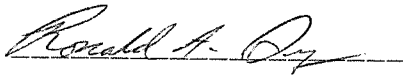
Meeting Adjourned: 6:25 p.m.

Josh makes a motion to adjourn the meeting. V.J. seconds. No discussion. Motion carries.

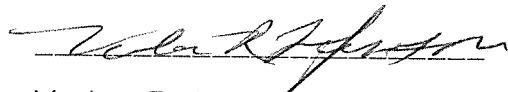
Selectmen:




Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lenfestey Jr.



Administrative Assistant

TOWN OF ADDISON

Selectmen's Meeting Agenda

March 16, 2026

Please note that all posted agendas are subject to change prior to the Selectboard Meeting

Selectmen Present: V.J Lenfestey, Joshua Stubbs, Ronnie Gray

Meeting Open: 5:30 p.m.

- 1. Motion to accept minutes from the March 2, 2026, Selectmen's Meeting:**
Josh makes a motion to accept the minutes from the March 2, 2026, Selectmen's Meeting. Ronnie seconds motion. No further discussion. Motion carries.
- 2. County Commissioners requesting input regarding Fiscal Year change:**
Reviewed e-mail from Renee Gray. County Commissioner's are looking for input regarding the change in Washington County change of fiscal year. Selectmen have further questions: When will bills be sent for 2027 and 2028? When will those bills be due? Consideration of an 18-month bill? Tabled until further information is given.
- 3. Tick and Mosquito Spray Renewal Contracts:**
Contracts reviewed. V.J. makes a motion to accept the tick and mosquito spray renewal contracts for the park and the town hall. Josh seconds motion. We are awaiting the original contracts to be e-mailed for signatures. Motion carries.
- 4. Grant Programs:**
 - a. Navigation System Grant**
Steph spoke to Dean Cirone about the potential for a grant to receive updated navigational equipment for the town boat. Steph will apply for grant.
 - b. MMA Safety Enhancement Grant**
Amy received information for a safety grant that may be available for our town staff/committees for anything safety related. Chris notified if Addison Days has any needs for equipment this could be a great resource.
- 5. Payment in Lieu of Taxes:**
V.J. makes a motion to accept the check of \$10,060.00 from Pleasant Bay Wildlife in lieu of taxes. Josh seconds motion. No further discussion. Motion carries.

6. Snow Plow Bid – MMA Response:

Town is not required to put up for bid, however the town must vote at annual meeting to allow the Select Board to enter into this 3-year contract. An article has been written for annual town meeting. Select Board and Road Commissioner ask to put an ad out for sealed bids. Bid deadline is April 17, 2026 at 4:00 p.m.

7. Town Clean Up Day – Andy S. Email:

Andy Steinheiter is planning the annual Earth Day roadside clean-up on April 18, 2026. Andy is asking for the town to donate the large contractor bags as they have done in the past.

8. Renewal Contract for Assessor Barbie Cirone:

Barbie is not requesting a change in pay; she would like to decrease her hours as needed per her weekly work load. Current contract is for 16 hours. Josh makes a motion to accept and sign the renewal contract for the assessor, Barbie Cirone. Ronnie seconds motion. No further discussion. Motion carries.

9. Davis Lawn Care – 2026 Mowing Prices:

Cody has to increase his mowing prices due to fuel costs. If price of fuel decreases, Cody will adjust these prices.

Town Hall: \$ 70.00 Park: \$ 85.00 Storage Building: \$ 35.00

Select Board is in agreement with said changes.

10. Approve and Sign Warrant for Town Meeting:

Josh makes a motion to approve and sign warrant for Town Meeting. V.J. seconds motion. No further discussion. Motion carries.

11. Board of Assessment Review Upcoming Hearing:

The town has a request for a BAR hearing. Steph will schedule, make packets for the committee members, and document as needed.

12. Road Commissioner Report:

Previously discussed, the snow plow bid.

13. Re-visit from March 2nd meeting:

a. **Cody Davis unable to remove ice at Town Landing – Philip hired Dean Barrett – removed on March 3rd**
Need to follow up on payment for Dean

b. **Utilize Students for Community Service:**
2 students planning to come help bind books for community service

c. **Assessor Email: Treasurer's check to Rudman Winchell processed on October 7, 2025**

Selectmen do not want to pursue this any further. Steph to notify Rudman and Winchell no further action is requested from the Selectmen.

d. Letter: Fire Department Purchasing

Letter written and signed by Selectmen in regard to personal vehicle invoices. Copy will be sent to the Addison Fire Department.

e. Dead River – FD Service Contract:

Dead River signed us up and will credit the account/bill as previously discussed.

f. Complaint – CEO response

Calendar marked to follow up on this in June.

g. Complaint – Health Officer findings

No new updates.

14. Correspondence to be Reviewed:

N/A

Other:

Discussion about TAP. TAP buildings need to be posted, padlocked and caution tape/no trespassing tape placed on all entrances by the town constable. Steph will do signs to be stapled to buildings. Ask Shawn to get the needed supplies to secure the buildings.

Discussion about bids for demolition of “old hotel” on town owned property at Clamshell Lane. Bid deadline is April 17, 2026 at 4:00 p.m. Josh makes a motion to advertise for bids on “old hotel” to be torn down. Ronnie seconds. Motion carries.

1. Sign AP Warrant: # 9

Josh makes a motion to sign AP warrant # 9. Ronnie seconds. No further discussion. Motion carries.

2. Sign Payroll Warrant: # 7 & # 8

Josh makes a motion to sign payroll warrant # 7 and # 8. Ronnie seconds. No further discussion. Motion carries.

3. Sign the approved Minutes:

Approved per item #1 on the agenda.

Public Comment:

Selectmen give the final approval for town book.

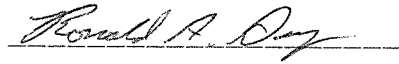
Meeting Adjourned: 6:30 p.m.

V.J. makes a motion to adjourn meeting. Josh seconds. No further discussion. Motion carries.


Selectmen:




Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lenfestey Jr.



Administrative Assistant

TOWN OF ADDISON
Selectmen's Meeting Minutes
March 30, 2026

Please note that all posted agendas are subject to change prior to the Selectboard Meeting

Selectmen Present: V.J. Lenfestey, Ronnie Gray, Joshua Stubbs

Meeting Open: 5:30

***Request to move Item #11 to the first item to address this evening. V.J. motions to enter into Executive Session Per 1 MRSA § 405 (6)c to discuss real estate. Josh seconds motion. No discussion. Motion carries. Entered into session at 5:32 p.m. exited session at 5:45 p.m. Regular Meeting re-opened at 5:45 p.m.

1. Motion to accept minutes from the March 16, 2026, Selectmen's Meeting:

Josh makes a motion to accept minutes from the March 16, 2026, Selectmen's Meeting. Ronnie seconds. No discussion. Motion carries.

2. Peter Davis:

a. Pleasant River Landing:

Peter states April 20, 21, 22 would be the best upcoming dates to repair the pole at the Pleasant River Landing. Requesting County Concrete come dig up the mud/sludge accumulation. Dispose of sludge/mud at Mike Bagley's. Peter will call County Concrete to schedule. Per Selectmen payment will come from Harbors Committee.

b. Town Hall Building Repairs

Back building vinyl repairs, gutter repair, loose front doorstep and railing, counter Plexi-glass. Peter will complete these tasks.

3. Front Door – water issue:

Front door is leaking underneath it when it snows/rains, the door seal may need to be replaced. Peter will complete this task.

4. Appointments to Building & Grounds Maintenance Committee:

c. Ronnie Hinkle

d. Christopher Chartrand

e. Kelly Hinkle

Josh makes a motion to appoint Ronnie Hinkle, Chris Chartrand, Kelly Hinkle to the BGM Committee. Ronnie seconds. At the current time there are only 3 active members; Peter Davis, Cody Davis and Glenn Garnett. No further discussion. Motion carries.

5. Bid Advertisement Expenses:

Bids for Snowplow contract and "Old Hotel" demo placed in one edition of County Wide cost \$108 each.

Bids for snowplow contract and "Old Hotel" demo placed in two editions of Machias Observer. Snowplow bid cost: \$148.93 per ad. Demo bid cost: \$ 154.45

Snowplow ad paid from Town Roads. Demo bid ad paid from Kelsey Property allotment.

6. Payment in lieu of Taxes:

Upper Wass Cove, Shabbit Island, Flat Island, Little Nash and the Ladle Preserves. V.J. makes a motion to accept the payment in lieu of taxes from Maine Coast Heritage Trust for \$ 550.00. Josh seconds motion. No further discussion. Motion carries.

7. Request to close Town Office at noon on Thursday, April 2, 2026 for Mandatory Election Training

V.J. makes a motion to close the town office at noon on Thursday, April 2, 2026 for mandatory Election Training. Josh seconds motion. No further discussion. Motion carries.

8. Road Commissioner Report:

Clam Shell Lane sign will be repaired.

9. Re-visit from March 16th meeting:

f. Utilize Students for Community Service:

2 students have volunteered x 2 days for appr. 2 hours each day to help bind the annual town reports. Select Board agree to give each student a gift card of appreciation and Steph will do a community service certificate

g. TAX Posting:

On 3/20/26 Shawn posted the tax acquired properties and the "Old Hotel" and "Old Post Office" buildings; signs, caution tape, and secured all entrances with new padlocks. Per Select Board properties should be inspected monthly for insurance compliance

h. MMA Safety Enhancement Grant

Amy clarified grant requirements. When submitting the grant request, the safety items must be listed and approved prior to purchase. Chris given a copy of the grant application for review as Addison Days may need safety items for the town events. Deadline 04/15/2026

i. Tick and Mosquito Offense:

Motion carried on 3/16/26 to accept and sign the yearly contracts for tick and mosquito offense at the Addison Town Hall and the Town Park. The contracts were updated and presented to the Select Board tonight for signature.

2. Correspondence to be Reviewed:

a. Email: Elliot Johnston

Elliot asks for permission to complete a Bird Research Survey on Town owned property Map 23 Lot 19. Select Board approval given.

b. MEMO: Payment to Dean Barrett – ice removal

\$200 for the South Addison landing \$100 for the Pleasant River landing. Payment was split between Harbors and Shellfish, each contributing \$150.

c. Email: Andy – Clean Up Day flyer/announcement

Request for the moderator to make an announcement at town meeting and to have flyers available for interested volunteers at the meeting. Select Board agree to waive the printer fees for this volunteer community event.

3. Motion to enter into Executive Session Per 1 MRSA § 405 (6)c to discuss real estate:

Moved to Item #1 on agenda as requested.

Other:

Set up a charge account at Hamilton Marine. Select Board agree this could benefit the town.

1. Sign AP Warrant: #12 & #13

Josh makes a motion to sign AP warrants #12 & #13. Ronnie seconds motion. Motion carries.

2. Sign Payroll Warrant: #10, & #11

Josh makes a motion to sign Payroll warrants #10 and #11. Ronnie seconds motion. Motion carries.

3. Sign the approved Minutes:

Minutes signed per agenda item #1

Public Comment:

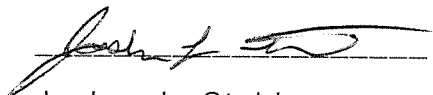
Chris asks to discuss the Addison storage building. Select Board agree there is an old boat that needs to be disposed of; the trailer and motor are still usable. Dispose of solar panels.

Josh states that Lindsey Barrett had asked for a letter of support from the Select Board for a Home Town Grant for updated playground at D.W. Merritt School. Unfortunately, due to time restraints and the deadline it is not something that can be done between now and the next scheduled meeting. Josh is given permission to sign the letter on behalf of the Select Board if Lindsey gets it to him tomorrow to meet the grant deadline.

Meeting Adjourned:

V.J. makes a motion to adjourn the meeting. Ronnie seconds motion. No further discussion. Motion carries. Meeting adjourned at 6:30 p.m.

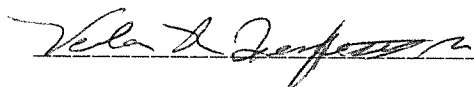
Selectmen:



Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lenfestey Jr.



Administrative Assistant

TOWN OF ADDISON

Selectmen's Meeting Agenda

April 6, 2026

Please note that all posted agendas are subject to change prior to the Selectboard Meeting

Selectmen Present: V.J. Lenfestey, Ronnie Gray

Meeting Open: 5:30 p.m.

1. **Motion to accept the minutes from the March 30, 2026, Selectmen's Meeting:**
V.J. makes a motion to accept the minutes from the March 30, 2026 Selectmen's Meeting. Ronnie seconds. No further discussion. Motion carries.
2. **Motion to accept the minutes from the March 31, 2026 Special Selectmen's Meeting:**
V.J. makes a motion to accept the minutes from the March 31, 2026 Special Selectmen's Meeting. Ronnie seconds. No further discussion. Motion carries.
3. **Peter Davis:**
 - a. **Town Landing update:**
Bangor Steel sent quote just this morning so it did not make it on the warrant. Peter has contacted County Concrete awaiting a date and time for dredging. V.J. makes a motion to authorize payment to Bangor Steel in the amount of \$1,249.44 upon delivery. Ronnie seconds motion. No further discussion. Motion carries. Payment to come from Harbors Budget.
 - b. **Town Office Repairs:**
The Plexi-glass has been added to the counter at check in. The siding for the auxiliary building needs to be repaired. The building belongs to the auxiliary but the Building and Maintenance has maintained it up to this point. The siding was damaged when the old fire escape fell into the building, therefore the town should be responsible for this repair. Peter will get a gutter from Home Depot. Peter recommends an inspection of the furnace room addition and bring a plan back to the Select Board for any repairs.
 - c. **Front Door water issue:**
Weather stripping replaced on front door. It has improved the water leakage but still may have issues.
4. **Office Assistant Position:**
Tabled for next meeting when Josh and Steph can be available to participate in the conversation.

5. Health Officer:

Current health officer does not wish to deal with the household trash complaints; this is listed as one of his current duties. Suggestion to send CEO & Health Officer together to any of these complaints. Contact MMA to see if the position can be split or a dual team. There is one current case in follow up stages.

6. New Fire Truck Purchase:

Fire Chief Gary Stanley, Deputy Chief Eleni Wakeman and Tom York from K&T Fire Service are present to discuss fire truck purchase. Previous spec sheet was from years past. Tom has updated the spec sheet to meet new government regulations. Price increases expected for the 2027 year. Guaranteed current spec price \$ 517,969 for the next 30 days. Includes all costs, fees, etc; will be delivered to town in 18 months. Minimum warranty of 3.5 years. Tom gave an extended presentation with lots of info and Q&A session. V.J. recommends suggests sending Request for Proposals (RFP) to several banks and/or credit unions.

7. Central Maine Pyrotechnics: - Contract & Invoice

Invoice presented with a 50% deposit request. Rain date confirmed with Chris Chartrand for 7/12/26. V.J. makes a motion to pay the full payment to Central Pyrotechnics at this time. Ronnie seconds motion. No further discussion. Motion carries.

8. Review and Approve Amended Shellfish Ordinance:

Philip, Shellfish Committee Chairman reviewed and approved the complete ordinance changes as passed at the annual town meeting on 03/31/26. V.J. makes a motion to approve the amended shellfish ordinance as passed at this year's town meeting. Ronnie seconds motion. No further discussion. Motion carries.

9. Road Commissioner Report:

Clam Shell Lane sign has been restored. Road posting will be for approximately another 2 weeks. Snowplow bids and "old hotel" demo bids will be opened at the next selectmen meeting. Chris asks when the demo is done of the "old hotel" if there is a large star in the overgrown grass, for it to be recovered and placed by the storage building.

10. Re-visit from March 30th meeting:

a. Hamilton Marine Charge account

Discussed at last meeting, however not voted on. V.J. makes a motion to set up a charge account at Hamilton Marine for the town. Ronnie seconds motion. No further discussion. Motion carries.

b. MMA Safety Enhancement Grant

Chris does not feel Addison Days would qualify for this grant. Grant is geared more towards town employee safety.

c. Storage Building:

Shawn Dowling expressed concerns to office staff about the storage building and town boat storage. Shawn wants to return to storing the town boat in the storage building; out of site and also out of the yearly weather. Chris expresses the Addison Days plan to store the buoy tree and the amount of accessible space.

11. Correspondence to be Reviewed:

a. Mail: Roofless Solar

Reviewed, no action needed.

b. Mail: Charter Communications

Reviewed, no action needed.

c. Email and pamphlets:

Confirming their 30-minute presentation at the 4/21/26 meeting with John DiMartino of DSF, informational info given to the Select Board members

d. Email:

E-mail read to the audience. Luke Hunkler advertising his company Downeast Land and Tree located in Beals. Will keep on file for future reference.

Other:

1. Sign AP Warrant: #15

V.J. makes a motion to sign AP Warrant #15. Ronnie seconds motion. No further discussion. Motion carries.

2. Sign Payroll Warrant: # 14

V.J. makes a motion to sign Payroll Warrant #14. Ronnie seconds motion. No further discussion. Motion carries.

3. Sign the March 30th approved Minutes:

Signed as approved in item #1 on agenda

4. Sign the March 31st approved Minutes:

Signed as approved in item #2 on agenda

5. Sign Amended Shellfish Ordinance:

Signed as approved in item #8 on agenda

Public Comment:

Marcus commented that the town report was very informative and appreciated.

Meeting adjourned: V.J. makes a motion to adjourn the meeting. Ronnie
seconds motion. No further discussion.

Meeting adjourned at 7:03 p.m.

Selectmen:

Joshua L. Stubbs

Ronald A. Gray

Ronald A. Gray

Verlan R. Lenfestey Jr.

Verlan R. Lenfestey Jr.

Administrative Assistant

Transcribed by:

Stephanie Chambers 4/21/26