

TOWN OF ADDISON

WARRANT FOR SPECIAL TOWN MEETING

To, Shawn Dowling, constable 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 and warn the inhabitants of the Town of Addison, in the County of Washington, qualified by law to vote in the Town affairs, to assemble at the Addison Town Hall in said Town of Addison on March 31, 2025 at 6:00 PM, then and there to act upon the following articles, to wit:

Article 1: To elect a **Moderator** to preside over said meeting.

*VJ Lenfestey nominated Chris Chartrand for Moderator, Joshua Stubbs 2nd

*3 votes cast, all 3 votes for 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.

*A motion was made to accept as written, motion was 2nd, all in favor, motion carries.

Article 3: To see what sum of undesignated funds the town will vote to appropriate for the demolition and clean-up of dilapidated building and grounds located at 2, 5 and 8 Clamshell Ln and 311 Water St., also listed as Map 001 Lot 103, Map 001 Lot 105, Map 001 Lot 101, and Map 001 Lot 103-A on the updated tax maps dated April 1, 2024.

Note: During the initial meeting regarding the purchase of the property on November 18, 2024, it was voted by the town's people to allow a purchase amount up to the full asking price of \$149,000 for the sole purpose of purchasing. The Selectmen negotiated with the real estate agency and was able to secure the property for \$85,000. The Selectman are requesting the remainder of the approved purchase price be utilized towards the demolition and clean up, which is equal to \$64,000.00.

*VJ Lenfestey asked to amend article to state, \$64,000 remaining after purchase to be allocated for use towards property.

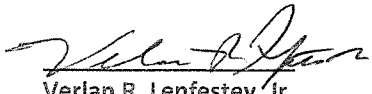
*It was asked what the Town's plan is for the property. Chris explained that there have been many discussions and there is not a set plan at the moment. There was discussion of possibly forming a committee to head a project.


* Another resident stated that there was a grand plan written up for the Town back in 2004 but was never executed and recommended that the Town look into that plan.

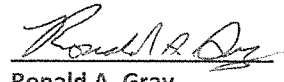
*There was a motion to approve \$64,000 to use towards the property, motion was 2nd, all in favor, motion carries.

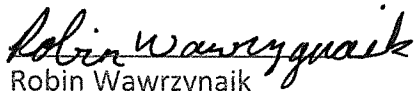
VJ motioned to close meeting, motion was 2nd, all in favor, motion carries.
Meeting Closed @6:14 PM

Given under our hands the 19th day of March 2025


Verlan R. Lenfestey, Jr.
SELECTMEN, TOWN OF ADDISON


Joshua L. Stubbs


Ronald A. Gray


Robin Wawrzynaik
Treasurer / Admin. Assistant

TOWN OF ADDISON
Special Selectmen's Meeting Minutes
January 28th, 2025

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

Selectmen Present: *All*

Meeting Opened at: *4:00 pm*

- 1. Motion to enter into Executive Session Per 1 MRSA § 405 (6)a to discuss personnel matters: Interviews for the office assistant position**

*VJ motioned to enter into executive session at 4pm, Josh 2nd, all in favor, motion carries.
Meeting reopened at 6:27pm. The Board reports there will be one more interview on Friday,
January 31st at 4:30pm.*

Public Comment: *None*

Mail Correspondence: *None*

Meeting Closed at: *Josh made a motion to adjourn at 6:30pm, Ron 2nd, all in favor, adjourned*

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Amy A. Bright – Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Minutes

November 17, 2025

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

Selectmen Present: VJ Lenfestey, Ronald Gray, Joshua Stubbs
Meeting Opened: 5:30 PM

1. **Motion to accept minutes from November 3, 2025 Regular Selectman's Meeting:**
Josh motions to accept the minutes from the November 3, 2025 Regular Selectmen's Meeting. Ron seconds – no discussion. Motion carries.
2. **Motion to accept minutes from the November 10, 2025 Emergency Selectmen's Meeting:** *VJ motions to accept the minutes from the November 10, 2025 Emergency Selectmen's meeting. Josh seconds – no discussion. Motion carries.*
3. **Motion to approve the Results of the November 10, 2025 Special Town Meeting:**
No action taken as Selectboard approval not required due to it being a Town Vote
4. **Lien Maturity Notices – Error on Certified Fees:** *Amy explained that an error had occurred when processing the Lien Maturity notices and incidentally a certified fee was omitted on the Interested Party copies. In turn, these fees could show as outstanding on the Real Estate account as not being recouped when taxes are paid. No action was required by the Selectboard at this time.*
5. **Shellfish Committee:**
 - a. **Appoint Nickson Rusecky as Member (per Shellfish committee vote)**
VJ motions to appoint Nickson Rusecky as a Shellfish Committee member. Josh seconds – VJ inquires if a position is currently available – Amy informs him there is. Motion carries.
 - b. **Increase to Shellfish License Fees:**
 - i. **Resident - \$ 600.00 to \$ 800.00 (\$400.00 w/2 conservation credits)**
 - ii. **Non – Resident - \$1,000.00 to \$ 1200.00 (\$600.00 w/2 conservation credits)**
VJ motions to set the Shellfish License Fees according to the Shellfish Committees recommendations. Josh seconds – no discussion. Motion carries.

- c. **From Philip Rusecky – has MMA been contacted regarding Real Estate Issue?** *NO – MMA has not been contacted. Ron or Josh will address this matter or update Amy on issue for her to pursue.*

**** Later in the meeting, Josh remembers an email between Robin and MMA Legal regarding this matter and forwards it to Amy ****

- d. **Ordinance change regarding headlamp digging**

Tabled until December 1st meeting when Philip Rusecky can be present.

6. **Discuss closing time for Wednesday, November 26th** (Day before Thanksgiving)

Josh motions for the Town Office to close at noon on Wednesday, November 26th. Ron seconds – no discussion. Motion carries.

7. **DESF and DMR will be updating on the West Branch Pleasant River Project:** *The DESF – DMR team reported that an extensive study with a 200-page findings report has been completed. A lengthy discussion followed entailing questions concerning: how much influence the Town of Addison actually has on the tide gates (clappers), is there a time line for project completion, will the grant be re-instated, history of the clappers, flooding of basements and/or septic systems along Water Street due to additional water flow, beaver waste flooding down-stream, effects on current ecosystems, animal habitats, and sea run fish, etc.*

Following the discussion, it was determined that as the impact of any decisions is currently unclear, a future informational session will be scheduled in order to share the findings of the study and to offer an analysis of alternative choices once they are definitive. More information will follow from DESF and DMR, including a website that is presently being developed to house and publicly share information.

8. **Review resumes for Treasurer position:** *Current resumes were reviewed by the selectmen. One resume was retained for possible future consideration. All other candidates are to be contacted and advised we will not be pursuing them for the position. No further action taken at this time – ads will be run again in Newspapers and Indeed.*

9. **Road Commissioner Report:** *Commissioner Marcus Norton was not present and no report had been received.*

Other:

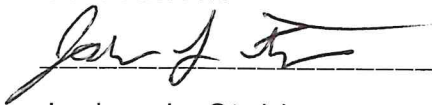
1. **Sign AP Warrant #70:** *Josh motions to sign AP Warrant #70 - Ron seconds. motion carries.*
2. **Sign Payroll Warrants: #68 & #69:** *Josh motions to sign payroll warrants # 68 and #69 – Ron seconds. Motion carries.*
3. **Sign the approved Minutes:** *approved minutes were signed by Selectboard.*
4. **Sign Special Town Meeting Results:** *no action taken as Selectboard approval is not required.*

Public Comment: *Christopher Chartrand of the Addison Days Committee shared the committees exciting plans for upcoming Holiday projects and festivities. Due to the huge success of last year's Buoy Tree, the committee aspires to build a bigger and even more impressive - walk through lighted buoy tree to be displayed in the town park! December 13th will host an array of activities provided by joint efforts of the Addison Days Committee, Tuscan Lodge, and the Addison Volunteer Fire Department – all of which will be child focused. There will be cookies to decorate, crafts to be made, a movie at the Lodge, and of course, a visit from Santa! Chris also mentioned that extensive safety equipment has been purchased to ensure a safe and uneventful evening for all.*

Noah Dixon, a Senior at NHS who is applying to Maine Maritime Academy's BIW (Bath Iron Works) apprenticeship program, was present and seeking a letter of recommendation from the Selectboard. The Selectboard commended Noah on his pursuit and heartily agreed to write a letter of support and recommendation on Noah's behalf.

Motion to adjourn by VJ – second by Josh. Motion Carries. Meeting Closed at 6:50 pm.

Selectmen:



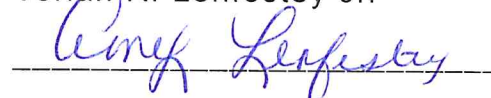
Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lentestey Jr.



Municipal Clerk

TOWN OF ADDISON

Selectmen's Meeting Agenda

November 3, 2025

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

Selectmen Present: Ronald Gray and Joshua Stubbs (VJ Lenfestey Absent)
Meeting Open: 5:30PM

1. **Motion to accept minutes from Selectman's Meeting 10/20/2025:**
Joshua motioned to accept minutes, Ronald 2nd, all in favor, motion carries.
2. **Opening bids on firetruck:**
3 bids received. The winning bid was from Christopher Keleshian in the amount of \$2,173.27. Joshua motioned to accept bid, Ronald 2nd, all in favor, motion carries.
3. **Rabies Clinic scheduled for 11/20/25 from 3-5PM. Permission for office staff to work 1 hour over normal and have the janitor clean the hall the following Friday (AW funds):**
Joshua motioned allow for the 1 hour of overtime for the clinic as well as Annette cleaning the hall afterwards, Ronald 2nd, all in favor, motion passes.
4. **Motion to sign warrant for Special Town Meeting 11/10/2025:**
Joshua motioned to sign the warrant for the Special Town Meeting, Ronald 2nd, all in favor, motion carries.
5. **Payment in lieu of taxes for the Downeast Coastal Conservancy in the amount of \$1,500.00:**
Joshua motioned to accept payment in lieu of taxes, Ronald 2nd, all if favor, motion carries.
6. **Motion to accept Treasurer resignation letter:**
Joshua motioned to accept Treasurer's resignation, Ronald 2nd, all in favor, motion carries.
7. **Road Commissioner Report:**
Marcus reported that he noticed some marsh erosion from the sides of the Dike on the Ridge Rd. With the help of Moraisey Earthworks, he was able to finish the project before the storm hit. He also wanted to report that he would not be able to pave the Ridge Rd. this year. Hopes to take care of that in the spring.
8. **Motion to enter into an Executive Session per MRS Title 1 §405 6-A1 pertaining to a trash complaint:**
Joshua motioned to close the meeting to enter into Executive session, Ronald 2nd, all in favor, motion carries. Meeting closed at 5:49 PM. Joshua opened the meeting again at

6:04 pm. And explained the session is regarding a complaint and it will be handled appropriately.

9. Motion to enter into an Executive Session per MRS Title 1 §405 6-C pertaining to real property:

Joshua motioned to close the meeting to enter into executive session, Ronald 2nd, all in favor, motion carries, Meeting closed at 6:04 PM. Joshua opened the meeting again at 6:12 PM. Joshua explained the meeting was in regards to shore access that we need to contact MMA before looking into anything any further.

10. Motion to enter into an Executive Session per MRS Title 1 §405 6-A pertaining to personnel matters:

Joshua motioned to close the meeting to enter into Executive Session, Ronald 2nd, all in favor motion carries. Meeting closed at 6:12PM. Joshua opened meeting back up at 6:23PM. Joshua stated that the meeting was in regards to personnel matters and we are putting together a game plan. It was asked what was discussed. Robin explained that there are several things that need to be taken care of and have not been delegated for anyone to take care of. I.E. The Town Credit Card, E911, Temp Admin Assistant, payroll. Amy insisted that she did not know how to do Payroll or AP's. Robin offered assistance, Amy refused stating she is not working longer. Stephanie stated its easy for Robin to say, because her and Amy will be the ones doing all the work. They both stated their displeasure with how things are going and the timing is terrible. Joshua acknowledged their displeasure and asked for suggestions. Close down the office until a new treasurer is found or make do. Robin offered to sit down with them later in the week, in which Amy replied the election is her primary focus. Ronald mentioned maybe bringing Robin in to help in the interim. They feel like it is all on them. Who is going to train new treasurer? Joshua is frustrated with the turnover within the office. He stated that there is other things that need to be changed that will be addressed at a future meeting.

Other:

- 1. Sign AP Warrant 67:** Joshua Motioned to Sign AP Warrant, Ronald, 2nd, all in favor, motion carries.
- 2. Sign Payroll Warrant 65 & 66:** Joshua Motioned to Sign Payroll Warrants, Ronald, 2nd, all in favor, motion carries.
- 3. Sign the approved Minutes:** Minutes Signed
- 4. Sign Special Town Meeting Warrant:** Special Town Meeting Warrant signed.

*The town landing still has not been dredged. County was never got back to us with an estimate. Hopefully they can do that this spring.

*Sarah with Downeast Salmon Federation expressed her pleasure with the Town's acquisition of the Kelsey property and has offered a hand in any kind of clean up or environmental assistance they can give and hopes to stay in touch throughout the process.

*The heater in the office is still not fixed, going on 3 weeks. The Selectmen ok'd the turning on of the heat throughout elections the following day and we will have to take care of the

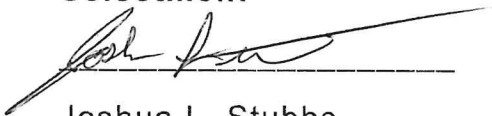
water coming into the office. Peter mentioned that if Dead River needs assistance with accessing the pipes within the wall, he has the tools to do it. It's ok to call him if we need assistance.

Public Comment:

None

Joshua Motioned to adjourn meeting at 6:35 PM, Ronald 2nd, all in favor, motion carries.

Selectmen:



Joshua L. Stubbs



Ronald A. Gray

Absent

Verlan R. Lenfestey Jr.

— Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

September 2, 2025

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

Selectmen Present: VJ Lenfestey, Ronald Gray & Joshua Stubbs
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 08/19/2025:

Joshua motioned to accept minutes, Ronald 2nd, all in favor, motion carries.

2. Motion to accept payment in Lieu of Taxes (PILOT) from The Nature Conservancy in Maine for 2025 in the amount of \$1,625.54.

Joshua motioned to accept payment in Lieu of Taxes, Ronald 2nd, all in favor, motion carries.

3. Osbourne Davis inquired about the Selectmen's plan to maintain the walking track with winter coming. Also, he requested to have the junk car at the fire station removed before plowing season.

The Select Board unanimously agreed to pay Osbourne Davis and additional \$50.00 to plow the new walking track throughout the winter months. A new plow contract will be constructed for signatures.

4. Concern regarding junk yard permit renewal.

*The Town of Addison received a complaint from a resident regarding the renewal permit for Deavila Salvage Junk Yard. The concern was that their facility is too close to the Water District. Owners of Deavila Salvage were present and presented information and measurements. It was noted that their recycling process was moved further back than the 300 ft. recommended by the State of Maine, making it roughly 450 ft away. It was also noted that the Water District's 2024 water quality report did not report any findings of any contaminants that would have come from the salvage facility.

*Amy Lenfestey did mention that she would like to have a different application on file for the renewal of the junkyard permits. The one referenced in the Town of Addison Ordinance is not sufficient. The only way to change an ordinance is at the annual town meeting.

*It was also discussed that the MMA requirement is not clear as to whether or not, abutting land owners need to be notified when renewing a junkyard permit. This will be looked into.

5. Office phones:

At a previous meeting, the Select Board agreed for the desk in the Treasurer's office be replaced with a new desk for up to \$500 and a new office phone system for up to \$200. Upon looking, a set of phones identical to the set currently used in the office cost upwards of \$290 and a desk was found for \$325. Joshua motioned to approve amounts, Ronald 2nd, all in favor, motion carries.

6. to the Addison Select Board to join in a paddle of the Pleasant River hosted by "Beginning with Habitat" (a program at the Maine Department of Inland Fisheries & Wildlife):

The Select Board reviewed the invite along with the RSVP application. After some consideration, they chose to respectfully decline the invitation.

7. Motion to sign a Quit Claim Deed for Tax Map 010 Lot 037-B:

This parcel of land was previously a foreclosed piece of property. The property was sold and the property taxes paid by the new owner, in full. A quit claim deed will be issued to the previous land owner and handled between the previous and new property owner from there. Joshua motioned to sign the Quit Claim Deed, Ronald 2nd, all in favor, motion carries.

8. Employee Handbook review:

The Select Board will review by the next meeting for consideration.

9. Road Commissioner Report:

Marcus noted that the roadside mowing is nearing completion and the paving for Cape Split will begin soon.

Other:

- 1. Sign AP Warrant: # 54 :** Joshua motioned to sign AP Warrant, Ronald 2nd, all in favor, motion carries.
- 2. Sign Payroll Warrant #52 & 53:** Joshua motioned to sign Payroll Warrants, Ronald 2nd, all in favor, motion carries.
- 3. Sign the approved Minutes:** Previous minutes signed
- 4. Sign Quit Claim Deed:** Quit Claim Deed signed

Public Comment:

Osbourne Davis requested that the Wescogus Rd., roadside be mowed. Noted a lot of wildlife that jumps out and the visibility is not good. The Select Board stated that unfortunately, Wescogus Rd. is a State road that is to be maintained by the State.

At 6:12 PM, Joshua motioned to adjourn meeting, Ronald 2nd, all in favor, motion carries.

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

September 15, 2025

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

Selectmen Present: VJ Lenfestey, Ronald Gray, Joshua Stubbs
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 09/02/2025:

VJ motioned to accept minutes, Ronald 2nd, all in favor, motion carries.

2. Eric Dorr with Solar on Earth wants to discuss solar energy:

Eric was not present for presentation

3. Snow plowing contract renewals:

The Select Board requested that the snow plow contracts be reviewed by the contractors before approving.

4. Public hearing needed to approve new GA maximums:

The Select Board would like to work this public hearing into the next Selectman's meeting scheduled for 09/29/2025.

5. Road Commissioner Report

Marcus called earlier in the day to let the Select Board know he would not be able to attend the meeting but wanted to report that County Concrete should be finishing up the paving of Cape Split road today.

6. Update on Junkyard permit / MMA response regarding abutting land owner notification:

Amy Lenfestey verified with MMA that landowner notification is required even on the renewal of a junkyard permit. It was determined that the Town Office could send out first class notification to abutting landowners along with renewal application.

7. Motion to enter into Executive Session per MRS Title 1 § 405 E pertaining to legal matters @6:30PM:

VJ motioned to enter into at 6:25PM, Joshua 2nd, all in favor, motion carries. The executive session was closed at 6:39 PM and was explained that the meeting was regarding the purchase of the Kelsey Properties and that process moving forward.

8. Motion to enter into Executive Session per MRS Title 1, § 405 A pertaining to Shellfish Warden Complaint:

Complainant not present, no executive session was held.

9. Motion to enter into Executive Session per MRS Title 1, §405 A pertaining to ACO complaint:

VJ motioned to enter into executive session at 6:00PM, Joshua 2nd, all in favor, motion carries. The Selectboard ended the executive session at 6:13 PM. It was noted that the ACO acted within her role and according to State Mandate, no action taken.

Other: NONE

- 1. Sign AP Warrant: # : 56** Joshua motioned to sign AP Warrant #56, Ronald 2nd, all in favor, motion carries.
- 2. Sign Payroll Warrant # : 55** Joshua motioned to sign Payroll Warrant #55, Ronald 2nd, all in favor, motion carries.
- 3. Sign the approved Minutes:** Previous minutes were signed

Public Comment:

- A resident commented on how nice the new walking track turned out.
- It was verified that the walking track is ready for use and it is ok to post on the Town's facebook.
- Chris Chartrand asked about a timeframe to remove the board walk put in at the town park. The Select Board requested some time before it is frozen down.
- Chris Chartrand inquired about items being stored in the storage building. Noted there is the Shellfish committee's old boat and trailer along with the old solar tubes. He is trying to clean up and make more room in hopes of it not becoming a "catch all".
- Andy Steinharter thanked the town for the support of the Cape Split Schoolhouse fundraiser. They had roughly 70+ runners/walkers from all over the state and were able to raise over \$3000.00 for the Lamb House.
- 6:14PM VJ motioned to move into a recess until time for #7 on the agenda, executive session pertaining to legal matters at 6:30PM.

Joshua motioned to adjourn meeting at 6:40 PM, Ronald 2nd, all in favor, motion carries.

Selectmen:

Joshua L. Stubbs

Ronald A. Gray

Verlan R. Lenfestey Jr.

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

September 29, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 09/15/2025:

Joshua made a motion to accept minutes, Ronald 2nd, all in favor, motion carries.

2. Snow plowing contract renewals:

The Selectmen had previously approved the contracts, pending review of the contracts by Osborne Davis and Harold Tyler. Both parties approved contracts as written and signed them.

3. Public hearing scheduled for 10/06/2025 for adoption of GA Maximums:

Informational item.

4. Harbor Master Resignation:

Joshua motioned to accept Irene Yaws resignation as Harbor Master, Ronald 2nd, all in favor, motion carries.

Selectmen will invite the Harbor Committee to the next Selectman's meeting to find a replacement.

5. Road Commissioner Report :

Marcus was not present

6. Approve and sign Junkyard permits:

Joshua motioned to approve and sign Junkyard permits for Deavila's Salvage and Johnson's Junkyard, VJ 2nd, all in favor, motion carries.

7. Employee Handbook:

The Selectmen have requested to revisit this item at the next Selectman's meeting.

8. Andy Steinharter regarding roadside cleanup:

Andy inquired about gifting volunteers to encourage people to get involved in a roadside cleanup. He also mentioned a BBQ. After discussion over MMA policies regarding paying or gifting volunteers, in essence, that would qualify them as town paid employees which would require a committee to be formed, insurances purchased, personal protective equipment be purchased, training and equipment, he has decided to pursue a personal venture with the support of the town in the future.

9. Matthew Alley regarding fire truck concerns:

The South Addison fire truck is currently not operational and needs a new alternator which isn't a guaranteed fix. The pump also needs to be rebuilt. The truck may need to be towed to Vassalboro at which point the repairs would surpass the value of the truck. Matt has looked into grants that may take up to a year to obtain. The Selectmen decided to stop work on the truck and put it out for bid. We will open bids the 2nd Selectman's meeting in October.

10. Resident requesting shredding services. On Site Shredding is available on Friday October 24th or Saturday, October 25. \$1200.00 for 4 hours.

The shredding services was presented to the Selectmen as a community event. Potentially getting other towns on board to split the cost of the shredding service. It was mentioned that there is a place in Bangor that takes shred in by the pound. The Selectmen were not in favor of this idea at this time.

11. Questionnaire from the auditor:

Joshua will get with the treasurer to complete this questionnaire.

12. Potential Surveyors for Kelsey Property:

After reviewing estimates and time frames of 3 survey companies, the Selectmen have decided to work with Robert Costa for the surveying of the Kelsey properties.

13. Motion to enter into an Executive Session per MRS Title 1 § 405 A pertaining to personnel matters:

VJ motioned to enter into an executive session at 6:25PM, Joshua 2nd, all in favor motion carries.

Exited Executive session at 6:45 PM.

Other:

- 1. Sign AP Warrant: # : 59** Josh motioned to sign AP warrant, Ronald 2nd, all in favor, motion carries.
- 2. Sign Payroll Warrant # 57 & 58** 59 Josh motioned to sign payroll warrants, Ronald 2nd, all in favor, motion carries.
- 3. Sign the approved Minutes:**
- 4. Sign Junkyard permits:**
- 5. Sign snow plow contracts:**

Public Comment:

There are concerns regarding the new walking track at the fire station. No signs advertising, no signs warning of pond, who is liable if someone gets hurt on the track and concerns of parking. There were a couple of ARPA committee members present that would like for the admin assistant to contact Brewer Fence Company to get a quote for a fence to be installed.

ADJOURN: Joshua motioned to adjourn meeting at 6:45 PM, Ronald 2nd, all in favor, motion carries.

Selectmen:

Joshua L. Stubbs

Ronald A. Gray

Verlan R. Lenfestey Jr.

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

August 19, 2025

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

Selectmen Present: Verlan Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:30PM

1. **Motion to accept minutes from Selectman's Meeting 08/04/2025 and minutes from Special Town Meeting 8/12/20025:**
Joshua motioned to accept minutes, Roanld 2nd, all in favor, motion carries.
2. **Machias Savings Bank Credit Card Payment Options**
Selectmen authorized the payment on the Town credit card to be issued upon receipt to avoid future late charges and other penalties.
3. **Reschedule Trio Web Training from 08/22 to 08/29. Permission to close the office at 1:30 on 08/29 for training:**
Selectmen approved the closing of the Addison Town Office on 08/29 at 1:30PM vs. 08/22 to allow time for the rescheduled Trio Web training from 08/22 to 08/29.
4. **Discuss the 2 junk yard permits expiring in October:**
Due to the State of Maine statute stating that only new junk yards are required to hold public hearings, the Selectmen opted to not hold a public hearing for the renewal of the 2 junk yards already established.
5. **Road Commissioner Report:** Marcus reported that they had finished the ditches and culverts at Cape Split. County Concrete will be coming to pave soon.

Other:

1. **Sign AP Warrant: # : 51** / Joshua motioned to sign AP Warrants, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant # : 48, 49 & 50** / Joshua motioned to sign Payroll Warrants, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:**

Public Comment:

*Verlan mentioned the amount of extra town book reports that are all being stored at the Town Hall. The Selectmen agreed to keep ½ dozen of each and discard the remaining.

*Verlan also mentioned that the treasurer's desk needs to be replaced. After attempting to move it during the floor install, it was determined it was in pretty rough shape. The Selectmen agreed to replace the desk with funds up to \$500.00.

*The Addison Town Office phone system was mentioned and agreed upon by the Selectmen to be replaced with a 4-line phone system, for funds up to \$200.00.

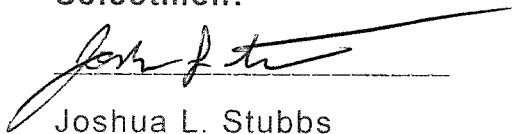
*There is a Pine book shelf recently located in the Addison Town Office that was no longer utilized. No one in attendance wanted the shelf so it was placed out alongside the road for free.

*Robin stated that she found boxes in her office with equipment to build a "circuit board" that could house roughly 15 phone lines and modems that according to the computer guy no one utilizes anymore and are null and void. The Selectmen agreed that if the Computer Guy states its null and void, we probably don't need it anymore.

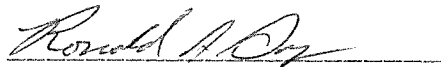
*Marcus reported that the walking trail is ready for hot top.

VJ motioned to adjourn meeting at 5:52PM, Josh 2nd, all in favor, motion carries.

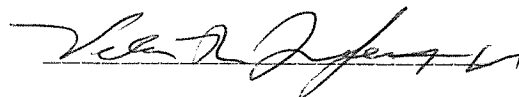
Selectmen:



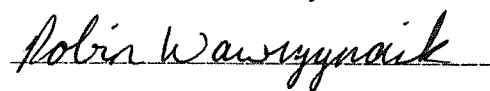
Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lenfestey Jr.



Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

August 4, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 07/21/2025:

Ronald motioned to accept minutes, VJ 2nd, all in favor, motion carries.

2. Narrows Meeting Update:

The D.W. Merritt School has been secured for the Public Hearing (beginning at 5pm) and Special Town Meeting (beginning at 7pm) scheduled for 08/12/2025. Irene had requested equipment for a power-point presentation that was verified from the school is available. There was discussion of potential conflict of interest between the Town of Addison Harbor Master and her son who is owner/operator of the company requesting the landing. The Town will seek legal advice through MMA regarding the matter.

3. Motion to approve warrant for Special Town Meeting:

VJ motions to approve the Warrant for the Special Town Meeting, Joshua 2nd, all in favor, motion carries.

4. Motion to approve Versant Service Contract:

VJ motions to approve Versant Service Contract, Ronald 2nd, all in favor, motion carries.

5. Motion to approve Certificate of Abatement for Cannon Financial Services & Marlin Leasing Co.:

Joshua motions to approve certificate of abatements, Ronald 2nd, all in favor, motion carries.

6. Kelsey Property Update:

Our attorney, Rudman Winchell, have mailed a letter to Mr. Kelsey and his attorney giving them until August 15th to respond to a mediation request. If we don't hear anything back, we have the right to pursue litigation.

7. Trash Complaint located on East Side Rd.:

All local officials have been contacted and are continuing to visit and investigate this property and the concerns addressed with it.

8. Memorial Benches:

Stephanie Chambers came to the Board of Selectmen to request permission to have memorial benches for her nephew and brother-in-law, Chet and Aaron Barrett. Joshua motioned to approve memorial benches, Ronald 2nd, all in favor, motion carries.

9. Update From Addison Days:

1. Chris Chartrand was present from the Addison Days Committee to request that a small section of road be shut down next year to accommodate the functions of Addison Days. The Select Board stated that we may need to check with the state to see if the is doable. 2. Also, he requested to remove a trash can currently placed in the park. It is an awkward can to get bags to fit, no one tends it. Select Board agreed to dispose of

the trash can. 3. The committee will be building a bigger buoy tree than last year, hopefully one someone could walk through. 4. They would like to have Santa Clause moved to the Town Hall this year due to limited space at the Legion. The Board informed him of hall rental form that would need to be filled out. 5. The committee would like to start up yearly cookouts at the park but feel like they do not have enough time to do that this year. 6. Finally, the committee is looking into building a stone arch memorial with a bell, potentially at the South Addison landing for all those lost at sea. Also possibly entertaining collaborating with Stephanie Chambers with the memorial benches.

*Tuscan
Lodge
1060*

10. Permission to close office on Friday, August 22nd at 1:30 PM for a 2:00 PM training on Trio Web.

Joshua motioned to close the office at 1:30pm on 8/22/25 for training, Ronald 2nd, all in favor, motion carries.

11. Permission to close office on Wednesday, September 24th at 4:00 PM for Trio Web Live Install.

VJ motioned to close the office on 09/24/25 at 4pm vs. 6pm for implementation of Trio Web, Joshua 2nd, all in favor, motion carries.

12. Road Commissioner Report:

Marcus was unable to attend meeting but did report that he has Mike Bailey doing the roadside mowing and the old dump. He is currently working on the Cape Split Rd. culverts and ditching.

It was also mentioned that he has started the walking track at the Fire Station but is waiting for approval before calling in County Concrete for the hot top.

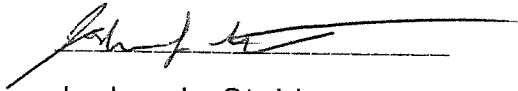
Other:

1. **Sign AP Warrant: # : 47:** Joshua motioned to sign, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant # : 45 & 46:** Joshua motioned to sign, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:**
4. **Sign approved Warrant:**
5. **Sign approved Versant Service Contract:**
6. **Sign Certificate of Abatements:**

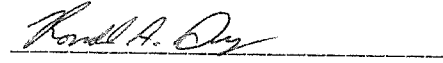
Public Comment:

It was asked in it is acceptable for a non-voting resident at the public hearing. The answer is, yes, it is open to the public.

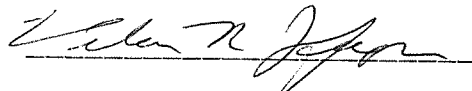
Selectmen:



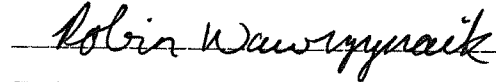
Joshua L. Stubbs



Ronald A. Gray



Verlan R. Lenfestey Jr.



Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

October 20, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 10/06/2025:

Joshua motioned to accept minutes, Ronald 2nd, all in favor, motion carries.

2. Solar on Earth Presentation:

Eric Dore presented an informational packet to the Select Board and explained that by signing up with Solar on Earth could save the Town up to 15% on the current electric bills but the Town would still be billed through Versant for the equipment. He explained solar power and answered many questions among those present as well as from the Select Board. The Select Board decided not pursue solar power at this time.

3. County of Washington requesting Towns to contribute towards the TAN (Tax Anticipation Notes) due by December 24th. Addison's portion \$325,321.65:

The Select Board opted to move forward with a Public Hearing followed by a Special Town meeting to potentially cure our debt through surplus funds.

4. Opening bids on firetruck postponed until Nov. 3rd:

It was explained to the Select Board that due to the schedule of the local newspaper runs, Robin was unable to run the ad in enough time to be opened at tonight's meeting. Any bids received will be opened during the November 3rd Selectman's meeting.

5. Rabies Clinic:

The Clerk of the Town has intercepted phone requests for the Town to host another rabies clinic. The Select Board agreed and decided to go ahead with the scheduling of the clinic. The \$200 travel fee will be covered by the Town's animal welfare funds.

6. Review and motion to sign the Management Representation Letter from auditor James Wadman:

Joshua motioned to sign the Management Representation Letter from the Town auditor, James Wadman, Ronald 2nd, all in favor, motion carries.

7. Kelsey Property tax payments:

The Town received 2024 property tax payment on the newly Town acquired property, known as the Kelsey Property. However, it did not cover the lien costs associated with the accounts. It was determined that it would not be financially beneficial to pursue the previous owner for the outstanding charges. The Select Board requested that the office

staff contact MMA for the correct course of action. The Select Board also agreed to do a Selectman's Abatement for the 2025 property taxes due on the accounts.

8. Road Commissioner Report:

Marcus stated that he is planning to work on changing out 2 culverts on the Ridge Rd.

Other: NONE

1. **Sign AP Warrant: #64:** Joshua motioned to Sign AP Warrant, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant #62 & 63:** Joshua motioned to Sign the Payroll Warrants, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:** Minutes signed
4. **Sign Revised Employee Handbook:** Revised Handbook signed
5. **Sign Management Representation Letter:** Management Representation Letter signed.

Public Comment:

Chris Chartrand (Addison Days Committee Member) announced that the Addison Days Committee is looking to do the Buoy Tree again this year and are going to try to beat the State of Maine record. On 12/13 they will have Santa of a firetruck, cookies and crafts at the Town Hall, and a Family Movie Night at the Lodge. Due to the amount of foot traffic this night amongst the different events, Chris has requested some traffic signs and lights to be able to place them throughout Town. He had looked into the Traffic Safety Store and found everything he feels they would need to try to keep residents safe. Everything including shipping would come to \$1195.93. **Joshua motioned to use the Selectman's contingency fund to fund the efforts, Ronald 2nd, all in favor, motion carries.

The office staff brought the office heater issue to the Select Board. The heater has had to be turned off. Dead River is unable to get the parts needed until later in the week. Due to the amount of water leaking from the heating unit, the selectman agreed to shut the heat off until necessary repairs can be made.

Joshua motioned to adjourn meeting at 7:27 PM, Ronald 2nd, all in favor, motion carries.

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

July 21, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs & Ronald Gray
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 07/07/2025:

Ronald motioned to sign minutes from 07/07/2025 meeting, VJ 2nd, all in favor, motion carries.

2. Mike Crabtree with Washington County Sheriff Department wants to touch base regarding County Budget:

Sheriff Barry Curtis along with Michael Crabtree wanted to make the Town and it's residents aware of the potential cut backs the Sheriff's Department may face due to the deficit within the Washington County budget. With the last audit, they discovered the county budget is short by \$2.5 million. That will affect the departments ability to adequately service Washington County.

3. Washington County is beginning the process of securing bids for bulk purchase of highway salt for winter 25-26.

Marcus requested 9 loads (297 tons) of salt. (1 load over last years stock)

4. Request for appointment of Jimmy Emerson and Emmalee Ripley to be part of the Addison Days Committee:

VJ motioned to appoint Jimmy Emerson and Emmalee Ripley to the Addison Days Committee, Ronald 2nd, all if favor, motion carries.

5. Trash complaint on East Side Rd.:

Alf Wakeman (Town of Addison's LHO) is waiting to hear back from one of his contacts regarding the safety of entry before he attempts to enter the premises. It was reported that Kevin Brodie (Town of Addison's CEO) had gone over and done a brief inspection. He reported that there was debris scattered and piled on the property but the Son of the property owner is trying to clean up the property. He did not see any evidence of buried/burnt trash. He did observe a burn barrel that is not illegal.

6. Audit survey:

VJ and Ronald both nominated Joshua Stubbs to complete the auditors survey as he had done them in the past.

7. **Irene Yaws with update from Harbor Committee meeting regarding ramp project:**
8. **Donna Kausen has a concern with plans on the Narrows Rd. (items 7&8 regarding same issue)**

Irene and other Harbor committee members along with owner/operator of Down East Marine Towing were present and are in favor of building up the "potential" landing on the Narrows. Down East Marine Towing is currently working with a gentleman located on an island off the coast of Beals Island, to assist with the construction of a castle. The project is predicted to last 3-5 years in which Down East Marine Towing has offered to maintain the landing and grate roads as necessary. There were residents present that opposed the plan for multiple reasons. The Selectmen decided that due to the nature and concern from both sides that a public hearing followed up by a special town meeting would be in order. Date of hearing and meeting is yet to be determined.

9. **Road Commissioner Report:**

Marcus reported he will be working on the culverts and ditches on the Cape Split Rd.

10. **Addison Days Fireworks overage:**

The original contract with Central Maine Pyrotechnics gave a date of July 18th, not the actual date of the Addison Days fireworks display which was on July 19th. The crew from Central Maine Pyrotechnics showed up on the 18th but agreed to come back the following day at an additional charge of \$500.00. The Selectmen opted to have the funds for the overage covered by the Selectman's contingency fund.

11. **Motion to enter into Executive Session Per MRSA §405 (6)a to discuss Shellfish Committee matters:**

Joshua motioned to enter into an executive session at 7:24 PM, Ronald 2nd, all in favor, motion carries.

Back in order after executive session at 7:51PM.

Other:

1. **Sign AP Warrant: # 44** Joshua motioned to sign, Ronald 2nd, all in favor, motion carries
2. **Sign Payroll Warrant # 41, 42 & 43** Joshua motioned to sign, Ronald 2nd, all in favor, motion carries
3. **Sign the approved Minutes:** Minutes signed
4. **Sign Contract for Office floor bid:** Contract signed

Public Comment: None

Meeting Adjourned: Ronald motioned to adjourn meeting at 7:52 PM, Joshua 2nd, all in favor, motion carries.

Selectmen:

Joshua L. Stubbs

Ronald A. Gray

Verlan R. Lenfestey Jr.

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

July 7, 2025

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

Selectmen Present: Vj Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:31 PM

1. Motion to accept minutes from Selectman's Meeting 06/30/2025:

Ronald motioned to accept minutes from 06/30 meeting, VJ 2nd, all in favor, motion carries.

2. MMA Property & Casualty Pool Inspection Report Update:

The only item remaining on the list of things to be fixed is the cleaning of the boiler room. Shawn Dowling said he will take care of it as soon as he can.

3. Irene Yaws regarding old ramps at Eastern Harbor:

Irene showed the Select Board pictures of an old cement ramp, currently not being used at Eastern Harbor. She would like to relocate them to Tibbetts Narrows. Down East Marine Towing would acquire necessary permits and help move and maintain ramps for the next 3-5 years or for as long as a near by project is predicted to last. The Select Board is concerned with the Town being responsible for maintain a 4th town landing. Also, they would like for Irene to bring this to the Harbor Committee.

4. Downeast Salmon Federation is seeking permission to access the Town Park in order to access adjacent, privately owned marsh for a brief field survey during the week of July 29th – August 1, 2025.

Select Board ok'd the signing of the letter seeking permission to cross the Town Park.

5. Downeast Salmon Federation and DMR would like to have a meet & greet to discuss the NOAA grant for West Brank/Pleasant River project:

Representatives from Downeast Salmon Federation and Department of Marine Resources were present to discuss the repair of the bridge at West Branch / Bell's Brook. They are looking to get an endorsement from the town in hopes of reinstating the NOAA grant for \$9 million, cut by the government, a few months prior. There were concerns from residents as well as the Select Board that the project would include the removal of the clappers that were installed years ago, that would cause flooding in the lower lying areas and homes in town, as well as negatively impacting the eco system that has established within the marshes since the clappers were installed. DESF, DMR and MDOT want to collaborate to try to restore roads and come up with innovative ways to do so and improve wildlife in the area without disrupting the community as much as possible. They would like to be able to present their ideas to the Town. The Select

Board stated the best way to do that would be for them to present at an open meeting. The group will go back and discuss the next plan of action and will reach out to possibly organize some sort of presentation. The Select Board are not willing to sign any kind of endorsement due to the negative impact on the residents and land owners of the Town of Addison.

6. Road Commissioner Report: Marcus not present.

Other:

1. **Sign AP Warrant: # 40** : Josh motioned to sign AP warrant, Ron 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant # 39:** Josh motioned to sign Payroll warrant, Ron 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:** All Selectmen signed
4. **Sign permission letter for DESF:** All Selectmen signed

Public Comment:

None

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

June 16, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:31 PM

1. Motion to accept minutes from Selectman's Meeting 06/02/2025:

Joshua motioned to accept minutes from 6/2/25 meeting, Ronald 2nd, all in favor, motion carries.

2. Kelsey Property Purchase Update:

The Selectmen were informed that Rudman & Winchel attorneys are requesting an executive session to discuss the Town's options. It was agreed they would meet Wednesday, June 18th for a teleconference at the Town Office at 5:00 PM.

3. Roadside trash pick-up idea (Andy Steinharter) MMA Update:

MMA was contacted to discuss Andy Steinharter's idea to pay volunteers to help clean up Addison town roads. MMA stated that any person who is paid by a town would then be considered an employee and would need the proper insurances, personal protective equipment, training, etc.

4. MMA Property & Casualty Pool Inspection Report Update:

Ronald volunteered to remove the brush from around the salt/sand shed and electric pole, VJ will take down the abandoned electrical box hanging off the side of the storage building, Shawn Dowling plans on cleaning up the boiler room, Robin gave Michelle Malcolm the gas detector to put in the kitchen at fire station #1. Michelle gave Robin the new emergency lights for Riverside Electric to install at Fire Station #2.

5. Statement from Property Owners of Reef Point Rd.

Phil Rusecky informed the Board that the rocks painted to mark a part of the mud flats as a safety hazard had been ground off by the residents of reef point. It was mentioned for him to contact Marine Patrol or the State of Maine to report as the tidal zone is state, not Town.

6. Tom Batson would like to have the old telephone poles currently sitting near the salt & sand shed to use at PRSWDD:

The Select Board requested Robin check in with Marcus to see if they were being used for anything. If not being utilized, ok to give to Tom. Robin later spoke with Marcus who stated they had been there for quite some time for a long-forgotten project. As far as he is concerned, Tom can have the poles to utilize at PRSWDD.

7. Fire Dept. requesting to contract out the fixing of the roof at Fire Station 1:

Giving the nature of the damage to the Fire Department roof at Station 1, Select Board have deemed the repair as an emergency. Ronald Gray will get ahold of Jesse Gray, who is a licensed and insured contractor, to see about having the roof repaired.

8. Road Commissioner Report:

Marcus was unable to attend the meeting.

9. Tax Collector-Certificates of Settlement:

Amy Lenfestey had submitted 2 certificates of settlements on town acquired properties. Amy was unsure of actual dates on the certificates and had requested to revisit at next meeting.

10. Motion to enter into Executive Session Per MRSA §405 (6)a to discuss personnel matters: 90 Day Review for Stephanie Chambers

Stephanie was unavailable for review. The review will be performed at a later date.

Other:

- 1. Sign AP Warrant: # 35 :** Joshua motioned to sign AP warrant #35, Ronald 2nd, all in favor, motion carries.
- 2. Sign Payroll Warrant # 33 & 34:** Joshua motioned to sign AP warrant #35, Ronald 2nd, all in favor, motion carries.
- 3. Sign the approved Minutes:**

Public Comment:

- VJ mentioned that the mud at the Town Landing is still an issue. Joshua mentioned speaking with Morrell Worcester about utilizing one of their excavators that have long reaching arms to be able to reach out. It was asked that Robin reach out to Marcus to see if he had spoke with Morrell regarding the mud. Robin reached out the following day and Marcus had not reached out but said he would call Joshua to discuss.
- Chris asked about when the electrical work was going to be done at the Addison Town Park. He is concerned with Addison Days being from July 17-19 and the grounds being worked on. Robin has reached out to Riverside Electric who stated that the poles are on backorder. They have hired someone locally to help with ground work so when they do get the poles, it should go quick. He will keep us updated as much as he can.
- Chris also mentioned that the committee would like to take the tree down that is currently in the park. Says it is hideous and a danger. The Select Board doesn't have a problem with the tree coming down.
- There was discussion about several culverts washing out throughout the town. That work is DOT.
- The Addison Days committee have requested permission to use portions of the old Town Office ramp to make a safe pathway out the marsh. Due to the ramp

previously going out to bid, unsuccessfully, the Selectmen unanimously agreed to let the committee utilize the ramp.

- Another resident mentioned again about a plaque for John Crowley to recognize all of his years of service. The Selectmen would like to find a plaque that could be added to, to recognize other residents' accomplishments to the town as well. Also mentioned was a plaque for Town Cane recipients.
- Phil was approached by a gentleman wanting to be able to dig clams without a license until the end of the month. He had done conservation last year and thought but never obtained a license. The Select Board agreed that he would have to purchase a license to be able to dig clams.
- There was another question regarding an out-of-town lottery entrance that was asking if his mother could stand in his spot for the lottery due to him being out of town. The Select Board agreed that he would need to be present to be considered for the lottery.
- Amy Lenfesty brought employee evaluation forms for the Select Board to look at to try and keep things uniform across the board.

Johsua motioned to adjourn meeting, Ronald 2nd, all in favor, motion carries.

Meeting Closed: 6:37 PM.

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

June 2, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 05/19/2025:

Joshua made a motion to accept minutes, Ronald 2nd, all in favor, motion carries.

2. Kelsey Property Purchase Update:

Rudman & Winchell had recommended the Town pursue mediation as per the Purchase & Sales Agreement. Due to the Town's prior relations with Mr. Kelsey, the Selectmen deemed mediation an extra step that they do not feel would be productive. The Town will look into pursuing legal action.

3. Washington County Council of Government Membership Dues:

The Selectmen declined to sign onto the Washington County Council of Government until the council have been back up and running after dissolving during covid.

4. Close Town Office 6/18/25 at 4:00PM to have server fixed:

VJ motioned to close down the Town Office on 6/18 at 4:00 PM to have the office's server serviced.

5. Roadside trash pick-up idea (Andy Steinharter):

Andy would like to see a line item in next year's budget to allow the Town, the funds necessary to pay people to do roadside clean up as volunteering is not keeping up with the problem. There was discussion of recruiting schools or detention centers for volunteers but the Selectmen are concerned with liabilities and insurances. Robin will reach out to MMA to check of legalities.

6. Property Taxes / Chris Beal:

Chris Beal did not attend meeting.

7. MMA Property & Casualty Pool Inspection Report Status:

Robin reported that she has received the gas/carbon monoxide detectors and had installed one in the kitchen of the Town hall and had another that needs to be installed in the kitchen of Fire Station 1. The boiler room still needs to be cleared out and cleaned up. One of the Selectmen will go over to the storage building and remove the old electrical box that is not connected to anything. Ronald will go take care of the shrubs around the salt/sand shed and the electrical pole there. Robin is waiting on a response from the Fire Station regarding the emergency lights at Fire Station 2.

8. Property Lien Update: The Town Office will hopefully be filing property liens for the 2024 property tax year by Tuesday, June 3rd. Amy Lenfestey reported there are 70 liens to be filed with approximately 40 certified letters going out.

9. Road Commissioner Report: Marcus will not be able to attend tonight's meeting.

Other:

- 1. Sign AP Warrant: # 32-** Joshua motioned to sign AP Warrant, Ronald 2nd, all in favor, motion carries.
- 2. Sign Payroll Warrant # 30 & 31-** Joshua motioned to sign AP Warrant, Ronald 2nd, all in favor, motion carries.
- 3. Sign the approved Minutes:** - All Selectmen signed.

Public Comment:

*Robin has the Machias Valley News Observer running an ad for bid of the replacing of the Town Office Floors. Ad will run on June 4th and June 18th. Bids will be opened on June 30th Selectmen's meeting.

*Shellfish Chair, Philip Rusecky had reported that he had been contacted by a resident down by the Reef because of the painted rocks, indicating closed flats, were ruining his view. Apparently he became very agitated and will be showing up at Thursdays Shellfish Committee Meeting. He has requested 1-2 of the Selectmen be present. Ronald agreed to attend.

*A representative with Downeast Salmon Federation attended the meeting and stated that they are rooting for the Town in purchasing the Kelsey property. Also she offered to collaborate and potentially help fund the revitalization of the property and try to keep the project as environmentally friendly as possible.

Meeting Closed: VJ motioned to adjourn meeting at 6:22 PM, Joshua 2nd, all in favor, motion carries.

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Selectmen's Meeting Agenda

May 19, 2025

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

Selectmen Present: VJ Lenfestey, Ronald Gray, Joshua Stubbs
Meeting Open: 5:30 PM

1. Motion to accept minutes from Selectman's Meeting 05/05/2025:

Joshua motioned to accept minutes, Ronald 2nd, all if favor, motion carries.

2. Maine Assessment Re-Evaluation update:

The Town Office wanted to report that the crew from Maine Assessment & Appraisal Services began the re-evaluation on May 9th and everything seems to be going well.

3. Kelsey Property Purchase Update:

Robin had reached out to Rudman & Winchell on Friday (May 16th) to seek update with no response.

The Selectmen agreed to have the Town's lawyer reach out via letter to address Mr. Kelsey and his attorney.

4. Property & Casualty Pool Site Inspection:

Robin met with a representative with Property and Casualty Pool Insurance to show him around the town buildings. There were a few immediate findings at the Town Hall, the Storage building and the Salt and Sand Shed that will be addressed. His official report will come later.

5. Online Boat Registration Renewal update:

Robin has been communicating with Tyler Technologies and have signed an agreement in hopes of having the online boat registration system up and running soon.

6. Letter of resignation from Barry Grant for Building Maintenance Committee:

Joshua motioned to accept Barry's resignation, Ronald 2nd, all if favor, motion carries.

7. Letter from DMR regarding pollution in Marsh Harbor:

Shellfish Committee Chair, Philip Rusecky reports on a lot of closed areas, possibly beaver or geese. The Selectmen will look into potential beaver problem.

8. Roadside trash pick-up idea (Andy Steinharter):

Andy Steinharter requests this be tabled until 6/2/25 meeting.

9. Addison Days Appointment of Julie Hinkle:

VJ motioned to accept appointment of Julie Hinkle to Addison Days Committee, Josh 2nd, all if favor, motion carries.

10. Notice of Formal On-Demand Public Meeting: Lot Norton Bridge (3754) over Knowles River. Located 0.11 of a mile north of W. McMann Rd.

The Selectmen requested the posting of this meeting.

11. Road Commissioner Report:

Marcus not present.

Other:

1. **Sign AP Warrant: # 29** Josh motioned to sign warrant #29, Ronald 2nd, all in favor, motion carries
2. **Sign Payroll Warrant # 27 & 28** Josh motioned to sign warrants #27 & 28, Ronald 2nd, all in favor, motion carries
3. **Sign the approved Minutes:** Minutes signed.
4. **Sign Warrant for School Budget Validation Referendum:** Josh motioned to accept warrant, Ronald 2nd, all in favor, motion carries.

Public Comment:

*Sherry Paul brought the original Pleasant River Ambulance Interlocal agreement for the Selectmen to sign. Dated 5/19/25, expires same time as original contract. (15 years from 2018)

*Cathy Fonda shared that an Israeli artist is going to be creating statues to create "Friendship Rd." in Jonesport.

*Audit will be scheduled for week of June 16th. Selectmen requested to ask auditor about Shellfish Warden wages.

*Philip Rusecky recommended to keep the Shellfish license fees same as last year. Selectmen approved.

Meeting Closed: VJ motioned to adjourn meeting, Josh 2nd, all in favor, motion carries. 6:06 PM.

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray
Assistant

Robin Wawrzynaik – Admin

TOWN OF ADDISON

Selectmen's Meeting Agenda

May 5, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 04/22/2025:

VJ motioned to accept minutes, Ronald 2nd, all in favor, motion carries.

2. Kelsey Property Purchase Update / Open Bids:

There has been no further communication from Richard Kelsey or his lawyer on the clarification of what is included in the sale of the property. The Selectmen agree that without all the original parcels agreed upon, the Town of Addison will not pursue the sale. They are willing to give Mr. Kelsey and his attorney until the next Selectmen's meeting, which is scheduled for Monday, May 19th, to respond before withdrawing from the sale.

3. Review Maine Assessment & Appraisal Services, Inc. contract:

Joshua made a motion to sign the contract, Ronald 2nd, all in favor, motion carries

4. Building Grounds & Maintenance: Riverside Electric Quote approval / Town Office floor replacement specs (Fire Department inquiring on roof repair, leaky spicket by entrance door)

*For the Riverside Electric quote, the ARPA fund will cover the quote amount and whatever is left is to go to the walking trail. Joshua motioned to sign Riverside Electric quote, VJ 2nd, all in favor, motion carries.

*Peter Davis with BG&M is looking into getting the Addison Town Office floor replacement bid back out. He is recommending to order the materials and store them due to the constant fluctuation of prices. A quote is only good for 24-36 hours. He will call in the morning to organize delivery. If the cost is \$100-\$150 more than anticipated, he will bring it back to the Selectmen. Joshua motioned to purchase the flooring materials, VJ 2nd, all in favor, motion carries.

*Peter has looked at the Fire Station roof and does see where shingles need to be replaced but stated it is not currently leaking at the moment. As far as the leaky spicket, they will need to call a plumber.

*Peter also stated that the Town Park needs some sprucing up. The rock wall needs to be fixed, the flower beds need to be raised after the electrical is finished. Cody Davis had put in a quote for the raised flower beds of \$3,367.00. Joshua made a motion to accept Cody's quote for flower beds, Ronald 2nd, all in favor, motion carries.

5. Payment in Lieu of Taxes: \$550.00 as a year 2025 payment in lieu of taxes for Maine Coast Heritage Trust's Upper Wass Cove, Shabbit Island, Flat, Nash, and the Ladle Islan Preserves.

Joshua motioned to accept payment in lieu of taxes, Ronald 2nd, all in favor, motion carries.

6. CardiacLife Quote: Quote for Fully Automatic iCPR AED w/ sleeve \$1,900.44 / Quote for Defibtech Lifeline Auto AED Package \$1,490.03.

The Selectmen stated there was nothing budgeted to cover this expense. We will have to look into this another time.

7. Pleasant River Ambulance Service Interlocal Agreement:

The Selectmen agreed to sign the PRA Service Interlocal Agreement on the same terms as everyone else. Cheri Paul will try to obtain the original contract for the Selectmen to sign at next meeting.

8. Authorize users for Versant Account: Stephanie Chambers and Robin Wawrzynaik (Amy Lenfestey authorized as of 2020)

Selectmen agreed to add Stephanie Chambers and Robin Wawrzynaik to the Versant account for future issues.

9. Road Commissioner Report:

The trees alongside the road are being taken care of. Next project is filling in pot holes.

Other:

*Tyler Construction reported that 3-4 floats at the South Addison Town Landing will need welding and new irons. They are willing to do that work at their shop over the winter when floats are taken out.

*Terry Grant reported that the weather head connecting power lines to the side of the town office are pulling away and causing the line to chafe on the cable clamp. The issue was reported and fixed.

*Amy Lenfestey requested some form of protective layer over the wooden shelf at the front counter. Peter Davis with BG&M will take a look at it and see if we could get a piece of plexi glass or an equivalent to cover.

*A resident asked about the property currently owned by the town where the windmill used to sit. He was informed that it is thought to be approximately 10 acres and if the town decides to do anything with it, it would be made public.

1. **Sign AP Warrant: #26** Joshua motioned to sign AP Warrant 26, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant: #25** Joshua motioned to sign Payroll Warrant 25, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:**
4. **Sign Maine Assessment & Appraisal Services, Inc. Contract**
5. **Sign Riverside Electric Contract**
6. **Sign Versant Letter for Authorized Users:**

Adjourn: Joshua motioned to adjourn meeting at 6:20 PM, Ronald 2nd, all in favor, motion carries.

Meeting Closed: 6:20 PM

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray
Assistant

Robin Wawrzynaik – Admin

TOWN OF ADDISON

Selectmen's Meeting Agenda

March 31, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray

Meeting Open: 5:00PM

1. Motion to accept minutes from Selectman's Meeting 03/17/2025:

Joshua motioned to approve minutes from 3/17/25 Selectman's meeting. Ronald 2nd, all in favor, motion carries.

2. Minor Officer Oaths:

*Topic of Emergency Management appointment was tabled. Adam Thompson declined reappointment to the Harbors Committee. The Shellfish Committee voted Philip Rusecky on as a regular Shellfish Committee member as well as Dustin Reynolds and Jessica Merchant as Shellfish Committee alternates.

*VJ motioned to appoint Philip Rusecky, Dustin Reynolds and Jessica Merchant to their perspective Shellfish Committee seats, Joshua 2nd, all in favor, appointment carries.

3. Tick & Mosquito Contract:

VJ motioned to accept new Tick & Mosquito contract, Ronald 2nd, all in favor, motion carries.

4. Request for a roadside cleanup event of April 19th:

Selectman ok'd the roadside cleanup and agreed for the town to purchase bags and water.

5. Moderator Stipend:

The Selectman are ok with the \$25.00 moderator stipend but would like to have more of an official form for the process.

6. Online Boat Registration:

All Selectman agreed that this could benefit our residents and agreed to let Robin Wawrzynaik move forward with implementing the online portal.

7. Quit Claim Deed Map 008 Lot 051:

VJ motioned to sign Municipal Quit Claim Deed, Joshua 2nd, all in favor, motion carries.

8. Donna Kausen regarding a road race for Cape Split School House in September:

Donna Kausen was present at meeting and explained that the Cape Split School House wants to host a charitable run for the Lamb House. They have the course all planned out along with cones and flaggers to assist the runners. They also will have an EMT present and an insurance rider already in place for the event. The Selectboard thought it sounded very well planned out and ok'd the plan. Also mentioned that the Town would be willing to help with advertising via website, facebook, etc.

9. A piece of gutter hanging off of Post Office side of Town Office.

The gutter came down on it's own today, Mainely Vinyl has been contacted to reinstall.

10. Scope of ACO duties (i.e. domestic vs. wild animals, etc.):

There was some information available explaining that an ACO's primary duty is towards that of domesticated animals but it was also noted that "A municipality may control undomesticated animals in matters on which no other department is charged by law to regulate".

Butch Pinkham recommended that she call Inland Fisheries & Wildlife or warden service for raccoons and birds. He also thought it would be worth looking into a catch pole and an indestructible dog trap.

11. Galen Cole Family Foundation sponsored program to assist municipalities with the purchase of American Flags:

The Galen Cole Family Foundation is offering to help towns with 50% of costs for flags and equipment purchases. The Selectmen thought that would be a good idea and requested that the office staff look into our current inventory and order what we need for flags/equipment.

12. Proposition from Washington County Commissioners to pay taxes in installments (Addison portion \$403,638):

The Selectman opted to wait to pay the county tax until after tax commitment.

13. Road Commissioner Report:

Marcus Norton stated that he had helped Harold Tyler with the beavers that keep damming up South Addison. They have also built a fence to try to keep them out. He also noted that the amount of mud at the landing has been getting worse every year. It is making it almost impossible for the poles to be put back. He mentioned that keeping it there and make landing a "high water" landing.

Other:

*Shawn Dowling would like to have the peck buckets he ordered along with a clam ring sent away to be certified. That would help in his patrol for the diggers and legal system to know that he is using certified equipment. He was quoted \$80.00 per hour. Roughly 1 hour for 1 ring and

roughly 1 ½ hours for the bucket. The Selectman did seem to think that certifying equipment is definitely in his interest and agreed to have 2 clam rings and 2 buckets certified.

*Chris Chartrand mentioned that Versant came by and removed the streetlight across the road from his house. At first he thought they would replace it with LED but no one has come back. Robin said she would look into it and see what is going on.

*Kathy Fonda has requested to have the \$10.00 fee for kitchen use for the benefit supper for the Friends of the Church on the Hill be waived. VJ motioned to approve waiving fee, Joshua 2nd , all in favor, motion carries.

1. **Sign AP Warrant # 16:** Joshua motioned to accept warrant, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant #14, 15:** Joshua motioned to accept warrant, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:**
4. **Sign Tick & Mosquito Contract:**
5. **Sign Quit Claim Deed:**

Meeting Closed: VJ motioned to adjourn meeting, Ronald 2nd, all in favor, motion carries.

Meeting Closed at 5:42 PM

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray
Assistant

Robin Wawrzynaik – Admin

TOWN OF ADDISON

Selectmen's Meeting Agenda

March 17, 2025

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

Selectmen Present: *VJ Lenfestey, Joshua Stubbs and Ronald Gray*
Meeting Open: 5:01PM

1. Motion to accept minutes from Special Town Meeting 11/18/24, Selectman's Meeting 3/3/25, Town Meeting & Special Selectman's Meeting 3/11/2025:

Joshua motioned to approve all meeting minutes, Ronald 2nd, all in favor, motion carries

2. Trio Online Payment Processing:

All Selectmen declined to move forward with online payment processing. Face to face is the preferred method.

3. Payment in Lieu of Taxes:

Joshua motioned to accept payment of \$9,840.00 from Maine Community Foundation in lieu of taxes for several pieces of property owned and maintained by Maine Dept. of Inland Fisheries & Wildlife. Ronald 2nd, all in favor, motion carries.

4. ACO:

After several issues and complaints made residents about our ACO, Joshua made a motion to unappoint Elwin Wright as ACO & Constable, Ronald 2nd, all if favor, motion carries.

Jessica Merchant was present and volunteered to fill the ACO position. Joshua made a motion to appoint Jessica Merchant as ACO, Ronald 2^{nc}, all in favor, motion carries.

5. Town Assessor contract expires 03/19/2025:

The Selectmen were made aware of our Town Assessor's contract expiring on March 19th. She had requested some possible holiday or vacation coverage along with an adjustment of "16 hours per week" as she feels limited. Selectmen discussed possible scenarios with adjustments to the contract that could accommodate requests. With the town meeting had been on March 11th, and budgets voted on, it is hard to make any kind of financial adjustment. It was noted that the Treasurer would

include her contract in the file for next year's budget and town meeting to we could adjust her compensation accordingly. They all agreed that we could reword the hour limitations within her contract to allow her the time necessary to finish her tasks. VJ motioned to resign contract with Barbie Cirone as the Town Assessor for the 2025-2026 year, Ronald 2nd, all in favor, motion carries.

6. Road Commissioner Report: Commissioner not present.

Other:

1. **Sign AP Warrant # 13 :** VJ motioned to approve AP Warrant #13, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant #10, 11 &12:** Joshua motioned to approve Payroll Warrants, 10, 11 and 12, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:**
4. **Sign New Fireworks Contract:**
5. **Sign Revised Harbor & Coastal Waters Ordinance:**

Public Comment: Amy Lenfestey noted that Riverside Electric had been down to 2 town landings, 113 Marsh Island and 56 The Lane and replaced bulbs.

Meeting Closed: VJ motioned to adjourn meeting @ 5:24 PM, Ronald 2nd, all in favor, motion carries.

TOWN OF ADDISON

Selectmen's Meeting Agenda

April 7, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray

Meeting Open: 5:12PM

1. Motion to accept minutes from Selectman's Meeting 03/31/2025 & Special Town Meeting Minutes 3/31/25:

Joshua motioned to accept minutes from both the Selectman's and Town meetings on 03/31/25, Ronald 2nd, all in favor, motion carries.

2. Per Riverside Electric, regarding the light installed at Addison Landing/113 Marsh Island:

"2 trees between the utility pole and pier, may need to be removed. - The light aimed at the pier may cause some glare to vehicles pulling away from pier. -In order to push light out onto the pier, the utility pole would need to be replaced with a 40' pole and much larger flood light would be needed. Riverside does not set poles, but could assist with getting a sub-contractor to do this if this is the path the town chooses to go. They estimate it would probably cost upwards of \$2,000 to get a 40' pole and have it set.

Marcus Norton said he would take care of trees.

3. Town Re-Evaluation Contract:

The Selectmen requested to have the admin assistant contact Maine Assessment & Appraisal Services to inquire about the price increase. Also will ask about the parcels that are raw or wooded parcels, how they would affect rate. The Selectmen also requested to have the contract sent to the Town attorneys for their opinion.

4. Employee Handbook:

Will look at this at a later date.

5. Kelsey Property Closing:

Mr. Richard Kelsey requested to have an in person closing with the Selectmen. It was agreed that if he wanted to, they would have to turn it into a public Special Selectman's meeting, this Thursday, April 10th. Requested 5:30PM.

6. Road Commissioner Report:

Marcus reported that he had to hire Carver's for some help on the Basin Rd. Landing so to expect a bill from him.

7. Motion to enter into Executive Session, Per Title 1, Chapter 13, §405, Article 6-C to discuss real property:

Exited for executive session at 5:45PM.

Returned from executive session at 5:54 PM

Other: *Joshua made a motion to move Selectmen's meetings from 5:00 PM to 5:30 PM. Ronald 2nd, all in favor, motion carries.

*Ronie had mentioned that she thought you could call game wardens with dead animals but wanted to report that isn't the case.

*There was a request for the Selectmen's support for a Memorial Day Ceremony. Josh motioned for support, Ronald 2nd, all in favor, motion carries.

*The Cole Foundation, who initially offered to help us fund flags, is out of funds and unable to help but the Town is on a waiting list.

*The town should let Transfer Station know about Town Clean up coming up on the 19th.

*Building Grounds & Maintenance will meet with Riverside to get a quote on the electrical. Also reported that they will meet in 7-10 days. VJ mentioned that the roof on Fire Station #1 needs to be redone.

*Marcus asked if we could have the oil drum and furnace taken out of the storage building for more room. The Selectmen agreed.

*Marcus also mentioned selling the solar tubes. Asked if they could be sold. The Selectmen said it was looked into years ago and could not find anyone to take them. Marcus may know someone.

1. **Sign AP Warrant # 18 & 19:** Josh motioned to accept AP Warrant 18 & 19, Ronald 2nd, all in favor, motion Carries.
2. **Sign Payroll Warrant #17:** Josh motioned to accept AP Warrant 18 & 19, Ronald 2nd, all in favor, motion Carries.
3. **Sign the approved Minutes:**

Meeting Closed: Josh motioned to adjourn, Ronald 2nd, all in favor, motion carries.

Meeting adjourned at 5:55PM

Selectmen:

VJ Lenfestey

Joshua Stubbs

Ronald Gray

Robin Wawrzynaik/ Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Agenda

February 18, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray

1. Motion to approve meeting minutes 2/03/25:

Joshua motioned to approve minutes, Ronald 2nd, all in favor.

2. Sign special town meeting minutes from 05/06/2024

VJ motioned to approve minutes, Ronald 2nd, all in favor.

3. Clamshell Property:

Kelsey put on market for \$145K, the Town offered him \$75K, Kelsey counter offered \$120K.

Downtown Salmon Federation questioned the towns limitations on an offer. VJ stated that there was a special town meeting held to determine the Town's interest in the property and what funds to secure for the transaction. DESF then questioned the assessed value of the property and was informed that the town assessed value of the property is \$85,400. Ronald motioned to offer \$85,000 towards the potential sale as well as a rejection to the requested May 2025 time frame to vacate the premises, Joshua 2nd, all in favor.

4. Warrant Articles:

Chris Chartrand recommended on Article 26, to state that the article was not recommended by budget committee.

VJ motioned to accept articles along with Chris' recommendation, Joshua 2nd, all in favor.

5. Road Commissioner Report:

Marcus stated that The By Us Company had delivered another 450 yards of sand and we only have another 430 yards left and may need more before end of winter. He also reported that he had trimmed the branches on Division Way.

Other:

- 1. Sign AP Warrant #4 & 5:** Joshua motioned to accept AP warrants, Ronald 2nd, all in favor
- 2. Sign Payroll Warrant #2,3 & 6:** Josh motioned to accept Payroll warrants, Ronald 2nd, all in favor
- 3. Sign the approved Minutes:**

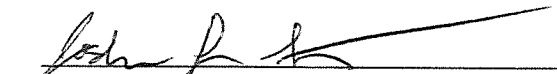
Public Comment: None


Mail Correspondence: None


Meeting Closed at: Joshua motioned to adjourn meeting, Ronald 2nd, all in favor

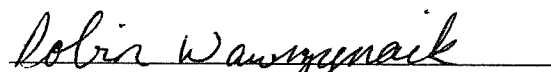
Meeting closed at 5:33 PM

Selectmen:


Joshua L. Stubbs


Verlan R. Lenfestey Jr.


Ronald A. Gray


Robin D. Wawrzynaik – Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Minutes

February 3rd, 2025

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

Selectmen Present: *all*

Meeting Opened at: *5:00 pm*

- 1. Harbor Ordinance:** *Harbor Master, Irene Yaws, presented proposed changes the Harbor Committee would like to see changed in the ordinance for the upcoming town meeting. The first change would that the ordinance requires moorings to have an ID marker on each buoy. The second change would be to change the amount of the rental mooring fee to \$150 with the approved permit from the Army Corps of Engineers. The last change would be the status of unpaid moorings. Moorings unpaid will be considered overdue, moorings more than 2 ½ years unpaid will be reviewed by the Harbor Master. After a reasonable effort has been made, the mooring owners will then be given the option to pay up on overdue fees, sell the mooring by end of August and pay the overdue balance, remove the mooring from Addison waters, or surrender the mooring to the Town of Addison. If the mooring is removed or surrendered then a new mooring will not be permitted until past fees are paid.*

The Selectboard all agree in favor of the changes and ask Irene to provide the information to Amy Bright and they work on the articles for the Town warrant.

- 2. Re-evaluation with Garnett Robinson and Barbie Cirone:** *Garnett Robinson attended with staff, Josh & Richard. Garnett introduced himself and provided the board with resumes, reference letters, and reevaluation information about his company. Garnett has been doing reevaluations for 40 years and 30 of those have been with his own firm. He stressed the importance of everything being completed equalized across the town and that in order to complete this he would require subcontractors local to the area. The town would be split amongst those subcontractors by map and they would complete the parcel research and data needs. He would have his team explain and assist with the process in the beginning and would be checking in to ensure information is accurate. He will request the sub-contractors have the office keep track of in-home appointments to assist in the process. He would want notice sent out to the Town on who to expect at their homes and information that will be asked to review. Garnett explained the entire process is very thorough and can feel invasive but it equalizes the town as a whole. Bringing the town to an equal playing field not only puts us at our certified ratio with the state but also reduces the mil rate should the town continue to budget as it has been. Garnett answered questions from those present and also expressed that should any of the board members or Barbie like to participate or do a ride a long for the process so they all understand what they're expecting they were more than welcome. The board expressed their thank you to Garnett and his team for attending the meeting and providing the information.*

- 3. Road Commissioner Report:** *Marcus reports there is no update at this time. Ronie requests that Marcus trim the tree on Division Way as it's still an issue with her bus. Marcus will be down to check it out.*

- 4. Office Assistant Position:** VJ makes a motion to enter in executive session Per 1 MRSA § 405 (6)a to discuss personnel matters at 6:10 pm, Josh 2nd, all in favor, motion carries.

Meeting reopened at 6:15pm, VJ makes a motion to hire Stephanie Chambers pending a background check, Josh 2nd, all in favor, motion carries.

- 5. Account Signers:** Josh makes a motion to add Robin Wawrzynaik to the bank as a signer, Ron 2nd, all in favor, motion carries
- 6. Office Hours:** To work on reducing the potential for overtime, the office proposes the idea of opening on Wednesday 10am – 6pm. VJ thinks that opening everyday at 8:30am will be more consistent and will also cut back on the overtime. VJ makes a motion the office will be open 8:30am – 4pm Monday through Friday and Wednesday 8:30am – 6:00pm, Josh 2nd, all in favor motion carries. The new hours will go into effect March 17th. It is also decided that if there is a 2 hour delay the office will open at 10 am and that snow days will still be called by the Selectboard. Josh is fine with the office contacting him for snow day updates.
- 7. Maine Building Codes:** Linda Alley makes a request that the Selectboard look into the Town adopting the Maine Building Codes. At this time the Town does not have to enforce or adopt the rules as we are below a population of 4,000. All state of Maine contractors are required to build to standards of the Maine Building Codes and our Code Enforcement Officer must be certified trained in these codes and be able to perform these inspections. At this time our CEO can not enforce or inspect any of the additional aspects as we don't have the ordinance or codes adopted. Linda has had a bad experience with her newly built home and wants to ensure that this does not happen to others in town. If her contractor had been performing the necessary tests or had to be inspected, she could have caught the damage earlier on. The Selectboard would like to have this looked into by the Planning Board. They need the opportunity to review this and to see how that could impact the ordinance currently. The Selectboard will also need to know if this will increase the cost of the CEO position.
- 8. Town Card from MSB:** VJ makes a motion to approve a credit card for expenses up to \$1,500, Josh 2nd, all in favor, motion carries
- 9. Eaton Peabody Update:** The office received a letter from Patrick Lyons formerly with Eaton Peabody explaining he has left the firm and wanted to see if the Town would be keeping their business with him at his new firm or with Eaton Peabody so he could request for records to be transferred. The Board discussed that they had only used Eaton Peabody because our firm suggested them as we had had a conflict of interest in a previous matter. The board agrees the records would stay with the firm Eaton Peabody.

Other:

- 1. Sign AP Warrant #109 and #1** Josh makes a motion to sign the AP Warrants as written, Ron 2nd, all in favor, motion carries
- 2. Sign Payroll Warrant #106, #107 and #108** Josh makes a motion to sign the Payroll Warrants as written, Ron 2nd, all in favor, motion carries
- 3. Sign the Approved Minutes**

Public Comment:

Amy Bright brings up the meal break waivers for the office staff that have chosen to not take a lunch on some days but have been provided the option to take a lunch. The Selectboard sign the waivers for the personnel files.

Those in attendance requested an update on the Kelsey properties, at this time we've heard no update from the company and after researching the property they have decided to make an offer on the property. Josh makes a motion to offer \$75,000, Ron 2nd, all in favor, motion carries.

Mail Correspondence: *None*

Meeting Closed at: *VJ makes a motion to adjourn at 7:05 pm, Josh 2nd, all in favor, adjourned*

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Amy A. Bright – Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Minutes

January 21st, 2025

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

Selectmen Present: VJ Lenfestey and Ronald Gray
Meeting Opened at: 5:01 pm

1. **Road Commissioner Report:** *Marcus has nothing new to report. Jeff Taylor requested to ask about ditching being completed on the Old Addison Rd at the apple orchard as the water pools across the road causing ice and pot holes. Marcus explains that he can do the ditching in that area but it would require some trees to be cut back. Jeff says that's fine and he can help out. Marcus and Jeff exchange numbers so that they can coordinate a plan for this spring to get the ditching done.*

Town Historian and Story Teller - Osborne Davis explains to Jeff Taylor that he will probably find a cedar tree on the corner of that property that has a fresh spring that is probably the root of the water issues and this spring has never frozen, not once.

2. **Review Applications and schedule interviews:** *The selectboard move these to review after the meeting as they received a total of 18 applications for the office assistant position.*
3. **Employee Handbook:** *Now that the Maine Paid Leave Laws have been finalized, Amy Bright reminds the Board that the handbook needs to be reviewed by the attorney to ensure we are in compliance with State and Federal law. Ron and VJ approve sending the handbook to the attorney for review.*
4. **Town Book Printing/Warrant Articles Deadline:** *The office this year intends to print the Town Book in house this year to save on funds. Printing inhouse will also allow for the warrant to be printed after the 18th. The warrant deadline and approval will be the 18th at the Selectmens Meeting. The office will plan to have 200-300 books printed by town meeting with a total of 400 books overall.*
5. **Motion to enter into Executive Session Per 1 MRSA § 405 (6)c to discuss real estate:** *tabled as no one is present. This will be removed until requested again by the property owner*

Other:

1. **Sign AP Warrant #103 #101 #105** *VJ makes a motion to approve the AP Warrants as written, Ron 2nd, all in favor, motion carries*
2. **Sign Payroll Warrant #98 FD Stipends #99 #100 #102 #104** *VJ makes a motion to approve the payroll Warrants as written, Ron 2nd, all in favor, motion carries*
3. **Sign the Approved Minutes**

Public Comment:

Marcus Norton mentions that he feels the Town Office should have a LED light sign installed for notices to the town residents. VJ brought up that the last time a sign was looked into it was quite a cost there wasn't space to the front of the building to put the sign. Amy Bright mentioned the sign could be looked into if it was placed at the Town Park or the adjacent property should we acquire it.

Mail Correspondence: *None*

Meeting Closed at: *VJ makes a motion to adjourn at 5:27pm, Ron 2nd, all in favor, adjourned*

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Amy A. Bright – Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Agenda

January 6th, 2025

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

Selectmen Present: *all*
Meeting Opened at: *5:00pm*

1. **Motion to enter into Executive Session Per 1 MRSA § 405 (6)c to discuss real estate:** *tabled as no one was present*
2. **Road Commissioner Report:** *Marcus reports there's no news to report*
3. **Town Hall Back Door:** *After discussing an issue with the Ladies Auxiliary having someone loiter around the hall during one of their meetings, it has been decided from now on that the back door will remain locked.*
4. **Setting Budget Committee Meeting: January 16th at 6 pm** *Josh makes a motion to set the meeting for the 16th, Ron 2nd, all in favor, motion carries*
5. **Motion to enter into Executive Session Per 1 MRSA § 405 (6)a to discuss personnel matters: Performance Reviews**
 - a. **Amy Bright** *Josh makes a motion to enter into executive session at 5:24 pm, Ron 2nd, all in favor, motion carries. Meeting reopened at 5:46pm*
6. **Ordinance for Senior Property Tax Discount Proposal:** *After discussing the possibility of a senior tax relief program for the town, Amy Bright received notice from MMA that in order for this to happen it would require the Town to enact an ordinance and an application process. After discussing that Garnett Robinson would like to get started on the re-evaluation the Selectboard decided that this would allow them to hold off on the program. The re-evaluation could resolve the issue itself at this time. The program at this time is tabled.*

Other:

1. **Sign AP Warrant #97** *Josh makes a motion to sign the AP Warrant as written, Ron 2nd, all in favor, motion carries*
2. **Sign Payroll Warrant #94 #95** *Josh makes a motion to sign the Payroll Warrants as written, Ron 2nd, all in favor, motion carries*
3. **Sign the Approved Minutes**

Public Comment:

- *This item correlated with agenda item 6. The decision for the meeting with Garnett and the crew will be February 3rd at the Selectboard meeting.*
- *Bob Dennison attended the meeting to find out if the town moves forward with the Kelsey property that he would be interested in purchasing the old post office. The Selectboard thanked him for reaching out but explained at this time we were waiting for our next steps and that the building would possibly stay with the property.*
- *Amy Lenfestey reported that Riverside Electric had been in and installed almost all of the efficiency Maine grant LED light fixtures downstairs and upstairs, had replaced the outdoor parking lot lights, and took care of the wiring box in the back of the hall.*
- *Amy Bright announces that in her performance review she has given her notice to the Town. The Board would like the office assistant position posted to the Town Page, Indeed, and Facebook.*

Mail Correspondence: *None*

Meeting Closed at: *Josh makes a motion to adjourn at 5:51pm, Ron 2nd, all in favor, adjourned*

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Amy A. Bright – Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Minutes

March 3, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:00 PM

1. Review and sign meeting minutes: 11/04/2024-02/18/2025

Joshua motioned to approve minutes, Ronald 2nd, all in favor, motion carries

2. Resignation and Assignment of the Treasurer/Admin Assistant, Public Info. Officer, E911 Officer:

Joshua motioned to accept Amy Bright's resignation of Treasurer, Admin Assistant, Public Info Officer, E911 Officer, Ronald 2nd, all in favor, motion carries.

Joshua motioned to accept Robin Wawrzynaik as Treasurer, Admin Assistant, Public Info Officer, E911 Officer, Ronald 2nd, all in favor, motion carries.

3. Meal Break Waiver:

VJ motioned to approve Stephanie Chambers meal break waiver, Joshua 2nd, all in favor, motion carries.

4. Resignation letter from Building Grounds & Maintenance:

VJ motioned to accept Don Williams resignation letter from the Building Grounds & Maintenance Committee, Joshua 2nd, all in favor, motion carries.

5. Sign Engagement Letter:

Joshua motioned to approve and sign the accountant's Engagement Letter, Ronald 2nd, all in favor, motion carries.

6. Sign Broadband Support Letter:

VJ motioned to sign the letter in support of broadband for the Maine Connectivity Authority, Joshua 2nd, all in favor, motion carries.

7. Permission to close Town Office on March 25th at 12:00 for BMV New Plate training:

VJ motioned to close the Town Office on March 25th at 12:00 for the BMV training, Ronald 2nd

*Amy Bright mentioned that it may be beneficial for office staff to close the office at 11:00 vs. 12:00 to give them enough time to finish up with customers at the counter, close the office and eat lunch before having to leave for a training in East Machias.

VJ and Ronald rescinded initial motion. VJ motioned to close the Town Office on March 25th at 11:00 for the BMV training, Ronald 2nd, all in favor, motion carries.

8. A resident called to inquire on an ordinance on Aerospace usage.

A resident called the Town Office, concerned about the Blue Shift group trying to come to the town of Addison. Due to their prior engagement with the Town of Jonesport and now the Town of Steuben, wanting to utilize surrounding areas for rocket blasts. She is was hoping there would be a potential ordinance the Town could enforce to keep them from coming here. VJ stated that the Town of Addison had previously refused Blue Shift from coming into Addison and wasn't concerned that they would try again. Selectman agreed there was no need to go further with an ordinance.

9. Road Commissioner Report:

*Marcus reported that he had posted roads over the weekend.

*Richard Paul inquired whether or not Marcus gets any kind of stipend or pay because he does a lot of good work with the town. Marcus reported that he is paid hourly for his work.

Other:

1. **Sign AP Warrant # 8 & 9:** Joshua motioned to approve Warrants, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant #7 :** Joshua motioned to approve Warrant, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:**

Public Comment:

*Osborne Davis wanted to let everyone know that his garage has officially exchanged hands and now belongs to Cody Davis.

*Amy Bright asked if Robin Wawrzynaik were asked to attend a committee meeting, can that time be put on her time sheet? The Selectman did agree that if someone within the committee is unable to come into the office during normal business hours, then yes.

*Joshua announced that the Town of Addison has moved forward and is in process of purchasing the Kelsey property with the closing date being April 10th. Marcus asked about plans as far as purchase and demolition. Due to the building on the property being a liability to the Town, the selectman have stated they would like to move forward with constructing an ad for bid for demolition of the property to go out in the newspapers as soon as possible. Marcus stated that if we could run an ad in next week's paper and potentially have bids to look at before April 1st. Everyone agreed on a potential tear down date of 04/14/2025. – ***Joshua makes a motion to advertise for bids on demolition of the building, Ronald 2nd, all in favor, motion carries.***

Chris Chartrand stated there is rough cut granite on property along with timber ties that could potentially, naturally, decorate the area or even set up plaques to point out historic sites. Marcus mentioned contacting abutting property owner regarding upcoming changes and parking arrangements.

Meeting Closed: VJ motioned to adjourn meeting, Ronald 2nd, all in favor, motion carries.

Meeting Closed at 5:40 PM

Selectman's Signature

Verlan Lenfestey Jr.

Joshua Stubbs

Ronald Gray

Robin Wawrzynaik – Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Agenda

June 30, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:30PM

1. Motion to accept minutes from Selectman's Meeting 06/16/2025:

Joshua motioned to accept minutes from 6/16/25, Ronald 2nd, all in favor, motion carries.

2. MMA Property & Casualty Pool Inspection Report Update:

Chris Chartrand removed abandoned electrical box off the storage building. The only issue left to address is the boiler room.

3. Road Commissioner Report:

Marcus was not present

4. Tax Collector-Certificates of Settlement:

Joshua motioned to sign off of the tax collector-certificates of settlement, Ronald 2nd, all in favor, motion carries.

5. Permission to close the office on Friday August 15th (tentatively) to update server to new Trio Web.

VJ motioned to close the Town Office on August 15th for update to server, Joshua 2nd, all in favor, motion carries.

6. Stray Animal Contract with The Ark Pope Memorial Animal Shelter:

Joshua motioned to sign a contract with the Ark Pope Animal Shelter for town of Addison stray animals, VJ 2nd, all in favor, motion carries.

7. Review bids for Office Floor repair:

The Town of Addison received 1 bid from Morris Young with Downeast Shed, Deck & Shingles for \$5450.00. Joshua motioned to accept bid, Ronald 2nd, all in favor, motion carries.

8. Motion to enter into Executive Session Per MRSA §405 (6)a to discuss personnel matters: 90 Day Review for Stephanie Chambers

Joshua motioned to enter into executive session at 6:02PM, Ronald 2nd, all in favor motion carries.

Returned from executive session at 6:15 PM.

Other:

1. **Sign AP Warrant: # 38**-Joshua motioned to approve AP warrant, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant # 36 & 37**-Joshua motioned to approve Payroll warrant, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:**
4. **Sign Tax-Collectors Certificates of Settlement**
5. **Sing Ark Pope Animal Shelter Contract**

Public Comment:

*There was concern about Beano being interrupted with the replacement of the office floors. The office will try to coordinate between Peter and Morris Young to avoid conflicts.

*Downeast Salmon Federation had contacted Joshua Stubbs, looking for a signature on a letter of support for replacing the culvert at Bells Brook. There has been concern and rumors that the Federation is looking to build the road up to remove clappers that help control water flow. There are concerns of flooding if the clappers are removed.

*Philip Rusecky asked that the Town Office pass along that he made a trench in the mud at the Town Landing that seemed to be helping. The Selectmen would like to get a quote from County Concrete to dig out the built-up embankment of mud.

*Chris Chartrand, with the Addison Days committee, wanted to report that they installed the boardwalk. The committee would like to take down a couple of signs at the park due to the fact they are so worn. He would like to combine the information from the signs into one and place it somewhere where it would not interfere with the usage of the park. Selectmen ok'd quotes and had stated the funds should come out of Building Grounds & Maintenance for the project.

*Also discussed was the condition of the flags throughout town. The flags this year don't seem to be holding up as well as they have in the past. Selectmen ok'd Cody to get a quote from Elmer's Discount for wooden flag poles but would like to see the flags fixed before July 4th.

Meeting Closed: Joshua motioned to adjourn meeting at 6:16PM, VJ 2nd, all in favor, motion carries.

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON
WARRANT FOR SPECIAL TOWN MEETING

To, Shawn Dowling, constable and 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 and warn the Inhabitants of the said Town of Addison, in the said County of Washington, qualified by law to vote in Town affairs, to assemble at the D.W. Merritt School in said Town of Addison on August 12, 2025 at 7pm, then and there to act upon the following articles, to wit:

Article 1. To elect a **Moderator** to preside over said meeting.

Christopher Chartrand was nominated, nomination was 2nd. 3 votes were cast, all 3 votes for Christopher Chartrand.

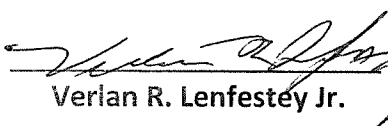
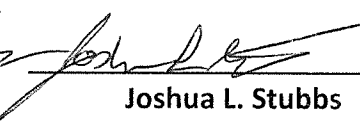
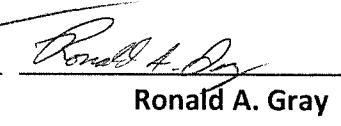
Article 2. To see if the Town will vote to allow Downeast Marine Towing, LLC, to construct a temporary, commercial landing at the Narrows. The landing will remain in place for an estimated period of 3-5 years, unless the town votes to allow it to remain permanently at a later meeting.

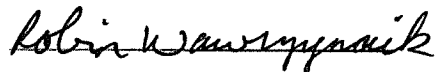
John Rittenhouse motioned for written ballot, motion was 2nd. A tally was taken to vote for paper ballot or a hand count. The tally was too close to call, thus a written ballot was implemented.

The official tally: 129 votes cast, 107 NO (against project), 22 YES (for project)

Given under hands the 18th day of August 2025:

Selectmen, Town of Addison

 Verian R. Lenfestey Jr.	 Joshua L. Stubbs	 Ronald A. Gray
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Robin Wawrzynaik/Admin. Assistant

TOWN OF ADDISON

Public Hearing

August 12, 2025

Selectmen Present: Verlan Lenfestey, Joshua Stubbs, and Ronald Gray

Hearing Opened: 5:12 PM

Public Comments:

1. To discuss a potential, temporary, commercial landing:

Verlan Lenfestey opened the meeting at 5:12 PM. It began with the reading of 8 emails from property owners concerned about the project. There was discussion about the deeds to the property stating that the town was gifted the property therefore the town could not use the property commercially. David Ouellette and David Thompson, both prior Selectmen, stated that the agreement for the gifted property was a verbal agreement and not part of the recorded deed. They wanted to leave it open for the town decide further down the road.

Joshua Stubbs interjected and requested for the owner/operator of Downeast Marine Towing LLC to present his power-point presentation that may answer questions.

The presentation consisted of slides introducing the company, employees and the company mission. The fleet was introduced and explained as well as other landings and how the process works. Throughout the presentation, Addison residents were able to ask questions and express concerns regarding the process for the landing, the machinery coming and going, the environmental and personal effects the project would have, the benefit to the town, the safety of the recreational visitors to the area, the possibility of destruction and maintenance to the roads, and legal matters. Other residents, who are also in the business of construction, spoke to the benefit of the project. The potential landing would also give them a place to be able to load and unload material for work on the islands, thus benefiting the residents who can utilize it and the potential tax income it could bring the town. It could also potentially expand work opportunities for other town contractors.

Meeting Closing: Due to the time constraints and the Public Hearing beginning 12 minutes late, Verlan Lenfestey closed the hearing at 7:08 PM

Selectmen:

Joshua L. Stubbs

Ronald A. Gray

Verlan R. Lenfestey Jr.

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Emergency Selectmen's Meeting Agenda

November 10, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray

Meeting Open: 5:30 PM

1. Motion to appoint Amy Lenfestey as Treasurer until a suitable candidate can be found:

Josh motioned to appoint Amy Lenfestey as Interim Treasurer until a suitable candidate can be found. Ronald seconds - No discussion. Motion Carries

Other: *Briefly discussed scheduling interviews for Treasurer/Administrative Assistant Position. Based on applications received, opted to hold off until the November 17th Selectmen's meeting.*

No other business discussed.

Joshua motions to adjourn- Ronald seconds. Motion passed. Meeting Adjourned at 5:34 PM

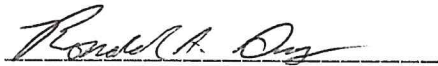
Selectmen:



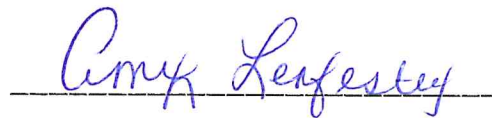
Joshua L. Stubbs



Verlan R. Lenfestey Jr.



Ronald A. Gray



Municipal Clerk

TOWN OF ADDISON

Public Hearing

October 6, 2025

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray

Hearing Opened at: 5:30PM

Hearing Closed at: 5:40 PM

1. To Approve and Adopt the General Assistance Appendices A-H and Recovery Residence Maximums of the “General Assistance Ordinance”:

Public Comments:

Q: When a person applies for general assistance, do they get assistance for everything listed in the maximums?

A: No, they receive help for a specific need.

TOWN OF ADDISON

Selectmen's Meeting Agenda

October 6, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:41 PM

1. Motion to accept minutes from Selectman's Meeting 09/29/2025:

VJ motioned to accept minutes, Ronald 2nd, all in favor, motion carries.

2. Harbor Committee to discuss replacement of Harbor Master:

Deane Cirone offered to fill the Harbor Master seat until another candidate can be found. VJ motioned to accept Deane's as interim Harbor Master, Joshua 2nd, all in favor, motion carries.

The Select Board requested ads be run in the Machias Valley News Observer as well as the County Wide newspaper for 2 weeks each.

It was asked if the Harbor Master had to be a town resident.
We have to refer back to the Harbors ordinance for clarification.

***3. Reviewing of the Employee Handbook:**

VJ noted that there were a few things that he would like changed in the handbook. *The portion regarding employees undergoing background checks, he would like it changed to "Employment is contingent on background checks. The portion under Safety, he would like for injured personnel to report to the Office Manager vs. the Bookkeeper.

4. Update on fencing for the pond at the fire station:

Superior Fence company from Brewer has been contacted to get an estimate on a chain-link fence around the pond at the fire station. A gentleman there is supposed to visit the site and give us a call back. It was also noted that the estimate should include 2-4ft. doors to allow access to the pond.

5. Motion to sign Recycler License Zoning Renewal for DeAvila Salvage:

Joshua motioned to sign the Recycler License Zoning Renewal, Ronald 2nd, all in favor, motion carries.

6. Road Commissioner Report:

Marcus was not present.

7. Review Surveyor's Contract:

Joshua motioned to sign the contract for surveying from Robert Costa, Ronald 2nd, all in favor, motion carries.

The Select Board requests Robin to contact the lawyer to check status on the filing of the deeds on the Kelsey Property so we can move forward.

8. Phone call from a concerned citizen requesting a phone call from the Select Board:

The Town Office had taken a call from a citizen requesting a call from the Select Board or phone numbers to the Select Board so he could speak to them about fighting for our liberties. The Select Board respectfully declined.

9. Motion to accept GA Maximums as written by the State of Maine:

Joshua motioned to accept maximums, Ronald 2nd, all in favor, motion carries.

Other:

1. **Sign AP Warrant: # 61:** Joshua motioned to sign, Ronald 2nd, all in favor, motion carries.
2. **Sign Payroll Warrant # 60:** Joshua motioned to sign, Ronald 2nd, all in favor, motion carries.
3. **Sign the approved Minutes:** Minutes signed
4. **Sign Recycler License Zoning Renewal:** Renewal signed
5. **Sign Robert Costa's surveying contract:** Contract signed
6. **Sing GA Maximums:** Maximums signed

Public Comment:

There was a screw found out in the parking lot. Not sure if it's off the building or a vehicle but wanted to let people know to watch for them.

Adjourn: Joshua motioned to adjourn at 6:19 PM, Ronald 2nd, all in favor, motion carries.

Selectmen:

Joshua L. Stubbs

Verlan R. Lenfestey Jr.

Ronald A. Gray

Robin Wawrzynaik – Admin Assist.

TOWN OF ADDISON

Emergency Selectmen's Meeting Agenda

June 18, 2025

Selectmen Present: *W Lenfestey, Joshua Stubbs, Ronald Gray*

Meeting Opened at: *5:00 pm*

1. Motion to enter into Executive Session per MRSA § 405 Sec.6-E Pertaining to legal matters:

~~Public Comment:~~

Meeting Closed at: *5:30 pm*

TOWN OF ADDISON

Selectmen's Meeting Agenda

April 22, 2025

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

Selectmen Present: Vj Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:00 PM

1. Motion to accept minutes from Selectman's Meeting 04/07/2025:

Joshua motioned to accept minutes from 04/07/2025 meeting, Ronald 2nd, all in favor, motion carries.

2. United Land Pros Offer to buy Town parcel located of Map 023 Lot 019:

United Land Pros offered to purchase a parcel of land Map 023 Lot 019 for \$39,137.47. The selectmen unanimously agreed that, that parcel is not for sale and not negotiable.

3. Maine Assessment Re-Evaluation contract:

All Selectmen are in favor of moving forward on the contract with Garnett Robinson. They have ok'd organizing a phone conversation between Garnett and Selectman Joshua Stubbs to negotiate the terms of the contract.

4. Fire Department trash pick-up:

The Selectmen ok'd the Addison Fire Department utilizing Shawn Dowling, who is already employed by the town, to dispose of the fire department garbage. His fees should come out of the fire department fund and organized by the fire department to arrange pick up.

5. Kelsey Property Purchase:

There has been confusion with the purchase of the Kelsey Property. The current owner of the property has retracted a parcel of land from the sale then later ready to convey it. Per Selectmen, if the current owner is willing to sell us what was originally agreed upon, they are ok with moving forward with the purchase. If not, we will not be moving forward.

6. Body camera requested for Shellfish Warden by Shellfish Committee and a voice recorder requested by Shellfish Committee:

It was noted that for FOAA purposes, if the Shellfish Warden does utilize a body camera that we may want to purchase more SD cards and organize a storage system for any video footage that may need to be reviewed at a later date.

Joshua motioned to approve a body camera for the Shellfish Warden and a voice recorder for the Shellfish Committee, VJ 2nd, all in favor, motion carries.

7. Motion to enter into Executive Session, Per Title 1, Chapter 13, § 405, Article 6-c to discuss real estate property & Article 6-1 to discuss personnel matter.

6:23 PM VJ motioned to adjourn for Executive Session, Per Title 1, Chapter 13, §405, Article 6-c to discuss real estate property. Meeting back in session at 6:44 PM.

6:45 PM VJ motioned to adjourn for Executive Session, Per Title 1, Chapter 13, §405, Article 6-1 to discuss personnel matter. Meeting back in session at 7:00 PM.

8. Road Commissioner Report: Marcus called in stating he will not be available for tonight's meeting

Other:

*The Cole Foundation now has funds to help the town pay

*30 Day Notices going out on 04/25/2025 (roughly 118 Accts. Due for 30 Day Notices)

* There was an oversight of the Emergency Management director seat. VJ motioned to reappoint Michael Gray as Emergency Management Director, Josh 2nd, all in favor, motion carries.

- 1. Sign AP Warrant # 21 & 24:** Josh motioned to accept AP Warrant 21 & 24, Ronald 2nd, all if favor, motion carries
- 2. Sign Payroll Warrant #20 & #22 & 23:** VJ motioned to accept Payroll Warrant 20, 22 & 23, Ronald 2nd, all if favor, motion carries.
- 3. Sign the approved Minutes:**

Public Comment:

* Philip Rusecky with the Shellfish Committee asked if razor clams and hard clams could be added to the Town Ordinance at a special town meeting. An amendment or a change of an ordinance needs to be drafted, brought to the Select Board for approval and then voted on in a public meeting.

*Philip also asked why the Shellfish Warden is being paid through the administrative accounts. Because his pay was coming out of several different places, we decided to pay him as a municipal officer under admin.

*Philip also brought up that the ramp at the town landing has such an over-abundance of mud that he couldn't get his boat in. It was mentioned to maybe bring a dragger in to dredge the ramp.

*Chris Chartrand wanted it brought to our attention that the street light replaced next to his house the Versant replaced with an LED light only worked for the first 35-45 minutes after coming on then remains out for the rest of the night. Robin reported this issue to Versant.

*Joshua was approached by Darren Hammond regarding the interlocal agreement. The information that he has, indicates the Town of Addison has never signed one. Cheri Paul stated that she will check with Charlene, who is on the Pleasant River Ambulance Service to see if she has anything.

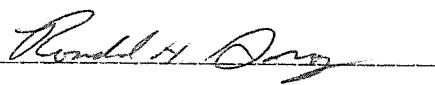
*Richard Paul stated that John Crowley has resigned from the County Commissioners office. He would like to see some kind of recognition for his many years of service. The Selectmen agreed that is something we need to do is to recognize our long-time residents.

*VJ also wanted to recognize the Addison Clean Up crew's efforts over the weekend. Pleasant River Transfer Station attendant, Thomas Batson reported the clean up crew brought in 330-340 lbs. of trash in.

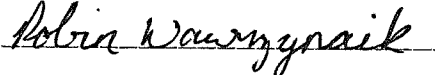
Meeting Closed: Josh motioned to adjourn meeting at 7:01 PM, VJ 2nd, all in favor, motion carries

Selectmen:


Joshua L. Stubbs


Ronald A. Gray
Assistant


Verlan R. Lenfestey Jr.


Robin Wawrzynaik – Admin

TOWN OF ADDISON

Selectmen's Meeting Minutes

December 15, 2025

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

Selectmen Present: Verlan (VJ) Lenfestey, Joshua Stubbs – Ronald Gray (absent)
Meeting Open: 5:30 PM

1. **Motion to accept minutes from the December 1, 2025 Selectmen's Meeting:** *Josh motions to accept the minutes from the December 1, 2025 Selectmen's meeting. VJ seconds – no discussion. Motion carries.*
2. **Small Animal Clinic:** *As the Small Animal Clinic will not be renewing stray animal contracts, their suggestions were to contact ASPCA or the Ark. We currently have a contract with the Ark and will reach out to Sarah Strout at The Messenger as an additional resource.*
3. **Refunds to be issued:**
 - a. **Corelogic regarding a duplicate tax payment** – *Amy explained that Corelogic sent a tax payment with an incorrect account number – which was consequently posted by the Office Staff to an incorrect real estate account. Corelogic then sent a second payment, which was posted correctly to the right account. The town is refunding Corelogic for the initial payment, in the amount of \$ 1,924.52, in order to correct the error. The Selectmen verbalized understanding and agreed with the refund.*
 - b. **Property owner – Building Permit fees:** *Richard Martin, chairman of the Planning Board has requested refund of all fees associated with a building permit on a structure that did not actually require a permit. The building was a pre-fab structure, less than 300 square feet, which per town ordinance does not require a building permit. The Selectmen verbalized understanding and agreed with the refund.*
4. **Christmas and New Year's Holiday Office Hours:** *Upcoming Holiday hours were discussed using the employee hand book for reference. Current Holiday hours according to the handbook are as follows: close at noon on Christmas Eve, closed all day on Christmas Day, close at noon on New Year's Eve Day (which allows the afternoon for yearend close outs and tasks), and closed all day on New Year's Day. Following the discussion, with Christmas and New Year's Day being on Thursdays this year, Josh recommends closing the Fridays following each Holiday. Josh motions to close the Town Office all day on December 26, 2025, and all day on January 2, 2026. VJ seconds – no further discussion. Motion carries.*

- 5. Moraisey Earthworks Lost Check:** Amy reports that Dennis Moraisey has still not received a check which was issued and mailed to him on November 4, 2025, for his services rendered on the dike. Dennis inquired if a replacement check can be issued. Per Machias Savings Bank, a stop payment on the original check can be processed using their online portal at no charge. The Selectmen give approval to stop payment on the mailed check and to issue a replacement check to Moraisey Earthworks for Dennis to pick up in person.
- 6. Machias Savings Credit Card:**
- a. **Late Fee Solutions** – Due to timing and mailing issues, payment for the Credit Card statement is not being receipted in a timely manner. The bank has graciously waived two late fees and also offered the following suggestions on how to rectify this issue: 1.) post to AP warrant as usual, print a paper check and take to the Columbia branch for immediate payment; 2.) set up an automatic payment schedule; 3.) make an electronic payment through the portal for which we would need to log in and initiate the payment. It was decided that Option 1 seems like the best option regarding a “paper trail” for audit purposes.
 - b. **Change of Authorizing Officer** – Robin W. has been removed as the Authorizing Officer and as an authorized user from the Town's credit card. Amy has been added as the authorizing officer based upon submission of the meeting minutes which confirmed Robin's resignation and Amy's appointment as interim treasurer. No additional action is needed by the Selectmen.
- 7. Property Owner attending regarding Beach Access:** A property owner would like to donate a parcel of land at Reef Point to the Town of Addison for beach access and right of way. As discussed at the previous Selectmen's meeting, per MMA, by law there is no tax break or benefits allowed with the donation of this parcel of land (other than a lessor assessed value); acceptance of land would have be approved by Town Meeting Vote; all terms and conditions would need to be written up and those along with the title and deed, would need to be reviewed by the Town's attorney.
- 8. Letter of Resignation – Fire Chief:** Josh motions to accept Matthew Alley's letter of resignation. VJ seconds. No discussion – motion carries.
- 9. Road Commissioner Report:** Marcus not present – by via telephone conversation with the Office Staff, stated he has nothing new to report, but would be available by phone if any questions.

10. Updates:

- a. **Sue Lessard:** *Sue was here on December 12th and all necessary employee paperwork has been completed. Sue completed the March check reconciliation and was pleased to report that everything matched in TRIO and on paper.*
- b. **Marsh Island Light update:** *12/10/2025 - Received an email from Benjamin Roy of Riverside Electric stating the light at Marsh Island has been replaced.*
- c. **Inner Office Heater Replacement update:** *Dead River installed new radiator on 12/2/2025 - repairs are completed and heating system is working well*

11. Motion to enter into Executive Session per 1MRSA §405 (6)(H) pertaining to Code Enforcement consultation: *VJ motions to enter into executive session. Josh seconds. No discussion – motion carries. Executive session entered at 6:01pm – regular meeting resumed at 6:11pm. CEO, Kevin Brodie updated the Selectmen on an issue he is having. No action is needed by the Selectboard at this time.*

12. Motion to enter into Executive Session per 1MRSA §405 (6)(A) regarding Personnel Matters: *VJ motions to enter into executive session. Josh seconds. No discussion – motion carries. Executive session entered at 6:11pm – regular meeting resumed at 6:15pm. Amy updated the Selectboard on a town employee. No action is needed by the Selectboard at this time.*

Other:

1. **Sign AP Warrant # 77:** *Josh motions to sign AP warrant #77. VJ seconds. No discussion – motion carries.*
2. **Sign Payroll Warrant # 75 & 76:** *Josh motions to sign Payroll warrants #75 and #76. VJ seconds. No discussion – motion carries.*
3. **Sign the approved Minutes:** *The selectmen signed the approved minutes.*

Public Comment: Noah Dixon presented the Selectmen with letters and gifts of appreciation for the recent letter of recommendation to Maine Maritime Academy. Noah has been accepted and looking forward to a successful career.

Philip Rusecky expressed a thank you to the Addison Days Committee for ALL their hard work on the tallest\biggest buoy tree and for the overall success of the Annual Christmas event on December 13, 2025.

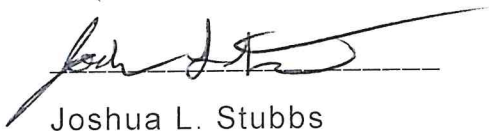
Chris Chartrand of the Addison Days Committee reported that the Town Hall was full- the number of children and people was impressive, and 168 kids had their picture taken with the Santa. Chris stated our buoy tree has over 1,000 buoys and stands at 23 feet tall, with plans to exceed both the height and the buoy count next year. Steph asked Chris for an updated meeting schedule to post on the Town's calendar and website.

VJ proposed issuing a check for Addison's portion toward repayment of the Washington County TAN as was previously approved by Addison voters at a Special Town Meeting held on November 10, 2025. The county has requested payment before 12/24/2025. Addison's estimated portion is \$325,621.65. **Josh motions to issue a check to Washington County in the amount of \$325,621.65. VJ seconds.** Discussion - VJ states this amount likely exceeds the actual amount that will be due once everything is calculated. If indeed that is the case, the following two options were presented: 1.) allow the county to apply the overage to next year's county tax bill OR 2.) request a refund for the overage amount. The plan for any overage monies has been tabled until the annual Town Meeting in March, where it will be added to the Town Meeting warrant to be voted upon at the meeting. **No further discussion – motion carries.**

Josh motions to adjourn. VJ seconds – no discussion. Motion carries.

Meeting adjourned at 6:23 pm.

Selectmen:


Joshua L. Stubbs

Ronald A. Gray


Verlan R. Lenfestey Jr.


Municipal Clerk

TOWN OF ADDISON

Selectmen's Meeting Minutes

December 1, 2025

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

Selectmen Present: VJ Lenfestey, Joshua Stubbs, Ronald Gray
Meeting Open: 5:30 pm

1. **Motion to accept minutes from Selectmen's Meeting 11/17/2025:** *Josh motions to accept the minutes from the November 17, 2025 Selectmen's meeting. Ron seconds – no discussion. Motion carries.*
2. **Addison Volunteer Fire Department Auxiliary:**
 - a. **requesting letter of permission to continue holding Beano at the Town Hall:** *VJ motions to sign letter granting permission for the Addison Vol. Fire Department Auxiliary to continue holding Beano at the Town Hall on Sundays for 2 more years (January 2026 – January 2028). Josh seconds – no discussion. Motion carries.*
 - b. **Donation from AVFD Auxiliary:** *Josh motions to accept the donation from the AVD Auxiliary. Ron seconds – no discussion. Motion carries.*
3. **Discuss solution (s) to satisfy 2024 Tax Liens and 2025 Outstanding Real Estate Taxes on recently purchased properties:** *Amy explains that per MMA these costs need to "paid" and cannot be written off or abated in these circumstances, and possible solutions were offered by them via email. Those solutions were shared with our auditor, Wanese Lynch of James Wadman's Office. Wanese feels the best solution would be for the Selectmen to issue a check from their contingency fund, payable to the Town of Addison, in the amount of \$ 1,974.25, to be posted as payment on the applicable accounts in order to satisfy the outstanding 2024 Lien costs and 2025 RE taxes on the Richard Kelsey properties. **Josh motions to pay the 2024 lien costs and 2025 RE taxes out of the Selectmen's contingency fund. Ron seconds.** Discussion - Josh stated he has met with surveyor, and there are no concerns with the properties, but he (the surveyor) would like to "square up" the boundary lines with abutting land owners. The survey will be completed in 2026. No further discussion. **Motion carries.***
4. **Shellfish Committee:**
 - a. **Ordinance change regarding headlamp digging:** *Philip Rusecky, Shellfish Committee Chair was present. The committee voted to amend the Night Digging section of the Shellfish Ordinance from **"two hours after sunset until two hours before sunrise November 1 – March of the following year"**, to be effective October 1st instead of November 1st.*

The Selectmen agree for this to be a warrant article at the upcoming March 2026 Town Meeting.

b. **Discuss Land Transfer pertaining to Beach access:** *A tax payer is interested in transferring up to an acre of his property to the Town in an effort to ensure shoreline access to the public, especially shellfish harvesters. In doing so, he is potentially seeking a tax break. MMA's response: authorization required by Town Meeting to allow the selectboard to accept the land donation; no tax break is available by law; any and all conditions and terms would need to be written up; title and deed would need to be reviewed by the Town's attorney.*

5. **Plowing concerns at Station #1 relating to Junk car and basketball hoop:** *Josh will contact Louis Davis regarding removal of junk car. Fire Department members in attendance will address the basketball hoop.*

6. **Marsh Island Light update:** *Ben of Riverside Electric stated the technician determined the light itself is defective. As the light is under warranty a replacement has been ordered with a plan for replacement on December 10th.*

7. **Inner Office Heater Replacement:** *Dead River plans to be here tomorrow to replace the current heating unit/radiator. Previous repair Invoice for \$1109.84 (on current AP Warrant) – paid out of Building Maintenance Fund. Where should additional expenses be paid from? **additional expenses should also be paid from the Building Maintenance Fund.***

8. **Update from meeting with Sue Lessard:** *Sue Lessard met with the Office Staff regarding assisting with check reconciliations and other budgetary procedures. Sue comes highly recommended and has many years of experience in municipal government, as well as with TRIO. She is willing and available to get us "caught up", and then train with us going forward. Josh motions to hire Sue Lessard as an employee, pending the required background check. Ron seconds. No discussion – motion carries.*

a. **Re-advertise at this time or hold off?** *Decided not to re-advertise at this time and will re-visit after working with Sue Lessard. Will reach out to the pending applicant and let them know we are not pursuing them at this time.*

9. **Approval to host on-site Motor Vehicle training at Town Hall in 2026.** *(Pre-scheduled dates are May 5, 6, and 7th). Josh motions to approve hosting an on-site Motor Vehicle training as per the pre-scheduled dates and to close the Town Office all day on those days, if necessary for the Office Staff to attend. Ron seconds. No discussion – motion carries.*

10. **Road Commissioner Report:** *Marcus not present - no report was provided*

11. **Motion to enter into an Executive Session per MRS Title 1 §405 6H pertaining to Code Enforcement:** *(Needs to be re-scheduled for December 15, 2025 meeting, CEO unable to attend due to illness)*

12. Motion to enter into an Executive Session per MRS Title 1 §405 6-A pertaining to personnel matters (Interviews for Fire Chief Position): (taken out of order per request of Fire Chief) VJ motions to enter into Executive Session. Ron seconds. No discussion-motion carries. Regular meeting re-opened: *Due to current Fire Chief Matthew Alley relocating and resigning as of December 31, 2025, two interviews were conducted for a replacement Fire Chief. Following the interviews – VJ motions to appoint (hire) Gary Stanley, pending the required back ground check, with his effective hire date to be January 1, 2026. Josh seconds. No discussion – motion carries.*

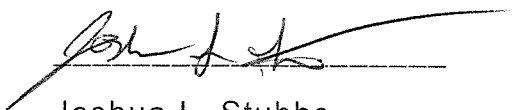
Other:

- 1. Sign AP Warrant #74:** *Josh motions to sign AP Warrant #73 – due to a clerical error on the agenda, the motion is amended to be Warrant #74. Ron seconds. No discussion – motion carries.*
- 2. Sign Payroll Warrant # 71 & # 72:** *Josh motions to sign Payroll Warrants #71 and #72. Ron seconds. No discussion – motion carries.*
- 3. Sign the approved Minutes:** *Selectmen signed approved minutes.*
- 4. Sign previously approved Minutes (from 11/10/2025 Emergency Meeting):** *The previously approved minutes were signed.*
- 5. The Selectmen sign the approval letter for the AFVD to continue holding Beano at the Town Hall.**

Public Comment: *No public comment.*

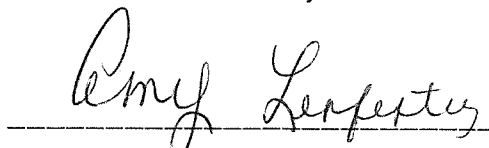
Josh Motions to adjourn. Ron seconds – meeting adjourned at 6:50 pm.

Selectmen:


Joshua L. Stubbs

Ronald A. Gray


Verlan R. Lenfestey Jr.


Municipal Clerk