

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**

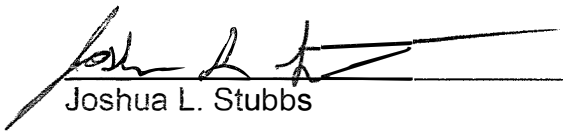
Public Comment:

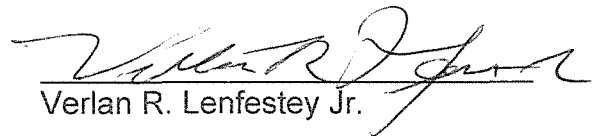
- *This item correlated with agenda item 6. The decision for the meeting with Garnett and the crew will be February 3rd at the Selectboard meeting.*
- *Bob Dennison attended the meeting to find out if the town moves forward with the Kelsey property that he would be interested in purchasing the old post 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.*

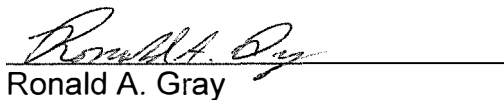
Mail Correspondence: None

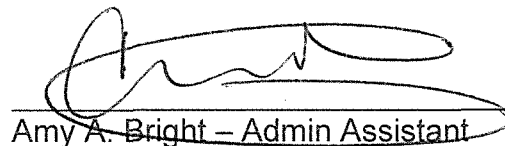
Meeting Closed at: Josh makes a motion to adjourn at 5:51pm, Ron 2nd, all in favor, adjourned

Selectmen:


Joshua L. Stubbs


Verlan R. Lenfestey Jr.


Ronald A. Gray


Amy A. Bright – Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Minutes

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:

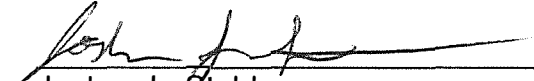

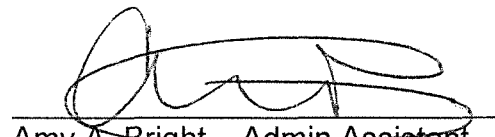
1. **Sign AP Warrant #103 #101 #105** *VJ makes a motion to approve the AP Warrants as written, Ron 2nd, all in favor, motion carries*
2. **Sign Payroll Warrant #98 FD Stipends #99 #100 #102 #104** *VJ makes a motion to approve the payroll Warrants as written, Ron 2nd, all in favor, motion carries*
3.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

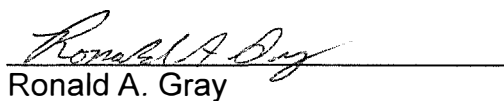
Mail Correspondence: *None*

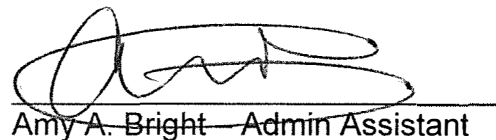
Meeting Closed at: *Josh made a motion to adjourn at 6:30pm, Ron 2nd, all in favor, adjourned*

Selectmen:


Joshua L. Stubbs


Verlan R. Lenfestey Jr.


Ronald A. Gray


Amy A. Bright — Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting Minutes

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 be 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:

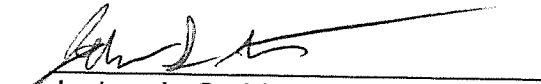
Amy Bright brings up the meal break waivers for the office staff that have chosen to not take a lunch on some days but have been provided the option to take a lunch. The Selectboard sign the waivers for the personnel files.

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*

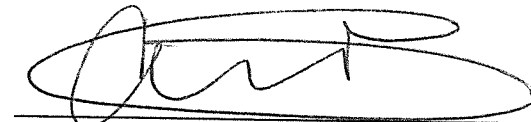
Meeting Closed at: *VJ makes a motion to adjourn at 7:05 pm, Josh 2nd, all in favor, adjourned*

Selectmen:


Joshua L. Stubbs


Verlan R. Lenfestey Jr.


Ronald A. Gray


Amy A. Bright – Admin Assistant

TOWN OF ADDISON

Selectmen's Meeting 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.

Downeast 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:**

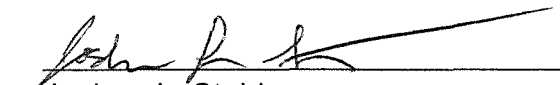
Public Comment: None

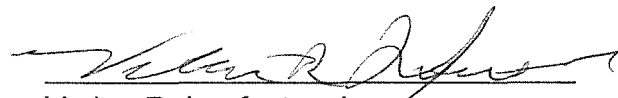
Mail Correspondence: None


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

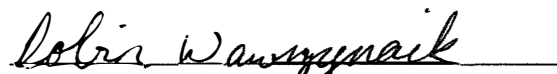
Meeting closed at 5:33 PM

Selectmen:


Joshua L. Stubbs


Verlan R. Lenfestey Jr.


Ronald A. Gray


Robin D. Wawrzyniak – Admin Assistant

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 many issues and complaints made by town residents, along with his admitted refusal to act within the full capacity of his position as ACO (i.e. refusal to issue citations, enforce dog licensing mandated by the state Maine, etc.), 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 and to cover the cost of her training through the ACO budget, 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 re-sign 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.

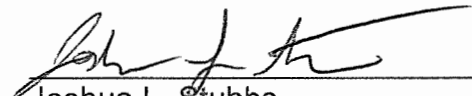
Other:

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:**

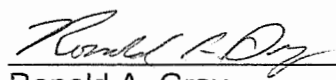
Public Comment: Amy Lenfestey noted that Riverside Electric had been down to 2 town landings, 113 Marsh Island and 56 The Lane and replaced bulbs.

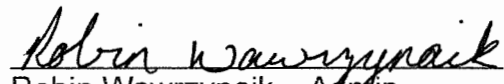
Meeting Closed: VJ motioned to adjourn meeting @ 5:24 PM, Ronald 2nd, all in favor, motion carries.

Selectmen:


Joshua L. Stubbs


Verlan R. Lenfestey Jr.


Ronald A. Gray
Assistant


Robin Wawrzyniak – Admin

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

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

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

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)

- 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

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

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