

Mt. Vernon Selectboard Meeting Minutes

August 02, 2021

1997 North Road, Mt Vernon, ME 04352

Board Members Present: Anna Libby, Paul Crockett, Mac Hardy (Chair)

Support Staff & Guests: Alice Counts (Administrative Assistant), Mark Gilbert (Ch 7), Kerry Casey (Treasurer), Roger Peppard (Tax Assessor), Trish Davis (Animal Control Officer), Dan Onion (Health Officer), Lee Dunn (Road Commissioner), Col Michael Smith, Dave Burlingame (Allstate Construction), Gerard Bourassa (Pike Industries)

Online Guests via Zoom: Bill Butler (Code Enforcement)

Sign Weekly Warrant

Meeting Called to Order

- SB Meeting was Called to Order by SB Hardy at 7:00pm

Additions and/or Adjustments to the Agenda

- **Addition: Right of Way on Discontinued Road**

Right of Way on Discontinued Road

- Col Michael Smith Re R11 Lot 33E – Question regarding how to handle the discontinued stretch of road on Currier Hill Beginning at Fred Ingram Road, lower end of Locks Corner to the tomb. Another piece up the road is regularly plowed. It's a minor road. That section is 1800 linear feet of road. Abutters are Michael Iott, Shawn Thurston, Roger Carrabin and Col Michael Smith. The property owners own to the center of the road but is there still a public easement? Michael wants access for a driveway. If there is any part that is still a public easement, then the road needs to be accessible. Need to check if there is a private or public easement? Does he need an easement in writing. Check out Maine State Statute re discontinued road. Col Michael Smith was dismissed at 7:10pm.

Paving on Bean Road and Cottle Hill

- Dave Burlingame with Allstate Construction and Gerard Bourassa with Pike Industries submitted estimates on the Paving job. Specs look the same. Estimated quantity is different. Liquid Asphalt is going up, but the budget will most likely be better than given. No culvert work to be done. Normally the town does a competitive bid, but that takes time and prices may increase. Process is to place it for bid if over \$3000. Open bids in 2 weeks. Both Dave Burlingame and Gerard Bourassa were dismissed at 7:26pm.
- Lee Dunn said the prep work will be done in 2 weeks.
- Alice to type up the bid request, Lee Dunn to approve, Alice to post and email to both Dave Burlingame and Gerard Bourassa.

Blake Hill and Cottle Hill Bridge Replacements Decision

- Estimate is 35,230.00 instead of 200k+. The cost for the 20 ft Box Bridge crossing package is \$35,230.00 and guaranteed for 40 ton with a liability warranty. It includes all pre-cast concrete pieces, on site

Mt. Vernon Selectboard Meeting Minutes

August 02, 2021

1997 North Road, Mt Vernon, ME 04352

pouring of concrete footings, guardrail, installation and delivery. Minimum life span of 75 year. This will be a one-car bridge.

- Motion by SB Hardy to have Tallelo company install, onsite pouring of concrete, guaranteed for 75 years, 50 ton, based on estimate, 2nd by Crockett. Motion Carried Vote was 3-0. PASS.
- SB Crockett asked if this same company can give us a bid for the Blake Hill Bridge. State owns this bridge so we need their approval. Lee Dunn dismissed at 7:30

Sign Tax Commitment Papers

- Mil rate will be lowered from 17.5 to 17.
- A vote by RSU 38 is to take place on 07-21-21 regarding new funding coming in from the state. The calculations we are paying 258,587.43/month, was lowered to 202,798.44/month, a reduction of 16,899.87/month. All four towns accept the payment schedule set up for each town. If we drop the tax rate even further there is concern it would raise even higher the following year. The town could mitigate the increase in taxes by leaving the excess in the overage fund. Mac will contact MMA to verify the higher amount can be authorized but pay the lower amount and use the excess amount deposited into the undesignated fund at next year's town meeting to lower that year's taxes.
- Motion by SB Crockett to accept the tax rate calculation as modified tonight to correct the total assessment pending review by the tax assessor to keep the mil rate at 17, 2nd by SB Libby. Total assessments were increased to 4,888,001.69. Alice to contact Roger for approval and/or further changes. Select Board members need to come into the Town Office to sign the Commitment Paper.
- Motion by SB Crockett to accept the Municipal Tax Commitment at Mil 16.5. A drop in Tax bill for this year. 2nd by SB Libby. Vote was 3-0. PASS

L Rap

SB Crockett Chair to sign the L Wrap, 2nd by Libby Vote 3-0. Scan and send back to company. Kerry to send this signed form back.

Motion to Accept Minutes for the 07-19-2021 Minutes and Discussion/Adjustments

- Correction to the meeting minutes of 07-19-21 entry "SB Crockett noted that Dana Dunn and his wife still have Computer Tablets checked out in their names and this equipment needs to be returned to town inventory. SB Hardy will call Jason Beckler" Should have stated "SB Crockett noticed the discrepancy on the Verizon Wireless bill."
- Fire Chief Beckler stated that neither Dana nor his wife have these assets. SB Crockett stated the Verizon bill needs to be canceled.
- Motion by SB Crockett to accept the minutes as amended. 2nd by Libby. Motion Carried, Vote was 3-0. PASS

Tax Reduction for RSU

Mt Vernon Emergency Manager

Mt. Vernon Selectboard Meeting Minutes

August 02, 2021

1997 North Road, Mt Vernon, ME 04352

- Volunteer Responsible in leading the town. Is this why we lost money on the homestead exemption? We lost money on homestead exemption, Lee Dunn has all the paperwork and it has been kept up to date. Lee Dunn no longer wants to be the Emergency Manager. This used to be a paid position under Civil Defense. This should be considered under next years warrant.

Vote on Moving Money from Capital Improvement to Roads Account -

- For one mile of paving on Bean Road and Cottle Hill Bridge.
- SB Crockett stated we should move this to next meeting after we have a bid.

Special Town Meeting

- Error on the warrant for Bill Butler's salary was meant to be \$32 during the 3 month probationary period and then 34.94 for the remainder of the year. The warrant picked up \$32. Kerry to figure the bottom line number. This was the same salary that the previous CEO was receiving plus a 1.5% increase.

Safety Inspection Resolve Notice –

- Sign MMA Resolve paperwork
- Safety Inspections are currently in process
- Alice created the following documents that are required by the State
 1. Supervisor's Incident Report of Injury Form
 2. Incident Analysis Form
 3. First Aid Report Form
 4. Workplace Hazard Reporting Form
 5. Employee's Report of Injury Form
 6. Incident Review Witness Statement
 7. Occupational Incident, Injury & Near Miss Management Flow Chart
 8. Guidelines for Committees
 9. Incident Flow Chart
 10. Mt Vernon Return to Work Policy
 11. Mt Vernon Lifting And Back Safety Plan
 12. Mt Vernon Slip Trip Fall Prevention Plan
 13. Office Ergonomic Safety Plan
 14. Personal Protective Equipment Plan
 15. Safety Committee Plan
 16. Safety Inspection Notice
 17. Written Incident Review Program Instructions
 18. Written Incident Review Program

Other Business

Mt. Vernon Selectboard Meeting Minutes

August 02, 2021

1997 North Road, Mt Vernon, ME 04352

- Mail Chimp Training. SB Crockett will meet with Alice Counts before the August Newsletter so we can fully implement this process. SB Crockett Walked Alice Counts through the process. The August Newsletter has been published.
- Guest Password at Town Office for Residents Use – There is no reception at all for the Town Residents when they are visiting the Town Office and need connection. The SB will look into the feasibility of doing this but there was some doubt as to whether the Town Office signal was strong enough to be able to offer this feature. Nate Savage worked on setting this up but there is further verification that needs to be done prior to activating this.

Motion to go to Executive Session by SB Hardy, 2nd by Crockett at 7:58pm. Motion Carried, Vote was 3-0. **PASS**

Executive Session Pursuant to 1 M.R.S.A. §405(6)(B) Personnel Matters

Actions/Motions as a Result of Executive Session

- No Action from Executive Session

MMA Dividend Press Release

- To be published in the next newsletter.

Appointments

- Motion by SB Hardy to appoint Tom Arminio to the Beach committee. 2nd by SB Libby. Motion Carried, Vote was 3-0. **PASS**
- Motion by SB Hardy to appoint Jonathan Railo to the Planning Board. 2nd by SB Libby. Motion Carried, Vote was 3-0. **PASS**

Motion to Adjourn

- Motion by SB Hardy to Adjourn, 2nd by SB Libby at 9:24pm. Motion Carried, Vote was 3-0. **PASS**