

Mt. Vernon Selectboard Meeting Minutes

August 16, 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), Ron Lockwood (Ch 7, Fire Department), Heather Wheeler (Town Clerk), Rachel Meader (Town Deputy Clerk), Lee Dunn (Road Commissioner), Gerard Bourassa (Pike Industries)

Sign Weekly Warrant

Take Pictures of Selectmen

Meeting Called to Order

- SB Meeting was Called to Order by SB Hardy at 7:10pm

Additions and/or Adjustments to the Agenda

- **None**

Meeting Minutes of 08-02-21

- Motion by SB Crockett to Amend the Meeting Minutes of 08-02-21 to correct the spelling of L-Wrap to L-Rap. 2nd by Libby. Motion Carried. Vote was 3-0. **PASS**
- Motion by SB Crockett to Accept the Meeting Minutes of 08-02-21 as amended. 2nd by SB Libby. Motion Carried. Vote was 3-0. **PASS**

Safety Inspection Notice - Alice Counts and SB Mac Hardy have completed all Safety Inspections for the Town of Mount Vernon. Alice in the process of compiling all issues found and distribute to each of the departments and the Select Board.

MMA Property Survey of Library and Fire Department on 08-31-2021 9:00AM – John Waterbury, MMA Loss Control Consultant has scheduled a meeting to review Safety Program and Safety Training Records.

Vote to Approve Safety Manual – Alice Counts has compiled all the MMA required processes and procedures into a Safety Manual. This was tabled until the next meeting on 08-30-21 so the Selectmen have an opportunity to review the document in depth.

Land Use Ordinances for the Town of Mount Vernon – Alice Counts has begun the process of reformatting these ordinances into more manageable sections. SB Crockett has provided Alice Counts with the following updates:

- 2021_Proposed Amendments to LUO re State Shoreland Requirements
- Accessory Dwelling Unit Ordinance 06 04 2020
- Amendment to Definition of Driveway
- Holding Tank Ordinance 06 04 2020
- Warrant Articles for Proposed Amendments to LUO

Vote on Bid for Tarring of Bean Road – Received two bids. 1) Pike Industries bid was received 6:35pm 08-16-21 with a bid of \$142,768.80. 74.10/ton; 2) Allstate bid was \$153,115.60. \$80/ton.

Mt. Vernon Selectboard Meeting Minutes

August 16, 2021

1997 North Road, Mt Vernon, ME 04352

- Motion by SB Crockett to accept Pike Industries bid of \$142,768.80. 2nd by SB Libby. Motion Carried. Vote was 3-0. **PASS**

Vote on Blake Hill Bridge Repair –

- SB Crockett asked if Dirigo Engineering can give us a bid for the Blake Hill Bridge similar to what they are doing for Cottle Hill Bridge.
- SB Hardy suggested if Dirigo Engineering bid is less than what our 40% of the bridge replacement cost proposed by the state, perhaps the Town of Mount Vernon would pick up the cost if the state would turn over bridge to the Town of Mount Vernon.
- SB Crockett suggested that we do as SB Hardy suggested but we still ask for the state to pay half. State owns this bridge so we need their approval. There are a lot of Grant opportunities to look at. Lee Dunn dismissed at 7:30
- Lee Dunn will discuss idea with Dirigo Engineering and ask for a quote to present to the state if the cost is reasonable.

Vote on Moving Money from Capital Improvement to Roads Account -

- For one mile of paving on Bean Road and Cottle Hill Bridge.
- Motion by SB Crockett to move the money when needed to make it available for this purpose. 2nd by SB Libby. Motion Carried. Vote was 3-0. **PASS**

Estimates for Hazard Tree at Smith Cemetery on Spring Hill Road – received two estimates so far, with one verbal and one written. SB Crockett wants to see both written and provided the name of a third Tree Service Company to contact.

- Goucher Tree Service written estimate
- All Seasons Tree Service verbal estimate
- Deep Root Tree Service in Farmington – Alice Counts to contact Mark at 207-778-1670 for estimate
- Tabled until next SB meeting on 08-30-21

Digital Talking Sign – Fire Department has been offered a Color Digital Talking Sign and would like to accept the offer. The only cost to the town would be the minimal electric usage. This sign has a 3 foot by 5 foot full color display and is a great way for the Fire and Rescue Department to display public service messages.

- SB Hardy asked if there is a demonstration from the manufacturer. Ron Lockwood, Fire Department, said they showed a mock-up of what the sign would look like. Ron to check with Jason, Fire Chief, about getting a demo.
- Tabled waiting for more information.

Other Business

- **Computer and Printer Issues** – Is there a warranty on the Admin Laptop? SB Crockett checked his records to discover the Admin laptop was purchased less than a year ago.
- **ARPA Funds available to municipalities** (Can we validate that \$170,000 is slated for Mt Vernon). This will be discussed at the next SB Meeting. The SB is authorized to spend for the intended purpose.

Mt. Vernon Selectboard Meeting Minutes

August 16, 2021

1997 North Road, Mt Vernon, ME 04352

- **Risk Reduction Grant Program (RRGR)** – SB Crockett suggested the possibility of being able to apply for the Grant which has to be submitted by September 15, 2021. SB Crockett said he would look into this further and report back at the next SB meeting on 08-30-21. The Town of Mount Vernon is only allowed one (1) submission per year.
- **Mil Rate Survey for FY 2020-2021.** Mil Rate for Mount Vernon is reduced to 16.5 from 17.5. Appraisals may cause property values to go up which would increase property taxes.
- **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. Nate can work on this next month or Scott Herrick has looked at this and said he has a workable process that would allow guest access without interfering or endangering town records. He estimates 30 minutes to complete this effort. SB Crockett said to contact Nate Savage.
- **Discontinued Roads** – SB Crockett stated Code Enforcement needs to go to the site. The resident has put up a locked gate. Discontinued Roads need to allow for access and there cannot be locked gates. Public has a right to use the right of way. SB Crockett mentioned that there is a dilapidated Snowmobile bridge that would be a liability if this is a public easement.
- **Complaints**
 - 12 citizens have complained about the Electric Sign in front of the Town Office. All would like to see it removed. One suggested we give it away or sell it to someone outside our town.
 - Blind Corner coming out of Seavey Corner onto 41. Homeowner refuses to trim bushes. Complainant almost hit a motorcyclist yesterday. Resident should contact DOT for help. This is a State maintained Road which Lee Dunn is not allowed to work on State highways or Roads.
 - **Fireworks** – SB Hardy stated we need a fireworks ordinance. There were reports of Fireworks being set off at 3am. There is a state law noise ordinance during certain hours. Residents have to call the Sheriff. The Town needs to look at good faith.

MMA Data Verification

- Posted Information about Alcohol and Substance Abuse to satisfy one last category in order to qualify for a 10% discount on Workers' Comp insurance.
- Safety Inspections have been completed. Results are in process.
- Safety Committee has been formed and meets quarterly. We have held our first meeting and voted on officers.
- Mac Hardy is the Town Safety Manager, June Caldwell is the Chairman of the Safety Committee.
- Alice combined the following documents into a Safety Manual. These 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

Mt. Vernon Selectboard Meeting Minutes

August 16, 2021

1997 North Road, Mt Vernon, ME 04352

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

Motion by SB Hardy to go to Executive Session by, 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

- Motion by SB Libby to abate the dwelling and 2 acres, 2nd by SB Crockett. Motion Carried. Vote was 2-0.
PASS
- Need to check with Roger Peppard, Tax Assessor to find out the value of the 2 acres.

Motion to Adjourn

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