

Mt. Vernon Selectboard Meeting Minutes

August 30, 2021

1997 North Road, Mt Vernon, ME 04352

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

Support Staff & Guests: Alice Counts (Administrative Assistant), Mark Gilbert (Ch 7), Kerry Casey (Treasurer), Ron Lockwood (Ch 7)

Select Board Members Signed Weekly Warrant

Meeting Called to Order

- SB Meeting was Called to Order by SB Hardy at 7:01pm

Additions and/or Adjustments to the Agenda

- **None**

Meeting Minutes of 08-16-21

- Motion by SB Hardy to Amend the meeting minutes – the second item under Blake Hill Bridge Repair should be amended from ½, to 40% of the bridge replacement cost. 2nd by Crockett. Motion Carried. Vote was 3-0. **PASS**
- Motion by SB Crockett to Accept the Meeting Minutes of 08-16-21 as amended. 2nd by SB Libby. Motion Carried. Vote was 3-0. **PASS**

Property Abatement

- Treasurer Kerry Casey to abate the house and 2 acres of land only. She stated the need to discharge the oldest taxes dur from 2018 first.

CMP LED Street Light Conversion Program

- SB Libby and SB Crockett will verify inventory of Street Lights as well as determine if they are all in good working order. They ask the towns people to help with this process by notifying Alice Counts (Administrative Assistant), at 207-293-1105, of any lights that are not working.

Community Service Day

- Maranacook, Class of 2023, has a Community Service Day on Thursday, October 7th. There are approximately 90 students and their advisors ready to work on this day performing tasks such as raking, painting, clearing trails, weeding, planting, cleaning cemeteries, stacking wood, etc. They are reaching out to our community for work.
- SB Hardy has reached out to Tom Ward, Aging In Place Chair, regarding utilizing these students.
- Anyone in need of assistance, please contact, Alice Counts, Administrative Assistant, at 207-293-1105 or 714-403-6076.
- Alice Counts to follow up with Bob Grenier, Cemetery Sexton and Robyn Graziano, Master Advisor for Maranacook, Class of 2023.

Licensed Social Worker Contractor Agreement

- Motion by SB Crockett to have SB Hardy Sign the agreement, 2nd by SB Libby. Motion Carried, Vote was 3-0. **PASS**
- Copy given to Treasurer Casey, Copy for Contracts Book.

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Department of Environmental Protection (DEP)

- June Caldwell, Community Center Chair, submitted Inspection Report on the water drainage into the basement, causing erosion. The water needs to be drained away from the building and Lake Minnehonk.

ARPA Funds available to municipalities

- According to Russell Black, Franklin Co, Mount Vernon is to receive 431,425.00 in revenue sharing and federal grants to be disbursed according to the Select Board and/or assigned committee to prioritize. Board needs to set up plans for how we utilize this money, plus working with the Grant writing committee.
- SB Libby to check on top items that can benefit from these funds and report back next meeting.
 - Blake Hill Bridge
 - Engineering Study for Sewage catch basin
 - Broadband – possibly a separate grant coming specifically for broadband
- SB Libby to interface with Grant Writing Committee and report back.
- SB Crockett asked if we experienced any losses due to Covid? We have had no loss in revenue from the pandemic.

Safety Inspection Results

- All Safety Inspections are complete for the Town of Mount Vernon. Alice Counts is compiling all issues found and distribute to each of the departments and the Select Board.
- John Waterman, Loss Prevention, MMA, will audit the Fire Department and Library on 08-31-21.
- MMA has approved 10% discount on Workers Compensation Insurance/

Digital Talking Sign –

- Fire Department would like to install a 3 foot by 5 foot full color electronic sign to display public service messages in front of the Fire Station.
- SB Hardy and SB Libby demoed the sign last Wednesday.
- The Fire Company, a 501(c)3, is gifting this sign to the Fire Department. Treasurer Casey stated the Fire Company cannot use the Town of Mount Vernon Tax Exemption for this purchase.
- SB Crockett tabled this, waiting for more information.

Approvals Requested

- Code Enforcement would like approval to work for a set fee of \$100 plus any Town Fees on his off days.
 - Treasurer Casey state the need for an article to allow for this at the next Town Meeting in June 2022. Also this may exceed the CEO limit. Suggested we might be able to do this less FICA of .0765 taxable to CEO specific for Town Warrant. CEO would in effect be working for the Town of Mount Vernon, so he would have to be on the payroll otherwise the Town's insurance would not cover him should there be any issues.
 - Decision was made to hold over until next meeting.
- Central Power Town Pole Permit – Wings Mills Road and Parker Road
 - Motion by SB Crockett to have SB Hardy Sign the permit, 2nd by SB Libby. Motion Carried, Vote was 3-0. **PASS.**
 - SB Crockett said to have Heather Wheeler and Roger Peppard to assess any taxes due from the property owner for this pole.

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- Josh Morse requested the SB to Approval and Notarize Right of Way Easement for his property.
 - Decision to table this for the next Town Meeting in June 2022.
- Approval of Quit Claim for Josh Morse
 - This is not a decision for the Select Board. Tax Collector Wheeler needs to process the check and then Treasurer Casey can release the lien.
- Approval of Safety Manual – Admin Asst Alice Counts compiled all the MMA required procedures into a Safety Manual.
 - Motion by SB Crockett to Approve the Town of Mount Vernon Safety Manual, 2nd by SB Hardy. Motion Carried, Vote was 3-0. **PASS**
- Approval to Hire Electrician for Fire Exit Light – suggestions were Ken Bridgeman, John Pino, Archer Electric, Meader Electric
 - Since this is under \$500 bidding amount, no vote is necessary
 - SB Crockett designated Steve Mallen as the Town electrician.
- Approval for Storage Racks (2), File Cabinets (4), to assist in the move.
 - SB Crockett stated that he has 2 file cabinets from the basement at his house that he is willing to bring back if we need them.
 - SB Crockett stated we can use the Contingency Fund for this purpose.
 - SB Crockett suggested that we first check with the Surplus Warehouse on Leighton in Augusta for these items. He also suggested checking for a trailer for storage and he recommended the one in Wilton, ME.
- Approval for two (2) desktop computers for the Admin Asst and CEO, estimated at \$300 each.
 - SB Crockett stated the Desktop Computers will have to be voted on at the Town Meeting next June 2022.
- Approval of Permit Fees for Abutter notices and Newspaper postings for actual reimbursement of fees.
 - SB Crockett said to have Code Enforcement and/or Planning Board redline additions in the Land Use Ordinance. Alice Counts suggested the abutter's fees would be approximately \$5/abutter, but that the actual cost of the Abutter's Notices and Newspaper posting should be passed onto the Applicant requesting the permit.
- Approval to Get Bids for Moving Furniture
 - SB Crockett approved this as part of the MMA Insurance claim regarding the Town Hall flooding.
- Office Closure – Do the Office Clerks get paid if the office is close for renovations which are beyond their control, especially since they deal with sensitive data which cannot be taken offsite?
 - SB Crockett said No, the Town Clerk can find another location to work from such as the Library or Community Center.
 - SB Libby to check into alternate locations where the Town Clerk can setup office for the week.
- Approval for Removal of Hazard Tree at Smith Cemetery on Spring Hill Road.
 - Estimates were submitted. From the following Tree Service companies:
 - Goucher Tree Service written estimate
 - All Seasons Tree Service verbal estimate
 - Deep Root Tree Service in Farmington
 - Motion by SB Crockett to accept the bid of \$1250 from Deep Root Tree Service.
 - Alice Counts to Notify Mark at Deep Root Tree Service as well as Cemetery Sexton Bob Grenier.

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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.
- **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**
 - Delineators are hard to see during the day resulting in vehicles running into them. Is it possible to paint them orange so they are more visible?
 - SB Crockett suggested wrapping them with red tape or something similar.
 - Alice to check with Sandy Wright to see if this is an option.

Motion by SB Crockett to go to Executive Session by, 2nd by Libby at 8:35pm. 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 actions reported.

Motion to Adjourn

- Motion by SB Crockett to Adjourn, 2nd by SB Libby at 8:55pm. Motion Carried, Vote was 3-0. **PASS**