

# **Town of Otisfield Board of Selectmen Meeting Minutes Town Office Annex April 3, 2024**

1. **CALL TO ORDER:** The regular meeting was called to order at 7:00 PM.  
Chairperson; Hal Ferguson, Lenny Adler & Rick Micklon present.
2. **FLAG SALUTE:** Audience and Board members saluted the flag.
3. **ACTION ON MINUTES:**  
Meeting Minutes from March 20, 2024 \*Motion to accept minutes with a correction under section D it should say Bill Cole not Phil Cole. **LA/RM-** Unanimous. \* Motion to accept minutes Workshop minutes from March 25,2024 **LA/RM-**Unanimous.
4. **GUESTS:**  
A. Jim Howard asked a question on behalf of the Resilience Committee. He wanted to make sure the BOS was ok with looking further into Community Solar. RM said it was discussed at the last meeting and to go ahead. HF read the agreement from the approved minutes. JH will reach out to JW to get copies of CMP bills when he is ready.
5. **BOARD & COMMITTEE REPORTS:**  
A. None
6. **DEPARTMENT HEADS:**  
A. None
7. **QUESTIONS/COMMENTS FROM THE PUBLIC:**  
A. None
8. **ADMINISTRATIVE ASSISTANT ITEMS:**
  - A. Board Secretary Abigail Miller resigned. The BOS stated she will be missed. The open position has been posted on the website. There has been an application for this position. BOS asked JW to reach out and meet with this person to talk about the position and what it entails prior to possible BOS interview.
  - B. HF will send proposed changes to the Discretionary Heating Assistance Program Policy to JW for presentation at the next meeting.
  - C. JW- Beach attendants are all set for the summer schedule.
  - D. We received a check from MMA insurance company to cover most of the cost of the Town Garage repairs.

## **9. UNFINISHED BUSINESS**

- A. Spurrs Corner Memorial-Spring 2024
- B. Code Enforcement Car- Lease ends in August.
- C. Spurrs Cornier Fire Station
- D. Fee Schedule

## **10. SELECTMEN'S ITEMS TO BE DISCUSSED & VOTED ON:**

- A. \*Motion to pay Warrant #24 RM/LA-Unanimous
- B. \*Motion to pay Warrant #25 RM/LA-Unanimous.

## **10. QUESTIONS AND COMMENTS FROM THE BOARD:**

- A. **RM-** Saturday Pond dam repairs have been quoted out by Off Road Constructions for \$5400.00. RM met with Richard, Patrick Kelly, and John Ywoskus at the dam. The concrete barriers need to be moved back to where they belong. He spoke to RBJ to see if the Road crew might be able to do the repairs. RBJ said if the Board is okay, he can be available to do it. There are funds available in the Saturday Pond Reserve account to cover the materials. BOS all agreed to move forward with the repairs.
- B. **RM** received a quote from Neo-kraft signs for and electronic sign for the Community Hall. The cost would be \$12,738.29 installed. He would like to see an article on the Warrant to fund this project. HF also mentioned the backstairs/ramp going into the Community Hall really needs to be replaced, and the lighting in the front room as you walk in needs to be updated as well. All these items could be included in the expansion of the parking lot project. Brendan Bedell asked if the BOS would consider the Spurrs Corner Fire Station for a new sign when the parking lot is fixed. BOS will keep it in mind.
- C. **RM-** He was approached by Elaine Doble Verrill asking if the BOS would consider putting another sign near the Gore Road Fire Station for the people that do not ever drive down by the Town office. The BOS did not think it was feasible at this time.
- D. **RM-**The Goldstein's in Heniger Park had reached out to Ryan Fox about tree removal. RM went down with RF to look at them together. RM said he did not feel the trees needed to be removed and it is leased land, so it is not up to the person leasing to make that decision. RM reached out to Sheldon Rice who is an arborist to get his opinion.
- E. **LA-** We need to start looking at a vehicle for the Code Office soon. RM said he would talk to Fred to see what he would like to see the town purchase. BOS agreed it must be 4WD.
- F. **HF-**We also need to think about ordering a new Plow truck since it takes at least a year to come in. LA said he would talk to RBJ and call around for lead times.
- G. **HF-** The 319 grant he has been working on with TLEA has changed the guidelines. Loop Road is now considered maintenance and is being left out of the grant letter. JW will update the letter from the BOS and resend TLEA.
- H. **HF-** Presented new warrant articles discussed at the workshop for FY25 Town Meeting. LA asked if the contingency could be dropped down to from \$25,000 to \$20,000. All agree HF will email JW the updated articles.
- I. **RM-**Will also send the ADU Ordinance to JW.
- J. **HF-** JW has brought to my attention that there is a problem with the la Heniger Park Lease payment. The renter is chronically late with payments. BOS all agreed to have HF reach out to the Town Attorney about pulling the trigger on termination of lease.

- K. **HF-** asked the BOS if it would be okay to reach out to the Merrill Cemetery and Oakdale Cemetery regarding the money the Town is holding in a Trust fund. HF would like to reach out to see if they are willing to turn over the funds for use in all Town Cemeteries. HF will reach talk to the associations. All agree.

**11. EXECUTIVE SESSION:**

- A. A motion may be made to go into executive session at any time during the meeting in accordance with state law to discuss personnel, real estate, labor negotiations, or legal matters.

**12. UPCOMING DATES:**

- A. Patriots Day- April 15<sup>th</sup> Town office Closed.  
B. Selectmen's meeting April 20<sup>th</sup>  
C. Finance Committee meeting April 25<sup>th</sup>.

**13. ADJOURNMENT: \* Motion to adjourn HF/RM – unanimous @ 8:02 p.m.**

Respectfully submitted,  
Julie Ward, Administrative Assistant

Approved by:

Hal Ferguson, Chairman

Rick Micklon

Lenny Adler

Approved April 17, 2024