

**Town of Otisfield Board of  
Selectmen Meeting Minutes  
Town Office Annex  
February 21, 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.

**ACTION ON MINUTES:**

- A. Meeting Minutes from February 7, 2024. \*Motion to accept minutes. LA/RM-  
Unanimous.

3. **GUESTS:**

- A. Ed Knightly is currently serving on the Board of Directors for the Freeland Library in Oxford. The Board is looking for donations from Otisfield to help with funding. HF stated he will bring the request to the finance committee.

4. **BOARD & COMMITTEE REPORTS:**

- A. Maureen Howard from the Resilience Committee said the watershed brochure project from the grant is finally complete. There are two types of brochures, one for the homeowner and a smaller one for visitors/renters. The plan is to distribute to Oxford Town Office/library, Casco Town Office/Library, TLEA, Pleasant/Parker Pond Association, Heniger Park. Our Town office has them available. The Grant for Solar for the Town office has been submitted to the state with the help of John Snell and CEBE.

5. **DEPARTMENT HEADS:**

- A. None

6. **QUESTIONS/COMMENTS FROM THE PUBLIC:**

- A. None

8. **ADMINISTRATIVE ASSISTANT ITEMS:**

- A. The Town Office will be closed on March 5<sup>th</sup> for Presidential Primary Elections. There was discussion of the delay of opening on March 6<sup>th</sup> depending on the outcome of election ballots. HF we will play it by ear.

- B. Election Clerk Appointments: Motion to Approve RM/LA-Unanimous.

<u>Democrats</u>	<u>Republicans</u>	<u>Green/Unenrolled</u>
Lorrette Ayotte		Anne Pastore
Lisa Morelli-Connolly	Deborah Eicher	Sandy Ouellette
Marylou Bessey	Virginia Noble	Mark Cotton
Terri Mills	Adam Grant	
Tom Dash	Jacqueline Cotton	
Alana Grover		
Kristen Roy		

- C. **JW** informed the BOS that the email/firewall update is complete. Dirigo Technology
- D. will come back to clean up the equipment downstairs by installing a new racking system.
- E. DOT sent a letter offering towns to participate in a loan program for their speed trailer. It would be the Towns responsibility to pick up and drop off to the next town. BOS agreed this would be a good thing to do and they could speak to RBJ about good locations. \*Motions to send application for Speed trailer to DOT **RM/LA**-unanimous. **JW** will send out first thing on Thursday.
- F. The Community Rental agreement stated that renters were only allowed to reheat items in the kitchen and a resident asked if there could be reconsideration. **JW** checked with MMA insurance and because the kitchen had been updated with the fire suppression system it would be up to the Town if they wanted to change the agreement. BOS agreed to remove the line in the agreement, so renters would be able to cook if they chose to.
- G. **JW** emailed John Snell regarding Maine Power Options Membership. The Town is looking into savings on electricity. He did say it would be a good option to sign up for since we would qualify for free membership. **JW** will fill out the application and send it in.

## 9. UNFINISHED BUSINESS

- A. Spurrs Corner Memorial-Spring 2024
- B. ADU- (Accessory Dwelling Units)- Legal is working on.
- C. Code Enforcement Car- Lease ends in August.
- D. Spurrs Cornier Fire Station: **RM** Ross Cudlitz P.E. Is currently working on the study and design with the possibility of expanding into the other lot. There needs to be a survey done. Maine Survey consultants had an opening and have completed the survey. We are just waiting for the report. The other 2 fire stations, Pugleyville and Gore will also be surveyed since they were one the few remaining properties that had not been done.

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

- A. \*Motion to pay Warrant #20 **HF/RM**-Unanimous
- B. Transfer Station Generator: **RM** reached out to Flanders Electric, Field Electric and Bedell Electric for bids regarding the Transfer Station Generator. Two bids were submitted. Field Electric proposal was for a 30kw diesel generator for \$30,040 and Bedell Electric submitted a proposal for a 30kw propane generator for \$29,003.05 and a 38kw propane generator for \$31,047.20. No bid from Flanders Electric. **LA** said his opinion would be propane since the town would not have to worry about diesel jelling up in the winter. **RM** and **HF** agreed. Motion to award bid to Bedell Electric for 38K **W** in the amount of \$31,047.20 with a fuel tank to be paid out of Capital Investment **HF/LA**-Unanimous. Brenden Bedell stated he will place the order with an ETA is at the end of June.

## 10. QUESTIONS AND COMMENTS FROM THE BOARD:



- A. **RM-** CEO Fred Collins Jr will be out on medical leave for 2-3 weeks and RM will cover the code office and Kingston Brown of the Town of Oxford has agreed to cover LPI inspections. BOS all agreed to appoint him for alternate coverage for the Town of Otisfield.
- B. **RM-** Both JW and RM received calls concerning the abandoned Benny Road. RM got a call from a potential buyer because he was getting conflicting information about it. RM explained to th potential buyer that he would have to speak to the other BOS members before giving him an answer concerning abandonment. LA stated that the road has not been maintained for over 45 years. The position of the BOS is Benny Road was abandoned before September 5, 1965, which means there is no public easement per state statue.
- C. **LA-** The Truck for the Road Commissioner will be here sometime in June.
- D. **HF-** Update on Moose Pond Deed. It looks like the lawyer was trying to piggyback the easement with the deed. HF told Kevin McKay that the ball is in their court. He would like to make a site visit to see the actual markings of the survey before the Town signs off.
- E. **HF-** MMA has come up with some language regarding tax acquired property. HF asked for the staff to develop a step-by-step timeline on what happens before foreclosure. JW will talk with staff to have them start a plan.
- F. **HF-** There is a TLEA watershed meeting, that he will be attending, on Thursday at The Cains residence 37 Black Island at 230pm if the other selectmen want to attend regarding the 319 grants. HF also informed RBJ, but he was not sure if he could attend. HF spoke to RBJ about whether the Road Crew had time for repairs from grant funding and RBJ stated he would rather subcontract it out, so that he does not have to take time away from his scheduled items.
- G. **HF-** JW needs to start looking for Beach gate keepers. The fee schedule needs to be added to unfinished business for BOS to review.

**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. Selectmen's meeting **March 6, 2024**

**13. ADJOURNMENT: \* Motion to adjourn HF/LA – unanimous @ 8:30 p.m.**

Respectfully submitted, Julie Ward, Administrative Assistant

Approved by:

Hal Ferguson, Chairman

Rick Micklon

Lenny Adler

Approved March 6, 2024