

TOWN OF BROWNVILLE
BOARD OF SELECTPERSONS MEETING MINUTES
Tuesday, June 21, 2022 ~ Beginning @ 6:00 p.m.
American Legion Post #92 ~ 67 Railroad Ave. Brownville

1. Meeting called to order by Byron Weymouth, Chairperson, at 6:00 p.m.
 - a. Selectpersons Present: Byron Weymouth, Shelly Ekholm & Jim Hartin
 - b. Employees Present: Felice Lyford & Autumn Chadwick
 - c. Others Present: Cheryl Drake, Wendall Germon & Leah Germon
2. Motion made by Shelly to approve meeting minutes from May 24, 2022, 2nd Jim, all in favor.
3. Reviewed and signed the Treasurer's Warrants (Payroll, A/P for Town and Water/Sewer).
4. Department Head Updates
 - REC DEPARTMENT - Crystal took delivery of the new mower and we added it to our insurance policy. She is gearing up for the summer programs. Crystal recommends hiring Rylee Heal as a part-time Recreation Department employee as she has volunteered with Rec Programs in previous years. Motion made by Jim to hire Rylee Heal as a part-time Recreation Department employee pending the receipt of a valid work permit, 2nd Shelly, all in favor. Crystal reports that there have been complications with the backfield expansion/fence installation and is looking for thoughts/opinions on moving forward. The Board of Selectpersons recommend that Crystal reach out to other fencing companies for quotes and report back.
 - UNDERPASS PROJECT - CDS funding has been approved for this project.
 - FIRE/EMS DEPT - We are officially licensed with Maine EMS; the amended agreement with Piscataquis County is available for Board approval.
 - WATER/SEWER - Pumping and spreading of sludge has concluded. We received notification from PUC regarding a rule change for charging interest/late payment fees. The new late fee will go into effect 1/1/2023 at a reduced fixed rate of 1% a month or 12% annual, which replaces the maximum interest charge based on the Prime Rate plus 800 basis points under the prior rule.
 - PSWC UPDATE - Contractor bids were reviewed at the meeting on 6/8/22. The contract was not awarded. Instead, a work group was formed to determine the cost of running it as a Board with employees. Mike Conley from Milo Public Works is willing to run it in his off time. We are trying to get the info needed to make a decision at the July meeting. The work group consists of Ken Jay (Lake View), Mike Conley (Milo), Karen Durant (County), Kevin Black and Felice Lyford.
 - PUBLIC WORKS - MMA visited the Public Works garage on 6/13/22 to review the property for insurance purposes (they do their site visits periodically). Barriers have been placed around the propane tanks and the hanging electrical wire in the sanitation truck bay is being looked into, as recommended by MMA.
 - ELECTIONS - The Charter Amendment and MSAD #41 School Budget passed on 6/14/22.

- MRC UPDATE - MRC did not have any qualified bidders approved for purchase of the Hampden Facility.
 - DANGEROUS BUILDINGS - A certified letter has been sent to the owner of 844 Main Road and the signed receipt was received 6/21/2022. The owner has not made any contact.
5. Water Abatement Request - Anne Weston at 1465 Main Road requested an abatement of excess usage (\$77.48) due to a broken frost bottom; the Board requested further information to see if there was an additional break/leak to consider. Anne Weston reported that a leak was discovered and repaired prior to the replacement of the frost bottom. Motion made by Shelly to grant abatement in the amount of \$77.48, 2nd Jim, all in favor.
 6. Liquor License Renewal - No discussion. Motion made by Shelly to approve liquor license renewal for North and Southeats, 2nd Jim, all in favor.
 7. Tree Growth Penalty - At the taxpayer's request, Lorna (Assessor) removed 32.2 acres from the tree growth program and assessed a penalty that needs to be signed by the Board in the amount of \$3,240.00 for M5 L5 for Robert & Susan Stowell and Robert & Angela Pickler. We have already received payment for the penalty. Motion made by Shelly to approve supplemental in the amount of \$3,240.00, 2nd Jim, all in favor.
 8. ATV Grant Program Project Certification - The State of Maine ATV Grant Program is requiring a certification indicating that Mike Washburn and KI Riders ATV Club are responsible for maintaining the trail and complying with regulations to receive grant funds for that purpose. This needs to be signed by the Board. Motion made by Shelly to appoint Mike Washburn, President of KI Riders ATV Club, as Project Manager, 2nd Jim, all in favor.
 9. 2021 Russell Road Property Bid - Mr. & Mrs. Germon had their attorney review the deed information and our findings; they are awaiting information on their options. Felice recommends cutting the Germons a refund check. If the Germons choose to research further on their own and find that the Town of Brownville does have valid interest/title to the property, the Board could agree to sell it to them for the original bid price, if they are still interested in purchasing the property. Motion made by Shelly to refund the Germons and if it is found that the Town of Brownville has a valid interest in/title to the property, the Germons would be offered first refusal at the original sale price, 2nd Jim, all in favor.
 10. MMA Workers' Compensation Safety Incentive Program - We are working on implementing a safety program to comply with MMA's incentive program to save some money on our workers' comp premiums next year. There are several hoops to jump through and signing this resolve is the second step. Kevin and Felice are working on implementing and/or updating safety policies/procedures to comply with the program guidelines. Motion made by Jim to sign MMA Workers' Compensation Safety Incentive Program Resolve, 2nd Shelly, all in favor.
 11. Donation Acceptance - The Fire Auxiliary donated \$7,000 to the Fire Department to purchase an itemized "wish" list they were seeking funding for. Motion made by Shelly

to accept \$7,000.00 donation to the Brownville Fire Department from the Brownville Fire Department Auxiliary for wish list items, 2nd Jim, all in favor.

12. Fire Contract Amendment - There were some typographical/technical errors corrected as well as the addition of EMS/First Responders to our services. We did not change any of the fees associated with the contract, since this was voted on and is valid through 2024. We can certainly take our costs into consideration (as well as any data we collect on mutual aid for EMS) when renegotiating the contract in the future. Other agreements were reviewed and signed by the Sheriff's Office/Milo Fire Department (if they need assistance or are not available) and Lake View Plantation for dispatch purposes. Motion made by Jim to approve the amended contracts for Piscataquis County/Milo Fire Department and Lake View Plantation, 2nd Shelly, all in favor.
13. Comprehensive Plan - We put out notification on our Facebook page that we are seeking members for the Comprehensive Plan Committee but have not received many responses other than Bob Drake and Jeff and Lisa Coates, who would like to help with one or more of the committees/work groups being formed. Felice will keep in touch with them to see what fits best. Shelly has also agreed to join as a Board Member. Felice will personally reach out to a variety of community members to see if they may be interested.
14. Cemetery Committee - We put out notification on our Facebook page, no interest yet other than Autumn Chadwick. Chris Crockett would like to be a liaison (as the Sexton). Kevin Emery has also agreed to join as a Board Member. Ideally, this committee would have 3-5 members.
15. IT Contract/Website Design - Sierra Communications sent a copy of an unsigned contract indicating the services they provide for the Town of Brownville. Felice is looking in to quotes from other businesses with the possibility of putting the job out to bid. Currently, the TRC website is active but is missing some information/links; Felice is researching other options for a town website and will report back.
16. Maine Climate Resilience Partnership (Follow-up on the presentation by Dover-Foxcroft Climate Action Advisory Committee Chair Carole Boothroyd) – Felice provided the Board with the drafted resolution. The Board recommends moving forward and forming a committee. The next step in this process is completing the Community Resilience Self Evaluation. Byron has offered to work on this group. Felice will check with MMA to see if Byron, as a Board Member, can be a member of the committee.
17. Open Session – Sono tubes for the swing sets have been ordered. Motion made by Jim to use \$200 town-owned property funds to cover the remaining cost, 2nd Shelly, all in favor.

The Town Charter amendment was approved by voters on 6/14/2022; Felice has updated the Charter to reflect the amendment. Motion made by Jim to accept amendments/updates, 2nd Shelly, all in favor.

Due to increased fuel prices, 80% of the heating/vehicle fuel budget for 2022 has been expended. The cost of salt has also increased, by approximately 40%. Felice recommends using either surplus/emergency or reserve funds to cover expected costs

for the remainder of 2022 or holding a special town meeting to see if the voters would approve to raise and appropriate additional funds for the heating/vehicle fuel budget. Motion made by Shelly to hold a special town meeting to see if the voters will vote to raise and appropriate a specified amount of money (to be determined) to cover fuel costs that exceed the current budget amount, 2nd Jim, all in favor.

18. Executive Session for Personnel Matter Pursuant to 1 MRSA § 405 (6)(A). Motion made by Shelly to enter into executive session, 2nd Jim, all in favor. Executive session entered at 7:47 p.m. Motion made by Shelly to end executive session, 2nd Jim, all in favor. Executive session ended at 8:30 p.m. Motion made by Shelly to hire Felice Lyford as full-time Town Manager, 2nd Jim, all in favor.

19. Next Meeting is scheduled for Tuesday, July 19th, 2022 at 6:00p.m. at the Legion.

20. Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Autumn Chadwick
Deputy Clerk


Byron Weymouth, Chairperson

Kevin Emery


James Hartin


Shelly Ekholm

Dean Bellatty