

TOWN OF BROWNVILLE
Tuesday, October 18, 2022 ~ Beginning @ 6:00 pm
BOARD OF SELECTPERSONS MEETING MINUTES
American Legion Post #92 ~ 67 Railroad Ave. Brownville

1. Board of Selectpersons Meeting Call to Order by Shelly Ekholm (filling in for Byron Weymouth, Chairperson.)
 - a. Selectpersons Present: Shelly Ekholm, Kevin Emery, and Jim Hartin
 - b. Employees Present: Felice Lyford, Kevin Black, Shawn Mitchel and Leesa Coates
 - c. Residents/Others Present: Lynn Weston and Chris Maas

2. Approval of prior meeting minutes from September 13, 2022
Minutes were approved; Motion: Kevin Emery Second: Jim Hartin, All in favor

3. Reviewed and signed the Treasurer's Warrants (Payroll, Accounts Payable, Water/Sewer).

4. Real Estate Tax Supplementals
Motion to commit to Alicia Harmon, Tax Collector, two supplemental taxes:
Alicia Conley M4 L13-12Z for an assessed value of \$3,300 supplementing a tax bill \$67.32 and Rhonda Shaw M4 L13-19Z for an assessed value of \$8,100 supplementing a tax bill of \$165.24 for total of \$232.56 Payment due 12/19/2022 with interest beginning on 12/20/2022. Alpine Property Trust M2 L13-1in amount of \$114.24 was tabled until next meeting as it was just prepared today.

Motion: Kevin Emery Second: Jim Hartin All in favor

5. Water/Sewer Foreclosures
We foreclosed on two properties for liens that were placed on 3/12/2021.
#1. Janice Winslow (heirs) 35 Spring Street foreclosed for water lien in the amount of \$323.32 and a total due on the bill \$506.65 thru 10/18.
#2. Cody Andrews, 32Page Street foreclosed for both a water lien of \$105.03 and a sewer lien of \$382.67 The total due on the bill \$2,381.26 thru 10/18/2022. Motion to offer the property for sale to the most recent owner for all monies owed on water, sewer and taxes with an additional administrative fee of \$250 if paid within 45 days.

Motion: Kevin Emery Second; Jim Hartin All in favor

6. Maine Highlands Broadband Coalition: Lynn Weston and Chris Maas gave statements on how this would benefit the town and what the cost may be.
Motion: To authorize the Town Manager to review and sign a memorandum (Deadline being Nov 9th, 2022) of agreement related to a grant application being submitted through Maine Connectivity Authority by the Maine Highlands Broadband Coalition, that includes Brownville, for funding access to high-speed internet through fiber-to-the-home partnering with Consolidated Communication; also to commit to a contribution of \$17,000 for the purpose of matching grant funds, if the grant application is successful to be paid out of ARPA funds.

Motion: Kevin Emery Second: Jim Hartin All in favor

7. Write-Offs (Outstanding checks not cashed)
Auditors would like us to clean up some of our outstanding checks that have not been cashed. The banks won't cash anything older than 90 days, and with us moving to

Machias Savings Bank, this is the perfect time to get this out of the way. List was presented and reviewed by the board.

Motion to write off the following checks that have not been cashed.

Water/Sewer Write-Offs					
7847	5/1/2018	\$ 40.00		W/S	\$ 1,348.63
8294	2/9/2021	\$ 83.30		P/R	\$ 2,199.45
8394	9/15/2021	\$ 1,225.33		A/P	\$ 2,528.65
		<u>\$ 1,348.63</u>		<u>\$ 6,076.73</u>	TOTAL Written Off
Town Payroll Write-Offs			Town A/P Write-Offs		
8910	1/1/2001	\$ 120.50	20124	1/1/2001	\$ 14.22
10035	1/1/2001	\$ 0.95	20125	1/1/2001	\$ 4.00
8798	1/9/2007	\$ 70.11	20974	1/1/2001	\$ 36.00
10216	1/9/2007	\$ 127.88	21280	1/1/2001	\$ 6.13
12697	8/20/2007	\$ 51.22	23706	1/1/2001	\$ 28.19
13684	6/30/2008	\$ 62.74	25606	9/8/2008	\$ 124.22
15199	9/28/2009	\$ 8.79	27034	1/25/2010	\$ 7.00
19269	6/10/2013	\$ 73.40	27936	12/31/2010	\$ 11.91
19803	12/16/2013	\$ 177.99	28296	5/26/2011	\$ 187.50
20052	3/17/2014	\$ 216.33	30477	10/23/2013	\$ 8.77
20845	12/22/2014	\$ 110.74	30623	12/30/2013	\$ 297.00
20895	12/29/2014	\$ 236.15	30997	6/17/2014	\$ 25.00
20929	1/12/2015	\$ 18.47	32187	12/31/2015	\$ 79.92
20995	2/9/2015	\$ 101.58	32308	3/4/2016	\$ 5.44
21095	3/16/2015	\$ 74.34	33157	5/18/2017	\$ 3.91
22819	10/31/2016	\$ 55.41	33524	12/14/2017	\$ 323.23
23112	2/14/2017	\$ 101.58	33570	12/29/2017	\$ 37.75
23413	7/3/2017	\$ 11.54	34434	4/22/2019	\$ 50.00
23986	4/9/2018	\$ 9.23	66296	2/4/2020	\$ 662.96
24053	5/14/2018	\$ 162.09	35631	3/9/2021	\$ 162.00
24069	5/21/2018	\$ 121.21	35633	3/12/2021	\$ 135.00
24352	10/1/2018	\$ 18.47	25682	7/6/2020	\$ 11.09
24356	10/1/2018	\$ 9.23	26406	7/6/2021	\$ 179.96
24525	12/17/2018	\$ 198.55	26573	9/27/2021	\$ 58.18
24942	7/8/2019	\$ 20.32	26594	10/4/2021	\$ 40.41
25130	10/7/2019	\$ 40.63	26598	10/4/2021	\$ 28.86
		<u>\$ 2,199.45</u>			<u>\$ 2,528.65</u>

Motion: Jim Hartin

Second: Kevin Emery

All in favor

8. Department Head Updates

a. Administration

i. Shoreland Zoning Ordinance –

Felice wants to discuss this matter further and has been trying to find more info from past meetings. Asked that the Board check their notes from 2021, to see if it was ever acted or voted on by the town.

- ii. Ordinance Restricting Vehicle Weight on Posted Ways – Also last reviewed in 2021 with no action recorded.
- iii. Draft Donation & Gift Policy – Motion to adopt the Donation & Gift Policy as presented to the board in Oct 2022 info packages.

Motion: Kevin Emery Second: Jim Hartin All in favor

b. Public Works

i. Additional Dumpster Collection

AE Robinson in Brownville has inquired about a second pick up day for their dumpster, as it has been an issue of overflow into the parking area. It was agreed upon (for this location) that a \$25 extra fee would be charged for an addition pick up, with the business required to give a scheduled day, in advance. This is not policy, and will have to be reassessed if any other place of business requests the same service, as distance is a factor.

Motion to have truck do a second pick up for Dumpster at AE Robinson's.

Motion: Kevin Emery Second: Jim Hartin All in favor

c. Public Safety

i. Dangerous Building Update-

No response from 50 Davis St or 40 Van Horne Ave at this time. 160 and 247 Church St have been working on a plan to be in compliance. 130 Davis St called to say he is tearing down the mobile home this week.

d. Parks & Recreation

i. Halloween Happenings –

Table or Treat at the American Legion and a Haunted Fire Station Oct 31! Holiday Train in November – More info to come

e. Water/Sewer

i. Main Road Service Relocation Project Update

Hughes Bros Inc will complete the work for \$24,118. Relocating 12 services from galvanized main to a newer existing cast iron. Contractor to provide all equipment, personnel, material and traffic control.

ii. Sewer Jetter – Insurance Claim

Claim was denied due to age and wear/tear that is not covered on our policy. Researching repair and costs at this time. PFAS test – Both village and the jct passed.

f. Fire Dept

i. Fire Prevention Week is October 9th –15th, Firefighter Recognition Day is Oct 5th. May send any interested staff to an EMT class this fall. Grant funds may be available to cover the cost of tuition.

ii. There was some discussion about some training within the dept, possibly beginning January 2022.

iii. Some checking (discussion only, at this time) about selling our 1998 Tank Truck and purchasing a used truck that Dover-Foxcroft Fire is taking out of service once their new one arrives next week. There is someone interested in purchasing our truck, and more work needs to be done to negotiate both sales. More information at the next meeting.

9. Open Session

10. Next Meeting – Regular schedule set for Tuesday, November 15th.

11. Adjournment – Motion to adjourn at 8:30pm

Motion: Kevin Emery

Second: Jim Hartin

All in favor

Respectfully submitted,
Leesa Coates
Selectpersons Secretary

Byron Weymouth, Chairperson



Kevin Emery

James Hartin



Shelly Ekholm



Dean Bellatty