

TOWN OF BROWNVILLE
BOARD OF SELECTPERSONS MEETING MINUTES
Wednesday, March 6, 2024 ~ 6:00p.m.
American Legion Post 92 - 67 Railroad Ave. Brownville

1. Called to order at 6:01 p.m.

- a. Selectpersons Present: Shelly Ekholm, Bryon Weymouth, Jimmy Hartin, Kevin Emery
- b. Employees Present: Felice Lyford, Jessica Wyman, Kevin Black, Shawn Mitchell
- c. Residents/Others Present: Peter Cogley and his Associate from Calderwood Engineering

2. Approval of Prior Meeting Minutes

Motion to approve the minutes from 02/20/2024 as presented.

Motion: Shelly Ekholm

Second: Kevin Emery

Vote: Unanimous

- 3. Treasurer's Payroll, Accounts Payable & Water/Sewer Warrants** were reviewed and signed by board members present.
- 4. Spencer Road Culvert Project Bid Review & Award** – Peter Cogley from Calderwood Engineering opened the two bids that were received for the project. Starrett Snow Landscape Services bid – \$298,527.30. Patriot Paving Group LLC, DBA Freedom Paving bid - \$156,000. Peter recommends the lower bid. He brought up that we could ask them for references, and information on some of their projects that they have done in the past. Shawn asked if either of the bids has exclusions. Peter quickly read through and didn't believe there were any listed. Board asks for the bids to be reviewed by the engineers and our managers before they award one of them. Bids are being reviewed for consideration of award at the next meeting on 3/18. Peter will scan and e-mail the bids to our office.
- 5. Department Updates –**

ADMINISTRATION –

- The 2024 budget was available for review. The manager informed the Board that the adjusted 2023 Workers' Compensation premium invoice came in at more than \$5,000, with MMA citing the large increase in Fire/EMS payroll as the main reason. The manager explained the process for estimating payroll for W/C premium begins in the fall for the following coverage year and is subsequently reviewed/audited after that fiscal year ends to adjust for the difference. (Ex: In Fall of 2022 we had to submit estimates for 2023 payroll costs (which we have not developed the budget for yet). In early 2024 the true audited payroll figures are sent to MMA and they invoice us for the difference in the premium for each department/category.)

PUBLIC SAFETY –

- In February we responded to 15 calls, 12 were EMS, 3 were Fire.
- FEMA Storm Declaration – We will plan to submit and see if we qualify for any reimbursement. The county EMA believes there may still be a shot at getting some things reimbursed even though the webinar indicated we wouldn't meet the threshold. They tell us the hard work is over.
- April 8th Total Eclipse may bring an overabundance of traffic/visitors to or through our area. EMA Director/Fire Chief discussed emergency response/planning/staffing

related to this event. He believes that it would be beneficial to staff the town with 2 personnel, cross-trained as Firefighter and EMR, to be able to handle either type of call. He's requesting to schedule coverage from mid-morning to possibly midnight. The Manager agrees with the need to be prepared but also expressed apprehension about changing our model, as we currently run as a volunteer service. We also placed staff on for the weekend of fishing derby. Our budget is not designed to sustain scheduling of staff, and she is concerned about it becoming a more regular occurrence. The Board advised the EMA Director/Fire Chief to use his discretion for this event.

- To make the Board aware, there have been several complaints regarding the railroad siding that's being put in off of Schoodic Lake Rd and Shore Rd, as it's causing large amounts of sediment to make its way to the lake. The location of the siding itself is not within the shoreland zone; however, the runoff is. Code will continue to follow up on it to ensure compliance with the protected area and work with DEP as needed.

PUBLIC WORKS –

- We are short a crew member for a few weeks or so this month. Mother nature seems to be having some sympathy for us in relation to storms.
- The Public Works Director interviews will be conducted next week. Felice hopes to have a hiring recommendation to bring to the 3/18 meeting for Board consideration.

PARKS & REC –

- We have spoken with an MMA insurance rep on how to proceed with our flood claim. Crystal has gotten the go-ahead to replace any lost contents in the buildings. She is going to work on getting estimates for the replacement of several doors, work done to the walls in the snack shack, any electrical work, repair/replacement of our older riding mower and we will submit those as they come in to be sure their adjuster agrees/approves of them. We will have at a bare minimum \$5,000 for the deductible to replace everything. The Rec Dept budget doesn't have the leeway some of the larger budgets do to absorb that cost. Asking the Board if the deductible could be paid out of Town Owned Property Reserve. If we do receive any money for damages to the field from FEMA, that could be placed back into Town Owned Property, but we expect a determination may not be made on that for some time.

Motion to allow the Davis Field flood claim deductible of \$5,000 to come from Town Owned Property Reserve with the stipulation that any reimbursement received from other sources be put back into said reserve.

Motion: Shelly Ekholm

Second: Kevin Emery

Vote: Unanimous

WATER/SEWER –

- The Quonset hut project is coming along. Kevin and Phil did some prep work for the overhead door and the company is planning to install that next Monday the 11th.
- Our truck body should be done next week, hopefully.

6. Open Session:

Update on some of the tax acquired properties:

Felice did reach out to Ryan Hircock again with no answer and no call back. Still need get additional guidance on how to proceed with the remaining properties.

Gerard Fortin, 3 Whitten St, believes he will have enough money to pay up his taxes, water & sewer by 3/22 and would like the Board to approve selling him back the property if he pays by that date. He was advised the amount will be different once we go beyond 4/1 as we would need to add in an estimate for 2024 taxes as well, and it would need to come back to the Board again. As of 3/22 he owes \$3,693.45 in taxes (inc fees and interest) plus \$500 admin fee = \$4,193.45.

Motion to allow Gerard Fortin to buyback his property at 3 Whitten Street for the amount of \$4,193.45 so long as payment is received by 3/22/2024, and as long as payment is received in full, approval is also made to sign and execute a quit claim deed releasing the Town's interest in the property to Gerard Fortin prior to 4/1/24.

Motion: Shelly Ekholm Second: Kevin Emery Vote: Unanimous

7. **Next Meeting** – Is March 18, 2024 Immediately following the Annual Town Meeting.


8. **Adjournment** at 7:04 p.m.

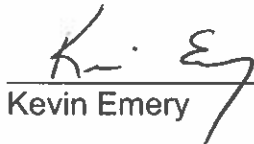
Motion: Jimmy Hartin Second: Kevin Emery Vote: Unanimous

Respectfully submitted,

Jessica Wyman
Deputy Clerk/Admin Asst


Byron Weymouth, Selectboard Chair


Shelly Ekholm


Kevin Emery


James Hartin