

TOWN OF BROWNVILLE
PUBLIC HEARING MINUTES
Tuesday, September 19, 2023 ~ 6:00p.m.
American Legion Post #92 ~ 67 Railroad Ave. Brownville

Public Hearing – To hear public comment regarding the following:

1. An amendment to the Town of Brownville General Assistance Ordinance ~ Yearly Appendices.

The state updates maximum allowances for General Assistance every fall for municipalities to adopt. A copy of the full ordinance with updated yearly appendices was provided for review and is available at the Town Office or on the Town's website at www.brownville.org. No questions or comments. Public hearing closed at 6:04p.m.

BOARD OF SELECTPERSONS MEETING MINUTES

Tuesday, September 19, 2023
Immediately Following Public Hearing (6:00p.m.)

1. Board of Selectpersons Meeting Call to Order – Meeting was called to order at 6:04PM by Shelly Ekholm.

- a. Selectpersons Present: Shelly Ekholm, Kevin Emery & Alaina Zelkan
- b. Employees Present: Felice Lyford, Autumn Chadwick, Kevin Black & Shawn Mitchell
- c. Residents/Others Present: John Dow, Donna Jones, John Maynard & Judy Bunn

2. Motion to approve prior meeting minutes from August 15 and 23, 2023:

Motion: Kevin Emery Second: Alaina Zelkan Vote: Unanimous

3. Review of the Treasurer's Warrants (Payroll, Accounts Payable, Water/Sewer) – Warrants were signed by members present.

4. PVMS/PVHS New Principal John Dow – Introduction to the Board

John is the new Principal at PVMS/PVHS. This school year John is focusing on improving class scheduling and student attendance; he has encouraged teachers to submit lesson plans as a way to stay on track and to boost an urgency for learning. John reported that there has been some success in filling staff vacancies; unfortunately, PVMS/PVHS is still lacking a skilled social worker. John has identified key areas he hopes to improve and intends to stay as long he is welcome and able. There will be a meet and greet with Principal Dow at the PVHS gym on Tuesday, September 26; everyone is welcome to attend.

5. Junkyard Permit Renewal Application – Donna Jones

Donna Jones has submitted an application to renew a junkyard permit for property located at 1215 Main Road. There have been no changes to the property since the 2022 permit was approved. No questions or comments.

Motion to approve junkyard permit renewal for 1215 Main Road:

Motion: Alaina Zelkan Second: Kevin Emery Vote: Unanimous

6. Building Permits – None for review.

7. Property Tax Abatements/Supplements – None.

8. Sealed Bids for Sale of Equipment

No bids received; the sewer flusher and Holder will be re-advertised for one more month.

9. Electricity Supply Contract

The electricity supply contract expires in November; Felice researched other options through Maine PUC and Maine Power Options. Constellation's contract rates remain the lowest available in the area.

Motion to authorize the Town Manager to sign and execute a contract for electricity supply through Constellation Energy for 48 months.

Motion: Kevin Emery Second: Alaina Zelkan Vote: Unanimous

10. Special Town Meeting Warrant/Articles

The Board would like to move forward with the purchase of a new loader. After reviewing the information about various loaders, the Board agreed that the Komatsu WA200-8 would best suit the needs of the town. A special town meeting, to see if residents approve the purchase of a loader, must be held; a warrant will need to be prepared and accompanied by a financial statement that includes the outstanding balance of the town's general obligation bonds. Felice will work on getting this completed and will contact Chris Crockett to finalize a date for the use of the American Legion building for the meeting. The warrant will also need to be reviewed by an Attorney.

Motion to approve special town meeting warrant as written, pending Attorney approval.

Motion: Alaina Zelkan Second: Kevin Emery Vote: Unanimous

11. Department Head Updates

- a. **Administration** – Felice provided an updated budget for review. Alicia has requested that Jessi Wyman be appointed as an Election Clerk so she can assist with future elections.

Motion to appoint Jessica Wyman as an Election Clerk through 3/18/2024.

Motion: Alaina Zelkan Second: Kevin Emery Vote: Unanimous

- b. **Public Safety** – The Fire/EMS Department experienced a high volume of calls related to Tropical Storm Lee, in Brownville and surrounding areas, and will be submitting information to the county to request emergency assistance/reimbursement for related costs. Shawn would like the Board to be aware that several of the fire trucks have required significant repairs which has impacted the Fire/EMS budget. Recently, the Milo Fire Department reached out to request that the Brownville Fire/EMS Department be simultaneously toned out with Milo First Responders when an ambulance is requested in the Milo coverage area; they have been running with a limited number of EMRs and don't always have a licensed member that is able to respond. A new candidate for the Fire/EMS Department was interviewed on Monday; Shawn recommends that the Board consider hiring Scott Lowell as a member of the Brownville Fire/EMS Department.

Motion to hire Scott Lowell as a member of the Brownville Fire/EMS Department.

Motion: Alaina Zelkan

Second: Kevin Emery

Vote: Unanimous

Rob Coburn has retired from the Brownville Fire Department as of 9/12/2023. Shawn submitted a \$58,000 grant request to Weyhauser for a side by side, trailer and wildland skid unit. The BFD Auxiliary has donated a used rescue sled to the Fire/EMS Department.

Motion to accept donated rescue sled from the Brownville Fire Department Auxiliary.

Motion: Alaina Zelkan

Second: Kevin Emery

Vote: Unanimous

Felice reported that the town officially owns the land next to the Village Fire Station. Felice and Shawn recently checked on the dangerous buildings/properties in town and it appears as though improvements have been made to most of the properties; additional buildings/properties that need to be addressed were identified.

- c. **Public Works** – The Brownville Elementary plowing services agreement has been signed by Darcie Fournier, Superintendent of M.S.A.D. 41.

Motion to approve and sign the Snow Removal Agreement for MSAD #41/Brownville Elementary School for the 2023/24 winter season (October 2023-April 2024) at a rate of \$4,375 with half due 11/15/2023 and the remainder due 2/15/2024.

Motion: Alaina Zelkan

Second: Kevin Emery

Vote: Unanimous

The MMA fall season Risk Reduction Grant application has been submitted and is now in the review process; if awarded, the requested amount of \$3,000 would cover the cost of additional lighting and light replacement in various areas of the highway garage. Felice reported that the new flag pole is still a work in progress. Jim Lord, the underpass project engineer, would like to attend a meeting in the near future to update the Board on the project.

- d. **Parks & Rec** – The electrical issues at Davis Field have been resolved. The Milo Rec Director, Jessica Atkinson, and the Bearcats After School Program leader, Dawn McLaughlin, met with Crystal and Felice on 8/24/2023 to discuss travel sports. The Milo Town Manager was scheduled to attend but had an emergency to attend to and was unable to make it. At the meeting it was decided that, beginning with basketball season, Brownville Rec will be running travel sports. The Town of Milo has transferred what was available for uniforms and equipment to the Brownville Rec Department; they will also be providing Brownville Rec with the funds to purchase new basketball uniforms. Crystal is planning a Haunted Fire Station event for 10/28/2023 at the Junction Fire Station and will also be doing a table-or-treat event at the American Legion Hall on Halloween night.
- e. **Water/Sewer** – Felice and Kevin are working with Nick Henry on water and sewer rate cases. In order to accurately build a case, Nick will need a proposed 2024 budget, debt analysis and current reserve balances. The Neptune meter reader will need to be replaced soon; the current reader will not work with upcoming Microsoft updates. We are in the process of collecting information to determine the estimated cost. The body/crane for the new water/sewer truck may not be ready until March 2024; repairs on the current truck will be scheduled. We are looking into applying for a mitigation grant that may cover up to 90% of the cost to purchase and install generators at the water reservoirs; the remaining 10% would be made up as an “in kind” contribution, such as labor and materials for concrete pads, etc., from the town.
- f. **PSWC** – Felice provided the Board with additional withdrawal information to review.

12. Open Session

POSSIBLE W/S ABATEMENT – Judy Bunn attended the meeting to provide the Board with additional background information regarding a possible w/s abatement request. Judy also had some questions regarding the double sewer bill for one of her properties. If Judy decides to proceed with the water abatement request, she will need to return a completed water abatement request form by 9/30/2023. Since the sewer charges in question date back several years they would not qualify for abatement but the Board may take them into consideration since Judy is questioning the validity of the charges.

COMMUNITY INVOLVEMENT – Judy Bunn would like to see more outreach/resources for youth and elderly in the community. Judy has been working on getting a group of people together to come up with some ideas on how to make improvements in that regard. Judy has been involved with community projects and grant requests in other communities.

ACTION FROM PUBLIC HEARING ON UPDATED GA APPENDICES –

Motion to adopt the updated General Assistance Appendices as presented.

Motion: Alaina Zelkan Second: Kevin Emery Vote: Unanimous

PLOW SANDBLASTING – Copia Specialty Contractors can sandblast and paint the plow that sits out front of the town office for \$1,600. We would need to deliver the plow to Copia and pick it up when it's done.

Motion to approve sandblasting and painting the V plow at Copia Specialty Contractors for \$1,600 with funds to come from Town Owned Property Reserve.

Motion: Kevin Emery Second: Alaina Zelkan Vote: Unanimous

SIDEWALKS – The sidewalks will be maintained throughout the winter; debris will be cleared this fall.

13. Next Meeting: Tuesday, October 17, 2023

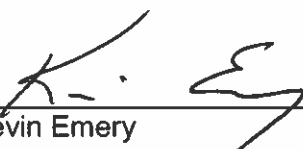
14. Adjournment – Motion to adjourn meeting at 8:47p.m.

Motion: Alaina Zelkan Second: Kevin Emery Vote: Unanimous


Respectfully Submitted,

Autumn R. Chadwick, Deputy Clerk


Byron Weymouth, Selectboard Chair


Kevin Emery

James Hartin


Shelly Ekholm

Alaina Zelkan