

**TOWN OF STETSON  
SELECTMAN MEETING MINUTES  
Date: July 27, 2022**

**I. OPEN MEETING**

Millard Butler opened the meeting at 6:00 p.m. by leading the Pledge of Allegiance.

**A. ROLL CALL**

Millard Butler, Tammy Buswell, Leslie Merrill, Danielle Withee, Gene Trojano were present.

**B. MINUTES OF THE MEETING**

**1. Approve July 13th, 2022 Meeting Minutes**

Upon motion by Danielle Withee 2<sup>nd</sup> by Tammy Buswell it was unanimously voted to approve the Meeting Minutes from July 13th.  
Discussion-None

**B. QUIT CLAM DEEDS**

None

**D. WARRANTS**

**1) Advantage Payroll Warrant #2**

Upon motion by Tammy, 2<sup>nd</sup> by Leslie Merrill it was unanimously voted to approve Advantage Payroll #2 Discussion-None

**2) Expenditures #2**

Upon motion made by Tammy, 2<sup>nd</sup> by Danielle W. it was unanimously voted to approve A/P warrant #2

Discussion-Tammy mentioned the fact that the contract with TDS will be complete in September of 2023 which will reduce the phone bill by over \$400.00

**E. BOARD OF ASSESSORS**

Danielle Davis talked about the new Senior Exemption and the application is now available at the Town Office. After a lengthy discussion it was decided to put a bill insert with the tax bills notifying the residents.

**II. OLD BUSINESS**

**A) Rapid Renewal & Debit/Credit Card Machine**

Millard Butler made a motion to change banking institution from T.D. Bank to Maine Savings, and to authorize Danielle Davis and Danielle Withee as authorized signers on the account. To authorize Danielle Davis

to apply for a credit card in the Town's name with Maine Savings. And for Danielle Davis to pursue setting up a virtual portal with pin pad to accept credit cards with Heartland.

- B) **ARPA-Tabled**
- C) **MMA Insurance Findings (plugs and faceplate at sand shed, emergency lights at Fire Station boiler room)**-Joe Gray stated the electrician had not made it out yet, he will be out next week.
- D) **Safe-Upon Motion by Millard 2<sup>nd</sup> by Gene Trojano** it was unanimously voted for Danielle D. to order the fire proof safe from Staples  
Discussion-None
- E) **Discussion for bids & contracts on Snowplowing**-Upon motion by Millard 2<sup>nd</sup> by Tammy it was unanimously voted to extend the contract with Gray's Construction & Firewood for a term of one year with a 3% increase to include the Municipal Yards within one contract.  
Discussion-None
- F) **Roadside Mowing Bid Status**-Danielle D. stated she had reached out to Aggressive Cuts to see what the timeline for the mowing would be and was awaiting a response. After a lengthy discussion the general consensus was the road side mowing should be put out to bid next year.
- G) **Mic to Speaker for Zoom**-Debbie Butler will sign on at the next meeting
- H) **War Memorial**-Danielle D. stated that Guernsey came out and that there was no space to add Ralph Darling's name to the existing WW II space. The board after much discussion agreed to have Ralph Darling's name added to the existing stone. Danielle D. will reach out and Millard will meet with Guernsey to discuss. Brenda Clark is to research the cost of adding wings to the existing stone.
- I) **Credit Cards**- Was handled in a motion under A) Rapid Renewal.
- J) **Boilers**-Danielle Davis gave the board the quotes that had come in thus far to review.
- K) **Warrant Article #22**-Tabled
- L) **Fall Cleanup**-Danielle D. said the Office had reached out to Sullivan's Waste Fall cleanup date is set for Oct. 15<sup>th</sup> 9am-2pm. Sullivan's is to send an updated list of acceptable items. Danielle D. stated she didn't ask for it to be moved to the Town Office. She will reach back out and request the location to be moved. Danielle W. mentioned the issue with the billing for foreman and requested Danielle D. to look at bill from last year and discuss with Sullivan's.
- M) **Audit**-Scheduled for September 27th

### III. NEW BUSINESS

- A) **LRAP**-Danielle D. asked where funds were spent last year. Joe Gray stated the funds were spent on the Mt. Pleasant Rd, Coboro Rd., and

the Burleigh Rd..

- B) Copier Lease**-Danielle D. stated that the copier lease was up and she was investigating charges.
- C) Town Office Hours**-Upon motion by Millard 2<sup>nd</sup> by Tammy it was unanimously voted to accept the proposal for current office hours to become permanent and to change the assessing days to the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month. Discussion-None
- D) Trio Upgrade**-Upon Motion by Tammy to move forward with the Trio upgrade 2<sup>nd</sup> Danielle W. it was unanimously voted Discussion-None

#### **IV. COMMITTEE REPORTS**

- A) Animal Control**-Nothing
- B) Appeals Board**-Nothing
- C) Cemetery**-Nothing
- D) Code Enforcement Officer/Plumbing Inspector**-Nothing
- E) E911**-Nothing
- F) Education**-Nothing
- G) EMT/Rescue**-Nothing
- H) Fire Department**-Nothing
- I) Meetinghouse**-. Brenda Clark has reached out to Nevin Miller regarding the ramp and he said that is something his son could do. Brenda is going to meet with Nevin and his son to discuss.
- J) Parks & Recreation**-Nothing
- K) Planning Board**-Nothing
- L) Recycling & Solid Waste Collection**-Nothing
- M) Road Commissioner**-Joe Gray stated he had received a complaint for missing road signs and was working to get them replaced. Brenda asked about the school bus turn around signs. Joe said he had ordered them. Joe said he has been working on grinding and paving quotes for the Wolfboro Rd. The estimate is for 3 sections of 3/10<sup>th</sup> of a mile each for a total of 9/10<sup>th</sup>s of a mile. Grinding these sections was quoted at \$45,00.00 and to grind and pave \$183,000.00
- N) State Legislative Correspondence**-Nothing
- O) Treasurer**-Nothing
- P) Welfare Director**-Nothing
- Q) Other**-Upon Motion by Millard to set policy for the Treasurer to pay State agencies and Payroll when the due dates fall in between warrants 2<sup>nd</sup> by Danielle W. it was unanimously passed and signed into effect Discussion-Danielle D. stated this was a yearly policy and would need to be renewed yearly.  
Tammy spoke about a Policy and Procedure for the newsletter. Laura Ward is to draft one and bring to the board for review.  
Tammy stated the polling place diagram in place with the state is not accurate. Danielle D. to draft a new diagram and confer with Bonnie Cyr, then bring final draft to board.

**V. TRAINING**-Danielle D. stated she will be out of the office next week due to attending classes for assessing. Training for her and Sandee Kerr for BMV is scheduled for August.

**VI. PUBLIC COMMENTS**

**VII. SELECTMEN COMMENTS**

**VII. EXECUTIVE SESSION-None**

**IV. ADJOURNMENT**

Tammy made a motion to adjourn the meeting at 8:17 p.m. 2<sup>nd</sup> by Gene  
Vote-All in Favor. Discussion- None

Millard W. Butler Millard Butler

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Leslie Merrill

Tammy S. Buswell Tammy Buswell

Danielle Withee Danielle Withee

Gene Trojano Gene Trojano

Respectively Submitted By  
Danielle Davis