

**TOWN OF STETSON
SELECTMEN'S MINUTES**

DATE: August 25, 2021

5:00 to 6:00 P.M. – Personnel Policy Workshop

6:00 P.M. – Regular Meeting

I. OPEN MEETING

Millard Butler opened the meeting by leading the Pledge of Allegiance.

A. ROLL CALL

Millard Butler, Brenda Clark, Tammy Buswell, Leslie Merrill and Danielle Withee were present.

B. EXECUTIVE SESSION

At 6:03 p.m., upon motion by Tammy Buswell, seconded by Danielle Withee, it was unanimously voted to enter into Executive Session pursuant to 1 M.R.S.A. section 405(6)(E) to consult with its attorney regarding the Town's legal rights and duties concerning its payroll program.

At 6:31 p.m., upon motion by Tammy Buswell, seconded by Millard Butler, it was unanimously voted that the Town retain the services of a certified professional accountant to review the Town of Stetson's payroll policies and procedures and to audit the Town's payroll records for as far back as they deem necessary.

At the recommendation of the Town's attorney to have two Board members to coordinate this, consensus of the Board was for Tammy Buswell and Millard Butler to be the two members.

C. MINUTES OF THE MEETING

1. Approve August 11, 2021 Meeting Minutes

Upon motion by Brenda Clark, seconded by Millard Butler, it was voted 4-0 to approve the August 11, 2021 meeting minutes. Leslie Merrill abstained as he was not present at the last meeting.

2. Approve Town Meeting Minutes – Tabled

D. QUIT CLAIM DEEDS - None

E. WARRANTS

1. Advantage Payroll Warrant #4

Upon motion by Tammy Buswell, seconded by Leslie Merrill, it was unanimously voted to approve Advantage Payroll Warrant #4.

2. Expenditures #7

Upon motion by Millard Butler, seconded by Brenda Clark, it was unanimously voted to approve Expenditures Warrant #7.

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3. Expenditures #8

Upon motion by Tammy Buswell, seconded by Brenda Clark, it was unanimously voted to approve Expenditures Warrant #8.

4. Expenditures #9

Upon motion by Millard Butler, seconded by Leslie Merrill, it was unanimously voted to approve Expenditures Warrant #9.

F. BOARD OF ASSESSORS

A supplemental tax warrant was provided for the Board to sign regarding a parcel of property being removed from Tree Growth.

Tammy Buswell stated she spoke with Danielle Davis, who advised mock tax bills had been mailed and expects that residents will get them Thursday or Friday. Danielle plans on being in the office Tuesday-Friday of next week and the following week to help with phones and be available to answer questions.

II. OLD BUSINESS

- A. Foreclosure Buy Back Program – Tabled
- B. Written policy dealing with conflict of interest – Leslie Merrill stated it appears the response from MMA is a suggestion, which Millard Butler agreed. Consensus of the Board was to continue as we have been doing.
- C. Winter sand bids – none were left for the meeting. Tammy Buswell to contact Diane Lacadie to determine where we stand with these.
- D. CMP update regarding LEDs, streetlights and town pole permit – town pole permit was signed by Millard Butler, Brenda Clark, and Leslie Merrill. All other questions are tabled for next meeting.
- E. Meetinghouse repairs update – Tabled
- F. Sullivan Waste regarding disposal of tires – Tammy Buswell reached out to Sullivan's. There was a short period of time they were unable to get into PERC and trash was being taken to Norridgewock where tires are not accepted. Sullivan's is now back at PERC and tires should be picked up.
- G. Status of ads placed regarding open positions within the town - Tabled
- H. Status of past years' meeting minutes – Tammy Buswell had spoken with Diane Lacadie regarding this. All of these would have to be rescanned into the computer, emailed to IT, and uploaded. Being short-staffed in the office, this is not a priority at this time. However, there are hard copies of the minutes available in the office, should someone care to look at or obtain a copy of a particular date or something specific.

III. NEW BUSINESS

- A. Zoom meeting policy – Because the expense of the Zoom Meetings has already been done, consensus of the Board was to get the letter/policy typed up to make this happen.

IV. COMMITTEE REPORTS

- A. ANIMAL CONTROL – None
- B. APPEALS BOARD – None
- C. CEMETERY - None

- D. CODE ENFORCEMENT OFFICER – None
- E. E911 – None
- F. EDUCATION – None
- G. EMERGENCY PREPAREDNESS COMMITTEE – None
- H. EMT/RESCUE – None
- I. FIRE DEPARTMENT – Leslie Merrill stated Mark McKay and Eric Strout had been planning on attending for a report
- J. MEETINGHOUSE – None
- K. PARKS & RECREATION – Millard Butler stated he had spoken with Corey and Bethany Leighton who are currently unable to attend meetings due to soccer. They have requested to relay information through Millard.
- L. PLANNING BOARD – None
- M. PLUMBING INSPECTOR – None
- N. RECYCLING & SOLID WASTE COLLECTION – None
- O. ROAD COMMISSIONER – None
- P. STATE LEGISLATIVE CORRESPONDANCE – None
- Q. TREASURER – None
- R. WELFARE DIRECTOR – None
- S. OTHER – None

V. TRAINING – None

VI. PUBLIC COMMENTS

Jody Lyford requested an explanation regarding the conflict of interest, which was provided to her by Millard Butler. She also stated that two meetings ago, she had put in a request for an accurate expense report which had been provided at Town Meeting. The documentation she received did not answer the question. She is requesting accurate line-item expenditures. She also questioned the overdraft of the Town Office Capital Reserve account. She stated there was an overdraft of \$13,064 due to the purchase of the generator. However, there was \$8684 available in the Town Office Building Improvements account. She is questioning why this \$8684 was not applied to the \$13,064 overdraft and reducing that overdraft.

Steve Ingalls asked if there was any official notification from RSU 64 and a reduction in the Town's school tax bill. By his calculations, it should drop \$59,829. He also continued that ARPA has been released and the Town should receive \$125675.23, which the Town has 60 days to decide if we want it before it goes back into a "pool". Steve inquired about the mock tax bills being sent out and was advised of Danielle Davis's response (see above "Board of Assessors"). Steve asked about the Treasurer's Report and if we had explanations on that as of yet.

VII. SELECTMEN COMMENTS

Tammy Buswell stated Sandee Kerr has been doing a great job, working 5 days a week and having a very positive attitude with everything going on.

VIII. EXECUTIVE SESSION

At 7:25 p.m., upon motion by Millard Butler, seconded by Leslie Merrill, it was unanimously voted to enter into Executive Session pursuant to 1 M.R.S.A. section 405(6)(A) regarding a resident's complaint with a member of the Planning Board.

At 7:35 p.m., upon motion by Millard Butler, seconded by Leslie Merrill, it was unanimously voted to table this issue until the next meeting for a further notification attempt to be made.

IX. ADJOURNMENT

Upon motion by Millard Butler, seconded by Danielle Withee, it was unanimously voted to adjourn the meeting at 7:35 p.m.

_____ Millard Butler, Chairman

_____ Leslie Merrill, Vice Chairman

_____ Brenda Clark

_____ Danielle Withee

_____ Tammy Buswell