

TOWN OF LIMESTONE
BOARD OF SELECTPERSONS AND ASSESSORS
Meeting Minutes
Wednesday, September 21, 2022 at 6:30pm

1. Call to order Time - 6:31pm

Board Members Present:

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

2. Pledge of Allegiance & Prayer

3. Adjustments to Agenda – LaBreck states Town Manager will not be attending and there are no adjustments.

4. Approval of minutes:

September 7, 2022 minutes - motion made by Pelletier to accept as read, 2nd by Brooker. No discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

4.1. September 7, 2022 Town Meeting minutes – motion made by Philbrick to accept as read, 2nd Brooker, no discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

5. Committee & Board Reports

5.1. AWS - next meeting date is September 23, 2022. Reported by Philbrick. No further updates.

5.2 LWSD – The Limestone Water & Sewer District has received the last payment owed to them from the LDA. Their Septage project is moving forward. Reported by LaBreck. No further updates.

5.3 Solar Committee – Applied for the second state grant with 6 letters of support attached. Plans for a workday at solar sight on Saturday and volunteers are welcome and needed. The event on September 29, 2022 with the Community Resilience Partnership coming up from Augusta is still happening. Reported by Chuck Kelley. No further updates.

5.4 Recreation Department Committee -the committee met last night and are planning a trunk or treat and working on basketball season. No job postings to fill Rec position yet. There is a struggle getting kids to the afterschool Rec with the Rec Assistant because of the program’s hours. If Asst. Rec. hours could be from 2-6pm for after school programs more kids could attend. Reported by Durepo. Pelletier asked if employee would be willing to work the longer hours. Durepo states if the board votes to extend the hours of the position, the next step would be to ask her. Pelletier asked if the pool is open and Durepo states it is. Pelletier made a motion to extend the hours of the Assistant Rec to 2-6pm and 2nd by Brooker. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

Durepo states the Albert Michaud Park pressure tank in bathroom area is still waiting on parts and suggested that when the parts come in to fix the leak that DJ also winterizes. He suggested Spencer run point on it to see that it gets done. Spencer was at the meeting and said he would work with DJ on it. Durepo states the Rec committee has a lock box now for keys.

5.5 Brooker states Albert Michaud Park is 80% done and waiting on concrete, weather and shavings. Job Corps will be starting on Trafton Campground picnic tables 6 at a time and will store them at LWSD building. Chuck Kelley states the LWSD board approved the use of the building to store the picnic tables. Trafton will be closing on September 30, 2022 and Job Corps will be going out and cleaning up the whole park. Reported by Brooker. Durepo states the bladder tank/pressure tank will need to be changed for next year. LaBreck states the board will look at budget for this year and Brooker states we have \$1,000 from the budget voted on to repair picnic tables.

5.6 Brooker asked Brandon Saucier to give an update on solar, personal property tax and Bete (Business Equipment Tax Exemption). Saucier explains the town can tax the solar even if the land is leased which is what LDA has been doing. There are a few solar arrays in town. Saucier went on to explain residential renewable energy the owner doesn't pay taxes but fill out a one-time form and the State then reimburses the town 50% of the tax value. Saucier states we will be seeing tax money with business solar; 3 in town and 2 at Loring. Whatever is there on April 1st on personal property would qualify for Bete. Saucier stated some towns have an ordinance for personal solar through their planning board. Durepo asked if Saucier could give him a rough idea on how much money a 4-million-dollar project would generate and at the current mil rate and with the 50% of value it would be approx. \$56,000. He states one application has already been turned in. Business owners fill out 7068 forms and Bete. Saucier states he has gone around and done quite a bit but there is more that could be done. Saucier states he has been taking care of the deed and data entry in TRIO which saves the town money because there are no mistakes. He had no claw backs since he took it over. Durepo asked Saucier how much has this town paid in previous years on claw backs and he stated \$12,000 - \$15,000. Brooker states would like the board to consider increasing his hours. Pelletier states it would have to go to a special town meeting as the budget has already been set. Durepo asked for a monthly report from Saucier. The Board asked Saucier to have a contract for additional hours submitted to them for the Oct 19th meeting for discussion.

6. Manager's Reports

6.1 LaBreck read the report from the last Town Manager.

LaBreck states the interim town manager needs to step down due to medical issues. LaBreck states she spoke to Walter Elliott and he could step in as interim town manager until a permanent town manager could be found. Fred made a motion to accept Walter Elliott for interim town manager with duties, hours, and pay to be forth coming and 2nd by Durepo.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

7. Public Comments – none

8. Old Business

8.1. Town Hiring Policy – LaBreck states we need to have it ready for next meeting. Pelletier makes a motion to table until next meeting 2nd by Brooker.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

8.2 LDA Update – Brooker states Carl shouldn't lease land at Loring with 40–60-year leases. Durepo states September 30, 2020 quarterly bill should be sent to Carl for Ambulance, Police, and Fire Department expenses. Durepo states the Board agreed not to change the proposed updated fees.

9. New Business -

9.1 Discussion on Limestone Community School doing the Town's Payroll – Chris Kilcollins states in order to merge town and school payroll and have the school provide it, the following things would need to be discussed and agreed upon. He states he was given the number of 30 town employees and quarterly an additional 85 employees to use as his guide on costs.

A time keeping system would be put in place, the pay week would be Saturday to Friday with payday being Fridays. Cindy would still do trio and provide the call in. The cost would be \$1,000 startup on the town side and \$5,500 to process and costs for the payroll processing forms. Approx \$8,500 up front and \$5,500 annually based on the employee numbers he was given. It figures out approx. \$7-\$10 a check. Kilcollins states we would have a couple of months to have meetings and get the details worked out. December 24, 2022 would be 1st cycle in January 2023. Town employees get paid on Tuesday so letting them know this is going to be happening well in advance is important as their paycheck would be Friday instead of Tuesday states Durepo. Philbrick asks what is the actual time and cost for us to do payroll now. Cindy Tardy states 3 hours of uninterrupted time every other week. The w2/w3 have been contracted out the last 2 years and with law changes within payroll and new employees it is hard to keep up. Durepo states they are still looking after mistakes and IRS problems from 3 years ago. Kilcollins states no decision is expected just a motion to pursue the LCS payroll services so next steps can happen so a determination can be made. Durepo makes a motion to continue with next steps in agreement with school for time clock, payroll services and send a note out to town employees about potential changes in their pay date changing to Fridays. 2nd Brooker. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

9.2 Police Department Budget - Interim Chief Cormier states he wants the \$4,000 line item for vehicle maintenance on the 2013 Taurus moved to purchase a single cell partition for Ford police vehicle. He has a quote attached for \$1,350. Cormier states they have taken everything out of the 2013 Taurus cruiser so Cote's garage can sell. Cormier states there will be 20 hours a day of coverage as he has 2 full time officers starting the 27th and maybe a 3rd coming on. He is working with the state police on any hours not covered.

Motion made by Durepo to authorize the movement of \$4,000 from budget line 30-40-18; 2013 For; to budget line 30-4-01; vehicle maintenance and use \$1,350 from budget line 30-4—01 to purchase a single cell partition with cargo barrier for the 2021 Ford police vehicle. 2nd by Brooker. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

9.3 Authorization to access town accounts at Aroostook Savings and Loan Association – Durepo makes a motion to authorize Cindy Tardy, Limestone Town Treasurer, to inquire on all of the Town

of Limestones accounts at the Aroostook Savings and Loan Association. 2nd by Philbrick. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

9.3.a. Durepo makes a motion to authorize Walter Elliott, Limestone Interim Town Manager, to inquire on all of the Town of Limestone accounts at the Aroostook Savings and Loan Association. 2nd by Philbrick. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

9.4 Secretary to the board of Selectpersons – Pelletier makes a motion to appoint Jo-Ellen Kelley as interim Secretary to the Board of Selectpersons effective September 22, with a 2nd by Philbrick. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

9.5 Town Manager search process – As the board starts the hiring process, consideration of different avenues to conduct the process was brought forth by Mr. Risner, Interim town manager. Maine Municipal Association cannot start their searching services until after the first of the year. Eaton Peabody is another service available. Brooker questions if the cost of Eaton Peabody compared to MMA will be worth it. Pelletier states the costs might be able to be reduced through a meeting. LaBreck states we might need use a service with experience to get a qualified town manager. Philbrick states the board could put out ads as well. Brooker made a motion for board to meet with Eaton Peabody and 2nd by Pelletier. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

9.6 Sand Bids 2022-2023 LaBreck states bids need to be opened tonight and one per person. There was a total of 3 bids for \$1,000 of sand. Brooker would like to see a sample of the sand from whoever gets the bid. The board felt that was reasonable.

Durepo opens \$16.00 a yard – Williams

LaBreck opens \$16.50 a yard – O’Neal

Pelletier opens \$13.00 a yard – K&M

Motion by Brooker to accept K&M with a 2nd by Pelletier. Discussion – Brooker wanted to go to next lowest bidder if the sand doesn’t pass for live sand. Philbrick asked if that was what we asked for.

Brooker states we need live sand or else we will be in the same predicament that Spencer is in right now. Philbrick states it should be put in the specs. No further discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

10. Elected Official’s Reports & statements –

Chris made a motion to appoint Walter Elliot, Interim Town Manager, as Limestone’s Alternate Board Member on the AWS (Aroostook Waste Solution)Board. Motion 2nd by Philbrick. No discussion. So voted.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

11. Other -

11.1 Employee Handbook will be discussed at Oct 5 Board Meeting. LaBreck asks if a workshop is needed to go over handbook. Pelletier suggests reviewing a number of pages each meeting as

another option. Interim Chief Cormier asks if there is an addendum for the police department. Durepo will email it to Cormier. Pelletier states each department head needs to look over and get Fire Dept, Police Dept, and Hwy Dept to add their addendum. Once the board gets enough of the handbook reviewed, we will have depts come in with their addendum. Pelletier has done research on state statute on earned paid leave with dept of labor, business lawyer and HR Manager in Augusta. He states there are interpretation issues and not to put all their faith in MMA.

12. Approve Warrants -

12.1 Payroll Warrant(s) #9

Motion made by Pelletier 2nd by Brooker to approve payroll warrant #9.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

12.2 A/P warrant(s) #10

Motion made by Pelletier 2nd by Brooker to approve A/P warrant #10

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

13. Executive Session -

Motion made by Pelletier 2nd by Brooker to go into executive session at 8:51pm for personnel matters 1 M.R.S.A. §405(6)(A)

DECLARED OUT OF EXECUTIVE SESSION AT 9:16PM

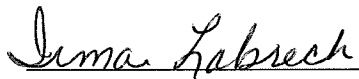
Motion by Pelletier 2nd by Brooker to hire Walter Elliott as Interim Town Manager. Walter Elliott was hired at 9:15pm on September 21, 2022. Will meet with him on contract.

Durepo X Brooker X LaBreck X Pelletier X Philbrick X

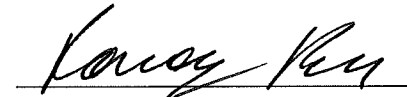
14. Adjournment -

Motion made by Pelletier 2nd by Brooker to adjourn at 9:36pm.

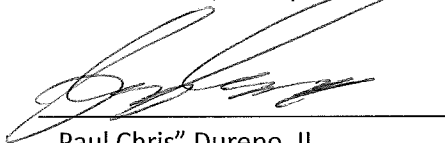
Durepo X Brooker X LaBreck X Pelletier X Philbrick X



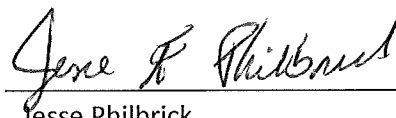
Irma Labreck, Chairperson



Randall Brooker, Vice Chairperson



Paul Chris" Durepo, II



Jesse Philbrick



Fred Pelletier