

Town of Stow

Selectmen Meeting Minutes DATE 11-12-2024

Opening: The Board of Selectmen meeting was called to order at 6:00 pm in Stow, Maine by Jim Wilfong.

Present

Selectmen: Ray Ryan, Jim Wilfong, Carl Lindblade

Town Clerk: Christine Carone **Deputy Clerk:** Kathleen Panno **Treasurer:** Nancy Boros

Road Task Force members: Carl Drew, Steve Dupuis, Mike Tamaska

Approval of Agenda: Agenda approved

Approval of Minutes: Minutes from 10-08-2024 meeting **Approved 3-0**

Treasures Report:

Cash Balance \$189,316

Warrant #74 \$86,752.49 Approved 3-0 (1 MSAD payment was approved for payment)

The Road Task Force would benefit from a G-Suites email account. It would facilitate sharing documents on the G-drive. The cost is approximately \$6 per month. The budget committee does not have an email address either. **Approved 3-0**

N.Boros prepared a schedule of grants we have received or been denied for the past 3 years. The town has received funding of \$324,872 since 2021, this does not include the FEMA funds. Almost all our FEMA projects have been approved. We expect to finish the process by the end of November. The next step is for Me emergency services (MEMA) to review the projects and release the funds. We may start to receive funds around March 2025. We will receive a total of 90% of the emergency repair costs incurred as follows: 75% from FEMA and 15% from MEMA.

N.Boros submitted a question regarding tax commitment dates and due dates on the MMTCA list serv. Most towns of our size collect taxes once or twice a year and most of them commit taxes earlier and have an earlier due date. Many commit as soon as the school budget is announced in June or July, then collect sometime in the fall. J.Wilfong stated the reserve could be shored up incrementally each year. R.Ryan will call MMA and O'Donnell's, our assessor, to discuss alternatives to the once a year December tax payment.

Clerks Business:

S. Kenny who owns property in Stow, donated \$200 for the schools in Stow. The New Suncook PTA will be given the donation to help a child from Stow in need. Today the town received \$80,000 in RE taxes.

Deputy Clerk's Business:

Field Electric installed lighting in the parking lot and emergency exit before Election Day. We are grateful that they expedited the work for us.

K Panno has an estimate for a shed at the TH to store the snow blower and other items. The shed would cost \$4,100 plus the cost of a base and lighting. C. Lindblade also has an estimate.

Policy Contracts and Insurance (Ray Ryan) - no new items

Maintenance and Broadband: (Carl Lindblade)

C. Lindblade reported receiving an email from Spectrum 10/31/24 announcing a marketing initiative over their system. Crews have been observed , working 7 days a week, installing fiber. It seems they are on time and on target for system readiness by the end of November-early December.

C. Lindblade stated the cost of a new flagpole would be about \$1,600 plus installation.

Road Report: (Jim Wilfong)

There is no contract or bond for the South Chatham Rd ditch work. The Town won a grant for \$76k to assess the condition of Lake Road and determine engineering solutions. This grant was applied for by Jim Wilfong and Jim Siragusa, the State determined which road the grant funds could be used for.

N.Boros asked the Selectboard to be sure and file all their correspondence.

N.Boros sent an email regarding Oxford County Emergency Management Services and highlighted the key points. Currently J.Wilfong and N. Boros receive the notices. R. Ryan will add his email to the list. M. Tamaska stated SVFD goes to a lot of these meetings. The Board and SVFD will coordinate on attending the meetings and update each other. C. Lindblade suggested a category for emergency repairs be added for road expenses. In 2025, we will categorize road expenses as either annual maintenance, upgrades, or emergency repairs. The Treasurer will organize the invoices for financial use by year and category. The Road Agents will keep track of the expenses by road separately.

JWilfong plans to add a culvert to the Center Chatham Rd to reduce the ice buildup on that road.

So. Chatham Rd and Dresser's Hill area will be ditched. The Road Task Force asked if all contractors are bonded. J. Wilfong stated the bridge contractor was. C. Drew stated bonds cost about \$350 to \$500 per project and are a good measure in the event there are problems. This year there was not a lot of roadwork outside of the bridgework. The Selectboard will seek bonds for roadwork in the future.

Open Issues: S. Dupuis will run the snowblower at the Town Hall for the winter; he will get the blower and bring it to the TH as well.

New Business :

C:\Users\User\Documents\Selectmen\Minutes\Draft Minutes 2024.11.12.docx

Road Task Force: S. Dupuis stated that the HEB engineer advised the Road Task Force that the cost to scope an engineering plan for Meadow Road would cost about \$100k. The bridge on Meadow Road is the State's responsibility. S. Dupuis stated almost all grants require that an engineering plan be obtained for funding consideration. The question arose regarding how long a plan would be valid, given the town would be unable to fund a large project in one year. S. Dupuis and C. Drew commented that engineering plans expire if permits are not renewed, the town would be able to renew the permits for several years before they would expire.

Public Comment: NA

Meeting adjourned 7:20 pm Next meeting will be Tuesday 11-26-2024 at 6:00 pm

Minutes submitted by Nancy Boros

Changes to meeting dates, these will be posted on the website and front door:

There will be a Selectboard meeting on Monday December 23

The office will be closed on Tuesday December 24

Office hours on 12/31 will be determined later

There will be a Selectboard meeting on Monday Jan 13 (not the 14th)

Open Items

Policy Contracts and Insurance (Ray Ryan)

Security camera signs for salt shed – in progress

Obtaining cost to soundproof the town hall – in progress

Monitoring receipt of WC invoice from MMA

Register for Oxford County Emergency notices

Research implementing 2 tax due dates

Maintenance and Broadband: (Carl Lindblade)

Sale of foreclosed properties – in progress

Editing committee policy

Researching cost of shed at TH for 2025 budget w/ K.Panno

Researching cost of flagpole

Researching upgrade of website for 2025 budget, contacting local web designer

Researching condemning properties not in suitable living conditions – on hold

Road Report: (Jim Wilfong)

Ezra Heald Bridge/Stone House Bridge – in progress awaiting state report

J. Wilfong to set up a meeting with Select board, CEO and Planning Board regarding road and building issues

J. Wilfong will contact P. Coughlin re traffic counters

J. Wilfong will contact Union Hill residents regarding culvert replacement

Work with Planning Board to ascertain excavation activity at a property passed to JW

Town Office

N.Boros continue w FEMA

N.Boros to monitor bridge payments and bridge grant progress reports w USFS – submitted preliminary report

N.Boros to start uploading audit docs – in progress

C.Carone – sale of foreclosed properties – in progress

K. Panno –coordinate handing tree lights

K. Panno – submit for grant reimbursement from MMA – in progress

Tally timesheets submitted by JW RR CL CC KP NB to determine how time is allocated to different areas and tasks
– no timesheets submitted; project dropped.