

Town of Stow

Selectmen Meeting Minutes DATE 04-19-2022

Opening: The Board of Selectmen meeting was called to order at 6:04 pm in Stow, Maine by Jim Wilfong.

Present

Selectmen: Ray Ryan, Jim Wilfong, Carl Lindblade,

Town Clerk: Christine Carone **Treasurer:** Nancy Boros **Secretary:**

Road Agent:

Residents/Guests: Diana Davis, retired Treasurer

Approval of Agenda: Agenda approved

Approval of Minutes: Minutes from 04/07/2022 Approved 3-0

Clerks Business: Christine Carone asked Selectmen to determine which Selectman will be in charge of General Assistance. The Selectman in charge meets with the applicant, completes the general assistance form, sees to payment of the bills and requests a 50% refund from the State. It is the Selectman who determines the eligibility of the applicant. The Selectman is to give the applicant additional resource contacts, such as Community Concepts. General Assistance does not include Fuel for Neighbors. The Town Clerk can approve a heating request for either 100 gallons of fuel or pellet fuel. Carl Linblade has accepted role to be contact point for General Assistance.

Treasurer's Report: Diana Davis submitted a thank you to the Selectmen and staff for her retirement gifts and kind words. Note was read to the group by Selectman Linblade.

Warrant #16 was submitted to Selectmen, including a payment to MSAD 72. Treasurer will start working on the TAN note application before the end of the month. Signature cards and online access has been updated to remove Diana Davis and add Nancy Boros. Debit cards will be ordered shortly. D.Davis and N.Boros went through several files and open items that needs to be completed. The audit has not yet been approved, N.Boros will read through it and communicate with auditors. Important aspects of the audit are getting the report completed in a timely manner, and receiving the adjusting journal entries in a timely manner. D.Davis commented that this year's process was not as efficient as in the past. We discussed asking the auditor to honor a firm deadline for the completion of the audit in future years.

J.Wilfong noted that the Salt and Sand account budget includes the bond payment due annually. We discussed including a subcategory in the highway accounts for this bond payment. Money can be transferred between any Highway Accounts for expenses incurred. J.Wilfong also discussed the \$18k reimbursement received from the Forest Service in February 2022 related to work completed in 2021. J. Wilfong created a memorandum of agreement with the Forest Service in July 2021 for the \$18k reimbursement related to work completed on the Deer Hill Road costing approximately \$28k in 2021. D.Davis recommended that this \$18K be recorded in a Highway Account subcategory. N.Boros is to call auditor to determine if the \$18k is to be recorded as 'Due to Roads and Bridges' e.g. part of the Highway Account's carry forward

balance rather than recorded in equity. This would increase the road budget from \$176k to \$194k. The town anticipates a reimbursement for some of this year's roadwork as well. The agreed upon refund will be recorded as a receivable, this will ensure the town will not go over budget.

Warrant # 16 for \$45,541.16 approved 3-0

Unfinished Business: The Selectman discussed their plans for maintenance and improvements to the town hall. This will be a multi-year project. Each Selectman has volunteered to research cost and potential vendors for the following items:

- a. Paint or carpet the meeting room (CL),
- b. Deep clean the building by industrial cleaner (JW)
- c. Pest Control – contracted already (CC)
- d. Window blinds for the windows in meeting room, power wash the building and other maintenance repairs.
- e. Proposal for a generator (JW)
- f. Proposal for an upgrade of lighting (RR).
- g. Consider hiring a maintenance man (RR)
- h. JW, RR and NB will set a date to clean and organize meeting room

Kathleen Panno is to meet with J.Wilfong and R.Ryan before her appointment is confirmed as Deputy Clerk.

Selectmen had a meeting with the petitioners regarding the Lake Road on 4/15/2022.

Next meeting will be Tuesday 5/10/ 2022 at 6:00 pm

Minutes submitted by Nancy Boros