

Town of Stow

Selectmen Meeting Minutes DATE 03.26.2024

Opening: The Board of Selectmen meeting was called to order at 6:01 pm in Stow, Maine by Jim Wilfong.

Present

Selectmen: Jim Wilfong, Ray Ryan

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

Road Agent: NA

Residents/Guests: Rob Flint, Budget Committee Chair

Approval of Agenda: Agenda approved

Approval of Minutes: Minutes Approved from 03.12.2024. Minutes from 3.20.2024 will be edited and reviewed at the next board meeting.

Treasures Report: (Nancy Boros)

Cash Balance \$ 307,396

Warrant 19 \$65,667.29 **Selectboard approve 2-0**

I'd like board approval to start the TAN application. We need the finalized audit report, but I could get started contacting the attorney and bank. **Select board approve 2-0**

I have three annual policies for the Selectboard to sign:

*Cyber Policy Acceptable Use Agreement – R.Ryan will confirm with MMA if all email users should sign this.

*Treasurer Disbursements for state fees policy

*Check Disbursement policy

I have updated the website with the newly elected committee members.

Clerks Business: (Christine Carone)

There were 36 residents present at the Town Meeting. At 12 noon on March 16th, Patricia Patnaude sent an email resigning as alternate from the Planning Board. The Select board did not read the email prior to the town meeting, therefore, an alternate was not voted in at the meeting. The board will appoint an alternate. The Budget Committee currently has six members, an odd number is needed, and the Select Board will appoint an additional member. The Appeals Board is in need of members. These are appointed positions and the Select board will make the appointments.

Deputy Clerk: K. Panno asked for clarification regarding the process of issuing building permits for accessory structures. All structures that are not attached to the main home, and are not used for commercial purposes are by definition, accessory structures.

Selectman's Reports:

Policy Contracts and Insurance (Ray Ryan)

R. Ryan asked K. Panno, C. Carone and N. Boros to sign a Faithful Performance of Duty form and MMA insurance agent to reassess the valuation of the Town Hall and Salt Shed. He will submit all forms to MMA. The MMA representative stated he will increase the value of the building coverage. He asked that the fire extinguisher's be inspected on a regular basis and that a cover for the circuit board on the furnace be installed. R. Ryan will purchase the cover for the circuit board. Select board will reach out to SVFD for fire extinguishers inspection.

Maintenance Report/Broadband/Foreclosures: (Carl Lindblade) – No report, not present.

Road Report: (Jim Wilfong) Filling of potholes has begun. Hot patch will be applied later in the season when the temperature is warmer. The first payment to the bridge engineers was approved for payment. The bridge engineering firm will coordinate the bidding on the project. There will be a road meeting on April 30th at 6 pm to present the road work planned for this spring and summer.

New Business: The select board confirmed to R. Flint that they signed an agreement to pay for attorney fees for the broadband project with the other participating towns. Select board to follow-up with C. Lindblade that he has retained a copy of the agreement.

C. Lindblade told the board at the March 20 meeting that he has planned several extended vacations. He offered to resign from the board. A special election would be required. The Select board declined his offer. C. Lindblade stated he would be able to perform all the duties he has been assigned. The Select board is satisfied with his response.

Next meeting will be Tuesday 04/9/2024 at 6:00 pm. Adjourned 7:15 pm

Open Items

Policy Contracts and Insurance (Ray Ryan)

Volunteer Insurance for FY 2024

Snow Contract – bidding to occur around May 2024

Cyber policy – determine if committee members w email will need to sign

Circuit board – order circuit board cover for furnace

Fire Extinguishers – selectboard to reach out to SVFD for inspection

Obtaining cost to soundproof the town hall – in progress

Maintenance and Broadband: (Carl Lindblade)

Sealcoating of parking lot – tabled until spring 2024

Ordinance regarding lots with trailers on them and no septic system – planning board is overseeing this

Sale of foreclosed properties – in progress

Broadband project – in progress

MMA grants – (C. Lindblade and K.Panno)

Will monitor legal fees for Broadband project

Road Report: (Jim Wilfong)

Ezra Heald Bridge/Stone House Bridge – in progress

April 30th meeting – prepare for road meeting

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

J. Wilfong will contact F. Wilson to install a septic cover and to move some rocks to top the culvert. (Delayed to spring)

Town Office

K.Panno to collect documentation that FOAA training has been completed

N.Boros to prep for Tan, budget reports for Q1

N.Boros to work on FEMA damage reports – April and Dec

Tally timesheets submitted by JW RR CL CC KP NB to determine how time is allocated to different areas and tasks

