**Town of Stow**

Selectmen Meeting Minutes May 14, 2024

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

**Present**

**Selectmen:** Jim Wilfong, Carl Lindblade, Ray Ryan

**Town Clerk:** Christine Carone **Treasurer:** absent **Deputy Clerk**: Kathleen Panno

**Road Agent:** NA

**Residents/Guests:** Rob Flint, Budget Committee Chair, Steve Dupuis, Cemetery Commission

**Approval of Agenda:** Agenda approved

**Approval of Minutes:** Minutes Approved from 04/9/2024. **Selectmen approve 3-0**

**Treasures Report:** (Nancy Boros)

Cash Balance $181,209

Warrant 31 $17,629.24

Warrant 32 $3,406.85

Warrant 33 $538.25

**Selectman approve 3-0**

The TAN note for $300k, at rate of 6.89% will be signed tonight.

We will make our last and final payment to Troy Morse on the snow contract in June, therefore no payment is on the warrant for this meeting.

I am awaiting insurance coverage for F. Wilson for May 2024 forward.

Proposed MSAD 72 assessment for FYE Jul 2024 is $541,549 up $30K or 6%.

We have all the documents for the second USFS grant from the forest service for $101,503. We also have the documents for the Catalyst grant application Jim Siragusa and Jim Wilfong worked on. I have updated the SAM account and checked on our registration. We reregister in October.

I will be away for both board meetings in June, but I will be in town in between and will generate the warrant and treasurer notes.

**Clerks Business**: (Christine Carone)

There is a school budget meeting vote on May 22nd (Wednesday at 7 pm, Molly Ockett). K. Panno and J. Wilfong will be there.

Saco Valley Fire Department has requested the hydrant be installed before June 1st. J.Wilfong will oversee this.

Septic System – J. Wilfong will contact contractor to get the work done as soon as possible. The problem needs to be addressed urgently. **Select board approves 3-0.**

**Deputy Clerk:** (Kathleen Panno)

K. Panno will ask S. Dupuis to move the snow blower away from the front door for the summer.

**Selectman’s Reports:**

Select Board votes J.Wilfong as Chairman, Ray Ryan as second and Carl Lindblade as third.

**Policy Contracts and Insurance** (Ray Ryan)

R.Ryan will seek snow plowing bids, August 1st will be the deadline for bids.

R.Ryan called Harris (Trio) software. They have 25% of their clients migrated to the web based platform. The Select Board will not implement the web based program at this time. They anticipate upgrading in 2025.

**Maintenance Report/Broadband/Foreclosures:** (Carl Lindblade)

C. Lindblade has collected the contact information from the 5 members on the Task Force. Select Board approves the formation of a Road Task Force. **Select Board approves 3-0.**

The Select Board is considering holding a special meeting where the Task Force can present their findings to the public. The Task Force’s purpose is to provide three options as how to address the road issues. The task force should have a deadline to present the 3 options. They should have detailed cost estimates for the 3 options suggested. The are to determine what work needs to be done on all the roads, outline the various options to address the road issues, and determine how to fund the road work. An interim report will be presented at the town meeting on March 15, 2025. A final report is to be completed by September 2025 that includes the financing details which will be included in the 2026 budget.

C. Lindblade will follow up with the Task Force.

C. Lindbade met with CEO Ron McAllister regarding the new permit procedures as created by the Planning Board. C. Lindblade asks the Planning Board to create an information sheet for the residents that has the contact information for Selectman, Town Clerk, and Maine DOT etc. The permits will be good for 2 years. C. Carone stated she is working on an informational sheet.

C. Lindblade, Rob Flint and Dick Moore met regarding the telephone pole inventory for the Broadband initiative. The franchise agreement has been drafted. The agreement is between Stow and Spectrum. The other towns have identical, but separate agreements with Spectrum.

R. Flint asked if anyone has reached out to Consolidated regarding the work they are doing in Chatham.

C. Lindblade would like to consider building a shed near the Town Hall and consider that for the 2025 budget.

Foreclosures – C. Lindblade will send a 90 day letter this week to the foreclosed properties.

There is a broadband meeting tomorrow night.

**Road Report:** (Jim Wilfong)

J. Wilfong would like to hire the bridge engineers, Calderwood Engineering for $14,000 to manage the bridge construction. **Select board approves 3-0.**

**New Business**:

**Cemetery Comm**ittee – Steve Dupuis

S. Dupuis received a quote from Kyle Littlefield Property Services to remove small trees and branches and treat the stumps from the Hillcrest Cemetery. The proposal is for $720. S. Dupuis will oversee the work and is hoping it will be completed before Memorial Day. Steve will donate his time and services to repair some old cemetery stones. Flags has been purchased for Memorial Day. The Cemetery Commission has not had an opportunity to meet in person yet, but have been communicating by email. Board approves the expense of $750 and purchase of flags. **Select Board approves 3-0.**

Planning Board – R. Flint

R. Flint stated that Jim Luongo has been given an email for the Planning Board.

Next meeting will be Tuesday, May 28 at 6:00 pm. Adjourned 8:10 pm5

**Open Items**

**Policy Contracts and Insurance** (Ray Ryan)

Volunteer Insurance for FY 2024

Snow Contract – bidding to occur around May 2024

Property Insurance – per MMA request, get fire extinguishers inspected and a cover for circuit board on furnace

Obtaining cost to soundproof the town hall – in progress

MMA grants –will be reviewed in January to determine if the town can apply for any funding – (C. Lindblade and R. Ryan)

**Maintenance and Broadband:** (Carl Lindblade)

Sealcoating of parking lot – in progress

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 applications– (C. Lindblade and K.Panno)

Will monitor legal fees for Broadband project

**Road Report:** (Jim Wilfong)

Ezra Heald Bridge/Stone House Bridge – in progress

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

**Town Office**

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

K Panno to finish bulletin board

N.Boros continue w FEMA, awaiting final audit report finish TAN

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