



SELECTMEN'S MEETING MINUTES

January 30, 2023

ATTENDANCE: Selectman Rick Surette, Selectman Rich Zacher, Selectman Brian Robischeau, Joanne Dolbear, Craig Evans, Karen Servacek, Susan Raban, Chris Kinville, Leah Gage, Mark Stengel, Peter Donnelly, Ed Gauthier, Cassandra Rodil, Ed Comeau.

- **Approval of Minutes:** 1/16/2023

MOTION: Selectman Zacher motions accept minutes as drafted. Selectman Robischeau seconded. All in favor, motion carries.

- **Public Input:** Mark Stengel; Ask the BOS if the \$1 employee raise should have been voted on by the town?
The Selectman explain that only Town Elected Officials need votes to have a wage increase. Non-Elected employees do not need a vote for wage increase.
Mr. Stengel also questions the necessity of the additional \$1000 added into 2023 budget for additional newsletter distribution, offering his input to only post the newsletters on the website and put the funds into something else.
Attending Heritage Commission member Susan Raban, and Newsletter creator Leah Gage, share their newsletter updates and offering clarification on the question. Since not all Town residents have access to the internet and the website, and because the purpose of the newsletter is to inform and update all residents, two additional newsletters will be sent out a year, via postal mail which is a total of four newsletters.
- **Town Clerk:** Karen Servacek; In progress are the efforts to move to a digital one check registration system. This technological advancement will allow the Town portion of fees and the State portion fees to be combined into one transaction. This process should be complete and ready to use sometime in April.
- **Planning Board:** Meets on 2/12/23.
- **Treasurer:** Joanne Dolbear; Primex has sent the Town Property Assessment for signing. The 2022 Audit is finalized and will be sent in April. The MS-636 \$ MS-535 are

complete and will be in the 2022 Annual Town Report book, taking the place of the budget and expenditure work sheet that in the past had been submitted in the ATR book.

- **Archival:** Craig Evans; Recently he was archiving bridge reports and still has been unable to locate the reports from 2014 and on. He will continue to look for them as he processes old files from the CEO office.
- **Trustee of the Trust Funds:** All reports were finalized and submitted to the Auditor. This was an early and seamless process this year.
- **Emergency Management:** Brad Williamson; New pads and batteries were installed on the AED packs in the Town Office Building and the Town House. Due to the incoming extremely cold and windy weather, he plans on opening the Town House for a warming shelter on 2/4/2023 and 2/5/2023 should there be power outages. Some discussion is held with the Treasurer and BOS to verify the Forestry truck value for insurance coverage.
- **Forest Fire Warden:** Brad Williamson; Submits the appointment letter for Fire Warden and Deputy Fire Wardens. For appointment at next meeting.
- **Bills / Mail:** Joanne Dolbear read bill into record.

MOTION: Selectman Robischeau motions to accept and pay bills as read on record by Joanne. Selectman Surette seconded. All in favor, motion carries.

Meeting adjourned at 6:17 pm.

The next regular Selectmen's meeting is scheduled for February 20, 2023, at 6 pm in the Town Office Building.

Respectfully submitted,

Cassandra Rodil
Administrative Assistant