

**- PUBLIC MEETING -  
Hope Select Board  
Meeting at 6:30 p.m.  
Tuesday, July 11, 2023  
Hope Town Office**

**-AGENDA-**

**Call to Order:**

**Agenda Adjustments/Approval:**

**Public Comment** (*Please limit comments to 2-3 minutes*):

**Minutes:**

- June 27, 2023:
- July 5, 2023:

**Warrants:**

**New Business:**

**Old Business:**

**Other Business:**

**Town Administrator's Report:**

**Adjournment:**

## MINUTES OF SELECT BOARD MEETING

Hope Select Board  
Tuesday, June 27, 2023  
6:30 p.m.  
Hope Town Office

### Board Members Present:

- Sarah Ann Smith, Mike Brown, and Charlie Weidman

### Others Present:

- Samantha Mank, Chelsea Summers, Holly Miller, and Annette Naegel

### Call to Order:

- The meeting was called to order at 6:33 p.m. by Sarah.

### Agenda Adjustments/Approval:

- Charlie made a motion to approve the agenda as written. It was seconded by Mike.  
**Motion passed 3-0**

### Public Comment:

- None

### Minutes:

- June 13, 2023: Charlie made a motion to approve the 6/13/23 minutes. It was seconded by Mike.  
**Motion passed 3-0**

### Warrants 97, 98, 99, & 100:

- The Select Board reviewed the warrants. Charlie made a motion to approve and sign warrants 97, 98, 99, and 100. It was seconded by Mike.  
**Motion passed 3-0**

### New Business:

- Election of Officers:
  - Chair: Charlie made a motion to elect Sarah as the Chair of the Select Board for FY24. It was seconded by Mike.  
**Motion passed 3-0**
  - Vice Chair: Sarah made a motion to elect Charlie as the Vice Chair of the Select Board for FY24. It was seconded by Mike.  
**Motion passed 3-0**
- Georges River Land Trust Update – Annette Naegel: Annette is working with Holly Miller to permanently keep the land which is in the Land Trust in a Conservation Easement. Annette passed out a map showing where the Georges River land Trust currently has property and

where Holly's property is in relation to the whole of the Land Trust.

Annette is asking the Town to submit a letter of support. Charlie made a motion to draft a letter of support and to give the Town Administrator authority to sign it on behalf of the Select Board. It was seconded by Mike.

**Motion passed 3-0**

- Treasurer's Disbursement Warrants for Employee Wages & Benefits Policy: Charlie made a motion to approve and renew the policy for another year. It was seconded by Mike.

**Motion passed 3-0**

- Treasurer's Disbursement Warrants for Payment of State Fees Policy: Charlie made a motion to approve and renew the policy for another year. It was seconded by Mike.

**Motion passed 3-0**

- Municipal Officer's Policy on Disbursement of Municipal Education Costs: Charlie made a motion to approve and renew the policy for another year. It was seconded by Mike.

**Motion passed 3-0**

- 2023-2024 Assessing Contract: Charlie made a motion to approve the final year of the assessing contract with Vern Ziegler as the Town's Assessors Agent in the amount of \$15,750 for FY2024. It was seconded by Sarah.

**Motion passed 3-0**

- 2023-2024 Annual Appointments: Charlie made a motion to approve the slate of appointments for FY 2024-2025. It was seconded by Mike.

**Motion passed 3-0**

- Final Vote on FY24 Budget: All items were moved and seconded.

○ Administration Cost Center:	<b><u>\$427,082</u></b>	
▪ Payroll Costs	\$273,338	<b>3-0</b>
▪ General Administration	\$75,005	<b>3-0</b>
▪ Municipal Buildings	\$14,534	<b>3-0</b>
▪ Professional Services	\$61,905	<b>3-0</b>
▪ General Assistance	\$2,250	<b>3-0</b>
○ Public Safety Cost Center	<b><u>\$178,293</u></b>	
▪ Animal Control	\$8,336	<b>3-0</b>
▪ Fire Department	\$116,157	<b>3-0</b>
▪ Ambulance	\$53,800	<b>3-0</b>
○ Public Works Cost Center	<b><u>\$798,027</u></b>	
▪ Recreation	\$13,977	<b>3-0</b>
▪ Street Lights	\$1,400	<b>3-0</b>
▪ Roads	\$716,278	<b>3-0</b>
▪ Sanitation	\$58,643	<b>3-0</b>
▪ Cemeteries	\$7,729	<b>3-0</b>
○ Reserves	\$74,815	<b>3-0</b>
○ Revenue	\$1,097,915	<b>3-0</b>

**Old Business:**

- None

**Other Business:**

- None

**Town Administrator’s Report:**

- The Hope Elementary School audit ending June 30, 2022 is finally completed. The school over spent the approved budget by a little more than \$35,400. The audit has already been sent to the Department of Education with a paragraph outlining the overages as well as not being in compliance with a statutory timeline. The School Committee will meet tomorrow to draft articles for the special town meeting warrant asking the voters to approve using the undesignated fund balance to make up the difference in the overspent budget.
- The auditors have provided the Town’s undesignated fund balance. However, the drafting of the actual audit hasn’t been completed yet.
- The Town is expecting to have the final proposal for the restoration plan on the Highfield Rd. property by next Thursday. The Town’s attorney will review it with me and the CEO. Once all elements of the plan have been included, the Select Board will review the plan along with a very strict consent agreement.
- The Deputy Clerk position has been readvertised. We have received some applications and resumes. Interviews will begin the week after the Independence Day holiday.
- The new computers for the Town Office were purchased earlier this month. They will be delivered tomorrow. However, the installation will be delayed until after the year end close out in order to avoid any potential software/hardware problems associated with getting the new equipment.
- Friday, June 30<sup>th</sup> is the end of the fiscal year. As we have done in previous years, the Town Office will close at noon to allow time for the closing of the Town’s book but also give time during business hours to be able to contact any state agencies or TRIO if needed.
- There still has not been a presidential declaration for the May 1<sup>st</sup> storm yet. However, FEMA did come and I have submitted some documentation through the Knox County EMA. Everyone is saying that it appears quite likely that it will be coming at some point.
- There were 3 new building permits and 3 plumbing permits since the 6/13/23 Select Board meeting:
 

○ Anthony Gallace	176 Crabtree Rd.	Camp Expansion
○ Harold Mosher	258 Hope Rd.	SFD w/ Garage
○ Brian Powers Sr.	11 Harts Mill Rd.	Deck
- There are 5 RE accounts for 2022, totaling \$20,162.83. Unpaid 2022 real estate taxes will automatically foreclose on February 27, 2024, if the accounts are not paid in full.
- There are 89 RE accounts for 2023, totaling \$143,549.07.
- There have been pre-payments totaling \$14,473.42 for the 2024 RE taxes.
- The cash has not been out of balance since the Select Board meeting on 6/13/23.

**Executive Session:**

- Pursuant to 1 M.R.S. §405 6(A)(1) - Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency: Charlie made a motion to enter Executive Session at 8:04 p.m. It was seconded by Mike.  
**Motion passed 3-0**
- Charlie made a motion to exit Executive Session at 8:30 p.m. It was seconded by Sarah.  
**Motion passed 3-0**
- No action was taken as a result of the executive session.

**Adjournment:**

- Mike made a motion to adjourn at 8:30 p.m. It was seconded by Charlie.  
**Motion passed 3-0**

DRAFT

**MINUTES OF SELECT BOARD SPECIAL MEETING**

**Hope Select Board  
Wednesday July 5, 2023  
6:30 p.m.  
Hope Town Office**

**Board Members Present:**

- Sarah Ann Smith, Mike Brown, Charlie Weidman, and Wayne Luce

**Others Present:**

- Samantha Mank and Chelsea Summers

**Call to Order:**

- The meeting was called to order at 9:40 p.m. following the Budget Committee meeting by Sarah.

**Agenda Adjustments/Approval:**

- Charlie made a motion to approve the agenda as written. It was seconded by Mike.  
**Motion passed 4-0**

**Public Comment:**

- None

**New Business:**

- Review and Sign Hope Elementary School Budget Referendum Special Town Meeting Warrant for July 13, 2023: Charlie made a motion to approve and sign the FY24 HES Special Town Meeting warrant for July 13<sup>th</sup>. It was seconded by Wayne.  
**Motion passed 4-0**
- Review and Sign Notice of Election for Hope Elementary School Budget Referendum Validation for July 25, 2023: Charlie made a motion to approve and sign the Warrant and Notice of Election for the Referendum Validation for July 25<sup>th</sup>. It was seconded by Wayne.  
**Motion passed 4-0**
- Review and Sign Municipal Annual Special Town Meeting Warrant for July 20, 2023: Charlie made a motion to approve and sign the Special Annual Town Meeting Warrant for July 20<sup>th</sup>. It was seconded by Wayne.  
**Motion passed 4-0**

**Old Business:**

- None

**Other Business:**

- None

**Adjournment:**

- Charlie made a motion to adjourn at 10:06 p.m. It was seconded by Wayne.  
**Motion passed 4-0**