

**- PUBLIC MEETING -  
Hope Select Board  
Meeting at 6:30 p.m.  
Tuesday, July 25, 2023  
Hope Town Office**

**-AGENDA-**

**Call to Order:**

**Agenda Adjustments/Approval:**

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

**Minutes:**

- July 11, 2023:

**Warrants:**

**New Business:**

- One Day Liquor License for Catered Wedding:
- Maine Municipal Association Annual Election:
- Appointments:
  - One Person to Mid Coast Solid Waste Board of Directors (3 yr term)
  - One Person to EMS Performance Review Committee

**Old Business:**

**Other Business:**

**Adjournment:**

## MINUTES OF SELECT BOARD MEETING

Hope Select Board  
Tuesday, July 11, 2023  
6:30 p.m.  
Hope Town Office

### Board Members Present:

- Sarah Ann Smith, Charlie Weidman, Mike Brown, and Michael Schultz

### Others Present:

- Samantha Mank, and Joe Tassi

### Call to Order:

- The meeting was called to order at 6:30 p.m. by Sarah.

### Agenda Adjustments/Approval:

- Charlie made a motion to approve the agenda as written. It was seconded by Wayne.  
**Motion passed 3-0-1 (Michael)**

### Public Comment:

- Joe Tassi wanted to briefly discuss about how he wanted to go about encouraging Hope residents to attend and vote at the upcoming Town Meeting. Specifically, he may send out post cards at his own expense as a way to promote participation. He is particularly interested in supporting the mining moratorium.

### Minutes:

- June 27, 2023: Charlie made a motion to approve the 6/27/23 minutes. It was seconded by Wayne.  
**Motion passed 3-0-1 (Michael)**
- July 5, 2023: Charli made a motion to approve the 7/5/23 minutes. It was seconded by Wayne.  
**Motion passed 3-0-1 (Michael)**

### Warrants 101, 102, 1, 2, & 3:

- The Select Board reviewed the warrants. Charlie made a motion to approve and sign warrants 101, 102, 1, 2, and 3. It was seconded by Wayne. Michael raised concerns about “rubber stamping” the warrants, especially those from the school. The audit revealed that there were overages in the school department even though the Superintendent certified that there weren’t any. He is apprehensive about signing warrants until the lack of financial oversight for the school has been remedied. He said he didn’t have time to thoroughly review the municipal warrants.  
**Motion passed 3-0-1 (Michael)**

**New Business:**

- None

**Old Business:**

- None

**Other Business:**

- None

**Town Administrator's Report:**

- A digital copy of the Town's FY 2022 audit has finally been received. Hard copies are being sent this week. The auditor, Bill Brewer, is scheduled to attend the August 8<sup>th</sup> Select Board meeting to discuss the audits for both the school and the Town. He will be ready to answer any of your questions regarding the audit.
- Tax Commitment for FY2024 has been scheduled for the August 8<sup>th</sup> Select Board meeting.
- Interviews for the Deputy Clerk position have been scheduled and will take place next week.
- On July 7<sup>th</sup>, there was an official Presidential Disaster Declaration for the May Day Storm. This is very good news. The Road Commissioner said that the repair work is 99% completed. This will make the FEMA process much easier to complete this time. Hopeful to have at least a 96% reimbursement.
- The Town Report has been completed and sent to the printer. The hard copies will be picked up on Monday from Hermon. A digital copy is also on the website.
- There were 0 new building permits and plumbing permits since the 6/27/23 Select Board meeting.
- There are 5 RE accounts for 2022, totaling \$20,205.52. Unpaid 2022 real estate taxes will automatically foreclose on February 27, 2024, if the accounts are not paid in full.
- There are 74 RE accounts for 2023, totaling \$123,674.26.
- There have been pre-payments totaling \$16,199.72 for the 2024 RE taxes.
- The cash has not been out of balance since the Select Board meeting on 6/27/23.

**Adjournment:**

- Charlie made a motion to adjourn at 7:11 p.m. It was seconded by Wayne.  
**Motion passed 3-0-1 (Michael)**



**Bureau of Alcoholic Beverages and Lottery Operations**  
**Division of Liquor Licensing and Enforcement**  
 8 State House Station Augusta, ME 04333-0008 (Regular Mail)  
 10 Water Street Hallowell, ME 04347 (Overnight Mail)  
 Telephone: (207) 624-7220 Fax: (207) 287-3434  
 Email: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)

## Qualified Catering Organization Application for Catered Function

**(Note: This application is for Qualified Caterers ONLY. If you are a Class A Restaurant, Restaurant/Lounge, Lounge, Hotel, Club, or Bed & Breakfast please complete form number 5.5 or 5.6.)**

**The law requires the application to be submitted at least 24 Hours prior to the function, however a longer notice is appreciated to allow additional time for processing.**

License No.: QCS-2017-5613 DBA Name: Rock Pic Southern Barbegone LLC

Mailing Address: [REDACTED]

Town/ City: [REDACTED] State: ME Zip Code: [REDACTED]

Telephone: [REDACTED] Fax: [REDACTED]

Email Address: [REDACTED]

### Event Details

Title and Purpose of Event: Burke Wedding

Location of Event: Alford Lake Camp

Physical Address of Event: 258 Alford Lake Rd.

Town/City: Hape State: ME Zip Code: 04847

Check One:  Indoor Event  Outside Event (If outside, a diagram must be included)

Describe specific indoor and/or outdoor area to be licensed: DINING HALL

Date of Event: Sept 3, 2023 Time From: 5:00 To: 10:00

Name of Person or Entity contracting your services: Nancy Burke

Number of Persons Attending: 120

Address: [REDACTED] Town/City: [REDACTED]

State: MD Zip Code: [REDACTED] Telephone Number: [REDACTED]

Will Dancing be offered during the event? YES  NO

Does the venue have a dance license? YES  NO  (If yes, please provide a copy of the license)

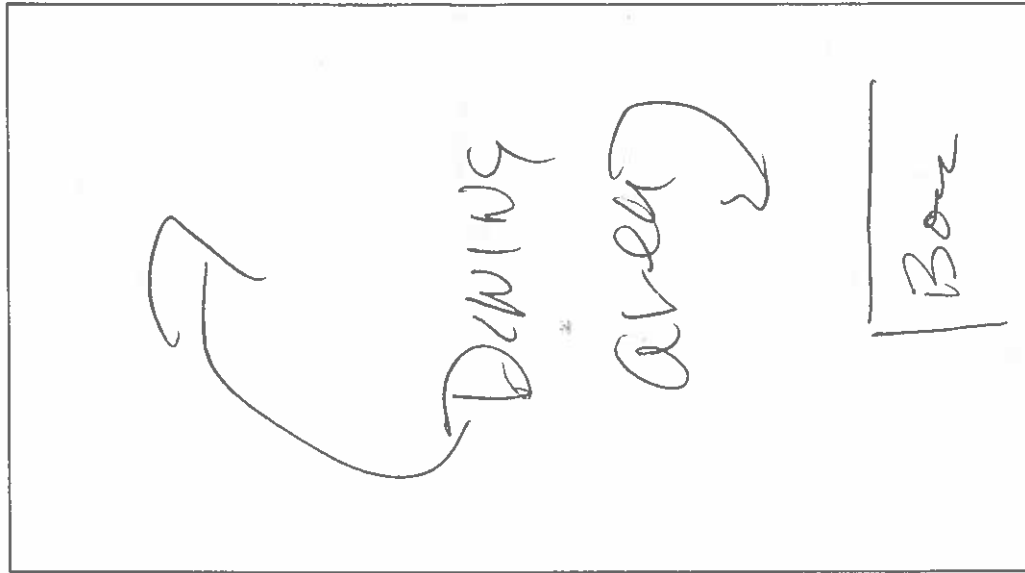
[Signature]  
 Signature of Licensee or Corporate Officer

6/04/23  
 Date

Refer W Clark  
 Print Name of Licensee or Corporate Officer

**DIAGRAM**

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram that you are requesting approval.



**Outdoor Catering Restrictions:**

1. There must be a stanchion or fence completely enclosing the area.
2. Signs must be posted stating "No alcohol beyond this point".
3. There must be sufficient employees at the event to control and monitor the area.

**For Municipal Approval Only**

**TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:**

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

**NOTE: PLEASE PROVIDE ALL OF THE REQUESTED INFORMATION BELOW**

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_  
City/Town County

On: \_\_\_\_\_  
Date

The undersigned being:  Municipal Offices  County Commissioners of the  
 City  Town  Plantation  Unincorporated Place of: \_\_\_\_\_, Maine

Signature of Officials	Printed Name and Title

**FOR USE ONLY BY DIVISION OF LIQUOR LICENSING & ENFORCEMENT RESTRICTIONS:**

[ ] APPROVED  
[ ] NOT APPROVED

DATED: \_\_\_\_\_  
ISSUED BY: \_\_\_\_\_



STATE OF MAINE  
 DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
 BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS  
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT  
 8 STATE HOUSE STATION  
 AUGUSTA, MAINE 04333-0008



### License for the Sale of Liquor

License Number	Issue Date	Expiration Date
QCS-2014-5013	05/06/2023	05/05/2024

This License is valid only between the Issue Date and the Expiration Date appearing on this document. This License may be used only for the Named Holder at the Location for which the License was issued. The person or business named in this License is authorized to sell or serve liquor with liquor content as permitted by Maine law for the license type designated in this License.

All licensees shall make available for inspection their licenses at the premises to which those licenses apply. This License or each type of License issued as part of this License is subject to fine, suspension or revocation pursuant to Title 28-A of Maine law. License fee is non-refundable and the License is non-transferable unless approved by the Bureau.

Legal Name of Licensee:           PETE'S PIG SOUTHERN BARBEQUE LLC  
 Business Name of Licensee:     PETE'S PIG SOUTHERN BARBEQUE  
 Address of Licensee:             35 WATER STREET  
   WATERVILLE, ME, 04901

CODE	License Type and Description	FEE
QCS	CLASS I - QUALIFIED CATERING SERVICE - MALT LIQUOR, WINE AND SPIRITS	900.00
FF	FILING FEE	10.00

Total Fees: \$ 910.00

*Tracy A. Willett*

PETE'S PIG SOUTHERN BARBEQUE  
 PO BOX 67  
 OAKLAND, ME 04963

Tracy A. Willett, Acting Deputy Director  
 Bureau of Alcoholic Beverages and Lottery Operations



# MAINE MUNICIPAL ASSOCIATION SINCE 1936

60 Community Drive | Augusta, ME 04330-9486  
1-800-452-8786 (in state) | (t) 207-623-8428

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Catherine Conlow, MMA Executive Director

DATE: July 7, 2023

SUBJECT: MMA Annual Election - Vice President and Executive Committee Members

**Deadline: Friday, August 18, 2023, by 12:00 noon**

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**Nomination Process** – Each year member municipalities have an opportunity to vote in the election of the proposed MMA Vice President and municipal officials to serve on the MMA Executive Committee. A five-member Nominating Committee was appointed in March to review nominations submitted by municipal officials and conduct interviews with those municipal officials qualifying for and interested in serving as the MMA Vice President and on the MMA Executive Committee. The MMA Nominating Committee completed its task in May and put forth the 2024 Proposed Slate of Nominees to member municipalities.

**Petition Process** – As part of the May mailing, information was also provided on the MMA Petition Process. Pursuant to the MMA Bylaws, nominations may also be made by Petition signed by a majority of the municipal officers in each of at least 5 member municipalities. The deadline for receipt of nominations by petition was Friday, July 7, by 4:30 pm. There were no municipal officials nominated by petition.

***It is now time for each member municipality to cast its official vote.***

**Election Process** – Enclosed you will find the MMA Voting Ballot which includes the proposed Slate of Nominees to serve on the MMA Executive Committee as selected by the MMA Nominating Committee. A brief biographical sketch on each nominee listed on the MMA Voting Ballot is enclosed for your reference. You will note that unlike municipal elections, MMA does not provide for “*Write-in Candidates*” since our process includes an opportunity to nominate a candidate by petition, as noted above.

The MMA Voting Ballot must be signed by a majority of the municipal officers or a municipal official designated by a majority of the municipal officers, and received by the Maine Municipal Association by 12:00 noon on Friday, August 18, 2023. We have enclosed a self-addressed self-stamped envelope for your convenience. MMA Voting Ballots will be counted that afternoon and the election results confirmed under the direction of MMA President Elaine Aloes, Chair of the Selectboard, Town of Solon.

Election results will be available by contacting the MMA Executive Office or by visiting the MMA website at [www.memun.org](http://www.memun.org) the following Monday. A formal announcement of the election results will be made at the MMA Annual Business Meeting being held on Wednesday, October 4. Newly elected Executive Committee members will be introduced at the MMA Awards Luncheon as well as the MMA Annual Business Meeting and will officially take office on January 1, 2024.

If you have any questions on the Election Process, please contact me or Theresa Chavarie at 1-800-452-8786 or in the Augusta area at 623-8428, or by e-mail at [tchavarie@memun.org](mailto:tchavarie@memun.org). Thank you.



**MAINE MUNICIPAL ASSOCIATION**  
**VOTING BALLOT**

**Election of MMA Vice President and Executive Committee Members**  
*Deadline for Receipt of Voting Ballots – 12:00 noon on Friday, August 18, 2023*

**VICE-PRESIDENT - 1 YEAR TERM**

**Vote for One**

**Proposed by MMA Nominating Committee:**

**Melissa Doane, Town Manager, Town of Bradley**

**EXECUTIVE COMMITTEE MEMBERS - 3 YEAR TERM**

**Vote for Three**

**Proposed by MMA Nominating Committee:**

**Shiloh LaFreniere, Town Manager, Town of Jay**

**Nathaniel Rudy, Town Manager, Town of Gray**

**Dina Walker, Selectperson, Town of Weld**

*Please note that unlike municipal elections, MMA does not provide for "Write-in Candidates" since our process includes an opportunity to nominate a candidate by petition.*

*The Voting Ballot may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.*

**Date:** \_\_\_\_\_ **Municipality:** \_\_\_\_\_

**Signed by a Municipal Official designated by a majority of Municipal Officers:**

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Position: \_\_\_\_\_

**OR Signed by a Majority of Municipal Officers** **Current # of Municipal Officers:** \_\_\_\_\_

Print Names: \_\_\_\_\_ Signatures: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Return To:**  
**MMA Annual Election**  
**Maine Municipal Association**  
**60 Community Drive**  
**Augusta, Maine 04330**  
**Email: [tchavarie@memun.org](mailto:tchavarie@memun.org)**



**MAINE MUNICIPAL ASSOCIATION  
BIOGRAPHICAL SKETCH OF  
PROPOSED SLATE OF NOMINEES FOR 2024 EXECUTIVE COMMITTEE**

**MMA VICE PRESIDENT  
(1-Year Term)**

**MELISSA DOANE (TOWN MANAGER, TOWN OF BRADLEY)**

**Professional & Municipal Experience:**

- Town Manager, Clerk, Treasurer, Tax Collector, General Assistance Administrator, Registrar of Voters and Road Commissions, Town of Bradley, Maine (2005 – present)
- Membership Coordinator, GrowSmart of Maine (2016 – 2020)
- Secretary/Administrative Assistant, Roy Associates, CPAs (2004 – 2005)
- Administrative Assistant/Town Agent, Town of Bradley, Maine (1998 – 2004)
- Coor, Clinical Operations/Secretary/Patient Accounts/Registrations, Neurology Associates, (1994 – 1998)
- Secretary/Receptionist, Dr. James Iannetta Medical Office (1991 – 1994)

**Other Experience, Committees and Affiliations:**

- Member, MMA Executive Committee (2019 – present)
- Member, MMA Property & Casualty Pool Board of Directors (2019 – present)
- Member, MMA Workers Compensation Fund Board of Trustees, (2019 – present)
- Member, MMA Strategic & Finance Committee (2019 – present)
- Member, Executive Board, Municipal Review Committee (2021 – present)
- Member, Executive Board, Maine Town, City & County Management Association (2016 – present)
- Co-Chair Membership Committee, Maine Town, City & County Management Association (2016 – 2020)
- Chair, Sponsorship Committee, Maine Town, City & County Management Association (2020)
- Member, Maine Town, City & County Management Association (2005 – present)
- Member, Maine Town & City Clerks Association
- Member, Maine Municipal Tax Collectors & Treasurer Association
- Member, Maine Welfare Directors Association
- President, Executive Board, Living History Museum, Maine Forest and Logging Museum

**Education:**

- Business Management Studies, Husson College
- Associate degree, Business Management, Beal College
- Associate degree, Office Management, Beal College
- Associate College Preparation, Foxcroft Academy

**Awards and Certifications:**

- Certified Municipal Manager, Maine Town, City & County Management Association
- Rookie of the Year Award, Maine Town, City & County Management Association (2009)
- State of Maine Notary
- State of Maine Dedimus Justice

**MMA EXECUTIVE COMMITTEE MEMBERS**  
**(3-Year Terms)**

**SHILOH LaFRENIERE (TOWN MANAGER, TOWN OF JAY)**

**Professional & Municipal Experience:**

- Town Manager, Town of Jay (2014 - present)
- Treasurer, North Jay and Jay Village Water District (2005 - 2022)
- Code Enforcement Officer, Town of Jay (1997 - 2014)
- Environmental Cod Administrator, Town of Jay (1997 - 2010)
- Wellness Coordinator, Town of Jay (2005 - 2014)
- E911 Addressing Officer, Town of Jay (2010 - 2014)
- Deputy Finance Director, Town of Jay (2012 - 2014)

**Other Experience, Committees and Affiliations:**

- Institute for Civic Leadership, Maine Development Foundation (2022)
- Member, Maine Town, City & County Management Association (2014 - present)
- Maine Town, City and County Management Association, Ethics Committee (2020 - present) and Membership Services Committee (2021 - present)
- Androscoggin Valley Council of Governments, Vice President (2022 - present); Executive Committee (2019 - present)
- Past Member of the State of Maine Technical Building Codes and Standards Boards (2008 - 2014)
- NorthStar Ambulance Advisory Board (2014 - present)
- Member, Jay-Livermore-Livermore Falls Chamber of Commerce (2014 - present)

**Education:**

- BS in Business Management, Liberty university, Lynchburg, VA (December 1996)

**Awards and Certifications:**

- Rising Star Award, Maine Town, City & County Management Association (2017)
- State of Maine Notary

**NATHANIEL RUDY (TOWN MANAGER, TOWN OF GRAY)**

**Professional & Municipal Experience:**

- Town Manager, Town of Gray (2021 - present)
- City Manager, City of Hallowell (2016 - 2021)
- Executive Director, Waterville Creates (2014 - 2016)
- Director of Planning and Development, City of Gardiner (2011 - 2014)
- Business Development Specialist (2010 - 2011)

**Other Experience, Committees and Affiliations:**

- Member, Maine Municipal Association Legislative Policy Committee (2018 - 2021; 2022 - present)
- Member, Governor's Commission on Volunteerism aka Volunteer Maine (2020 - 2023)
- Board of Directors, Maine Council on Aging (2019 - 2023)
- Program Advisory Committee, University of Maine School of Architecture (2016 - present)
- Board of Directors, EcoMaine (2021 - 2022)
- Board of Directors and Treasurer, Kennebec Valley Humane Society (2019 - 2021)
- Board of Directors, Delta Ambulance (2017 - 2021); Vice President (2020 - 2021); Finance Committee (2019 - 2021)
- General Assembly, Kennebec Valley Council of Governments (2016 - 2017 and 2020 - 2021); Secretary of Executive Committee (2016 - 2017)
- Board of Directors, Independent Retailers Shared Services Collaborative (2012 - 2021); Treasurer (2012 - 2021)
- Board of Directors, Maine Craft Association (2012 - 2018; Vice President, 2014 - 2018)

## **NATHANIEL RUDY (TOWN MANAGER, TOWN OF GRAY) (continued)**

- Executive Director and Board Secretary, Gardiner Board of Trade (2011 - 2014)
- International City / County Managers Association
- Maine Town / City / County Managers Association
- Maine Association of Realtors (2013 to 2020)

### **Education:**

- Master of Business Administration, 4.0 GPA, Thomas College, Waterville, Maine
- B.S., Environmental Science and Engineering, Cum Laude, 3.5 GPA
- Virginia Polytechnic Institute and State University (Virginia Tech), Blacksburg, Virginia
- Harvard Kennedy School Executive Education Program, Negotiation Strategies (2023)
- Harvard Kennedy School Executive Education Program, State and Local Government (2019)
- New England Economic Development Course, Thomas College (2010)
- Graduate studies in Civil and Environmental Engineering, Virginia Tech

### **Awards and Certifications:**

- Certified Manager, International City / County Managers Association (2023)
- Certified Manager, Maine Town / City / County Manager Association (2019 - 2025)
- Community Development Block Grant Administrator (2018)
- Build Maine Conference Team, Lewiston, Maine (2017 - 2021)
- CityWorks(X)po Conference Fellow, Roanoke, Virginia (2017)
- Maine Licensed Real Estate Broker (2013 - 2020)
- Lead on several Grant Awards (*e.g.*, *US Environmental Protection Agency Brownfields Assessment grant; Maine Bureau of Parks and Lands Submerged Lands Program, Harbor Management and Access Grant Program; Maine Centers for Disease Control and Prevention, Keep ME Healthy grant; Hallowell Fire Station construction grant, private and donation; American Association of Retired People Age-Friendly Community Assessment grant; Harold Alford Foundation grant; Orton Family Foundation Heart & Soul Community Planning grant; National Park Service Preserve America grant, etc.*)

## **DINA WALKER (SELECTPERSON, TOWN OF WELD)**

### **Professional & Municipal Experience:**

- Selectperson, Assessor and Overseer of the Poor, Town of Weld (2021 – current)
- Election Day Volunteer, Town of Weld (2019 – current)
- Partner, Jones Day (Law Firm), Beijing, China (2016 – 2018)
- International Partner, King & Wood Mallesons (Law Firm), Beijing, China (2012 – 2016)
- Managing Associate, Linklaters LLP (Law Firm), Beijing, China (2011 – 2012)
- Senior Associate, Dewy & LeBoeuf LLP (Law Firm), Beijing, China and Houston, Texas (2009 – 2011)
- Associate, Baker & Daniels, LLP (Law Firm), Indianapolis, Indiana (2005 – 2009)
- Judicial Law Clerk, the Honorable Richard K. Eaton, US Court of International Trade (2004 – 2005)

### **Other Experience, Committees and Affiliations:**

- *Rutgers Law Review*, Editor-in-Chief (2003 – 2004)
- Founder and Organizer, Women’s International Forum on Energy (2013 -2016)

### **Education:**

- Rutgers University School of Law, Newark, New Jersey, J.D. (2004)
- University of Pennsylvania, Philadelphia, Pennsylvania, B.A., International Relations (2000)

### **Awards and Certifications:**

- *The Legal 500 (2016)*: “Highly Recommended” Lawyer In the Areas of Projects and Energy (China)
- State of New York, Bar Admission (retired)
- State of Indiana, Bar Admission (inactive)

## **Select Board Appointments**

### Mid Coast Solid Waste Board of Directors

- Mike Brown (June 30, 2024)
- 

### EMS Performance Review Committee

- Charles Weidman
-