

MINUTES OF SELECT BOARD MEETING
Hope Select Board
April 23, 2024
5:30 p.m.
Hope Town Office

Board Members Present:

- Sarah Ann Smith, Charlie Weidman, and Wayne Luce

Others Present:

- Samantha Mank, and Brad Dodge

Call to Order:

- The meeting was called to order at 5:31 p.m. by Sarah.

Agenda Adjustments/Approval:

- The Town Administrator asked to add a code enforcement item to the Other Business. Charlie made a motion to approve the agenda with the requested adjustment. It was seconded by Wayne.

Motion passed 3-0

Public Comment:

- None

Minutes:

- April 9, 2024: Charlie made a motion to approve the 4/9/24 minutes as written. It was seconded by Wayne.

Motion passed 3-0

Warrants 80, 81, & 82:

- Charlie made a motion to approve and sign the Treasurers and Payroll warrants 80, 81, and 82. It was seconded by Wayne.

Motion passed 3-0

New Business:

- Approve & Sign Five Town CSD Warrant and Notice of Election: The Select Board reviewed the CSD Warrant. Charlie made a motion to sign the Five Town CSD Warrant and Notice of Election. It was seconded by Wayne.

Motion passed 3-0

- Approve & Sign Five Town CSD Warrant for construction of 1,800 sq. ft. classroom: The Select Board reviewed the CSD Warrant. Charlie made a motion to sign the Five Town CSD Warrant for construction of 1,800 sq. ft. classroom building. It was seconded by Wayne.

Motion passed 3-0

- Distribute Laptops/Set-up Workshop: The Town Administrator handed out lap-tops to the three Select Board members that were present. There was a brief workshop on set-up procedures.

Old Business:

- None

Other Business:

- 80K Enforcement Action: The Code Enforcement Officer has issued a Notice of Violation to Keith Ludwig. The required timeframe for complying with the order has passed and the situation has not been remedied. He is asking the Select Board to approve up to \$5,000 in order to have the Town Attorney file an 80K Enforcement Action in court in order to achieve compliance with the land Use Ordinance. The Town would seek to have all fees and costs paid as a result of the court ruling. Charlie made a motion to authorize the Code Enforcement Officer the expend up to \$5,000 for attorney's fees and other costs as needed for an 80K Enforcement Action. It was seconded by Wayne.

Motion passed 3-0

- Boston Cane: Charlie announced that his mother and the current recipient of the Boston Cane, Hazel Weidman, passed away at 100 years old.

Town Administrator Report:

- I submitted the annual ARPA report to the Department of the Treasury. This is a mandated report intended to provide the government with the status of the commitment and spending of the ARPA (America Rescue Plan Act) funds. The Town received \$178,380.87. To date, \$143,550.00 has been committed. \$115,531.88 has been spent. By adding what was under spent (\$28,018) and what has not yet been committed (\$34,831), there is \$62,849 left that must be committed by December 31, 2024 and spent by December 31, 2026.
- Nomination Papers were due back by April 12th. All of the positions except one have candidates. There is still a one-year position for the Budget Committee available for a write-in candidate. There is still a vacancy on the Budget Committee for this year as well. When there is a vacancy in an elected position, other than for the Select Board, the Select Board is supposed to appoint someone to fill that position until the next election. The Budget Committee Ordinance states the Select Board shall appoint in case of a vacancy. Since the budget process for this year hasn't started, the Select Board should consider individuals who could serve on the Budget Committee this cycle. Their term would automatically expire on June 30, 2024.
- The Town received a notice of data breach from the auditor's office today. It was a standardized letter. They are unsure of when the breach occurred, but they became aware of it in late February. This has been taken seriously and we immediately began taking measures to ensure the Town's bank account information was protected. There is also a certain level of personal risk involved as a municipality doesn't have a social security number.
- I have once again posted an invitation to bid on the town facilities winter maintenance. The Town did not receive any bids last time. The deadline for this bid cycle is May 8th.

- There was a 2nd and 3rd quarter finance meeting at the SU69 Central Office with the Superintendent, Kate Clark, and the Business manager, Steph McBride. The FY23 audit is still not scheduled. Hopefully it can happen within the next few weeks. They are only able to upload three months of invoices to the government at a time. Once those have been reviewed and accepted, then another batch can be uploaded. The turnaround time is averaging two to three weeks. The Superintendent said that it can take longer if the invoices are returned. The main cause for invoices not being accepted has to do with dates.

Steph provided several reports that included revenues and expenditures of all funds not just the general fund. This will allow the Town's Bookkeeper to track the outflow of funds within a correct fiscal year as well as in the right category of money and not put it on a budget line that is funded by Hope taxpayers rather than special grants or food service expenditures. Their new software is expected to be live on July 1st. The Town will have a separate login in order to access the system and run reports as needed.

- I have been in contact with the Midcoast Council of Governments. One of the senior planners will be attending the May 7th Planning Board meeting to assist with the affordable house amendment to the Land Use Ordinance. In addition, I have asked him to assist the Town in updating the Comprehensive Plan. The current CP was done in 1992.
- There were 2 building permits issued since the 4/9/24 Select Board meeting:
 - Tom Tansi 26 Woodlily Ln. Addition w/ living space
 - Elizabeth Iserbyt 380 Camden Rd. Addition
- There are 468 RE accounts with remaining balances for FY2024, totaling \$741,596.51. The second half of taxes is due on April 30, 2024.
- There are 14 RE accounts with remaining balances for FY2023, totaling \$33,387.84. Unpaid 2023 real estate taxes will automatically foreclose on February 11, 2025, if the accounts are not paid in full.

Adjournment:

- Charlie made a motion to adjourn at 6:14 p.m. It was seconded by Wayne.
Motion Passed 3-0