

MINUTES OF SELECT BOARD MEETING

Hope Select Board

Tuesday, July 27, 2021

6:30 PM

Hope Town Office

View the meeting in its entirety at

https://townhallstreams.com/towns/hope_me

Board Members Present:

- Sarah Ann Smith, Dick Crabtree, Wendy Pelletier, and Mike Brown

Others Present:

- Samantha Mank, Vern Ziegler, John Monroe, Laura Richardson, Blaine Richardson, Charlene Mazzeo, Donna Perry, Esther Safford, Karen Cook, Dan Daily, Paul Smith, and Nancy Ford

Call to Order:

- The meeting was called to order by Sarah at 6:31p.m.

Agenda Adjustments/Approval:

- Dick made a motion to approve the agenda as presented. It was seconded by Wendy.
Motion passed 4-0

Public Comment:

- None

Minutes:

- July 13, 2021: Dick made a motion to approve the 7/13/21 minutes. It was seconded by Mike.
Motion passed 4-0
- July 20, 2021: Dick made a motion to approve the 7/20/21 minutes. It was seconded by Mike.
Motion passed 3-0-1 (Mike)

Warrants 102, 7, 8, & 9:

- The Select Board reviewed the warrants. Mike made a motion to approve and sign warrants 102, 7, 8, & 9. It was seconded by Dick.
Motion passed 4-0

Assessors:

- Suspend as Select Board/Convene as Assessors: Mike made a motion to suspend as the Select Board and to convene as the Board of Assessors. It was seconded by Wendy.
Motion passed 4-0
- FY 2022 Tax Commitment: Vern, the Assessors Agent explained the role of the Assessors. One of the duties is to set the annual mil rate for taxes. Dick made a motion to set the FY22 mil rate at 16.95. It was seconded by Wendy.
Motion passed 4-0
- Certificate of Settlement FY 2021 Taxes: A certificate of settlement is used to relieve the former tax collector from the responsibility of collecting the taxes. Dick made a motion to sign the Certificate of Settlement for Alexenia Payor in the amount of \$204,879.36 for FY 2021. It was seconded by Mike.
Motion passed 4-0
- Recommitment FY 2021 Taxes: Recommitting the taxes happens when a different tax collector becomes responsible for the collection of taxes. Dick made a motion to recommit the FY 2021 taxes to Chelsea Summers in the amount of \$204,879.36. It was seconded by Mike.
Motion passed 4-0
- The Board of Assessors reconvened later during this meeting and signed the Certificate of Assessment, the 2021-22 Municipal Tax Assessment Warrant, and the 2021-22 Certificate of Commitment.
- Adjourn as Assessors/Reconvene as Select Board: Wendy made a motion to adjourn as the Board of Assessors and to reconvene at the Select Board. It was seconded by Mike.
Motion passed 4-0

New Business:

- Request for Town to take Hackleburnham Rd – Charlene Mazzeo: Some residents who live off of the Hackleburnham Rd. made a request that the Town take over maintenance of 600 feet of the road. They said they would pay for the road improvements necessary to bring it up to standards of a town road prior to the Town taking it. The Select Board explained that they would need much more information before this process could move forward. No action was taken during this meeting.
- 2021-2022 Contract for Assessing Services – C. Vernon Ziegler: Dick made a motion to enter into another one year contract from July 1, 2021 to June 30, 2022 with Fort Halifax Appraisals, C. Vernon Ziegler for assessing services for the amount of \$14,700. It was seconded by Mike.
Motion passed 4-0

- 2021-2022 Agreement for Animal Control Services – Heidi Blood: Dick made a motion to enter into another one year contract from July 1, 2021 to June 30, 2022 with Heidi Blood for Animal Control Services for the amount of \$4,400 plus reasonable costs allowance not to exceed \$673.00. It was seconded by Mike.

Motion passed 4-0

- Resignation Town Clerk: The Select Board read and formally accepted the resignation of Robert Menas as the Hope Town Clerk.
- Confirmation Interim Town Clerk/Tax Collector: Dick made a motion to confirm the hiring and appointment of Chelsea Summers as the Interim Town Clerk. Chelsea will serve until a permanent Town Clerk is hired. It was seconded by Mike.

Motion passed 4-0

- Annual Appointments: Dick made a motion to appoint the following people to the respective positions for one year beginning July 1, 2021 to June 30, 2022:

Samantha Mank: Town Administrator, CEO, LPI, Treasures, GA Administrator, and Registrar of Voters. Chelsea Summers: Interim Town Clerk, Interim Tax Collector, and Election Warden. Catrina Murray: Bookkeeper. C. Vern Ziegler: Assessors Agent. Clarence Keller: Fire Chief, EMA Director, and Addressing Officer. Heidi Blood: ACO. Beth Gindel: Sexton. All deputies will be appointed according to state law and the town personnel policy. It was seconded by Wendy.

Motion passed 4-0

- Contract for 1/3 Annual Property Review – RJD Appraisals: Dick made a motion to enter into a contract with RJD appraisals to conduct a review and inspections of 1/3 of the properties in the Town in preparation for a town wide revaluation for the amount of \$11,334. It was seconded by Mike.

Motion passed 4-0

- Contract North East Mobile Health Services: Dick noted that the contract is administration heavy and will require a lot of oversight. Dick made a motion to enter into a one year contract with NEMHS for ambulance services for the amount of \$123,941.00. It was seconded by Mike.

Motion passed 4-0

- Mid Coast Solid Waste Representatives: The Select Board decided to make no changes to the MCSW representation for the Town. Wendy and Brian will continue their terms.

Old Business:

- Policy for Town Public Remote Meetings: The Select Board reviewed the proposed policy and reminded everyone that the public hearing for the adoption of the policy is during the regularly schedules August 10th Select Board meeting.
- American Rescue Plan Act (ARPA) Funding: The Select Board authorized the Town Administrator to complete the online survey regarding ARPA needs and assessment on behalf of the Town.

Other Business:

- Winter Sand & Salt: Road Commissioner, John Monroe, received a bid from Lucas for winter sand and salt and to have it put up in the sand shed at a cost of \$16/yd. After some discussion Dick made a motion to purchase sand & salt from Lucas again this year. It was seconded by Wendy.

Motion passed 4-0

Town Administrator Report:

- Mid Coast Solid has announced that they are not able to get any large yellow trash bags at this time due to a nation-wide manufacturing and supply-chain complication due to Covid-19. There are still small bags available. There is no indication as to when the production and delivery of large yellow trash bags will resume.
- 45-30 day notices will be mailed out tomorrow. These are certified mailers letting property owners know that liens will be filed on September 3, 2021 if their 2021 real estate taxes haven't been paid. Automatic foreclosure on 2021 real estate taxes will follow 18 months after the liens are placed which will occur on February 3, 2023 if the real estate taxes remain unpaid.
- The Hope/Appleton Broadband Expansion roll out meeting will be hosted at the Hope Town Office on Thursday, July 29, 2021 at 5:00 p.m. Both Select Boards have been invited to participate in the roll out discussions. A copy of the agenda is on the Town website.
- I met with Dominic Fontaine from Cliffside Tree.com today. He said he should be able to begin the tree work in the cemetery sometime next week.
- There are 14 real estate 2020 accounts totaling \$32,155.53. Unpaid 2020 real estate taxes will automatically foreclose on February 10, 2022 if the accounts are not paid in full.
- There are 118 RE accounts for 2021, totaling \$203,306.91.
- There have been pre-payments on 58 accounts for the 2022 real estate taxes totaling \$20,893.89.

Executive Session: Pursuant to 1 M.R.S. §405 (6)(A)(1) Personnel Matter:

- Wendy made a motion to enter executive session pursuant to 1 M.R.S. §405(6)(A)(1) at 9:13 p.m. It was seconded by Dick.

Motion passed 4-0

- Dick made a motion to exit Executive Session at 9:26 p.m. It was seconded by Wendy.

Motion passed 4-0

Adjournment:

- Dick made a motion to adjourn at 9:27 p.m. It was seconded by Mike.

Motion passed 4-0

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