

TOWN OF GUILFORD SELECTPERSON'S MEETING

December 1, 2020

7:00 P.M.

1. The meeting was called to order at 7:00 p.m. by Chair Bill Thompson. Present in addition to Chair Bill Thompson and Manager Johanna Turner were selectmen Mike Dexter, Kent Burdin, Peter Martell, and Paul Zimmerman. Road Commissioner/Public Works Director/Fire Chief Jeff Libby was also present.
2. The minutes of the November 3, 2020 meeting were approved as written. Unanimous
3. Police Cruiser Bids – The town received 5 sealed bids for the 2014 Ford Explorer that was advertised for bid through Maine Municipal Association. The bids were as follows:
 1. Town of Milo - \$5000.00
 2. Piscataquis County Sheriff's Office - \$14,900.00
 3. Farmington Police Department - \$13995.00
 4. David Arkwell - \$7265.00
 5. Savlatores Wheels and Deals Auto - \$5500.00

A motion was made and seconded to accept the bid from the Piscataquis County Sheriff's Office in the amount of \$14,900.00. Unanimous.

4. Guests: Dennis Hammac & Brad Johnson

Dennis Hammac addressed the board with ongoing concerns about the water on the property he is residing and conducting business at, 18 & 20 Water Street. Brad Johnson is the property owner. Dennis indicated that he had been in contact with consultant Al Hodgdon following a letter he received from the town after the last meeting he attended to address the board on September 1, 2020. With no major change in circumstance, the board advised Mr. Hammac and Mr. Johnson that they would take it under advisement.

5. CMP light conversion update – Manager Turner reviewed with the board the developments since the last meeting regarding the LED streetlight conversion. Manager Turner, along with Chair Bill Thompson, Selectmen Peter Martell and Mike Dexter, and Public Works Director Jeff Libby all met with a representative from CMP to discuss all available options, which included converting to LED lights through CMP at no charge to the town, purchasing streetlights and independently converting them to LED, or doing nothing. Manager Turner also spoke with a few Town Manager peers to learn of their experience with converting to LED. After through consideration of all options Manager Turner is recommending that the town convert through CMP. This conversion would take place in the first part of 2021. A motion was made and seconded to accept Manager Turner's recommendation. Unanimous.
6. Abatements/Supplementals – Through Manager Turner, Assessor LeeAnn Salley presented to the board properties in need of abatements:

1. Duvaltex Personal Property Account #43 - \$828.97
2. Herring Brothers Personal Property Account #52 - \$6936.37
3. Andy & Terry Lovell Personal Property Account #29 - \$204.60

A motion was made and seconded to abate the personal property accounts as requested by the assessor. Unanimous.


7. **Manager Report – Town Manager reviewed with the board updated COVID-19 practices. The manager is continuously updating best practice as information becomes available. Keeping an eye on the rising case count, it may be necessary to close the lobby back down and offer services remotely as had been done last spring. Manager Turner will keep the board informed of the status. Manager Turner advised the board that she would like to let employees out at noon on Christmas Eve as has been past practice. There were no concerns expressed over this decision. Manager Turner informed the board that she is participating in a combined effort to take part in a new grant opportunity – Maine Communities Challenge. More information will be made available to the board as it is presented.**
8. **FY '21 – '22 Budget Draft review – Manager Turner presented the latest FY '21-'22 budget draft to the board with the changes to the prior draft highlighted. After a brief review of the changes there were no questions or concerns with the draft as presented.**
9. **Executive Session - Title 1, M.R.S.A., §405 (6) (A) – Salary and Wages**

The board entered executive session at 8:09 p.m. and exited at 8:32 p.m. No action was taken upon exiting executive session.

10. **Having no further business, it was moved and seconded to adjourn at 8:35 p.m.**







Select Board of Guilford

Clerk

TOWN OF GUILFORD SELECTPERSON'S MEETING

November 3, 2020
7:00 P.M.

1. The meeting was called to order at 7:00 p.m. by Chair Bill Thompson. Present in addition to Chair Bill Thompson and Manager Johanna Turner were selectmen Mike Dexter, Kent Burdin, Peter Martell, and Paul Zimmerman. Road Commissioner/Public Works Director/Fire Chief Jeff Libby was also present.
2. An advertised public hearing to elicit comment and questions on adoption of an updated General Assistance Ordinance and the related appendices was held. No one appeared to speak. It was moved and seconded to adopt the 2020 ordinance and the 2021 appendices A through D; Unanimous vote.
3. Motion was made and seconded to approve minutes of September 2020 minutes. Unanimous
4. Guests: Brad Deane and Gayle Worden from Community Fitness

Gayle Worden addressed the board and the manager regarding Community Fitness' request for a tax abatement. Gayle explained that she was told by the assessor that she needed to fill out a form in order to request tax-exempt status but she has yet to receive the form. The manager explained that there had been some difficulty finding the form necessary and that the assessor had been working on it. The complexities of achieving tax exempt status were discussed such as use of the property (income derived from rental activity) which exists outside of the mission of the non-profit, and the classification of the organization as not all non-profits are eligible to be exempt from property tax. Gayle understood these complexities. Board Chair Bill Thompson and Manager Turner informed Gayle that they would be speaking with the assessor the next day and would get back to her on next steps.

5. **Manager Report** – Town Manager reviewed with the board the latest financials noting that the anticipated revenues have been coming in and they town has not yet experienced a decrease due to the pandemic. In addition, expenditures remain as they should be at this point in time in the budget year. Next month the board will be presented with an updated draft budget to review and discuss. An update was given on the Keep ME Healthy grant extension – the grant has been extended until 12/11/2020; the manager has submitted and received a contract revision re-allocating some of the previously unused grant award so that the money can be spent. Manager informed that she is working along with the town's consultant, Angela Arno, to develop a pandemic response plan which will be helpful as we navigate the next few months and potentially see an increase in Covid-19 cases. An update was given regarding the Burgess Road – the road has been discontinued past the house but is a town road up until that point.

Streetlights – Town Manager updated the board as to communications between the manager and Natasha Raymond of CMP regarding converting the town's lights over to LED lights. If contracted through CMP this will be an no additional cost to the town and

TOWN OF GUILFORD SELECTPERSON'S MEETING

October 6, 2020
7:00 P.M.

1. The meeting was called to order at 7:00 p.m. by Chair Bill Thompson. Present in addition to Chair Bill Thompson and Manager Johanna Turner were selectmen Mike Dexter, Kent Burdin, Peter Martell, and Paul Zimmerman. Road Commissioner/Public Works Director/Fire Chief Jeff Libby was also present.
2. Motion was made and seconded to approve minutes of September 2020 minutes. Unanimous
3. Balance Sheets were distributed and reviewed.
4. Guests: Lisa Martell, Janie Lander, and Alvin McDonald, Trustees of Guilford Memorial Library.

Lisa Martell addressed the board and the manager with an inquiry as to the status of the Town's fiduciary funds that have specifically earmarked for the Guilford Memorial Library. These funds had been managed by the Maine Community Foundation but upon the recommendation of the town's auditor have been closed out of the MCF and instead established with Androscoggin Savings Bank. Town Manager provided the select board and the library trustees with a copy of the account activity with present balances. The Town manager explained that plans are in place to meet with Portland Trust Co (as recommended by Androscoggin Savings Bank) to see if the funds would receive more yield if invested with them. Because of the pandemic these plans have been delayed.

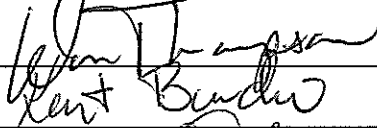
5. Manager Report – Town Manager reviewed with the board the latest executive order regarding mask mandates. To keep in compliance there will be no entrance into the town office beyond the lobby, the town will post the mask mandate for the public and will continue to offer curbside to residents who do not wish to wear a mask. In addition, renters in the municipal building will be told that they must wear a mask when in the building (other than when they are in their individual offices). And update regarding the preparation of Election 2020 was given – a drop box is now in place and absentee ballots have been sent out, our tabulator will be arriving shortly and the election clerks will receive a training on using the machine. Given the limited capacity and the expected crowds on election day, the next select board meeting, which falls on election day, will be held at the Fire station. The Keep ME Healthy grant will be providing signs to both the Piscataquis Sheriff's Department and the Guilford Fire Department, these signs will help with any public safety messaging related to the current pandemic and well as future public safety messages. Town Manager will be attending the MMA Virtual Convention which is happening on several days over the next two weeks. 30-day lien maturity notices have been sent out – manager gave the board a list of properties facing tax acquired status. An update will be given next month.
6. Guilford Police Department – Town Manager updated the board as to communications between Piscataquis Sheriff's Department, and Maine Criminal Justice Academy as to


the status of the Guilford Police Department and options available moving forward. After reviewing the liability and concerns of continuing as a department and discussing the avenues available to continue separate police coverage in light of the new presence of the Sheriff's Department to the town since their relocating their patrol base to Guilford, it was recommended to the board by the manager that the Guilford Police Department be dissolved. A motion was made and seconded to dissolve the Guilford Police Department – Unanimous.

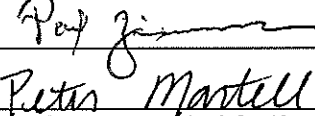
- 7. Police Cruiser – the current Guilford Police Department cruiser will be put up for bid. The bid announcement will be advertised via Maine Municipal Association website. The cruiser will be available for bid with no minimum bid requirement. The board reserves the right to accept or reject any or all bids received.
- 8. 2020-2021 Budget Overview – Town manager gave the board an early draft of the 2020-2021 operating budget. After a brief overview was given, the draft was sent with the board to review and return with questions at the December 2020 board meeting where an updated budget with any late changes will be presented and reviewed.

9. Other Business

10. Having no further business, it was moved and seconded to adjourn at 8:02 p.m.



Kent Boudreau


Paul J. [unclear]


Peter Martell
Select Board of Guilford

Clerk