

Town of Patten

21 Katahdin Street PO Box 260 Patten, ME 04765

Phone: 207.528.2215 Fax: 207.528.2055

Website: www.pattenmaine.org

Board of Selectmen

October 6, 2020 at 6:30pm

Rescheduled from September 30, 2020

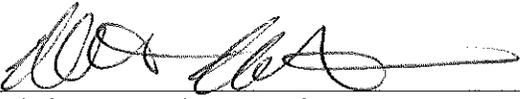
Public Works Garage beside the Town Office

Minutes

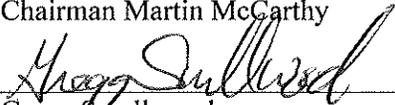
(these minutes are not verbatim)

1. Marty called the meeting to order at 6:35. In attendance: Selectmen Marty McCarthy, Nate Richardson, Gregg Smallwood, Lana Tucker (phone); Staff: Lora Ryan Town Clerk, Deb Bivighouse Finance, Kevin Noyes Public Works, Tabby Loukeris Parks & Rec, Doris DeRespino Librarian, John Roy Fire Chief; Public: Linda Lyons, Sharon McPhee, Charlie & Laura Kenney, Dennis Brackett, Ron Blum, Kent Smallwood, Rae Bates, and Dave Michaud
2. Nate moved and Marty seconded with all in favor to sign warrants #20 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes
3. New Business
 - a. Lana moved and Marty seconded with all in favor to sign the application for Rockabema Snowsled Club grant
 - b. Marty moved and Nate seconded with all in favor to ask Kenny Libby if he would serve as Patten's rep for NKVWDD
 - c. MMA Risk Management walk-through (attached): Discussion ensued involving potential solutions; resulting in Marty moving and Gregg seconding with all in favor to temporarily close the Rec Building and the Library and work to come up with solutions to keeping the services.
4. Old Business
 - a. Library roof – Gregg moved and Nate seconded with all in favor to find a contractor who will fix the leaking areas of the roof.
 - b. Quit claim deed – tabled to executive session
 - c. Pump Track – construction will begin this coming weekend. Discussion that security cameras will need to be installed.
5. Department Updates
 - a. Public Works
 - i. Paving – Steelstone is still behind and wouldn't commit to a date
 - ii. Webb Brook DOT project – postponed until next year
 - iii. New truck should be delivered by Oct 30, but not definite
 - iv. Dirigo Engineering – starting the engineering but the project will be done next year. We do need a building to house the generator and controls; can't use grant monies because it is in the Flood Plain (will have to go in the 2021 budget)
 - b. Fire Department – Tanker truck: Marty moved and Nate seconded with all in favor to have the necessary repairs done to the tanker and order doors for the Fire Station
6. Selectmen Comments
 - a. Marty wanted to thank everyone who has been involved in the Pump Track project
7. Public Comment

- a. Dave Michaud asked if the library roof repairs needed to go out to bid. If the project is under \$5,000 it does not; also we will try to get the same contractor which would just extend the scope of the original job.
 - b. Doris commented that in 6 years, the library would be housed in that building for 100 years.
8. Motion in to executive session under 1 M.R.S.A. § 405(A) for personnel issues at 7:35 by Marty with a second by Gregg and all in favor. Out at 8:30pm
9. Action
- a. Lana moved and Gregg seconded with all in favor to post the temporary public works position.
 - b. Lana moved and Gregg seconded with all in favor to sign the Quitclaim deed.
 - c. Lana moved and Nate seconded with all in favor to accept the resignation of Rebecca Phillips.
 - d. Gregg moved and Nate seconded with all in favor to appoint Lora Ryan as Tax Collector, Treasurer, and Treasurer of the Patten Water/Sewer Department.
 - e. Marty moved and Lana seconded with all in favor to sign the letter to KTCO removing Rebecca Phillips from all accounts.
 - f. Marty moved and Nate seconded with all in favor to sign the recommitment of taxes for the Town of Patten.
10. Marty moved and Lana seconded with all in favor to adjourn at 8:35pm

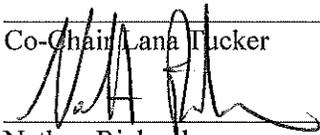


 Chairman Martin McCarthy



 Gregg Smallwood

 Co-Chair Lana Tucker



 Nathan Richardson

Town of Patten

21 Katahdin Street PO Box 260 Patten, ME 04765

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Board of Selectmen

October 14, 2020 6:30pm

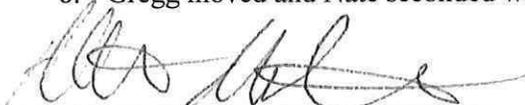
Public Works Garage beside the Town Office

Minutes

(these minutes are not verbatim)

1. Marty called the meeting to order at 6:36pm. Selectmen in attendance: Martin McCarthy, Reginald Porter, Gregg Smallwood, Nate Richardson, (phone) Lana Tucker. Town Clerk Lora Ryan, Finance Operator Deb Bivighouse, Public Works Dir Kevin Noyes; Guests present: Donald Adams, Sharon McPhee, Terry Pettengill, Mary Hall, Judith MacArthur, Laura Kenney, Kent Smallwood
2. Gregg moved and Nate seconded with all in favor to sign warrants #21 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes
3. New Business/Old Business
 - a. Patten Women's Club – Mary Hall spoke briefly with a history of the Patten Women's Club and their past accomplishments and future visions. They would like the Board to consider creating a Capital Improvements Reserve. Deb suggested they work with the Planning Board to create a written future vision as this would be part of Downtown Revitalization that fits into the Comprehensive Plan.
 - b. Gloria MacKenzie Grant – Ambulance: Lana moved and Marty seconded with all in favor to sign the agreement accepting the grant.
 - c. Marty talked briefly about the newly created Pump Track. This track was created through the generous donations by Marty McCarthy, Gregg Smallwood, Greg Bivighouse, Nate Richardson, Matt Savage, Susan Adams, and several local children. Marty asked Kevin to have Emera install a light. Cameras are needed there; suggestion to have some from inside the rec be placed there temporarily. Gregg moved and Nate seconded with all in favor to order a sign for the cost of \$240.75 and take the money from the rec budget.
 - d. Lana moved and Marty seconded with all in favor to sign the 4th Quarter 2020 water and sewer commitments and warrants for collection.
 - e. Nate was interviewed by the Houlton Pioneer Times regarding the closures of the rec and library; hoping to bring awareness to our situation and stressing this has been done to keep everyone out of harm's way. It is the hope that the Library Trustees will work with the Planning Board having the first step being an assessment plan.
 - f. The doors have been ordered for the fire department.
4. Department Updates
 - a. Public Works – Kevin has the water off and drained at the library and the heat down at the Rec. Drinking water inspection went well. The town well is only down about 12 feet so water supply is still good. The new truck should be here by the end of the month, but it is waiting to be shipped.
 - b. Marty moved and Gregg seconded with all in favor to make the necessary repairs to the ambulance at Ed's discretion.

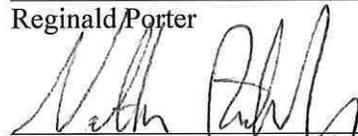
- c. A Public Hearing will be held before the next Selectmen meeting regarding the General Assistance Ordinance appendices updates.
 - d. Finance – Deb gave a cash report to the Selectmen. Deb, Lora and Laura Mae attended several MMA webinars this past week – Age Friendly Communities had lots of sources of information and funding.
 - e. Chester Kearney will be conducting the field test for the audit on 10/22. Once we get a draft, we will be in a stronger position to start the budget process.
5. Selectmen Comments
- a. Gregg asked if the Haymart house across from Sally Landry’s could be hooked to town sewer. Kevin said it is not on the sewer line.
 - b. Marty said that Janice Dancer is researching grant opportunities for paving, but would need assistance on writing any grant. Deb commented that during one of the webinars, Lora asked if LRAP funding could be used to pay loan payments and it can. Marty and Gregg will do some research regarding paving (contract with Steelstone? How soon could B&B paving be here)
 - c. Nate wants to know what our options going forward regarding grants will be if Becky is no longer working on them. Deb said there needs to be some type of up-front agreement regarding payment and that typically there is money in grants for administration.
 - d. Gregg said the salt/sand shed needs some repairs. This will be looked at during budgeting.
6. Public Comment
- a. Kent Smallwood asked about the increase in Moro’s taxes. It is due to education increase and funding for road work.
7. No executive session
8. Gregg moved and Nate seconded with all in favor to adjourn at 8:07pm.



 Martin McCarthy, Chairman



 Lana Tucker

Reginald Porter


 Nathan Richardspn

 Gregg Smallwood

Town of Patten

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A Public Hearing on the General Assistance Ordinance Updates was held at 6:30pm at the Public Works Garage beside the Town Office for the public to ask questions regarding the appendix updates for General Assistance Ordinance October 1, 2020 to September 30, 2021.

In attendance: Selectmen Marty McCarthy, Nate Richardson, Lana Tucker (phone), Town Clerk Lora Ryan; Public: Charlie Kenney, Laura Kenney, Kent Smallwood, Ron Blum, Dennis Brackett.

With no questions or comments from the public, the public hearing was closed at 6:36pm.

Board of Selectmen

October 28, 2020 – immediately following the Public Hearing

Public Works Garage beside the Town Office

Minutes

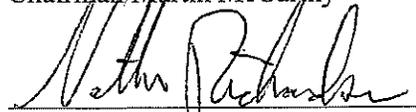
(these minutes are not verbatim)

1. Marty called the meeting to order at 6:36 pm. In attendance: Selectmen Martin McCarthy, Nathan Richardson, Lana Tucker (phone), Lora Ryan Town Clerk, Public Works Kevin Noyes; Public: Charlie & Laura Kenney, Kent Smallwood, Ron Blum, Dennis Brackett
2. Marty moved and Nate seconded with all in favor to sign warrants #22 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes
3. Marty moved and Nate seconded with all in favor to adopt the General Assistance Ordinance Appendices A – H for October 1, 2020 to September 30, 2021.
4. New Business/Old Business
 - a. Lana moved and Marty seconded with all in favor to sign the Quit Claim deed to release a paid 2005 tax lien that was never released.
 - b. A culvert and little driveway were installed at the pump track. The sign has been ordered. There will be a grand opening on Thurs Nov 5 at 3:30 weather permitting.
 - c. Paving on the Barleyville Road will be put off until spring. The temperature should not be below 50 degrees when they lay pavement.
 - d. Dr. Blum presented a letter from the Planning Board (attached) updating the Board on their last meeting. The Board gave approval for them to seek assistance from the National Park, as long as it has no fee attached to it.
 - e. Maine DOT starting patching on Main Street and will be back to finish up, then will do it properly next year.
5. Department Updates
 - a. Kevin – tying up things for winter. The new truck will be on the train on the 30th, but could take weeks to get here
 - b. Fire Dept tanker has been repaired.
 - c. Town Office – focusing on upcoming election
6. Selectmen Comments

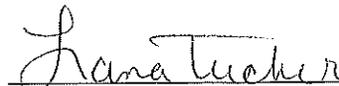
- a. The article that Nate was interviewed for has not been published in Houlton Pioneer Times.
7. Public Comment
 - a. Charlie Kenney asked about the town manager situation. Marty explained that we have a combination system right now with the current employees and it is working.
 - b. Kent Smallwood commented that the website looks good, but suggested that a helpful hints section be put on explaining where to find things like current tax bills.
8. Marty moved and Nate seconded with all in favor to go into executive session at 7:08 pm under 1 M.R.S.A. § 405(A) for personnel issues. Out at 7:47pm.
9. Marty moved and Nate seconded with all in favor to put a policy in place that any press release/newspaper article pertaining to town business be approved by the Board before it goes to print.
10. Marty moved and Nate seconded with all in favor to adjourn at 7:50pm.



Chairman Martin McCarthy



Nathan Richardson



Lana Tucker

October 26, 2020

To: Patten Board of Selectmen
From: Patten Planning Board

Dear Lady and Gentlemen:

At the October 22 meeting of the Planning Board several issues were considered for which we request your attention. Without the presence of liaison personnel, I trust this letter serves as appropriate means of communication. We could present in person at a regular meeting of your Board if preferred.

A. Preliminary communication with Federal DOT staff has confirmed that Patten would be eligible to apply for a **federal Build grant to be used to improve roadways**. It is likely Congress will approve allocation of these funds early next year and it would be prudent to start preparing the lengthy application so as to be ready for a Spring 2021 deadline. The Planning Board has neither the authority nor where-with-all to proceed with this grant application, and we recommend the Select Board take steps to identify a grant writer or consultant to support the Grants Committee. We will offer input and assistance as able.

B. **The National Park Service** offers **consultation to** associated communities to assist in planning for the impact of a Park or Monument through the Rivers, Trail and Conservation Assistance Program. It is an annual grant, free to grantees, and would **help us prepare for the impact of being a gateway community to the Katahdin Woods and Waters National Monument**. While they offer no funds, their Maine-based staff has experience with multiple locations around the country, including Acadia National Park here in Maine. Their role would be strictly advisory, and any suggestions or proposed programs considered by the Planning Board would be presented to the Board of Selectmen. We request permission to submit an application for their assistance.

C. At your request, the Patten Women's Club presented their **plans for the Patten Academy Alumni Park**. As noted in our Comprehensive Plan, the Park is a vital asset to the Town, and the Women's Club deserves credit for its support and patronage over the decades. While any decision regarding funding is beyond the aegis of the Planning Board, their suggestion of a Capital Improvement Fund, beyond basic maintenance, seems appropriate and reasonable to the Board.

Their recommendation to improve the walkways in the Park was well received by the Planning Board.

Our Board did express the desire to consider such improvements in the totality of the Patten Recreation Area/ Patten Academy Alumni Park, consistent with redevelopment of the area. Rather than piecemeal changes to the area, we suggest an opportunity to discuss long range plans, involving interested parties and townspeople, offering an opportunity for upgrading and additions, such as the new Pump Track.

D. We discussed the recent survey of the **Veteran's Memorial Library** and want to affirm the Planning Board shares the Library Board's desire to preserve the building as a significant part of Patten history and landscape.

Thank you for your consideration,

Ron Blum, Chair, Patten Planning Board

Town of Patten

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Board of Selectmen

Tuesday November 10, 2020

Public Works Garage beside the Town Office

Minutes

(these minutes are not verbatim)

1. Marty called the meeting to order at: 6:37pm. In attendance: Selectmen: Marty McCarthy, Nate Richardson, Gregg Smallwood, (phone) Lana Tucker; Town Clerk Lora Ryan, Finance Operator Deb Bivighouse, Public Works Kevin Noyes. Guests: Laura Kenney, Dennis Brackett, Sharon McPhee, Mary Hall, Judy MacArthur, Rhoda Houtz
2. Gregg moved and Nate seconded with all in favor to sign warrants #23 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes
3. New Business/Old Business
 - a. Patten Women's Club
*Letter attached & map on file; paving estimate \$8250; interest in moving veterans monument to park area. The Womens Club did meet with Planning Board. This proposal will be sent to the budget committee. Try to get paving done when other paving done in town. Create a reserve for Patten Academy Park for capital improvements with this year's appropriation being \$10,000.
4. Department Updates
 - a. Kevin – new truck should be in Boston the end of this week or first of next. Will take a few weeks to get here and set up. Busy patching roads, working at lagoons, took down trees. Steelstone is putting in propane tank at Hathaways. Sheldon is running sewer lines for his new property. Wants to run it in but not hook up. Need an agreement for Kevin to check on it every so often. Quote on heat pumps for garage from Harbison's. Bates has not come to look at project. We need to explore further options for meeting space/heating.
 - b. Deb – cash reports in folders. Cash has been strong. Ambulance reserve account that was incorrectly expensed has been restored. Library/Rec Building – action follow up letter received from MMA. Deb sent an email explaining that the buildings were closed. Deb emailed Jim Lord asking for recommendations. Jim emailed her back. People in his firm actually do this kind of thing and he is going to be in town next week and will go through the buildings. Deb looked in conditions of Corriveau funds; specifies extraordinary expenses. Doris is going to talk to John Corriveau and also going to get in touch with Stephen King foundation to see if we could repurpose the funds received from them. Doris is also going to look into AARP funding opportunities. We cancelled the phone and internet at the Rec. This will save \$100 a month. Preliminary financials are in selectmen packets so we can start looking through and get ready for budgeting. Marty got in touch with Mike Elliott and he is willing to help us. Deb figured out where the misinformation for the town hours is incorrect and has corrected it in google.
 - c. Firehouse doors are in stock. John is working with contractor to install.

5. Selectmen Comments

- a. Nate concern about Rec if furnace goes out in the winter, it needs to be monitored. Kevin will look further into this.

6. Public Comment - none

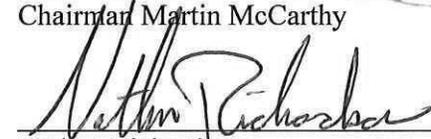
7. Adjourn NR, GS at 7:22pm. All in favor



Chairman Martin McCarthy



Lana Tucker



Nathan Richardson

Gregg Smallwood

Town of Patten

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Board of Selectmen

Tuesday November 24, 2020

Minutes

(these minutes are not verbatim)

1. Call to order; Roll call
 - a. In attendance through Zoom: Marty McCarthy, Lana Tucker (phone), Nate Richardson, Gregg Smallwood, Reggie Porter; Laura Mae Chicoine Deputy Clerk, Lora Ryan Town Clerk, Deb Bivighouse Finance, Kevin Noyes Public Works; Guests: Cody Brackett, , Alex McDougal Houlton Pioneer Times, Carolyn Ryan, Charlie & Laura Kenney, Rae Bates, Doris DeRespino, Kent Smallwood, Dennis Brackett
2. Sign warrants #24 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes moved by Lana second by Nate; all in favor
3. Sign snowplow contract – 5year; moved by Marty, second by Lana all in favor with one absention by Gregg.
4. New Business/Old Business
 - a. Library Committee – Jim Lord from Dirigo walked through Lib and Rec building. His firm has lots of experience with these general building projects and structural engineering. (email attached). Will provide a proposal by Dec 11 detailing what our options are. Rae asked when choices would be made and whether or not looking for community input. Nate said we need to have the report and have a chance to evaluate all the options and speak with the Library Board and the Rec Board (individually). The Selectmen will meet on Dec 22 and should be able to discuss it again with a better understanding. Marty would like to have the study available as soon as the Board has a chance to look it over.
5. Department Updates
 - a. Close office to public do to increasing covid cases in the area– post phone number to call in windows and at the local posting sites (and on website)
 - b. Finance – Look at cost per operating unit for each facility (library and rec); gives us an idea of what it truly costs to operate those facilities; better understanding of where the money really goes and gives us a comprehensive understanding of the cost of programming.
6. Selectmen Comments
 - a. Nate – very excited about Jim Lord’s visit. Encourage everyone to look at Millinocket’s website and see what they are doing with their library.
 - b. Marty – looking at non-motorized trail; really thinks it will be do-able. Island Falls is interested in a connecting trail between the two towns. Problem with paving contractors being too busy. Spoke with local contractor who will make sure every year our projects will be done.
7. Public Comment
 - a. Rae Bates – Flower project on Main Street – couldn’t do it this past year because its the school children who do this. Local merchants interested in putting them out. Is town willing to water them? Resting Arms in Island Falls may be interested. Green Valley not

sure if they will be able to. Some local business may be able to water. Ask high school kids who need community service hours. Marty said that we have the sidewalk project this year that may interfere with the placement of the flower boxes.

- b. Charlie Kenney asked where new truck is. Kevin – off the train but could still be a few weeks out.
- c. Cody – library and rec dept – old and costly. Wants to see the selectmen to bring to the people and discuss a new more modern more efficient building (more cost effective) that could maybe hold library, rec, and town office.

8. Adjourn at 7:11 – moved by Nate second by Gregg; all in favor.



Chairman Martin McCarthy



Lana Tucker



Nathan Richardson

Reginald Porter

Gregg Smallwood

From: Jim Lord <jlord@dirigoengineering.com>
Sent: Friday, November 13, 2020 9:01 AM
To: admin@pattenmaine.org
Cc: martyrmccarthy@gmail.com; clerk@pattenmaine.org; porter@pwless.net; publicworks@pattenmaine.org; nrich33@yahoo.com
Subject: RE: Assistance with Building Deficiencies

I would like to schedule the site visit to the Library and Rec buildings for Tuesday around 2:30 pm. Does that work?

-----Original Message-----

From: admin@pattenmaine.org <admin@pattenmaine.org>
Sent: Monday, November 9, 2020 10:56 AM
To: 'Jim Lord' <jlord@dirigoengineering.com>
Cc: martyrmccarthy@gmail.com; clerk@pattenmaine.org; porter@pwless.net; publicworks@pattenmaine.org; nrich33@yahoo.com
Subject: RE: Assistance with Building Deficiencies

Hi Jim,

I believe there are two answers to your first question. The library building is the oldest building in Patten (1857?) and there are many people who want it preserved. It's been remodeled over the years so it would not qualify for historic registry/protection, but it is somewhat of a local icon. However, the lot on which it is sited is small and the building footprint is very close to the lot line. The rec building is another story. It's nothing architecturally special and its overall design has made it difficult to achieve ADA compliance without a major overhaul.

I have added Kevin Noyes and Nate Richardson to this email so we can be sure someone is available to meet with you when you come through town. Let us know as your schedule firms up for next week.

Thanks again!
Deb

-----Original Message-----

From: Jim Lord [mailto:jlord@dirigoengineering.com]
Sent: Monday, November 9, 2020 8:51 AM
To: admin@pattenmaine.org
Cc: martyrmccarthy@gmail.com; clerk@pattenmaine.org; porter@pwless.net
Subject: RE: Assistance with Building Deficiencies

So are you looking to just build a new building, or make repairs? If you do not know then I would say some level of preliminary eval with cost estimates is probably smart.

I will be coming through Patten next week, on Tuesday as of right now, would it be possible to see those buildings so I can get a feel for the extent of the structures issues. The other items all seem reasonable to rehab, but the foundations are a major concern.

If this were any other year I would say they typically new construction is cheaper than major rehab, but with the cost of building materials right now, rehab may very well be the most cost effective solution. But if someone is available to show me these facilities I would appreciate it. Say in the afternoon of November 17. That may change but right now that is my schedule.

Jim

-----Original Message-----

From: admin@pattenmaine.org <admin@pattenmaine.org>
Sent: Monday, November 9, 2020 7:24 AM
To: 'Jim Lord' <jlord@dirigoengineering.com>
Cc: martyrmccarthy@gmail.com; clerk@pattenmaine.org; porter@pwless.net
Subject: RE: Assistance with Building Deficiencies

Good morning, and thank you so much!

-----Original Message-----

From: Jim Lord [mailto:jlord@dirigoengineering.com]
Sent: Monday, November 9, 2020 7:10 AM
To: admin@pattenmaine.org
Cc: martyrmccarthy@gmail.com; clerk@pattenmaine.org; porter@pwless.net
Subject: RE: Assistance with Building Deficiencies

Deb,

Though Dirigo's specialty is municipal infrastructure, we do a fair amount of buildings as well. We have engineered multiple fire stations and public works garages, treatment plants, etc. We have also engineered a public library addition recently. In 2018 we helped the Town of New Sharen evaluate modifying their Town Office, which was an old school, to also use a the fire station, or to construction a new building all together.

Randy Butler is our senior project engineer who does the vast majority of our structural projects. I have forwarded him your email and we will review and get back to you with our thoughts.

Sincerely,

James Lord, P.E.
Dirigo Engineering
2 Dirigo Drive
Fairfield, ME 04937

(207) 453-2401 Office
(207) 314-7306 Cell

-----Original Message-----

From: admin@pattenmaine.org <admin@pattenmaine.org>
Sent: Friday, November 6, 2020 2:24 PM
To: jlord@dirigoengineering.com
Cc: martyrmccarthy@gmail.com; clerk@pattenmaine.org; porter@pwless.net
Subject: Assistance with Building Deficiencies

Hi Jim,

Maybe you can help us out with something. Two of our old public buildings, the Library and the Recreation Center, have been closed due to significant structural deficiencies. MMA Risk Management recently visited and pointed out numerous problems, and they are requiring the solutions be engineered.

The only responsible action available to the Board of Selectmen was to close the buildings. I'm attaching the letter from MMA Risk Management to give you an idea of the issues.

We thought of contacting you because of your wide range of experience working with municipalities and grants, even though your firm handles mostly civil and environmental engineering projects. At this point, we are looking for ideas of how to proceed: do we commission an engineering study? what type of firm should we contact? how much do you think an engineering study would cost? any ideas of grants we could pursue? Your thoughts on this situation would be greatly appreciated.

I appreciate that this is a big favor and understand if you cannot get involved.

Thanks for your consideration,

Deb Bivighouse
Finance Director

From: Rae Bates <edna50@fairpoint.net>
Sent: Friday, November 06, 2020 3:45 PM
To: clerk@pattenmaine.org
Subject: Library

Lora,

I have attempted to put the following questions/concerns in some sort of chronological order, but I may not have met my goal!! Although the Board of Directors for the library have not met since some of us were at the Selectmen's meeting, a few have spoken with David and me and I have had a least one call from a person in town who expressed concern for keeping both the current building that houses the library as well as having an active library. The Directors had left our last meeting having expressed a strong desire to maintain our current library. We did not enter into as broad of a discussion as is listed below as we felt we needed to hear from the Selectmen. Therefore, I am reaching out to you and the Selectmen as I believe we will all benefit from having a Strategic Plan to address this issue. Thank you and the Selectmen for giving this topic your thoughtful consideration. We appreciate being placed on the November 24th agenda, Rae

Veteran's Memorial Library
Patten, Maine

- Established in current location in 1927
- Former Congregational church is the singular building of historical significance remaining in the town

1. Do the Selectmen wish to have a library in the Town?
2. Do the Selectmen wish to garner the opinion of the citizens of the town regarding having a library in Patten? If the answer is "yes," how would Selectmen suggest that opinion be collected?
3. Should the current location of the library be demolished and have property sold for a business or a residence and use monies to construct a new library?
4. Should the town build a new library on land the town currently owns or on other land? Why or why not?
5. Should the Town retain the library in its current location? Why or why not?
6. Who in Maine meets the State's definition of "structural engineers"?
7. When Question 5 is answered, will one or more of such companies come to Patten free of charge to determine whether or not they would give a quote on the costs of correcting the building's deficiencies? How will the Town determine the costs of an assessment by a structural engineer?
8. Will the Town need to wait for a Town Meeting to get the public's vote on paying the cost of a building assessment of a structural engineer?

9. Will the Town put a warrant in the Town Report in the Spring 2021 in order to correct the deficiencies in the current library structure?

10. Will the Town write grants to defer costs of the assessment of a structural engineer? Who might do that work? Would the Town permit a citizen/s of the town to pursue grants for the purpose of paying for the assessment by the engineer/s? To pay for repairs?

11. Will the Town welcome the input from a committee of citizens and the Board of Directors of the library on how to move forward with developing a plan for a library? Much of the answer to this question depends on how the Selectmen answer questions 4 and 5?

12. Might the Town need to conduct a SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis, which is typically done in businesses? If the Town might benefit, who might lead a group in that work? Who would be involved in the SWOT?

13. If someone/s was willing to establish a "Friends of Patten's Veteran's Memorial Library Facebook page to spread the information of how the Town will proceed with the issues involving the library, how might such a group go about contributing funds such a page might garner to support the building/library in town?

Town of Patten

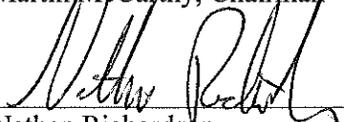
21 Katahdin Street PO Box 260 Patten, ME 04765
Phone: 207.528.2215 Fax: 207.528.2055
Website: www.pattenmaine.org

Board of Selectmen
Wednesday December 9, 2020
Via Zoom
Minutes
(these minutes are not verbatim)

1. Marty called the meeting to order at 6:30pm. In attendance (through Zoom) Selectmen: Nate Richardson, Marty McCarthy, Gregg Smallwood, (phone) Lana Tucker. Absent: Reggie Porter. Employees: Deb Bivighouse, Lora Ryan, Laura Mae Chicoine, Kevin Noyes; Public: Kent Smallwood, Charlie & Laura Kenney, Dennis Brackett
2. Lana moved and Marty seconded with all in favor to sign warrants #25 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes
3. New Business/Old Business
 - a. Marty moved and Gregg seconded with all in favor to grant the abatement request for personal property.
 - b. Abatement request for real estate tabled until a dollar amount is figured
 - c. The new highway truck is at the dealer in Lincoln having the body put on. Should be delivered next week.
4. Department Updates
 - a. Highway – we faired the storm fairly well with no washouts; Marty had Kevin change the locks at the Library and Rec Dept for liability reasons. Kevin removed the back railing at the Library so oil can be delivered.
 - b. Finance – financials through 12/10 includes this payroll. Overall, every account is under budget; expecting a draft audit this week. Deb is going to have Becky review it as she was town manager for the beginning of the year. We will be able to start budgeting very soon.
 - c. Utilities – Laura Mae will be sending out delinquent account letters on Friday
5. Selectmen Comments
 - a. Nate – Frank and Amy Randall organized a tree decorating contest to get town businesses involved in holiday decorating. It was nice to see the holiday spirit displayed by so many.
6. Public Comment
 - a. Laura Kenney – she has been working with the food cupboard at the church and is happy to report they were able to purchase an enclosed trailer with grant funds with the assistance of Becky Phillips.
7. Marty moved and Gregg seconded at 6:46pm with all in favor to go into executive session under 1 M.R.S.A. § 405(A) for personnel issues to discuss the applicant for temporary public works. Out at 7:06pm.
8. Marty moved and Gregg seconded with all in favor to hire Colton Bivighouse as a temporary Public Works employee starting next week.
9. Lana moved and Nate seconded with all in favor to adjourn at 7:07pm.

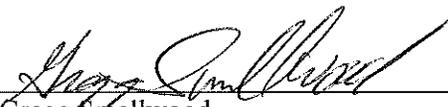


Martin McCarthy, Chairman



Nathan Richardson

Lana Tucker



Gregg Smallwood

Town of Patten

21 Katahdin Street PO Box 260 Patten, ME 04765

Phone: 207.528.2215 Fax: 207.528.2055

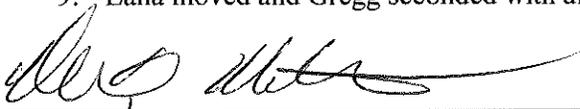
Website: www.pattenmaine.org

Board of Selectmen
Wednesday December 22, 2020
Via Zoom

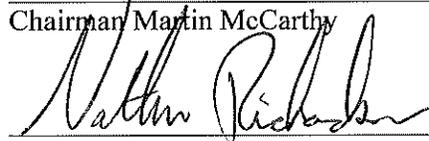
Minutes
(these minutes are not verbatim)

1. Marty called the meeting to order at 6:32pm. In attendance through zoom Selectmen: Gregg Smallwood, Marty McCarthy, Nate Richardson, Lana Tucker (phone). Absent: Reggie Porter. Employees: Lora Ryan, Deb Bivighouse, Laura Mae Chicoine, Kevin Noyes. Guests: Dr. Blum, Charlie & Laura Kenney, Dennis Brackett, Rae Bates, Kent Smallwood (6:52pm)
2. Gregg moved and Nate seconded with all in favor to sign warrants #26 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes; ambulance contracts for 2021
3. New Business/Old Business
 - a. Budget Committee Appointments – Gregg moved and Nate seconded with all in favor to appoint the following Budget Committee members: Joel Fitzpatrick for a one year term and Doris DeRespino for a two year term.
 - b. Abatement request – Gregg moved and Marty seconded with all in favor to grant the abatement request for Carroll Heath. Marty moved and Gregg seconded with all in favor to grant the abatement request for Jessaca Perry.
 - c. Audit draft – Deb just got the adjusting entries, balance sheet and P&L by class and it matches our accounting system for FYE2019. Draft audit should be here soon. Audit for FYE2020 scheduled for Jan 6 – 8. This will put us in a very good position for the budgeting process.
 - d. Dirigo Engineering proposal (attached) – both buildings for \$8000; split between the library and the rec budget. Gregg moved and Lana seconded with all in favor to fund the engineering study with \$2000 from Coriveau Funds, \$2000 from Katherine Rogers Savings, \$2900 from Rec reserves and \$1100 from Unanticipated Expenses.
4. Department Updates
 - a. Highway
 - i. New truck – is here. Has a few minor issues the dealer will be fixing.
 - ii. Sewer - the recent power outages have been hard at the sewer plant. It will be good to have the new generators in. Kevin had Colton in today when he pulled the sewer pumps.
 - iii. Kevin put signs up at the pump track for no snowmobiles.
 - iv. Low temp light came on at the Rec, but the sensor was on an outside wall. Kevin moved it and it seems to be ok now.
 - v. Dirigo update – Dirigo wanted to put 1 size bigger pumps than what we currently have. Kevin said no as that will not solve the problem of plugging that we currently have.
 - vi. Kevin started the propane heaters in the water house in case of prolonged power outage. The one at the town office needs to have items moved away from it before it can be started.

- b. Office
 - i. 2019 tax liens for Moro & Hersey process started
 - ii. Finishing off election work
 - iii. Laura Mae mailed out delinquent water notices and has received some payments
 - iv. Marty asked how the public has been responding to the public closure. Laura Mae said the responses have been positive.
 - v. Deb has been updating Google My Business and correcting the misinformation pertaining to the town office.
 - c. Finance- Deb is working on end of year processes; making sure accounts are being taken care of and looking through Accounts Receivable year end payments
5. Selectmen Comments – Marty wanted to thank everyone for working as hard getting ready for year end.
 6. Public Comment – Rae Bates asked when the Engineering Study will be done. Deb responded that Dirigo is ready to go once we lined up the funding.
 7. Marty moved and Gregg seconded with all in favor to go into executive session under 1 M.R.S.A. § 405(A) for personnel issues at 6:59pm. Out at 7:20pm.
 8. No action taken on executive session
 9. Lana moved and Gregg seconded with all in favor to adjourn at 7:21pm.



Chairman Martin McCarthy



Nathan Richardson



Lana Tucker

Gregg Smallwood

Town of Patten

21 Katahdin Street

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Board of Selectmen Meeting

Wednesday April 1, 2020

6 :30pm at the Town Office

Minutes

(these are not verbatim)

1. Marty called the meeting to order at 6:30pm. In attendance: Marty McCarthy, Gregg Smallwood, Lora Ryan, Kevin Noyes. Telephone in: Lana Tucker, Reggie Porter, Becky Phillips.
2. Marty moved and Gregg seconded with all in favor to sign warrants #7 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll; and minutes from 2/19/2020, 2/26/2020, 3/4/2020, and 3/18/2020.
3. New Business
 - a. Gregg moved and Marty seconded with all in favor to temporarily alter the Town Office hours to Tuesday and Wednesday 9am – 12pm, 1pm-4:30pm and Thursday from 9am-12pm remaining closed to the public; temporarily laying off Lee Ann, Doris, and Tabby as long as they qualify for unemployment. Marty moved and Gregg seconded with all in favor to have Randy Bossie make a drop box for the Town Office.
 - b. Discussion of getting set up to be able to do remote meetings. Bills can still be paid without signatures on warrants as long as the affirmative vote is recorded.
 - c. Fiscal year end change – needs further investigation. Will not do it this year.
 - d. Becky has been working with FA Peabody on insurance renewals. Marty moved and Gregg seconded with all in favor to increase the Public Officials Liability as long as the increase in premium is no more than \$2,000.
 - e. Payroll is being done in-house again. We are looking into direct deposit. Becky and Lora are splitting the payroll responsibilities.
 - f. Flatlanders is seeking board approval to extend their liquor license to include signature drinks. Christine has spoken with the liquor licensing board and it does not require a new license or signatures from the Board of Selectmen. It was the consensus of the Board to approve this.
 - g. Gregg moved and Marty seconded with all in favor to sign the Rockabema Municipal Grant Reimbursement application.
 - h. Marty moved and Gregg seconded with all in favor to refund payments to people who paid to rent the gym and had their rentals cancelled.
 - i. Gregg moved and Lana seconded with all in favor to authorize Lora Ryan to be on the sweep accounts and removed Deb Bivighouse.
 - j. The mowing contracts will go out to bid (with no landfill mowing) with bids due back on April 29, 2020 at 4:30pm to be opened at the selectmen meeting.

k. Gregg moved and Marty seconded with all in favor to accept the resignation of Sarah Landry as janitor. This position will be discussed at the end of the state of emergency.

4. Old Business

a. Ed MacArthur has stepped down as engineer on the sidewalk grant project. Gregg moved and Lana seconded with all in favor to hire Jim Lord as engineer for this project.

5. Department Updates

a. Kevin has quotes from dealers to purchase a new truck (see attached spreadsheet), Thornton Brothers has to best quote on a Dodge 5500. He needs to get an equipment price and trade in price from them. He will have that information for the next meeting.

b. Kevin would like it put on the website for returning seasonal residents who want their water turned back on to notify the town office before they get here or to self-quarantine for 14 days before Kevin goes in.

6. Selectmen comments

a. Lana asked how the fire department should handle station duties (they go over the trucks/equipment weekly). She was advised to keep it to less than 5 and have them observe social distancing.

7. Public Comment – none

8. Marty moved and Gregg seconded with all in favor to adjourn at 7:33pm with no further business.



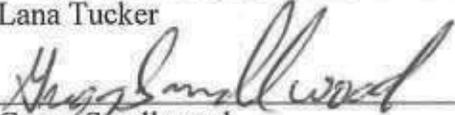
Martin McCarthy, Chairman



Lana Tucker



Reginald Porter



Gregg Smallwood

Kevin

	Brand	Size	Chassis	Dump	Plow change	Trade
Quirk	Dodge	3500	33,487	8,800		
	Dodge	5500	46,980	8,800		
Varney	GMC	3500HD	32,495	9,739	1,650	5,500
	Chevy	5500HD	49,980			
Whited	Ford	F550	50,800	9,800		
York	Ford	F350	54,636			
Clay	Chevy	3500HD	33,437			
McCarthy	Chevy	3500HD	32,000			
Bangor Truck and Equipment		down east		7935	1500	*power up and down imron paint
		Iraqous		8165		

Thorton Brothers 5500 Dodge 35,800 cab+ chassis
8,000 body

need to get equipment price from them

haven't discussed trade in

fix floor boards ↑ trade in value

Town of Patten

21 Katahdin Street

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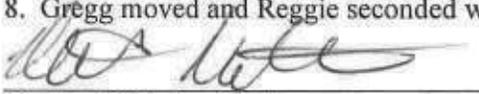
Board of Selectmen Meeting

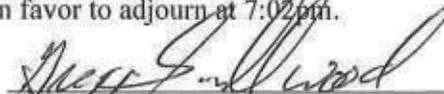
April 15, 2020 at 6 :30pm

Minutes

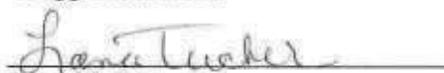
(these minutes are not verbatim)

1. Marty called the meeting to order at 6:31pm. (This meeting was held on Zoom) On-line attendance: Marty McCarthy, Reggie Porter, Gregg Smallwood, Becky Phillips, Kevin Noyes, Lora Ryan; phone- Lana Tucker.
2. Gregg moved and Marty seconded with all in favor to sign warrants #8 for Gen Gvmt, Water, Sewer, Ambulance, Gen Gvmt payroll and Ambulance payroll; and minutes of 04/01/2020 meeting, and the 2nd Qtr Commitments and Warrants for water and sewer.
3. Old Business – Becky is researching Dirigo funding
4. New Business –
 - a. Foreclosed properties – Marty moved and Lana seconded with all in favor to send letters to foreclosed property owners giving them until June 30, 2020 to purchase back/make payment arrangements to purchase back their properties for the amount of outstanding back taxes, interest, and costs.
 - b. Letter of support to designate the Katahdin Waters Woods & Waters Scenic Byway as a National Scenic Byway – Turn over to planning board and board discussion at next meeting.
 - c. Marty is researching a hiking trail leaving Patten into the national park. He is working with Susan Adams on this and the national park system can be involved.
5. Department Updates
 - a. Public Works – pump#2 is high in manganese which is a naturally occurring mineral. The state has just lowered the standards. He is waiting to hear from the state what needs to be done. If necessary (worse case scenario) pump#2 can be shut down as pump#1 will handle it.
 - b. The radio system at the sewer plant lost the power supply and Kevin has one on order (cost about \$60). Still having problems with wipes and sump pumps putting strain on the Gardner Street station. The sump pumps are an issue every year when we have spring run-off.
 - c. Thornton Bros gave the best price (about \$10,000 less). They will hold the price until July. The existing truck will last a little while, but needs work to pass inspection. Cash flow is an issue right now. Gregg moved and Marty seconded with all in favor to wait until after town meeting.
6. Selectmen comments – Marty will email the selectmen the information on the national park service rivers, trails, and conservation assistance application (Lora will print and give to Lana).
7. Public comment – Kevin said the roads are really taking a beating this spring. Marty asked the selectmen to ride and look at the roads, and discuss at the next meeting. Kevin will prioritize them. There are no huge washouts yet. The next meeting will be held on April 30, 2020 in anticipation of the governor lifting the stay-at-home order. If not, it will be held virtually on zoom again.
8. Gregg moved and Reggie seconded with all in favor to adjourn at 7:02pm.


Martin McCarthy, Chairman


Gregg Smallwood

Reginald Porter


Lana Tucker

Town of Patten

21 Katahdin Street

PO Box 260

Patten, ME 04765

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Website: www.pattenmaine.org

Board of Selectmen Meeting

April 30, 2020

6:30pm virtual Zoom Meeting

Minutes

(these minutes are not verbatim)

1. Marty called the meeting to order at 6:31pm. In attendance by zoom room: Selectmen: Marty McCarthy, Gregg Smallwood, Reggie Porter; Town Manager Lora Ryan; Finance Director Rebecca Phillips; Public Works Director Kevin Noyes, and public Laura Kenney. Selectman Lana Tucker was on speaker phone.
2. Lana moved and Reggie seconded with all in favor to sign warrants #9 for Gen Gvmt, Water, Sewer, Ambulance, Gen Gvmt Payroll, and Ambulance Payroll; minutes from 4/16/2020.
3. Bid Opening: One bid received from Cutting Edge Lawn Care. Gregg moved and Marty seconded with all in favor to accept the bid from Cutting Edge for \$19,000 for Contract #1, \$6,000 for Contract #2, and \$2,000 for Contract #3 (total \$27,000).
4. Old Business
 - a. Becky has mailed the sidewalk grant application
 - b. Becky will talk to Chester Kearney to see when they will come to do the audit
 - c. There have been complaints from the neighbors regarding Wendell Sherman's property on Houlton Street. Marty feels it is beyond time to force the issue. He would like to give him a 2week time frame to complete the demolition. Lora feels that legal advice should be sought as to what we can and cannot do. The Code Enforcement Officer will be contacted to speak to Wendell again in the meantime.
5. New Business
 - a. Becky mailed a letter of support regarding naming the Katahdin Woods and Waters Scenic Byway as a National Byway.
 - b. Marty would like a letter of support from the Town to submit with a grant application to the National Park for a non-motorized trail.
 - c. Marty asked Laura Kenney if Dennis has been appointed project manager for the Snowsled Club. Laura said the clubs are working collaboratively on several projects, but Jon Harvey was the project manager this past season.
6. Department Updates
 - a. Kevin – we are on the list for street sweeping; the cemetery should be ok to open on Monday; burials will be up to the funeral directors to control the number of people; there is some outside interest in summer help if John Roy doesn't want to continue; Kevin spoke with Mark LaGross regarding the Webb Brook project – there is no schedule yet but the project is still on for this summer; Kevin got the sidewalk sweeping done; Kevin asked about purchasing cold patch and was told he could as long as he stayed within last year's budget; the roads are drying out good, but need patching; a resident on Lovejoy called and wanted the ban lifted so

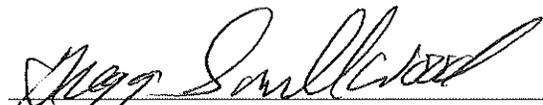
he could have trucks haul in gravel to his property and Kevin told him no because it would put too much stress on the road but the resident still had the gravel hauled; Kevin needs to order supplies (meters, etc) for the water department

- b. Town Office – the counter will be moved back so it is 60 inches from the wall and a plexiglass barrier will be installed. It was asked if the entryway work that was awarded to Rob last year could be done while he is here. We need to know if the ramp is ADA compliant. Kevin will talk to Rob.
 - c. The Selectmen decided to hold town meeting on July 14 and 15 (14 will be election for Selectman and RSU89 Director in conjunction with the state election and open town meeting will be held on the 15). Lora will find out the steps that need to be taken to shorten the nomination period so the vacant selectman position can be voted on at the same time.
 - d. Kevin has had some requests to put brush on the brush pile. It was closed last year. The question was brought up as to whether or not it can be burned. Lana will talk to John Roy.
 - e. Discussion involving opening the town office back up to the public once the plexiglass is installed. Discussion regarding Tuesday, Wednesday, and Thursday full days (Lorie will work the full day Thursday starting next week and have Laura Mae come in to help).
7. Public Comment – Laura Kenney would like to see the website updated more frequently
 8. Selectmen Comment – none
 9. Motion by Gregg and second by Reggie with all in favor to adjourn at 7:14pm

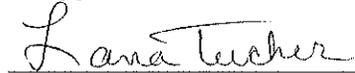


Martin McCarthy, Chairman

Reginald Porter



Gregg Smallwood



Lana Tucker

Town of Patten
21 Katahdin Street PO Box 260 Patten, Maine 04765
Phone (207) 528-2215 Fax (207) 528-2055

Board of Selectmen Meeting

Wednesday May 13, 2020

6:30pm – Zoom Virtual Meeting

Minutes

(these minutes are not verbatim)

1. Marty called the meeting to order at 6:32pm. In attendance on zoom: Selectmen Marty McCarthy, Gregg Smallwood; guests: Public Works Director Kevin Noyes, Town Manager Lora Ryan, Deputy Town Clerk Laura Mae Chicoine, Finance Director Rebecca Phillips; Dennis Brackett, Cody Brackett, Laura Kenney. Phone: Lana Tucker, Reggie Porter
2. Gregg moved and Marty seconded with all in favor to sign warrants #10 for Gen Gvmt, Water, Sewer, Ambulance, Gen Gvmt Payroll and Ambulance Payroll and minutes from 4/30/2020 meeting.
3. Gregg moved and Lana seconded with all in favor to sign the Patten ATV Club grant.
4. Old Business
 - a. Gregg moved and Lana seconded with all in favor to create an order to shorten the nomination process to allow the vacant selectman position to be voted on at the town meeting. Nomination papers will be available for the 2year position on May 14 with papers due June 4.
 - b. Office Hours – Gregg moved and Marty seconded with all in favor to open the office hours to the public to Monday, Tuesday, Wednesday and Friday from 9 – 12; 1-4:30. One person at a time.
 - c. Marty moved and Gregg seconded to have an executive session selectman meeting held next Tuesday at 6:30pm to discuss foreclosed properties.
5. New Business
 - a. Becky is looking into a new grant from MDOT which is an 80/20 matching grant with a \$50,000 max. The application would need to be completed by Aug 15, 2020. Gregg moved and Marty seconded with all in favor to have the Planning Board look at this.
 - b. Marty has been looking at a non-motorized trail grant through the National Park Service and has received good response and support from local organizations.
 - c. Lana moved and Marty seconded with all in favor to increase the contract prices for Moro to \$15,000 and Hersey to \$17,000. Lora will meet with their boards in the coming weeks working on their new budgets preparing for their town meetings.

6. Departmental Updates

- a. Tabby contacted the members of the Patten Rec Board to get their opinions on cancelling Patten Pioneer Days (see attached notes). Based on their input, Marty moved and Gregg seconded with all in favor to cancel Patten Pioneer Days for 2020; carrying forward the proposed budget into 2021 to have a bigger celebration next year.
- b. Table any action on opening the Rec and Library
- c. Gregg moved and Reggie seconded with all in favor to allow Lorie to cut and issue the check for Cutting Edge Lawn off the warrant (it will be on the next warrant).

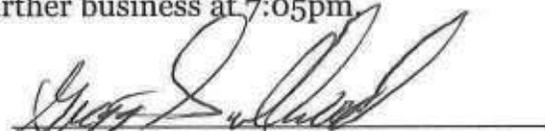
7. Public Comment

- a. Laura Kenney asked if the snowsled club grant check had been received yet. Lora has not seen it, but will ask Lorie.
- b. Charlie Kenney asked what the Economic Developer Mike Elliott has been doing. Marty said he has been working on the Broadband commitment, but hasn't been in touch with the office or Board lately.

8. Marty adjourned the meeting with no further business at 7:05pm.

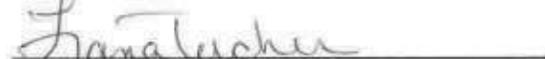


Chairman Martin McCarthy



Gregg Smallwood

Reginald Porter



Lana Tucker

Town of Patten

21 Katahdin Street PO Box 260 Patten, Maine 04765

Phone (207) 528-2215 Fax (207) 528-2055

Board of Selectmen Meeting

Tuesday May 19, 2020

6:30pm at the Patten Fire Station

Minutes

(these minutes are not verbatim)

1. Marty called the meeting to order. In attendance: Marty McCarthy, Reggie Porter, Gregg Smallwood, Lora Ryan, Rebecca Phillips; phone: Lana Tucker
2. Gregg moved and Reggie seconded to go into executive session under 1 M.R.S.A § 405(6)(F) to discuss foreclosed properties and 1 M.R.S.A. § 405(6)(A) to discuss personnel matters. Out of executive session at 7:20pm
3. Action
 - a. Marty moved and Gregg seconded with all in favor to accept the resignation of Lorie Smallwood with the terms of her letter.
 - b. Gregg moved and Marty seconded to add to hire Lora as Town Clerk at \$17/hour with insurance and benefits beginning June 1 and advertise for a new town manager. Lora will have both duties until a town manager is hired.
 - c. Gregg moved and Reggie seconded with all in favor to continue the temporary layoff of Deputy Clerk Lee Ann Hurlbert.
 - d. Foreclosed property issues will be put into legal hands.
4. Gregg moved and Reggie seconded with all in favor to adjourn at 7:29pm.


Chairman Martin McCarthy

Reginald Porter


Gregg Smallwood


Lana Tucker

TOWN OF PATTEN
P O BOX 260
PATTEN, ME 04765
207-528-2215

Emergency Board Minutes for July 13, 2020 at Town Office

Agenda:

1 Call to order; Roll Call: Call to order at 6:29 pm on July 13, 2020.

Present were: Martin McCarthy, Gregg Smallwood, Lana Tucker by Phone; and Reggie Porter was also present. Rebecca Phillips, Town Manager was also present.

2. Approve final FYE 2020 Budget:

The board reviewed the final budget, Martin McCarthy made a motion to add a note in article 38, regarding the grants to disclose approval of \$281,000.00 in grant award from Maine Department of Environmental Protection agency. This grant does not require a warrant; however, it was placed in Warrant 38 as a note so that residents will be aware that along with the \$119,000.00 from Public Infrastructure CDBG Grant the total Sewer project is 100% funded by grants

The areas focused on in the review of the final budget and warrants were the payroll adjustments. It was noted that the Rec Department and Library had payroll reduced because employees have been laid off, so it was recommended by Rebecca Phillips that these budgets received cuts for payroll, payroll taxes, workers compensation and that the unexpended budget for those items were cut instead of carryovers in prior years as laid off employees were receiving benefits due to covid and that would be double dipping. Also, it was mentioned that staffing was cut in front office and that Debbie Biveghouse and I (Rebecca Phillips) would be sharing Ray's salary. Gregg made the motion to accept those changes and Marty Seconded, Unanimous vote for approval.

The Highway Capital Improvements budget was discussed, and the board accepted the amount that was budgeted for in budget of 255,890 with 25,000.00 for ditching.

TOWN OF PATTEN
P O BOX 260
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207-528-2215

Kevin's dump truck was discussed, and it was determined that the reserve account would be used to purchase new dump truck from Clay GMC in Lincoln. The reserve account has approximately 57,500 however the new truck cost is estimated to be around 45,000.00. This purchase was approved in prior years with the establishment of the reserve, and per MMA it is not necessary to obtain a legislative vote on reserve account purchases. These are not tax commitment items. No motion made on this discussion, simply noted by board members.

Rebecca Phillips asked the board to approve and authorize her to sign the majority of the Grant Documents as Town Manager since the Board Chair is usually out of Town during the day. Greg made the motion to accept this decision and Marty seconded. Board Was unanimous on this decision to accept.

Lastly Rebecca Phillips reminded the board that when the Bingo checking account was reviewed a couple years ago and it was determined that the bingo account was not a department and the carryforwards contained debit balances and the money did not belong to Bingo, the money was allocated to a grant reserve account. Only 12,000.00 was moved from the bingo checking and it still contains about 670.00 that needs to be transferred to the grant reserve account. This 670 will be used to pay Joella Theriault from NMDC/ CDBG in Presque Isle, for her assistance in compliance work on the sewer and sidewalk grants. Gregg made the motion to accept, Marty seconded, and the vote was unanimous by the board. Motion passed.

The board approved the changes to the budget and warrants that will be voted on at the Annual Town Meeting on July 29, 2020 at 7:00 pm. Warrants were signed by board.

3. Letter of Support for McNally Farms.

A letter was drafted for McNally Farm to support a grant that he obtained to install and irrigation system that crossed the Frenchville Road to access his land across from his home to improve production of produce. Marty made the motion to accept, Gregg Seconded. All board members approved this support letter.

Marty discussed the pump tracks that Susan Adams is championing and the board was in favor on this. No motion yet.

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P O BOX 260
PATTEN, ME 04765
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4. Comments

We also discussed bike trails at Killer Hill and that was of interest. No motion.

Marty mentioned that Steve Richardson would be willing to donate land down near the trails if that project does prevail. No motion yet.

Marty also mentioned that the land would need a vote from the Residents if the land is repurposed for recreation. MMA RECOMMENDED VOTE ON THIS. NO MOTION YET.

The last discussion was regarding properties in Town that are becoming junkyards that need to be addressed. The parties mentioned were, Wendall Sherman, Kevin Grant and Charles LeBelle. The board suggested sending out letters to these people to start the process again, regarding this issue.

Rebecca mentioned that Chris Cunningham had an interest in grant writing for the Town of Patten part-time. Her rate of compensation was addressed, and the board approved this project. The vote was unanimous.

There were no other issues to discuss. Reggie made motion to adjourn and Lana seconded, vote was unanimous.


Martin McCarthy, Chairman

Reginald Porter


Gregg Smallwood


Lana Tucker

Town of Patten

21 Katahdin Street PO Box 260 Patten, ME 04765
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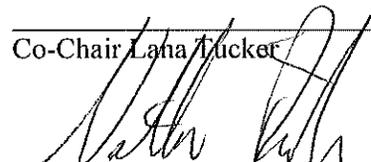
Board of Selectmen
August 5, 2020 at 6:30pm
Public Works Garage beside the Town Office
Minutes
(these minutes are not verbatim)

1. Marty called the meeting to order at 6:32 pm. In attendance: Marty McCarthy, Gregg Smallwood, Reggie Porter, Nate Richardson (Lana Tucker by phone); Town Manager Becky Phillips, Finance Director Deb Bivighouse, Town Clerk Lora Ryan, Public Works Director Kevin Noyes, Librarian Doris DeRespino; Public: Jeff Lawler, Ronald Blum, Kent Smallwood, Laura & Charlie Kenney, Lee Wheaton, Susan Adams, Dennis Brackett (6:50)
2. Nate moved and Gregg seconded with all in favor to ign warrants #16 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll
 - a. Discussion regarding how funds are dispersed for contracts. Marty moved and Gregg seconded with all in favor that clear and concise guidelines stating funds will be dispersed at the next warrant will be part of any contract. Department heads will meet before payment is dispersed.
3. Paving
 - a. Becky got quotes from Steelstone for paving town roads. She felt these were too high, and asked for new quotes with different specs. Discussion involving the comprehensive plan, the paving season coming to an end soon. Marty moved and Nate seconded with all in favor to pave a 2" overlay on the Barleyville Road to Jeff Lawlor's house and a 1" overlay from Jeff's to the dirt and then the dirt to the Shin Pond Road.
4. Old Business
 - a. Becky has the Grant documents ready for signature. Gregg moved and Marty seconded with all in favor to give Becky approval to do whatever needs to be done to complete the process.
5. New Business
 - a. Appointment of Planning Board Members – Marty moved and Gregg seconded with all in favor to appoint the following Planning Board members with the terms provided: Janice Dancer (2023), Joel Fitzpatrick (2023), Susan Adams (2022), and Associate Craig Greenier (2021)
 - b. The Selectmen agreed to sign a statement for Flatlanders stating they originally signed the application in March 2020.
6. Town Manager Update
 - a. Burn Permits/Burn Complaint – John Roy is working on some complaints regarding burning trash in town. The Forester was called and the response was that nothing can be done since its all gone.
7. Department Updates
 - a. Kevin has been cleaning culverts, fixing washouts, and pulling sewer pumps. The private septic system grant has been signed off by the Code Enforcement Officer. Becky said the

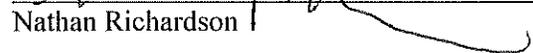
check hasn't hit the bank account yet, but the contractor has been paid. She will be researching payment deeper.

- b. Lora and Laura Mae got the 30-day notices for unpaid 2019 taxes in the mail. They are working on putting the assessor changes into Trio. Hersey will be having an election for the RSU50 Budget on Aug 18 from 10 – 2 at the Patten Fire Station. Laura Mae will be covering the office during that time.
 - c. Doris has permission from the State and the Maine Library Association to open using new standards. Marty moved and Gregg seconded with all in favor to open the office.
 - d. Deb has caught up the payables and paid back the TAN loan using the sweep account. She has put the current budget into Quickbooks. The July bank statements have been balanced and she will have financials available soon. The audit will be performed on August 25.
8. Selectmen Comments
- a. Gregg asked if we can have separate accounts now that we are getting a new computer system. We do currently have separate checking accounts. Finance is working on eliminating the “Do To – Due From” accounts
9. Public Comment
- a. Charlie Kenney asked if we could use the better material for paving like the state did on Rt 11 because it seems to be holding up real well. Gregg said that will be used in the sections where a 2” shim will be put on.
10. The Selectmen did not go into executive session under 1 M.R.S.A. § 405(6)(F) to discuss foreclosed properties; 1 M.R.S.A. § (405)(A) for personnel issues
11. Gregg moved and Nate seconded with all in favor to adjourn at 7:45pm


Chairman Martin McCarthy


Co-Chair Lana Tucker

Reginald Porter


Nathan Richardson


Gregg Smallwood

Town of Patten

21 Katahdin Street PO Box 260 Patten, ME 04765

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Board of Selectmen

August 19, 2020 at 6:30pm

Public Works Garage beside the Town Office

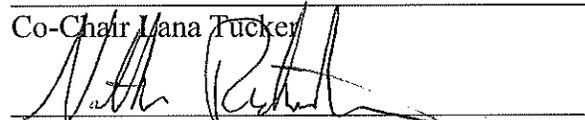
Agenda

1. Marty called the meeting to order at 6:30pm. Selectmen in attendance: Marty McCarthy, Gregg Smallwood, Nate Richardson, (phone) Lana Tucker. (Absent: Reggie Porter); Finance Director Deb Bivighouse, Town Clerk Lora Ryan, Librarian Doris DeRespino. Public: Dave Michaud, Laura Kenney, Charlie Kenney, Kent Smallwood, Dennis Brackett
2. Gregg moved and Marty seconded with all in favor to sign warrants #17 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes
3. Paving – Discussion regarding implementing change orders if there are changes after the contract has been awarded. Approval of payment to Smallwood Inc for the additional \$48,000 and he is willing to hold off on the \$9,900 until 2021 (this was work done on Katahdin Street Extension). Steelstone will begin paving work on Barleyville Road the end of August or beginning of September.
4. Old Business
 - a. Grants – Jim Lord is the contracted engineer for the sewer grant. The sidewalk grant has been deferred until May.
 - b. Webb Brook project – Becky called Brent Bubar and got no response.
5. New Business
 - a. Loan – Becky has been looking into a million dollar loan for paving. We would have to wait until October to apply, but she is starting the process now. If our assets are below \$3 million, the application won't have to go to the Fed Gvmt, it can be signed off in Bangor. The interest rate is 2.25% right now. The life of the loan would be determined by the depreciable life of the project. Only Board authorization is needed to apply for the loan and need to look at having a special town meeting. Marty moved and Gregg seconded with all in favor.
 - b. Planning Board letter (see attached). Marty explained what a pump track is, that it would be built on the ballfield area, that it is not for competition so there is no liability, and a fence would be required around it. Construction to begin after Labor Day.
6. Town Manager Update
 - a. Becky is working on the compliance forms (sec 504 for ADA compliance) for both the sidewalk and sewer grants. Marty moved and Gregg seconded with all in favor to close the Rec Dep through at least the new year. Becky is looking at grants for the future to make all town buildings ADA compliant. All buildings will need a walk through. Gregg asked if the heat could be shut off at the Rec and the building drained. Kevin will be asked.
 - b. A question was asked regarding marijuana cultivation. Clarissa (Code Enforcement) said there is no ordinance currently. It would be the purchaser's responsibility to research the state laws.
7. Department Updates

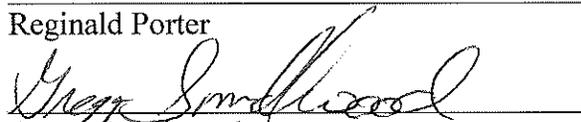
- a. Finance – Deb would like to implement a change order system so we have an idea of expenses before the bill comes in. It helps make the whole process transparent.
 - b. Library – the library roof work from the grant we got last year has not been done, and now it’s leaking. Rob Brownlee was awarded the contract last year. Gregg is concerned the roof is not structurally sound underneath, therefore putting metal roof over would just be a “band aid”. Becky will call and talk to Rob.
 - c. Town Clerk – Lora was granted permanent status by motor vehicles to register vehicles up to the truck level. Lora was sent a letter that she has jury duty beginning September 10. The Board signed a letter asking for it to be postponed due to time constraints with trying to get commitments done, tax bills out, and possible delay of absentee ballots and new voter registrations.
8. Selectmen Comments
- a. Nate brought up concerns by the public recently regarding environmental issues surrounding the mining operations nearby. The Board will keep an eye on this. Nothing has been brought to the Town.
 - b. Marty has received some complaints of ATV speeds on access roads. Dennis will post on the ATV club page, but enforcement is up to Game Wardens, Park Rangers, or State Police.
9. Public Comment
- a. Dennis Brackett suggested the Board talk to the superintendent of schools to see if some of the rec programs could take place at the school.
 - b. Charlie Kenney asked about using regurgitated hot top
 - c. Kent asked what roads the loan would cover? There are roughly 8 miles left after Barleyville is done. Marty said a maintenance plan needs to be developed.
10. Marty moved and Gregg seconded with all in favor to grant the abatement request for Christine Parker.
11. Marty moved and Gregg seconded with all in favor to go into executive session under 1 M.R.S.A. § 405(6)(F) to discuss foreclosed properties. Out at 8:05.
12. Marty moved and Gregg seconded with all in favor to authorize Becky to sign the Municipal Release Deed on behalf of the Board.
13. Marty moved and Gregg seconded with all in favor to adjourn at 8:06pm.



 Chairman Martin McCarthy

Co-Chair ~~Mana~~ Tucker


 Nathan Richardson

Reginald Porter


 Gregg Smallwood

Town of Patten

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Website: www.pattenmaine.org

Board of Selectmen
September 2, 2020 at 6:30pm
Public Works Garage beside the Town Office
Minutes
(these minutes are not verbatim)

1. Marty called the meeting to order at 6:33pm; Selectmen in attendance: Marty McCarthy, Gregg Smallwood, Nate Richardson (phone: Lana Tucker); Finance Dir Deb Bivighouse, Town Manager Rebecca Phillips, Town Clerk Lora Ryan, Deputy Clerk Laura Mae Chicoine, Public Works Dir Kevin Noyes, Public Dennis Brackett, Kent Smallwood. Absent: Reggie Porter
2. Gregg moved and Nate seconded with all in favor to sign warrants #18 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes
3. 2020 Tax Commitment – (see attached) Gregg moved and Marty seconded with all in favor to accept the mil rate of .029 for 2020 tax commitment. Marty moved and Gregg seconded with all in favor to sign the commitment once it has been printed.
4. Old Business
 - a. Grants update
 - i. Sidewalk – deferring until spring; still need to get the easements; working on phase II
 - ii. Sewer – finished phase II which gives us the money
 - b. Loan update – Becky working on USDA loan for paving
5. New Business
 - a. Marty updated on the pump track project; planning board working on signage for rules; aiming for Columbus Day weekend; want to get school kids involved
6. Town Manager Update
 - a. Lien Status – 30-day notices were mailed; liens will be mailed to registry on Sept 4; certified copies will be mailed to mortgage holders the same day
 - b. Harris Computer Contract – Becky is contacting Harris to split the expense over 2 years and implement new software in 2021.
 - c. Library roof – Kevin will look at roof from inside to determine the extent of rot; once that is determined, Becky will write a letter to the Foundation asking for an extension
 - d. The school may be willing to provide programs that may be lost due to the Rec closure if the town is willing to fund them and fund transportation
 - e. Becky and Janice have been looking into some other grants (Micro Enterprise; Public Service Grant; Special Projects Urgent Needs). Deb suggested setting a cap on what we are willing to spend on research and coordinate efforts with other local groups.
 - f. There may be USDA monies available to the town because of COVID. Becky will look into.
 - g. Steelstone is set to start paving the first of September
7. Department Updates
 - a. Public Works – Webb Brook DOT project – Mark LaGross said the bonding for the contractor was supposed to be signed last Friday, but has not heard anything yet. Kevin

said its getting late for construction, so it's not looking like this project will happen this year.

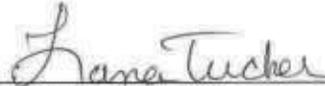
- b. New truck – wiring package for the plow will cost about \$900
 - c. Kevin has been ditching on Lovejoy Rd and fixed a spot on the Happy Corner Rd.
 - d. Finance – Deb presented a screen shot of the new town web page that is now live
 - e. Deb discussed the new payroll tax deferral. The town will not elect in for this.
8. Selectmen Comments
- a. Marty discussed the former Somers property that the town owns. Becky will research what our legal abilities are with regards to selling this.
9. Public Comment
- a. Dennis Brackett commented that the town needs to look at areas that will benefit the town, such as 1) cutting costs or 2) cutting services. Examples would be the gym and the library.
10. Motion into executive session under 1 M.R.S.A. § 405(A) for personnel issues by Marty at 7:55pm and seconded by Gregg with all in favor. Out at 8:24pm.
11. Gregg moved and Nate seconded with all in favor to have Laura Mae Chicoine work on Fridays in addition to Chris Loucka.
12. Marty move and Gregg seconded with all in favor to adjourn at 8:26pm.



Chairman Martin McCarthy



Nathan Richardson



Co-Chair Lana Tucker

Gregg Smallwood

Town of Patten

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Board of Selectmen

September 16, 2020 at 6:30pm

Public Works Garage beside the Town Office

Minutes

1. Marty called the meeting to order at 6:31pm. In attendance: Selectmen Marty McCarthy, Reggie Porter, Nate Richardson, Gregg Smallwood, Lana Tucker (phone); Town Manager Becky Phillips, Town Clerk Lora Ryan, Finance Dir Deb Bivighouse, Public Works Dir Kevin Noyes; Guests: Charlie & Laura Kenney, Susan Adams, Jean Howes, Dennis Brackett, Kent Smallwood.
2. Gregg moved and Nate seconded with all in favor to sign warrants #19 for Gen Gvmt, Water, Sewer, Amb, Gen Gvmt Payroll, Amb Payroll; minutes.
3. New Business
 - a. Steve Goliee – Solar Power Business – did not call in. Marty wants to know how this is a better than the Re-Energy proposal. Tabled.
 - b. Jean Howes – Food Cupboard – Jean spoke on what the Food Cupboard has been doing. They have need of a utility trailer for food transportation in the winter (4 hrs a month) and was asking the town if they could look into any possible grants. Becky will look into the Micro-Enterprise Grant. In the meantime, they are asking if any citizen would have one for them to use.
 - c. The furnaces in the Town buildings have not been cleaned since 2018. Concensus of the Board to have them all cleaned.
 - d. Gregg moved and Marty seconded with all in favor to sign the Quit Claim Deed for the Anderson property for unreleased sewer liens.
 - e. Marty moved and Gregg seconded with all in favor to sign the Snowmobile Trail Permit for land use for 10 years.
4. Old Business
 - a. Grants update – tabled until spring
 - b. Foreclosed properties options - tabled
 - c. Library roof – Kevin, Rob, and Becky looked at it. Gregg and Nate say there are lots of gaps, but the rafters are in good shape. Recommend strapping and put metal roof on. Concern of snow sliding onto neighboring property. Rob will not be able to do any work on it this fall. Gregg suggested trying to find the loose shingles and replace those. Becky contacted the Stephen King Foundation and was told we do not need to worry about the time line. Becky wants to wait until we have MMA walk-through of our buildings for ADA compliance. No decision at this time.
5. Town Manager Update
 - a. 2020 Commitment done – tax bills mailed
 - b. 30-day Disconnect notices for 3rd qtr unpaid water bills mailed
 - c. Audit FYE 12/31/2019 update – Becky said the first draft by the end of the month
6. Department Updates
 - a. Public Works – ditching on the Lovejoy Road and using the dirt to expand the cemetery. Cleaning the lagoons and patching holes preparing for winter. Steelstone has not called

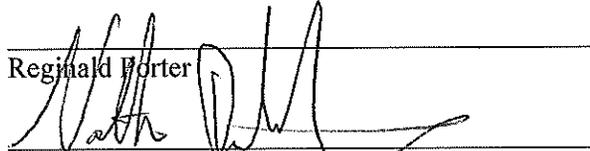
back regarding the paving. Gregg thinks that we may have to wait until next year. He has heard that Steelstone has a lot of work they will not get done this year.

- b. Finance – Deb provided the Selectmen with a cash report. Deb and Lora are working on Moro and Hersey now. Their fiscal year ended June 30 and we need to do their audit and tax commitments. Lora is setting meetings with both towns' Selectmen. Deb passed on some information regarding High Speed Internet Services.
 - c. Kevin was contacted by DEP to take the groundwater from some tanks being removed. DEP would not do toxicity tests or filter the water, so Kevin told them no.
7. Selectmen Comments
 - a. Marty updated on the pump track. Info available and will be copied and given to the other selectmen.
 8. Public Comment
 - a. Susan Adams spoke on behalf of the Planning Board. The International Mountain Biking Association (IMBA) will be coming on Friday and looking at the area. They have funding available for people to attend virtual classes; people just need to contact her.
 9. Motion into executive session under 1 M.R.S.A. § 405(A) for personnel issues at 7:14 by Marty with a second by Gregg and all in favor. Out at 7:48
 10. Action if necessary – no action taken
 11. Motion by Marty and second by Gregg with all in favor to adjourn at 7:49pm

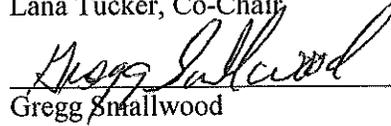


Martin McCarthy, Chairman

Lana Tucker, Co-Chair



Reginald Porter



Gregg Smallwood

Nathan Richardson