

Town of Patten

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

Board of Selectmen
Wednesday January 5, 2022 6:30PM
Public Works Garage, 21 Katahdin Street

1. Nathan called the meeting to order at 6:37PM. In attendance:

Selectmen: Nathan Richardson, Gregg Smallwood, and Cody Brackett. Lana Tucker and Becky Phillips attended by phone.

Town Office staff: Darrell Mims Town Manager and Billie Doody Town Clerk.

Department Heads: Kevin Noyes Public Works Director and Ed Noyes Ambulance Service Director.

Guest: Kent Smallwood and Laura Mae Brackett

2. Signed Warrant #1 for Gen Gvmt, Water, Sewer, Amb, Gvmt Payroll, Amb Payroll, Corriveau Fund; minutes. Gregg motioned, Nate seconded, all in favor.

3. Department Updates:

Kevin Noyes spoke of some roads that should be considered for updates. He also mentioned watching these roads: Lovejoy RD, Clark RD, Happy Corner RD, Scribner ST., and Founders ST.

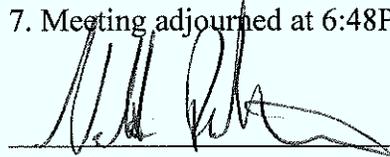
Darrell Mims Spoke about the EMT class. He is still waiting on a start date.

4. **Old/New Business-** None

5. **Selectmen Comments-** None

6. **Public Comment-** None

7. Meeting adjourned at 6:48PM and entered into executive session.



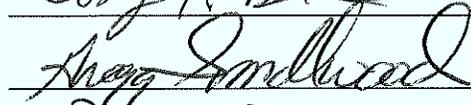
Chairman Nathan Richardson



Lana Tucker



Cody Brackett



Gregg Smallwood



Becky Phillips

TOWN OF PATTEN

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Board of Selectmen

Wednesday

February 2, 2022 6:30pm

Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Nate called the meeting to order at 6:31 PM. Roll Call.
Selectman: Nate Richardson, Becky Phillips, Gregg Smallwood, Cody Brackett, Lana Tucker (via phone)
Town: Darrell Mims, Jackie Gillespie
Department Heads: Kevin Noyes, Julie Buehler & Ed Noyes
Public: Dennis Kelly, Dennis Brackett, Laura Mae Brackett, Doug King, Carter Hall, Scott Webb, Barbara Webb, Kent Smallwood, Mary Alice Mowry, Rae Bates, Dave Michaud, Matt Raines, Dr.
 2. Signing of warrants delayed until tomorrow morning when selectmen are able to review.
 3. Entered into executive session at with Mr. Raines (MMA lawyer), exited at 6:58 PM with no action.
 4. Department Updates:

Library - Julie Buehler – Snow needs to be shoveled. Rae Bates is going to check with Rob Brownlee about adding service to their contract. Still in need of computer monitor. Nate Richardson said Chad should be dropping this off.

Ambulance – Ed Noyes – EMT training began Tuesday night & had great attendance.

Water/Sewer/Cemetery – Kevin Noyes – Meeting scheduled with Jim Lord on 2/8/22 at 9 AM.
5. New Business:
 - a. 17 Part Street is a 2 bedroom house currently for sale at \$70,000.00 on 1.37 acres. Possible consideration for fire/ambulance housing & cemetery purposes.
 - b. Code Enforcement New Hire: Christopher Beyer – Darrell Mims met with Christopher Beyer who was referred by Clarissa Porter, former code enforcement officer. Job requirements & description requested by board for position before any action is taken.
6. Old Business: none
7. Selectmen Comment:
Becky Phillips – No comment.

Cody Brackett – Flatlander’s is reopening in May 2022.

Nate Richardson -- Would like community consideration that his & Lana Tucker's terms are expiring in April & this is a chance for people to get involved.

Gregg Smallwood -- Sand shed is in bad condition, may want to budget \$5,000 yearly to begin fixing it up.

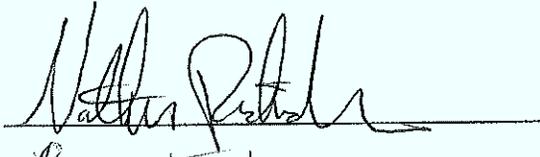
8. Public Comment:

Mary Alice Mowry -- Patten Area Outdoors is currently being assisted by Julie Isbell & the planning board would like to apply to continue doing so with the permission of the board. Motion made by Cody, second Gregg, all in favor.

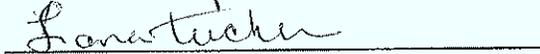
Rae Bates -- Renewal of the individual library trustees by selectman needs to be added to the next meeting's agenda.

9. Entered into executive session at 7:35 PM.

10. Meeting adjourned at 8:32 PM, Motion by Gregg, second by Cody, all in favor.



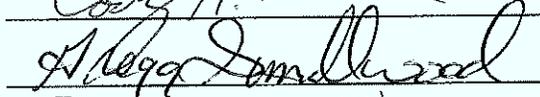
Chairman Nathan Richardson



Lana Tucker



Cody Brackett



Gregg Smallwood



Becky Phillips

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Board of Selectmen

Wednesday

February 16, 2022 6:30 pm

Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Chairman Nate Richardson called the meeting to order at 6:27 pm. Roll call: Selectman-Nate Richardson, Gregg Smallwood, Lana Tucker, Becky Phillips, Cody Brackett.
Town Office Administration: Darrell Mims, Billie Doody
Department Heads: Kevin Noyes, Julie Buehler and Ed Noyes
Public: Doug King, Kent Smallwood, Dave Michaud, Rae Bates, Dr. Ronald Blum, Mary Lou Evitts.

Jeremy Ouellette VP of Public Development for Wolfden Resources Corporation gave a PowerPoint presentation (copies can be requested at the town office) and wanted to reach out to the community about possible options for their mining operation at Pickett Mountain.

2. Warrants were signed, but motion and voting to accept were missed.

3. Department Updates:

Julie Buehler (Library): The library is now up to 101 card holders and has had steady traffic most days that they have been open since September. Classes with the National Digital Equity Center have been very successful. Just finished an MS Word course and a couple of the upcoming classes are: Cutting the Cord, Intro to PowerPoint. There are going to be 2 sessions of Google Drive & Docs. These classes are free to everyone. Inter-Library sharing is now happening with the Millinocket library. Delivery between the 2 locations have been worked out.

Edward Noyes (Ambulance): Ed is going to be taking care of getting the rest of the Ambulance contracts back from the towns and get them to the selectmen for their signatures.

Kevin Noyes (Public Works): Kevin has been busy this past week with snow removal and cleanup. He is also working on the Septage renewal application and the PUC report with Billie.

Billie Doody (Town Clerk): The office staff has a few training classes coming up in the next couple weeks. There are a couple of us that are still recovering from being out sick. We are doing our best to catch up on things. We are currently working on the Annual Town Report. The tentative due date for items to be turned in to be put in the annual report is March 12th. The printer needs 2-3 weeks to get them ready. Still having technical issues with computers.

Darrell Mims (Town Manager): Looking at payroll services for options.

4. New Business:

John Landry is requesting a refund for excise tax on a vehicle he registered in October of 2021. The vehicle broke down within a few days and was unable to be fixed. A letter was provided from October 27, 2021 from the Bureau of Motor Vehicles (State) and they refunded

the fees that were paid to the state. The board followed in the direction of the state and put the item to a vote. Selectmen Cody Brackett motion to refund the excise tax to John Landry. Nate seconded the motion and all voted in favor.

Rae Bates & David Michaud: New library trustees (list can be requested at the town office) need to be accepted by the selectmen. Nate motioned to accept new library trustees, Greg seconded the motion. All voted in favor.

A combined Budget Committee and Selectmen meeting was requested to be held on February 22, 2022 at 6:30. Budget Committee terms need to be checked.

The Planning Board has 5 positions up for renewal this year and all 5 members would like to stay on for another term. The board is researching grants for nature/walking/hiking trails around Patten.

5. Old Business: None

6. Selectmen Comments: None

7. Public Comments:

Doug King: Looking to propose the creation of an ordinance to open a medical marijuana store/farm. He provided a copy of the Town of Scarborough's (his previous location) ordinance to show as a reference and guide. Selectmen will review and discuss.



Chairman Nathan Richardson



Lana Tucker



Cody Brackett



Gregg Smallwood



Becky Phillips

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Board of Selectmen
Wednesday
March 2, 2022 6:30 pm
Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Chairman Nate Richardson called the meeting to order at 6:34 pm. Roll call: Selectman-Nate Richardson, Gregg Smallwood, Lana Tucker, Becky Phillips-By Phone.
2. Town Office Administration: Billie Doody, Deb Bivighouse
Department Heads: Kevin Noyes, Julie Buehlar
Public: Dennis Brackett, Kent Smallwood, Dave Michaud, Rae Bates.
3. Signed Warrants #5 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund and minutes of previous Selectmen meeting. Gregg motioned to accept the warrants and minutes as stated above, Lana seconded the motion. All voted in favor to accept the warrants and minutes.
4. Department Updates:
Julie Buehler (Library): New library cards have been issued this week. A teacher contacted Julie about coming in for a school field trip. Found another grant to apply for to get equipment for the library. Trying a new salt/sand to help with ice buildup on the ground.
Kevin Noyes (Public Works): Kevin spoke with DEP about septage renewal. DEP may shut down all land applications for disposal. DEP in early stages of this decision. We may have to look into other options/ways of disposal.
Billie Doody (Town Clerk): Verified with the Town Report printers that we are on their schedule for production for March 24th and will be finished by April 8th. If that needs to be changed to a later date we still have plenty of time before Town Meeting. Received the official letter from Bureau of Motor Vehicles stating that I am the Agent for Patten. There is a Moses/Inland Fisheries & Wildlife training that is coming up we would like to attend but is in Augusta. Will need to wait for next scheduled class, as this class falls on a Selectmen meeting day.

5. New Business:

Planning Board members up for reappointment:

3 Year Terms (to 2025): Mary Alice Mowry

Joel Fitzpatrick

Susan Adams

1 Year Associate Members (2023): Rae Bates

Billie Jo McGraw

Nate motioned to accept the reappointments to the Planning board members listed above.

Gregg second the motion to accept and all voted in favor to accept.

Selectmen signed contract for Chris Beyers to replace Clarissa Porter as Code Enforcement for the Town of Patten.

2022 Ambulance contracts for Crystal, Mount Chase, and Hersey were signed by the Selectmen.

Patten Audit Engagement letter was signed by Nate Richardson for Chester Kearney C.P.A to go forward with 2021 yearly audit.

Billie has been appointed to be Deputy Treasurer Ambulance Department, Deputy Tax Collector, Deputy Treasurer Water & Sewer Department, Deputy General Assistance Administrator and Deputy Treasurer until the Town Meeting on April 28, 2022.

Appointments were accepted and signed by the Selectmen present.

Nate motioned for Deb Bivighouse to have online banking privileges for all Town of Patten bank accounts with Katahdin Trust Company. Gregg seconded the motion and all voted in favor to give Deb online banking privileges.

6. Old Business: None

7. Selectmen Comments:

Gregg brought up that he has come across DOT grants that are available. If we could find someone to look into grants and do the grant writing. Discussed having someone look into the grants that would be best suited for the needs of the town. Becky will get in touch with Janice Dancer and they will bring a list of possible grants to apply for at the next Selectmen meeting.

Becky would like to look into moving the Selectmen meetings to Tuesday nights to make things more convenient for office staff. Discussion will be done amongst the selectmen and town office staff. Decision will be made at next meeting.

Becky would like to ask the board to table the discussion and article for Town Report warrant for the Library and Rec Department. Due diligence needs to be done and

possibly hold a special town meeting maybe in the fall to figure out what would like to be done with the 2 buildings. Legal research needs to be done before issue is brought to town and voted on. No motion needed, no action taken. Dave Michaud will let Doris Derespino know not to write up the article. Issue tabled until a later date.

8. Public Comments:

Kent Smallwood discussed the issues with the pooling up of water on the new sidewalks. Also spoke of the rising of the sidewalks over the curbing.

Dennis Brackett suggested getting a Bluetooth speaker for when Selectmen are attending via phone. Another discussion about the town needing to apply for grants ensued. Will be addressed again on an ongoing basis.

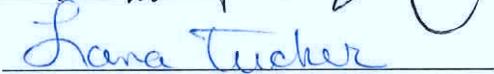
Rae Bates- Grant discussion continued. Rae is working on writing numerous grants for the library.

9. No Executive Session Needed

10. Gregg motioned to adjourn meeting, Lana seconded the motion to adjourn. All voted in favor. Meeting adjourned at 7:24 pm.



Chairman Nathan Richardson



Lana Tucker



Cody Brackett



Gregg Smallwood



Becky Phillips

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Board of Selectmen

Wednesday March 16, 2022 6:30 pm

Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Chairman Nathan Richardson called the meeting to order at 6:31 pm.
 - a. Roll Call: Selectmen in attendance-Gregg Smallwood, Cody Brackett, Becky Phillips, Lana Tucker and Nathan Richardson.
 - b. Town employees in attendance- Billie Doody, Kevin Noyes and Julie Buehler
 - c. Public in attendance- David Michaud, Rae Bates, Kent Smallwood, Laura Kenney, Charlie Kenney, Doug King and Terry Thurston-Hill.
2. Gregg Smallwood motioned to accept and sign warrants #6 for Gen. Gov, Water, Sewer, Ambulance, Corriveau and payroll warrants #6 for Gen. Gov and Ambulance. Motioned also included accepting and signing meeting minutes from March 2, 2022, Cody Brackett seconded the motion to accept and sign warrants #6. All voted in favor.
3. Gregg Smallwood motioned to approve warrants #3 for Gen.Gov, Water, Sewer, Ambulance, Corriveau and Payroll warrant #3 for Gen. Gov, Ambulance and meeting minutes for January 19, 2022. Becky Phillips seconded this motion. All voted in favor.
4. Department Updates:
 - a. Library: Julie Buehler-Library is staying busy, new people coming in every day. Getting at least 2-4 new library cards every day open. Julie has a grant into Northern Forest Products to get a new sign for out front. She is working on another grant to get more equipment for the library.
 - b. Public Works: Kevin Noyes-There has been some issues with sewer alarms down to Lovejoy Station. Thought there was a problem, but seems to be moisture when things freeze and thaw out. Kevin will keep an eye on it and try to milk things through until the news pumps come in. There was a meeting with Terry Ann from CDBG. Proposed to her that we would like to finish project on Gardner Street station. Terry Ann thinks she may be able to get more money to finish the project. Contacted Jim at DEP. He is going to work with Terry Ann and Kevin to get some more grant money to finish project, possibly \$200,000-\$300,000.
5. New Business:
 - a. Rae Bates asked if the Selectmen would like to have John Pond and Haley Ward come to the next meeting March 30, 2022 to discuss library possibilities.
 - b. Becky Phillips motioned to accept the Fiscal Sustainability Plan as presented. Gregg Smallwood seconded the motion and all voted in favor

- c. Terry Thurston-Hill- There are a group of local citizens & volunteers that would like to revive Pioneer Days. Valorie Nason, John & Sue Ellis and Terry herself are in the early stages of planning. First meeting will be Monday March 21, 2022. They have come up with a rough draft of vendors and a proposed budget. Reaching out to those that have participated in the past. Terry would like to get into the Recreation building to see if there are any games that could be used for Pioneer Days. She also spoke of cleaning up the hotdog stand to possibly use for the festivities. The group is asking for funding to help. If anyone has any suggestions or would like to get involved, please contact Terry. Some of the businesses in the area have already planned to either participate or help fund the project.
 - d. Gregg Smallwood motioned to approve Terry Thurston-Hill and the volunteers to move forward in the planning of Pioneer Days. Cody Brackett seconded the motion, all voted in favor. Funding will be discussed at a later date.
6. Old Business: None
7. Selectmen Comments:
- a. Gregg Smallwood asked about the status of the topic that was brought to the selectmen by Doug King. The town needs to be fully informed of the topic of opening a medicinal marijuana store. The planning board needs to see the copy of the Town of Scarborough ordinance that was brought in by Doug King (previous town he had a business). It is too late to put this topic into an Article for the Warrant for town meeting this year. Decision of needing information special meetings for the town. The planning board will need to be involved in the creation of the ordinance.
 - b. The topic of what to do with the Recreation building and old Library building were also brought up by Gregg Smallwood. There was a discussion of putting an article in for the warrant for town meeting. There needs to be further discussion and ideas of what options there are for the building before the topic is taken to a vote by the town. Selectmen all agreed that these 2 topics need to be brought to the town the correct way and to get the towns people informed as much as possible before any decisions are made. Topics were tabled for now until informational meetings can be arranged.

8. Public Comments:

- a. Discussion about the Recreation building took place.

9. Executive Session under 1 M.R.S.A §405(A) if necessary.

Greg Smallwood motioned to go into executive session. Nathan Richardson seconded the motion to go into executive session. All voted in favor.
Entered into Executive Session at 7:15 P.M.

Selectmen Meeting Adjourned at 7:15 P.M.

Nathan Richardson

Chairman Nathan Richardson

Lana Tucker

Lana Tucker

Cody Brackett

Cody Brackett

Gregg Smallwood

Gregg Smallwood

Becky Phillips

Becky Phillips

Town of Patten

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Board of Selectmen

March 30, 2022

Public Works Garage, 21 Katahdin Street

Meeting Minutes (these minutes are not verbatim)

1. Meeting was called to order at 6:33 P.M by Nate Richardson.

Selectmen Roll Call:

Nate Richardson

Lana Tucker

Becky Phillips

Gregg Smallwood

Cody Brackett.

Town Employees Roll Call:

Librarian Julie Buehler

Public Works Director Kevin Noyes,

Town Clerk Billie Doody,

Interim Finance Director Deb Bivighouse.

Public in Attendance:

Charlie Kenney, Laura Kenney, Kent Smallwood, Dennis Brackett, Dave Michaud, Rae Bates, Bryan Buehler and Dr. Ronald Blum.

Guest: John Pond

2. Gregg Smallwood motioned to approve and sign warrants #7 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund and meeting minutes from March 16, 2022. Becky Phillips seconded the motion to accept and sign warrants # 7 and meeting minutes from March 16, 2022.

3. Department Updates:

Library: Julie went over a 3 month report of the library services and classes that have been held since January (see attached). Got approved for a grant to get a new sign for the front of building, amount not known yet. Julie has been approved to go to a conference.

Public Works: Business as usual, just finished the meter reads to get the 2nd quarter water and sewer bills ready.

4. New Business:

a. John Pond, Environmental Division Director from Haley Ward Inc. consulting firm (formerly CES) Haley Ward Inc., does engineering, architecture & environmental survey. He presented his services for the library in their pursuit of purchasing land & constructing a new facility. He was confident that there was grant money available.

5. Old Business:

No old business

6. Selectmen Comments:

Gregg-Doug King brought an ordinance in & I passed it out to the planning board. He offered to pay \$50,000 for the gym & \$20,000 for the library building. This would not pass his ordinance & would have to be added to the ballot at the end of this month.

Becky- Doesn't think these transactions should be combined.

Nate- Will continue discussion at a later time.

Wolfden Mining added to next meeting's agenda for discussion.

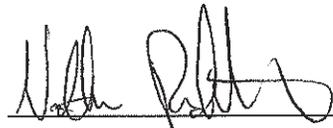
7. Public Comments:

Dr. Blum- Spirit Award Nomination - Add to next meeting's agenda

Patten ATV would like to enter in for a grant.

8. Entered into Executive Session under 1 M.R.S.A §405(A) at 7:29 PM.

9. Adjourn at 7:58 PM.



Nathan Richardson

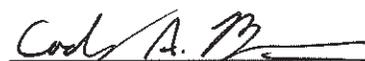


Lana Tucker



Gregg Smallwood

Rebecca Phillips



Cody Brackett

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Board of Selectmen

Wednesday

April 13, 2022 6:30pm

Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Nate called the meeting to order at 6:32 PM. Roll Call.
Selectman: Nate Richardson, Gregg Smallwood, Cody Brackett, Lana Tucker
Town: Billie Doody
Department Heads: Kevin Noyes
Public: Brian Buehler, Kent Smallwood, Charlie Kinney, Laura Kinney, Scott Webb, Mrs. Scott Webb, Dennis Brackett & Jessica Cullen
2. Warrants #8 for General Govern4ment, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund & Meeting Minutes from March 30, 2022: Motion by Gregg, second by Lana. All in favor.
3. Department Updates:
 - Kevin Noyes: Gardner Street project will be able to be finished (new pumps, wiring & generator at station). Part-time help needed ASAP. Job posted locally & Deb may be posting it on Indeed.
4. New Business:
 - a. Approve & Sign Water & Sewer Q2 Bills, Commitment & Warrant for Collections: Motion by Nate, second by Gregg. All in favor.
 - b. Planning Board Spirit Award Nomination: Dr. Blum not present, but wanted approval of letter before he submitted nominations. Nate turned this back over to Billie.
 - c. Need to appoint a check signer for Hersey & Moro Plantation. Nate made a motion to nominate Billie Doody, second by Gregg. All in favor.
 - d. Need new town credit card. Billie is going to call to find out this process & request a new card in her name. Motion made by Nate, second by Gregg. All in favor.
 - e. Annual Donation/Contribution Letter: Motion made by Nate, second by Gregg. All in favor.

- f. Marijuana Ordinance: Dr. Blum wants to make some revisions with the planning board, because there are some things that don't pertain to Patten at all. Would like some informational meetings as well to find out what the community wants. Nate says Dr. Blum should have an update by the next meeting.

5. Old Business: None

6. Selectmen Comment:

Cody Brackett: Do we have access to a street sweeper that's towed behind a truck? Thinks it only cost us around \$500 at one point. Need to continue to maintain roads. Going to look into it some more & check with Raymond, because it could be beneficial.

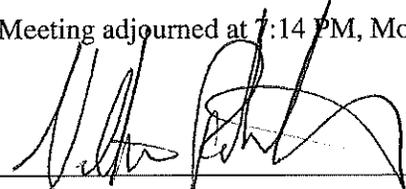
7. Public Comment:

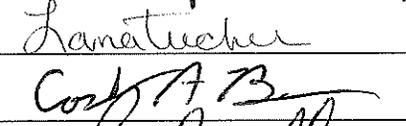
Jessica Cullen: The Lovejoy road needs to be redone. It is absolutely in the worst condition it has ever been. Culvert has collapsed. Water has been diverted into their yard & road. Any new hot top or gravel would work. Note made to contact Dan Cory by Gregg Smallwood. This is something that needs to be taken care of.

Approved Jessica Cullen to coordinate peewee softball program this year. Approved to absorb Sherman if they do not have enough kids to participate. Donation approved to be made from Town of Patten/Recreational Department for \$350.00, so there aren't any fees necessary to be paid by any children participating.

8. Entered into executive session at 7:04 PM. Out at 7:13 PM.

9. Meeting adjourned at 7:14 PM, Motion by Gregg, second by Lana, all in favor.



Lana Tucker


Cody Brackett


Gregg Smallwood

Becky Phillips

Chairman Nathan Richardson

Lana Tucker

Cody Brackett

Gregg Smallwood

Becky Phillips

Town of Patten

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Board of Selectmen

Tuesday

April 26, 2022 6:30pm

Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Lana called the meeting to order at 6:31 PM. Roll Call.
Selectmen: Lana Tucker, Gregg Smallwood, Cody Brackett, Becky Phillips, Nate Richardson
Town: Billie Doody, Jackie Gillespie
Department Heads: Kevin Noyes, Julie Buehler, John Roy
Public: Mary Alice Mowry, Rae Bates, David Michaud, Doug King, Valorie Nason, Emily Nason, Sally Landry, Dawn Tower, Scott Harmeson, Jessie Peavy, Dennis Kelly, Scott Webb, Dennis Brackett
2. Warrants #9 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund & Meeting Minutes from April 13, 2022: Motion made by Gregg, second by Becky, all in favor.
3. Department Updates:
 - Billie Doody: Mowing & Grading bids have been hung up in town. We've also received several noise complaints downtown at park.
 - Kevin Noyes: Raking, sweeping & spring cleaning
 - Julie Buehler: 119 members, 78 visits in April, also received 3 grants.
4. New Business:
 - a. Becky Phillips: Would like selectmen to consider Town Office of Patten no longer be responsible for Hersey & Moro Plantation. We currently do not have enough staffing. Patten's financials are being turned over to Bangor Payroll effective May 1, 2022. The processes (excise tax, registration, financials) for these other 2 towns are completely different, because they are unorganized territories & require much more work from office staff.
 - b. Separate retroactive payroll warrant for Friday, April 29, 2022, as long as budget is approved. Motion made by Cody, second by Gregg, all in favor.
5. Old Business:
 - a. Marijuana Ordinance: Mary Alice Mowry is going to reach out to Dr. Blum since he wasn't present to find out progress with any revisions. Will revisit next meeting.

6. Selectmen Comment:

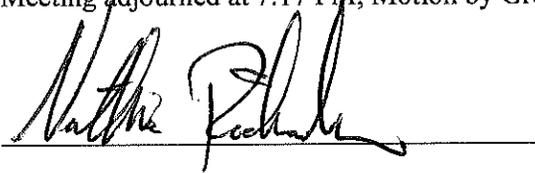
Cody Brackett: Selectmen need to get together to discuss several ongoing issues in more detail that need to be handled.

7. Public Comment:

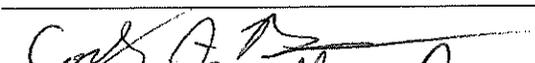
Scott Webb: Concerned about his new solar farm neighbor's progress. Do they have a building permit already, or does a building ordinance need to be established? Gregg Smallwood is going to reach out to our Code Enforcement Officer, Chris Beyer to find some more information out.

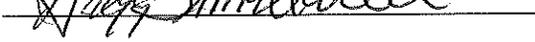
8. No Executive Session

9. Meeting adjourned at 7:17 PM, Motion by Gregg, second by Lana, all in favor.



Chairman Nathan Richardson





Lana Tucker

Cody Brackett

Gregg Smallwood

Becky Phillips

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

Tuesday

May 10, 2022 6:30pm

Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Gregg called the meeting to order at 6:31 PM. Roll Call.
Selectmen: Rae Bates, Dennis Kelly, Gregg Smallwood, Cody Brackett, Becky Phillips (via phone)
Town: Billie Doody
Department Heads: Kevin Noyes, Julie Buehler
Public: Doug King, Dave Michaud, Ronald Blum, Scott Webb, Dennis Brackett, Charlie & Laura Kinney

2. Warrants #10 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund & Meeting Minutes from April 26, 2022: Motion by Cody, second by Dennis. All in favor.

3. Department Updates:
 - Billie Doody: New record of vehicle registrations in a day at town office- 30 registrations
 - Kevin Noyes: New sewer pumps are in. In order to get \$200,000 state waste water infrastructure grant, we have to put the bid back out due for work to pricing increases (amendment to owner-engineer agreement). Still looking for part-time help. Need signature on agreement for company to bring street sweeper in. It is supposed to be here tomorrow.

4. New Business:
 - a. Election of new board chair & vice chair. Gregg nominated Cody Brackett as chair. Second by Dennis. All in favor. Cody nominated Gregg Smallwood as vice chair. Second by Dennis. All in favor.

 - b. Appointment of Billie Doody as Town Clerk, Treasurer, Tax Collector, Registrar of Voters, General Assistance Administrator, Vital Records Clerk, Motor Vehicle Agent, Treasurer of Ambulance Services, Treasurer of Water & Sewer, Hersey Town Agent, Moro Plantation Town Agent. Motion by Gregg. Second by Cody. All in favor.

 - c. Ambulance Public Service Grant has been prepared & in order to submit the application it needs to be signed by Cody. Gregg motioned to accept the application. Second by

Cody. All in favor. Public hearing will be held June 7, 2022 at 5:30 PM. Billie is going to follow up & make sure this information is advertised in Houlton Pioneer Times.

- d. Judy McArthur requested \$1,000 be withdrawn out of the Patten Academy Park Reserve for maintenance & clean up. Motion made by Gregg. Second by Cody. All in favor.
- e. Mowing Contract- Only received one bid. Motion made by Dennis to accept bid. Second by Cody. All in favor.
- f. Planning Board had a position become open as Rae Bates became a selectmen. Her husband, David Michaud, was willing & able to fulfill the position, therefore he was sworn in. However, Dennis Brackett & Scott Webb are also interested in the vacancy.

5. Old Business:

- a. Marijuana Ordinance- "I approve of the planning board to develop an ordinance for marijuana in Patten. Note: Should the town voters reject an ordinance, the operator/owner of a medical marijuana dispensary, caregiver operation, or recreational marijuana usage will be able to operate within the town of Patten under state regulations." Dennis Kelly made a motion to adopt Rae's wording for approval of planning board to develop an ordinance. Second by Gregg. All in favor.

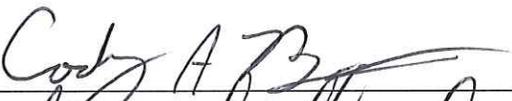
6. Selectmen Comment:

Cody asked about a previous Town Manager applicant & it was agreed upon to not seek this individual back out for the position.

7. Public Comment: None

8. Entered into executive session at 8:03 PM. Entered regular session at 8:42 PM.

9. Meeting adjourned at 8:55 PM, Motion made by Cody to adjourn. Second by Dennis. All in favor.









Chairman Cody Brackett

Gregg Smallwood

Dennis Kelly

Becky Phillips

Rae Bates

TOWN OF PATTEN

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Board of Selectmen

Tuesday

May 24, 2022 6:30PM

Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Cody called the meeting to order at 6:34 PM. Roll Call.
Selectmen: Rae Bates, Dennis Kelly, Gregg Smallwood, Cody Brackett, Becky Phillips (via phone)
Town: Billie Doody & Jackie Gillespie
Department Heads: Kevin Noyes
Public: David Goode, Scott Webb, Barbara Webb, Mary Alice Mowry, Kent Smallwood, Laura Kinney, Tina Goode, Tim Banks, Dennis Brackett & Ted Pettengill
2. Sign warrants #11 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund & Meeting Minutes from May 10, 2022. Motion by Cody, second by Gregg. All in favor.
3. Department Updates:
 - Billie Doody: Turned in her two week notice at Mount Chase. She plans on going full time at Patten Town Office.
 - Kevin Noyes: We are now done with the street sweeper. There is a leak in a hydrant. Needs to order a new laptop which was already included in budget. Lovejoy road is substantially complete. There is a citizen dumping gravel on Happy Corner Road. Cody/Selectmen are going to contact MMA to find out options they can enforce or if there is a fine they can impose.
4. New Business:
 - a. Citizen Complaint: Tim Banks (84 Main Street) would like the town to establish a bass music ordinance. Cody agreed that the noise ordinance needs to be updated from 1989 to include some type of decibel limit by the Planning Board. Also, contact the state police to find out what can be done by a citizen breaking noise ordinance.
 - b. Alternate Planning Board Members: Motion made by Gregg to elect Scott Webb as an Alternate Planning Board Member, second by Cody, all in favor. Motion made by Dennis Kelly to elect Dennis Brackett as an Alternate Planning Board Member, second by Cody, all in favor. Next meeting is June 16 at 4PM at the Lumberman's Museum.
5. Old Business:

- a. Hersey/Moro Plantation Administrative Fee: Deb suggested +\$10,000.00 increase per town as a set annual administrative fee. Motion made by Gregg, second by Cody, all in favor.
- b. Security Cameras/I.T. Status: Selectmen approved Billie & Jackie are able to seek out other I.T. alternatives that may be available in the area since we have not been successful in communicating with Chad. This is an ongoing issue that needs to be addressed & taken care of, so everything is up & running.
- c. Solar Farm permit has been approved & an extension was requested. Also, need a solar panel ordinance created by Planning Board. Advise John Roy to contact the State Fire Marshall to make sure they're covered on their end in case of any future incidents with AC/DC power at Sol America Energy.

6. Selectmen Comment:

Cody Brackett: Has had a job shift & may have to resign as Chair. Would like to see NRCM & Wolfden Enterprises set up a public informational meeting. Billie is going to coordinate this.

Gregg Smallwood: Would like to look for old mobile home ordinance town came up with. Need to go ahead & get new computers in the town office. Already have I.T. reserve set aside.

Rae Bates: Would like to add the Planning Board to the next meeting's agenda to address direction/action/schedules.

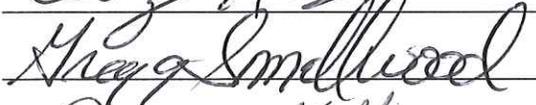
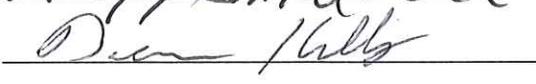
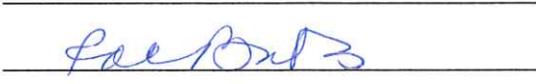
Motion made by Rae Bates all building permits are to be brought before the Board of Selectmen before approved by CEO, second by Gregg, all in favor.

7. Public Comment:

Kent Smallwood We might need to have a moderator (Ed McArthur) present for NRCM/Wolfden meeting.

8. Entered into executive session at 8:23 PM. Entered regular session at 8:43 PM.

9. Motion made by Gregg to adjourn 8:43 PM, second by Dennis, all in favor.

	Chairman Cody Brackett
	Gregg Smallwood
	Dennis Kelly
_____	Becky Phillips
	Rae Bates

TOWN OF PATTEN

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Board of Selectmen

Tuesday

June 7, 2022 6:30PM

Public Works Garage, 21 Katahdin Street

Minutes (these minutes are not verbatim)

1. Cody called the meeting to order at 6:31 PM. Roll Call.
Selectmen: Rae Bates, Dennis Kelly, Gregg Smallwood, Cody Brackett, Becky Phillips
Town: Billie Doody
Department Heads: Kevin Noyes
Public: Scott Webb, Mary Alice Mowry, Charlie Kinney, Laura Kinney, Tina Goode
2. Sign warrants #12 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund & Meeting Minutes from May 24, 2022. Motion by Gregg, second by Dennis. All in favor.
3. Department Updates:
 - Billie Doody: Town Office will be closed June 21, 2022 for training. Elections coming up June 14, 2022.
 - Kevin Noyes: New part-time helper started: Dwayne Willigar.
4. New Business:
 - a. Janice Dancer submitted an invoice for the ambulance service grant writing. Motion made by Gregg to pay invoice out of the town's general fund reserve. Second by Cody. All in favor.
5. Old Business:
 - a. It is code enforcement's responsibility to approve building permits, not selectmen. Motion made by Cody to null & void the vote made at previous selectmen's meeting that selectmen have to approve all building ordinances. Second by Gregg. All in favor.
 - b. Discussion about possibly meeting with the Planning Board June 16 or 22.
 - c. Discussion about making arrangements for Nick Bennett to visit a selectmen's meeting, but he needs lead time to get everything together.
 - d. Marijuana/Doug King: waiting on Tuesday's vote.
6. Selectmen Comment:

Gregg Smallwood: Need to think about this mining ordinance & make a decision. Stacyville has already given their ok. Need to revise the mobile home/trailer ordinance. Need to consider a solar farm expansion ordinance.

7. Public Comment:

Charlie Kinney Discussion about the roads & the fact that we haven't received any grading bids.

8. Entered into executive session at 7:32 PM. Entered regular session at 8:53 PM.

9. Motion made by Gregg to adjourn 8:54 PM, second by Dennis, all in favor.

Gregg Smallwood

Chairman Cody Brackett

Gregg Smallwood

Rebecca Phillips
Rae Bates

Dennis Kelly

Becky Phillips

Rae Bates

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**Board of Selectmen
Tuesday
June 21, 2022 6:30PM
Public Works Garage, 21 Katahdin Street**

Minutes (these minutes are not verbatim)

Gregg called the meeting to order at 6:34 PM. Roll Call.

Selectmen: Rae Bates, Becky Phillips, Gregg Smallwood

Town: Billie Doody

Department Heads: Kevin Noyes, Julie Buhler

Public: Ted Pettengill, David Michaud, Kent Michaud, Scott Webb, Barbara Webb, Janice Dancer, Mary Alice Mowry, Kathleen Ledford, Laura White

Department Updates:

- Kevin Noyes: A pump seal on Lovejoy Road has a leak in it. The contractors who installed it were contacted and will be replacing it. They will contact the Town when they can replace it.
- Billie Doody: Three interviews are coming up. There was a training Tuesday, June 21st and will be another on Monday, June 27th.
- Julie Buhler: Patten Outdoor Adventure Club will take place every Thursday 1:00pm - 3:00pm July 7th - August 18th. 1st - 4th graders can be registered for the Outdoor Adventure Club on the Veterans Memorial Library website.

The Summer Meeting will be July 11th – August 18th. So far, twelve children will be coming. On August 15th, a group from Mad Science of Maine out of Portland will be coming up for the Summer Meeting. This will be open for anyone who wants to join.

Equipment for digitizing yearbooks, Town Reports, and scrapbooks has arrived.

Movie equipment has arrived, so the library will be able to start showing movies soon.

A lot of new cards have been issued and many are coming in to use Wi-Fi and the computers.

Billie Doody: Screen should arrive by the end of the week.

New Business:

- **Power to cemetery vault on Memorial Day**

Ted Pettengill: There was no power this year. Eastern Maine said the Town could put another pole up next to the existing one that power could be run from for the day. The pole would cost \$1,000.

Rae Bates: A portable speaker may work for this. The high school has one the Town could borrow to try out over the summer.

The Board and Public discussed options for providing power to the cemetery vault on Memorial Day.

- **Discussion of Planning Board Meeting from June 16, 2022**

Rae Bates: Better, more consistent communication is needed. Selectmen should be meeting with The Planning Board more frequently.

Mary Alice Mowry: Next Planning Board meeting is July 21, 2022, 4pm, Patten Lumberman's Museum.

Old Business:

- **Update on moratorium for Solar Farms**

Rae Bates has updated the draft. Need to have a public hearing on Solar Farm ordinances.

- **Discussion on Wolfden**

- **Discussion on new Town Manager.** Job description has been updated.

Selectmen Comment:

Rae Bates: Brush Dump? Have to get key to access brush dump from the Town Office due to garbage becoming an issue onsite.

Gregg Smallwood: Insurance cover pump on fire truck that needs to be replaced? Billie has been contacted by the insurance company for more information. Gregg suggested contacting Tom in Island Falls 207-538-7338. He will come & train Fire Dept on how to use to prevent future incidents.

Sign warrants #13 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund & Meeting Minutes from June 7, 2022. Motion by Rae, second by Gregg. All in favor.

Public Comment:

Janice Dancer: Discussion about ambulance grant

Ted Pettengill: Discussion about the shape of Patten Ambulance & how this needs to be looked at & dealt with.

Entered into executive session at 7:03 PM. Entered regular session at 7:53 PM.

Motion made by Gregg to adjourn 7:54 PM, second by Rae, all in favor.

Gregg Smallwood
Dennis Kelly

Rae Bates

Chairman Cody Brackett

Gregg Smallwood

Dennis Kelly

Becky Phillips

Rae Bates

TOWN OF PATTEN

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**Board of Selectmen
Tuesday, July 5, 2022 6:30PM
Public Works Garage, 21 Katahdin Street**

Minutes

These minutes are not verbatim

Gregg Smallwood called the meeting to order at 6:31 PM.

Roll Call:

Selectmen: Rae Bates, Dennis Kelly, Gregg Smallwood (Vice Chairman)

Town: Billie Doody (Town Clerk), Jackie Gillespie (Deputy Town Clerk)

Department Heads: Kevin Noyes (Public Works Director), Julie Buhler (Library Director)

Public: Louise Guptill, Laura Kenney, Charlie Kenney, Scott Webb, Bryan Buhler, Ted Pettengill, Laura White, Kathleen Ledford, Serena Wessely, Kent Smallwood

Department Updates:

K. Noyes stated there were no new updates.

B. Doody informed the Board the new full-time Deputy Clerk started last week. No other updates.

J. Buhler gave a brief overview of the library circulation statistics, income / donations, classes / meetings, grants, continuing education, summer reading program, and other library updates.

New Business:

New Blue House Numbers

B. Doody informed the Board a resident on Happy Corner Road would like a blue house number sign. G. Smallwood made a motion to order the sign. Motion not seconded.

Old Business:

Solar Farm Moratorium

Draft was sent to John Pottle, who has questions. G. Smallwood will speak with him on behalf of the Board.

The Board briefly discussed the first draft of the Manufactured Housing Ordinance.

Library / Recreation Building

The Board discussed what to do with the library and rec. buildings. There is someone interested in buying the rec. building, however, it is one of the spots the Town currently keeps snow in the winter. No one is currently interested in buying the library. The library roof and foundation need repairs, and it is not currently ADA (Americans with Disabilities Act) compliant.

The Board agreed to add this topic to the next agenda.

Selectmen Comment:

None.

Public Comment:

L. Guptill asked if the Board signed warrant #14 as she had questions about the sewer portion. G. Smallwood stated the Board will be signing the warrant after the meeting and invited her to stay until after the Board signed. B. Doody stated the Septage Site License application was sent to the State for the renewal and the Town is still waiting to hear back. K. Noyes stated soil, water, and PFAS testing needs to be done. L. Guptill stated concerns about payment for septic dumping. G. Smallwood suggested monthly payments. J. Gillespie stated more research needs to be done on this topic before a decision can be made.

S. Wessely asked the Board about the Recreation Department. Specifically, what the state of the Recreation Department budget is for things like repairing the basketball court, repairing basketball nets, and sand for the volleyball court. She stated there are students who are looking to volunteer and she has asked Richardson's for an estimate to make repairs which would cost less than \$1,000. She also asked what the state of the Recreation Department's programming for events such as movie nights, dodgeball tournaments, etc. and who she could speak with about all the ideas. J. Buhler suggested putting out a wish list to the public. R. Bates suggested adding information about this to the website and advised Ms. Wessely to keep track of any funding received for this. R. Bates also suggested looking into the original agreement from the 1970s, between the Town and the federal government, if one exists, for maintenance of the tennis court. R. Bates also recommended looking into who were previous members of the Parks and Recreation Advisory Committee.

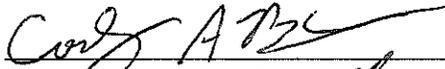
The Board signed warrant #14 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund, and Meeting Minutes from June 21, 2022. Motion by D. Scott, second by G. Smallwood. All in favor.

Entered into executive session at 7:32 PM. Entered regular session at 7:57 PM

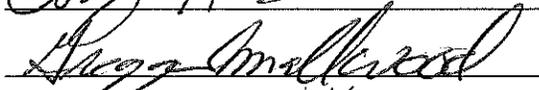
Motion made by D. Kelly to adjourn 7:58 PM, seconded by G. Smallwood, all in favor.

Meeting Minutes for Tuesday, July 5, 2022 respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten



Chairman Cody Brackett



Gregg Smallwood



Dennis Kelly

Becky Phillips



Rae Bates

TOWN OF PATTEN

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Board of Selectmen
Tuesday, July 19th, 2022 at 6:00PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes
These minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 6:01pm.

ROLL CALL

Selectmen: Cody Brackett (Chairman), Gregg Smallwood (Vice Chairman), Dennis Kelly, Rae Bates

Selectmen Absent: Becky Phillips

Town: Billie Doody (Town Clerk)

Department Heads: Kevin Noyes (Public Works Director), Julie Buhler (Library Director)

Planning Board: Ron Blum (Chairman), MaryAlice Mowry (Vice-Chair / Secretary), Dennis Brackett, Janice Dancer, Scott Webb

Public: David Michaud, Laura Kenney, Charlie Kenney, Kathleen Ledford, Laura White, Kent Smallwood

PLANNING BOARD UPDATES

R. Blum informed the Board that, after speaking with a few members of the Board of Selectmen, both Boards now have a better understanding of the direction the Planning Board is going, and why there is a need for better communication between the two Boards. The Planning Board would like to meet with the Board of Selectmen regularly to set priorities for the Planning Board and the Town, clarify their roles, review regulations, and to ensure better, more consistent communication.

OLD BUSINESS

Solar Farm Moratorium Update

C. Brackett informed the Planning Board and members of the public the Solar Farm Moratorium has been sent to John Pottle, an Environmental Attorney with Eaton Peabody, to be drafted.

G. Smallwood stated John Pottle told him the Board should set a date thirty (30) days from the date of the Special Town Meeting, so he can be part of the discussion for the language of the Moratorium. R. Bates asked for clarification of if John Pottle would be a consultant for the Solar Farm Moratorium as well as the Mobile Home Ordinance. G. Smallwood stated John Pottle was going to review both.

R. Blum asked for a copy of the Solar Farm Moratorium as well as the Mobile Home Ordinance.

B. Doody stated she would email them to him the following day.

The Boards discussed screening for Solar Farms and agreed the Planning Board and the Board of Appeals should meet often to be on the same page on this issue.

The Boards briefly discussed the Noise Ordinance.

The Boards discussed the role of the Planning Board in working on the Town Comprehensive Plan.

M. Mowry informed the Board about the spreadsheet the Planning Board uses to track progress made in the Comprehensive Plan. C. Brackett requested an email be sent to the Board of Selectmen to keep them informed of any updates.

The Board discussed the importance of reading and reviewing the Town Comprehensive Plan. R. Bates suggested reviewing the Comprehensive Plan, section-by-section, at each Public Meeting. C. Brackett agreed with Ms. Bates's suggestion.

D. Brackett stated the importance of reviewing and updating ordinances. The Board discussed the process of updating ordinances.

The Boards agreed to meet during the first Board of Selectmen meeting each month to discuss the Comprehensive Plan, ordinances, and any updates from the Planning Board.

The next scheduled Joint Meeting is scheduled for Tuesday, August 2nd, 2022 at 6:00pm.

ADMINISTRATIVE

Warrant # 15

The Board signed Warrant # 15 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund. Motion made by G. Smallwood to approve Warrant # 15. Seconded by C. Brackett. All in favor, approved 4/0/1.

Approval of Meeting Minutes from Tuesday, July 5th, 2022

The Board signed to approve the minutes from Tuesday, July 5th, 2022.

Letter of Resignation from Rebecca Phillips

C. Brackett read the letter of resignation from Selectmen Rebecca Phillips.

DEPARTMENT UPDATES

B. Doody - Town Office

B. Doody informed the Board the new part time Deputy Town Clerk, Simone Cook, will start Thursday, July 21st, 2022. The full time Deputy Town Clerk, Laura White, is doing well.

J. Buhler - Veterans' Memorial Library

J. Buhler informed the Board the Summer Reading Program is going great with fourteen (14) children participating so far. They are two (2) weeks in, with four (4) more weeks to go. She discussed the Movie Grant and the number of new cards, visits, and books circulated. There are a lot of visitors using the Wi-Fi, the printer, and some who just come in to read.

The library is partnering with Patten Area Outdoors to put on a Story Walk. Ms. Buhler also added she recently finished the four (4) month Cohort Class and the library will be receiving a \$400.00 stipend for in return.

S. Webb - Fire Department

S. Webb informed the Board the Fire Department is up to eight (8) members. Two (2) more members recently passed their EVOG (Emergency Vehicle Operator Course). Two (2) members will be working with the utility company doing traffic control.

The Department will be doing LZ (Landing Zone) training with Island Falls for Life Flight. If the Department is trained on LZ, and the Selectmen make a request for Public Safety, there is a possibility Patten may be able to provide a Landing Zone for Life Flight, saving fifteen (15) minutes during a Life Flight emergency. The Board agreed to do more research on getting a Landing Zone in Patten.

K. Noyes - Public Works Department

Apex Construction was the lowest bidder for the Gardner Street project at \$224,600. There were two other bidders, however, Mr. Noyes believes Apex Construction could do the job well. The project will consist of rebuilding the Sewer Pump Station on Gardner Street, using money received through grants. Motion made by G. Smallwood to award the Gardner Street Project to Apex Construction. Seconded by C. Brackett. All in favor. Approved 4/0/1.

The Public Works Department is looking for a Grant Administrator. K. Noyes spoke with Becky Phillips, who has experience with grants, and she is interested in helping. G. Smallwood and C. Brackett were in favor of this, and C. Brackett agreed to draft a letter to Ms. Phillips stating such.

K. Noyes asked the Board if the Lovejoy Road Pump Station Project will be happening this year. He suggested asking Smallwood, Inc. to complete the project as creating a scope to put the project up for bid would be too difficult. The Board discussed the project and agreed to wait until next year, as Smallwood, Inc. is not able to take on new projects this year. G. Smallwood stated throwing a few loads of gravel on it to level it out may help. R. Bates asked if delaying this would set the Katahdin Street Project back further, as the funds were designated for this project. The Board discussed the accounting involved in this.

C. Brackett asked about road grading. K. Noyes stated he spoke with O'Neil Bolier, who is willing to do work for \$110 per hour, with a \$150 equipment moving fee. C. Brackett asked K. Noyes to contact Mr. Bolier again to do the project.

K. Noyes requested the Board budget \$5,000 for cleaning out the water reservoir and \$6,000 for storm drains next year.

NEW BUSINESS

Review, Approve, and Sign Phase II of Ambulance Public Service CDBG (Community Development Block Grant)

Motion made by C. Brackett to approve Phase II of Ambulance Grant. Seconded by G. Smallwood. All in favor. Approved 4/0/1.

Review and Sign Certified Ratio Declaration Form

The Board agreed to invite the Town Assessor, Brandon Saucier, to the next meeting to discuss this with the residents of the Town.

Approval of Animal Control Officer Uniform

C. Brackett requested the Town purchase a uniform shirt for the Town Animal Control Officer.

Review, Approve, and Sign 3rd Quarter Water and Sewer Commitments for Utility Bills

Motion made by C. Brackett to approve the 3rd Quarter Water and Sewer Commitments. Seconded by G. Smallwood. All in favor. Approved 4/0/1.

Review and Approve Liquor License for Flatlanders

Motion made by C. Brackett to approve the Liquor License for Flatlanders. Seconded by G. Smallwood. All in favor. Approved 4/0/1.

OLD BUSINESS

Information Technology Status

B. Doody presented the Board with the proposal submitted by Chad Rudolph of Rudolph Electronic Repair, LLC.

G. Smallwood asked about complaints that were made about the Town Office not being able to contact Mr. Rudolph.

R. Bates, C. Brackett, and B. Phillips stated their support for Mr. Rudolph.

B. Doody stated Mr. Rudolph came in earlier in the day and was able to repair the server and informed the Town Office he was training an assistant.

C. Brackett offered to reach out to Mr. Rudolph to speak with him about working with the Town.

Motion made by C. Brackett to accept the proposal set forth by Chad Rudolph. Seconded by R. Bates. All in favor. Approved 4/0/1.

Property Cleanup (Route 11)

C. Brackett informed the Board and members of the public, there is a property on Route 11 that the Town has been trying to get cleaned up since 2018. There was a court order for the owner to clean the property and they have not complied. The court order also stated the Town could have the property cleaned at the Town's expense. However, the Town can also apply a supplemental tax bill to the property to recover the costs associated with the cleanup.

C. Brackett suggested giving the property owner 20-30 days' notice before cleaning the property.

The Board discussed options for cleaning the property safely.

Motion made by C. Brackett to give the owner 30 days' notice, served by the Code Enforcement Officer, or a police officer. Seconded by G. Smallwood. Approved. All in favor 4/0/1.

Septage Renewal Application Update

The Board discussed the Septage Renewal Application. G. Smallwood suggested paying monthly for now, until the PFAS (Per- and polyfluoroalkyl substances) test results come in. C. Brackett agreed with Mr. Smallwood's suggestion. C. Brackett agreed to continue this discussion when the results of the PFAS test come in and suggested sending a letter to surrounding towns asking them to pay for the service or to discontinue dumping at the site.

Library / Rec. Building Discussion (continued)

B. Doody informed the Board Craig Hartsgrove agreed to assess the library and rec. building, but has not been able to do so yet. C. Brackett suggested the Board continue this discussion after Mr. Hartsgrove is able to evaluate the properties.

SELECTMEN COMMENT

None.

PUBLIC COMMENT

D. Brackett asked about filling Becky Phillips's position on the Board. C. Brackett requested the Board give Ms. Phillips some time to reconsider her resignation. The other Board members agreed and chose not to accept her resignation at this time.

D. Brackett asked about the status of an ordinance drafted for the Town by Wolfden. C. Brackett stated the Board should continue to work with the Planning Board on the Solar Farm Moratorium before giving attention the Wolfden ordinance. C. Brackett emphasized the importance of the Board giving full attention to one issue at a time.

D. Brackett asked if the ordinance from Wolfden was sent to an attorney to be reviewed. C. Brackett and G. Smallwood stated it has not. R. Bates discussed a meeting she had with Wolfden Representative, Jeremy Ouelette, that was set up for her by G. Smallwood. She stated Mr. Ouelette admitted Wolfden is \$38,000,000 in debt and does not have any investors who believe they are able to meet the standards for Clean Water set by the State of Maine. She added Mr. Ouelette believes, through osmosis, they can meet the Clean Water standards, but no one has done it yet. D. Brackett, G. Smallwood, and B. Doody stated no one has tried to. R. Bates stated

Mr. Ouelette thinks they can meet the standards, but he cannot guarantee it. Ms. Bates stated there were fifty-nine (59) errors on the Wolfden application to LUPC (Land Use Planning Commission), and they have not resubmitted their application with the corrections. G. Smallwood stated Wolfden wants to be sure there are no other errors, as the application can only be rejected once. S. Webb asked if the Wolfden project would go forward with or without the Town's approval. G. Smallwood and B. Doody stated it would.

S. Webb asked why the Town is not supporting this, if the only consequence is that money will come into the Town. C. Brackett stated the ordinance written by Wolfden proposes a tailings and processing plant in Patten. This may require over fifty (50) acres and large buildings and it is up to the Town to decide if they want this.

D. Michaud asked if Wolfden was proposing the same ordinance to all other towns in the area. G. Smallwood stated they have. C. Brackett stated an ordinance for this project could provide protection for the Town from Wolfden setting up a facility on a scenic byway. The Board discussed the importance of doing more research on this project.

The Board briefly discussed possible locations for the Life Flight Landing Zone.

EXECUTIVE SESSION

Motion made by G. Smallwood to enter executive session at 8:08pm. Seconded by C. Brackett. All in favor. Approved 4/0/1. The Board entered regular session at 8:55 PM.

ADJOURN

Motion made by G. Smallwood to adjourn at 8:56pm. Seconded by D. Kelly. All in favor. Approved 4/0/1.

NEXT BOARD OF SELECTMEN MEETING

Next Board of Selectmen scheduled for Tuesday, August 2nd, 2022 at 6:00pm.

Meeting Minutes for Tuesday, July 19th, 2022 respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on <u>August 2nd</u> , 2022	
<u>Cody A Brackett</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Becky Phillips</u>	Becky Phillips
<u>Rae Bates</u>	Rae Bates

TOWN OF PATTEN

21 Katahdin Street | PO Box 260 | Patten, ME 04765
Phone (207) 528-2215 | Fax (207) 528-2055
www.pattenmaine.org

Board of Selectmen
Tuesday, August 2nd, 2022 at 6:00PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes
These minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 6:10pm.

ROLL CALL

Selectmen: Cody Brackett (Chair), Gregg Smallwood (Vice Chair), Dennis Kelly, Rae Bates

Selectmen Absent: Becky Phillips

Planning Board: Dr. Ron Blum (Chair), MaryAlice Mowry (Vice-Chair / Secretary), Susan Adams, Scott Webb, Joel Fitzpatrick

Town: Billie Doody (Town Clerk), Brandon Saucier (Assessor), Chris Beyer (Code Enforcement Officer)

Department Heads: Kevin Noyes (Public Works Director), Julie Buhler (Library Director), John Roy (Fire Chief)

Public: Laura Kenney, Charlie Kenney, Louise Guptill, Ted Pettengill, Laura White

ADMINISTRATIVE

Warrant # 16

The Board signed Warrant # 16 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Motion made by G. Smallwood to approve Warrant # 16. Seconded by C. Brackett. All in favor, approved 4/0/1.

Approval of Meeting Minutes from Tuesday, July 19th, 2022

Motion made by G. Smallwood to approve the minutes from Tuesday, July 19th, 2022. Seconded by C. Brackett. All in favor. Approved 4/0/1.

SCHEDULED APPEARANCES

Planning Board Updates

Dr. Blum informed the Select Board that the Planning Board will be reviewing protocols for ordinances. One concern brought to the Planning Board from Selectmen R. Bates, is the Town Ordinances are not in a standardized format.

He stated the Planning Board will prioritize working on the Solar Farm Ordinance and will be reviewing ordinances created by other local towns, such as Island Falls, at their next meeting.

Dr. Blum informed the Board MaryAlice is working with Deputy Clerk, L. White, to create digital forms for subdivision applications. S. Webb pointed out proposed costs were missing from the Subdivision Ordinance that was recently passed by the Town. Dr. Blum met with Code Enforcement Officer, C. Beyer, who said it would be around \$3,000,000.

R. Bates asked where this figure came from. C. Beyer stated it came from the Solar Farm.

R. Bates suggested the Planning Board review ordinances, then send proposed changes to the Board of Selectmen for approval.

M. Mowry stated the Planning Board has discussed having two (2) meetings each month instead of one, starting in September. One of those meetings each month would be to discuss ordinances only. She also stated the Town of Island Falls is willing to work with the Planning Board to create a Land Use Ordinance. Ms. Mowry and L. White are working together digitalizing documents for the Planning Board. The materials for subdivision applications are ready and the updated Subdivision Ordinance is now on the website. The Boards briefly discussed the Land Use Ordinance, which would encompass most, if not all other ordinances.

Dr. Blum informed the Board of updates from the Patten Area Outdoors Club and stated the cleanup behind the Lumbermen's Museum should start soon.

Re-Evaluation Discussion with Assessor Brandon Saucier

B. Saucier informed the Board the Certified Ratio is currently at 70%. As a result, any exemptions taxpayers receive, such as the Tree Growth, Homestead, and Veterans Exemptions, will only be 70% of what they should receive. If a market adjustment could be done, it could bring an additional \$40,000 in revenue for Tree Growth and Homestead Exemptions alone. If the Town certified at 110%, the additional revenue from Tree Growth and Homestead Exemptions would be about \$56,000. Many grants the Town applies for through the State have a minimum Ratio of 70% so, if the Town goes any lower than this, the Town will lose out on more money and the State will push for a re-evaluation.

B. Saucier stated a full re-evaluation could cost the Town around \$100,000. He would be able to do a market adjustment for now, which would essentially double to the valuations of homes and cost the Town \$25,000 - \$30,000. Either option could cut the mill rate in half and increase the revenue from tax exemptions, which could cancel out any increase in taxes residents might face. If the Town continues to vote against the re-evaluation, the mill rate will continue to rise and taxes will continue to increase, while money from grants and exemptions will continue to decrease.

C. Brackett suggested doing a Public Hearing to invite the public to learn more about this and asked if there would be any financial assistance to help cover the costs of the re-evaluation. B. Saucier stated the Town would be able to use American Rescue Plan Act (ARPA) funds for this project, if any are available. He also suggested the Town upgrade the TRIO system to digitalize the Property Cards to make future updates easier and less expensive. He added the State recommends doing a re-evaluation every ten (10) years, however, Patten has not done one since the early '80s.

C. Kenney stated concerns about valuations being done based on homes in large cities. B. Saucier stated he believes in basing the valuations on other homes in the area, not on large cities.

The Board discussed the importance of addressing issues like this now, before they get worse.

DEPARTMENT UPDATES

J. Buhler - Veterans' Memorial Library

The Summer Reading Program has been going for four (4) weeks and seventeen (17) children have participated, so far. There are currently one hundred fifty-eight (158) registered users, twenty-one (21) new cards issued, and one-hundred thirty-four (134) books circulated in July. Many people access the internet, print documents, and books are selling very well.

J. Roy - Fire Department

One of their firetrucks is in the process of being repaired and is waiting for parts. The truck can hold water, but they are still unable to use the pump. There will be training on dual duct tanks the weekend of August 13th, 2022. There are currently six (6) firemen.

K. Noyes - Public Works Department

The grading work is finished on Gifford Street, Salt Sand Shed Road, Spruce Street, Clark Road, Happy Corner Road, Barleyville Road, Potato Row, and Frenchville Road. He added that the part-time position is vacant again.

B. Doody - Town Clerk

Former Deputy Town Clerk, Jackie Gillespie, finished her notice. The new part time Deputy Town Clerk, Simone Cook, started work and will begin training the following week.

L. White - Deputy Town Clerk

L. White submitted her application for Notary Public Commission just after the last Selectmen's Meeting and is waiting to hear back from the Secretary of State's Office. The Town Office now has a computer kiosk up front for residents to access their proof of insurance, register their vehicle if there is a wait and they are short on time, or to access information on the Town Website, if they are unable to do so at home. Ms. White's computer now has Adobe Acrobat Pro, which will allow her to create fillable forms to upload to the Town Website. Patten Pioneer days will start next week, pamphlets are available in the Town Office as well as on the Town Website. She had a meeting with M. Mowry to discuss uploading fillable forms for Planning Board applications to the Town Website. J. Gillespie found Planning Board Guidebooks and L. White is working with the Planning Board to update them and make enough copies for all members.

L. White and M. Mowry informed the Board about the Meeting Owl, a 360° camera / microphone that gives a panoramic view and better audio during virtual meetings, will now be available for Board of Selectmen Meetings.

The Board discussed offering a virtual option for meetings in the future. C. Brackett suggested looking at the technology budget to get a television, so the Board can see those attending virtually.

NEW BUSINESS

Katahdin Brew Works Liquor License

Motion made by G. Smallwood to approve the liquor license for Katahdin Brew Works. Seconded by C. Brackett. All in favor. Approved 4/0/1.

Building Permit Discussion

The Board discussed a resident on Shin Pond Road who is applying for a building permit.

C. Beyer stated the property owner has applied for a building permit, and he stated cleanup of the property would be included in the permit conditions.

C. Brackett requested C. Beyer send any recommendations for permit conditions for this property to the Selectmen for review.

The Board discussed the Maine Uniform Building and Energy Code (MUBEC)

C. Beyers stated the owner would have thirty (30) days, from the day the building permit is issued, to clean the property. If they do not clean the property within thirty (30) days, the permit would become void, and the Town could take legal action against the owner.

OLD BUSINESS

Septage Renewal Application Update

K. Noyes stated the PFAS test results are not back yet.

L. Guptill requested to be paid in full, not in monthly payments. She stated other towns are dumping on her property and have paid the Town already.

B. Doody informed the Board they need to tell her if the Town will pay Ms. Guptill all at once, or in monthly payments, so she can tell Deb Bivinghouse, the Town Financial Consultant, to pay it.

C. Brackett stated, if the site fails the PFAS test, the Town will no longer be able to dump there. If the Town pays monthly, no money is lost. If the Town were to pay up front, he asked Ms. Guptill if she would refund the Town for the months they were unable to dump, if her property failed the PFAS test.

L. Guptill stated the Town has a contract to pay her \$8,000 / year, the other towns pay Patten \$1,000 each, so Patten does not pay anything to use it. She added that \$8,000 is too low for what has been dumped so far, as other towns are not certain if the site will be closed, so they are dumping more.

G. Smallwood asked what the contract states.

B. Doody stated the contract has been ongoing for years and does not have an end date.

Motion made by R. Bates to pay in full for this year, and that the contract be reviewed and approved every year moving forward. Seconded by C. Brackett. All in favor, approved 4/0/1.

C. Brackett requested B. Doody ask Deb Bivinghouse to pay Ms. Guptill.

L. Guptill stated she does not mind waiting to be paid until the money is received from all other towns.

Solar Farm Moratorium Update

B. Doody stated she has not heard back from the attorney, John Pottle, regarding the Solar Moratorium.

C. Brackett requested that R. Bates reach out to him, as well.

Route 11 Property Cleanup Update

C. Beyer stated he is waiting to hear from John Pottle.

SELECTMEN COMMENT

R. Bates informed the Board and members of the public that the Town received a letter from Senator Collins' office stating the Veterans Memorial Library made Round 1 of the Ear Mark Grant. There is a possibility the library could receive \$3.9 million for this grant. The library was also approved for Phase I for testing the property they are looking to buy.

PUBLIC COMMENT

L. Guptill asked if there were any updates regarding the library and rec. building.

B. Doody stated the Town is still waiting for Craig Hartsgrove to do an assessment on the property.

The Board discussed ideas for what to do with the library and rec. building.

M. Mowry asked if there were any updates regarding the ambulance service.

C. Brackett stated the Board will be discussing this during executive session.

M. Mowry informed the Board of the spreadsheet tracking the progress of each action item in the Town Comprehensive Plan.

B. Saucier asked if the Board would like to set a date for a public informational meeting.

B. Doody stated she would be in contact with Mr. Saucier when they are able to plan one.

EXECUTIVE SESSION

Motion made by C. Brackett to enter executive session at 8:13pm. Seconded by G. Smallwood. All in favor. Approved 4/0/1.

Motion made by C. Brackett to enter regular session at 9:06 PM. Seconded by G. Smallwood. All in favor. Approved 4/0/1.

Motion made by G. Smallwood to accept Rebecca Phillips’ contract to provide financial services to the Town. Seconded by D. Kelly. All in favor. Approved 4/0/1.

ADJOURN

Motion made by R. Bates to adjourn at 9:07pm. Seconded by G. Smallwood. All in favor. Approved 4/0/1.

NEXT BOARD OF SELECTMEN MEETING

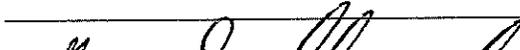
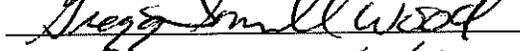
Next Board of Selectmen meeting is scheduled for Tuesday, August 16th, 2022 at 6:00pm.

Meeting Minutes for Tuesday, August 2nd, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on 8/16, 2022

	Chairman Cody Brackett
	Gregg Smallwood
	Dennis Kelly
	Rae Bates

TOWN OF PATTEN

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Board of Selectmen
Tuesday, August 16th, 2022 at 6:30PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Vice Chair Gregg Smallwood called the meeting to order at 6:30pm.

ROLL CALL

Selectmen: Gregg Smallwood (Vice Chair), Dennis Kelly, Rae Bates

Selectmen Absent: Cody Brackett (Chair)

Town: Billie Doody (Town Clerk), Rebecca Phillips (Town Finance Director)

Department Heads: Kevin Noyes (Public Works Director), Julie Buhler (Library Director), John Roy (Fire Chief)

Public: MaryAlice Mowry (Planning Board Vice Chair / Secretary), David Michaud, Kent Smallwood, Ted Pettengill, Dennis Brackett, Bryan Buhler, Linda Lyons, Carolyn Ryan, Kathleen Ledford, Laura White

ADMINISTRATIVE

Warrant # 17

The Board signed Warrant # 17 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Motion made by D. Kelly to approve Warrant # 17. Seconded by R. Bates. All in favor, approved 3/0/1.

Approval of Meeting Minutes from Tuesday, August 2nd, 2022

Motion made by G. Smallwood to approve the minutes from Tuesday, August 2nd, 2022. Seconded by D. Kelly. All in favor. Approved 3/0/1.

DEPARTMENT UPDATES

K. Noyes - Public Works Department

The State will be placing a ¼” shim on North Road. The seal will be replaced on the sewer pump on Lovejoy Road on Wednesday, August 17th, 2022.

J. Buhler - Veterans' Memorial Library

The book sale over the weekend earned the library \$107.00. The library has one hundred and fifty-eight (158) registered users and has circulated nine hundred and ninety-eight (998) books so far this year. Twenty-eight (28) people attended the movie viewing during Patten Pioneer Days. The Summer Reading Program had eighteen (18) participants and about seventy (70) books were circulated within the program. During Patten Pioneer Days, the library hosted a movie viewing, held a tour of the Lumberman's Museum boats, hosted Mad Science, and participated in the parade. Through the Friends of the Veterans' Memorial Library, the library will receive backpacks from the Audubon Society.

J. Roy - Fire Department

The department held a training with Staceyville over the weekend and drafted with the 722 (the 1995 International - Secondary Pumper Tanker), which went well. They tested out the dual tank dump system, dumping water into the tank and using the deck gun from the 721 (the 2001 Freightliner - Primary Pumper Tanker), which ran for twenty-five (25) minutes without stopping. Everyone learned how to run the pumps and use the deck gun.

G. Smallwood asked if the pump was fixed on the tanker.

J. Roy stated they are still waiting for parts. There was a leak in the 721, which has since been repaired.

B. Doody - Town Clerk

Chad Rudoph, the Information Technology (IT) consultant is working on repairing the office printers. He is waiting on parts, but will be in the office on Wednesday, August 17th, 2022, to finish the repairs.

All three (3) employees of the Town Office will be attending Voter Registration Training on Wednesday, September 7th, 2022, in Bangor, as well as State Elections Training on Wednesday, October 12th in Augusta. The Deputy Clerks will also be attending a training on Wednesday, September 14th for Maine Online Sportsman's Electronic System (MOSES) training in Orono.

The 2021 Lien Notices went out on July 29th, 2022 and past due water and sewer notices will be going out within the next two (2) weeks.

The State Elections Division will be doing scheduled maintenance on the tabulator machine sometime in the next 3 weeks.

The Moro Town Report is currently in the works.

B. Doody is updating real estate information in the TRIO municipal software, so the 2022 tax commitments can be done.

Island Falls will be closed Thursday, August 18th - Tuesday, August 30th, so the Patten Town Office will be assisting with new registrations during that time.

The full-time Deputy Clerk will be attending Planning Board meetings, as part of her regularly scheduled work week.

L. White - Deputy Town Clerk

L. White informed the Board she took her Oath of Office and is now able to perform notarial acts, as of Tuesday, August 16th, 2022.

The Selectmen's Guides are finished and contain all local ordinances, policies, and contracts. There will be a copy of the Municipal Officers Manual at the Town Office for any Selectmen interested in reading it, and she will also be emailing digital copies to the Selectmen. There is a Planning Board Manual at the Town Office as well, which contains similar information specific to Planning Board members. The members of each board will also receive digital copies of the manuals as well. She is working with the Planning Board to update the Planning Board binders and is hoping to become the liaison between the Planning Board and the Board of Selectmen, so there is more communication between the two boards.

G. Smallwood asked if the Deputy Clerk has always helped with the Planning Board, as the Town Office has been short staffed. R. Bates stated, ideally, there should be a liaison between the two boards. B. Doody stated Laura Mae Brackett was assisting the Planning Board when she was the Deputy Clerk. M. Mowry stated the Planning Board has always had a contact person in the Town Office, who assisted with administrative tasks. Ms. Mowry added that L. White is trying to organize a lot of the information for the Planning Board and may need to attend at least a couple Planning Board meetings to get a better understanding of what she needs to be able to better assist the Planning Board and to do her job better. G. Smallwood clarified he was asking because, in the five (5) years he has been on the Board, he had never heard of the Deputy Clerk helping with the Planning Board. M. Mowry stated, the Town Office receives information on behalf of the Planning Board and makes copies for the members to use at their meetings. R. Bates stated having the liaison is how the chair can lawfully distribute information to the other Planning Board members.

NEW BUSINESS

R. Bates requested more information on the audit reports. R. Phillips stated, after she reviews the reports, she will be able to provide an informational session to the Board.

R. Phillips stated, when she met with the Planning Board, she did not believe the Planning Board was allowed to make all determinations on ordinances. She informed the Board what Bangor's Planning Board roles are regarding ordinances and stated their role is to do the work, then make recommendations to the Board.

Ms. Phillips also informed the Board of Bangor's Solar Easements, stating the article covers disposition, and recommended the Board review what Bangor did.

OLD BUSINESS

Solar Farm Moratorium Update

B. Doody informed the Board Attorney Jonathan Pottle returned the draft Solar Farm Moratorium and the draft Manufactured Housing Ordinance, with suggestions, for the Board's review.

R. Bates asked about the footer, which reads "EP - 04306210 - v1." B. Doody stated EP stands for Eaton Peabody, and that the Board may change it, as it is a draft.

Library / Rec. Building Update

B. Doody stated she is still waiting to hear from Craig Hartsgrove about having an appraisal done on both buildings.

The Board discussed what could be done with the two buildings and chose to table the discussion until the next meeting, when residents could share their thoughts.

SELECTMEN COMMENT

R. Phillips informed residents she resigned from the Board of Selectmen to become the Finance Director for the Town. She stated she feels it is a conflict of interest to remain on the Board and work on Town finances, so she chose to step down.

Motion made by G. Smallwood to accept the resignation of R. Phillips. Seconded by D. Kelly. All in favor. Approved 3/0/1.

Motion made by G. Smallwood to approve "view only" banking privileges for R. Phillips. Seconded by D. Kelly. All in favor. Approved 3/0/1.

PUBLIC COMMENT

C. Ryan asked if the Finance Director position was advertised for. R. Phillips stated, because the position is a specialty and also contracted, instead of an employee position, it does not need to be put out to bid. Ms. Phillips stated there is a Selectmen in Bingham, Maine who is doing the finances because there is such a shortage, and added she went to school for six (6) years, apprenticed for two (2) years, and worked for thirty (30) years.

C. Ryan inquired about the property on Shin Pond Road. B. Doody stated Code Enforcement Officer, Chris Beyer, issued a conditional permit, which stated the property needed to be cleaned.

EXECUTIVE SESSION

The Board entered executive session at 7:24pm.

The Board entered open session at 8:57pm.

Motion made by D. Kelly to reach out to David Goode about a part time position in the Public Works Department at \$15.00 per hour. Seconded by G. Smallwood. All in favor. Approved 3/0/1.

Motion made by G. Smallwood to deny Tax Abatement for the property on Happy Corner Road. Seconded by D. Kelly. All in favor. Approved 3/0/1.

R. Bates stated, in approving R. Phillips' contract, the Board approved Ms. Phillips' recommendation to give B. Doody a stipend of \$3,000 per town (Patten, Moro Plantation, and Hersey) for administrative services. R. Bates requested either a letter from R. Phillips, or that she be added to the next agenda, to inform the Board how the Town would be able to provide this. B. Doody requested this stipend to be retroactively paid to June 1st, when she became a full-time employee of the Town.

ADJOURN

Motion made by G. Smallwood to adjourn at 9:00pm. Seconded by D. Kelly. All in favor. Approved 3/0/1.

NEXT BOARD OF SELECTMEN MEETING

The next Board of Selectmen meeting is scheduled for Wednesday, August 24th at 6:00pm, for an Executive Session.

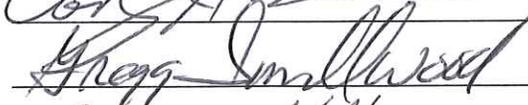
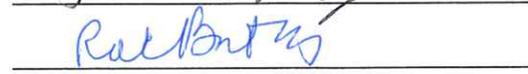
The next regularly scheduled Board of Selectmen meeting will be held Tuesday, August 30th, 2022 at 6:30pm.

Meeting Minutes for Tuesday, August 16th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on September 13th, 2022

	Chairman Cody Brackett
	Gregg Smallwood
	Dennis Kelly
	Rae Bates

TOWN OF PATTEN

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Board of Selectmen

Tuesday, September 13th, 2022 at 6:00PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 6:00pm.

ROLL CALL

Selectmen: Cody Brackett (Chair), Gregg Smallwood (Vice Chair), Dennis Kelly, Rae Bates

Town: Laura White (Deputy Clerk), Rebecca Phillips (Town Finance Director), David Goode (Public Works Assistant)

Department Heads: Kevin Noyes (Public Works Director), Julie Buhler (Library Director)

Planning Board: Dr. Ronald Blum (Planning Board Chair), MaryAlice Mowry (Planning Board Vice Chair / Secretary), Janice Dancer, Dennis Brackett

Public: Laura Kenney, Tina Goode, Brett Morse

ADMINISTRATIVE

Warrant #18 and #19

The Board signed Warrant #18 and #19 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Motion made by C. Brackett to approve Warrant #18 and #19. Seconded by G. Smallwood. All in favor. Approved 4/0/0.

Approval of Meeting Minutes from Tuesday, August 16th, 2022

Motion made by C. Brackett to approve the minutes from Tuesday, August 16th, 2022. Seconded by G. Smallwood. All in favor. Approved 4/0/0.

SCHEDULED APPEARANCES

Planning Board Updates

Patten Area Outdoors Walking Trails

Dr. Blum gave C. Brackett a Letter of Support for the Patten Area Outdoors Walking Trails.

C. Brackett inquired about who is liable to maintain the trails. Dr. Blum stated the organization would be liable.

D. Brackett stated Patten Area Outdoors is required to have an insurance on the trails, in addition to the insurance the Town already has.

The Planning Board and Select Board discussed the insurance for the trails.

Motion made by D. Kelly to table Patten Area Outdoors discussion until the meeting on September 27, 2022. Seconded by G. Smallwood. All in favor. Approved 4/0/0.

Planning Board Vacancy

Dr. Blum informed the Board Susan Adams has resigned from the Planning Board effective immediately. The Planning Board is now seeking a new member.

R. Bates stated she would like a letter for consideration from all who are interested in the vacant Associate Member position.

Motion made by G. Smallwood to fill vacant Planning Board position with Associate Member, Scott Webb. Seconded by D. Kelly. All in favor 4/0/0.

There is now a vacant Associate Member position on the Planning Board.

Ordinances

Dr. Blum stated, going forward, the Planning Board will be using a standardized format for all future Town ordinances. The Planning Board will also be working on a protocol for how the Town creates ordinances, as the Town does not currently have one.

R. Bates suggested adding the ordinance format guidelines to the Planning Board Ordinance.

Department Updates

K. Noyes - Public Works Department

The engineers who are working on the Gardner Street pump station suggested exchanging the generator with one that takes a smaller enclosure and a hospital-grade exhaust system. It will be less expensive and quieter. C. Brackett stated the decision is for K. Noyes to make. G. Smallwood agreed.

K. Noyes informed the Board there is a family looking to buy a lot in the new section of the cemetery. The new section of the cemetery does not have a layout yet, and allowing the family to purchase a lot could cause issues with the layout in the future. C. Brackett suggested avoiding changing the current policy.

J. Buhler - Veterans' Memorial Library

J. Buhler informed the Board the library is participating in the Dolly Parton Imagination Library, a program which sends free books to children from birth to age five (5) monthly. The library recently opened registration for the program, which was funded by a grant the library applied for with Millinocket and East Millinocket Libraries. The program will cover Patten and Stacyville. Next year, everyone in Maine will be eligible for the program as the Maine State Library will cover the cost of the books.

The Nature Explorer Backpacks from the National Audubon Society have arrived and are now available to check out. Each backpack has a different theme including Birds, Plants, and Animals, and include activities for each theme.

The library will be holding a Homeschooling program on Tuesday, September 27th, 2022 at the Patten Lumbermen's Museum.

J. Buhler stated she will be attending a conference for new librarians at the State Library in Augusta on Friday, September 23rd, 2022.

Ms. Buhler also informed the Board the library is hoping to finish packing everything in the old library building before winter.

L. White - Deputy Clerk

L. White informed the Board the Town Office staff recently attended the Freedom of Access Act workshop and took a Voter Registration training. Over the next few weeks, they will be attending trainings for the Maine Online Sportsman's Electronic System (MOSES), Vital Records, and State Elections.

Statement from Jeremy Ouelette of Wolfden

J. Ouelette was unable to attend the meeting but will be available to participate in the next meeting scheduled for Tuesday, September 27th.

C. Brackett requested Mr. Ouelette be added to the agenda for the next meeting.

NEW BUSINESS

Fuel Stipend - Smallwood, Inc.

C. Brackett read a statement from Smallwood, Inc. requesting a stipend for fuel over \$4.50 / gallon due to the rising costs to plow Town roads. Mr. Brackett requested that R. Phillips look into the budget for additional funds to cover the stipend.

Motion made by D. Kelly to approve the stipend request from Smallwood, Inc. Seconded by C. Brackett. All in favor. Approved 3/0/1. G. Smallwood abstained.

Open Selectmen Position Discussion

R. Phillips informed the Board of an error on the previous Town Report for Moro Plantation, as well as an error made on a previous warrant, where Moro overpaid for school. Ms. Phillips is looking into correcting these errors.

R. Phillips also informed the Board Eric Nadeau, of the accounting firm that ended their contract with the Town at the end of August, requested an additional \$5,000 for additional hours Deb Bivighouse spent working on the Town during their contract.

The Board discussed the request from Mr. Nadeau. R. Phillips added that the \$35,000 the Town saved by hiring Ms. Phillips is beginning to be used up by the Town Office, which averages about six (6) to seven (7) hours of overtime each week. R. Phillips recommended the overtime in the Office be stopped to prevent the money from being used up completely.

R. Bates requested R. Phillips look into how much of the \$35,000 is left. R. Phillips recommended doing a cash flow analysis.

R. Bates stated Mr. Nadeau allowed an employee to work more hours than was budgeted for in their contract with the Town.

The Board discussed the open position on the Select board. Nomination Papers are available in the Town Office. The open position will be voted upon at the November election and is a two-year term.

Insurance for Town Employees

C. Brackett informed the Board the Town Office is requesting dental and vision insurance that is employee-paid, and would not be any additional cost to the Town.

R. Phillips recommended the Board reconsider paying 100% of the employee health insurance, as many other businesses and towns offer 80%.

Motion made by C. Brackett to approve adding employee-paid dental and vision insurance for full-time Town employees, pending a review of the insurance plan by R. Bates. Seconded by D. Kelly. All in favor. Approved 4/0/0.

OLD BUSINESS

Solar Farm Moratorium / Manufactured Housing Ordinance Update

The Board discussed holding a Special Town Meeting to vote on the Solar Farm Moratorium and Manufactured Housing Ordinance.

Dr. Blum stated the Planning Board will have a Solar Ordinance to present to the Town in the next few weeks.

C. Brackett requested, when Town Clerk, Billie Doody, returns from vacation, the Town Office look into setting up a Special Town Meeting to discuss the Moratorium and Ordinances.

SELECTMEN COMMENT

Request for Building Permit Extension / Amendment

Board members opened and discussed a letter they received from a resident regarding a building permit they requested from the Code Enforcement Officer. The resident stated hardships that made it difficult for them to meet the requirements of the Building Permit, including having a disability, being unable to find a contractor, high cost of materials, and setbacks with the project.

C. Brackett stated the conditions of the building permit were conforming with State standards and cleaning up the property.

R. Phillips stated, if the Board approves the request, it will set a precedent for future building permits.

Motion made by G. Smallwood to deny building permit extension / amendment request. Seconded by D. Kelly. All in favor. Approved 4/0/0.

Ambulance Discussion

The Board discussed staffing and budgetary concerns for the Ambulance Department. The Director stated in the Annual Town Report he would be resigning at the end of the year but has since agreed to stay on another year.

C. Brackett stated there are two candidates interested in training to be EMTs, one of which the current Director is interested in training to be his replacement.

R. Phillips stated Northern Maine may do another EMT training class and recommended the Board research the necessary credentials for the job and revise the job description.

C. Brackett stated he would like the Ambulance Director to be present for any further discussion on the topic.

Route 11 Property

D. Kelly asked about the status of the property on Route 11 that was issued a notice from the Code Enforcement Officer, Chris Beyer.

C. Brackett stated he will reach out to the Mr. Beyer to see if there have been any updates.

Town Manager

R. Bates informed the Board the MMA (Maine Municipal Association) will search for a Town Manager, advertise for the open position, and do third-party background checks for \$6,400. MMA also recommended Ms. Bates to reach out to Mapleton, Castle Hill, and Chapman who joined together with one Town Office and one Town Manager in 1992. Together, the three towns have just under three thousand (3,000) residents. R. Bates suggested the Board look at the job descriptions in the Town Office at a future meeting.

Ms. Bates also discussed the Town of Howland, who was able to build a Municipal building for \$3.4 million, by raising their taxes by 1 Mill Rate. The building is home to the Town Office, library, fire station and ambulance service. The Town manager in Howland, as well as several similar surrounding towns, is paid a salary of \$50,000.

R. Bates also informed the Board a letter, written by Donald Grant, was supposed to be given to the Select Board but was never delivered. She was since able to obtain a copy the letter from Donald Grant himself and suggested a member of the Board draft a response to the letter, as it has been almost two (2) months since Mr. Grant wrote the letter.

R. Bates stated she has a draft policy for electronic recordings of meetings.

R. Phillips asked if the Town Manager of the Towns Ms. Bates discussed are doing the Town finances as well. R. Bates confirmed they are.

PUBLIC COMMENT

S. Webb informed the Board that in several small communities in Maine, there is an EMT (Emergency Medical Technician) program in place that offers sign-on bonuses, free training and performance bonuses to veterans. The Board discussed this as an option for the Ambulance Department.

The Board welcomed David Goode as the new Public Works Assistant.

R. Phillips informed the Board there is CDBG (Community Development Block Grant) money for job creation that might be able to be used for the staffing shortage on the Ambulance Department. She added that lodging is also an issue for this.

EXECUTIVE SESSION

None.

ADJOURN

Motion made by G. Smallwood to adjourn at 7:40pm. Seconded by C. Brackett. All in favor. Approved 4/0/0.

NEXT BOARD OF SELECTMEN MEETING

The next Board of Selectmen meeting is scheduled for Tuesday, September 27th, 2022 at 6:00pm.

Meeting Minutes for Tuesday, September 13th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on October 21st, 2022

Cody Brackett Chairman Cody Brackett

Greg Smallwood Gregg Smallwood

Dennis Kelly Dennis Kelly

Rae Bates Rae Bates

TOWN OF PATTEN

21 Katahdin Street | PO Box 260 | Patten, ME 04765
Phone (207) 528-2215 | Fax (207) 528-2055
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Board of Selectmen

Tuesday, September 27th, 2022 at 6:00PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 6:02pm.

ROLL CALL

Selectmen: Cody Brackett (Chair), Gregg Smallwood (Vice Chair), Dennis Kelly, Rae Bates

Town: Billie Doody (Town Clerk), Brandon Saucier (Assessor)

Department Heads: Kevin Noyes (Public Works Director), Julie Buhler (Library Director), Rebecca Phillips (Finance Director - by telephone)

Public: Dr. Ronald Blum, MaryAlice Mowry, Kent Smallwood, Laura Kenney, Charlie Kenney, Shawn Klem, Laura White, Kathy Ledford, David Michaud, Sharon McPhee, Brett Morse, Bryan Buhler, Scott Webb, Dennis Brackett, Ted Pettengill, Doris Derespino, Linda Lyons, Jeremy Ouelette

ADMINISTRATIVE

Warrant #20

The Board signed Warrant #20 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Motion made by C. Brackett to approve Warrant #20. Seconded by G. Smallwood. No discussion hear. All in favor. Approved 4/0/0.

Approval of Meeting Minutes from Tuesday, September 13th, 2022

Minutes from Tuesday, September 13th not submitted for approval at the time of the meeting.

SCHEDULED APPEARANCES

Department Updates

Rebecca Phillips - Finance Director

R. Phillips informed the Board there is money in three different Highway accounts that could be used for the fuel stipend requested by Smallwood, Inc. Ms. Phillips also stated there is no money in the 2022 budget for a Town Manager. There was \$50,626 budgeted for Contracted Services, and as of September 27th, \$39,698 has been spent. The remaining \$10,900 will be spent to cover

Ms. Phillips's salary for the next three (3) months. There is also a remaining balance of \$4,800 owed to Eric Nadeau's accounting firm, which will leave the account in a deficit of almost \$5,000. For Town Manager's salary, there was \$17,500 budgeted and \$22,250 was paid out to the former Town Manager, leaving the account \$4,750 in the negative. There was also \$94,640 budget for the salaries of the office staff. Of that \$94,640, about \$60,000 has already been spent, leaving about \$34,000 in the account. However, there was an increase in the wages that was not budgeted, almost \$40,000 will be spent by the end of this year leaving the account in a deficit of about \$5,000 unless something is done.

R. Phillips requested the Board speak with her and B. Doody regarding the Town Manager position.

R. Bates asked if the money owed to Eric Nadeau's accounting firm was the money he requested for additional hours worked by Deb Bivighouse.

R. Phillips stated the additional \$4,800 is the remaining balance of what the Town owes for accounting services from August.

David Michaud - Veterans' Memorial Library

D. Michaud informed the Board there were four hundred and twenty-two (422) items circulated by the library this month, one thousand six hundred and thirty-nine (1,639) items circulated this year, and there are currently one hundred sixty-one library cards out, with twenty-seven (27) new cards from July to September. The archiving project will begin as soon as the Lumberman's Museum is close. The Library Trustees will be implementing three (3) new policies; a Photo Release policy, a Backpack policy for the backpacks received from the Audubon Society, and a Memorial Gifts and Donations policy. The library will also be hosting the Homeschoolers of Maine Tuesday, September 27th to let parents of homeschooled children know what resources the library has available.

Billie Doody - Town Clerk

B. Doody informed the Board the Deputy Clerks recently completed Maine Online Sportsman's Electronic System (MOSES) training in Orono. The Town Office will be closed Wednesday, October 12th as all staff have a mandatory training in Augusta. She also stated she will be contacting Katahdin High School to see if they would be interested in starting a community service program for students to volunteer their time to clean the Patten Playground. The playground was previously cared for by Steve Yates on a volunteer basis, however, he chose to step down and asked B. Doody to take over the care as well as the account. B. Doody stated the account is now in her name, but she does not have the time to maintain the playground.

C. Brackett stated the Town may need to take over the funds as well as the maintenance.

Planning Board Updates

M. Mowry stated the Board finished the first draft of the Solar Ordinance and will be working on a second draft to present to the Select Board.

Statement from Jeremy Ouelette of Wolfden

C. Brackett informed the public J. Ouelette reached out to him with concerns that there were inaccuracies in the Minutes from the July 19th Select Board meeting, and Mr. Ouelette would like the Minutes amended.

J. Ouelette stated he felt there was a series of statements in the July 19th Minutes that were misleading and requested the Minutes be amended.

The following is the section of Minutes Mr. Ouelette had concerns about:

“D. Brackett asked if the ordinance from Wolfden was sent to an attorney to be reviewed. C. Brackett and G. Smallwood stated it has not. R. Bates discussed a meeting she had with Wolfden Representative, Jeremy Ouelette, that was set up for her by G. Smallwood. She stated Mr. Ouelette admitted Wolfden is \$38,000,000 in debt and does not have any investors who believe they are able to meet the standards for Clean Water set by the State of Maine. She added Mr. Ouelette believes, through osmosis, they can meet the Clean Water standards, but no one has done it yet. D. Brackett, G. Smallwood, and B. Doody stated no one has tried to. R. Bates stated Mr. Ouelette thinks they can meet the standards, but he cannot guarantee it. Ms. Bates stated there were fifty-nine (59) errors on the Wolfden application to LUPC (Land Use Planning Commission), and they have not resubmitted their application with the corrections. G. Smallwood stated Wolfden wants to be sure there are no other errors, as the application can only be rejected once. S. Webb asked if the Wolfden project would go forward with or without the Town's approval. G. Smallwood and B. Doody stated it would.”<https://storage.googleapis.com/wzukusers/user-35213325/documents/e4f97a9b97dc45a98c57ff7e0268ba10/07.05.22%20-%202009.13.22%20Meeting%20Minutes.pdf>

C. Brackett stated he went over the auditor's report with R. Phillips, and they felt Wolfden had \$39,000,000, spent \$38,000,000 and now have capital.

R. Phillips stated if there was \$38,000,000 in debt, it would have been listed under liabilities, not equity in the auditor's report. She added it is a consolidated financial statement and that the other mining operations have been rolled into one. As a result, it is not a clear picture of the Pickett Mountain project.

C. Brackett stated he believes the Board should stand behind R. Phillips as she is the Town's Certified Public Accountant (CPA). He recommended the Board vote to correct the Minutes to say R. Bates made an error when speaking about Wolfden's auditor's report, and asked Mr. Ouelette if that would suffice or if he needed more than that.

J. Ouelette stated he offered a series of clarifications from the early meeting and would be happy to submit them but would also be happy with what the Selectmen believe is the best way to move forward.

C. Brackett asked Mr. Ouelette if he would like the clarifications added directly to the Minutes.

J. Ouelette stated he believes the easiest way would be to pull out specific comments in the Minutes and offer clarifications from the prior meeting.

C. Brackett stated he would corroborate the clarifications individually.

Motion made by C. Brackett to sit with Mr. Ouelette and look at his recommendations and make changes to the Minutes to reflect the accuracies agreed upon by the Town CPA. Seconded by G. Smallwood. C. Brackett asked if all were in favor, however, a **Point of Order** was made by D. Michaud that Parliamentary Procedure is to have a motion, a second, and an opportunity for discussion before a vote is taken.

R. Bates stated, if the Board wants to make the changes, she requests the following paragraph from the auditor's report be reflected in the July 19th Minutes as well:

“Although the Corporation to date has been successful in securing sufficient funds, there remains material uncertainties that cast significant doubt on the Corporation's ability to continue as a going concern. It is not possible to predict whether financing efforts will be successful or if the Corporation will attain profitable levels of operation. These financial statements do not include any adjustments to the carrying values of assets and liabilities and the reported expenses and statement of loss and comprehensive loss classification that would be necessary should the Corporation be unable to continue as a going concern. These adjustments could be material.” <https://www.wolfdenresources.com/wp-content/uploads/2022/06/WLF-Q1-FS-2022.pdf>

J. Ouelette stated this is a relatively standard auditor's report for exploration companies and added that, as a capital project, investments do not necessarily generate cash flow immediately. These investments grow in terms of equity, or with back payment in terms of debt. He added that although the auditor's report shows they are spending capital without cash flow generation, there is value generation which needs to be considered. The capital investment is being converted into a value, which is the asset in the ground. Mr. Ouelette stated that, in investing in data, the company is producing a resource and they converted a spend of \$30,000,000 into a value of the same amount, which is reflected in their shares in the stock market. He added that within Chapter 200, it is mandated the project be fully financed before it can be approved. If complete financing cannot be secured prior to startup, the project will not be approved. He stated he believes they will be able to finance the project in whole, and that this is not a risk because of the asset value.

The Board discussed amending the Minutes.

M. Mowry stated she was not sure if the Minutes should be changed when the discussion will be reflected in the Minutes from this meeting. She asked the Board if the remedy they were being asked to make was appropriate. She stated the Board could discuss the misinterpretation of the word “debt,” without changing the Minutes of past meetings.

C. Brackett stated he asked his wife, Laura Mae, who worked in the Town Office for years, if Minutes had ever been changed. She said, when there were errors, Minutes had been changed in the past.

Point of Order made by S. Webb - a motion and a second were on the floor.

C. Brackett requested any further public discussion be held until Public Comment.

Point of Order made by S. Webb - mistakes can be amended in past Minutes, however, statements that were not made during the meeting cannot be added to past Minutes.

C. Brackett asked how many errors Mr. Ouelette would like to have amended. J. Ouelette stated there were four different statements in the above section from the Minutes that started with, "Mr. Ouelette stated..."

C. Brackett requested that Mr. Ouelette highlight those statements and send it to him, the Town Clerk, and the rest of the Board to review.

C. Brackett rescinded his previous motion.

Motion made by D. Kelly to table discussion of the July 19th Meeting Minutes. Seconded by G. Smallwood. No discussion. All in favor. Approved 4/0/0.

Real Estate Market Adjustment Discussion with Brandon Saucier

B. Saucier informed the public the Town's Certified Ratio has dropped to 70%. This ratio is what the State uses to calculate tax exemptions, reimbursements, and personal property values. Once this ratio goes below 70%, the Town will no longer qualify for certain grants from the State. The last time a full revaluation was done in Patten was in the 1980s. In order to do a market-based adjustment, it would cost the Town \$30,000. For a full revaluation, it would cost at least \$120,000 as the Town would need to upgrade their computer software in order to do so. Mr. Saucier stated doing a market-based adjustment would help the Town to receive full benefits from the State and allow the Town to receive their full tax exemption amount, however, it would be a temporary solution to a long-term problem. The Town's mill rate is based on the Town's budget versus its value, along with other factors.

C. Brackett left the meeting at 7:23pm.

G. Smallwood requested a Special Town Meeting on Tuesday, October 5th, 2022 at 6:30pm to discuss the market-based adjustment and other topics.

NEW BUSINESS

Veterans' Memorial Library Discussion

The Board discussed final thoughts on the Veterans' Memorial Library. Board members and members of the public appeared to be in agreement about there being too many repairs needed and not enough money. It was also discussed that the property is not compliant with the Americans with Disabilities Act (ADA), it is filled with mold, and only has enough land to hold the building, which would make selling the property difficult.

Motion made by G. Smallwood to demolish Veterans Memorial Library, sell timber, and create a Veteran's Memorial Park. Seconded by D. Kelly. The Board discussed ways to demolish the building without being a burden on taxpayers. Approved 3/0/1. Three (3) in favor, one (1) absent.

Rec. Building Discussion

Motion made by R. Bates to demolish Patten Rec. Building and keep the land it's on. Seconded by D. Kelly. The Board discussed whether it would be better to sell the property, but came to the conclusion it would be better to keep the property to store snow in the winter. Approved 3/0/1. Three (3) in favor, one (1) absent.

OLD BUSINESS

Solar Farm Moratorium Update

The Board discussed the revised moratorium Jonathan Pottle, of Eaton Peabody, submitted to the Board.

R. Bates stated the Board needed to decide whether to hold a Special Town Meeting for the Moratorium and the Market-Based Adjustment.

R. Blum stated the Planning Board is drafting a Solar Array Ordinance and is hoping to submit a final draft to the Board by mid to late October, but feels the Moratorium is still needed, in case the Ordinance does not pass.

M. Mowry stated she believes the Boards need to have enough time to properly present the Solar Array Ordinance to the public during the Special Town Meeting.

Manufactured Housing Ordinance Update

R. Bates suggested putting out copies of the draft ordinances for the public to read and requested the most recent draft of the Manufactured Housing Ordinance. B. Doody stated she would send copies to the Board for review.

B. Doody informed the Board notice of the Special Town Meeting must be posted at least seven (7) days prior to the meeting.

G. Smallwood suggested holding the Special Town Meeting Wednesday, October 5th, 2022 at 6:30pm to vote on the Market Based Adjustment, the Solar Moratorium, and the Manufactured Housing Ordinance.

SELECTMEN COMMENT

2022 Tax Bills

R. Bates stated several people have asked when tax bills will be sent out. B. Doody stated she was working on them.

R. Bates asked if they will be ready in October. B. Doody confirmed they would be ready in the next couple weeks.

D. Kelly stated several people asked him as well. B. Doody stated, if they're that worried, they can come in and start paying, adding that creating the tax bills is a process. She suggested paying the assessor more next year if he would be willing to make the real estate changes in the program. At the moment, the assessor gives the Clerk a spreadsheet with the real estate changes which must be manually added into the computer before the tax bills can be created. There were a lot of changes to make this year and, if the assessor were to do the changes himself, they would be done in July, which is when the Clerk received the spreadsheet.

Budget Planning

R. Bates requested the ambulance budget be added to the agenda of the next meeting.

G. Smallwood requested to speak about the ambulance at this meeting.

Ms. Bates stated the general consensus was to start the ambulance budget committee again to help develop ideas for the ambulance department. She added, currently the Town does not pay for the ambulance service because it was making money doing transports for the nursing home and others who needed it. As there is no longer a nursing home in Town, the Town must now figure out to make up for the lost revenue. Staffing is also a concern.

PFAS Testing

R. Bates requested the Board consult with an expert who can interpret the results for them as well as the public.

D. Brackett asked if the water has been tested. R. Bates confirmed it has. D. Brackett requested a copy of the results.

G. Smallwood stated K. Noyes told him PFAS were found on top of a mountain, saying it's everywhere.

Letter from Don Grant

R. Bates asked if the Board would like to send a letter to Donald Grant to thank him for his letter to the Board. G. Smallwood agreed. Ms. Bates offered to write a letter on behalf of the Board.

Discussion of New Meeting Schedule

L. White stated she believes C. Brackett requested the Board change the meeting schedule to Thursdays instead of Tuesdays.

R. Bates stated Thursdays may not always work well for her.

D. Brackett stated C. Brackett works Sunday through Wednesday and is on-call on Thursdays.

B. Doody suggested tabling the discussion until the next meeting. She added the next meeting is scheduled for Tuesday, October 11th, which is the day before the Town Office staff have a training in Augusta and requested the meeting be rescheduled for the following Thursday, October 13th.

D. Kelly stated he will be in Alabama for the next meeting.

G. Smallwood stated the next meeting will be rescheduled for Thursday, October 13th instead of Tuesday, October 11th at 6:30pm.

L. White stated that meeting would include updates from the Planning Board, so it would need to start at 6:00pm. G. Smallwood agreed to hold the meeting at 6:00pm instead of 6:30pm.

PUBLIC COMMENT

Noise Complaints

S. Webb stated, as the weather is getting colder, his neighbor is running a loud generator at night and he is unable to sleep as a result. Mr. Webb added this is a violation of the Town Noise Ordinance and quoted Section 2 of the ordinance, “any noise which either annoys, disturbs, injures, or endangers the comfort, response, health, peace or safety of others, within the limits of the Town.” He stated he contacted law enforcement who informed him they will enforce the ordinance only if the Board first sends a cease and desist letter to his neighbor.

Mr. Webb requested the Board write a letter asking his neighbor to cease and desist running their generator between the hours of 9pm and 6am.

L. White asked if the generator is being run for heat. Mr. Webb stated he wasn’t sure and doesn’t care.

B. Doody stated she will ask Code Enforcement Officer, Chris Beyer, if he will write one.

S. Webb stated, if she violates the cease and desist letter, the penalty is \$100 to \$2,500 and thirty (30) days in jail.

J. Buhler requested the Board write a cease and desist letter to her neighbor as well. She stated noise starts at 9:00pm and goes all night, other neighbors have also complained about the noise.

Voting at Special Town Meeting

M. Mowry asked if residents are able to vote in the Special Town Meeting by proxy. B. Doody stated she thinks they can, but will look into it.

EXECUTIVE SESSION

G. Smallwood requested an Executive Session at 8:12pm.

Motion made by G. Smallwood to enter Open Session at 9:04pm. Seconded by D. Kelly. Approved 3/0/1. Three (3) in favor, one (1) absent.

ADJOURN

Motion made by G. Smallwood to adjourn at 9:05pm. Seconded by D. Kelly. Approved 3/0/1. Three (3) in favor, one (1) absent.

NEXT BOARD OF SELECTMEN MEETING

The next Board of Selectmen meeting is scheduled for Thursday, October 13th, 2022 at 6:00pm.

Meeting Minutes for Tuesday, September 27th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on November 15, 2022

<u>Cody A B</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>- Absent -</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates

TOWN OF PATTEN

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Patten Select Board

Friday, October 21st, 2022 at 6:00PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 6:09pm.

ROLL CALL

Selectmen: Cody Brackett (Chair), Gregg Smallwood (Vice Chair), Dennis Kelly, Rae Bates

Town: Billie Doody (Town Clerk), Brandon Saucier (Assessor)

Department Heads: Ed Noyes (Ambulance Director), Kevin Noyes (Public Works Director), Julie Buhler (Library Director), Rebecca Phillips (Finance Director)

Planning Board: MaryAlice Mowry, Scott Webb, Dennis Brackett, Janice Dancer

Public: Tina Goode, David Goode, Brett Morse, Keith Brackett, Leah Page, Laura Kenney, Shawn Klem, Laura White

ADMINISTRATIVE

Warrant #21 & #22

The Board signed Warrant #21 and #22 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Motion made by G. Smallwood to approve Warrant #21 and #22. Seconded by C. Brackett. No discussion heard. All in favor. Approved 4/0/0.

Approval of Meeting Minutes from Tuesday, September 13th, 2022

Motion made by D. Kelly to approve minutes from Tuesday, September 13th. Seconded by G. Smallwood. No discussion heard. All in favor. Approved 4/0/0.

SCHEDULED APPEARANCES

Planning Board Updates

S. Webb informed the Board the Solar Ordinance is almost complete. Board should have copies.

B. Doody stated the Board need to set a date the Special Town Meeting and suggested November 1st or 2nd.

The Board discussed the Special Town Meeting and agreed to hold the next Select Board Meeting on Tuesday, November 1st at 6:00pm and the Special Town Meeting at 7:00pm.

R. Bates and D. Kelly will be unable to attend Select Board Meeting to be held on November 15th.

S. Webb stated the Planning Board needs direction from the Select Board regarding the mining ordinance proposed by Wolfden. C. Brackett requested the Planning Board review and provide feedback on the mining ordinance.

R. Phillips asked Mr. Webb if there were any provisions in the solar moratorium or the solar ordinance regarding who is responsible for the cost of abandonment and disposition. S. Webb stated he will have to review the ordinance and get back to her.

Department Updates

Billie Doody - Town Clerk

B. Doody informed the Board the 2022 tax bills were mailed out for Patten, Moro, and Hersey. The water and sewer bills were also mailed out and the Board needs to approve the Certificate of Commitment. Town Office staff completed the second half of Elections Training in Augusta on October 12th. The Town Office is preparing for elections and still looking for a ballot clerk for Patten. Ms. Doody received the Town Assessor's proposal for the market-based adjustment as well as his services for next year and gave copies to each of the Board members. Dog licensing started on October 15th. Ms. Doody also informed the Board she will not be in the office on Wednesday, October 26th, and that Deputy Clerk, Laura White, will still be there.

Rebecca Phillips - Finance Department

R. Phillips stated she hopes to have the financials from September 30th to review revenue and expenses with the Board at the next meeting. The Town has only collected 59% of budgeted excise tax. The budget for legal expenses was \$4,000 however, \$9,600 has been spent so far. Ms. Phillips recommends the Town use MMA Legal Services moving forward. She also informed the Board she is working with the Town Clerk on the Municipal Valuation Report.

K. Noyes - Department of Public Works

K. Noyes informed the Board the bathroom in the Town Garage is finished. Facility and Construction Services (FCS) got pump #1 back in service. The pump that was originally delivered was a little smaller than the existing pump, so he asked them to replace it with the correct size. K. Noyes stated he needs to decide what to do with the old pumps.

C. Brackett suggested auctioning them off and asked Mr. Noyes how much the pumps cost brand new. K. Noyes stated they're about \$11,000 brand new. C. Brackett suggested listing for \$1,000 on Facebook Marketplace.

S. Klem asked if anyone does scrap metal in the area. C. Brackett stated there used to be a place in Medway. S. Klem stated scrap prices are going up again.

C. Brackett stated he will leave it up to K. Noyes's discretion.

K. Noyes asked the Board about fall grading. G. Smallwood told him to call O'Neil Foley.

C. Brackett seconded Mr. Smallwood's suggestion, adding that putting it out to bid doesn't seem to get responses.

K. Noyes informed the Board the Clark Road should be finished in about two (2) weeks.

Ed Noyes - Ambulance Department

E. Noyes informed the Board there is a new Emergency Medical Technician (EMT) on staff, Karen Laflamme. He added there are two (2) ambulances the department will be looking to put up for bid.

C. Brackett asked if the Fire Department would be interested in buying one for parts. E. Noyes stated he was not sure if they would have a need for it. C. Brackett suggested asking them first, then putting them up for bid.

Julie Buhler - Library

J. Buhler informed the Board the library should be completely moved out of the old library building by the weekend. She also stated, now that the museum is closed, there is more room for classes and movie showings, and she will be able to start the archiving project soon.

C. Brackett stated he brought a couple local contractors through the library. One of the contractors, Guy Cody, expressed interest in taking down the building and believes he can save the stained-glass windows. Mr. Brackett asked if anyone knew if the cupola on the top of the church contained a bell and asked if it should be saved and incorporated into the memorial park. He added the roof in the library building is leaking, the foundation is crumbling, and there is mold throughout the building.

NEW BUSINESS

Ambulance Discussion

E. Noyes stated there is a \$50,000 grant to pay for education and EMT training. He stated finding money won't be an issue, the challenge is finding students.

R. Phillips stated she spoke with Mr. Noyes about going to the schools to speak with seniors who are not going off to college and who are interested in training.

E. Noyes stated grant money could also be used to upgrade an EMT to a paramedic.

R. Bates stated Island Falls, Crystal, Sherman, and Stacyville have shown interest in starting Patten Ambulance Service Advisory Committee (PASAC) again. She added that it is important to change what the Town is doing now, or risk losing the ambulance service.

E. Noyes stated the Town could request another ambulance service to station one of their ambulances in Town, adding that East Millinocket may be an option for this.

R. Bates stated this is information the Town could acquire from other towns, as well as what issues they're facing and how they're addressing them.

R. Phillips stated concerns that other towns who have ambulance services of their own may use the information they gain from Patten for their own training. She stated other towns will be looking out for their own interests, and not ours. Ms. Phillips suggested looking within the community for a committee like that unless the Town is planning to consolidate with Island Falls.

R. Bates stated the importance of sharing information and trying something different. She added that people need to have candid discussions about what they need and want and both Sherman and Stacyville want to come back to Patten.

E. Noyes stated the Town will have to ask taxpayers to pay for the ambulance service, as the ambulance does not have the income and staffing it used to.

G. Smallwood asked if merging with Island Falls and getting Sherman and Stacyville to come back would help. He also asked if Island Falls would cover for Patten if Patten is on a call.

E. Noyes stated Patten has an existing Mutual Aid Agreement with Island Falls where they cover for Patten when Patten is on another call. He stated he supports consulting with other communities if they understand how the ambulance system works, adding the Town needs facts, not opinions.

G. Smallwood stated the Town will have to pay to have an ambulance service. C. Brackett added other towns will have to pay as well.

E. Noyes recommended reaching out to Island Falls and East Millinocket about forming a community ambulance service.

The Board discussed reaching out to local schools about training.

E. Noyes informed the Board he taught CPR at the high school for years and tried recruiting through the program. However, over that time, he was only able to recruit one student. He added the mining company is promising to create jobs but will have a hard time filling them.

D. Kelly stated the problem is the government is giving people more money not to work.

S. Klem stated during covid, over 10% of workers took early retirement at 60 years old, instead of 67. People are having children as well, so less people are replacing those who retire. There are more alternative sources of income too, including social media and other virtual jobs. He added that he just left a company that offered great starting pay, bonuses, and full benefits but still couldn't find new employees.

C. Brackett stated jobs that offer benefits attract more employees and added that it is still a good idea to reach out to high schoolers.

The Board discussed reaching out to high schools about job fairs.

B. Phillips stated Karen Laflamme has an incredible background and asked about the possibility of her becoming a paramedic.

E. Noyes stated he was not sure of her availability or future plans yet, however, she could become a paramedic.

The Board discussed causes of the loss in revenue between 2018 and 2021.

E. Noyes stated, with the loss of the nursing home, personnel, and having less transfers, the ambulance was breaking even for years, but hasn't made any money in about four (4) years.

R. Bates suggested the Board add the ambulance discussion to the next agenda to get input from more of the public and discuss the Town paying for the ambulance department.

E. Noyes suggested adding the ambulance discussion to the Special Town Meeting agenda.

C. Brackett agreed to discuss adding the ambulance discussion to the Special Town Meeting agenda and suggested the Board move on to the next item of the meeting's agenda.

Town Employee Job Descriptions Discussion

The Board discussed the employee job descriptions for the Town Manager, Town Clerk, and Deputy Clerk positions.

R. Bates stated these job descriptions should have the education requirements and qualifications listed.

B. Doody stated the Town Manager job description was changed to remove the finances, as a new position was created to deal with them. She stated she now does the other half of the Town Manager position.

R. Phillips asked where the job descriptions Deb Bivighouse printed from Maine Municipal Association (MMA) went. R. Bates stated she had not seen them.

R. Bates stated the previous job descriptions had essential job functions, skills, experience, and training required, supervisory responsibilities, working conditions and physical demands, and weekly duties.

C. Brackett agreed these requirements should be in the job descriptions and asked R. Bates to review the job descriptions and suggest additions for the rest of the Board to review.

R. Bates stated the Town needs to decide if they want a Town Manager as there are people in Town who are concerned the Board is not doing its job and the job of the Town Manager is also not being done.

C. Brackett agreed and stated it will unfortunately cost the Town more money.

R. Phillips asked what part of the Town Manager is not being done. She added she is qualified to do part of the job for a couple years until the Town has the money for a Town Manager. She stated she is willing to do an additional ten (10) hours each week to cover anything the Town Clerk is not able to do, but ninety (90) percent of the Town Manager position is the Town finances.

R. Bates stated she does not believe the finances are ninety (90) percent of the Town Manager job. As an example, the Board voted to take down the library and recreation building based on the information they received about articles in the Town Meeting giving the Board authority to do so. However, the article that was referred to was Article 43 which is specifically about tax acquired properties and does not include the library and recreation buildings. R. Phillips stated Article 44 states, "and other assets," giving the Board the authority to dispose of the two buildings. R. Bates stated the other assets Article 44 references are vehicles and equipment. R. Phillips stated, "other assets," is broader than just vehicles and equipment.

Article 43 of the Warrant for Town Meeting states:

"To see if the Town will vote to authorize the Officers on behalf of the Town to sell or dispose of any real estate acquired by the Town for non-payment of taxes or liens, both real estate and sewer, and if sold, on such terms as are legally permitted and are deemed advisable, and to execute a quit claim deed on the conveyance of such property. The Board reserves the option to retain property if the market value is not favorable and to retain property if they feel it is needed for town use."

Article 44 of the Warrant for Town Meeting states:

"To see if the Town will vote to authorize the Officers to purchase, acquire, or exchange such equipment as deemed necessary for the operation and maintenance of an Ambulance Service, Fire Department, and/or repairs of roads and properties within the Town and to sell, barter, transfer, or salvage any equipment deemed surplus or beyond economical repair."

R. Bates stated B. Doody contacted Attorney Jon Pottle regarding this discussion, which would be the responsibility of the Town Manager.

C. Brackett stated Jon Pottle confirmed the Board had the authority to dispose of the buildings.

R. Bates stated Mr. Pottle did confirm this with the condition that the Town must have the assets to dispose of the properties.

C. Brackett stated the Town does not need money, as they have G. Smallwood and Guy Cody. He stated, in a way, the Board has replaced the Town Manager with Jon Pottle and have gone over budget on their legal expenses. However, the former Town Manager also consulted with Jon Pottle and cost the Town more money in legal fees than the Board is now.

R. Bates stated, if there is a question of whether or not to have a Town Manager, it needs to be put to vote by the people of the Town. Patten currently has a Select Board / Town Manager style government but has not had a Town Manager for months.

C. Brackett asked if a part-time Town Manager or co-managers could suffice. R. Bates stated this would have to be proposed to the Town to vote on. R. Phillips and B. Doody stated the Town can have Town Manager / Administrative Assistant positions or Town Manager / Assistant Town Manager positions without changing anything.

E. Noyes asked where the information about what positions the Town can have without making changes or voting on it comes from. R. Phillips stated the information is in the Statutes.

E. Noyes asked if MMA provides legal services as well. C. Brackett stated they do, however, he believes Jon Pottle provides better answers.

R. Bates stated concerns were brought up about the Board being in violation of the Statutes by not having a Town Manager. She contacted MMA and was informed the Town is not in violation of Statutes, however, the intention of the Statutes is not for the Town to operate for years without a Town Manager, but to operate temporarily, under special circumstances without one. She was informed by MMA that Town Office staff may only be evaluated by Town Managers.

E. Noyes stated the importance of having a chain of command in the Town. He stated he has gone into the Town Office with issues that need to be addressed and is told they are not the Town Manager.

G. Smallwood stated many towns in Maine do not have Town Managers and asked if the public thinks the Board should look at current office staff as potential Town Managers for less money or continue looking for a Town Manager from the outside that they would have to pay more for.

R. Bates stated Town Managers are typically required to have a bachelor's degree in Public Administration or Business Administration.

R. Phillips stated current staff may have done well at the functions they have done so far, however they may not know the laws, and may not know they do not know something, because they only know what they have learned on the job. She added there is a lot more to Public Administration such as the audit and Governmental Accounting Standards Board (GASB).

D. Kelly asked B. Doody if she has a degree. B. Doody stated she went to school for two (2) years but did not finish. D. Kelly stated he believes she has the knowledge to move into the Town Manager position. R. Phillips stated B. Doody would need more training. B. Doody agreed.

C. Brackett stated having R. Phillips filling the role of the Town Manager and training B. Doody could be a possible solution to not having a Town Manager.

E. Noyes stated there needs to be someone in the Town Office in a leadership position, who takes accountability. He stated, as a department head, when he goes into the Town Office needing to discuss an issue, he is told they do not deal with that, as they are not the Town Manager. Mr. Noyes added, if someone is going to fill the role, even part time, they need to take accountability.

R. Bates stated there are many problems in the past the Town voted against fixing to keep taxes low. Many in the Town are now regretting voting not to fund some of these projects, such as the library and recreation building. The Town is again being asked to vote on an issue that may raise their taxes.

C. Brackett stated the Board will have to look into the issue further before accepting the offer from Ms. Phillips.

Town Policies Update Discussion

C. Brackett stated R. Bates is looking to have a policy which states, if someone wants to record a conversation about Town business, all parties should be made aware of the situation. He added that Maine is a single party consent state, meaning that anyone can record a conversation if one party consents.

Motion made by R. Bates to create a policy which states, if someone wishes to record a discussion about Town business, outside of Public Meetings, all parties should be made aware they are being recorded. C. Brackett stated he is abstaining. Seconded by G. Smallwood. The Board discussed Maine's laws regarding consent to record. R. Bates stated, as a home rule state, municipalities in Maine can make laws more stringent. Motion denied 1/3/0. R. Bates voted in favor. C. Brackett, G. Smallwood, and D. Kelly opposed.

OLD BUSINESS

Patten Area Outdoors Discussion

M. Mowry stated the Town should hear back about grant funding for phase I of the trail sometime in late November or December.

C. Brackett stated he discussed the Civilian Conservation Corps (CCC) Camps at Hay Lake with Dr. Blum asking how they could help. He then reached out to Edie Smith, a consultant for Senator Angus King, who seemed interested and would like to be added to the email list for Patten Area Outdoors.

Library and Recreation Building Discussion

C. Brackett informed the public the Board voted to dispose of the library and rec. building. The plan with the library is to try to create a Memorial Park. The Board received a letter from Jon Pottle stating the Board has the authority to dispose of the two (2) buildings.

R. Bates asked if the Board wanted to consider Jon Pottle's recommendation to follow through with the process as a dangerous building.

G. Smallwood asked if Dr. Blum was still the Town Health Officer as he can close these and other buildings in Town.

B. Doody stated he could if he partnered with the Town Code Enforcement Officer.

C. Brackett suggested letting Guy Cody go through the buildings and take out what can be salvaged, then letting someone like G. Smallwood to go through the with an excavator to take down the rest.

R. Bates asked about having a written agreement with Mr. Cody first. G. Smallwood agreed.

C. Brackett suggested the Board invite Mr. Cody to a meeting to discuss what he wants to do. He believes Mr. Cody may some trade work for materials he is able to salvage.

E. Noyes asked if they are sure Mr. Cody will be taking salvaged materials out of the cost. C. Brackett stated they will have to speak with Mr. Cody about this.

K. Noyes asked if Mr. Cody will have the same liability insurance other contractors have with the Town. B. Doody stated he is insured.

R. Phillips stated the statutes regarding dangerous buildings refer to buildings owned by private entities and may not include Town-owned buildings.

E. Noyes asked for clarification on how Guy Cody will be pricing out his services for the Town, stating concerns about the cost of clearing the buildings after Mr. Cody is finished.

G. Smallwood stated it will be saving the Town money by having less weight to haul away.

The Board discussed writing a contract for Mr. Cody and agreed to meet with him to discuss the terms and pricing.

SELECTMEN COMMENT

Ordinances

G. Smallwood asked if the ordinances that will be voted on at the Special Town Meeting have been sent to Jon Pottle. B. Doody stated the Solar Moratorium and Manufactured Housing Ordinance were both sent to Jon Pottle already, the Commercial Mining Ordinance is similar to Hersey's which Jon Pottle wrote. B. Doody stated she sent copies to the Planning Board to review.

Open Planning Board Position

The Board discussed Kristen Whittine's application for the open Associate position on the Planning Board.

Motion made by C. Brackett to appoint Kristen Whittine to the Planning Board as an Associate Member. Seconded by D. Kelly. No discussion. Approved 4/0/0.

PUBLIC COMMENT

S. Webb asked about tax acquired properties. B. Doody stated she will get an updated list for the Board. The Board discussed tax acquired properties in Town.

The Board discussed the market-based adjustment proposal from Town Assessor Brandon Saucier.

EXECUTIVE SESSION

None.

ADJOURN

Motion made by G. Smallwood to adjourn at 8:48pm. Seconded by C. Brackett. Approved 4/0/0.

NEXT BOARD OF SELECTMEN MEETING

The next Board of Selectmen meeting is scheduled for Tuesday, November 1st, 2022 at 6:00pm.

SPECIAL TOWN MEETING

The Special Town Meeting is scheduled for Tuesday, November 1st, 2022 at 7:00pm.

Meeting Minutes for Tuesday, September 27th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on November 15, 2022, 2022

Cody A Brackett Chairman Cody Brackett
Gregg Smallwood Gregg Smallwood
_____ Dennis Kelly
Rae Bates Rae Bates

TOWN OF PATTEN

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Patten Select Board

Tuesday, November 1st, 2022 at 6:00PM

Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 6:09pm.

ROLL CALL

Selectmen: Cody Brackett (Chair), Gregg Smallwood (Vice Chair), Dennis Kelly, Rae Bates

Town: Billie Doody (Town Clerk), Ed Noyes (Ambulance Director), Kevin Noyes (Public Works Director), Julie Buhler (Library Director), Rebecca Phillips (Finance Director), Brandon Saucier (Tax Assessor)

Public: David Michaud, Tina Goode, David Goode, Dennis Brackett, Laura Kenney, Charlie Kenney, Shawn Klem, Laura White, Kathy Ledford, Sharon McPhee, Marcia Pond Anderson, Roberta Moore, Janice Dancer, Donald Adams, Carter Hall, MaryAlice Mowry, Kent Smallwood, Craig Hartsgrove, Scott Webb, Barbara Webb, Randy Bossie, Dr. Ronald Blum, Carolyn Ryan, Matt Heath, Bryan Buhler, Ted Pettengill

ADMINISTRATIVE

Warrant #23

The Board signed Warrant #23 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Approval of Meeting Minutes from September 27th and October 21st, 2022

Minutes were not available for the Board to sign off on at the time of this meeting. The Board agreed to table approval of minutes until the next meeting.

SCHEDULED APPEARANCES

Department Updates

Rebecca Phillips - Finance Department

R. Phillips reviewed the municipal tax rate calculation sheet which was used to calculate the 2022 mill rate.

Julie Buhler - Library Director

J. Buhler stated the library building is almost cleaned out and, now that the museum is closed, the library is able to offer more activities with the additional space.

K. Noyes - Department of Public Works

K. Noyes stated he and D. Goode have been working on cleaning up ditches before winter.

Billie Doody - Town Clerk

B. Doody stated there were no new updates other than what R. Phillips covered.

Laura White - Deputy Clerk

L. White informed the Board of a few updates she made to the Town website. There is now information on tax exemptions and the 2023 Patten Tax Club as well as the Tax Club application and the 2022 Tax Commitments for Patten, Moro, and Hersey.

Ed Noyes - Ambulance Department

E. Noyes informed the Board Caribou Billing will no longer be doing the billing for Patten after January 31st, 2022. He stated B. Doody had a form from an agency that does ambulance billing.

E. Noyes stated Stacyville was requesting a contract proposal and he would like to speak with the Board to discuss pricing. C. Brackett suggested the Board meet with Mr. Noyes in an Executive Session to discuss this. The Board agreed to meet on Wednesday, November 9th, 2022 at 5:00pm.

Market Based Adjustment Discussion with Tax Assessor, Brandon Saucier

B. Saucier reviewed a proposal he submitted to the Select Board regarding the proposed Market Based Adjustment and discussed the reasons the adjustment is necessary for the Town.

NEW BUSINESS

Ambulance Job Description Discussion

R. Bates stated, in reviewing the ambulance job descriptions, she was unable to find anything regarding the distance employees are required to live from the ambulance station.

E. Noyes stated this is in the Standard Operating Procedures (SOP) set forth by the State.

OLD BUSINESS

Library and Recreation Building Discussion

C. Brackett stated there were no new updates on the library and recreation buildings.

SELECTMEN COMMENT

None.

PUBLIC COMMENT

T. Pettengill informed the Board the Masonic Foundation received a grant and had the money to install an electrical box, run a power line to the cemetery as needed, and to pay the monthly electrical bill for the cemetery with the Board's permission.

Motion made by G. Smallwood to approve Mr. Pettengill's request. Seconded by C. Brackett. Approved 4/0/0.

E. MacArthur informed the Board Northeast Paving reached out to him and offered to pave the sidewalk they are working on for the Town for free as community service.

Motion made by G. Smallwood to approve the sidewalk paving. Seconded by C. Brackett.

M. Pond Anderson requested the Board give the Town more time to try to save the library building.

The Board discussed the library and recreation buildings.

EXECUTIVE SESSION

None.

ADJOURN

Patten Special Town Meeting began immediately after the Select Board Meeting ended.

NEXT BOARD OF SELECTMEN MEETING

The next Board of Selectmen meeting is scheduled for Wednesday, November 9th, 2022 at 5:00pm.

SPECIAL TOWN MEETING

The Special Town Meeting is scheduled for Tuesday, November 1st, 2022 at 7:00pm.

Meeting Minutes for Tuesday, November 1st, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on November 29, 2022

<u>Cody AB</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates

TOWN OF PATTEN

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Special Town Meeting Minutes

Tuesday, November 1st, 2022 at 7:00pm

These Minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 7:29pm.

ROLL CALL

Selectmen: Cody Brackett (Chair), Gregg Smallwood (Vice Chair), Dennis Kelly, Rae Bates

Town: Billie Doody (Town Clerk), Ed Noyes (Ambulance Director), Kevin Noyes (Public Works Director), Julie Buhler (Library Director), Rebecca Phillips (Finance Director), Brandon Saucier (Tax Assessor)

Public: David Michaud, Tina Goode, David Goode, Dennis Brackett, Laura Kenney, Charlie Kenney, Shawn Klem, Laura White, Kathy Ledford, Sharon McPhee, Marcia Pond Anderson, Roberta Moore, Janice Dancer, Donald Adams, Carter Hall, MaryAlice Mowry, Kent Smallwood, Craig Hartsgrove, Scott Webb, Barbara Webb, Randy Bossie, Dr. Ronald Blum, Carolyn Ryan, Matt Heath, Bryan Buhler, Ted Pettengill, Travis Libby, Ed MacArthur, John Birmingham. Others joined late and names were not given.

C. Brackett left the meeting at 7:30pm.

Article 1: To choose a Moderator to preside at said Special Town Meeting.

Motion made by Ted Pettengill to nominate Ed MacArthur as Moderator to preside at the Special Town Meeting. Seconded by G. Smallwood.

Discussion: None.

The Town voted unanimously for Ed MacArthur to moderate Special Town Meeting.

E. MacArthur asked if the Town agreed to begin the Special Town Meeting at 7:30pm instead of 7:00pm. All were in favor.

Article 2: To see if the Town will vote to approve a market-based adjustment of the real estate properties in Town.

Motion made by G. Smallwood to approve Article 2. Seconded by K. Noyes.

Discussion: The Board discussed putting the money reimbursed by the State for Homestead exemptions toward a full real estate revaluation.

Article 2 approved unanimously.

Article 3: To see if the Town will vote to approve the Solar Array Ordinance.

Motion made by G. Smallwood to approve Article 3. Seconded by D. Kelly.

Discussion: R. Bates stated the ordinance was not sent to the attorney and is a draft. She also stated the State of Maine passed a law in 2021 that allows Towns to sign with solar array companies to make the Town eligible for funding for decommissioning and asked if that is acknowledged in the ordinance. E. MacArthur stated it is up to the Town to vote on the draft ordinance. R. Blum stated the draft ordinance was submitted to the Select Board a week ago to be voted on by the Board. Dr. Blum stated there is a section on decommissioning in the Ordinance, however, the ordinance was not presented to the Town for review prior to the Special Town Meeting. E. MacArthur stated the Town could vote against approving the ordinance or vote to move to Article 4, which would need a 2/3 majority vote.

Motion made by M. Mowry to move to table Article 3 and move to Article 4. Seconded by T. Pettengill. No discussion heard.

The Town voted unanimously to move to Article 4.

Article 4: To see if the Town will vote to approve the Solar Moratorium.

Motion made by K. Noyes to approve Article 4. Seconded by C. Hartsgrove.

Discussion: R. Bates stated the moratorium prevents large scale solar arrays from being erected for 180 days to allow the Town time to establish an ordinance that sets standards for future solar arrays. M. Heath asked if the Moratorium applies to residential properties. R. Bates stated the moratorium only addresses large scale solar arrays.

Article 4 approved unanimously.

Article 5: To see if the Town will vote to approve the Manufactured Housing Ordinance.

Motion made by K. Noyes to approve Article 5. Seconded by G. Smallwood.

Discussion: The Town discussed the Manufactured Housing Ordinance. M. Heath asked why this ordinance was being proposed at this time. G. Smallwood stated the ordinance will prevent manufactured houses from becoming liabilities to the Town. C. Hartsgrove asked about §4.2.1 part B, which states, “12 inches of gravel with a concrete slab of 6-inch thickness with Vi inch rebar installed with two rows at 6 inches and 12 inches in from the edges and a grid of 2 foot on centers into the remainder of the slab. All rebar to be on rebar pedestals that are of 3 inches high. The structure must be anchored to the slab at each corner and minimum of every 12 feet around the perimeter of slab.” He stated, in his experience, he has never seen a requirement for a concrete slab. G. Smallwood stated this is a state law. C. Hartsgrove asked if this would only apply to new manufactured houses. G. Smallwood stated it will apply to all. C. Hartsgrove stated concerns about inconsistencies. Town discussed whether this ordinance would apply to “Amish Cabins”

Article 5 approved. Twenty-five (25) in favor. Seven (7) opposed.

Special Town Meeting adjourned at 7:55pm.

Meeting Minutes for Tuesday, November 1st, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on November 29, 2022

<u>Cody AB</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates

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Patten Select Board

Wednesday, November 9th, 2022 at 5:00PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 5:09pm.

ROLL CALL

Selectmen: Cody Brackett (Chair), Gregg Smallwood (Vice Chair), Janice Dancer, Rae Bates

Selectmen Absent: Dennis Kelly

Town: Billie Doody (Town Clerk), Laura White (Deputy Clerk)

Department Heads: Ed Noyes (Ambulance Director)

Public: Dennis Brackett, Carter Hall

ADMINISTRATIVE

Approval of Meeting Minutes from Tuesday, September 13th, 2022

Minutes from Tuesday, September 27th signed by C. Brackett, G. Smallwood, and R. Bates. No motion was made at the time of this meeting.

NEW BUSINESS

Ambulance Contract Discussion

C. Brackett stated, after multiple attempts, the Board was unable to reach Ambulance Director, Ed Noyes. He added the Board recently received complaints about the condition of the ambulance bay and were asked to discuss this with Mr. Noyes.

Motion made by G. Smallwood to inspect the ambulance bay. Seconded by J. Dancer. All in favor. Approved 4/0/1.

The Board, and all in attendance, left the Town Garage to go to the ambulance bay and returned to the Town garage at 5:36pm.

E. Noyes stated the ambulance service contract price doubled from \$6,000 to \$12,000 per year and that salaries are the main expense of the department.

R. Bates stated, for a per capita contract with Stacyville, the Town would have to charge \$19,640 a year.

E. Noyes suggested a flat fee for each town as a per capita contract would discourage larger communities from signing with Patten. Mr. Noyes recommended a flat fee of \$15,000 per town, which would encourage larger communities to sign with Patten and would cover the expense of responding in smaller communities that are further out of the way. Mr. Noyes added, when Houlton raised their rates for other communities, some of the communities left and formed their own ambulance service.

B. Doody stated the Town had received payments from Mount Chase and Moro so far, but she was still waiting for payment from other Towns. E. Noyes requested copies of the receipts when the Town receives payments.

The Board discussed the pay scale of Patten versus that of other ambulance services in the area.

G. Smallwood suggested setting the base rate at \$10,000 and adding a per capita rate on top of it.

C. Brackett stated, pending an update to the population data the Town office has on each community, the ambulance department will charge \$10,000 as a base rate along with a per capita rate.

C. Brackett requested Mr. Noyes address some of the issues with the ambulance bay. There was some cleaning that needed to be done and the bathroom needs to be fully functional. Mr. Brackett suggested the Board draft a policy regarding Town owned buildings.

The Board discussed a letter from Brett Morse regarding his interest in applying for the Ambulance Director position.

E. Noyes suggested he and the Board meet with Brett Morse to discuss the position.

J. Dancer requested a “No Smoking” sign be posted in the ambulance bay.

The Board discussed potential candidates for the Director position as well as the possibility of giving the ambulance employees a raise.

Motion made by G. Smallwood to meet with Brett Morse regarding the Ambulance Director position. Seconded by C. Brackett. All in favor. Approved 4/0/1.

OLD BUSINESS

None.

EXECUTIVE SESSION

None.

ADJOURN

Motion made by R. Bates to adjourn at 7:07pm. Seconded by C. Brackett. Approved 4/0/1.

NEXT BOARD OF SELECT BOARD MEETING

The next Select Board meeting is scheduled for Tuesday, November 15th, 2022 at 6:00pm.

Meeting Minutes for Tuesday, November 9th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on December 15th, 2022

<u>- Absent -</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates
<u>Janice Dancer</u>	Janice Dancer

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Patten Select Board

Tuesday, November 15th, 2022 at 6:00PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Vice Chair G. Smallwood called the meeting to order at 6:05pm.

ROLL CALL

Selectmen: Gregg Smallwood (Vice Chair), Janice Dancer, Rae Bates

Selectmen Absent: Cody Brackett (Chair), Dennis Kelly

Town: Billie Doody (Town Clerk), Kevin Noyes (Public Works Director), Rebecca Phillips (Finance Director), John Roy (Fire Chief)

Planning Board: Dr. Ronald Blum, MaryAlice Mowry, Dennis Brackett, Scott Webb

Public: Charlie Kenney, Laura Kenney, Harriett Parker, Susan Adams, Laura White, Shawn Klem, Kathleen Ledford, Joel Fitzpatrick, David Michaud, Brett Morse, Bryan Buhler, Kent Smallwood

ADMINISTRATIVE

Warrant #24

The Board signed Warrant #24 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Approval of Meeting Minutes from September 27th, 2022

Motion made by R. Bates to approve meeting Minutes from September 27th, 2022. Seconded by G. Smallwood. Approved 2/0/3. R. Bates and G. Smallwood in favor. J. Dancer abstained as she was not on the Select Board during this meeting. Two members absent.

Approval of Meeting Minutes from October 21st, 2022

Motion made by R. Bates to approve meeting Minutes from Friday, October 21st, 2022. Seconded by G. Smallwood. Approved 2/0/3. R. Bates and G. Smallwood in favor. J. Dancer abstained as she was not on the Select Board during this meeting. Two members absent.

SCHEDULED APPEARANCES

Planning Board Updates

Dr. Blum stated there is currently a vacancy on the Planning Board with J. Dancer being elected to the Select Board. In January, there will be another vacancy as MaryAlice will be resigning from the Board. The Select Board filled the current vacancy with S. Webb.

G. Smallwood stated he had someone who could fill the vacancy in January.

R. Bates suggested the Select Board meet with potential candidates to discuss their backgrounds and why they want to join the Planning Board.

Dr. Blum stated the Planning Board will be hosting a work session on the proposed Mining Ordinance on Thursday, December 8th at 4:00pm. He also informed the Board they will be attending a Planning Board / Board of Appeals training on Tuesday, December 13th.

Dr. Blum asked who wrote the proposed Mining Ordinance. G. Smallwood stated the ordinance was copied from Hersey's ordinance that was written by the Town attorney and we rewrote it and changed some of the wording for Patten.

R. Bates asked if it was true that Wolfden paid the Town attorney to write the Mining Ordinance for Hersey. G. Smallwood confirmed that Wolfden paid the company the Town Attorney works for so the cost would not fall on the Town. The Board briefly discussed the origins of the Mining Ordinance.

M. Mowry asked what the Mining Ordinance does, what regulations the Town will have, and if the ordinance does anything to protect the Town more than the State mining regulations already do.

G. Smallwood stated the Planning Board will be reviewing the Ordinance.

Department Updates

K. Noyes - Department of Public Works

K. Noyes informed the Board the Town's red pickup truck is rusting. The quote he received from a local company was \$25,000 to repair and paint. He stated the cost of a new truck is around \$48,000.

K. Noyes stated the new pump on Lovejoy Road is making noise and sounds like a bearing is going. A crew from Facility and Construction Services (FCS) looked at it and were not able to identify the cause of the noise. FCS may send another crew to look at it again. G. Smallwood asked how long the warranty on the pump is good for. K. Noyes stated one year. G. Smallwood asked, if the problem is ongoing and causes a serious issue in two years, would the company cover the repairs. K. Noyes stated he would look into the contract and let the Board know.

Laura White - Town Office

L. White informed the Board someone has been removing meeting notices at the Post Office. The Town is checking each day and reposting notices as they are able to. Notices are also posted in the lobby of Katahdin Trust Company, in the bulletin boxes at Ellis Family Market and the Town Office, as well as on the Town website.

Billie Doody - Town Office

B. Doody stated she will be out on Wednesday, November 16th, but L. White will be covering the office. Ms. Doody submitted Tax Abatements for the Board to review.

Rebecca Phillips - Finance Department

R. Phillips reviewed a way she was able to simplify posting deposits for the Town, which will allow her more time to analyze the Town finances each month.

G. Smallwood stated the former Finance Director suggested upgrading the Town Office's governmental computer program. R. Phillips suggested waiting to upgrade for now, due to the complex nature of the Town accounts.

John Roy - Fire Department

J. Roy requested the Board allow the Fire Department to use funds from the Reserve Account to help cover the salaries employees on the Fire Department. He stated there are four (4) new members in the Fire Department and this will help to pay them without cutting the pay of the other four (4) members. Department pay depends on how many members of the Fire Department show up, how many calls the department gets, and how many points each member has on their pay scale.

Motion made by G. Smallwood to approve J. Roy's request. Seconded by J. Dancer. Approved 3/0/2. Three in favor, two members absent.

J. Roy thanked the Board and informed them, after a recent class on the Jaws of Life, the Fire Department discovered their current set may not cut through some newer cars. Subarus and Teslas are some of the most difficult to cut, being made of stronger metals. The Department is applying for a grant for a new set that may do a better job.

Amy Collinsworth, Economic Development Director - Katahdin Region Development Board

Ms. Collinsworth was unable to attend the meeting due to inclement weather, but will be included on the agenda for the next Select Board meeting.

NEW BUSINESS

Town Employee Job Description Discussion

R. Bates stated she and J. Dancer are working to update employee job descriptions and will soon be looking for input from the employees to decide if further changes should be made.

OLD BUSINESS

Solar Ordinance Discussion

Dr. Blum explained the process behind the creation of the Solar Ordinance.

The Board discussed the Solar Ordinance and decommissioning of solar arrays.

R. Bates requested the Planning Board review the Solar Ordinance in more detail with the Select Board. Dr. Blum suggested holding a workshop between the Planning Board and the Select Board to discuss the Ordinance. M. Mowry suggested creating an overview document to help inform the Town on what they will be voting on.

The Board discussed the lot requirements for solar arrays and equipment needed by the Fire Department to control fires at a solar array.

Amendment of July 19th Meeting Minutes Discussion

B. Doody stated she emailed the Board the proposed changes to the July 19th, 2022 meeting minutes.

Motion made by G. Smallwood to table discussion until the next Select Board meeting. No second.

SELECTMEN COMMENT

Discussion of New Meeting Schedule

The Board briefly discussed possible days for a new meeting schedule.

New Select Board Member

J. Dancer thanked everyone who voted for her.

R. Bates stated the Select Board typically receives the ballot results from the local elections at the next meeting. B. Doody stated J. Dancer received **227** votes, Matt Heath received **67** votes, Travis Libby received **62** votes, and all other write-in candidates received one or two votes.

The Board congratulated J. Dancer on her new position on the Board.

Ambulance Contract

The Board discussed a proposal from a company that offered to take over ambulance billing once the current company's contract is up.

G. Smallwood stated the Town needs keys to the ambulance bay.

The Board discussed the ambulance grant, EMT course, and Basic Fire Course currently being offered.

The Board discussed budgeting for an Emergency Services Director as well as for repairs or replacement of the Town pickup truck.

Library Meeting

R. Bates stated there is a meeting regarding what can be done for the library building Thursday, November 17th at 6:30pm at the Lumbermen's Museum.

The Board discussed the non-profit program started by Donald Cyr as well as the Maine Historical Society.

PUBLIC COMMENT

L. White informed the Board Crystal Daggett reached out regarding the Penobscot Valley Humane Society (PVHS) the Town currently has a contract with. Ms. Daggett stated PVHS is at capacity and is turning away animals and euthanizing many of the ones who are dropped off. The Town currently pays \$900 per year for the contract with PVHS. Ms. Daggett is requesting the Town use Bangor Humane Society instead. L. White requested Ms. Daggett write a letter to the Board regarding this issue and stated she will forward it to the members when she receives it.

G. Smallwood stated the Board will address this when they receive Ms. Daggett's letter.

B. Morse informed the Board the EMT course is being capped at ten (10) students.

EXECUTIVE SESSION

Motion made by G. Smallwood to enter Executive Session at 7:17pm. Seconded by R. Bates. All in favor. Approved 3/0/2. Three in favor, two members absent.

Motion made by G. Smallwood to enter regular session at 7:44pm. Seconded by R. Bates. All in favor. Approved 3/0/2. Three in favor, two members absent.

ADJOURN

Motion made by G. Smallwood to adjourn at 7:45 pm. Seconded by J. Dancer. All in favor. Approved 3/0/2. Three in favor, two members absent.

NEXT SELECT BOARD MEETING

The next Select Board meeting is scheduled for Tuesday, November 29th, 2022 at 6:30pm.

Meeting Minutes for Tuesday, November 15th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on December 15th, 2022

<u>- Absent -</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates
<u>Janice Dancer</u>	Janice Dancer

TOWN OF PATTEN

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www.pattenmaine.org

Patten Select Board

Tuesday, November 21st, 2022 at 6:00PM
Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Vice Chair G. Smallwood called the meeting to order at 5:59pm.

ROLL CALL

Selectmen: Gregg Smallwood (Vice Chair), Janice Dancer, Rae Bates

Selectmen Absent: Cody Brackett (Chair), Dennis Kelly

Town: Billie Doody (Town Clerk), Chris Beyer (Code Enforcement Officer)

Public: Michael Martin, Janelle Martin, Dennis Brackett, Laura White

NEW BUSINESS

Variance Request - Barleyville Road

C. Beyer informed the Board he received a complaint regarding a building being too close to the property line on Barleyville Road. The building was erected on the property in October of 2021. The building permit was denied and the applicant, Mr. Martin, was requesting a variance. The building is about five (5) feet from the property line and the current building code requires a minimum of ten (10) feet.

D. Brackett, the property abutter, stated if a building permit was requested before the building was added to the property, it would have been denied. He stated Mr. Martin painted the property line and submitted pictures of the painted property line to the Board. Mr. Brackett stated Mr. Martin has about fifteen (15) acres to place the building somewhere else. He added there was wood piled on his property by Mr. Martin that was removed when Mr. Brackett requested he do so.

G. Smallwood stated that, usually with variance requests, abutting property owners give their opinions. He stated, if the abutters are in favor of allowing the variance, it may be approved, but if they are not, the variance is usually not approved.

D. Brackett stated the required setback of the Land Use Planning Commission (LUPC) is ten (10) feet and the required setback for the State is fifteen (15) feet.

M. Martin, the property owner, stated G. Smallwood worked on the ground on the property due to flooding issues. He stated there is a slope, leach field, and wet ground that would make moving the building difficult.

J. Martin stated they would have to take down an apple tree, perform groundwork, and add fill in order to place the building somewhere else on the property. She added that the contractor said the work can not be done if there is snow on the ground.

D. Brackett stated he does not mind if the building is moved when the ground dries in the Spring or early Summer.

The Board discussed the reasoning behind the building code requirements.

Motion made by G. Smallwood to deny the variance request. The building must be moved as soon as the ground dries in the Spring or early Summer. Seconded by J. Dancer. No further discussion. All in favor 3/0/2. Three in favor, two members absent.

ADJOURN

Motion made by G. Smallwood to adjourn at 6:32 pm. Seconded by J. Dancer. All in favor. Approved 3/0/2. Three in favor, two members absent.

NEXT SELECT BOARD MEETING

The next Select Board meeting is scheduled for Tuesday, November 29th, 2022 at 6:30pm.

Meeting Minutes for Monday, November 21st, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on December 15th, 2022

<u>- Absent -</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates
<u>Janice Dancer</u>	Janice Dancer

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Patten Select Board

Tuesday, November 29th, 2022 at 6:30PM

Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Chairman Cody Brackett called the meeting to order at 6:33pm.

ROLL CALL

Selectmen: Cody Brackett (Chair), Gregg Smallwood (Vice Chair), Dennis Kelly, Janice Dancer, Rae Bates
Town: Billie Doody (Town Clerk), Kevin Noyes (Public Works Director), Rebecca Phillips (Finance Director), Julie Buhler (Library Director)

Public: David Goode, Laura Kenney, Laura White, Kent Smallwood, Amy Collinsworth, Brett Morse, MaryAlice Mowry, Sharon McPhee, Randy Shorey, Chuck Shorey, Michael Martin, Dennis Brackett, Carter Hall

ADMINISTRATIVE

Warrant #26

The Board signed Warrant #26 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Motion made by G. Smallwood to approve Warrant #26. Seconded by D. Kelly. No discussion heard. All in favor. Approved 5/0/0.

Approval of Select Board Meeting Minutes from Tuesday, November 1st, 2022; Special Town Meeting Minutes from Tuesday, November 1st, 2022; and Select Board Meeting Minutes from Wednesday, November 9th, 2022

Motion made by G. Smallwood to approve Minutes from the Select Board meeting and Tuesday, November 1st and Special Town meeting from Tuesday, November 1st. Seconded by D. Kelly. Minutes for the Select Board meeting from Wednesday, November 9th were not available for the Select Board to review. All in favor. Approved 4/0/1. J. Dancer abstained as she was not on the Select Board at the time of the meetings.

SCHEDULED APPEARANCES

Department Updates

Rebecca Phillips - Finance Department

R. Phillips stated she would save her updates for the Executive Session at the end of the meeting.

Billie Doody - Town Clerk

B. Doody stated there is a Planning Board training scheduled for Tuesday, December 13th at 4:00pm. She stated it could be a good training for Select Board members, herself, and Deputy Clerk L. White as well and suggested postponing the Select Board meeting scheduled to be held the same night.

The Board discussed the training and agreed to hold the next Select Board meeting on Thursday, December 15th at 6:00pm.

K. Noyes - Department of Public Works

K. Noyes informed the Board there was a routine health and safety inspection done by the Maine Department of Labor. No major issues were found, and all are being addressed.

K. Noyes stated the Public Works department would like to increase the size of the slab under the generator on Lovejoy Road. He added there should be enough money in the grant to cover the costs.

Julie Buhler - Library

J. Buhler gave library circulation statistics and stated they are planning two (2) classes and possibly a movie.

Amy Collinsworth, Economic Development Director - Katahdin Region Development Board

A. Collinsworth introduced herself and informed the Board and the public in attendance she is the liaison between the Town and the Eastern Maine Development Corporation, as well as the Katahdin Region Development Board. She handed out business cards and stated anyone can reach out to her if they would like information or to learn more about resources in the area.

NEW BUSINESS

Complaint of Illegal Dumping Site

The Board discussed a complaint of an illegal dumping site on Church Street.

B. Doody informed the Board they need a quote for the cleanup on the illegal dumping site on Route 11.

G. Smallwood offered to give the Town a quote and stated he was not sure if it needs to be put up for bid yet. He stated it would probably cost between \$7,500 - \$10,000, but probably closer to \$10,000.

OLD BUSINESS

Town Employee Job Description

R. Bates informed the Board she and Janice are working on the job descriptions and Maine Municipal Association (MMA) is sending some materials to help with this. She also reached out to Houlton and East Millinocket for guidance on creating a personnel policy.

SELECTMEN COMMENT

B. Doody stated L. White created a flyer for the open Planning Board position and would like approval from the Board to post them on the website and around Town. C. Brackett suggested adding a note to the flyer stating there is an open Alternate position on the Board and stated he saw no issues with posting the flyer.

C. Brackett informed the Board he drafted a policy regarding personal use of Town buildings and submitted copies to each of the members for review. He suggested moving the two (2) ambulances currently in service to the fire station and turning the ambulance bay into a cold storage facility to avoid the expense of maintenance, adding the ambulance service no longer needs the large building and there is room in the fire station. The Board discussed the idea of a joint director of the Fire and Ambulance Departments, an "Emergency Services Director."

R. Bates stated she should know by the end of December the status of the \$3.9 million library grant.

C. Brackett stated the Board received a letter from Kirk Richie regarding saving the library. C. Brackett stated there may be a way to save the Veterans Memorial library building, but that the library will not be part of it, and the Town should not have to pay for it. He stated he is willing to give the group a chance to submit plans and raise funds, as a nonprofit, for restoring the building and maintaining the building.

R. Bates stated there is a need for younger people to get involved in the historical society as well as the effort to save the library building.

J. Buhler suggested, if the group does form a committee of some kind, that they use a name not associated with the library, to avoid confusion. She suggested a name like "Save the Old Baptist Church Building," rather than "Friends of Veterans Memorial Library," as there is already a group with that name.

R. Bates suggested, when the Board reaches out to the group, to give them a timeframe for submitting plans.

PUBLIC COMMENT

K. Smallwood asked about the decommissioning of solar arrays.

R. Bates stated the decommissioning is State regulated.

D. Brackett stated he believes the Code Enforcement Officer already reach out to the State regarding the money for decommissioning.

C. Hall thanked the Board for their work to address the issues that are presented to them.

EXECUTIVE SESSION

Motion made by G. Smallwood to enter executive session at 7:37pm. Seconded by C. Brackett. No discussion heard. All in favor. Approved 5/0/0.

The Board came out of Executive Session at 9:05pm.

Motion made by C. Brackett for R. Bates to contact Sandra Fornier about the Town Manager position. Seconded by D. Kelly. No discussion heard. All in favor. Approved 5/0/0.

ADJOURN

Motion made by D. Kelly to adjourn at 9:06pm. Seconded by G. Smallwood. No discussion heard. All in favor. Approved 5/0/0.

NEXT BOARD OF SELECTMEN MEETING

The next Board of Selectmen meeting is scheduled for Thursday, December 15th, 2022 at 6:00pm.

Meeting Minutes for Tuesday, November 29th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on December 27, 2022

<u>- Absent -</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates
<u>Janice Dancer</u>	Janice Dancer

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Patten Select Board

Thursday, December 15th, 2022 at 6:00PM

Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Vice Chair Gregg Smallwood called the meeting to order at 6:03pm.

ROLL CALL

Selectmen: Gregg Smallwood (Vice Chair), Dennis Kelly, Janice Dancer, Rae Bates

Town: Billie Doody (Town Clerk), John Roy (Fire Chief)

Planning Board: MaryAlice Mowry, Dennis Brackett

Public: David Goode, Wendell Sherman, Kathleen Ledford, Shawn Klem, Laura White

ADMINISTRATIVE

Warrant #27

The Board signed Warrant #27 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund.

Motion made by D. Kelly to approve Warrant #27. Seconded by J. Dancer. No discussion heard. All in favor. Approved 4/0/1. One member absent.

Approval of Meeting Minutes from Wednesday, November 9th, 2022

Motion made by D. Kelly to approve the Minutes from Wednesday, November 9th. Seconded by G. Smallwood. All in favor. Approved 4/0/1. One member absent.

Approval of Meeting Minutes from Tuesday, November 15th, 2022

Motion made by D. Kelly to approve the Minutes from Tuesday, November 15th, 2022. Seconded by J. Dancer. All in favor. Approved 4/0/1. One member absent.

Approval of Meeting Minutes from Monday, November 21st, 2022

Motion made by D. Kelly to approve Minutes from Monday, November 21st. Seconded by J. Dancer. All in favor. Approved 4/0/1. One member absent.

SCHEDULED APPEARANCES

Planning Board Updates

M. Mowry submitted the proposed Ordinance Procedure to the Board.

R. Bates inquired about the wording in the approval section of the draft Ordinance Procedure which states, "Once approved by the Board of Selectmen, the document should be presented at a hearing or Town meeting, prior to the presentation for a public vote. This hearing and election may be carried out by the Board of Selectmen and/or the Planning Board."

The Board discussed this section of the proposed Ordinance Procedure, and the Planning Board will clarify and submit it to the Board of Selectmen.

Department Updates

L. White - Deputy Clerk

L. White informed the Board taxes were due for Patten, Moro, and Hersey the week before, so tax collection has slowed down since then.

NEW BUSINESS

Solar Ordinance

M. Mowry informed the Board the Land Use Planning Commission (LUPC) adopted solar panel regulations that the Planning Board plans to review.

OLD BUSINESS

None.

SELECTMEN COMMENT

The Board reviewed the advertisement for the Town Manager Job.

Motion made by G. Smallwood to approve Town Manager Job Advertisement. Seconded by D. Kelly. All in favor. Approved 4/0/1. One member absent.

PUBLIC COMMENT

Property Discussion

W. Sherman stated he never received the notice of foreclosure on his property. B. Doody stated it was signed after being sent by certified mail on December 31, 2021.

The Board discussed the property as well as the notices sent by certified mail.

Fire Department

J. Roy stated the Fire Department needs four (4) new radios, which cost \$600 each. The department also needs a booster for the radios, which costs \$3,000. He stated new uniforms cost \$2,400.

The Board reviewed recent purchases made from the Fire Department Recruitment and Retention Reserve account.

R. Bates stated J. Roy should come to the Board with any additional spending from the Reserve account.

Motion made by R. Bates to pay the \$1,300 that was spent; \$410 from the Fire Department account, and \$900 from the Reserve Account. She added that any future spending from the Reserve account must be pre-approved by the Board. Seconded by G. Smallwood. All in favor. Approved 4/0/1. One member absent.

J. Roy stated the Fire Department needs new JAWS of Life, which cost \$43,000. Town will have to pay half.

G. Smallwood suggested looking into grant funding from Penobscot County.

J. Dancer suggested looking into Community Development Block Grant (CDBG) funding.

J. Roy stated Oakfield recently purchased a new set.

M. Mowry suggested asking Amy Collinsworth, Federal Grants, Infrastructure money, Penobscot Money.

J. Roy stated Jason Peavey joined the Fire Department.

J. Roy stated the Fire Department needs new cleats for the Fire Department to help with safety during wet conditions.

Deputy Clerk Mileage Request

L. White requested mileage from the Town of Patten for trainings in Augusta, Bangor, and Orono, as well as mileage from Moro Plantation for trips to Katahdin Lodge for Board of Assessors meetings.

R. Bates asked if there was a policy for mileage and if it says the Town pays the Federal or State mileage rate.

The Board discussed creating a mileage policy. D. Brackett stated there was a policy at one time.

Motion made by G. Smallwood to approve mileage request for Deputy Clerk and to add a mileage policy to the new Moro and Hersey contracts. Seconded by D. Kelly. All in favor. Approved 4/0/1. One member absent.

The Board discussed whether to adopt a Federal or State mileage.

EXECUTIVE SESSION

None.

ADJOURN

Motion made by G. Smallwood to adjourn at 7:14pm. Seconded by D. Kelly. Approved 4/0/1.

NEXT BOARD OF SELECTMEN MEETING

The next Board of Selectmen meeting is scheduled for Tuesday, December 27th, 2022 at 6:30pm.

Meeting Minutes for Thursday, December 15th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on December 27, 2022

<u>- Absent -</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates
<u>Janice Dancer</u>	Janice Dancer

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Patten Select Board

Tuesday, December 27th, 2022 at 6:30PM

Public Works Garage, 21 Katahdin Street

Meeting Minutes

These minutes are not verbatim

Vice Chair, Gregg Smallwood called the meeting to order at 6:32 pm.

ROLL CALL

Select Board Members: Gregg Smallwood (Vice Chair), Dennis Kelly, Janice Dancer, Rae Bates

Select Board Members Absent: Cody Brackett

Town: Billie Doody (Town Clerk), Julie Buhler (Library Director), David Goode (Public Works Assistant)

Public: Dennis Brackett, Brett Morse, Carter Hall, Ted Pettengill, Tina Goode, David Michaud, Kathleen Ledford, Shawn Klem, Laura White

ADMINISTRATIVE

Warrant #28

Warrant #28 for General Government, Water, Sewer, Ambulance, General Government Payroll, Ambulance Payroll, Corriveau Fund was not available at the time of the meeting.

Approval of Meeting Minutes from Tuesday, November 9th, 2022

Motion made by G. Smallwood to approve the Minutes from Tuesday, November 29th. Seconded by J. Dancer. No discussion heard. All in favor. Approved 4/0/1. One member absent.

Approval of Meeting Minutes from Thursday, December 15th, 2022

Motion made by G. Smallwood to approve the Minutes from Thursday, December 15th, 2022. Seconded by D. Kelly. No discussion heard. All in favor. Approved 4/0/1. One member absent.

SCHEDULED APPEARANCES

Department Updates

Julie Buhler - Library

J. Buhler informed the Board she applied for a grant to obtain headphones and webcams for the library computers to allow people to attend virtual meetings. She also stated the Friends of Veterans' Memorial Library was recently awarded the \$3.9 million grant for a new library building.

D. Goode - Department of Public Works

D. Goode informed the Board the department has been doing a lot of snow plowing and ice removal, and they recently purchased new tires, as the Town pickup truck was sliding too much. Mr. Goode also stated Kevin Noyes is on vacation, so he will be filling in for him for the week.

Billie Doody - Town Clerk

B. Doody stated the Office will start working on foreclosure notices soon. She also stated J. Dancer is now signed up to take the Elected Officials training, as required by the State. She also informed the Board she will be leaving early on Friday, December 30th in order to use some of her remaining vacation time.

Application for Renewal of Liquor License - Conklin's Lodge and Camps

The Board reviewed the application for renewal of a liquor license submitted for Conklin's Lodge and Camps.

Motion made by D. Kelly to approve the liquor license renewal request for Conklin's Lodge and Camps. Seconded by J. Dancer. No discussion heard. All in favor. Approved 4/0/1. One member absent.

NEW BUSINESS

Review of Tax Exemption Application

The Board reviewed the application for Tax Exemption of the Rockabema Snow Rangers.

Motion made by G. Smallwood to approve the application for local property tax exemption of the Rockabema Snow Rangers. Seconded by D. Kelly. No discussion heard. All in favor. Approved 4/0/1. One member absent.

C. Hall asked if the application was a renewal or if it was new. B. Doody stated it was new.

Discussion of Contract with Moro Plantation and Town of Hersey

B. Doody stated she is hoping to have a first draft to present at the next Select Board meeting.

Municipal Buildings Personal Use Policy

J. Dancer submitted the second draft of the Municipal Buildings Personal Use Policy to the other members of the Board.

G. Smallwood inquired about the minor vehicle repairs allowed in the policy, stating concerns about this privilege being abused.

R. Bates asked if sections C, D, E, F, and H of the proposed policy should be removed.

J. Dancer suggested tabling this discussion until all members of the Board were in attendance.

G. Smallwood asked if the Board needed to make a motion to table the discussion. B. Doody stated they did not. R. Bates stated the Board should vote to accept the policy as a draft.

Motion made by R. Bates to accept the Municipal Buildings Personal Use Policy as a draft, removing sections C through H. Seconded by G. Smallwood. No discussion heard. All in favor. Approved 4/0/1. One member absent.

Emergency Public Safety Director Job Description

R. Bates read the job description for the Emergency Public Safety Director position.

B. Morse suggested requiring a paramedic, rather than an Emergency Medical Technician (EMT).

The Board discussed posting an advertisement for the position.

R. Bates offered to write the advertisement with J. Dancer.

Motion made by R. Bates to approve the Emergency Public Safety Director Job Description as a draft. Seconded by G. Smallwood. No discussion heard. All in favor. Approved 4/0/1. One member absent.

PFAS Water Quality Report

B. Doody stated Bangor Daily News published an article about the Per- and polyfluoroalkyl substances (PFAS) testing done throughout the State.

R. Bates stated one of the wells in Town contained PFAS that were above the federal level, but below the State.

The Board discussed the test results.

T. Pettengill stated there may be PFAS in the foaming chemicals used by the Fire Department.

OLD BUSINESS

New Meeting Schedule

B. Doody requested the Board schedule meetings for 5:30pm instead of 6:00pm and 6:30pm.

Motion made by R. Bates to change the meeting time to 5:30pm. Seconded by G. Smallwood. No discussion heard. All in favor. Approved 4/0/1. One member absent.

SELECTMEN COMMENT

J. Dancer informed the Board she was working on two (2) grants, one for repairs to the Town Office building, and the other for JAWS of Life for the Fire Department. Both grants are being done through the Gloria C. MacKenzie Foundation.

G. Smallwood stated Shin Pond Village was awarded a \$350,000 grant for a new groomer and Mount Chase Fire Department was awarded a \$200,000 grant through Penobscot County. He stated the Town needs to hire a grant writer.

The Board discussed the need for a grant writer.

R. Bates informed the Board and members of the public she and J. Buhler will be interviewed by WABI Thursday, December 29th at 11:00am about the library grant.

PUBLIC COMMENT

T. Pettengill asked what the plan is for the Ambulance Department as there is currently no paramedic on duty.

R. Bates stated, if the Town does not have a paramedic, they are able to call for Advanced Life Support (ALS) from Island Falls. Other options include East Millinocket, Houlton, and Southern Aroostook.

The Board discussed grant and community service opportunities to look into.

EXECUTIVE SESSION

G. Smallwood stated the Board will be going into Executive Session at 7:34pm.

The Board entered regular session at 8:48pm.

Motion made by R. Bates to run an advertisement for the Emergency Public Safety Director and repair the 2016 ambulance, obtain quotes for repairs on the other ambulances, and to use donated funds to purchase a chair lift for the Ambulance Department. Seconded by D. Kelly. No discussion heard. All in favor. Approved 4/0/1. One member absent.

R. Bates requested the Board meet with Scott Webb of the Planning Board.

Motion made by G. Smallwood to accept Les Hill as an Alternate Member of the Planning Board. Seconded by R. Bates. No discussion heard. All in favor. Approved 4/0/1.

ADJOURN

Motion made by G. Smallwood to adjourn at 8:50 pm. Seconded by R. Bates. No discussion heard. Approved 4/0/1. One member absent.

NEXT BOARD OF SELECTMEN MEETING

The next Board of Selectmen meeting is scheduled for Tuesday, January 10th, 2022 at 5:30pm.

Meeting Minutes for Tuesday, December 27th, 2022.

Respectfully submitted by,

Laura A. White
Deputy Town Clerk
Town of Patten

Minutes approved on January 10, ~~2022~~ ²⁰²³

<u>Cody A. Brackett</u>	Chairman Cody Brackett
<u>Gregg Smallwood</u>	Gregg Smallwood
<u>Dennis Kelly</u>	Dennis Kelly
<u>Rae Bates</u>	Rae Bates
<u>Janice Dancer</u>	Janice Dancer