



Town of South Thomaston, Maine
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Selectboard:
Jan Gaudio
Walter Reitz
John Spear

SELECTBOARD MEETING MINUTES

Date: October 13, 2020 Time: 6:00 PM Place: Municipal Building and YouTube REV.2

Select Board Members Present: Jan Gaudio and John Spear. Chair Walter Reitz participated remotely via Zoom. All votes were given by roll call.

Others: Town Administrator Casas, Fire Chief Bryan Calderwood, Ambulance Director Amy Drinkwater, Assistant Fire and EMS David Elwell, RSU 13 Board Rep Lane Sturtevant, Peter Obrien,

Note: A listing as present does not denote attendance for the entire meeting.

I. Call to Order

Gaudio called the meeting to order at 6 pm.

II. Adjustments to the Agenda-

It was suggested to add the resignation of Sandy Retzlaff and the new hires for the Fire Department to the agenda. It was suggested to move Director Drinkwater up in the agenda to after those new items. Mr. Obrien to be moved up to immediately following public comment. There were no objections.

III. Public Comment for Items Not on the Agenda- None

IV. E911 Addressing- Mr. Obrien, resident at 41 Pepperhill Ln, has been working with the Board on his issues with the address change proposed for his residence. Additional information had been gathered on the Town requirements in relation to addressing. There was discussion with Mr. Obrien and the Board on this. The Board asked the Fire Chief and Ambulance Director if they had any concerns with Mr. Obrien keeping his current residence number. They had no concerns. There was discussion about the Town Ordinance and Mr. Obrien acknowledged that there was additional risk for him and the property if the number remained the same.

- *Gaudio moved and Spear seconded a motion to allow Mr. Obrien to retain his house number at 41 Pepperhill Ln. There was additional discussion and the motion was amended.*
- *Gaudio moved and Spear seconded a motion to allow Mr. Obrien to retain his house number as an exception to the Road Naming Ordinance of 1996. **Motion passed 3-0.***

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- *Spear moved and Gaudio seconded a motion to refer this ordinance to the Ordinance Review Committee to review the ordinance in general and this issue in particular. Motion passed 3-0.*

V. New Hires for Fire Department- Chief Calderwood introduced the two new hires and had each introduce themselves and answer questions from the Board.

- Conner Calderwood introduced himself and talked with the Board.
- Thomas Moore introduced himself and talked with the Board.
- *Spear moved and Gaudio seconded a motion to accept the Fire Chief's recommendation and approve the hiring of Connor Calderwood and Thomas Moore. Motion passed 3-0.*

VI. Resignation- *Spear moved and Gaudio seconded a motion to accept the resignation of Sandy Retzlaff as alternate member of Planning Board. Motion passed 3-0.*

VII. Discussion with Ambulance Service Director Drinkwater included review of the Ambulance Service Transport and Fee Billing Policy with suggestions from the Board, update on amending the Ambulance Service Standard Operating Procedures (SOP) and a review of her monthly update. Edits will be incorporated into the documents and brought to the Board at a later date.

VIII. There was discussion on Budget Committee membership. It was also suggested to appoint two residents of the Town to positions on the Planning Board as there had been recent resignations.

- *Spear moved and Gaudio seconded a motion to appoint Robert Nordstrom as member of Planning Board to fill the vacancy of Eileen Skarka and with a term expiring at the first meeting of the Select Board following Annual Town Meeting of 2021. Motion passed 3-0.*
- *Spear moved and Gaudio seconded a motion to appoint Catherine Bendheim as alternate member of Planning Board to fill the vacancy of Sandy Retzlaff and with a term expiring at the first meeting of the Select Board following Annual Town Meeting of 2021. Motion passed 3-0.*

IX. Meeting Minutes- None

X. Formally item VI New Business-

A. Discussion with South Thomaston School Board representative Lane Sturtevant about the school year.

- The Board talked with Ms. Sturtevant about the school's health and wellness plan for the school year in response to COVID 19. There was good discussion.

B. Review Fiscal Year and Other Special Town Meeting Items-

- The Board discussed the draft FAQ on proposed items and draft for Special Town Meeting Warrant. This has been an ongoing discussion and considers the below for proposal at Town Meeting:

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- a. *Transition from calendar year to fiscal year*
 - b. *Collecting taxes twice per year*
 - c. *Secret Ballot election for School and Select Board*
 - d. *June Annual Town Meeting*
- The Board discussed whether or not moving forward with these items at this time was still the best course of action in light of Chelsea Summers resignation. After discussion the Board determined to set a public hearing and consider that input before finalizing their decision. *Spear moved and Gaudio seconded a motion to hold a public hearing on October 22nd to gather input from the public on the following items: Transitioning from calendar year to fiscal year, collecting taxes twice per year, secret ballot elections for municipal items and moving to a June Town Meeting.*
Motion passed 3-0
 - ***** Chair Reitz leaves meeting via Zoom *****

C. Review and Sign Documents

- Winter Plow Contract with JK Kalloch-
 - The contract for winter plowing of the Town roads was discussed. The proposed contract was reviewed and the Board determined that it should be amended to add reference to agreements with the state on maintaining Rt 131 from Thomaston to St. George and be a contract extension for one year, amending the existing contract.
 - *Spear moved and Gaudio seconded a motion to have member Gaudio sign the winter plowing contract when the language met his approval based on Board guidance. Motion passed 2-0*
- Elections Grant-
 - The Board reviewed a grant to pay for certain items related to better preparing for an election under COVID regulations. Town Clerk Summers had done an evaluation of the Town facilities capable to hold public elections and will be utilizing the grant to make improvements for a successful election. The grant was specific for safe and healthy elections and did not encourage any candidates or issues in its presentation.
 - *Spear moved and Gaudio seconded a motion to accept the grant from The Center for Technology and Civic Live in the amount of \$5,000. Motion passed 2-0.*

D. Accepting of Donations

- *Spear moved and Gaudio seconded a motion to accept \$125.00 in donations to the Ambulance Department in memorial of Steven Waterman. Motion passed 2-0.*

E. Communications Protocol-

- There was discussion between the Board and Administrator on which type of communications the Board wished to be included on so that they can be as informed as possible for the benefit of decision making. The Administrator agreed to provide the Board with more information to improve communications.

XI. **Old Business-**

- A. E911 Addressing- moved to earlier in the meeting

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- B. Review and update of maintenance priorities- The Board reviewed a portion of the Administrators report listing maintenance items for the Town Office and offered suggestions on priorities within the list. There was discussion on reaching out to Department Heads to gather additional items from them. Items were primarily related to the Town Office but Department Heads were suggested to offer thoughts on all Town infrastructure.
 - C. Appointments and Abatements- Appointments to Town Boards and abatements for property taxes approved at previous meetings were signed.
 - D. Streetlight Update- The Administrator gave an update on streetlight installation for the LED conversion of the lighting infrastructure the Town is responsible for. There was some possibility the conversion could be done shortly if the contractors were pulled off a different job. There was also an update on exterior lighting improvements for the Town Office building itself.
 - E. Personal Property Taxes- There were only a few businesses remaining that had outstanding personal property tax bills. These establishments had already been sent letters notifying of the bill, so the Board directed Town staff to send certified mail to the remaining payees again reminding them and requesting payment as to avoid small claims court.

XII. Reports Review and Approval- The Board reviewed Department Head monthly reports.

XIII. Warrants Review and Approval- The warrants were reviewed and signed.

XIV. Schedule Future Meetings- The Board scheduled October 22, 2020 for a public hearing to start at 6:00pm (later changed to 7:00pm) to be hosted remotely/ online only. November 10th, 2020 at 6:00pm for the Board first regular monthly meeting. November 24th, 2020 at 6:00pm for the Board second regular monthly meeting.

XV. Adjournment

Spear moved and Gaudio seconded a motion to adjourn at 9:07 pm.

Motion passed 3-0.