



**Town of South Thomaston, Maine**  
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**Selectboard:**  
John Spear  
Jeff Northgraves  
Sue Snow

Selectboard Minutes  
Date: October 30, 2023, 5:30 PM at the Municipal Building  
**Items Are Often Taken Out of Order to Accommodate Schedules**

Rev 1

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

**South Thomaston Selectboard Present:** John Spear, Sue Snow, Jeff Northgraves

**Others Present:** Terri-Lynn Baines, Pennie Alley, Maureen Spencer, Sondra Wallace, Jan Gaudio, Sandy Weisman, Christine Kelliher, Joanne Monroe, Arthur Grierson, Rich Norman

**Via Zoom:** Walter Reitz, Cheryl Waterman

**I. Call to Order**

Northgraves called the meeting to order at 5:30 pm.

**II. Pledge of Allegiance**

Northgraves led the Pledge of Allegiance.

**III. Adjustments to Agenda**

Expend some funds from a donation fund.

Hicks Memorial Plaque.

Neil Cambridge resignation from Conservation Commission, Appointment as an Associate Member.

Approve and Sign the 2023 Municipal Valuation Return.

**IV. Review and Approval of Prior Meeting Minutes (October 10th)**

*Spear moved and Snow seconded a motion to approve the minutes of October 10, 2023.*

**Motion passed 3-0.**

**V. Old Business**

**a. Discussion with Town Attorney** (Possible Executive Session Pursuant to 1 M.R.S.A. §405(6)(E))

*Spear moved and Snow seconded a motion to enter executive session pursuant to M.R.S.A. §405(6)(E))*

**Motion passed 3-0.**

The Selectboard entered executive session at 5:31 pm.

The Selectboard exited executive session at 5:56 pm.

*Snow moved and Spear seconded a motion to authorize the Town Attorney to make a final attempt to resolve the Shoreland Zoning Violation at 23 School Street on the terms previously offered including a \$5,000 penalty and attorney fees. If an agreement is not reached by*

November 14<sup>th</sup> to include an agenda item on the November 14<sup>th</sup> meeting to authorize the Town Attorney to file an Enforcement Action in District Court.

**Motion passed 3-0.**

**b. Discussion on Ambulance Write-offs**

To the patients that Comstar is no longer billing, letters have been sent from the Town Office reminding them payment has not been made. The letters also include a hardship waiver that the patient may sign and return if they are not able to pay the bill. The letters have resulted in some payments, some people are making payments, and one person filled out the hardship waiver. After a short discussion it was decided to send one more letter giving a date that the person must respond by and stating if we don't hear from them the bill will be turned over to a collection agency.

*Spear moved and Snow seconded a motion to send a fourth letter saying if payment isn't made by a certain date it will be sent to a collection agency.*

**Motion passed 3-0.**

**c. Update on Building Use Form**

MMA Risk Management recommends all municipal buildings have a building use form. MMA also recommends outside groups have general liability insurance. There was a discussion on what is meant by an outside group. Someone teaching a class sponsored by the library/town, and is open to the public would not be considered an outside group. Also discussed was who needs insurance. If yoga is open to the public and sponsored by the community center and the instructor is a volunteer, insurance would not be needed. If a group/instructor is charging people to attend the event the group/instructor is sponsoring, they need liability insurance. Most nonprofits have liability insurance.

The form should be kept simple and groups that meet weekly and/or monthly could fill out the form yearly.

This will be discussed further at the November 28<sup>th</sup> Selectboard meeting.

**VI. New Business**

**a. Conversation with Sheriff Patrick Polky**

Sheriff Polky introduced his Chief Deputy Kurt Andrew.

There was a brief Discussion on the RCC.

A discussion on speeding and accidents in the town and where the Sheriff cars wait to watch for speeding cars followed. Sheriff Troopers want their vehicles to be visible and they are willing to go to certain places at certain times based on recommendations.

There is a shortage of Troopers. Knox County has 25 sworn law enforcement that cover the County 24/7. Polky said there is an option that the Town could contract with a trooper to cover the Town. This was proposed many years ago and the Town was against contracting with a trooper.

It was noted the parking at McLoons during the summer was not as controversial as in past summers.

If the CEO doesn't feel comfortable with an enforcement situation he/she could request a trooper accompany him/her when issuing a violation to a property owner.

Sheriff Polky supplied the Selectboard with a Complaint Count/Comparison Report for the Town of South Thomaston. It shows traffic violations are down, violence is up.

**b. Discussion with Librarian/Community Center Director regarding Directors' Nominee to the 501c3 Board of Directors**

The Librarian does not have a nominee and does not want to propose a nominee.

The Board of Directors **may** come to the Selectboard with a nominee.

There was a question from a person attending the meeting regarding the responsibility of the Librarian to nominate a member. The Selectboard explained the Librarian had an opportunity to weigh in if she chose to. Alley also felt it was an opportunity not a responsibility.

**c. Discussion regarding the Library/Community Center Nominating Committees' Nominee to the 501c3 Board of Directors**

The Nominating committee met and went back through the names they had vetted. Rhonda Nordstrom is the Nominating Committee's recommendation.

*Spear moved and Snow seconded a motion to nominate Rhonda Nordstrom to the incorporator of the corporation to serve on the board for a term of two years.*

**Motion passed 3-0.**

**d. Request for a Change of New Street Name and Address Assignment**

Arthur Grierson, Addressing Officer, supplied background on the street name assignment. Cheryl Waterman asked for the road to be named Cheryls Lane. The name has been submitted, so technically it is an official address. There has been two residences on the road/way for a couple of years.

An Appeal has to be filed within 30 days; Grierson says we are inside that window.

The basis of appeal is Kelliher stated that the decision was one sided and she was not given the opportunity to have a say in the naming of the Road. Grierson was asked how a road is typically named. Typically, Grierson tries to meet with both owners. He says he was not able to reach Kelliher. Waterman proposed Cheryls Lane and Grierson approved it.

*Northgraves moved and Snow seconded a motion to vacate the name Cheryls Lane and for the Naming Authority to come up with a name that is satisfactory to both parties or not satisfactory to both parties.*

**Motion passed 2-1. Spear voted against.**

**e. Sign 2023 Municipal Valuation Return**

*Spear moved and Snow seconded a motion to approve the 2023 Municipal Valuation Return.*

**Motion passed 3-0.**

**f. Discussion on Hix Plaque**

The Hix Plaque was taken off the old bridge when it was replaced by the current bridge. The plaque is currently in the town office. It was thought that it would be placed on the new bridge. Spear checked with MDOT to see if the plaque could be placed on the new bridge. MDOT now does not allow anything to be attached to bridges. It was also discovered that the old bridge was never named after Hix. The Selectboard recommended the plaque be placed with the Hix memorial that is located next to Little Red School House/Historical Society.

*Spear moved and Snow seconded a motion to work with the Wessaweskeag Historical Society to affix the Hix plaque that is currently in the town office to the Hix memorial.*

**Motion passed 3-0.**

**g. Neil Cambridge Resignation**

*Northgraves moved and Snow seconded a motion to accept the resignation of Neil Cambridge from the Conservation Commission and appoint him as an Associate Member of the Conservation Commission for a term of two years.*

**Motion passed 3-0**

**h. Expend Funds from a Donation Account**

The Corporation has \$850 that was donated. The Corporation would like to use some of the funds to file for 501 C3 status.

*Spear moved and Snow seconded a motion that the Selectboard authorize expenditure of up to \$600 so the auxiliary can file for its 501 C3 status.*

**Motion passed 3-0.**

**i. Execute Contract Between the Town of South Thomaston and Sundog**

The Selectboard discussed that the Climate Resilience Committee should review the contract and recommend the Selectboard sign the contract if the committee approves it. The Selectboard tabled this agenda item until the Climate Resilience Committee can review the contract. The Resilience committee meets on Sunday. Alley will take it to them to review.

*Spear moved and Snow seconded a motion to table until they have a recommendation from the Resilience Committee.*

**Motion passed 3-0.**

**j. Discussion on How to Enforce Prohibiting ATVs on Town Properties to the Rear of the Stump Dump**

The Selectboard feels they are obligated to put up a couple of signs on Smith's property prohibiting ATVs. They discussed reaching out to ATV clubs and other towns that have town forests to see how they handle their ATV situation. The parcels purchased may be combined and used similarly for conservation purposes. If so, would we want to ban ATVs from the combined area. Enforcement will be a tough job. At least three signs will be needed to post the Smith property. The warden service is responsible for enforcing postings, but we may need an ordinance or official policy to be able to enforce the ban. There was a discussion on the damage done to the road by ATV's . Baines will check with MMA legal and see if there is a sample ordinance available.

To post no ATVs on the Cline property and Town property permission will be needed from the Town.

First steps are to purchase signs, contact MMA and the wardens, look for ATV clubs in the area or near by towns that have ATV troubles, perhaps the Conservation Commission can come up with a starting point. It was also suggested if an ordinance is passed the Town could send out a letter to known registered ATV owners in the area.

**k. Discussion on the Municipal Purchasing Policy 4.c. -Requests equal to or exceeding \$200.**

It was proposed the \$200 threshold be increased to \$400. The Selectboard agrees that the amount should be increased and the Municipal Purchasing Policy could use updating.

*Spear moved and Snow seconded a motion to amend the policy to increase the \$200 to \$400.*

**Motion passed 3-0.**

**I. Review Quarterly Expenses and Revenues**

This agenda item was inadvertently skipped over and will be place on the next agenda.

**m. Discussion on an Employee Evaluation Process**

This was tabled to a future meeting.

**n. Possible New Hire (Possible Executive Session Pursuant to 1 M.R.S.A §405(6)(C))**

*Spear moved and Snow seconded a motion to enter executive session pursuant to 1 M.R.S.A §405(6)(C).*

**Motion passed 3-0.**

The Selectboard entered executive session at 7:47 pm.

The Selectboard exited executive session at 7:50 pm.

*Snow moved and Spear seconded a motion to hire Tyler Batty as a laborer at \$20 an hour as a temporary part time position.*

**Motion passed 3-0.**

**VII. Donations**

There were no donations to approve.

**VIII. Correspondence**

There was no correspondence.

**IX. Warrants Review and Approval**

The Selectboard approved the warrants.

**X. Review Items for Next Agenda**

**XI. Schedule Future Meetings**

**Future meetings are scheduled for** November 14<sup>th</sup> ,28<sup>th</sup> , and Dec 12<sup>th</sup>.

**XII. Public Comment for Items not on the Agenda**

A member of the public commented that she did not like public comment being at the end of the meeting.

**XIII. Adjourn**

Without objection the selectboard adjourned at 7:52.

Join Zoom Meeting

<https://us02web.zoom.us/j/84906119851?pwd=akRaZ1QvaDdCVVRITC9aVFd4U1hhZz09>

Meeting ID: 849 0611 9851

Passcode: 149299

Selectboard approved November 14, 2023