



Town of South Thomaston, Maine  
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**Selectmen:**  
Jeffrey Northgraves  
John Spear  
Sue Snow

Selectboard Minutes  
Date: June 27, 2024, 6:00 PM at the Municipal Building

**Items are Often Taken out of Order to Accommodate Schedules**

Rev 0

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

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

**Others Present:** Terri-Lynn Baines, Hannah Moholland, Merle Rockwell, Ed Modell, Walter Reitz, Barbara Reitz, Pennie Alley, Sandy Weisman, Moira Paddock, Catherine Lerme, Rhonda Nordstrom, Lynn Tootill, Sondra Wallace, Maureen Spencer, Cheryl-Lynn Risch, Sharon Setz, Sally Merchant

**Via Zoom:** Mollie Jellison, Laurie McReel, Paul DiMaggio, Steve Betts, Kevin McCormick, Julia O'Brien,

**I. Call to Order**

Northgraves called the meeting to order at 6:01.

**II. Election of Selectboard Chair**

Baines asked for nominations.

*Snow nominated Spear. Northgraves seconded.*

**Motion passed 2-0-1. Spear abstained.**

**III. Pledge of Allegiance**

Northgraves led the Pledge of Allegiance.

**IV. Adjustments to the Agenda**

Accept Richard Rackliff's resignation from the Appeals Board

Donation to the Fire Department

Donation to the LHO fund

Update on land survey

Discussion on carry over from Public Works budget

Correspondence- flags at Forest Hills Cemetery & Article 27

Move Appointments to the end

Move Kevin McCormick- Assessor's Agent, Catering License and new hire to

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the beginning of the meeting.

- V. **Review and Approval of Prior Meeting Minutes (May 14 & 29)**  
*Northgraves moved and Snow seconded a motion to approve the minutes of May 14<sup>th</sup> & 29<sup>th</sup>.*

**Motion passed 3-0.**

- VI. **Public Comment**  
There was no public comment for items not on the agenda.

- VII. **Old Business**  
a. **Discussion on Maine Coast Seafood**  
*Northgraves moved and Snow seconded a motion to authorize the CEO and town attorney to file a land use enforcement action to seek remedy of the dangerous building and junkyard conditions at 0 Island Road, M 002 L 77, 98 Island Road, M 002 L 076 and 93 Island Road, M 002 L 075.*

**Motion passed 3-0.**

- VIII. **New Business**  
a. **Consider Application from Long Reach Kitchen for a Catered Function**  
Long Reach Kitchen & Catering will be catering a fundraiser for the Maine Coast Fisherman's Association at the Saltwater Fields Event Barn on August 9, 2024. Mollie Jellison attend the meeting via zoom on behalf of Long Reach Kitchen & Catering.

*Northgraves moved and Snow seconded a motion to authorize the Town Administrator to sign the application for Long Reach Kitchen & Catering's event.*

**Motion passed 3-0.**

- b. **Discussion on Certified Ratio**  
Kevin McCormick is the Town's Assessor's Agent. He attended the meeting via zoom.

There was discussion on the certified ratio rate which is 63%. It is based on sales from two years ago. McCormick talked with an agent of the State and using last years sales was able to get a certified ratio of 71%. Also discussed was how the certified ratio affects State reimbursements.

McCormick recommended a factoring of 20%. This would get our certified ratio to 91% and then the town can certify at 100% . This would keep State reimbursements at 100%.

The Town's quality rating is still good. A reval would capture valuation that currently isn't being assessed.

*Northgraves moved and Snow seconded a motion to sign and submit to the State of Maine the Certified Ratio form, option 2 checked and blocks*

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2, 3 & 4 checked.

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to authorize the Assessor's Agent to apply a market adjustment/factoring of approximately 20% to bring us up to 91% to certify at 100%.*

**Motion passed 3-0.**

**c. Accept the Resignation of Sandy Weisman as Co-Chair and Member of the South Thomaston Library/Community Center Facilities Committee.**

*Northgraves moved and Snow seconded a motion to accept, with regret, Sandy Weisman's resignation as Co-Chair and Member of the South Thomaston Library/Community Center Facilities Committee effective at the end of the Library/Community Center Facilities Committee meeting on July 2<sup>nd</sup>.*

**Motion passed 3-0.**

**d. Accept the Resignation of Richard Rackliff from the Appeals Board**

*Northgraves moved and Snow seconded a motion to accept Richard Rackliff's resignation from the Appeals Board.*

**Motion passed 3-0.**

**e. New Hire-Office Staff – Cheryl-Lynn Risch**

Risch lives in South Thomaston at 107 Elm Street. She is currently a library volunteer at the South Thomaston Library. If hired, she will begin work on July 8<sup>th</sup>. This is a part time position. Risch will work an average of 15 hours per week.

*Northgraves moved and Snow seconded a motion to approve the recommendation of Baines and Moholland to hire Cheryl-Lynn Risch as a part time clerk.*

**Motion passed 3-0.**

**f. Discussion on Carryover from Public Works Budget**

Interim Road Commissioner proposed unspent funds in the Public Works budget (approximately \$27,000) be carried over to the 2024-25 budget.

Due to scheduling issues, he was not able to get some work done that was to be funded by the 2023-24 budget.

*Northgraves moved and Snow seconded a motion to carry forward excess funds from the public works budget to the 2024-25 public works budget.*

**Motion passed 2-0-1 Spear abstained.**

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**g. Report from the Auxiliary Board of Directors Regarding the Future of the Auxiliary Committee**

Spear reported the Auxiliary Board of Directors met Tuesday and had a very good discussion regarding the future of the Auxiliary. The Board of Directors is still hoping to secure the CDS funds. If they should receive the funds the funds would be turned over to the town for construction of an addition to Gilford Butler that would contain a meeting room and a kitchen. The funds would also be used for a new leach field and a parking area.

**h. Discussion on Town Meeting Warrant Article 27**

*Article 27. To see if the Town will direct the Town Officials to change course from the current goal of demolition and replacement of the Gilford Butler Building and to preserve the existing Gilford Butler Building for future Town use.*

There was a lengthy and lively discussion on Article 27 and what exactly it means. The comments ranged from expressing frustration because the direction to go in is unclear to thoughts that the direction is to keep the Gilford Butler building and improve it. There was also discussion of adding a meeting room onto Gilford Butler as a compromise.

*Spear moved and Snow seconded a motion that Spear will draft a repurposed mission statement to circulate to the Selectboard based on the concept he put forward and to ask Hannah and Terri to send out letters once that is done and reviewed, to the existing Facility members asking them to respond by a date certain if they tend to remain on the committee and also to contact the Fire Marshal's office. As well as to work with the Auxiliary to try and preserve the CDS funds to be used for the primary purpose of building a new building.*

**Motion passed 3-0.**

*Spear moved and Snow seconded a motion to contact the Fire Marshal's Office to inform them municipality occupancy is now indefinite.*

**Motion passed 3-0.**

**i. Appointments**

*Northgraves moved and Snow seconded a motion to appoint Richard Rackliff to the Planning Board for a term ending 2027.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Catherine Lerme to the Planning Board for a term ending 2027.*

**Motion passed 3-0.**

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*Northgraves moved and Snow seconded a motion to appoint Kate Green to the Budget Committee for a term ending 2027.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Eileen Skarka to the Appeals Board for a term ending 2027.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Leslie Spear to the Appeals Board for a term ending 2027.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Henry Spencer to the Conservation Commission for a term ending 2027.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Sondra Wallace to the Conservation Commission for a term ending 2027.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Pennie Alley as Cemetery Overseer for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Pennie Alley as Library and Community Center Director for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Pennie Alley as Alternate Georges River Shellfish Member for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Jeff Northgraves as BOD Member for OHSTT Solid Waste Corp for a term ending 2025.*

**Motion passed 2-0-1.**

*Northgraves moved and Snow seconded a motion to appoint Theo Pratt as an Associate Member of the Conservation Commission for a term ending 2025.*

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**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Sally Merchant as an Associate Member of the Conservation Commission for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Krista Tripp as a Georges River Shellfish Member for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Arthur Grierson as an E-911 Addressing Officer for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Phil Verrill as Interim Demo Debris Facility Operator for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Phil Verrill as Registrar of Voters for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Amy Drinkwater as Ambulance Director for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Terri-Lynn Baines as Code Enforcement Officer for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Terry Brackett as Assistant Code Enforcement Officer for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Betty Thomas as EMA Director for a term ending 2025.*

**Motion passed 3-0.**

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*Northgraves moved and Snow seconded a motion to appoint Becky Butler as Assistant EMA Director for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint John Spear as Interim Road Commissioner for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Troy Peasley as Animal Control Officer for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Cliff Dacso as Local Health Officer for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Terry Brackett as Local Plumbing Inspector for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Hannah Moholland as Tax Collector, Town Clerk, Treasurer, General Assistance Administrator and Freedom of Access Act Administrator for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Phil Verrill as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Denise Rzeznikiewicz as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Sandra Manahan as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

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*Northgraves moved and Snow seconded a motion to appoint Heather Baines as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Michelle Ames as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Pennie Alley as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Leland Philbrick as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Terri-Lynn Baines as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Teisha Hufnagel as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Thomas Gray as an Election Clerk for a term ending 2025.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Neil Cambridge as a Member of the Conservation Commission for a term ending 2026.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Michael Kalinowski to the Library/Community Facility Committee.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to appoint Rachel Snow to the Community Resilience Committee*



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**Motion passed 3-0.**

**IX. Monthly Reports**

**X. Donations**

*Northgraves moved and Snow seconded a motion to accept a \$100 donation to the Fire Department from Laura Dubois.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to accept a \$1000 donation to the Local Health Officer Fund from Cliff Dacso.*

**Motion passed 3-0.**

*Northgraves moved and Snow seconded a motion to accept a \$100 donation to the Beautification Account for the town office garden from Ed & Lark Blum.*

**Motion passed 3-0.**

**XI. Correspondence**

The Selectboard reviewed the correspondence received.

**XII. Warrants Review and Approval**

The Selectboard reviewed and approved the warrants.

**XIII. Update on Survey Done by F.E. Beal Surveying**

Baines reported the survey has been completed and recorded at the Knox County Registry of Deeds. The grant received covered all but \$1,150 of the cost of the survey. The \$1,150 came out of donated funds.

**XIV. Review Items for Next Agenda**

Alley would like to have the Community Resilience Committee on the next agenda.

**XV. Schedule Future Meetings**

A Selectboard meeting was scheduled for July 16<sup>th</sup>.

**XVI. Adjourn**

Without objection the Selectboard adjourned at 8:45.