

SELECTPERSON'S MEETING MINUTES

November 19, 2025

Municipal Building

6:00 PM

Present- Jack Bridges, William Birdsall, Adam Foster, Robin Stratton, Carol Lowrie and Cheryl Robinson

Call to Order- 6:00pm

Adjustments to the Agenda (if needed) – CEO, Kevin Brodie, asked to be moved to the top of New Business.

Public Comment - None

New Business – CEO – Kevin Brodie - He advised the Board he had issued 11 building permits for a total of \$4146.50 and 7 plumbing permits for a total of \$840.00. He had received an application for Deerfield Enterprises for a dry storage area and there is nothing in any ordinance for this. He advised the Planning Board and himself recommend a fee of \$175.00. *Motion by Bill Birdsall to accept the recommendation of the Planning Board and the CEO of \$175.00, second by Adam Foster, passed 5/0.* He advised the Board he had received a complaint of a derelict building on the Eastside Road and there were rats and raccoons and the complaint felt the building was unsafe. *Motion by Jack Bridges for the CEO to proceed with a letter to the owner of the property, second by Bill Birdsall, passed 5/0.* He advised he had been asked to determine how many sign permits had been issued. There have been 54 permits issued; 7 recently. The Planning Board is still working on drafting a stand alone sign ordinance. *Motion by Bill Birdsall to table any further discussion or action regarding current signs or sign permits issued until the Planning Board completes the new ordinance, second by Adam Foster, passed 4/1.* He advised he had received a complaint regarding a temporary driveway on the Ferry Road. A lengthy discussion was held as there is nothing in the ECO regarding temporary driveway permitting. *Motion by Jack Bridges for the Road Commissioner, George Moon, have the clerk draft a letter to the property owners reminding them the driveway is temporary and if they wish to make this a permanent driveway they will need to obtain a driveway permit, second by Bill Birdsall, passed 4/0.* Carol Lowrie abstained from voting. There was a discussion on the new program he is asking to purchase. *Motion to form a new program committee to review his suggestions, Carol and Robin will be on that committee and bring back to the Board by Jack Bridges, second by Adam Foster, passed 5/0.*

ACO – See Commissioners agenda – ACO resigned/new primary being voted on at their meeting on 11/18.

Deerfield Enterprises – Parking Lot Fee approval – recommending \$175.00 (minor site review fee) – see above

Alan Parrot – On last agenda and did not show. He called to be on this agenda – Called and asked to be moved to the next meeting.

Old Business

1. Approval of Minutes of 11/05/2025 – *Motion to approve as written by Bill Birdsall, second by Robin Stratton, passed 5/0.*

2. Dirigo Material – Approval of bond amount – *Motion by Carol Lowrie to accept the recommendation of a \$40,000.00 bond as written, second by Robin Stratton, passed 5/0.*
3. Carter’s Beach – Contract information – Jack Bridges met with a resident of Carter’s Beach Road and walked the project. A lengthy discussion was held regarding moving forward or putting the project on hold. *Motion by Carol Lowrie to sign the contract as submitted, also to submit the contract to RF Jordan and if they do not sign the proposed contract as written, resubmit with 30-day payout, second by Adam Foster, passed 5/0.*
4. Cemetery Road – Information received from surveyor – *Motion by Carol Lowrie to proceed with the survey and the cost to not exceed \$2,000.00 and for Jack Bridges to draft a letter to a concerned citizen on that road, second by Adam Foster, passed 4/0. Robin Stratton abstained from voting.*
5. Austin Road – Plow turn around agreement??? – Discussion was held. *Motion for the clerk to draw up an agreement between the Town and Rod and Ruth Franzius by Jack Bridges, second by Robin Stratton, passed 5/0.*
6. Paving payment – Discussion was held. Payment will be made as requested.

Departmental Reports

- a) Fire Chief – Chris Holmes – see report
- b) CEO – Kevin Brodie – New program updates – see above
- c) George Moon – Road Commissioner – Damage claim from Consolidated – He has tried 4 times to contact Consolidated and has had no luck. He will continue to try to reach them.
- d) Doug Kimmel – Planning Board Chair – Nothing. Ruth Franzius advised Jana from Hancock County Planning will be at the next scheduled meeting to discuss the Resiliency Program, Jana suggests a committee of no more than 7 be formed.
- e) Town Clerk/AA Report - Cheryl Robinson
 - i) Trash and Plow contracts – up for renewal -
 - j) Closing postings
6. Approval of 25/26 Payables Warrant #43 in the amount of \$23,964.94
Motion to approve as submitted by Jack Bridges, second by Adam Foster, passed 5/0.
7. Approval of 25/26 Payables Warrant #44 – HVFD in the amount of \$405.09
Motion to approve as submitted by Adam Foster, second by Robin Stratton, passed 5/0.
8. Approval of 25/26 Payables (payroll) Warrant #42 in the amount of \$5,047.83
Motion to approve as submitted by Bill Birdsall, second by Adam Foster, passed 5/0.
9. Approval of 25/26 Payables (payroll) Warrant #45 in the amount of \$5,652.97
Motion to approve as submitted by Bill Birdsall, second by Robin Stratton, passed 5/0.
10. Complaints – Robin Stratton had received a complaint regarding the signature requirement for the third-party funding. Clerk advised it is 10% of the voters who voted in the last Gubernatorial Election.
11. Selectperson comments – None

- 12. See Mail – None
- 13. Other – None

Adjourn: *Motion to adjourn at 8:06pm by Adam Foster, second by Robin Stratton, passed 5/0.*

Respectfully submitted,

A handwritten signature in black ink that reads "Cheryl A Robinson". The script is cursive and fluid.

Cheryl A. Robinson
Town Clerk/Admin. Asst.