

## SELECTPERSON'S MEETING MINUTES

December 17, 2025  
Municipal Building  
6:00 PM

**Present** – Jack Bridges, Bill Birdsall, Robin Stratton, Adam Foster and Cheryl Robinson. Carol Lowrie, absent.

**Call to Order** – 6:00pm

**Adjustments to the Agenda (if needed)** - None

**Public Comment** - None

**New Business** – CEO contract renewal – Discussion was held. *Motion to table the renewal until a full board was present and a conversation could be had regarding the terms of the contract by Robin Stratton, second by Adam Foster, motion failed. Motion to continue the contract as submitted for a year with a conversation regarding the contract to take place within 60 days by Bill Birdsall, second by Jack Bridges, passed 3/0.* Robin Stratton did not vote.

ACO/County Contract Renewal – *Motion to renew the County Animal Control contract by Jack Bridges, second by Robin Stratton, passed 4/0.*

Frenchman Bay Conservancy Easement review – Board reviewed the monitoring information. Frenchman Bay Conservancy indicated there is some debris that will need to be cleaned up before the end of Spring, 2026.

### Old Business

1. Approval of Minutes of 12/03/2025 – *Motion to approve the minutes as written by Adam Foster, second by Jack Bridges, passed 4/0.*
2. Dirigo Material – Amended Notice of Decision
3. Letter to Stockard's from George – letter has been sent
4. Austin Road – Plow turn around agreement – waiting on town attorney for agreement
5. Carter's Beach update – Clerk is waiting to hear back from DEP.

### Departmental Reports

- a) Fire Chief – Chris Holmes – New fire station is coming along. The contractor is doing the inside work right now. They are waiting for estimates for epoxying the floors.
- b) CEO – Kevin Brodie – Building permit revenue is \$1032.80; Plumbing \$587.50. He and the Planning Board are working on removing some of the ordinances from the ECO and making them stand alone ordinances for future use. *Motion for the Planning Board and Kevin Brodie to make the junkyard ordinance a stand-alone ordinance by Bill Birdsall, second by Robin Stratton, passed 4/0.* Kevin asked if a specialty fee could be added to the fee schedule for situations that do not fit any other category. He was suggesting \$150.00/acre in commercial and industrial areas and \$75.00/acre for residential. He expressed some concerns about the Map/Lot files in the meeting area. There is a camera pointing in that direction so Board felt nothing should be done at this time.
- c) George Moon – Road Commissioner – He advised the Board he has received a few complaints on the amount of sand being put down on the roads. He also advised the Board he has spoken to Consolidated Communications regarding the damage bill they

filed. He does not feel he should pay this. *Motion for the Clerk to reach out to Dan Pileggi regarding this situation by Jack Bridges, second by Bill Birdsall, passed 4/0.*

- d) Doug Kimmel – Planning Board Chair – The ECO has been revised. A site visit has been done and a public hearing will be held before their January. 2026 meeting. A lengthy discussion was held regarding a property division and permits issued. Scott Dyer advised the Board that the Planning Board has done adjustments to other subdivisions. *Motion to reduce the fee to \$750.00, waive the technical review fee and the applicant needs to still follow the process as required by Bill Birdsall, second by Adam Foster, passed 4/0.*
- e) Town Clerk/AA Report - Cheryl Robinson
  - i) Information from DOT on signs – Clerk advised that the DOT strongly suggests installation of traffic control signs be part of our ordinance. CEO will take this to the Planning Board and incorporate it into the new sign ordinance.
  - j) Cost of Kevin’s training – split with Sullivan and E. Machias – *Motion to pay the training cost of \$471.66 by Jack Bridges, second by Robin Stratton, passed 4/0.*
  - k) Abatement from Assessor Agent -*Motion to sign the abatement as presented by the Assessor Agent by Jack Bridges, second by Robin Stratton, passed 4/0.*
  - l) Signatures needed on Assessor Agent review – from last meeting – signatures obtained.
  - m) GA reimbursement
- 6. Approval of 25/26 Payables Warrant #53 in the amount of \$16,087.88  
*Motion to approve as submitted by Adam Foster, second by Jack Bridges, passed 4/0.*
- 7. Approval of 25/26 Payables Warrant #54 – HVFD in the amount of \$6,253.78  
*Motion to approve as submitted by Robin Stratton, second by Adam Foster, passed 4/0.*
- 8. Approval of 25/26 Payables Warrant #52 in the amount of \$389,522.60 – HVFD Grant Funds  
*Motion to approve as submitted by Bill Birdsall, second by Robin Stratton, passed 4/0.*
- 9. Approval of 25/26 Payables (payroll) Warrant #51 in the amount of \$4,323.55  
*Motion to approve as submitted by Adam Foster, second by Robin Stratton, passed 4/0.*
- 10. Approval of 25/26 Payables (payroll) Warrant #55 in the amount of \$4,800.78 (Run#1)  
*Motion to approve as submitted by Robin Stratton, second by Adam Foster, passed 4/0.*
- 11. Approval of 25/25 Payables (payroll) Warrant #56 in the amount of \$12,541.23 (Run#2 – Stipends and X-mas bonuses)  
*Motion to approve as submitted by Adam Foster, second by Bill Birdsall, passed 4/0.*
- 12. Complaints - None
- 13. Selectperson comments – Jack Bridges shared with the Board an email he will forward on the Les Stratton concerning the Cemetery Road.
- 14. See Mail - None
- 15. Other – None

**Adjourn:** Motion to adjourn at 7:35pm by Jack Bridges, second by Adam Foster, passed 4/0.

Respectfully submitted,



Cheryl A. Robinson  
Town Clerk/Admin. Asst.