

AGENDA

SELECTMEN'S/ASSESSORS' MEETING

Tuesday, October 20, 2020

ONLINE INTERACTIVE

6:30PM

THE BOARD MEETING WILL BE ONLINE ONLY. WE ASK YOU JOIN AND LIMIT YOUR CONVERSATIONS AS WE NAVIGATE THE NEW WAY OF MEETINGS. THE ZOOM LINK WILL BE POSTED TUESDAY MORNING ON THE WEBSITE AND LIST SERVE

1. Call Selectmen's Meeting to order
2. Public Comment, please e-mail comments to the Town Manager or wait to be recognized on zoom
3. Approve minutes of Tuesday, October 6, 2020
4. Approve Treasurer's Warrant dated Tuesday, October 20, 2020
5. Confirmation of Town Clerk Appointments for Elections
6. Confirmation of Town Manager Ballot Clerk Appointments
7. Appointment of Broadband Committee Member(s)
8. COVID-19 updates
9. Other Business
10. Town Manager's Report
11. Selectmen's Report
12. Future Agenda Items
13. Adjourn

AGENDA NOTES

October 20, 2020

6:30

We have a light agenda this week which is usual for this time of the year.

#5: You will need to confirm the Town Clerk Appointments for Elections which are Elmer Savage as Warden and James Justice as Deputy Warden

#6: Attached you will see the TM appointments which are basically planned by Stacey. Inside there will always be a D and R as required by law, outside there may be two of the same party at any given time. All are required to go through a basic orientation on the protocols.

#7: You have two who have filled out committee request for the Broadband Committee, I may have a couple more that have shown interest when we did a survey a bit back. I need to pull the file and contact them.

**TOWN MANAGER APPOINTMENT OF BALLOT CLERKS
CONFIRMATION BY BOARD OF SELECTMEN
TUESDAY, NOVEMBER 3, 2020 MUNICIPAL ELECTION**

<u>INSIDE</u>		
Black	Dorothy	Democrat
Burns	Cynthia	Republican
Corson	Tera	Republican
Faesy	Hannah	Democrat
Groce	Dianne	Democrat
Jensen	Pamela	Democrat
McBrien	Katherine	Democrat
Norris	Elizabeth	Democrat
<u>OUTSIDE</u>		
Bodamer	Sandra	Democrat
Flanders	Laura	Republican
LeClerc	Lynn	Democrat
Nelson	Mark	Unenrolled
Nelson	Olga	Democrat
Oprie	Bethany	Democrat
Skalecki	Joseph	Democrat
Wellen	Robert	Democrat
Wellen	Kathy	Democrat

MINUTES

SELECTMEN'S/ASSESSORS' MEETING

Tuesday October 6, 2020

ONLINE INTERACTIVE

6:30 PM

Selectmen present: John Shepard (Chair), Adam Fuller, Josh White, Martha Johnston-Nash and Bill Lombardi.

Others present: Jay Feyler, Christine Simmonds, Jim Justice, John Gibbons, Greg Grotton, Amy Cornell, Erik Amundsen.

1. Call Selectmen's meeting to order: 6:30 p.m.

2. Public Comment:

3. Approve minutes of Tuesday, September 15th, 2020:

Motion by Selectman Fuller seconded by Selectman Johnston-Nash to approve the minutes with one amendment. Vote by roll call. Selectmen in favor: Fuller, Shepard, Johnston-Nash, White and Lombardi. All in favor.

4. Approve Treasurer's Warrant dated Tuesday, October 6th, 2020:

Motion by Selectman Fuller seconded by Selectman Johnston-Nash to approve the warrant. Vote by roll call. Selectmen in favor: Shepard, Fuller, Johnston-Nash, White and Lombardi. All in favor.

Motion by Selectman Johnston-Nash seconded by Selectman Fuller to approve the fire warrant. Vote by roll call. Selectmen in favor: Johnston-Nash, Fuller, Shepard, Lombardi and White. All in favor.

5. Discussion on Solar Ordinance or Moratorium (Planning Board):

Gerry Brooks (Planning Board Chair) was present to speak on behalf of the Planning Board about the ground mounted solar energy systems. Their proposal is to implement a moratorium on solar array installation. He stated that undoubtedly there needs to be a concrete ordinance in place that addresses solar array issues. He feels this will require a special town meeting and some guidance from the town attorney. He also feels it is important to be proactive and tailor the ordinance to coincide with the Comprehensive Plan. Currently, the Town of Washington has an impressive ordinance. Gerry stated that he has reached out to other resources and is working on a preliminary plan. MMA does not have anything specific in place but has provided helpful information. The Planning Board realizes that a seven-acre project is a large project and plan to effectively run through the review process to be sure that it is done correctly.

Discussion: Martha asked Jay about the cost of holding a special town meeting or open ballot. Jay stated that it can be costly, but inevitability needs to be done. Adam asked about the moratorium timeline. Gerry stated that a moratorium is good for six months, and once the moratorium is acquitted, an ordinance then takes its place. Josh inquired about the construction timeline. Gerry said there is a process, but once it is approved by the town, the Planning Board is required to begin working on it as soon as possible. Furthermore, they also need to comply to the perimeters of the application.

Motion by Selectman Johnston-Nash seconded by Selectman Fuller to put a moratorium on all ground mounted solar energy systems with secret ballot vote as soon as possible. Vote by roll call. Selectmen in favor: Johnston-Nash, Fuller, White, Lombardi and Shepard. All approved.

6. Appointment of other members on Food Ordinance Committee:

Motion by Selectman Johnston-Nash seconded by Selectman Fuller to approve Jim Justice to hold a seat on the Food Ordinance Committee. Vote

by roll call. Selectmen in favor: Fuller, Johnston-Nash, Shepard, Lombardi and White. All in favor.

7. Approve Official Name of Food Ordinance:

Motion by Selectman Johnston-Nash seconded by Selectman Fuller to approve the name *Food Ordinance Committee*. Vote by roll call. Selectmen in favor: Fuller, Johnston-Nash, Shepard, White and Lombardi. All in favor.

8. CMP Pole Permit Approvals:

Motion by Selectman Fuller seconded by Selectman White to approve the CMP Pole Permit. Vote by roll call. Selectmen in favor: Fuller, Shepard, Johnston-Nash White and Lombardi. All in favor.

Motion by Selectmen Johnston-Nash seconded by Selectman Fuller to amend the original motion, now giving authorization to the Town Manager to approve the CMP Pole Permits. Vote by roll call. Selectmen in favor: Shepard, Johnston-Nash, White, Lombardi and Fuller. All in favor.

9. Discussion and approval of NE Municipal Advisor Contract:

Jay stated that he would like to contract with NE Municipal Advisors to receive a better bond rate. Motion by Selectman White seconded by Selectman Lombardi to contract with NE Municipal Advisor to receive a better bond rate. Vote by roll call. Selectmen in favor: Shepard, White, Lombardi and Fuller. Selectman Johnston-Nash opposed.

10. Vote to accept the \$5,000 Center for Tech and Civic Life Grant:

Motion by Selectman Fuller seconded by Selectman White to approve the \$5000 Center for Tech and Civic Life Grant. Vote by roll call. Selectmen in favor: White, Johnston-Nash, Shepard, White and Lombardi. All in favor.

11. Establish Selectmen Newsletter Guidelines:

Bill read his version of Listserv parameters. Suggestions and concerns were voiced by all Board members. It was agreed upon by everyone to write a post to *Selectmen Sidelines* twice a month which will be on a voluntary basis. The emails will be sent to Bill by Sunday evening for review. If there are no objections by the Board members, the email will be forwarded to the Town Office by Tuesday for publication.

12. COVID-19 updates:

Jay mentioned that the Governor passed a new decree increasing the number of people at a public gathering. He stated that it will not change the policy that is currently in place for the Pullen Municipal Building Meeting Room.

He stated that town offices continue to ask the Governor to mandate masks for Election Day with no avail.

About four weeks remain of the Maine Healthy Grant. There is a sizeable need for children's masks, and they still have a decent supply. The office has been alternating pick-up times to make it convenient for Union residents.

13. Other Business:

Jay suggested establishing a Broadband Committee. He feels that John Gibbons would be an intricate part of this group with his knowledge on the subject.

Motion by Selectman Johnston-Nash seconded by Selectman Fuller to form a Broadband Committee. Vote by roll call. Selectmen in favor: Fuller, Shepard, Lombardi, Johnston-Nash and White. All in favor.

14. Town Managers Report:

PW update: the heating system was installed in the garage today and should be up and running.

Jay will be taking some personal time in the next few weeks; he will be checking his email.

15. Selectmen's Report:

Martha asked Jay about the heat zones for the PW garage. Jay stated there will be one zone for all 3 rooms. Radiant floor heat was installed in the garage floor for obvious reasons. Tearing up the entire floor to connect the entire building would not have beneficial and would have delayed completion moving into Winter.

John stated that the annual Town Manager review will not be taking place in October. Scheduled date is November 10th.

November 3rd BOS meeting is cancelled because of Election Day.

16. Future Agenda Items:

Discussion on ways to thank the volunteers

17. Adjourn:

Motion by Selectman Fuller seconded by Selectman White to adjourn. Vote by roll call. Selectmen in favor: White, Johnston-Nash, Fuller, Shepard, Lombardi and White. All in favor.

Meeting adjourned at 8:33 p.m.

Respectfully submitted,

Sandy Patrick
Secretary

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
02061 Beaugard Equipment, Inc				
0358	U58589	IB38794		
Wheel and other parts	E 4-04-17-73		342.73	0.00
	UNION / HIGH & BRIDG - PUBLIC WORKS / INVENT/PARTS			
		Vendor Total-	342.73	
00254 Blood, Heidi				
0358	Mileage	September 2020		
September 2020	E 4-02-14-97		13.38	0.00
	UNION / PROTECTION - ANIMAL CNTRL / MILEAGE			
		Vendor Total-	13.38	
00086 Carquest Auto Parts				
0358	5550	320658		
Triangle warning kit	E 4-04-17-82		27.30	0.00
	UNION / HIGH & BRIDG - PUBLIC WORKS / SIGNS/SAFETY			
		Vendor Total-	27.30	
00098 CENTRAL MAINE POWER COMPANY				
0358	211-0473142-001	9/15/2020		
Town Office delivery chg	E 4-01-02-01		737.48	0.00
	UNION / GEN. GOVT. - MAINT OF BLD / ELECTRICITY			
Tennis Court delivery chg	E 4-07-34-01		56.93	0.00
	UNION / RECREATION - PARKS & REC. / ELEC-BB/COM/			
Public Works delivery chg	E 4-04-17-01		17.80	0.00
	UNION / HIGH & BRIDG - PUBLIC WORKS / ELECTRICITY			
Common delivery chg	E 4-07-34-01		17.53	0.00
	UNION / RECREATION - PARKS & REC. / ELEC-BB/COM/			
Street lights delivery ch	E 4-04-22-99		221.24	0.00
	UNION / HIGH & BRIDG - STREET LIGHT / EXPENSE			
Gazebo delivery chg	E 4-07-34-01		16.31	0.00
	UNION / RECREATION - PARKS & REC. / ELEC-BB/COM/			
Ayer park delivery chg	E 4-07-34-01		22.81	0.00
	UNION / RECREATION - PARKS & REC. / ELEC-BB/COM/			
		Invoice Total-	1,090.10	
0358	211-0473142-001	9/28/2020		
Public Works delivery chg	E 4-04-17-01		6.91	0.00
	UNION / HIGH & BRIDG - PUBLIC WORKS / ELECTRICITY			
		Invoice Total-	6.91	
		Vendor Total-	1,097.01	
01138 COMMON MARKET (THE)				
0358	Acct 20043	Fire Department		
Fire Dept	E 4-02-11-20		18.55	0.00
	UNION / PROTECTION - FIRE DEPT / MISC.			
		Invoice Total-	18.55	
0358	Account Number 23	1.250		
general assistance	E 4-05-26-99		617.39	0.00
	UNION / GEN. ASSIST. - GEN'L ASSIST / ORIG. BUDGET			
		Invoice Total-	617.39	
		Vendor Total-	635.94	
00332 Comstar				
0358	9/30/2020	September 2020		
Billing	E 4-02-12-21		640.85	0.00
	UNION / PROTECTION - AMBULANCE / BILLING CONT			
		Vendor Total-	640.85	
02162 Election Systems & Software				
0358	5000004652	1156901		
battery	E 4-01-01-82		10.00	0.00
	UNION / GEN. GOVT. - ADMIN. / VOTE MACH PR			
		Vendor Total-	10.00	

Jrnl	Invoice Description	Reference	Amount	Encumbrance
Description	Account	Proj		
ALS Intercept	E 4-02-12-44		400.00	0.00
	UNION / PROTECTION - AMBULANCE / ALS BACKUP			
	Invoice Total-		400.00	
0358 Run #20-244754	8/7/2020			
ALS Intercept	E 4-02-12-44		400.00	0.00
	UNION / PROTECTION - AMBULANCE / ALS BACKUP			
	Invoice Total-		400.00	
0358 Run #20-244837	8/8/2020			
ALS Intercept	E 4-02-12-44		400.00	0.00
	UNION / PROTECTION - AMBULANCE / ALS BACKUP			
	Invoice Total-		400.00	
	Vendor Total-		1,600.00	
00023 Northeast Coffee Company				
0358 UNION-TOW	2035776			
Water	E 4-01-01-20		17.50	0.00
	UNION / GEN. GOVT. - ADMIN. / MISC.			
	Vendor Total-		17.50	
00423 O'CONNOR GMC-BUICK				
0358 1810	1267635			
repairs to Volvo	E 4-04-17-66		4,015.29	0.00
	UNION / HIGH & BRIDG - PUBLIC WORKS / TK23('02VOLV			
	Invoice Total-		4,015.29	
0358 1810	1268079			
repairs/sticker	E 4-04-17-62		175.34	0.00
	UNION / HIGH & BRIDG - PUBLIC WORKS / #27 2017 WS			
	Invoice Total-		175.34	
	Vendor Total-		4,190.63	
00429 ON THE ROAD, INC.				
0358 9/28/2020	19295			
Cutting Edge	E 4-04-17-84		350.20	0.00
	UNION / HIGH & BRIDG - PUBLIC WORKS / PLOW/EDGES			
	Vendor Total-		350.20	
00384 Onward Ventures				
0358 Rent GA21-04	Rent GA21-04			
Rent GA21-04	E 4-05-26-11		275.00	0.00
	UNION / GEN. ASSIST. - GEN'L ASSIST / GA-21-04			
	Invoice Total-		275.00	
0358 GA 21-5	GA 21-5			
Rent	E 4-05-26-09		275.00	0.00
	UNION / GEN. ASSIST. - GEN'L ASSIST / GA-21-05			
	Invoice Total-		275.00	
	Vendor Total-		550.00	
00402 R.S.U. #40				
0358 MSAD40 School Assessment	October			
School Assessment	E 4-06-27-99		214,940.33	0.00
	UNION / EDUCATION - M.S.A.D. #40 / EXPENSE			
	Vendor Total-		214,940.33	
00330 Realterm Energy US, LP.				
0358 P-0964	912154			
Per Contract	E 4-12-25-04		9,101.20	0.00
	UNION / Debt Servic - Debt Service / Solar			
	Vendor Total-		9,101.20	
00934 SEACOAST SECURITY, INC.				
0358 Cust. 5653	676524			
Security System	E 4-01-02-79		234.00	0.00
	UNION / GEN. GOVT. - MAINT OF BLD / EQUIP MAINT			

Warrant Preview
Pay Date: 10/20/2020

Jrnl	Invoice Description	Reference		
Description	Account	Proj	Amount	Encumbrance
		Prepaid Total-	0.00	
		Current Total-	239,009.90	
		Warrant Total-	239,009.90	

WE HEREBY CERTIFY THAT THE ABOVE INVOICES ARE DUE AND THAT THE AMOUNTS INDICATED SHOULD BE PAID TO THE VENDORS LISTED.

John Shepard, Chairman

Adam Fuller

Martha Johnston-Nash

JOSHUA WHITE

William Lombardi

SELECTMEN,
TOWN OF UNION, MAINE

Warrant Preview
Pay Date: 10/20/2020

Jrnl	Invoice Description	Reference			
Description	Account	Proj	Amount	Encumbrance	
00407 Bangor Truck Equipment					
0360 Town of Union	R15529				
Repairs	E 4-04-17-73		1,100.41	0.00	
	UNION / HIGH & BRIDG - PUBLIC WORKS / INVENT/PARTS				
	Vendor Total-		1,100.41		
	Prepaid Total-		0.00		
	Current Total-		1,100.41		
	Warrant Total-		1,100.41		

WE HEREBY CERTIFY THAT THE ABOVE INVOICES ARE DUE AND THAT THE AMOUNTS INDICATED SHOULD BE PAID TO THE VENDORS LISTED.

John Shepard, Chairman

Adam Fuller

Martha Johnston-Nash

JOSHUA WHITE

William Lombardi

SELECTMEN,
TOWN OF UNION, MAINE

Town of Union
STATEMENT OF INTEREST
FOR
BOARD/COMMITTEE APPOINTMENTS

NAME Christine A. Norris PHONE 207-790-0671

MAILING ADDRESS 320 Happy Hollow Rd, Union

EMAIL ADDRESS christine.ann.norris@gmail.com

COMMITTEE OR BOARD OF INTEREST Broadband Committee

PLEASE INDICATE WHY YOU WOULD LIKE TO SERVE

Since moving to Union in 1997 I have enjoyed the benefits of living in a small town, with one exception, the lack of broadband. I began working for the State of Maine Office of Information Technology in April 2019 as the Assistant to the Chief Information Officer. State offices were shut down in March due to the pandemic and 14,000 state employees were either out of work or working from home. This affected me personally as I am barely able to work from home with a hotspot. Options are extremely limited at my location, none of them are adequate to operate equivalent to an office setting. Residents would benefit greatly from broadband expansion. Start a business, pursue higher education, utilize remote access security equipment, the potential is limitless. I would like to serve on this committee to assist our residents with gaining access to technology and services that would benefit everyone.

PLEASE INDICATE ANY PREVIOUS BOARD OR COMMITTEE EXPERIENCE YOU HAVE HAD, OR OTHER PERTINENT INFORMATION (use back if necessary)

Thompson Community Center Association, Vice Chair 2016-2017

Currently work for the State of Maine Office of Information Technology as the Assistant to the Chief Information Officer, administrative support to his nine directors including the Chief Information Security Officer.

PLEASE SUBMIT THIS FORM TO THE TOWN MANAGER

**Town of Union
STATEMENT OF INTEREST
FOR
BOARD/COMMITTEE APPOINTMENTS**

NAME John Gibbons PHONE 207.542.9098

MAILING ADDRESS 549 Miller Rd., Union

EMAIL ADDRESS jgibbons@tidewater.net

COMMITTEE OR BOARD OF INTEREST Broadband Committee

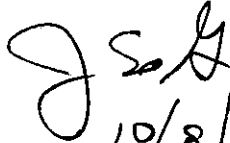
PLEASE INDICATE WHY YOU WOULD LIKE TO SERVE

I have some technical background in the subject matter that I believe might be helpful to the work of the Committee.

PLEASE INDICATE ANY PREVIOUS BOARD OR COMMITTEE EXPERIENCE YOU HAVE HAD, OR OTHER PERTINENT INFORMATION (use back if necessary)

Budget committee, planning board, school board, Board of Selectmen

PLEASE SUBMIT THIS FORM TO THE TOWN MANAGER


10/8/2020