

**November 28, 2022**

**SELECTBOARD MINUTES**

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Present: Terry Bergeron, Chair; Tim DeMillo, Vice Chair; Tom Goding, Lee Ann Dalessandro, Shiloh LaFreniere, Town Manager; Raeleen York, Deputy Clerk

Guests: Mike Booker (Fire Chief), Trinity Smith (Mt. Blue TV), Donna Perry (Sun Journal), Adrienne Foss (Daily Bulldog), Darren Roundy, Jill Gingras (Treasurer), Tina Riley

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- 1. Pledge of Allegiance** – 6:00 p.m. -Tim led the pledge.
- 2. Minutes – November 14, 2022** – M/M/S Lee Ann/Tom to approve the Selectboard and Board of Assessors minutes from the November 14, 2022 meeting. Vote 4-0-0.
- 3. Old Business** – No discussion.
- 4. RSU 73 School Board Appointment** – M/M/S Terry/Tom to appoint Tina Riley to the RSU 73 School Board with a term to expire in April when a new member is voted in at the annual municipal election. Vote 4-0-0
- 5. Public Works Generator Disposal** – The new generator has been installed at the Highway garage and we need to dispose of the old one. It is a Hercules engine Model D-4800-T that is combined with a 1972 Katolight generator. M/M/S Lee Ann/Tom to put the generator out to bid with no minimum bid requirement. Vote 4-0-0.
- 6. E911 New Road Name – Adrian Court** – There is a private drive off Rt. 4 just north of Pleasant Drive in North Jay that has 4 mobile homes on it. There has been some confusion when residents call for 911 services finding the residences. The town according to the 911 ordinance needs to name this road. The owner has proposed the name Adrian Court. M/M/S Tim/Tom to name the private drive off Route 4 in North Jay Adrian Court. Vote 4-0-0.
- 7. Capitalization Policy Update** – Jill explained that the auditors recommend changing the asset threshold from \$1,000 to \$5,000. Jill saw that the policy had not been updated in many years, so she wrote an updated policy for the Selectboard to consider. M/M/S Lee Ann/Tom to repeal and replace our current policy with an updated Capitalization Policy as submitted. Vote 4-0-0.
- 8. Fire Department Wage Rates – Minimum Wage Increase** – Per State law minimum wage will be increasing by \$1.05 per hour beginning January 1, 2023. M/M/S Lee Ann/Tom to adjust all the base pay rates for the Fire Department by \$1.05 per hour. Vote 4-0-0.
- 9. Fire Department – Mutual Aid with Livermore Falls** – Mike gave the Selectboard an update. Livermore Falls is currently without a Fire Chief and has a very limited number of firefighters. Jay and Livermore have been providing mutual aid as part of our normal operations. The number of calls, types of calls, and cost to our department has increased because of this. There have been meetings between Livermore Falls, Jay, and Livermore to discuss this problem. There will be more discussions and Mike will keep the Selectboard up to date.

**10. Community Concepts, Inc. Head Start Lease Extension** – The lease to Community Concepts for the Head Start building expired February 28, 2022. Community Concepts has requested that the Board grant a retroactive extension that will run from March 1, 2022 through February 28, 2023. If the extension is approved the rent increases to \$825.00/month up from \$800.00/month. Community Concepts will submit the retroactive amount. They have requested a renewal lease beginning March 2023. M/M/S Tim/Tom to approve a retroactive extension on the Community Concepts, Inc. Head Start lease from March 1, 2022 to February 28, 2023. Vote 4-0-0.

**11. Budget Meeting – Donation Requests** – M/M/S Lee Ann/Tom to request the presence of a member of each organization requesting donations at the budget meeting. Vote 4-0-0

**12. Municipal Building Duct Cleaning** – The new HVAC units have been installed at the municipal building. The internal duct work has not been cleaned since the building was renovated in 2008. ABT has given us a quote of \$5,300 to do this work. M/M/S Lee Ann/Tom to hire ABT to clean the internal duct work for \$5,300 from capital reserve. Vote 4-0-0.

**13. Other Business** – Mike asked the Selectboard about changing the boiler at Station 2 over to propane. It is the only remaining one the town has that runs on oil. He has requested a price from ABT.

Lee Ann asked for an update on ARPA funds for the next meeting.

Terry announced upcoming dates of interest.

M/M/S Tim/Tom to adjourn at 6:30 p.m. Vote 4-0-0.

Respectfully Submitted,

Raeleen M. York