MINUTES
MADISON SELECT BOARD MEETING
OLD POINT SCHOOL MEETING ROOM 104
108 OLD POINT AVENUE
Monday January 13, 2025
6:30 p.m.

Video link: **https://www.youtube.com/watch?v=rC3mcO49D_U**

A. The meeting was called to order at 6:30pm and all saluted the flag.

B. Roll Call: All Select Board members were present.

C. **Consent Agenda**

1. A/P Warrants:
#17 – 12-10-2024 - $520,791.87
#18 – 12-23-2024 - $590,568.10
#19 – 12-23-2024 - $1,755.65 (Library)

2. Payroll Registers:
#49 – 12-07-2024- ($1,986.32) – one direct deposit rejected – added to week 50
#50 – 12-12-2024 - $25,847.05 – includes pay for previously rejected direct deposit
#51 – 12-19-2024 - $19,649.32
#52 – 12-26-2024 - $19,156.37

Incomplete postings due to errors on Bangor Payroll side (FMLA deductions)
1 – 01-02-2025 – *unknown specific dollar amount*
2 – 01-09-2025 – *unknown specific dollar amount*

Motion by Ms. Estes to approve the warrants and payroll registers as presented, seconded by Ms. Dwyer. No discussion. Motion carried 5-0.

3. VFW Liquor License (already signed and submitted to State)

Chairman Veneziano asked the Town Manager to notify the American Legion, the VFW and other entities that require Select Board approval for licensing of the meeting dates and times.

Motion by Mr. Bean to approve the VFW liquor license, seconded by Mr. Moody. No discussion. Motion carried 5-0.

D. **Acceptance of the minutes** of the Select Board meeting on December 9, 2024.

The minutes from December 9th were amended to include comments by resident Michael Kenney. Ms. Dwyer moved to accept the minutes as amended, seconded by Mr. Bean. No discussion. Motion carried 5-0.

Acceptance of the minutes of the special Select Board meeting on December 19, 2024.

Motion by Mr. Bean to accept the minutes as presented, seconded by Ms. Dwyer. No discussion. Motion carried 4-0-1 (Chairman Veneziano abstained).

E. **Old Business:**

1. ~~Meader land purchase request (East Houghton St)~~ **TABLED**

2. Review Purchase Order requirements for all departments

   The Town Manager reported that Department Heads requested different amounts (from $1,000 to $5,000) and recommended setting it at $2,500. She explained that it would be the same amount for all departments, not different for each. Chairman Veneziano said they could each use their discretion up to $5,000 if that's what the Board decides to set it at and individually request sign-off from the Town Manager for a lower limit if they so choose. The Road Commissioner spoke in favor of raising the limit to $5,000.

   Motion by Ms. Estes to raise the purchase order requirement for any purchase over $5,000, seconded by Ms. Dwyer. No further discussion. Motion carried 5-0.

3. Initial Report of Building Committee – next meeting Thursday January 16, 3:30pm

   The Town Manager reported the initial feedback from the building committee, with their primary focus being the Town Office and Fire Station, along with the Library handicap access ramp. The committee will meet again on January 16th to set up a 5-10 year plan to discuss needs, define priorities, and explore funding.

   The Library ramp may be covered by a grant from AARP for ADA compliant access. If that grant proves successful, the amount to be budgeted would be much lower than the original quote from Plymouth Engineering of $30,000. Jonathan Burrows and eith Ewing will be looking into options for replacing the ramp and associated costs.

   The area to the right of the Town Office/Fire Station (currently green space) could be used for expanding the Fire Station for 1 or 2 bays. Chairman Veneziano commented that the trucks are not getting any smaller and the space is quite tight now.

   More info will be forthcoming after the January 16th committee meeting.

4. Fill vacancy on Budget Advisory Board

   The Town Manager presented David Bernard of Myrtle Street to fill the vacancy.

   Motion by Ms. Estes to fill the vacancy on the Advisory Board with David Bernard, seconded by Ms. Dwyer. No discussion. Motion carried 5-0.

5. Consideration of 4-day work week at Town Office

   The Town Manager spoke about the internal office discussions with the staff and how we would perceive a 4-day workweek. She restated her reluctance to cut any days from the week and suggested that maybe rotating days off would allow us to remain open 7am to 5pm 5 days a week. The staff is still contemplating and nothing has been decided. Mondays are not the best day to be closed because half of the paid holidays fall on Mondays, which would require us to be closed on Tuesdays. The staff says that Friday is the busiest day and may not be the best day to be closed. No changes will be made until July 1st.

Chairman Veneziano would like to see it scheduled out and asked the Town Manager to write it up for a visual explanation. Madison Electric does it now, and the Town Manager will contact them for an explanation of how they make it work. She will bring it back to the Select Board at the first meeting in February.

F. **Items of Communication:**

1. Department Head Reports for December
   a. ACO (none)
   b. Code Enforcement
   c. Finance
   d. Fire
   e. Highway
   f. Library
   g. Recreation
   h. Sheriff

   Highway – Jeff Wright reported normal winter routine: plowing and sanding; in-shop work getting done when no storms; salt budget may be high due to the 1" storms that ice the roads; truck maintenance; new mechanic doing a very good job and has a CDL license so plowing also. Ms. Estes asked if the road crew is plowing down over the hill at the end of Weston Avenue. Mr. Wright said yes, that it was missed once during a recent storm because it was a new driver on that route, but it was taken care of later.

   Sheriff – Deputy Pike has started as the School Resource Officer (SRO), using the cruiser with light to slow traffic down at the school in the mornings. Chairman Veneziano expressed appreciation for his presence and efforts.

2. Living Well reports – no questions or comments.

3. Town Manager's report on expenses and revenues – currently at 51.6% (week 28 = 53.8%) – no questions or comments.

G. **New Business**

1. Mark Doty – rules on launching hand-carried watercraft at Lakewood Beach area?

   Mr. Doty presented pictures of the rules and the Lakewood Beach area and explained that it is customary to hand-launch kayaks, canoes, paddleboards, etc. from that location. He asked that it be put into policy that it is allowed to hand-launch boats there. The Town Manager will work with Mr. Doty to draft a policy that outlines what is acceptable and will bring it to the next Select Board meeting.
   The Lake Wesserunsett Association is working with Somerset Woods Trustees on the Black Point purchase, and having this policy will assist in that process, putting in writing access to the lake from the Lakewood Beach area.

   Mr. Moody asked if this would create a parking problem with more people coming in to launch their boats (non-motorized), people coming to swim, etc. Mr. Doty said there is overflow parking on the road from the beach to the restaurant.

2. Updates to Madison Personnel Policy

   The Town Manager stated that the policy has been in effect for two years and needs to be reviewed. There is no specific change to address at this meeting, but in light of the possibility of moving to 4 ten-hour days, the overtime after 8 hours a day clause needs to be amended. She

will work with Ms. Burrows (HR & Finance Director) to review existing policy and recommend changes. The expectation is to have the full policy reviewed, amended and approved by July 1st.

3. Policing RFP draft

The Town Manager presented a rough draft of a Request for Proposal for Law Enforcement Services. The timing of the RFP process (release, response and review), in conjunction with the budget preparation timeline, could result in a transition of service provider, which would require additional time to execute and implement the contract.

Mr. Moody asked where the responses to the RFP would come from? He followed up with asking if we are dissatisfied with what we have and where we think we'll find more than what we have right now. There's only state, county and town agencies that could provide services, and the workforce for them is limited. The Town Manager will follow the Board's directive to pursue the RFP or not. The idea for the RFP was suggested by a citizen.

Mr. Wright spoke about the improvement in services from the last few years and how he thinks they are doing an excellent job. Ms. Estes said she thought we owed it to the Town residents to look into options because they only have the choice to vote up or down at Town Meeting. Ms. Dwyer asked how the meeting with the Town of Skowhegan Town Manager and Police Chief went. Chairman Veneziano said it was a good meeting, that they could provide what we are looking for, that their Town Manager and Select Board were in support of it, but he was concerned that if we went in that direction and lost the Sheriff's Office only to have Skowhegan decide to pull their offer, the Town of Madison would be without local law enforcement. Mr. Bean spoke of those in town who want to bring back our own police department but stated how that is not very likely to happen, financially or physically. Ms. Dwyer added that in the last several years, all law enforcement agencies were struggling to maintain full staff, but that has turned around recently, and we are seeing the effects (more patrol presence). SRO Pike will be solely patrolling in Madison, even when not performing SRO duties in the school.

Motion by Ms. Estes to continue developing the RFP for law enforcement. Motion failed for lack of a second. The Town Manager will cease activity on the RFP.

H. Citizen Concerns:

Linwood Cowan, a member of the American Legion, asked about the need to dig holes and look for contaminants in the area that the Town will be swapping with the AL. He said the Town has been telling the Legion what needs to happen but no one in the Town Office has in fact stated anything about that. He said the site was used by Great Northern Paper as a dumping site. He asked if it was true that the American Legion would be responsible for the cost of conducting tests once the land swap went through. Chairman Veneziano and Mr. Moody asked where this was coming from and whether someone was providing incorrect information to the Legion, stirring up trouble. The Town does not require soil testing.

Mr. Cowan said the Legion may be looking elsewhere for options to build. He said they'd also been told they needed to demo their existing building by June. Chairman Veneziano emphasized that this was also not true, that there was no rush except for safety concerns. He explained that the Town wants to be a good neighbor to the Legion, that we want the Legion and the public to have a place to enjoy. He urged Mr. Cowan to send the person or people who are making these statements to the Select Board for clarification.

Mr. Cowan asked the Board if the Legion could build on the existing site once the building is torn down, noting that the Town voted to swap the land with the American Legion. It was agreed that the Town would have to reverse that vote if that were the case. Chairman Veneziano encourage Mr. Cowan and the Legion to reach out to the Code Enforcement Officer or the Town Manager with any other questions or concerns that come up.

American Legion Post Commander Washburn made an appearance. Chairman Veneziano reiterated what was previously said about no deadlines for tearing down the existing facility and no requirement for drilling in the new location.

Kate Drummond representing Somerset Woods Trustees about Weston Woods and Waters. She wanted to introduce herself (Chair of the Stewardship Committee) and Rachel Cheetham-McFadden, the Stewardship Coordinator. She explained the importance of having and maintaining public access to our natural resources within Weston Woods and Waters for health and recreation. It has ecological significance due to the shoreline on the Kennebec River, sensitive habitats, vernal pools, and mature forests. They want to open lines of communication and build a strong partnership with the Town.

I. Select Board Concerns:

Chairman Veneziano reminded the Board of the Ambulance meeting on January 22nd at 6pm in Anson. Three of the Board members must be in attendance.

J. Adjournment:

Motion to adjourn by Ms. Estes, seconded by Mr. Bean. No discussion. Motion carried 5-0.

Meeting adjourned at 7:36pm.

NEXT REGULAR SELECT BOARD MEETING
MONDAY JANUARY 27, 2025
ASSESSORS WORKSHOP at 5:30pm
108 OLD POINT AVENUE
6:30 pm