**MINUTES**
**MADISON SELECT BOARD MEETING**
**OLD POINT SCHOOL MEETING ROOM 104**
**108 OLD POINT AVENUE**
**Monday February 10, 2025**
**6:30 p.m.**

***Video link:***
https://www.youtube.com/watch?v=vnGcD55dJ14

A. The meeting was called to order at 6:37pm and all saluted the flag.

B. Roll Call: Chairman Veneziano and Mr. Moody were absent, all others present.

C. **Consent Agenda**

1. A/P Warrants:
#21 – 01-28-2025 - $192,631.74
#22 – 12-23-2024 - $1,499.26 (Library)

2. Payroll Registers:
~~# 3 – 01-16-2025 - $20,663.59~~ *approved January 27, 2025*
~~# 4 – 01-23-2025 - $19,568.04~~ *approved January 27, 2025*
# 5 – 01-30-2025 – $19,661.01

Motion by Mr. Bean to approve the warrants and payroll registers as presented, second by Ms. Estes. No discussion. Motion passed 3-0.

D. **Acceptance of the minutes** of the Select Board meeting on January 27, 2025. **TABLED**

E. **Old Business:**

1. Sign the Municipal Water Access Policy – no vote required, signatures only. Jeff Wright stated a sign has been ordered that reads “Hand carry only – boat launch – no motors.” He will remove the 18x24 sign for COVID and use that space to post the new sign.

2. Updates to Madison Personnel Policy – the Town Manager informed the Select Board that she would be engaging legal counsel to review the existing employee handbook and policies with the Finance/HR Director. No action is required at this time.

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

Ms. Estes asked who is covering in the absence of an ACO. The Town Manager stated the Sheriff's Office was responding to calls but couldn't transport any animals. Ms. Estes also asked about the annual kennel inspections and licensing without an Animal Control Officer. The Town Clerk notified the Town Manager that she had been in touch with the kennel owners in town and would be reaching out to the State to request a waiver of late fees for them.

The Town Manager reported that the Finance Director had gotten all the W-2s and 1099s out in a timely manner and was working hard to get caught up after having a very rough December and January (family emergencies).

The Road Commissioner reported that there was a site visit by Maine Safety Works and the Ms. Burrows (HR) with a list of issues that needed to be addressed. He has corrected most of the list with a few minor items remaining.

He also reported that the traffic lights at the intersection of Main Street and Old Point/Weston Avenues would be replaced later this month. They will be replacing the control box and the crosswalk connections as well.

The crosswalk lights in front of the Main Street Middle School are not working. This is the responsibility of the Town, not DOT or Madison Electric. He will reach out to a vendor for maintenance and repair options and present it to the Town Manager.

He has also been in contact with Manter Construction and Jim Lord from Dirigo Engineering about the raised areas of road along Route 148 where the water district project created issues. These raised areas are causing issues for drivers and the snowplows as well. Manter is planning to shim these areas in the near future.

Mr. Wright reported that he and Eric Lahti were discussing the responsibility for lowering and raising the dam on Lake Wesserunsett. Mr. Lahti expressed interest in taking on the responsibility, either personally or as a representative of the Lake Wesserunsett Association. There is concern about liability if it is not a town employee managing and performing the work. The Town Manager will research how other municipalities handle this and also check with legal counsel on the liability issue.

Librarian Julie Forbus drafted a volunteer policy for the Select Board to review and included it in her monthly report. The Town Manager will provide that to the board for review at the next meeting.

Vice Chair Dwyer asked how the Recreation Director, Danny Moreshead was doing. The Town Manager explained he is doing very well in his role, has passed the 6-month probation, and is very excited about implementing a new software called MyRec.com. It will provide a web-facing presence for the public to follow and use for registrations, scheduling, communicating, and managing data. Once the new accounting software is in place at the Town Office, we will work on an interface with MyRec.com to accept and process payments.

School Resource Officer, Mike Pike was in attendance and reported that he is enjoying the assignment and working with the school kids. Ms. Dwyer expressed appreciation for his service, especially at the crossing lights in front of Main Street Middle School.

2. Living Well reports – no questions or comments.

3. Town Manager's report on expenses and revenues – currently at 57.5% (week 32 = 61.5%). She reported that the AMSD Superintendent, Dale Clark, brought the annual storm drain bill in and it was $37,000 more than budgeted due to the mid-Main Street project where they replaced smaller storm drainpipes (not the water district project). The pipes needed to be upsized to avoid continual flooding in the low-lying section of Main Street around Irving's and K-Tronics. Mr. Clark is aware that the additional funds will not be paid out of this fiscal year's budget but will be included in FY26 budget allocations.

   David Bernard asked about the contract with the vendor who did the work and why didn't the vendor communicate the overage of the project to the Town. The Town Manager explained that the contract was between the Sanitary District and the vendor, not with the Town. The Town is responsible for paying for the storm drainage because we are the customer for all the municipal storm drains.

   Other TM communications – A taxpayer for one of the foreclosed upon accounts is attempting to bring their account current through a payment arrangement. Ms. Estes and Ms. Dwyer want the agreement to include language that the property will continue to be insured, that the 2nd half of the 2024/2025 real estate taxes will be included in the payment due balance, that the property will be maintained with all utilities being paid as long as the payment arrangement is in place, and that all taxes, interest and fees will be paid in full before the next tax commitment in September 2025.

   Ms. Estes asked if the Town Clerk had run the agreement by legal at MMA. She had and was using a template created by MMA legal. The Town Clerk also suggested we should run the amended version of the agreement by the Town's attorney, Mr. Ken Lexier. Ms. Dwyer agreed.

   Motion by Ms. Estes to enter into a payment agreement with the taxpayer for account #2065 for payment of all back taxes, interest and fees for tax years 2022, 2023 and 2024, including the second half of 2024 which will become due 3/15/2025. The motion was seconded by Mr. Bean. No further discussion. Motion passed 3-0.

   Mr. Bernard commended the Town officials for making efforts to keep this taxpayer in her home.

   Foreclosures – there are 7 other properties that have been foreclosed upon. The Town Manager will make further attempts to reach out to the property owners using an online tool called Accurint. One of these accounts will be issued a Quit Claim Deed as they made payment in cash in full after the foreclosure date.

G. **New Business**

1. Budget preparation meetings and Advisory Board schedule

   Budget meetings will be on Monday, March 17, 2025 at 5:30pm, Wednesday, March 19, 2025, at 5:30pm, and Wednesday, March 26, 2025, as needed. All meetings will be at Old Point Avenue meeting room. The Town Manager has budget meetings planned with the Town department heads in order to prepare the initial budget proposal.

2. Fill vacancy on Planning Board (alternate member opening) – Rich Cormier resigned from the planning board and the school board.

3. Fill vacancy on Appeals Board – Christine Stratton has resigned. The Town Manager will post on the website and sign for volunteers on these two vacancies.

H. Citizen Concerns: none

I. Select Board Concerns: none

J. Adjournment:

Motion to adjourn by Ms. Estes, second by Mr. Bean. Motion passed 3-0.

Meeting adjourned at 7:29pm.

**NEXT REGULAR SELECT BOARD MEETING**
**MONDAY FEBRUARY 24, 2025**
**EAST MADISON FIRE STATION**
**6:30 pm**