MINUTES
MADISON SELECT BOARD MEETING
OLD POINT AVENUE MEETING ROOM
108 OLD POINT AVENUE
MONDAY JUNE 23, 2025
6:30 p.m.

Video link: *https://www.youtube.com/watch?v=08yO4L1C8Ss*

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

B. **Roll Call:** Ms. Dwyer, Ms. Estes, Mr. Bean, and Mr. Pike were present in person. Mr. Martins was present via zoom.

C. **Election of Select Board Chair and Vice Chair:** The Town Manager asked for nominations for Chair and Vice chair.

Ms. Estes nominated Mr. Bean for Chair, and Mr. Martins seconded.

Mr. Bean nominated Ms. Dwyer for Chair, and Mr. Pike seconded.

The Town Manager handed out paper ballots. Ms. Dwyer won. 3-1-1. (Mr. Martins was unable to text his vote to the Town Manager)

Mr. Pike nominated Mr. Bean for Vice Chair, Ms. Estes seconded. 4-0-1 (Mr. Bean abstained.

D. **Consent Agenda**

1. A/P Warrants:
   #33 – 05-27-2025 - $ 2,922.07 (Library)
   #34 – 05-27-2025 - $ 53,234.62
   #35 – 06/10/2025 - $602,204.89

2. Payroll Registers:
   #22 – 05-29-2025 - $ 15,919.13
   #23 – 06-05-2025 - $ 19,036.61
   #24 – 06-12-2025 - $ 17,841.82
   #25 – 06-19-2025 - $ 47,041.90

   Mr. Pike made a motion to accept the AP Warrants and Payroll Registers as presented. Ms. Estes seconded. No discussion. Motion carried 5-0.

3. Application of Temporary Extension of Premises to Serve Beer, Wine and Spirits

   The Town Manager stated that the VFW asked to have an outdoor patio to serve alcohol outdoors during the summer from June 21st to September 21st. The Town

Manager stated they have an existing liquor license, and this is only to extended the premises. Ms. Estes asked where it would be outside? Her concern was about it being near the Monument.

Ms. Estes made a motion to accept, Mr. Bean seconded.

Mr. Pike stated that the Board did not have enough information to make a decision at this time. Ms. Stacy O'Brien offered information based on past experience related to Somerset Abbey and their outdoor area (summer tent). Chairwoman Dwyer asked if it could be tabled until the next meeting to get more information and a layout from the VFW. The Town Manager agreed to get more information before the next meeting.

4. Renewal of Liquor License for Somerset Abbey, dba Avalon Enterprises

   The Town Manager presented the license renewal application for beer, wine and spirits to be sold at the Somerset Abbey.

   Ms. Estes made a motion to approve the renewal application. Mr. Pike seconded. No discussion. Motion carried 5-0.

E. **Acceptance of the minutes** of the Select Board budget meeting on May 27, 2025 *(SD, KE).*

Town Manager presented the minutes from May 27, 2025. She explained that there may be an issue with who can approve these minutes since there are new board members who were not seated on the board at the time of the meeting. Chairwoman Dwyer asked the Town Manager to get feedback from MMA on the legality of the situation.

Ms. Estes made a motion to table the acceptance until the next meeting to get clarification on the need for a quorum to accept minutes. Mr. Pike seconded. Motion carried 5-0.

F. **Old Business**

1. RHR Smith FY 2024 Audit Findings and Management Letter

   The Town Manager shared the details of findings and recommendations from the FY 2024 audit with the board members.

2. Madison-Anson ATV Club Municipal Grant

   The Town Manager stated that the grant funding was approved. MAATV had not used any of it yet but were getting the trails ready for high usage. They will be putting Calcium Chloride on the trails to keep the dust down. Since this is a State grant award, there is no budget line impacted.

3. Simple Twist Cannabis Company follow-up
   Town Manager stated that the shop appeared to still be operating. The Town has filed a complaint against the owner in Maine District Court. Court date is scheduled for July 24, 2025. The matter has been referred to the Sheriff's Office.

4. Community Resilience Grant for Heat Pumps

   Town Manger presented an update on the Community Resilience Grant through KVCOG. Jessie Cyr has reached out to prospective contractors to visit the Town Office to assess the needs. They have started looking at the electrical capacity to verify it would allow for heat pumps. Three contractors have been in and will be submitting their bids to KVCOG.

5. 20 Park Street – new interest in property – repost for bids?

   The Town Manager brought up a request to reopen the bidding for 20 Park Street. She stated that there was previously a minimum bid of $27,500 to take into account the expenses incurred by the town demolition and cleanup, as well as for any unpaid taxes and outstanding utilities owed. Mr. Bean asked if this tax-acquired property would be grandfathered so as not to require a real estate agent to list it. The Town Manager responded that the Town has held the property for more than a year, and enough time has elapsed so that we would not need to hire a real estate agent. She added that any proceeds in excess of the Town's costs associated with the tax acquisition (including – if possible – the unpaid utilities owed to Madison Electric, Anson-Madison Sanitary District and Anson-Madison Water District) would be due and payable to the previous owner, or to the State of Maine Unclaimed Property Fund if the previous owner or heirs couldn't be found.

   Motion by Mr. Bean to put 20 Park Street back out to bid with a minimum bid of $27,500. Mr. Pike seconded the motion. No further discussion. Motion carried 5-0.

G. **Items of Communication**

1. Living Well reports

   Chairwoman Dwyer thanked Living Well Coordinator, Cheyenne Stevens, for a job well done on the Community Garden at the Main Street park. The Town Manager also thanked Ms. Stevens for spearheading the program and putting great effort into it.

   Chairwoman Dwyer stated that there was a letter from Somerset County confirming a matching grant was approved by the County Commissioners for $15,000 for the Library Ramp project.

2. Town Manager's report on expenses, revenues, and monthly GA – currently at 98.2% (week 51 = 98.1%)

   The Town Manager stated that this was the last week of the Fiscal Year. They received their last state revenue sharing distribution over the weekend which brought the total over the anticipated revenue amount. She stated that what they budgeted for was about $964,000. Spending is close but not over 100%. The General Assistance summary sheet shows what the Town has spent every month broken into categories of food and personal items, rent, utilities, and medical/burial amounts. The Town Manager stated

that rent is the biggest expense each year. She added that there were big changes coming in GA administration as a result of recent legislation at the State. Mr. Wright asked who the GA money goes to. The Town Manager replied that the money does not go to the individual requesting assistance, but to the landlord or the utility company.

3. Thank You note from Hospice Volunteers of Somerset County

   The Town Manager read the thank you note from Hospice.

4. Staff Recognition

   The Town Manager recognized one of the counter staff employees after she (TM) received a call from a gentleman regarding his experience with one of the clerks. He said she was very nice, professional, courteous and friendly. He was very pleased with his experience. He felt she went above and beyond what was required of her in her job.

5. MMA Nominations for MMA Vice President and Executive Committee Members

   The Town Manager stated that if anyone had a nomination for the MMA Executive Committee to let her know.

H. **New Business**

1. Select Board Meeting Schedule for 2025-2026

   The Town Manager had a question about October 13th as it is a holiday, and the office will be closed. Mr. Pike recommended the next day, Tuesday, October 14th. The Town Manager stated that the Planning Board would be meeting on that day so the Select Board would need to meet earlier, possibly at 4:30. All members agreed with 4:30pm.

   There is only one meeting in December, on the 15th. The meeting on August 11th will be in East Madison and the Town Manager will work with the Assessors Agent to commit taxes at that meeting.

2. Training for New Select Board Members

   Review of "New Select Board Members" documents that was distributed to all Select Board members. The Town Manager asked the members how often they wanted to be paid, quarterly, semi-annually, or annually. They all agreed that quarterly would be best for everyone.

3. Annual Appointments for new fiscal year (for 1 year unless noted otherwise)

   a. Appeals Board (1 seat for 3 years **– select 1**)
      i. Bernard, David – withdrawn
      ii. Bliss, Randy

   Mr. Bean made a motion to appoint Randy Bliss to serve a three-year term on the Appeals Board. Mr. Pike seconded. Motion carried 5-0.

b. Ethics Board (1 seat for 1 year, 2 seats for 2 years, 1 seat for 3 years, and 2 associate members for 3 years)
    i. Estes, Corey (yes, 3 years)

Mr. Pike made a motion to appoint Corey Estes to a three-year term on the Ethics Board. Mr. Bean seconded. Motion carried 5-0.

    ii. Kenney, John (yes, 1 year)

Mr. Pike made a motion to appoint John Kenney to a one-year term on the Ethics Board. Mr. Bean seconded. Motion carried 5-0.

    iii. Lahti, Eric has not responded yet – nomination tabled.

c. Emergency Management and E911 (annual), Jeff Drew

Mr. Bean made a motion to appoint Jeff Drew as Emergency Management and E911. Mr. Pike seconded. Motion carried 5-0.

d. Fire Chief (annual), Don French

Ms. Estes made a motion to appoint Don French as Fire Chief. Mr. Bean seconded. Motion carried5-0.

e. Recreation Committee (2 seats for 3 years)
    i. Furbush, Jason (yes)

Ms. Estes made a motion to appoint Jason Furbush to the Recreation Committee for a three-year term. Mr. Bean seconded. Motion carried 5-0.

    ii. Noyes, Amber has not responded yet – nomination tabled.

f. Somerset Community Television Board (1 Select Board Member)

Mike Pike volunteered to serve on the committee.

Ms. Estes made a motion to appoint Mr. Pike to the SCTV Board. Mr. Bean seconded. Motion carried 4-0-1 (Mr. Pike abstained).

g. Tax Collector (annual), Julie Rich

Ms. Estes made a motion to appoint Julie Rich as Tax Collector. Mr. Bean seconded. Motion carried 5-0.

h. Town Manager (annual), Denise Ducharme

~and~

i. Welfare Director (annual) , Denise Ducharme

Ms. Estes made a motion to appoint Denise Ducharme as Town Manager and Welfare Director. Mr. Pike seconded. Motion carried 5-0.

4. Initial Review of Personnel Policy Updates – no vote now

No vote now.

I. Citizen Concerns

Lisa Wright shared her concern that the Town Office was closed from 11:30am to 12:30pm. She indicated that she was outside the post office and noticed several people waiting. She expressed disapproval that the meetings were happening at the noon hour and wanted to know how the Board felt about it. Chairwoman Dwyer agreed with the Town Manager's

decision to hold weekly staff meetings. Ms. Estes was also okay with it. Mr. Martins stated staff meetings were good, should be mandatory, but maybe not weekly, maybe monthly. Mr. Bean stated to do it as often as needed. Mr. Pike was supportive of staff meetings.

J. **Select Board Concerns**

Mr. Bean reminded the group that there would be a building committee meeting on Thursday, June 26th at 4pm in the same meeting room.

Mr. Martins apologized for not being there in person.

Chairwoman Dwyer welcomed Mr. Pike and Mr. Martins to the Board, and thanked Dave Bernard for running.

K. **Executive Session**

Discuss personnel matter pursuant to 1 MRSA § 405-6(A)

Ms. Estes made a motion to enter into executive session to discuss a personnel matter pursuant to 1 MRSA § 405-6(A). Mr. Bean seconded. No discussion. Motion carried 5-0.

Entered executive session at 7:24pm.

Exited executive session at 7:52pm. Motion by Mr. Bean to offer a wage of $26.50 per hour for the incoming Finance Officer. Seconded by Ms. Estes. No further discussion. Motion carried 4-0 (Mr. Martins was no longer present).

L. **Adjournment**

Ms. Estes made a motion to adjourn. Mr. Bean seconded. Motion carried 4-0. Meeting adjourned at 7:54pm.

NEXT REGULAR SELECT BOARD MEETING
MONDAY JULY 14, 2025
108 OLD POINT AVENUE
6:30 pm