

TOWN OF WARREN

BOARD OF SELECTMEN/ASSESSORS

March 23, 2022

6:15 PM Regular Meeting

Selectmen Present: Jan Macdonald Chairman, Wayne Luce Vice-Chair, John Crabtree, and Roger Peabody.

Absent: Brent Pratt

Staff present: Town Manager Sherry Howard, and Board Secretary Sara K. Davis

Call to order at 6:15 p.m. by Chairman Macdonald.

Item 1

Moment of Silence

Item 2

Pledge of Allegiance

Item 3

Public Participation

None

Item 4

Vote to Approve Selectmen's Meeting minutes March 9, 2022

ACTION:

Motion by Crabtree; second by Peabody

To approve Selectmen's Meeting minutes March 9, 2022

Vote: 4-0

Item 5

Vote to Approve Warrant #19

Agent was not here for MV Report to be done last week.

ACTION:

Motion by Crabtree; second by Luce to approve Warrant #19

Vote: 4-0

Item 6

Open/discuss/approve Bid for Annual Report print

Three bids were received;

Lincoln County Publishing- \$2,375

Print Bangor- \$4,665

Northern Data- \$3,390

Clerk, happy with LCP they have done several of the last Town reports.

ACTION:

Motion by Crabtree; second by Peabody to award the bid to Lincoln County Publishing for the amount of \$2375.00

Vote: 4-0

Item 7

Meet with Guy Marshall from Revision

Guy, a three-foot setback was added to the Fire Station. They added a few more to the Public Works building. If the Town decided not to purchase in 6 years the investor (Revision) is responsible for the upkeep, and insurance of the equipment. If the Town purchases after 6 years the Town will be responsible to pay for those. An automatic switch will need to be in place for generator for the Fire Station. Snow will not be a problem, they have factored in days that the panels will not get sun due to snow, snow removal is not necessary.

Estimated Yearly savings years 1-5 \$22,000. Year 6 buyout (optional) savings \$109,745. 25-year net savings with 6 year buyout \$258,000. 40-year net savings with 6-year buyout \$388,000.

ACTION:

Motion by Luce; second by Peabody to set Public Hearing and Town Meeting for April 13th 2022 for the solar project for the Town

Vote: 4-0

Item 8

Revisit Town Mowing Bids

ACTION:

Motion by Luce; second by Crabtree to go with Wilson's Mowing bid for one-year 2022 in the amount of \$24,700.

Vote: 3-1 Macdonald

Item 9

Present quotes for Sub – Compact Utility Tractor (Sidewalk snow blower/hay blower)

3 Quotes;

Union Farm Equipment- \$39,780

John Deere- \$25,010.

Bobcat- 48,366.

There was a miscommunication and the old equipment was fixed, it is rotting and still needs to be replaced.

ACTION:

Motion by Crabtree; second by Luce to go with the John Deer bid of \$25,010.00

Vote: 4-0

ACTION:

Motion by Luce; second by Macdonald to take the money form Public Works reserve to pay for the equipment.

Vote: 4-0

Item 10

Revisit ICMA Retirement Adoption Agreement

Board would like the agreement to be as restrictive as possible. Employees only allowed to borrow form the 457 (their contributions) not the 401A to be paid back using their paychecks. Only one loan out at a time.

ACTION:

Motion by Peabody; second by Crabtree to have Manager make the agreement as restrictive as possible, using only personal 457 account.

Vote: 4-0

Item 11

Review the Supplemental Life Insurance Benefit for Employees

There is no cost to the Town to allow Employees to purchase Supplemental Life Insurance.

ACTION:

Motion by Crabtree; second by Peabody to allow Employees to purchase Supplemental Life Insurance.

Vote: 4-0

Item 12

Discussion on Personnel Policy compliance

Edit was made to the Personal Policy, up to 48 hours for current employees. One employee has an excessive amount of hours on the books and wanted to know if they can take four weeks payout to be in compliance.

ACTION:

Motion by Luce; second by Peabody to allow onetime payment of four weeks' vacation time to Employee, to be in compliance.

Vote: 4-0

Item 13

Sign Abatement request: • LOZIER AND PERCY

ACTION:

Motion by Crabtree; second by Peabody to certify that the account for Lozier and Percy Acct# R1997R both real and personal and located within the Town of Warren, are to be abated for the fiscal year 2021-2022. We, the Assessors for the Town of Warren under our hand release the duly sworn Tax Collector of the Town of Warren the obligation to collect such taxes and any interest listed herein from the named persons.

Vote: 4-0

Item 14

Manager Report

Public Works Steam Cleaner from 1970 is no longer running, received three quotes; Northern Tool \$4,399. Lowes-\$3,345. R.N. Craft \$7,900.

ACTION:

Motion by Crabtree; second by Luce to purchase a North Star Steam Cleaner from Northern Tool in the amount of \$4,399.00

Vote: 4-0

Maine Water will be going up 3.4% as of July 1st, will be offset by 25 months \$3,000. Grant check was received for the Fire Chief's back up camera.

The check reader from The First should be here next week, they will start training for that soon.

Moving Payroll to The First is in the process, however The First will need to upgrade their systems or Heather will have to hand make checks in office

again. The point of hiring out payroll was to not have to do this in house any longer. Should they keep payroll at Bangor?

ACTION:

Motion by Crabtree; second by Peabody to leave payroll with Bangor Payroll

Vote: 4-0

Manager would like feedback from the Board as to the officers using the Fire Station lot. They are there to access the Wi-Fi, for reports, for breaks, bathroom etc. Board does not have a problem, they like that their presences is known in Warren, and near if and when they are needed.

Item 15

Other Business with Leave of the Board

Peabody, Staff doing a good job.

Luce, 1961 income from the sale of tax acquired property went into the capital building fund, should think about putting that in place again.

Income from Town Forest goes into their account, why?

Surplus from departments should go back to that department.

Macdonald, Bog Brigade has been clearing trails, that's why the money from snowmobiles goes to them, to help pay for expenses. Trail from 90 to Crawford Pond may become inaccessible due to Mr. Harts property project. May want to meet with him and Bog Brigade to discuss.

Item 16

Executive Session • 1 M.R.S.A § 405 (6)(C) • 1 M.R.S.A § 405 (6)(F) Review Conceal Weapons

ACTION:

Motion by Crabtree; second by Peabody to into Executive Session • 1 M.R.S.A § 405 (6)(C) • 1 M.R.S.A § 405 (6)(F) Review Conceal Weapons at 7:49p.m.

Vote: 4-0

Leave Executive Session

ACTION:

Motion by Crabtree; second by Luce to have the Chairman Sign Conceal Weapons

Vote: 4-0

Item 17

Adjourn

ACTION:

Motion by Macdonald; second by Peabody to adjourn the meeting at 8:00p.m.

Vote: 4-0



Jan Macdonald, Chairman



Wayne Luce, Vice-Chair

John Crabtree



Roger Peabody

Respectfully submitted by Board Secretary: Sara K. Davis

Attest: This is a true copy of the Warren Board of Selectmen's minutes, as certified to me by the municipal officers of the Town of Warren, Maine, and adopted by the Board of Selectmen on the 07th day of April, 2022.

Date: April 7, 2022

Signature: 
Town Clerk

