Montville Select Board Meeting Minutes
Monday, January 6, 2025
5:00 pm

Present: Doug Thomas (Select Board Member), Hannah Hatfield (Select Board Member), Jodie Mehuren (Town Clerk).
Absent: Sharon Hibbard (Select Board Chair)

1. Call Meeting to order 5:12PM
2. Accept Agenda: Motion to accept agenda: SB Hatfield; Seconded by SB Thomas. All present in favor.
3. New Business
   a. Approve Select Board Minutes – December 30, 2024 Motion to accept December 30th minutes: SB Hatfield; Seconded by SB Thomas. All present in favor.
   b. Treasurer's Warrant:
      Warrant #54 and #1 Signed.
4. Administrative Assistant
   Updates
   WEX Cards
   Copy Center – Town Report same prices from copy center. SB to update/create warrant.
   Moton salt account in good standing.
5. Selectboard
   MMA Risk Management Action Plan: SB Hatfield to upload pictures of corrective measures to Risk Management. SB Thomas reported that he got some metal flashing for garage. Will install in or before spring as soon as warm.
   Comprehensive Plan: January 11, 2025 – Kickoff 9 am to 12 pm-Montville Fire Dept.
   STK Generator Grant update: no reports
   Community Action Grant: Quarterly Report Due – January 15, 2025
   Paid Family Medical Leave: No updates
   Building Fees: Postpone discussion for full board
   Trio Web Contract: No update
   Waldo County Hazard Mitigation Plan: SB Thomas has been meeting with with John York (fire Chief) and Dale Rowley (Waldo County Emergency Management Director) about progress.
   FY 25 Perspective Budget: SB Hatfield has been working on budget worksheet to send to SB and Budget Committee.
6. Public Comment/Information (30 Minutes): None.
7. Town Department Updates
   a. MVFR: No report
   b. Clerk: Report of discontinued road history (Howes Road Ext) request from resident. SB to formulate a letter to resident providing details of status.
   Clerk Mehuren reported that Peter E Nerber resigned as Animal Control Officer.
   d. Tax Collector/Treasurer: End of year reports pending.
   e. Assessing Updates/Questions: Foreclosures: SB Hatfield to send letter to foreclosed propertyholder.
   f. Planning Board: Meeting on Jan 15th at 6pm. Doug said Freedom has a solar farm ordinance in process for reference if PB is interested. f. School Board: no report

g. Budget Committee: SB Thomas talked to Waldo County Treasurer, who reported that the county will take out a tax anticipation note this year (the interest of which is not included in the 7.42% increase).

h. Roads: Current priorities: Pavement/washout issue on Center rd. and culvert on Penney.

Garage door is fixed.

SB to prepare to put request for plowing bids for the '25-'28 season.

SB Thomas and Joe Harriman to fix small sand shed this week.

I. Transfer Station: No Updates

8. Old Business

a. Policy

Fuel – receipt procedure, point of contact, procedure for reports: Wait for full board to discuss. b. 11th Hour

Dan from Info Tech will be in on the 13th for 2 step authentications

c. Adjourn 8:07

Draft minutes submitted by SB Hatfield

Approved January 22, 2025

# Montville Select Board Meeting Minutes
Monday, January 13, 2025
5:00 pm

Present: Select Board – Sharon Hibbard, Doug Thomas, Hannah Hatfield, Administrative Assistant – Joyce Ryan, MVFR – Karen York and Chief John York, Road Commissioner - Richard Peavey

1. Call Meeting to order
   Chair Hibbard called meeting to order at 6:25 PM
2. Accept Agenda
   Motion: To accept agenda Selectboard Hatfield
   Second: Selectboard Thomas Discussion:
   Vote: All in Favor
3. New Business
   a. Info Tech – 2 step authentication
      Task completed with prior to meeting.
   a. Approve Select Board Minutes – January 6, 2025 (tabled)
   b. Treasurer's Warrant
      Warrant #55 and #2 Select Board signed
4. Administrative Assistant
   Updates
   WEX Cards
   Annual Town Report/Town Meeting
   Motion: To set date; March 29, 2025 Annual Town Meeting Chair Hibbard
   Second: Selectboard Thomas Discussion:
   Vote: All in Favor 5.

Selectboard
   Animal Control Officer
   Motion: To pay ACO and Deputy ACO wages to Peter A. Nerber Selectboard Hatfield
   Second: Selectboard Thomas Discussion:
   Vote: All in Favor
   MMA Risk Management Action Plan
   Comprehensive Plan
   STK Generator Grant update
   Community Action Grant
   Quarterly Report Due – January 15, 2025
   Paid Family Medical Leave
   Building Fees – no discussion
   Trio Web – awaiting contract from Trio (admin to follow-up)
   Town Warrant
   Seacoast Security

6. Public Comment/Information (30 Minutes) Fire Chief Budget (6:00 pm)
7. Town Department Updates
   a. MVFR – Annual budget review
   b. Clerk
   c. Tax Collector/Treasurer

d. Assessing Updates/Questions
e. Planning Board
f. School Board
g. Budget Committee
h. Roads
   Review - Plow Bid Sheets, Administrative Assistant ordered Salt (online)
I. Transfer Station

8. Old Business
   a. Policy
      Fuel – receipt procedure, point of contact, procedure for reports
   b. 11th Hour
   c. Adjourn - 9:35 PM

Respectfully submitted
Joyce Ryan

Approved January 27, 2025

Montville Select Board Meeting Minutes
Wednesday, January 22, 2025
5:00 pm

Present: 1st Selectboard Sharon Hibbard, 2nd Selectboard Doug Thomas,
3rd Selectboard Hannah Hatfield, Joyce Ryan-Administrative Assistant, Jonathan Thornhill, Amy Bliss, Budget Committee members: Nadine Cancell, Jeremy Holt, Herman Peaslee, Bibi Whited,

1. Call Meeting to order Chair Hibbard called meeting to order at 5:10 pm
2. Accept Agenda
   Motion: To accept agenda Chair Hibbard
   Second: Selectboard Thomas
   Discussion: Add executive session (Labor Negotiations)

Vote: All in Favor

3. New Business
   a. Approve Select Board Minutes
      December 16, 2024
      Motion: To accept minutes Chair Hibbard

Second: Selectboard Hatfield Discussion:
      Vote: All in Favor
      January 6, 2025
      Motion: To accept minutes Selectboard Hatfield
      Second: Selectboard Thomas

Discussion:
      Vote: Yes (2) Abstain (1 Chair Hibbard not in attendance 1/6/25 meeting)
      Motion passes
      January 13, 2025
      Motion: To accept minutes Selectboard Thomas

Second: Selectboard Hatfield Discussion:
      Vote: All in Favor
   b. Treasurer's Warrant
   Warrant #2,3,55 Selectboard signed c.
   Appointments
      1. Registrar
         Selectboard signed letter of appointment for Jodie Mehuren
   2. Animal Control Officer
         Selectboard signed letter of appointment for Peter A. Neber

4. Administrative Assistant
      Updates
   Town Report – All submissions to Town Report need to be in by February 17, 2025 5. Selectboard
   MMA Risk Management Action Plan
   Comprehensive Plan – February 6, 2025, 6:00 pm
   STK Generator Grant update
   Community Action Grant
   Building Fees – No discussion

Town Warrant

Selectboard will have a Warrant building workshop on February 5, 2025 at 5:00 pm

Seacoast Security

Executive Session (Personnel Matters) 1 M.R.S.A. § 405(6)(A) Postponed

Administrative Assistant Joyce Ryan submitted resignation due to personal reasons.

6. Public Comment/Information (30 Minutes)

6:00 pm Budget Review Committee

The Selectboard met with the budget committee

Discussion: 2025 Budget

Executive Session: Labor Negotiations 1 M.R.S.A § 405 (6) (D)

Motion: To enter executive session at 7:16 pm Chair Hibbard

Second: Selectboard Thomas Discussion:

Vote: All in favor

Motion: To exit executive session at 7:44 pm Chair Hibbard

Second: Selectboard Thomas Discussion:

Vote: All in favor

Motion: To extend Jonathan Thornhill's plow contract for 3 more years (ending in 2028) $5,800 per mile Selectboard Thomas Second: Chair Hibbard Discussion:

Vote: All in Favor

7. Town Department Updates
   a. MVFR
   b. Clerk
   c. Tax Collector/Treasurer
   d. Assessing Updates/Questions
   e. Planning Board
   f. School Board
   g. Budget Committee
   h. Roads

      Approve - Plow Bid Sheets and Ad - tabled
   I. Transfer Station
8. Old Business
   a. Policy

      Fuel – receipt procedure, point of contact, procedure for reports
   b. 11th Hour
   c. Adjourn 9:00 pm

Respectfully submitted

Joyce Ryan Approved January 27, 2025

Montville Select Board Meeting Minutes

February 3, 2025

5:00 pm

Sharon Hibbard (Select Board Chair), Doug Thomas (Select Board Member), Hannah Hatfield (Select Board

Member), Joyce Ryan (Administrative Assistant) by phone, Richard Peavey (Road Commissioner), Troy Nelson (Plow Contractor), Brad Peters (Transfer Station Manager), Travis Abbott (Plow Contractor) by phone.

1. Call Meeting: 5:07pm

2. Accept Agenda:

Motion to accept: Select Board Chair Hibbard
Second: Select Board Member Thomas
All in favor: Unanimous

3. Open to the Public:

Travis Abbott by phone: Discussed his ideas for a new 3 year plow contract with Town. No decision was made.

4. New Business

Approve Select Board Minutes –January 27, 2025
Motion to approve minutes: Select Board Member Hatfield
Second: Select Board Chair: Hibbard
Vote: Unanimous

b. Treasurer's Warrant
Warrant #4 #5 Preview 72,632.99 Singed by full Select Board
c. Broadband Easement tabled to sign with notary.

5. Administrative Assistant

Updates
Town Report: in progress
Risk Management Services – Insurance claims underway.
Air purifier maintenance schedule follow up

6. Selectboard

MMA Risk Management Action Plan
Comprehensive Plan – February 6, 6PM
STK Generator Grant update
Community Action Grant
Building Fees
Town Warrant workshop on Feb 5 at 5PM
Town Meeting - Glenn Couturier has agreed to accept the nomination for Moderator
Seacoast Security

. 7. Public Comment/Information (30 Minutes)

8. Town Department Updates

a. MVFR
b. Clerk
c. Tax Collector/Treasurer
d. Assessing Updates/Questions
e. Planning Board - next meeting is February 12, 2025 6:00 PM

f. School Board – School Closure Committee meeting in Liberty with School Board Reps. 6pm Tuesday Feb 6.

g. Budget Committee

h. Roads

Discussion regarding loader usage, sand usage, snow scaping procedures, Public Works driveway plowing, turn around on Knox Ridge, contract stipulations for new plow contracts.

Richard reported that warning lights are being installed on ton truck.
Richard and Joe are signed up for a DOT "Gravel Roads" workshop in April.
Richard and Select Board to create Maintenance Schedules and logs for all equipment.

Motion to continue contracting with Troy Nelson for plowing the roads he has been plowing for the next 3 years at $5,800.00: Select Board Member Thomas
Second: Select Board Member Hatfield
Vote: Unanimous
Select Board to get contracts ready for him to sign.

I. Transfer Station:

Brad reported that winter is going smoothly. He will call DM&J about compactor maintenance.
Recommends keeping Saturday 9-3 hours through the summer, and Wednesday 5:30-7:30 hours from Memorial Day to Labor Day.
Brad is working with Chief York on writing up safety protocol for compactor.
Doug to create a maintenance log for transfer station truck and compactor.

8. Old Business

a. Policy

Fuel – receipt procedure, point of contact, procedure for reports

9. 11th Hour

10. Adjourn

Submitted H.Hatfield

Approved February 10, 2025

Montville Select Board Meeting Minutes

February ,10 2025

5:00 pm

Present: 1st Selectboard Sharon Hibbard, 2nd Selectboard Doug Thomas,
3rd Selectboard Hannah Hatfield, Joyce Ryan-Administrative Assistant

1. Call Meeting – Chair Hibbard called meeting to order at 5:10 pm

2. Accept Agenda

Motion: To accept agenda – Chair Hibbard
Second: Selectboard Thomas
Discussion: add MCOG, Waldo County Broadband
Vote: All in Favor

3. New Business
    a. Approve Select Board Minutes –February 3, 2025

        Motion: Selectboard Thomas
        Second: Chair Hibbard
        Discussion:
        Vote: All in Favor

    b. Treasurer's Warrant
        Warrant #5 & 6 Selectboard signed Warrant
    c. Broadband Easement
        Selectboard signed Broadband Easement and BEAD letter of support
4. Administrative Assistant
    Updates
        Town Report
        RMS – Insurance claim status – Computer related to December power outage/surge
        Schedule – hours (last meeting will be February 17, 2025 unless needed) will continue until annual report is delivered complete to Town Office. Formal written resignation submitted
5. Selectboard
    MMA Risk Management Action Plan
    Comprehensive Plan Next meeting – March 13, 2025 6:00 pm
    STK Generator Grant update
    Community Action Grant
    Building Fees
    Town Warrant – Workshop February 12, 2025
    Seacoast Security
    CEO – Selectboard Thomas and CEO visited ledge pond site regarding shoreland complaint
6. Public Comment/Information (30 Minutes) None
7. Town Department Updates
    a. MVFR
    b. Clerk
    c. Tax Collector/Treasurer
    d. Assessing Updates/Questions
    e. Planning Board - next meeting is February 12, 2025 6:00 PM
    f. School Board
    g. Budget Committee
    h. Roads
        Jackson Road
    I. Transfer Station
8. Old Business

a. Policy

Fuel – receipt procedure, point of contact, procedure for reports

b. 11th Hour next week – agenda item HR-Personnel

c. Adjourn

Meeting adjourned at 8:38 pm

Respectfully submitted

Joyce Ryan

Approved February 17, 2025

Montville Select Board Meeting Minutes
February 17, 2025
5:00 pm

Select Board: Sharon Hibbard; Doug Thomas; Hannah Hatfield. Administrative Assistant: Joyce Ryan.
Jon Thornhill (plow contractor); Amy Bliss (resident).

1. Call Meeting: 5:07

2. Accept Agenda: Approved.

3. New Business
   a. Approve Select Board Minutes –February 10, 2025 approved, unanimous.

   b. Treasurer's Warrant

      Warrant #6 (preview) and #7 signed.

4. Administrative AssistantUpdates
   Town Report in process.
   RMS – Joyce is updating insurance to include generators also reported that it looks like we will be getting reimbursed for replacing some/all of the computer drive that was damaged last month.

Joyce left meeting early - will be doing working on Town Report at home.

SB decided that Feb 28 should be the date for the laptop to be back in possession of the Town Office.

5. Selectboard
   MMA Risk Management Action Plan - no report
   Comprehensive Plan – next meeting March 13, 2025
   STK Generator Grant - No Report
   Community Action Grant - No Report
   Building Fees – No update
   Town Warrant – next workshop February 18, 2025 - 5:00 pm
   Seacoast Security no report (looking for MMA grant for this)
   MCOG Prebuy - to be considered.

6. Public Comment/Information (30 Minutes):

Jon Thornhill asked: How next year's the plow contract is coming? Suggests we have a clause in the contract that requires contractors to list trucks owned.

Jon reported that he thinks the sand is being wasted.

SB discussed what it could mean to have contractors can be paid to get their own sand and salt.

Jon reiterated that good communication is important between Road Commissioner, Contractors, and SB.

7. Town Department Updates
   a. MVFR - No report
   b. Clerk - No report
   c. Tax Collector/Treasurer - No report
   d. Assessing Updates/Questions - Amber to be in office Monday Feb 24th.
   e. Planning Board - March 12 hearing at 6pm regarding Site Plan Review Ordinance amendments.

f. School Board - Doug reported that Glenn Couturier (Montville's School Board member) will speak

at Town Meeting about RSU3.

g. Budget Committee Meeting – February 19, 2025 5:45 pm

h. Roads - Jon Thornhill submitted a resume for road commissioners job.

Doug has compiled a roads spending history spanning back into the 60s to share findings at Town Meeting. SB discussed continued need for culvert cleaning to be part of the yearly roads plan. I. Transfer Station - No report

8. Old Business

   a. Policy

      Fuel – receipt procedure, point of contact, procedure for reports - No update

      HR – Personnel - No update

   b. 11th Hour

   c. Adjourn 8:30

Montville

Select Board Meeting Minutes

February 24, 2025 5:00PM

Attending: Select Board members: Sharon Hibbard, Doug Thomas, Hannah Hatfield. Joyce Ryan (Administrative Assistant), John York (Fire Chief), Jodie Mehuren (Town Clerk)

1. Call to Order: 5:00pm
2. Accept Agenda:
   - Motion to accept: SB Hibbard;
     Seconded: SB Thomas
     Vote: Unanimous
3. New business:
   - Approve minutes from February 17. Tabled.
   - Treasurer's Warrant: #7 and #8 Signed.
   - Motion to amend mileage reimbursement rate to .54/mile starting today: SB Hatfield
     Seconded: SB Thomas
     Vote: Unanimous
   - Motion to move today's MVFR agenda item to before item # 5: SB Hibbard
     Seconded: SB Thomas:
     Vote: Unanimous.
     [See Department Updates for minutes on MVFR.]

3. Administrative Update
   - Town Report – Joyce will work on it until Monday March 3, 2025
   - SB Laptop to be turned in on March 3, 2025

4. Select Board Update:
   - MMA Risk Management - no report
   - Comprehensive Plan Meeting on 13th
   - STK Grant no report
   - Community Action Grant: No report
   - Efficiency Maine grant – may not be in the town's best interest.
   - Building Fees - tabled
   - Town Warrant – in process. Scheduled for vote on March 3, 2025
   - Building Security - SB Hibbard to continue research.
   - MCOG Prebuys – SB to continue to research
   - Audit: Pending final edits
5. Public Comment - none
6. Department reports

a. MVFR: Meet with John York regarding budget 5:30:

- Discussed Budget for 2025.
- Motion to increase MVFR to 15.00$/hour beginning after town meeting: SB Hibbard
  Seconded: SB Hatfield
  Vote: Unanimous

b. Clerk : Submitted a resume for CEO. Noted.
c. Tax Collector/Treasurer
d. Assessing
e. Planning Board
f. School Board
g. Budget Committee
h. Roads: review budget
i. Transfer Station: Hannah reported that Hilltop store is willing to sell transfer station stickers for the Town of Montville. Topic Tabled.

7. Old Business - tabled
   a. Policies
      i. Fuel Card
      ii. HR/employee
8. 11th Hour
9. Adjourn 9:00PM

Montville Select Board Meeting Minutes
March 3, 2025
5:00 pm

Select Board: Sharon Hibbard, Doug Thomas, Hannah Hatfield.
Joyce Ryan (Administrative Assistant), Jodie Mehuren (Town Clerk), Jon Thornhill (plow contractor), Amy Bliss (resident)

1. Call Meeting: 5:09pm
2. Accept Agenda: Motion to accept: SB Hatfield; Seconded: SB Hibbard; Vote unanimous.
3. New Business
   - Approve Select Board Minutes – February 17, 2025 Tabled. Motion to accept February 24, 2025 Minutes:SB Hibbard; Seconded: SB Thomas; Vote: Unanimous.
   - Treasurer's Warrant: Warrant #8 and #9 signed
   - Motion to move "Public Comment" up on agenda: SB Hatfield; Seconded: SB Thomas; Vote: Unanimous. See notes from discussion below on item #6.

   4. Administrative Assistant updates:
      - Town Report: Joyce offered to be available for answering questions if needed in the weeks ahead.

- Insurance:  Equipment descriptions are ready to send to insurer. Workers Comp requests for info will be coming to the admin email. Computer damage claim has been submitted.
- Joyce returned the Admin laptop to the Select Board and Town Office keys to the Clerk.

5. Selectboard
   - MMA Risk Management Action Plan: Town Garage fascia board has been replaced, as per Risk Management. SB Hatfield to submit pictures.
   - Comprehensive Plan – next meeting March 13, 2025
   - STK Generator Grant: No report
   - Community Action Grant: SB waiting for response to most current application
   - Building Fees: no report
   - Motion to increase recommended amount for Tax Collector and Treasurer to $13,000.00 each for the Town Warrant: SB Hatfield. No second. Motion fails.
   - Town Warrant: SB signed Town Warrant.
   - Finalize Town Report: SB Hatfield  to work on getting this ready for printer this week.
   - Seacoast Security: no report
   - Snowmobile Refund: SB Hatield to submit request for snowmobile funds from state to be disbursed to North Star Snowmobile Club for 2024 and 2025 payments.
6. Public Comment/Information (30 Minutes): SB and Jon Thornhill discussed plow contracts, mileage of plow routes, agreements with other towns, speed of plow drivers, number and size of trucks recommended for plow contractors, wing size, and Winter salt storage.
7. Town Department Updates

   a. MVFR: No report

   b. Clerk: Jodie provided Board with updated Local Health Officer (LHO) annual renewal with the state. Doug to make sure Meghan Henshall (Montville's LHO ) has up to date copy.

   Jodie also reported that Animal Control Officer (ACO) is taking feral cats to Kennebec Valley Humane Society from large clowder (group of cats) in Montville.  SB Hatfield to follow up with ACO and State Agency for support and instructions for the project.

   c. Tax Collector/Treasurer:  Reminder notes for delinquent 2024 taxes will go out this week.

   d. Assessing Updates/Questions: No report

   e. Planning Board - Public Hearing, March 12, 2025 – 6:00 pm (Town Office)

   f. School Board: No Report

   g. Budget Committee Meeting: No Report

   h. Roads: Road Commissioner Peavey to insure sand is not pushed above the fill line.  i. Transfer Station:  No Report
8. Old Business

   a. Policy: No action

   Fuel – receipt procedure, point of contact, procedure for reports

   HR – Personnel
9. 11th Hour
10. Adjourn: 9:10 PM

Respectfully submitted: SB Hatfield

Montville Select Board Meeting Minutes
March 10, 2025
5:00 pm

Attending: Select Board Members: Sharon Hibbard, Doug Thomas, Hannah Hatfield
Jodie Mehuren (Town Clerk), Jon Thornhill (plow contractor), Amy Bliss (resident)

1. Call Meeting: 5:06

2. Accept Agenda Motion to accept the agenda as written: SB Hibbard; Seconded by SB Thomas. VoteUnanimous.

3. New Business
   a. Approve Select Board Minutes –Motion to accept February 17, 2025 minutes: SB Hibbard; Seconded by SB Thomas Vote: Unanimous. Motion to accecpt March 3, 2025 minutes: SB Hibbard; Seconded by SB Thomas; Vote: Unanimous.
   b. Motion to move Public comment up in agenda before Item 3b. SB Hatfield; Seconded by SB Hibbard;

   Vote: Unanimous. (Please see "Public Comment" below for notes)
   c. Treasurer's Warrant: Warrant #9 #10 Preview signed

4. Administrative Assistant
   Updates on job outreach: There has been some interest in the job. No resumes yet.
   SB office files and organization need to be attended to.

5. Selectboard
   - MMA Risk Management Action Plan: To be updated
   - Property and Casualty SB to look at ownership and value of equipment with department heads.
   - Comprehensive Plan – next meeting March 13, 2025.
   - STK Generator Grant update: More work on generators pending weather and contractor's schedule.
     $16,500 remaining for project completion.
   - Community Action Grant: Report due in April
   - Building Fees: No action
   - Seacoast Security: SB to consider using the Ed MacDonald Grant for this upgrade.
   - TRIO Web upgrade update: SB to contact Daniel to verify the server's ability to host TRIO Web and connect with Terry, Jodie, and Amber regarding a time for installation.
   - Email and SharePoint sites: SB to connect with Daniel about back his back up proposal.
   - Recycler's License Renewal: SB to reach out to Cindy for completion.
   - Town Meeting: SB Thomas to fix Town House window and call Bob Price about Town House heat for Town Meeting.
   - Motion to go into Executive Session as per M.R.S.A.§ 405(6)(D) at 7:40PM, regarding legal negotiations SB Hibbard; Seconded by SB Thomas; Vote: Unanimous. Out of session 7:55
   - Go over tasks: Updated task list
   - Town Book: SB Hatfield to swap out the Road letter, the graph and the data.

6. Public Comment/Information (30 Minutes):

   Jon Thornhill reported that there were a few washouts. One on Morse rd. right on the line with Knox. J. Thornhill suggested that Montville have an ordinance against parking on side of road in winter. Example Howard Rd and Midcoast trail heads. And asked about timing of plow contracts.

7. Town Department Updates
   a. MVFR:
   b. Clerk: J. Mehuren reported that she found a source for more shelving for the assessing books in vault. SB Agreed the cost would come out of the Archival Preservation Reserve Account. c. Tax Collector/Treasurer: Discussion re budget
   d. Assessing Updates/Questions
   e. Planning Board - Meeting and Hearing March 12, 6PM
   f. School Board
   g. Budget Committee Meeting – March 19, 2025 5:45 pm
   h. Roads – Plow Contract discussion re Center and Rt 220. Motion to put out to bid for winter maintenance for Center Rd and 220 SB Hatfield; Seconded by SB Hibbard; Vote: Unanimous.

   SB Thomas reported that he talked to Searsmont about Jackson Road. Still questions as to Searsmont's status of Jackson and Barrette Roads that we plow for Searsmont.

   i. Transfer Station: SB Thomas to take recycle truck to Unity Area Recycling Center this week.
   j. Animal Control: SB Hatfield to catch up on cat clowder that ACO Nerber has been dealing with on Bragdon Rd. Also to reach out to the state if situation begins to impact the budget.

8. Old Business
   a. Policy

      Fuel – receipt procedure, point of contact, procedure for reports

   HR – Personnel b. 11th Hour

   c. Adjourn 9:35

# Montville Select Board Meeting Minutes

## March 24, 2025 5PM

In attendance: Select Board Members Sharon Hibbard, Doug Thomas, Hannah Hatfield

1. Open Meeting: 5PM
2. Executive Session as per M.S.R.A. § 405-6(A)(1): Motion to go into Executive Session for a personnel interview: SB Hatfield; Seconded SB Thomas; Vote: Unanimous. 5:00pm exit Executive Session. 6:00PM.
3. Approve Agenda: Motion to approve: SB Hibbard; Seconded: SB Thomas; Vote: Unanimous
4. Approve Minutes - March 17, 2025 Motion to approve: SB Hibbard; Seconded SB Thomas; Vote: Unanimous.
5. Treasurer's Warrants:#11 and #12 Preview Signed.
6. Select Board Updates:
   a. Old Business
      a.i. Plow contract and bids: Doug sent SB updated bid doc, will send us the plow contract. Printing and giving to Richard for review.
      a.ii. Grants: SB waiting to hear from the Community Resiliency Grant, Community Action Report due April 15th.
      a.iii. Insurance: P and C renewal application is due this week.
      a.iv. IT Discussions: Still working with Daniel regarding storage and TRIO regarding upgrade.
      a.v. Comprehensive Plan Committee: CPC has created questionnaire for town meeting b.

      New Business

      b.i. Administrative Assistant resumes: SB has 2 resumes at this time, would like to make a decision soon.
      b.ii. Town Meeting:
7. Department Heads:
   a. Clerk: No Report
   b. Treas/Tax Col: No Report
   c. MVFR: No Report
   d. Roads: Doug created road codes. SB Seeking quotes from paving companies for 2025 projects

e. Transfer Station: Doug reported that the loader was used over the weekend to keep down on residents driving on the mud to get to the compactor. Brad will be doing maintenance on compactor.

f. Assessing/CEO: Cindy has been contacted related to some tenant concerns.

g. ACO: No report

8. Eleventh Hour:

9. Adjourn: 9:15PM

## Montville Select Board Meeting Minutes

## March 31, 2025 5PM

In attendance: Select Board: Sharon Hibbard, Doug Thomas, Hannah Hatfield

1. Open Meeting: 5:07PM
2. Approve Agenda: Motion to approve agenda: SB Hibbard; Seconded: Hatfield; Vote: Unanimous.
3. Approve Minutes – Motion to accept March 24, 2025 SB Minutes: SB Hibbard; Seconded: SB Thomas; Vote: Unanimous.
4. Open to the Public: No Comments
5. Recess to Mount View Complex for RSU3 Budget Meeting 5:40-8:40
6. Treasurer's Warrants: #12 and #13 Preview: Signed
7. Select Board Updates:

a. Old Business

a.i. Plow contract and bids: Tabled

a.ii. Grants: SB Hibbard reported that CAG grant recipients will not be chosen until mid April.

a.iii. Insurance: No Report

a.iv. IT Discussions: No Report

a.v. Comprehensive Plan Committee: No Report

b. New Business

b.i. Administrative Assistant resumes: Motion to offer Administrative Assistant position to Craig Work with a 6-month probationary period, starting next week: SB Hatfield; Seconded: SB Thomas; Vote: Unanimous.

8. Department Heads:
    a. Clerk: No Report
    b. Treas/Tax Col: No Report
    c. MVFR: No Report
    d. Roads: SB Thomas, Hatfield and Road Commissioner Peavey to meet Acorn Engineering on Friday at 8AM for road survey.
    e. Transfer Station: No Report
    f. Assessing/CEO: No Report
    g. ACO: No Report
9. Eleventh Hour:
10. Adjourn: 9:15PM

# Montville Select Board Meeting Minutes
## April 7, 2025 5PM

In attendance: Richard Peavey (Road Commissioner), Tammy Reynolds (Liberty Road Commissioner), Diana Chapin (resident, briefly present)
Select Board: Sharon Hibbard, Doug Thomas.
Absent: Hannah Hatfield

1. Open Meeting: 5:01pm
2. Approve Agenda: not completed
3. Approve Minutes - March 31, 2025: Tabled(cw)
4. Open to the Public: Discussion with Liberty Road Commissioner Tammy Reynolds in regard to Liberty's planned paving of Prescott Hill Road in 2026. Liberty maintains the 844.8` feet of the road in Montville, however, since they are paving requesting that we pay for that portion of paving. Reviewed pricing from Pike Industries, who Liberty utilizes, and their benefits, such as guaranteed workmanship. Discussed need for broken out estimate, especially since this road is not on our priority list of paving projects.
5. Treasurer's Warrants: #13 and #14 Preview
6. Select Board Updates:
    a. Old Business
        a.i. Plow contract and bids: tabled.
        a.ii. Grants: tabled, however, MMA grant due 4/15 and status updates also due
        a.iii. Insurance: tabled.
        a.iv. IT Discussions: tabled
        a.v. Comprehensive Plan Committee: connectivity issues for zoom meetings discussed. Suggestion to ensure using proper connection.
    b. New Business
        b.i. Administrative Assistant update: New hire packet prepared

b.ii. Review of RSU3 Budget Meeting
b.iii. Appointments: noted list by Hannah Hatfield, tabled.

7. Department Heads:
   a. Clerk: Vacation coverage presented.
   b. Treas/Tax Col: School payments discussed.
   c. MVFR: SB noted battery purchases, and fuel tank discussed.
   d. Roads: Meet with Liberty Road Commissioner Reynolds re Prescott Hill paving proposal, see public comment for notes. Decision for Doug Thomas to meet with Pike Industry rep at Liberty's planned meeting on Wednesday 9am. Noted work needed each road, prioritized road work, all documented on white board. Discussed paving quotes, mapped desired paving areas. Equipment rentals discussed with spreadsheet created for tracking purposes as no hard copies provided.
   e. Transfer Station: tabled.
   f. Assessing/CEO: tabled.
   g. ACO: tabled.
8. Eleventh Hour: none.
9. Adjourn: 9:32pm

## Montville Select Board Meeting Minutes
## April 14, 2025 5PM

In attendance: Select Board: Hannah Hatfield, Doug Thomas, Craig Work, Admin Assist.
Absent: Sharon Hibbard

10. Open Meeting: 5:01pm
11. Approve Agenda: Approved
12. Approve Minutes – April 7, 2025, March 31, 2025: Tabled
13. Open to the Public: __________
14. Treasurer's Warrants: #14, Tabled and #15 Preview Signed
15. Select Board Updates:
   a. Old Business
      a.i. Plow contract and bids: tabled.
      a.ii. Grants: tabled, however, MMA grant due 4/15 and CAG status updates also due
      a.iii. Insurance: tabled.
      a.iv. IT Discussions: tabled
      a.v. Comprehensive Plan Committee:

   6:00PM SB Hatfield made motion to recess the meeting in order to attend RSU3 school Board meeting. SB Thomas seconded. Vote: Unanimous.
   SB Thomas and Hatfield reconvened meeting at 9:20PM

   b. New Business
      b.i. Appointments: Tabled
16. Department Heads: No Reports
   a. Clerk:
   b. Treas/Tax Col:
   c. MVFR:

d. Roads:
e. Transfer Station:
f. Assessing/CEO:
g. ACO:

17. Eleventh Hour: SB reviewed and reported that RSU3 School Board voted to accept the draft budget to be presented for public vote in May. And the School Board voted to offer the Walker School building and grounds back to the Town of Liberty.
18. Adjourn: 9:30pm

## Montville Select Board Meeting Minutes
## April 21, 2025 5PM

In attendance: Select Board: Sharon Hibbard, Doug Thomas, Hannah Hatfield, Craig Work, Admin Assist.

19. Open Meeting: 5:01pm
20. Approve Agenda: Motion To Approve: SB Hatfield, Seconded: SB Thomas, Vote: Unanimous
21. Approve Minutes

- April 7, 2025-Edited Version: Motion To Approve: SB Hibbard, Seconded: SB Thomas; Vote: Unanimous
- April 14, 2025: Motion To Approve: SB Hatfield, Seconded: SB Thomas, Vote: Passed. (SB Hibbard abstained due to not attending this Board Meeting)
- March 31, 2025- (Renamed by SH): Motion To Approve: SB Hibbard, Seconded: SB Thomas, Vote: Unanimous

22. Open to the Public: Jonathan Thornhill, Amy Bliss, Travis Abbott. Jon mentioned debris and stumps visible, from the road, on Randlett Pit.

Jon Thornhill announced he is current Chair of the Budget Committee.

23. Treasurer's Warrants: #14, Tabled and #15 Preview Signed
24. Select Board Updates:

a. Old Business
   - a.i. Plow contract and bids: tabled.
   - a.ii. Bid schedule for mowing lawns and roadside: Tabled: Update: Tim Parker verbally offered to meet. He was a No call, no show.
   - a.iii. Grants: Update: April 17, 2025: Conditionally awarded second round of the Community Resilience Partnership Grant. MMA Ed MacDonald Safety Grant was submitted on 4/15. Craig to follow-up on historic building grants.
   - a.iv. Insurance: Updates: None
   - a.v. IT Discussions: Updates: Amber not interested in switching over to TRIO Web until end of July, 2025.
   - a.vi. Comprehensive Plan Committee: Updates: None

b. New Business
   - b.i. Appointments: Cindy Abbott: CEO.
     Peter Nerber: ACO.
     John York: Fire Warden, Fire Chief, EDM.
     Karen York: Deputy EMD.
     Hannah Hatfield: E911 Officer and General Assistance Administrator.
     All Signed by a SB Members.

25. Department Heads: No Reports
    a. Clerk:
    b. Treas/Tax Col:
    c. MVFR:
    d. Roads:
    e. Transfer Station: Discussion regarding Demo Day future timing to be scheduled before Annual Report creation.
    f. Assessing/CEO:
    g. ACO:
26. Eleventh Hour: SB reviewed and reported that RSU3 School Board voted to accept the draft budget to be presented for public vote in May. And the School Board voted to offer the Walker School building and grounds back to the Town of Liberty.

27. Adjourn: 9:30pm

# Montville Select Board Meeting Minutes
# April 28, 2025 5PM

In attendance: SB: Sharon Hibbard, Doug Thomas, Hannah Hatfield, Craig Work

Open Meeting: **5:15 pm**

28. Approve Agenda: SH, DT, Vote, U
29. Approve Minutes – **April 21, 2025**
30. Open to the Public: **None**
31. Treasurer's Warrants: #16 and #17 Preview. **Signed.**
32. Select Board Updates:
    a. Old Business
        **a.i.** Plow contract and bids Review. **To review bid contracts for road ditching and trees, road workplan and priorities with Richard on 05/05/25.**
        a.ii. Bid for mowing lawns: **Tim Parker same price as last year. Approved. HH to reach out to Tim, by 04/30/25. Discussion regarding bid for mulching to be by the job, not hourly.**
        **a.iii.** Grants: **Craig to follow up with historic building grants. On-going**
        a.iv. Insurance: Updates
        a.v. IT Discussions: Updates
        a.vi. Comprehensive Plan Committee: **05/01/25 Adi Philson ZOOM meeting 05/01/25.**
    b. New Business
        b.i. Meet with other RSU3 district Select Boards re FY26 budget: tentatively planned for May 14
        b.ii. Appointments: One Outstanding
        b.iii. DM&J 25-2026 Contract to sign. Annual Demo Day- Craig getting quotes
        b.iv. Correspondence
        b.v. DOL: Conducted a random unannounced inspection. Results to be formally submitted to the town within 6 months.
        b.vi. Unemployment Comp Fund Balance Report discussed.
33. Department Heads:
    a. Clerk: TRIO Web upgrade schedule
    b. Treas/Tax Col:
    c. MVFR:
    **d.** Roads: Project/road priority review. **SB proposes this should be in writing**

e. Transfer Station:
f. Assessing:
**g.** CEO: Compliance assessments on 4 properties Center and North Montville and shoreland violation. **SB request to meet with CEO Cindy Abbott on 5/12.**
h. ACO:

34. Eleventh Hour: **SB to create policy on Donation Fund Raisers**
35. Adjourn: 9:15 pm

Approved May 5, 2025

# Montville Select Board Meeting Minutes
# May 5, 2025 5PM

In attendance: SB: Sharon Hibbard, Doug Thomas, Hannah Hatfield, Craig Work, Richard Peavey (Road Commissioner), Joe Harriman (Deputy Road Commissioner), Jon Thornhill, Amy Bliss, Jeremy Holt

Open Meeting: **5:04 pm**

***36.*** Approve Agenda: 1st ***SH,*** 2nd ***DT***, Vote, ***U***
37. Approve Minutes from May 5, 2025 ***Approved***
38. Open to the Public:
39. Treasurer's Warrants: #17 Signed and #18 Previewed.
40. Select Board Updates:
    a. Old Business
        **a.i.** Plow contract and bids Review:
        **a.ii.** Bid for mowing lawns: ***Craig to mail contract to Tim***
        **a.iii.** Grants:
        a.iv. Insurance: Updates
        a.v. IT Discussions: Updates
        a.vi. Comprehensive Plan Committee: ***Per HH, Still working on survey***
        a.vii. Muni Recycling Progress Report: ***Report was Accepted***.
    b. New Business
        b.i. Meet with other RSU3 district Select Boards re FY26 budget: ***Scheduled 5/14/25 6:00 pm, at Grange***
        b.ii. Appointments: Road Commissioner and Deputy Road Commissioner ***Signed***
        b.iii. DM&J 25-2026 Craig to mail Contract. Annual Demo Day- ***Craig getting quotes: Ongoing***
        b.iv. Correspondence
        **b.v.** DOL: SH-***recommended discussing furnace finding with vendor***
        b.vi. Unemployment Comp Fund Balance
41. Department Heads:
    a. Clerk: ***To schedule TRIO Web upgrade date***
    b. Treas/Tax Col:
    c. MVFR:
    **d.** Roads: Project/road priority review. ***Discussion with RC. SH created Spreadsheet to list Road priorities. RC-Richard Peavey recommended Small Brush Morse and part of Howard Rd, Ditching North Ridge Rd to be Outsourced/BID.***
    e. Transfer Station:
    f. Assessing:
    **g.** CEO: Compliance assessments on 4 properties Center and North Montville and shoreland violation. ***SB request to meet with CEO, on 5/12/25, SB Meeting.***
    h. ACO:

42. Eleventh Hour: ***DT-approached RSU 3 Vo-Tech Center about creating a new Town Office sign***
43. Adjourn: 9:30pm

Approved May 12, 2025

# Montville Select Board Meeting Minutes
# May 12, 2025 5PM

In attendance: SB: Sharon Hibbard, Doug Thomas, Hannah Hatfield, Cindy Abbott-CEO, Greg Frechette, Amy Bliss, Jonathon Thornhill, Jeremy Holt, Isabelle Holt, Henry Spaulding, Jr., Scot Johnson

Open Meeting: **5:01 pm**

**44.** Approve Agenda: ***1st SH, 2nd DT, Vote, U***
45. Approve Minutes from **May 5, 2025** ***Approved***
46. Open to the Public: ***Scot Johnson looking for work***
47. Treasurer's Warrants: ***#18 Signed and #19 Previewed***.
48. Select Board Updates:
    - a. Old Business
        - **a.i.** Plow contract and bids Review:
        - **a.ii.** Bid for mowing lawns: ***Craig to follow up mailing to Tim Parker***
        - **a.iii.** Grants: Updates: SH Discuss CAG plus Efficiency Maine
        - a.iv. Insurance: Updates
        - a.v. IT Discussions: Updates: ***TRIO Upgrade July 8-Aug 1 Training & Conversion***
        - a.vi. Comprehensive Plan Committee: ***Intent to Build fee discussion. Present to Planning Committee***. ***HH to create a document for proposal indicating fee(s).***
        - a.vii. Muni Recycling Progress Report:
    - b. New Business
        - b.i. Meet with other RSU3 district Select Boards re FY26 budget: ***Scheduled 5/14/25 6:00 pm, at Grange***
        - b.ii. DM&J 25-2026 Craig to mail Contract. Annual Demo Day- ***Craig getting quotes: Ongoing***
        - b.iii. Correspondence: ***Greg Frechette submitted proposal for Town House exterior painting trim and corner boards. SB agreed and accepted proposal.***
        - b.iv. DOL:
        - b.v. Unemployment Comp Fund Balance
49. Department Heads:
    - a. Clerk: ***Additional 10GB Memory chip required to accommodate new TRIO upgrade. Upgrade remotely 8/4. Live 8/6 7AM***
    - b. Treas/Tax Col:
    - c. MVFR:
    - **d.** Roads: ***Pike's Contract submission to be edited***
    - e. Transfer Station: ***SH follow up with Brad re: DOL Audit last month***
    - f. Assessing: ***HH read Amber's notes***
    - **g.** CEO: Updates: ***Cindy Abbott provided updates on current projects***
    - h. ACO:
50. Eleventh Hour:

Adjourn:

# Montville Select Board Meeting Minutes
# May 19, 2025

In attendance:
Select Board: Sharon Hibbard, Doug Thomas, Hannah Hatfield
Admin Assistant: Craig Work
School Board Chair: Ellie Hess
Residents: Jeremy Holt, Jonathan Thornhill, Amy Bliss
Open Meeting: 5:05 pm

**51.** Approve Agenda: Approved
52. Approve Minutes from May 12, 2025. Approved
53. Open to the Public: RSU 3 Chairperson Ellie Hess, discussed RSU3 proposed budget and its effect on Town of Montville
54. Treasurer's Warrants: #18 Signed; #19 Reviewed
55. Old Business
    - **a.i.** Plow contract and bids Review:
    - a.ii. Bid for mowing lawns: Craig to send Agreement to Waldo Lawn and Order
    - **a.iii.** Grants: SH-Will research Ed McDonald Grant Status
    - a.iv. Insurance:
    - a.v. IT Discussions: TRIO to install upgrade 7/8/25 followed by training to go LIVE 08/06/25. 10 GB additional memory for $480 discussed for upgrade
    - a.vi. Comprehensive Plan Committee: No Report
  - b. New Business
    - b.i. Correspondence: HH-discussed Budget Committee meeting notes
      1. Admin
         a. Created Emergency Employee Contact Form
         b. Ongoing ***SafteyWorks*** department training development
      2. Select Board: No reports

56. Department Heads:
    a. Clerk: See IT Discussion (above). Clerk also reported that the Rapid Renewal module though TRIO would cost $990.00 for the install, $250.00 to train and $247.50 for the annual maintenance fee.
    b. Treas/Tax Col:
    c. MVFR: NY fire truck scheduled for purchase within 2-4 weeks
    **d.** Roads: Craig to fill in Pike~~'s~~ Industries Credit Application and forward to Tax Collector
    e. Transfer Station: Loose dog discussion. SB decided dog leash best policy.
    f. Assessing: SB agreed that accounts # 1023 and 576 shall remain as 2 separate parcels. SB still working on research to establish acreage on accounts# 525 and 320.
    **g.** CEO: Updates: Doug Thomas and CEO visited two properties along Rt 220 and one on Ledge Pond. CEO in discussions with property owners and DEP.
    h. ACO:
57. Eleventh Hour:
58. Adjourn: 10:00 PM

**Montville Select Board Meeting Draft Minutes**

**May 27, 2025**

**5:00 PM**

In attendance: Select Board Members: Sharon Hibbard, Doug Thomas, Hannah Hatfield

Road Commissioner: Richard Peavey

Open Meeting: 5:00PM

1. Approve Agenda: Approved
2. Approve Minutes: May 19, 2025 Minutes Approved
3. Open to the Public:
4. Treasurer's Warrants: #21 and # 20 Preview signed
5. Old Business
    1. Contract and Bids: SB recalling bid for North Ridge Rd. ditching – to be done by Public Works
    2. Grants: SB waiting for propane quotes to finish the generator install on CAG grant. SB to review prior propane quotes.
    3. IT Discussions: No report
    4. Comprehensive Plan Committee: No report
  2. New Business
    1. Correspondence:
      1. Admin
      2. Select Board
6. Department Heads:
    1. Clerk: Review
    2. Treas/Tax Col: SB requesting warrants to be scanned and sent to SB to cut down on printing costs.
    3. MVFR:
    4. Roads: Richard would like Public Works (PW) to ditch North Ridge Rd. PW to mark the parts of Goosepecker Ridge Rd. to be ditched by contractors.

       Roadside mowing: SB to write out the mileage and send out to potential Mowing contractors.

       Discussion re installation of a French drain on Halldale Rd. that would need to be done before paving.

Discussion re possible discontinuance of specific roads.

5. Transfer Station: SB to review Transfer Station DEP inspection report.
6. Assessing: No report
7. CEO: No report
8. ACO: No report

9. Eleventh Hour:
10. Adjourn: 8:45 PM

## Montville Select Board Meeting Minutes
## 06/02/25

In attendance: Sharon Hibbard, Doug Thomas, Hannah Hatfield, Craig Work, Freda Drinkwater, Terry Fischer, Henry Spaulding, Henry Spaulding, Jr, Joe Harriman, Jeremy Holt, Todd Nelson, Jonathan Thornhill, Amy Bliss, Richard Peavey

Open Meeting: 5:02pm

**59.** Approve Agenda: Motion-Sharon, 2nd-Doug Thomas, Vote-Unanimous

60. Approve Minutes Hannah recommended tabling minutes for May 27, 2025

61. Open to the Public: Jeremy Holt inquired about Sand bids for 2025.

62. Treasurer's Warrants: #21 signed and #22 previewed

63. Select Board Updates:

  a. Old Business

    a.i. Plow contract and bids review: Opened 2025 Plow bids for Rt 220 and Center Road. Doug made a motion to accept Todd Nelson's bid for Center Rd at $5,950/mile. Hannah seconded. Unanimous vote. Doug made a motion to accept Joe Harriman's bid for Rt 220 $6,400/mile. Hannah seconded. Unanimous Vote. Joe declined a single route. SB to put out Rt 220 plow bid for, again.

    **a.ii.** Grants: Ed MacDonald Safety Grant Program has been resubmitted as a Risk Reduction Grant per RMS-LC Safety Grants. SB waiting for Efficiency Maine Grant Heat Pumps status. Sharon Hibbard to update CAG #1 Grant. Craig to learn grant updates. Sharon Hibbard inquired about the generator installment quote status. Doug Thomas to follow up with Downeast Energy re: propane tanks size and capacity, hourly consumption, etc.

    a.iii. IT Discussions: TRIO updates discussed. Sharon has emailed vendor for confirmation on dates to install new software.

    a.iv. Comprehensive Plan Committee:

  b. New Business

    b.i. Correspondence:

64. Department Heads:

  a. Clerk: NA

b. Treas/Tax Col: Terry presented 2021-present, uncleared checks. Decision to reissue checks. Doug Thomas to follow up, with MVFR, re: small amount, uncashed, employee checks.
c. MVFR: Discussion regarding submission of grant documents.

65. Roads:

a. Freda per diem interview for Public Works. Freda Drinkwater assigned to remove bottom boards at the Sand Shed-1 days work. Doug Thomas to be contact for this project.
**b.** Penney Rd and Goosepecker Rd repair discussed. Laura Greeley, Freedom Select Board member to attend Montville board meeting, 06/09/25, to discuss these two roads, RC Richard Peavey and Jonathan Thornhill requested to attend. Montville resident called re: Thompson Road potholes. RC-Richard Peavey is aware. Doug Thomas suggested a French drain and culvert on Halldale Road, before paving this summer. Morse Road culvert to be cleaned out. Mehuren Road bridge weight discussion ref: Fire Chief John York's email. Craig to research bridge with MDOT Bridge Rangers. Doug Thomas has relevant information, as well.
c. Transfer Station: Roll-Off Days current, vendor, bid submissions discussed. Craig to follow up with questions for two vendors. Dog Leash policy discussed. Dogs at Transfer Station need to be on leash. Funds for box truck and compactor awning discussed.
d. Assessing: NA
**e.** CEO: Doug Thomas and CEO to do site visit , 6/4/25.
f. ACO:

66. Eleventh Hour:
67. Adjourn: 10:11pm

## Montville Select Board Meeting Minutes
## 06/09/2025, 5:00 pm

In attendance: Board Members-Sharon Hibbard, Douglas Thomas, Hannah Hatfield, Craig Work (Admin Assist). Residents: Bill Berlinghoff, Larry Moody. Road Commissioner-Richard Peavey. Public Works-Joe Harriman. Freedom Select Board Member-Laura Greeley. Plow Contractors -Jonathan Thornhill, Amy Bliss, Todd Nelson and Troy Nelson.
Historical Society Members-Cathy Courand, Debi Stephens, Anne Shure.
Open Meeting: 5:02 pm

**68.** Approve Agenda: Motion-Sharon Hibbard, as modified, 2nd-Doug Thomas. Unanimous.
69. Approve Minutes: 06/02/25
70. Open To the Public: Bill Berlinghoff and Larry Moody inquired about status of the Mehuren Bridge weight limit. Select Board to contact DOT for an official weight classification.
71. SB to meet with Montville Historical Society (MHS) re ditching around the Kingdom School House to inspect current drainage issues and consider remedies on Wednesday June 11 at 6 PM.
72. Treasurer's Warrants: #22 and #23 Preview. SB to file digital (signed) warrants for the record, instead of paper copies from Terry, Tax Collector.
73. Old Business:

**a.i.** Plow contract and bids review: Troy Nelson's contract in process.
a.ii. Bid for mowing town roadsides: SB to seek quotes

a.iii. Grants: SB Thomas still working on quotes for propane tank installations for generators.
a.iv. IT Discussions: SB Hatfield to check to see that upgrades for the TRIO install are scheduled.
a.v. Comprehensive Plan Committee: Survey close to being ready to print

b. New Business
b.i. Correspondence:
b.ii. Administration: Montville Employee Handbook draft submitted by SB Doug Thomas
b.iii. Select Board: 06/23 SB meeting moved to 06/24.
Continued Mehuren Bridge discussion. SB Hibbard, reached out to a DOT Bridge Ranger during meeting, regarding formal inspection.
SB Thomas made a motion to nominate Doris Palmer for the Spirit of America Award. SB Hatfield seconded. Unanimous.

74. Department Heads:
  a. Clerk: Town Clerk, Jodie Mehuren's vacation dates 06/19/25-07/07/25.
  b. Treas/Tax Col: Electronic, warrants to begin by next SB Meeting 06/16/25
  c. MVFR: Review DOL Inspection Report 6/11/25, 5:00 pm.
  **d.** Roads: SB to meet with Road Commissioner Peavey regarding the DOL inspection report for public works on 6/12/25 at 6pm.
  SB to solicit Sand bids,
  SB suggest that a salt area be established for inside the big shed, separate from the sand, to mix as needed. Todd Nelson's contract to be emailed to him, with Appendix A.
  Rt 220 snowplow bid due June 24 at 5pm.
  Roadside mowing bid to specify ALL town roads, not to include state-maintained roads.
  Freedom Select Board member Laura Greely and Montville Select Board requested clarification of Freedom/Montville agreements for Penney and Goosepecker Ridge roads winter and summer maintenance, and grading. SB to begin a draft agreement for review with Freedom.
  e. Transfer Station: Review DOL Inspection Report with TS Manager Brad Peters on 6/11/25, 7:00 pm.
  f. Assessing:
  **g.** CEO: Updates:
  h. ACO:
75. Eleventh Hour: SB to ask MMA workers comp how often they need updates on the number and class of employees to insure.
76. Adjourn: 9:50pm

**Montville Select Board Meeting Minutes**
**June 16, 2025**
**5:00 PM**

In attendance: Select Board: Sharon Hibbard, Doug Thomas, Hannah Hatfield

Open Meeting: 5:00

1. Approve Agenda: Motion to approve: SB Thomas, SB Hibbard seconded, Vote: Unanimous.
2. Approve Minutes: SB Hatfield made a motion to table last week's minutes due to incompletion, SB Thomas seconded. Vote: unanimous.

3. Open to the Public: None
4. Treasurer's Warrants: #**23** and #**24** Preview signed
5. SB Hibbard made motion to recess for RSU 3 School Board Meeting, at 6:30pm: SB Thomas seconded. Vote: unanimous.
6. SB Thomas made motion to reconvene at 8:15pm, SB Hibbard seconded, Vote: unanimous.
7. Old Business

SB Hibbard made a motion to change weekly Select Board Meetings to Tuesdays at 5pm. SB Thomas seconded. Starting June 24th. Vote: Unanimous.

Contract and Bids: Winter sand bid review; roadside mowing quotes review.

DOL updates: MVFR need so include us in DOL communique. SB to submit Penalty Settlement requests.

IT Discussions: Daniel of Infotech will be upgrading our system in the next week.

Comprehensive Plan Committee: No update

HR Policy: SB Hatfield made motion to table policy review because of time. Seconded by SB Thomas. Vote: Unanimous

SB, Peter Kassen (Planning Board Chair), and Cindy Abbott (Code Enforcement Officer) to get updated re Shore Land Zoning violation at 3:15PM Tuesday.

Safety training schedules and record keeping: Admin Work to keep working on list of trainings per department and include links to connect to resources

Department Head Management: NA

8. New Business

A. Admin: NA

B. Select Board

C. Ledge Pond SLZ follow-up see above.

D. Trees on North Ridge – inquiry regarding time frame for tree removal. SB Thomas reported that this will be done within 30 days. Likely sooner.

E. Kingdom School House maintenance update: SB to look for prior agreements. SB Thomas to reach out to Montville Historical Society about windows. Bob Delio states the windows should not go in. As per the design of the building. SB to consider using Town Office funds for drainage improvements.

F. Wright-Pierce email SB Hatfield to send Acorn's proposal to Wright-Pierce as per request.

9. Department Heads:

A. Clerk: NA

B. Treas/Tax Col: NA

C. MVFR: NA

D. Roads: SB to receive bridge report from Bridge Rangers, upon inspection and issuance of official weight limit. Admin Work to reach out to Pike regarding paving schedule and prep.

E. Transfer Station: Cassella to do Roll-Off: Admin to confirm with Cassella.
   a. DM&J to give us a recycling quote.
   b. Discussed DEP report and compliance.
   c. Clerk Mehuren to correct hours on the website. DEP report.
   d. Suggesting magnets for barrel signage.

10. Assessing: Commitment scheduled for July 14th still on track.

11. CEO: SB meeting on Tuesday. See above.

12. ACO: NA

13. Eleventh Hour: Discussed cemetery mowing and consideration of purchasing a battery powered mower, suggesting Stihl equipment for continuity of batteries.
SB Thomas to look for automatic shut off switches for fuel tanks.

14. Adjourn: 10.00

## Montville Select Board Meeting Minutes
## 06/24/25
## 5:00 PM

In attendance: Select Board: Sharon Hibbard, Doug Thomas, Hannah Hatfield, Craig Work (Admin Assist), Joe Harriman, RC-Richard Peavey, Freda Drinkwater, Henry Spaulding, Jr, Jonathan Thornhill
Open Meeting: 5:15 pm

**1.** Approve Agenda:
2. Approve Minutes: June 9 and June 16
3. Open to the Public: Culvert cleanings discussed. All PW employees need DOL Roadway Safety training,
4. Treasurer's Warrants: #24 and #25 Preview signed
5. Select Board Updates:
   a. Old Business
      **a.i.** Plow contract and bids Review: Winter sand. Rt 220 Plow bids opened-Henry Spaulding, Jr $7400/mi, Joe Harriman $8750/mi. Sharon motioned to accept Joe Harriman's bid due to equipment qualifications, Doug Thomas seconded. Unanimous vote. Roadside mowing: two quotes; James Aldus (competed in 2024) and Matthew Grotton. No decision.
      **a.ii.** Grants: Propane Tank Update. Doug Thomas is in touch with Down East Propane.
      a.iii. IT: TRIO update dates confirmed.
      a.iv. Comprehensive Plan Committee:
      a.v. DOL: Inspections. Mary Mathews emailed indicating that Penalties & Appeals cannot meet at the same time.
      a.vi. Ledge Pond SLZ follow up. See CEO, below.
      a.vii. Kingdom School House maintenance update/agreement

a.viii. Select Board weekly meeting change

b. New Business

b.i. Correspondence:

1. Admin: Scheduled office days, Monday, Tuesday, Wednesdays. Reviewed Maine Town, City & County Management Assoc. Craig to research employee trainings and continue compiling MDOL required trainings and frequencies.
2. Select Board: Planning Board Training, Doug Thomas to attend MCOG symposium on 6/26, in Rockland.

6. Department Heads:
   a. Clerk:
   b. Treas/Tax Col:
   c. MVFR:
   **d.** Roads: Mehuren Bridge Ranger report, Sharon Hibbard suggested installing new guardrails at Mehuren Bridge. Doug Thomas suggested waiting until receiving a Bridge Report, sometime in July 2025. Discussion of maintenance agreement of portions of Penney and Goosepecker with Freedom. Craig to follow up with Acorn Engineering, re: Gravel Roads Assessment. RC-Richard Peavey recommends hammering Choate Road next. Joe Harriman recommended Freda Drinkwater to cut down brush behind sand shed.
   e. Transfer Station: Roll-Off vendors review/selection. Craig to ask BDS about their tire pricing structure.
   f. Assessing: Commitment date & tasks
   **g.** CEO: SLZ violation. Cindy is up-to-date regarding this.
   h. ACO:
7. Eleventh Hour:
8. Next Week's Agenda Items: Neighborhood Outreach Ad-hoc, Ledge Pond deadline, Acorn's Update, Kingdom School House agreements, Review Freedom-Montville Agreement, DEP follow up
9. Adjourn: 9:30pm

# Montville Select Board Meeting Minutes
# July 1, 2025
# 5:00 PM

In attendance: Select Board, Sharon Hibbard, Doug Thomas, Hannah Hatfield, Craig Work (Admin Assist), Joe Harriman, Freda Drinkwater, Greg Frechette

Open Meeting: 5:06 pm

**1.** Approve Agenda: Sharon Motioned, Doug seconded, Vote-Unanimous

**2.** Approve Minutes: 06/24/25 tabled to 07/08/25: Hannah motioned, Doug Seconded, Vote-Unanimous

**3.** Open to the Public: Greg Frechette proposed Town House window restoration, continuation. Approved

**4.** Treasurer's Warrants: #25 and #26 Preview Signed

**5.** Select Board Updates:

a. Old Business

**a.i.** Plow contract and bids Review: Joe Harriman signed 2025-2028 Rt 220 Plow Contract.

**a.ii.** Bid for mowing lawns: Quotes received from James Aldus and Matthew Grotton

**a.iii.** Grants: Sharon to continue being Point Person, with CAG.

a.iv. Insurance:

a.v. IT Discussions: MVFR and Garage Backups discussed

a.vi. Comprehensive Plan Committee: Meeting 7/3/25. Printing expected week of 7/7/25.

a.vii. DOL: Sending training thumb drive for Roadside, Work Safety Training; Hannah to file abatements

b. New Business
  b.i. Correspondence:
  b.ii. Greg Frechette: Submitted Town House continued window painting proposal. Hannah motioned to accept proposal, Doug seconded, Vote-Unanimous. Select Board completed a "walk-around" of the building.
  b.iii. MCOG General Assembly Report:
  b.iv. Future of Walker School meeting on July 17th. To discuss building ownership options.

6. Department Heads:

   a. Clerk:
   b. DOL:
   c. Treas/Tax Col:
   d. MVFR: "Cancer Reduction-Gear Extractor" final/closeout documents submitted and filed 7/1/25.
   e. Roads: Freedom-Montville Roads Agreement-Doug to obtain GPS coordinates. Hannah to review Searsmont-Montville road agreements~~.~~ Roadside mowing awarded to Matthew Grotton. SB Thomas motioned to approve Matt Grotton Jr. Bid for roadside mowing at $60.00 per center line mile, SB Hatfield Seconded. Unanimous. Mailing Sand Bids approved.
   f. Transfer Station:
   g. Assessing:
   h. CEO: To inspect Bog Rd Construction
   i. ACO:
7. Eleventh Hour:
8. Adjourn: 10:07pm. Doug motioned, Hannah seconded, Vote-Unanimous
   Approved 7/22/25

# Montville Select Board Meeting Minutes
# Tuesday, July 8, 2025
# 5:00 PM

In attendance: Select Board: Sharon Hibbard, Doug Thomas and Hannah Hatfield, Craig Work-Admin Assistant. RC-Richard Peavey
Open Meeting: 5:07 pm
1. Approve Agenda: SB Hibbard motioned to table both Agenda and Minutes. SB Thomas seconded, Vote was unanimous.
2. Approve Minutes: 06/24/25, 07/01/25
3. Open to the Public: RC-rock wall destroyed on North Ridge Road.
4. Treasurer's Warrants: # 26 and # 27 Preview: SB Hibbard motioned to table Warrants, SB Thomas seconded, Vote was unanimous.
5. Old Business
   a. Contract and Bids: Roadside mowing start date still unknown.
   b. DOL: Bloodborne Pathogens training signatures needed from MVFR and Public Works staff.
   c. Grants: SB Hibbard working with Efficiency Maine on Heat Pumps and Panels. Craig to contact Acorn Engineering for Gravel Assessment update.
   d. IT Discussions: TRIO Web Training, 7/16/25. "Go Live" 8/4/25. "Go Live" morning Support, 8/6/25.
   e. Comprehensive Plan Committee: Survey is finalized. Insert flyer into the Tax Commitment letters.
   f. Kingdom School House Ditching: SB Thomas will render ditch drawing.
   g. Historical Society: No prior agreements for property maintenance located.

6. New Business/Correspondence:
    a. Admin: Craig: 1) contact Maine Salt Municipalities for salt prices; 2) Customize Employee Handbook Template.
    b. Select Board: Downeast Propane recommends 1000 gal tank for Fire Station, per SB Thomas.
7. Department Heads:
    a. Clerk:
    b. Treas/Tax Col:
    c. MVFR: NY Fire Truck purchased has a delivery delay.
    d. Roads: RC Peavey Goosepecker Ridge Road ditching going out to bid. SB Thomas to inspect North Ridge Road.
    e. Transfer Station: Whiteboard listing Acceptable & Unacceptables for Roll-Off Days suggested. SB Hibbard to facilitate Roadway Safety Training for Transfer Station and Public Works staff. Flagging Training class required by 7/17/25.
    f. Assessing: Tax Commitment scheduled for Monday, 7/1/25.
    g. CEO: SB Thomas following up regarding Bog Road; SB Hibbard to check with CEO regarding Ledge Pond and North and South Mountain Valley Roads.
    h. ACO:
8. Eleventh Hour:
9. Next Week's Agenda Items: Open Sand Bids
10. Adjourn: 9:45pm

Approved 7/22/25

# Montville Select Board Meeting Minutes
## Tuesday, July 15, 2025
## 5:00 PM

In attendance: Select Board: Sharon Hibbard, Doug Thomas and Hannah Hatfield, Craig Work-Admin Assistant. Glenn Couturier, RC-Richard Peavey

Open Meeting: 5:19 pm

1. Approve Agenda: Sharon motioned to accept, Doug seconded, Vote was unanimous.
2. Approve Minutes: 06/24/25- Sharon motioned to accept, Doug seconded, Vote was unanimous. Motion to table these next two Meeting Minutes-07/01/25, 07/08/25
3. Open to the Public: Glenn Couturier thanked the Select Board for their willingness to change Monday's Board meetings to Tuesday evenings, to accommodate their potential participation at RSU 3 School Board meetings, on Monday evenings. Other RSU 3 topics were discussed.
4. Treasurer's Warrants: # 27 and # 28 Preview were signed.
5. Old Business
    a. Contract and Bids: Open Sand Bids received by Daves World Gravel, LLC; Holt, LLC; Lowe & Basset, LLC. No award was made until sand samples are received.
    b. DOL: SB Hatfield following up, regarding latest inspection
    c. Grants: SB Hibbard updated quarterly Community Action Grants 1 & 2. Will contact Community Resiliency Committee and MCOG regarding CAG 2 revisions.
    d. IT Discussions:
    e. Comprehensive Plan Committee:
    f. Kingdom School House Ditching:
6. New Business/Correspondence:
    a. Admin:
    b. Select Board:

7. Department Heads:
    a. Clerk:
    b. Treas/Tax Col:
    c. MVFR:
    ~~d.~~ Roads: RC Richard Peavey provided roads update:
        - Working on Northridge-Morrill, Hidden Valley and Choate roads
        - Matthew Grotton to replace a culvert on Halldale Road
        - SB Thomas and RC Peavey to stake Goosepecker Ridge Road
        - Historical Building ditching discussed
        - RC Peavey asked about a policy for new, home, driveways requiring a culvert. SB to draft a policy.
    e. SB discussed Public Work's employees, who drive, to have a copy of Drivers License on file.
    f. Transfer Station: Craig to contact BDS about collecting tires from Roll-Off Days.
    ~~g.~~ Assessing:
    ~~h.~~ CEO:
    i. ACO:
8. Eleventh Hour:
9. Next Week's Agenda Items: Culvert policy; Former town dump, leach field bushes; Community Resilience Partnership sight visit.
10. Adjourn: 8:45pm

# Montville Select Board Meeting Minutes
## July 22, 2025
## 5:00 PM

In attendance: Select Board: Sharon Hibbard, Doug Thomas, Hannah Hatfield, Craig Work (Admin Assist), Laura Greeley, Jonathan Thornhill and Amy Bliss.

Open Meeting: 5:16 pm

**11.** Approve Agenda: SB Hibbard motioned, SB Thomas seconded, Vote was unanimous.
12. Approve Minutes from the following dates:
    a. 7/01/25-SB Thomas motioned, SB Hibbard seconded, vote was unanimous,
    b. 7/08/25-SB Hatfield motioned, SB Hibbard seconded, vote was unanimous,
    c. 7/15/25-SB Hatfield motioned, SB Thomas seconded, vote was unanimous,
13. Open to the Public: Town of Freedom SB Greeley suggested Goosepecker Ridge Road and Penney Road:
    a. Agreements for plowing and gravel maintenance between the two towns, to be documented. Conversations lead to SB Hibbard made motion to apply gravel at the end of Penney Road, where it meets Goosepecker Ridge Road. SB Thomas seconded. Vote was unanimous.
    b. Jonathan Thornhill inquired about roadside tree trimming. Also, mentioned a significant hole on Halldale Road.
14. Treasurer's Warrants: #28 and #29 Preview – signed.

5. Old Business

a. Plow contract and bids Review:

1. 2025-26 Sand bid awarded to Lowe & Basset. SB Hatfield motioned, SB Thomas seconded, vote was unanimous. Admin Assist Work to follow up with Salt Vendors

b. Grants: CAG quarterly update was accepted.

c. IT Discussions: Initial web training did occur, as planned. "Go LIVE" date still scheduled, as planned, 8/6/25.

d. Comprehensive Plan Committee: Survey flyers included in Tax bills, 07/14/25. SB Hatfield sending actual surveys to Montville residents, only.

e. DOL: Penalty phase meeting in Augusta, 8/1/25, 1pm.

f. DEP: SB Hatfield submitting report
g. Kingdom School House Ditching. Matthew Grotton, Sr. will submit a 2-part proposal.

6. New Business/correspondence

**Admin**:

a. Minutes to reflect SB Last Name,
b. Waldo Co Budget Ballot-SB Thomas motioned to nominate Laura Greeley, SB Hibbard seconded, vote was unanimous.
c. GA Fundamentals Training, 7/24/25. No action.
d. 1st Draft of the Employee Policy Manual completed.

**Select Board**: Convenient MD vs Belfast Drug, for Hep B vaccination. SB unanimously elected the ConvenientMD. Admin Assist Work to establish a business account with Convenient MD.

7. Department Heads:

a. Clerk:
b. Treas/Tax Col:
c. MVFR:
d. Roads:
1. Driveway culvert policy under construction
2. Local Road Assistant Program (LRAP) assigning $71,040 Montville for 2025-26
3. SB Thomas will contact Jim Foster of Calderwood Engineering for status update on Mehuren Bridge.
4. SB Hatfield inquired about trees on North Ridge Road. SB Thomas mentioned that RC Peavey will address trees, as he will be ditching there and Goosepecker Ridge and Thompson Roads.

e. Transfer Station: Mike/MRC email notification discussed. No further action is required. SB Hibbard suggested reviewing MRC contract.
f. Assessing:
g. CEO: Emails from CEO to include Select Board; Continued conversation with St Clair re: Bog Road.
h. ACO: SB Hibbard mentioned receiving an invoice re: dog bite.

8. Eleventh Hour:

9. Adjourn: 9:10 pm

Approved 7/29/25

# Montville Select Board Meeting Minutes
## July 29, 2025
## 5:00 PM

In attendance: Select Board Members Sharon Hibbard, Doug Thomas, Hannah Hatfield and Administrative Assistant Craig Work

Open Meeting: 5:04

1. Approve Agenda: SB Hibbard motioned, SB Thomas seconded, Vote was unanimous.
2. Approve Minutes: 07/22/25. SB Hibbard motioned, SB Thomas seconded, Vote was unanimous.
3. Open to the Public:
4. Treasurer's Warrants: #29 and #30 Preview: Signed.
5. Old Business:

a. Plow contract and bids Review:
b. Bid for mowing lawns: NA
c. Grants: Acorn Engineering Gravel Road Study; CAG Heat pumps, Revision Energy and Efficiency Maine Grant discussed.
d. IT: Terry and Jodie were trained on TRIO upgrade. Check with Assessor-Amber, for her familiarity with new TRIO upgrade.
e. Comprehensive Plan Committee: NA
f. DOL: SB Hatfield requested Inspection documents. Meeting DOL-Augusta, 08/01/25.
g. DEP:

6. New Business/Correspondence:
    a. Admin: Employee Handbook ready for Select Board edits
    b. Select Board: Approved establishing a business account with Convenient MD

7. Department Heads:
    a. Clerk: NA
    b. Treas/Tax Col: NA
    c. MVFR: Fire Truck purchase and payment policy status discussed. Culvert Policy approved, SB Thomas to contact Matthew Grotton, Sr.
    **d.** Roads: Ditching Request for Bids ready for RC-Richard Peavey to review. Matthew Grotton, Sr. submitted Shoolhouse ditching bid for $1500 and Select Board approved. Center Road paving to start 08/01/25. Admin Assistant Work to confirm salt prices quoted are for the entire Winter 2025.
    e. Transfer Station: See DEP above. Tree removal at old Peavey Town dump discussed.
    f. Assessing: NA
    **g.** CEO: NA
    h. ACO: NA

8. Eleventh Hour: Shoreland Zoning penalties to be discussed.

9. Next Week's Agenda item(s): Employee Handbook, Employee Training list

10. Adjourn: 8:30. SB Hibbard motioned, SB Thomas seconded, Vote was unanimous.
    Approved 08/12/25

# Montville Select Board Meeting Minutes
# Tuesday, 08/05/25
# 5:00PM

In attendance: SB Hibbard, SB Thomas, Admin Assist Work, Laura Greeley, SB Hatfield was absent
Open Meeting: 5:11

1. Approve Agenda: SB Hibbard motioned to accept, SB Thomas seconded, Vote was unanimous
2. Approve Minutes: 07/29/25. Tabled to next Select Board Meeting 08/12/25.
3. Open to the Public: Laura Greeley submitted addendum to the Freedom/Montville Road agreement
4. Treasurer's Warrants: #30 and # 31 Preview
5. Old Business
    a. Contract and Bids:
    b. Grants:

c. IT Discussions:
d. Comprehensive Plan Committee:

6. New Business/Correspondence:

**Admin**: Waldo Co EMA Tabletop exercise attendance discussed.
-ConvenientMD business account to be established by end of week, 08/08/25.
-Henry Spaulding, Sr. to commit his paycheck, from MVFR, to Town of Montville Cemetery Fund. * SB Thomas motioned to accept, SB Hibbard seconded, Vote was unanimous.
-Admin Assist Work to email updated Ditching Bid Request to Town Clerk for Town website.

**Select Board**:
-SB Hatfield will contact MMA to add 2002 Peterbilt Fire truck insurance.
-Weekly Select Board meeting change discussed.

7. Department Heads:
   a. Clerk:
   b. Treas/Tax Col: Increase in early Tax payments received.
   c. MVFR: Fleet addition expected to arrive on 08/11/25.
   d. Roads: Center Road, from the Grange to Rt 220, shoulders need grading and lip on Hidden Valley repaired.
   e. Transfer Station: SB Thomas talking with MDEP Landfill Division regarding former Twitchell Hill Landfill
   f. Assessing:
   g. CEO: Admin Assist Work to research local municipalities SLZ penalties.
   h. ACO:
8. Eleventh Hour:

9. Next Week's Agenda Items: SLZ penalties, DOL penalties, Employee Handbook review

10. Adjourn: 8:45pm
Approved 08/19/25

## Montville Select Board Meeting Minutes
## Tuesday, 08/12/25
## 5:00PM

In attendance: SB: Hatfield and Thomas, Admin Assist Work, Jonathan Thornhill, and Amy Bliss. (SB Hibbard absent)

Open Meeting: 5:05

1. Approve Agenda: SB Thomas motioned to approve agenda, SB Hatfield seconded, Vote was unanimous.
2. Approve Minutes: 08/05/25, 07/29/25. SB Thomas motioned to approve 07/29/25, SB Hatfield seconded, Vote unanimous. SB Hatfield motioned to table 08/05/25 minutes on account of SB Hibbard being absent, SB Thomas seconded, vote was unanimous.

3. Open to the Public: Jonathan Thornhill suggested gravel to where Goosepecker Ridge Road and Penney Road intersect. Mentioned tree limbs down on Goosepecker Ridge Road and Halldale Road. Mentioned Hidden Valley Road has a noticeable "lip." where it merges with new pavement. Mentioned potholes on Goosepecker Ridge Road could be patched. Jon offered to submit a proposal for flail mowing.
4. Treasurer's Warrants: #31 and # 32 Preview-Signed.

5. Old Business
    a. Contracts and Bids: Ditching bids to be opened on 08/19/25.
    b. Grants:
    c. IT: TRIO is processing well. Good customer support.
    d. Comprehensive Plan Committee: 8/8/25 Minutes-Reviewed.
6. New Business/Correspondence:
    a. Admin:
    b. Select Board:
    RSU3/Superintendent's Letter re: Montville's monthly contributions-Reviewed.
    MMA Annual Election Ballot-Selections made: Vice President, 1-year term-Anthony Ward, Casco Town Manager; Executive Committee Member, 3-year term-Suzette Francis, Lubec Town Administrator State Fire Marshall's Survey Request re: Municipalities Emergency Awareness-discussed
    Mehuren Bridge Weight Report-John meeting with bridge ranger (James Foster) for weight test soon.
    Representative Mike Ray Will attend meeting this month as a member of the public.
7. Department Heads:
    a. Clerk: Receiving cemetery donations
    b. Treas/Tax Col:
    c. MVFR: New York fire truck has arrived
    d. Roads: Town gravel to be used at cemetery workshop. SB Thomas to get with RC Peavey, regarding Mehuren Road trees, Center Road shoulders and ditching. Update Freedom-Montville Road agreement locations to be verified.
    e. Transfer Station: Hannah to send in DEP Solid Waste Report for 2024
    f. Assessing:
    g. CEO: SLZ penalties to be discussed at next SB Meeting. SB Thomas notified Planning Board about use of campers for permanent use. SB Thomas plans to attend Planning Board meeting, 08/13/25.
    h. ACO:
8. Eleventh Hour:
9. Next Week's Agenda Items:
10. Adjourn: 8:45pm

Approved 08/19/25

# Montville Select Board Meeting Minutes
# Tuesday, 08/19/25
# 5:00PM

In attendance: Select Board members Hibbard, Thomas and Hatfield, Admin Assist Work, RC Peavey, Walter Lamont, Sr, Walter Lamont, Jr, Jim Vose, Markus Lowe, Jonathan Thornhill and State Representative Michael Ray.

Open Meeting: 5:05

1. Approve Agenda: SB Hibbard motioned to accept, SB Thomas seconded, the vote was unanimous
2. Approve Minutes: 08/12/25, 08/05/25. SB Hatfield motioned to accept 08/12/25, SB Thomas seconded, SB Hibbard abstained due to absence, present members vote unanimous. SB Hibbard motioned to accept 08/05/25, SB Thomas seconded, SB Hatfield abstained due to absence, present members vote unanimous.
3. Open to the Public: Jonathan Thornhill submitted a proposal to repair Penney Road, on the Freedom end. Representative Ray was asked about the State paying their 55% share of RSU 3's approved 2025-26 budget. He offered to contact State Education committee members regarding this. Representative Ray suggested we contact MMA about financing schools. SB Thomas will email Representative Ray his

conversations with respective contacts about floods. SB Thomas mentioned the Rt 220 entrance to Frye Mountain floods. Representative Ray said he would contact MDOT to inquire if there are plans to address this issue. SB Thomas asked about LD 2003-The Home Rule Law and asked for clarification. SB Hatfield asked if Representative Ray would review the Comprehensive Plan. He agreed and suggested contacting MCOG-Adi Philson about the new judgment valuation formula for accepting Comprehensive Plans. Representative Ray offered to meet, quarterly, with the Select Board. The Select Board accepted that offer.

4. Old Business

   a. Contracts and Bids: Open Ditching Bids received. SB Hatfield motioned to postpone, SB Thomas seconded, Vote was unanimous. Admin Assist Work to ask bidders if they would accept individual roads as opposed to all three. Also, to revise those bids, where applicable, to include price for mulching.
   b. Grants: Researching propane tank(s) acquisition.
   c. Comprehensive Plan Committee: More than 100 surveys returned to date.

5. New Business/Correspondence:

   a. Admin: Town House Holding Tank inspection. SB Thomas indicated tank is ok.
      Town Office and Fire Station Water Tests. Admin Assist Work to check with Fire Chief
      Equip and Heavy Equip Operator Job Desc. SB Hibbard reviewing
      County Commissioners 2026 Budget Meeting. SB Thomas attending
   b. Select Board:
      Monday SB Meetings. Change to Mondays starting 9/8/2025, at 5pm.
      Freedom-Montville Roads Agreement. SB Thomas reviewing and revising to include GPS coordinates. Will have RC Peavey add a map of the specific location.
      #2 Fuel & Propane pre-buy pricing. Admin Assist Work to get pricing. Admin Assist Work to get pricing for 2-1000 gal tanks purchase and install.
      Residents water usage at the Town Office. SB Thomas to inspect well.
      Cyber Security: SB Hibbard and Hatfield participated in an MMA, ZOOM "Lunch & Learn" course.
      Historical Society-Nash Lot: Mary Thompson and Jodie Mehuren talking with a Water Resource Engineer, regarding water flow. SB Hatfield to ask Matt Grotton Sr to postpone the Historical Society ditching upon additional review.
      Waldo Co "Hurricane Readiness" 09/23/25, 6-8pm, Swanville

6. Departments:
   a. Clerk:
   b. Treas/Tax Col:
   c. MVFR: Selling fire truck that was recently replaced. Admin Assist Work to get Convenient MD Treatment Forms to Fire Chief York
   d. Roads: Roadside Trees and Bushes. New England Salt SB Hatfield ordered. RC Peavey following up with MDOT to see if they can ditch RT 3 entrance to Haystack. RC Peavey recommended ditching New Ireland Road, while equipment is there. RC Peavey will accomplish graveling at Goosepecker Ridge Road and Penney Roads. RC Peavey is concentrating on completing ledge removal on North Ridge Road.
   e. Transfer Station: 2024 Solid Waste Management Report. Completed and submitted. SB Thomas to section off Sand shed from Transfer Station to accommodate sand delivery.
   f. Assessing: George River Land Trust. Tabled.
   g. CEO: SLZ penalties discussed, CEO to follow up on Bog Road inspection, contacting DEP

h. ACO: Monthly Reports

7. Treasurer's Warrants: #32 and # 33 Preview

8. Eleventh Hour:

9. Next Week's Agenda Items:

10. Adjourn: 10:15pm

# Montville Select Board Meeting Minutes
## Tuesday, 08/26/25
## 5:00PM

In attendance: SB Members Hibbard, Thomas and Hatfield, Admin Assistant Work, Joe Harriman, Megan and Tyler Robbins

Open Meeting: 5:00pm.

1. Approve Agenda: SB Hibbard motioned, SB Thomas seconded**,** unanimous vote
2. Approve Minutes: 08/19/25. SB Hibbard motioned, SB Thomas seconded**,** unanimous vote
3. Open to the Public:
   a. Assistant RC Harriman provided update on roads and equipment repairs.
4. Old Business:
   a. Contracts and Bids: Ditching bids. Thompson and North Trotting Park Roads were awarded to Walter Lamont, Sr. SB Hatfield motioned, SB Thomas seconded, unanimous vote.
   b. Grants: SB Hibbard received Waldo County Propane proposal.
   c. Comprehensive Plan Committee:
5. New Business/Correspondence:
   a. Admin:
   #2 Fuel & Propane prices. AA Work to get 2025-26 prices.
   Waldo County Budget Committee Elected Members 2026. No discussion.
   Town Office and Fire Station Water Tests. AA Work to ask MVFR status of their annual test. Town Office water test was completed in 2024.
   b. Select Board:
   Executive Session as per 1 M.R.S.A. §405(6)(E) at 6:00PM
   - At 6:00pm, SB Hatfield motioned to open Executive Session, SB Thomas seconded, unanimous vote. At 6:45pm, SB Thomas motioned to close Executive Session, SB Hatfield seconded, unanimous vote.

   Freedom-Montville Roads Agreement. SB Thomas obtaining GPS coordinates.
   Fire Fighters Health Insurance Program. Admin Work to research.
   Waldo Co Municipal Technology Workshop, 9/8/25, 6pm. SB Hibbard to receive recorded training.
   NH Salt Symposium, 9/10/25, 8am-5pm. No one attending, from the Town of Montville.
   Gravel Workshop. No one attending, from the Town of Montville.
   Waldo County Budget Committee. SB Thomas reported on his notes from attending. Proposed a "Coin Payment Policy" resulting from this meeting. County will be changing its fiscal year to the calendar year.
   SHAPE. A DOL Program. More research required.

Historical Building-Nash Lot. SB Hatfield did a “walk about” with David Marceau, a Water Engineer, about ditching/landscaping. More discussion is required. A “walk about” is scheduled Thursday, August 28, at 10am.

6. Departments:
   a. Clerk:
   b. Treas/Tax Col: Revisit Credit Card Policy. No discussion. Town received an $875.00 dividend check, from MMA Risk Management, because of the Town of Montville’s good performance and loss prevention efforts. AA Work to deliver check to Tax Collector.
   c. MVFR: All SB confirmed they will attend the Waldo County EMA “Hurricane Readiness” workshop.
   d. Roads: Roadside Mowing-Discussed. More research required.
   e. Transfer Station: AA Work to request another 2025-26 Contract, from DM&J.
   f. Assessing: SB signed abatement for acc#340 and for 91PP. Revisit exemption next and municipal valuation.
      Maine Forest Service Tree Growth Tax Program report due. Assessing Agent’s Documents-Signed and Held
   g. CEO: SLZ penalties-listed in 2009 SLZ Ordinance. More discussion required.
   h. ACO:

7. Treasurer’s Warrants: #33 and # 34 Preview - Signed.

8. Eleventh Hour:

9. Next Week’s Agenda Items:

10. Adjourn: 10:00 pm

Approved 9/2/256

## Montville Select Board Meeting Minutes
## Tuesday, 09/2/25
## 5:00PM

In attendance: Select Board Members Sharon Hibbard, Doug Thomas, Hannah Hatfield, Admin Assist Craig Work, Jonathan Thornhill, Amy Bliss, Matt Grotton, Jr.
Open Meeting: 5:02

1. Approve Agenda: SB Hibbard motioned to approve, as written, SB Thomas seconded, unanimous vote
2. Approve Minutes: 08/26/25-SB Thomas motioned to approve, SB Hibbard seconded, unanimous vote
3. Open to the Public: Jonathan agreed to take Snow and Ice workshop October 16$^{th}$., along with all other Montville winter maintenance contractors and Public Works Department. Jonathan shared recommendations for propane and heating installers.

4. Old Business:

   a. Contracts and Bids: SB verified that chosen ditching contractor (W. Lamont Sr.) was notified. Whereas roadside mowing bid quote was miscommunicated to contractor, SB Hibbard motioned to pay per mile traveled for roadside mowing to Grotton and Sons Trucking and Earthwork, SB Thomas seconded, vote was unanimous to approve.
   b. Grants: Awaiting finalization of second round of CAG grant.
   c. Comprehensive Plan Committee: Town surveys are in. Committee to meet, Thursday, September 4, 2025 to review next steps.

5. New Business/Correspondence:

   a. Admin:
   #2 Fuel & Propane prices-AA Work still soliciting vendor prices
   MDOL 'SHAPE' Program-More research and discussion are needed.
   b. Select Board:
   Freedom-Montville Roads Agreement. SB Hatfield requested a map concerning the section of roads identified.
   SB unanimously approved paying registration fees for snowplow contractors to attend a Brewer "Ice and Snow" Workshop, on September 26, 2025.
   A Montville resident suggested a Montville Community Fund or a Community Garden to assist residents who might need food assistance. More discussion is required.

6. Departments:

   a. Clerk:
   b. Treas/Tax Col:
   c. MVFR: Hot water heater needs cleaning.
   d. Roads: Unimproved Road Survey Results. Acorn Engineering submitted report. SB Thomas to deliver a copy to RC Peavey. SB reviewing.
   e. Transfer Station: Winter Hours: Sat 9am-3pm.
   f. Assessing: Assessing Agent's documents: Signed.
   g. CEO: Schedule meeting-SB Thomas inviting CEO to SB Meeting, 9/8/25, 6:00pm.
   SLZ Penalties-More discussion required. SB
   h. ACO:

7. Treasurer's Warrants: #34 and # 35 Preview: Signed.

8. Eleventh Hour:

9. Next Week's Agenda Items:

10. Adjourn: 9:11pm

**Montville Select Board Meeting Minutes**
**Tuesday, 09/29/25**
**5:00PM**

In attendance: Select Board Hibbard, Thomas, Hatfield, Admin Assistant Work, Joe Harriman, Chris Schmidt, Peggy Albright and Vernon LeCount
Open Meeting: 5:02
Approve Agenda: SB Hibbard motioned to accept, SB Thomas seconded, Unanimous vote

77. Approve Minutes: 09/22/25. SB Hatfield motioned to accept, SB Hibbard seconded, Unanimous vote
78. Open to the Public: Vernon LeCount mentioned potholes on Twitchell Hill Road. Chris Schmidt mentioned his concern for getting Center Road shoulder addressed, where new asphalt was laid this summer, before snowfall. Peggy Albright agreed with Chris Scmidt and Vernon.
79. Old Business:

    a. Contracts and Bids: North Trotting Hill Road ditching in progress.

b. Grants: CAG grant monies received. Still working with Revision Energy for the final pricing for solar panels and heat pumps.

c. Comprehensive Planning Committee: Survey review was successful. Follow up meeting on 10/02/25

80. New Business/Correspondence:

a. Admin: Gave RSU 3's Superintendent Roux's school closures update letter to Board for review.

b. Select Board:

c. County Budget: SB Discussed increases due to fiscal year change.
Fee Schedule: Moved to 10/06/25
Consent Agreement: Moved to 10/06/25.
Town Warrant: Road discontinuations briefly mentioned.

81. Departments:

a. Clerk: Clerk Mehuren will email residents regarding the search for a Deputy Clerk. Clerk reported that there has been a confirmed case of rabies in Montville. She will email residents to inform them.

b. Treas/Tax Col: No Report

c. MVFR: No report

d. Roads + PW: Finishing ledge removal on Choate Road. Twitchell Hill Road needs ditching. Priorities upcoming: Thompson Road gravel, Morrill Road ledge, culverts, grade shoulders and add gravel where needed. SB Thomas reinforced beams on Mehuren Bridge. More runners are needed. Informed affected residents of progress. DOT Bridge Committee to review Bridge Report by 10/01/25.

e. Transfer Station: SB Thomas met with DEP for periodic landfill inspection and testing at landfill on Peaveytown. Clearing of area to be done this fall.

f. Assessing: No report

g. CEO: No report

h. ACO: Requesting increase in reimbursed mileage rate

82. Treasurer's Warrants: #37 and # 38 Preview: Signed

83. Eleventh Hour:

84. Next Week's Agenda Items: Fee Schedules for Shoreland Zoning and Site Plan Review

Adjourn: 9:30pm

# Montville Select Board Meeting Minutes
# Monday, 10/06/25
# 5:00PM

In attendance: SB Sharon Hibbard, Doug Thomas and Hannah Hatfield, Admin Assist Craig Work, Town Clerk Jodie Mehuren

Open Meeting: 5:08

85. Approve Agenda: SB Hibbard motioned to approve, SB Hatfield seconded, Unanimous vote.

86. Approve Minutes: 09/29/25: SB Hatfield motioned to accept, SB Thomas seconded, Unanimous vote.

87. Open to the Public: None present. A resident email was read and delivered to Town Clerk, regarding Office Hours.

88. Old Business:

a. Contracts and Bids: 1) Electrician Mark Tibbetts has received Dead River's contact information to coordinate propane tank installations. 2) SB Hatfield met with Maine Preservation and discussed various grant criteria and funding sources for historical building preservation.
Also, SB is reviewing a T-Mobile Grant for Nash Lot improvements.

b. Grants: CAG Solar + Heat Pumps installation contract to be signed this week, with Revision Energy.

c. Comprehensive Plan Committee: Discussing Population and Housing Chapters

89. New Business/Correspondence:

   a. Admin: 1) Irving Furnace Cleanings-Proposed 10/29. 2) Compactor Service Agreement-Atlantic Recycling: recommend calling additional vendors. 3) CAG Quarterly Reports due 10/15/25; Admin Assist Work working on this. 4) "Get To Know the Red Cross in Maine" 10/17 at 11:00 am, 3/10/26 12:00 pm, both by ZOOM. No action is required.

   b. Select Board:

      Planning Board: No report.
      Fee Schedule: Discussed, only
      Consent Agreement: SB Hatfield to draft a proposal
      Town Warrant: Discussed, only

90. Departments:

   a. Clerk: Has five (5) candidates interested in the Deputy Town Clerk open position.

   b. Treas/Tax Col: No Report

   c. MVFR: No Report
   d. Roads + PW: SB Thomas has material to replace runners on Mehuren Bridge this week. It was reported Goosepecker Ridge Road's sign is missing.
   e. Transfer Station: SB Thomas is planning to do brush cutting at Twitchell Hill Landfill.
   f. Assessing: No report
   g. CEO: Waiting to hear back from DEP, regarding Ledge Pond reforestation plan.

   h. ACO: No report

91. Treasurer's Warrants: #39 and # 40 Preview: Signed.
92. Eleventh Hour:
93. Next Week's Agenda Items:

94. Adjourn:11:05pm

Apologies
Sincere

# Montville Select Board Meeting Minutes
## Monday, 10/14/25
## 5:00 PM

In attendance: Select Board Members - Sharon Hibbard, Doug Thomas, Hannah Hatfield, Road Commissioner – Richard Peavey, Deputy Road Commissioner – Joe Harriman, CEO - Cindy Abbott. Resident - Doug Raymond

Open Meeting: 5:06

1 Approve Agenda: SB Hibbard made motion to accept the agenda, SB Thomas seconded. Vote was unanimous.

2 Approve Minutes: 10/06/25 SB Hatfield made motion to accept minutes from SB meeting 10/06/2025, SB Thomas seconded, vote was unanimous.

3 Open to the Public: Doug Raymond spoke about the DOT "Bean Bridge" replacement scheduled for the Summer of 2027. He asked SB members to consider adding comments to the DOT website for official public comment on the project. SB Hibbard suggests we put up more signs in Town Office to inform residents of the project and ways to provide input. It was discovered that montville@fairpoint.net is still considered a Montville contact for the DOT. Craig to correct this and

update.

4 Old Business

a. Contracts and Bids: No updates

b. Grants: T-Mobile grant moving forward for Nash Lot improvements. SB Hatfield is in process of connecting with Maine Preservation regarding Town House improvements.

Cemetery Committee is looking at funds from Maine 250 Commission for an event regarding our Revolutionary War Veterans.

c. Comprehensive Plan Committee: No report.

5 New Business/Correspondence:

Admin: SB will be hosting a Hearing regarding adoption of GA Ordinance 10/20/2025 at 5:30.

Select Board:

Fee Schedule: SB Hatfield to continue improving fee schedule to present to Planning Board for review. Discussion regarding After the Fact Permit requirements and fees for Shore Land Zoning. SB Hatfield to ask Palermo about theirs.
SB Hatfield to continue work on Consent Agreement for Shore Land Zoning violation rectification.

SB Thomas reported that USPS postage going up to $0.85 in the new year.

Waldo County Budget Committee met and discussed Jail, Sheriff and IT departments.

Town Warrant - SB discussed unused and archival road discontinuances. SB Hatfield to contact MMA about 5-person Board, and staggered terms.

6. Departments:

a. Clerk: No report

b. Treas/Tax Col: SB Hatfield to ask Treasurer to re-issue un-cashed archival checks.

c. MVFR:SB Thoams reported that the new, old truck is back from being repaired. Old truck may be taken by public works for spreading calcium on roads.

d. Roads + PW: SB waiting for DOT new road sign for Mehuren Rd Bridge weight, which has been calculated by DOT as 22 tons. This needs to be up by Oct 27th. Fall grading has begun. SB to research discontinuances for winter maintenance and other discontinuances. SB to meet with RC Peavey regarding Acorn Unimproved Roads Survey, no date was set. SB Hibbard to reach out to RC Peavey for timing.

e. Transfer Station: No report

f. Assessing: No report

g. CEO: SB discussed a policy for Shore Land Zoning (SLZ) permit applications for all projects within SLZ and related fees. CEO Abbott reported on ongoing issues, to report back with findings.

h. ACO: No report

i. Planning Board: No report

7. Treasurer's Warrants: #40 and # 41 Preview: Signed

8. Eleventh Hour:

9. Next Week's Agenda Items:

Adjourn: 10:30pm

## Montville Select Board Meeting Minutes
## Monday, 10/20/25
## 5:00PM

In attendance: Select Board Sharon Hibbard, Doug Thomas, Hannah Hatfield and Admin Assist Craig Work; RC Richard Peavey, Jonathan Thornhill and Amy Bliss.

Open Meeting: 5:04

1. Approve Agenda: SB Hibbard motioned to approve, SB Thomas seconded, vote was unanimous

2.Approve Minutes: 10/14/25; SB Hibbard motioned to approve, SB Thomas seconded, vote was unanimous

3.Open to the Public: Jonathan Thornhill mentioned salt/sand mix recommendation is 100 lb. of salt to one yard of sand.

4. Old Business:
   a. Contracts and Bids:
   b. Grants: Ed MacDonald Risk Reduction Grant has been awarded. SB Hibbard talking with a T-Mobile Grant Representative; SB Hibbard submitted 3rd Quarter CAG Report by 10/15/25; SB Hibbard will be updating scope of Solar + Heat Pump Grant; Nash Lot Committee meeting on Thurs, 10/23/25.
   c. Comprehensive Planning Committee: Working on Economics and Transportation Chapters; MCOG Grant spending deadline for Comp. Plan Expenses is 6/2026.

4. New Business/Correspondence:
   a. GA Ordinance Hearing: SB Hatfield motioned to Adopt Municipality of Montville General Assistance Ordinance that includes State Maximum Appendices for 2025 SB Thomas seconded, Vote was unanimous.
   b. **Admin**:
      Craig working on trash compactor Preventive Maintenance Program
   c. **Select Board**: SB Hatfield motioned for an Executive Session - 1 M.R.S.A § 405(6)(A) - Personnel matter. Started at 6:26, Ended at 6:40 with motion from SB Thomas, second by SB Hibbard, vote was unanimous.
      **Fee Schedule**: Research on-going
      **Consent Agreement:** Research ongoing
      **Town Warrant:** Ideas discussed: 5-member SB: and terms

5. Departments:
   a. **Clerk**: Clerk Mehuren updated SB on Deputy Clerk position progress.
   b. **Treas/Tax Col**: No Report

c. **MVFR**: Recently purchased fire truck now in service.

d. **Roads + PW**: Thompson Road resident informed SB of property damage done during ditching Mehuren Bridge Weight Limit sign of 22 Tons has been installed; RC Peavey and SB discussed current road work. Acorn Engineering Gravel Roads Assessment given to RC Peavey, for review and discussion, at next SB Meeting, 10/27/25. SB Thomas researching safety humps/bumps as per MDOT for road work.

e. **Transfer Station**: Drip Trays cleaned; Lockout/Tagout Training delivered to station.

f. **Assessing**: No Report. Freedom of Access Act Training is required.

g. **CEO**: No Report. Freedom of Access Act Training is required.

h. **ACO**: No Report

i. **Planning Board**: No Report. Freedom of Access Act Training is required.

6. Treasurer's Warrants: #41 and # 42 Preview: Signed

7. Eleventh Hour:

**8.** Next Week's Agenda Items:

**9.** Adjourn: 10:00pm

**Approved 10/27/25**

**Montville Select Board Meeting Minutes**
**Monday, 10/27/25**
**5:00PM**

**In attendance**: Select Board Hibbard, Hatfield, Admin Assist Work, RC Peavey, Amy Bliss. SB Doug Thomas Absent
**Open Meeting**: 5:03

1. **Approve Agenda**: SB Hibbard motioned to accept, SB Hatfield seconded, vote was unanimous
2. **Approve Minutes**: 10/20/25 Approved

**3. Open to the Public**: Amy Bliss questioned mileage reimbursement for snowplow contractors, who attended the LRAP Salt/Ice Workshop. SB Hibbard motioned to reimburse for this mileage, SB Hatfield seconded, vote was unanimous.

4. **Old Business**:
   1. **Contracts and Bids**: No report.
   2. **Grants**: Waiting for Ed MacDonald Risk Reduction Grant confirmation letter. SB Working on grants for a 250th anniversary program, Town House restoration, and Nash Lot improvement.
   3. **Comprehensive Planning Committee**: Currently working on Economics and Transportation Chapters.
5. **New Business/Correspondence**:

   **Admin**:

**Select Board**: SB Hatfield announced that WCAP will be presenting an "Emergency Food Summit" Friday, 10/31/25, from 12:00-2:00pm.

**Fee Schedule:** In process
**Consent Agreement:** No Report
**Town Warrant:** Discussed Transfer Station Payment Process and use of windshield stickers

6. **Departments:**
    1. **Clerk:** Continuing to process applications for Deputy Town Clerk
    2. **Treas/Tax Col:** 2023 Property Foreclosure Notices to be mailed 10/28/25.
    3. **MVFR:** No report
    4. **Roads + PW:** RC Peavey to keep SB apprised of work accomplished. Having Peavey Town Road bridge condition discussed. SB to collaborate with RC Peavey, regarding the Acorn Engineering Unimproved Roads Assessment Report.
    5. **Transfer Station:** No Report. Admin Assist Work researching compactor preventive maintenance program
    6. **Assessing:** Reviewed Maine Revenue Service Preliminary 2026 Valuations, for filing.
    7. **CEO:** Bog Road inspection pending, and Ledge Pond violation consent agreement pending.
    8. **ACO:** No Report
    9. **Planning Board:** SB to have Fee Schedule available for 11/12/25 meeting.

7. **Treasurer's Warrants:** #42 and # 43 Preview: Signed
8. **Eleventh Hour**:
9. **Next Week's Agenda Items**:

**Adjourn:** 9:00PM

# Montville Select Board Meeting Minutes
# Monday, 11/3/25
# 5:00PM

**In attendance**: Select Board Hibbard, Thomas, Hatfield, Admin Assist Work, Steve Lucas
**Open Meeting**: 5:01 pm

1. **Approve Agenda**: SB Hibbard motioned to approve, SB Thomas seconded, vote was unanimous.
2. **Approve Minutes**: 10/27/25. SB Hibbard motioned to approve, SB Hatfield seconded, vote was unanimous.
3. **Open to the Public**: Resident Steve Lucas voiced concern regarding Center Road ditching
4. **Old Business**:
    a. **Contracts and Bids**: No Report
    b. **Grants**: SB Hibbard to follow up on award for Ed MacDonald Risk /Reduction Grant;
    c. **Comprehensive Planning Committee**: Meeting 11/06/25, 6:00 pm.

5. **New Business/Correspondence**:
    a. **Admin**: Received resignation of Town of Montville's Licensed Health Officer (LHO) Meghan Henshall. Received offer of services from Pine Tree Solutions, Code Enforcement Officer (CEO).
    b. **Select Board**:
        - SB Thomas motioned for an Executive Session, pursuant to 1 M.R.S.A §405(6)(A) Personnel Matters, SB Hibbard seconded, vote was unanimous. Start time was 7:30pm. SB Hatfield motioned to end Executive Session, at 7:52pm. SB Thomas seconded, vote was unanimous.
        - SB Hatfield suggested all Town Elected Officials attend Elected Officials Webinar 11/20/25.
        - SB Thomas commented that the Waldo Co Budget Committee rejected budget year changes. Next meeting 11/08/25.

    **Fee Schedule:** In process
    **Consent Agreement:** In process
    **Town Warrant**: In process-Road discontinuances; SB Thomas to customize 'Right of Way' language.

6. **Departments**:
    a. **Clerk**: A Deputy Town Clerk (Barbara Accordino) has been sworn in.
    b. **Treas/Tax Col:** No report
    c. **MVFR:** SB Thomas to get Jersey barrier prices for protecting propane tank, at Fire Station; Former Fire Engine Tanker 3 is out of service.
    d. **Roads + PW:** Salt Request table for next week. Need DEP to weigh in on.
    e. **Transfer Station:** No report.
    f. **Assessing:** No report.
    g. **CEO:** SB Hatfield to follow up with CEO regarding Bog Road status.
    h. **ACO:** No report
    i. **Planning Board:** No report
7. **Treasurer's Warrants**: #43 and # 44 Preview; Signed
8. **Eleventh Hour**:
9. **Next Week's Agenda Items**:

**Adjourn**: 9:00 pm

**Montville Select Board Meeting Minutes**
**Monday, 11/10/25**

# 5:00PM

**In attendance**: Select Board Members: Sharon Hibbard, Doug Thomas, Hannah Hatfield. Resident: Stephanie Brown

**Open Meeting**: 5:02PM

1. **Approve Agenda**: SB Hatfield motioned to approve agenda as written, SB Hibbard seconded, Unanimous vote.
2. **Approve Minutes**: 11/03/25 SB Hatfield motioned to approve 11/3/25 Select Board Minutes as written, SB Hibbard seconded. Unanimous vote.
3. **Open to the Public**: None to report

SB Hatfield motioned to enter Executive Session as per 1 M.S.R.A §405 (6)(C) regarding property, at 5:03PM, SB Hibbard seconded. Unanimous vote. SB Hibbard motioned to exit Executive Session at 6PM, SB Thomas seconded. Unanimous vote.

4. **Old Business**:
    1. **Contracts and Bids**: Revision Energy schedule for heat pump installation to start on Nov 21 Friday. Dead River work on installing tanks propane lines has been completed.
    2. **Grants**: SB discussed possible next Community Action Grant projects: Fire Station heating; PW garage door, heating, and weatherization. General assembly for Midcoast Council of Governments will be held November 20th in Owls Head.
    3. **Comprehensive Plan Committee**: Next chapter for for review will be Historical and Archaeological Resources.
5. **New Business/Correspondence**:
    1. **Admin**: Discussed email follow ups.
    2. **Select Board**:

**Fee Schedule:** SB Hatfield to share draft of fee schedule with Planning Board Chair and co-chair.
**Consent Agreement:** In progress.
**Town Warrant:** SB discussed possible road closures, damages and research thereof. SB discussed ordinance for senior volunteers ; and putting some town owned land into "forever wild" classification.
**Employee Handbook:** No report
**Right of way policy:** Tabled for next week.

SB Hibbard reported that Northport is implementing an ADA compliant website. SB Hibbard to inquire with Northport re providers.
SB Thomas reported the Town House steps are ready to get put in.

6. **Departments**:
    1. **Clerk:** TC Mehuren reported that the Grange Holiday Bazaar and Historical Society Wreath sale will both be held on Dec 7.

2. **Treas/Tax Col:** No report
3. **MVFR:**
4. **Roads + PW: SB Thomas** and Deputy Road Commissioner Harriman to go to drainage class next week. Center Rd shoulders and work to address any issues with upcoming plow season are priorities.
5. **Transfer Station:** WasteHub Representative presentation schedule for November 24th SB Meeting.
6. **Assessing:** No report
7. **CEO:** CEO and SB received letter from DEP re Bog Rd and Shoreland Zoning designations. SB Hatfield to reach out to CEO Abbott about follow up.
8. **ACO:** ACO Nerber had requested an increase in the stipend for 2026.
9. **Planning Board:** No Report

7. **Treasurer's Warrants**: #44 and # 45 Preview: Signed
8. **Eleventh Hour**: Brownfield grants.
9. **Next Week's Agenda Items**: Performance review with Administrative Assistant.
10. **Adjourn**: 9:10PM

**Approved 12/01/25**

# Montville Select Board Meeting Minutes
# Monday, 11/17/25
# 5:00PM

**In attendance**: Select Board Members Sharon Hibbard, Hannah Hatfield, Doug Thomas, Admin Craig Work, Road Commissioner Richard Peavey, Steve Lucas, Jonathan Thornhill, Amy Bliss
**Open Meeting**: 5:05pm

1. **Approve Agenda**: SB Hibbard motioned to approve, SB Hatfield seconded, vote was unanimous
2. **Approve Minutes**: 11/10/25: SB Hibbard motioned to table to next SB meeting, SB Thomas seconded, vote was unanimous
3. **Open to the Public**: Steve Lucas inquired about completing Center Road shoulders. RC Peavey stated week of 11/16/25. Jonathan Thornhill suggested updating Waldo County dispatch list. SB Thomas to follow up with Dispatch. Jonathan reported Half Moon Gravel Pit has stone missing, as of Sunday, 11/16/25; reported that Sand Shed security gate needs repairing; and Grizzly Screener is needed for the sand as per Winter Roads Contract; reported several trees on sides of road being down. Jonathan listed Loader items needing repairs: 1) throttle sticking, 2) step needs welding and 3) probable transmission rebuild, soon.
4. **Old Business**:
   a. **Contracts and Bids**:

b. **Grants**: MCOG Brownfields Assessment & Cleanup Oct 2025 Award? No known locations. SB got clarification on approval of Risk Reduction grant. Steven and Tabitha King Grant for generators has been completed.

c. **Comprehensive Plan Committee**:

5. **New Business/Correspondence**:
    a. **Admin**: TS Compactor Preventive Maintenance Program progress: Hydraulic Solutions-Craig Robbins, Owner submitting quote.
    b. **Select Board**:

    Town of Palermo's Comp Plan review request, SB to review
    Board Election Ballot-WasteHub. Selection was made.
    Fee Schedule sent to Planning Board chair for review
    Consent Agreement pending
    Town Warrant: Discussed
    Employee Handbook pending
    Revision Solar project premises inspection date 11/25/25.

6. **Departments**:
    a. **Clerk:**
    b. **Treas/Tax Col:** Registry of Deeds to increase fees on January 1, 2026, to$ 25.00. This increases lien fees by $12.00.
    c. **MVFR:**
    d. **Roads + PW:** Pressure Vessel Inspection due 12/2025-No action required. Assistant RC Harriman and SB Thomas attended an MDOT Drainage workshop.
    e. **Transfer Station:** Box truck inspection and oil change scheduled for 11/24.
    f. **Assessing:** Amber Poulin submitted resignation and was accepted.
    g. **CEO:** No report. Awaiting CEO response
    h. **ACO:** No report
    i. **Planning Board:**
7. **Treasurer's Warrants**: #45 and #46 Preview: Signed
8. **Eleventh Hour**:
9. **Next Week's Agenda Items**:
10. **Adjourn**: 9:20 pm

**Approved 12/01/25**

# Montville Select Board Meeting Minutes
## Monday, 11/24/25
## 5:00PM

**In attendance**: Select Board members: Sharon Hibbard, Doug Thomas, Hannah Hatfield, and Admin Assistant Craig Work

**Open Meeting**: 5:03

1. **Approve Agenda**: SB Hatfield motioned to approve, SB Thomas seconded, vote was unanimous.
2. **Approve Minutes**: 11/17/25 and 11/10/25. SB Hatfield motioned to Table, SB Thomas seconded, vote was unanimous.
3. **Open to the Public**: None
    a. **Old Business**:
    b. **Contracts and Bids**: Passed over
    c. **Grants**: Passed over
    d. **Comprehensive Plan Committee**: Passed over

4. **New Business/Correspondence**:
    a. **Admin**: SB Thomas motioned for an Executive Session-Personnel Matters-M.R.S.A.

       § 405(6)(A), SB Hatfield seconded, vote was unanimous 5:04PM. SB Thomas motioned to come out of Executive Session, SB Hatfield seconded, unanimous vote 5:28PM.
    b. **Select Board**:

       Fee Schedule: No action taken
       Consent Agreement: No action taken
       Town Warrant: No action taken
       Employee Handbook: No action taken

5. **Departments**:
    a. **Clerk:** No report
    b. **Treas/Tax Col:** Discussed foreclosure property for 12/5/2025
    c. **MVFR:** No report
    d. **Roads + PW:** Doug to write a town garage equipment policy. SB signed letter requesting cessation of work on Center Rd until traffic control safety measures are implemented.
    e. **Transfer Station:** No report
    f. **Assessing:** No report
    g. **CEO:** Pine Tree Code Solutions, Garrett Lower-Owner invited to discuss Town of Montville "Ground Truthing."
    h. **ACO:** No report
    i. **Planning Board:** No report
6. **Treasurer's Warrants**: #46 and # 47 Preview: Signed
7. **Eleventh Hour**:
8. **Next Week's Agenda Items**:
9. **Adjourn**: 7:25PM

**Approved 12/01/25**

# Montville Select Board Meeting Minutes
# Monday, 12/1/25
# 5:00PM

**In attendance**: Select Board Members Sharon Hibbard, Doug Thomas and Hannah Hatfield. Admin Assist Craig Work.

**Open Meeting**: 5:05

95. **Approve Agenda**: SB Hibbard motioned to approve, SB Thomas made the second, vote was unanimous.
96. **Approve Minutes**:
    11/24/25: SB Hibbard motioned to approve, SB Thomas made the second, vote was unanimous.
    11/17/25: SB Hatfield motioned to approve, SB Hibbard made the second, vote was unanimous.
    11/10/25: SB Hibbard motioned to approve, SB Thomas made the second, vote was unanimous.

97. **Open to the Public**: No residents in attendance.
98. **Old Business**:

    a. **Contracts and Bids**: No report

    b. **Grants**:
    1. Schedule Closure meeting with Acorn Engineering: SB Hatfield confirmed meeting for 12/29/25.
    2. SB Hatfield discussed grant opportunities for Town House preservation measures
    3. Nash Lot Committee and Town House committee to meet on Wednesday, 12/03/25, at the Town Office, at 5:00 and 6:00 pm, respectively.
    4. SB Thomas mentioned that MCOG's "Stream Start" grant funding to be determined in 2026.

    c. **Comprehensive Plan Committee**: Meeting 12/04/25, 6:00pm, Discussing Historical and Archaeological Chapters

    **d. New Business/Correspondence**:
    **Admin**: Compiling Road+PWs' hazardous chemical Safety Data Sheets.

    **Select Board**:
    Fee Schedule: Pending
    Consent Agreement: Pending
    Town Warrant: Pending
    Employee Handbook: No discussion
    SB Thomas' **Miscellaneous Mentions**:
    a. Highlighted Waldo County budget increases. He will attend the next Budget Committee meeting, Friday, 12/12/25.
    b. The Grizzly sand screener is at the PWs garage

99. **Departments**:

    **a. Clerk:** Discussed Deputy Clerk Budget for rest of year and the beginning of 2026.
    **b. Treas/Tax Col:** No report
    **c. MVFR:** Former Engine 3 is completely out of service.
    **d. Roads + PW:**
    1. SB Thomas collecting GPS coordinates of South Trotting Park Road.
    3. SB Thomas to create PW site these policies.
    7. Additional salt storage area discussed.
    9. Select Board identified and discussed possible road discontinuances.

e. **Transfer Station:** The Box Truck oil change and inspection completed. New muffler was installed. Craig to follow up on Hydraulic Solutions regarding compactor maintenance.
f. **Assessing:** Seeking qualified assessing agent to replace Amber.
g. **CEO:**SB Thomas made a motion to hire, Pine State Code Solutions to assist Cindy Abbott (CEO) in ground truthing. SB Hibbard seconded, vote was unanimous.
h. **ACO:** No report
i. **Planning Board:** Discussion of fees.

100. **Treasurer's Warrants**: #47 and # 48 Preview: Signed.
101. **Eleventh Hour**:
102. **Next Week's Agenda Items**: Include Budget ideas

**Adjourn**: 9:38

**Approved:** 12/08/25

# Montville Select Board Meeting Minutes
## Monday, 12/8/25
## 5:00PM

**In attendance**: Select Board Members: Sharon Hibbard, Doug Thomas, Hannah Hatfield.
Garrett Lower (Pine State Code Solutions), Tyler Robbins, Bryan Robbins, Craig Robbins.
**Open Meeting**: 5:08

1. **Approve Agenda**: SB Hibbard made a motion to approve agenda for 12/8/25, SB Thomas seconded. Vote was unanimous.
2. **Approve Minutes**: SB Thomas made a motion to accept the minutes from Select Board meeting on 12/01/25. SB Hibbard seconded. Vote was unanimous.
3. **Open to the Public**: Tyler Robbins reported his mailbox was hit by plow contractor. SB presented Mr. Robbins with a printout of the state laws concerning town contractors and mailbox damage. SB provided a copy of State DOT Mailbox Policy for State Aid Roads, which indicates that Towns are not liable for plow damage to mailboxes. SB to speak to plow contractor and Road Commissioner regarding the incident and encourage attention and care while driving. Bryan Robbins voiced concern that Bragdon Rd had not been graded this past year.
4. **Old Business**:
   a. **Contracts and Bids**: SB to consider 2026 road plan and bid schedule
   b. **Grants**: CAG: Adi Philson (Midcoast Council of Governments) reported that Comprehensive Plan Schedule is acceptable to Community Action Grant (CAG). SB Hibbard to reach out to CAG contact to confirm.
   c. **Comprehensive Plan Committee**: Next subcommittee meeting December 18th, at 6PM. Natural and Water Resources chapters to be discussed.
5. **New Business/Correspondence**:

**Admin**: **DECEMBER**
Assessing: Sales Analysis (Turn-A-Round document) due to Maine Revenue Service (MRS) - Assessing Agent to administer this.
Reminder: Interest (%) begins second half taxes Dec 31st

SB discussed Transfer Station (TS) and Public Works (PW) staff participating in some required training with MVFR in January including First Aid and Hazard Communications. SB Thomas to connect with TS and PW staff about schedule.

Admin to confirm that OSHA 300 & 300-A end-of-year report are completed by departments heads and posted on premises.

SB to schedule a review with all department heads.

**Select Board**:

Ideas for FY 2026-27 SB Hibbard to research rapid renewal costs.

MDOL-SafetyWorks! "SHAPE" Program: Admin to research more regarding process and scope.
Fee Schedule: SB Hatfield to update for signing.

Consent Agreement: SB Thomas to sign and get notarized before sending.

Town Warrant: On-Going

Employee Handbook: Tabled

6. **Departments**:
   a. **Clerk:** Reported that the Kingdom Schoolhouse is having issues with the lights.
   b. **Treas/Tax Col:** SB Hatfield to start preliminary budget spreadsheet for FY26.
   c. **MVFR:** SB Thomas reported that old engine #3 (no longer in MVFR fleet) would be too costly to be a good candidate for a PW vehicle. SB Thomas to get specs to put it out to bid.
   d. **Roads + PW:** No report
   e. **Transfer Station:** Discussed snow rake for box truck.
   f. **Assessing:** No report
   g. **CEO:** Garrett Lower (of Pine State Code Solutions) and Cindy Abbott (CEO) to do Bog Rd ground truthing on the 19th or 20th of December. Mr. Lower informed SB about his business services including: E911 addressing, Local Health Officer, LPI, and code enforcement.
   h. **ACO:** SB Thomas to contact MMA and ACO Nerber regarding continued large cat colony near Bragdon Rd.
   i. **Planning Board:** No Report
7. **Treasurer's Warrants**: #48 and # 49 Preview SB signed.
8. **Eleventh Hour**:
9. **Next Week's Agenda Items**:
10. **Adjourn**: 9:05PM

**Approved 12/15/25**

# Montville Select Board Meeting Minutes
## Monday, 12/15/25
## 5:00PM

**In attendance**: Select Board: Sharon Hibbard, Hannah Hatfield, Doug Thomas and Admin Assist Craig Work, John York Fire Chief

**Open Meeting**: 5:08

**Approve Agenda**: SB Hibbard motioned to approve, SB Thomas seconded, vote was unanimous

**Approve Minutes**: 12/08/25; SB Hatfield motioned to approve, SB Thomas seconded, vote was unanimous

**Open to the Public**: NA

**Executive Session:** as per 1 MRSA § 405 (6)(A) employment interviews. SB Thomas motioned to go into Executive Session at 6:44pm. SB Hatfield seconded, vote was unanimous. SB Hatfield motioned to end Executive Session at 7:10pm. SB Thomas seconded, vote was unanimous.

**Old Business**:

a. **Contracts and Bids**:

b. **Grants**:

   b.i. SB Hibbard to forward Nash Lot Grant draft to SB Thomas. SB Hibbard suggested reviewing the Historical Society's Annual Calendar regarding the $50^{th}$ Anniversary mention

   b.ii. SB Hatfield announced receiving an award for the Town of Montville's Cemetery Committee, in the amount of $1493.70, from the Maine Semiquincentennial Commission.

   b.iii. SB Hibbard suggested utilizing the art-design skills of a Montville resident for the Woodland Gardens area

c. **Comprehensive Plan Committee**: Sub-committee to meet, Thursday, 12/18, at 6:00pm.

**New Business/Correspondence**:

**Admin**:
MDOL-SafetyWorks! "SHAPE" Program:
1. Admin Assist Work to research possible upfront, financial, insurance benefits, for Program implementation.
2. Hazardous Chemical Safety Data Sheets (SDS) are completed for PW and Town Office. Admin Assist Work to train personnel on use and storage of these sheets.

**Select Board**:

Ideas for FY 2026-27:
1. SB Hatfield, also Chair of the Halldale Cemetery Association, suggested asking the Town to assume future maintenance responsibilities of this cemetery. SB Thomas to draft proposal.
2. SB Hatfield and Thomas drafting language for a five (5) member Select Board, with staggered terms.
3. Palermo's Comprehensive Plan submission requires a 12/19/25 return by date.

Fee Schedule: SB Hatfield to update land use fee schedule and send to Planning Board for input.

Consent Agreement: SB Thomas to notarize signature on Ledge Pond Shoreland zoning violation consent agreement before sending to landowner.

Town Warrant: SB Hatfield has begun preliminary YTD Budget process, in preparation for the 2026 annual Town meeting.
Employee Handbook: Tabled

**Departments**:

**d. Clerk:** No report
**e. Treas/Tax Col:** YTD financials are in process.
**f. MVFR:**

f.i. Chief York has future EMA considerations to present to the Comprehensive Plan Committee. SB Hatfield suggested presenting at the Feb 19 and Mar 5 meetings.

f.ii. Chief York suggested that he be the first "Point of Contact" for the MVFR generator "Startups" and/or "Failures to Start" notifications. The SB suggested that Chief York assume this responsibility, for all Municipality generators. Chief York accepted.

f.iii. Fire Engine #3 is completely out of service. SB Thomas will draft "For Sale" language, to post on the Town's website.

g. **Roads + PW:** Schedule Road Plan and Bid schedule:
1. RC Peavey to attend a budget workshop Wed, 12/17/25, at 5pm.
2. SB Thomas revising Mowing and Ditching RFBs.
3. SB Thomas announced "Right of Way" policy is ready for review.

h. **Transfer Station:** No report

i. **Assessing:** Assessing Agent Poulin suggested MMA's assistance, in soliciting resumes for filling this position.

j. **CEO:** The Board is waiting on an update from CEO Abbot regarding schedule for Bog Rd. Site visit.

k. **ACO:** No report

l. **Planning Board:** No report

**Treasurer's Warrants**: #49 and # 50 Preview: Signed

**Eleventh Hour**: SB Thomas reported on Waldo County Budget hearing. Budget approval was deferred for further review

**Next Week's Agenda Items**: NA

**Adjourn**: 9:15pm.

**Approved:** 12/22/25

# Montville Select Board Meeting Minutes
# Monday, 12/22/25
# 5:00PM

**In attendance**: SB Hannah Hatfield and Doug Thomas. SB Sharon Hibbard was absent, Admin Assist Craig Work, Michael Carroll, Lacey Carroll, Chris Schmidt, Jonathan Thornhill, Amy Bliss and Chris Ricciotti.

**Open Meeting**: 5:04pm

**Approve Agenda**: SB Thomas motioned to approve, SB Hatfield seconded, vote was unanimous.

**Approve Minutes**: 12/15/25: SB Hatfield motioned to approve, SB Thomas seconded, vote was unanimous.

**Open to the Public**:

m. Michael Carroll, Executive Director WasteHub. Presented a slide show and highlighted improvements to the former Municipal Review Center, now called WasteHub, in Hampden, a non-profit. No out-of-state waste is accepted. Different possibilities for membership discussed. Price for municipal waste will be $90.00/ton for Montville in 2026. SB to review contract details and time frame.

n. Chris Schmidt voiced concerns regarding insufficient road maintenance priorities, including leadership. planning and completion.

o. Jonathan Thornhill mentioned a sizable tree down on Howard Road.

p. Chris Ricciotti has significant debris blown into his yard, from neighbor’s property damage. He has contacted MDEP, regarding potential hazardous material and safety concerns for land, waterways and people. Neighbor’s abandoned building creates an unsafe environmental condition. Is seeking guidance for resolution for cleanup. Chris requested follow up from Select Board.

**Executive Sessions:**
**Old Business**:

q. **Contracts and Bids**: SB Thomas is revising Mowing and Ditching RFB.

r. **Grants**: SB Hibbard is completing the T-Mobile Hometown Grant application, due 12/31/25.

s. **Comprehensive Plan Committee**: Next meeting scheduled for 01/08/26, 6:00pm.

t. **Budget Committee**: Next meeting scheduled for 01/07/26, at 6:00pm.

**New Business/Correspondence**:

**Admin**: SB Thomas made a motion to revoke the Deputy Pay for Clerk and Treasurer/Tax Collector Policy, SB Hatfield seconded both attending Select Board members voted in favor. Effective 12/22/25.

**Select Board**:

Ideas for FY 2026: Discussed postage saving measures.
**Fee Schedule**: SB Hatfield updated and submitted to Planning Board Chair, for review.
**Consent Agreement**: A consent agreement is being sent to landowner Hood.
**Town Warrant**: Collecting info for updates.
**Employee Handbook**: Tabled
**Miscellaneous**:
Waldo County Budget Committee meets 01/09/26, 6pm.

**Departments**:

u. **Clerk:** No report
**v.** **Treas/Tax Col:** No report
**w.** **MVFR:** No report
x. **Roads + PW:** Discussed Town Office driveway ruts.
**y.** **Transfer Station:** Craig Robbins, of Hydraulic Solutions, submitted an annual Compactor Preventive Maintenance quote of $700. SB Thomas motioned to accept, SB Hatfield seconded. Motion was unanimous.
**z.** **Assessing:** SB Hatfield will be writing an ad for this, soon to be vacant position.
aa. **CEO:** Meeting scheduled with landowner for 04/10/26 to address Bog Road Shore Land Zoning.
**bb.** **ACO:** No Report
**cc.** **Planning Board:** Chair reviewing Fee Schedule submitted by the Select Board.

**Treasurer’s Warrants**: #50 and # 51 Preview: Signed.
**Eleventh Hour**:
**Next Week’s Agenda Items**:

**Adjourn:** 8:45pm
**Approved:** 12/29/25

# Montville Select Board Meeting Minutes
# Monday, 12/29/25
# 5:00PM

**In attendance**: Select Board Sharon Hibbard, Doug Thomas, Hannah Hatfield and Admin Assistant Craig Work

**Open Meeting**: 5:00pm

**Approve Agenda**: SB Hatfield motioned to approve, SB Hibbard seconded, vote was unanimous.

**Approve Minutes**: 12/22/25: SB Hatfield motioned to approve, SB Thomas seconded, vote was unanimous.

**Open to the Public**: None present

**Old Business**:

**Contracts and Bids**:
SB discussed contract with WasteHub, formerly Municipal Review Committee (MRC).
**Grants**: SB Hibbard will submit T-Mobile Hometown Grant application, due 12/31/25.
**Comprehensive Plan Committee**: Next meeting 01/08/26, 6pm, Chapters: Natural and Water Resources

**New Business/Correspondence**:

**Admin**:
Safety Data Sheets placement and review training were reviewed with Town Office Staff and Select Board, 12/17 and 22/2025, respectively.

**Select Board**:

Ideas for FY 2026: SB discussed Halldale Cemetery funds and acquisition.
Consent Agreement: Cover letter required, before sending Administrative Consent Agreement to Montville resident.
Town Warrant: SB in discussion re: the prospect of a five (5) member Select Board
Employee Handbook: Tabled
SB Thomas recommended reviewing Town Policies, annually

**Departments**:

**Clerk:** Invite to Select Board Meeting 01/05/26.
**Treas/Tax Col:** Invite to Select Board Meeting 01/05/26.
**MVFR:** No report
**Roads + PW:** Finn Bondeson, Acorn Engineering, in person meeting, rescheduled to 12/30/25 5PM
**Transfer Station:** No report
**Assessing:** SB Seeking an assessing agent to replace Amber Poulin who is resigning.
**CEO:** Invite to Select Board Meeting 01/05/26
**ACO: No Report**
**Planning Board:** Reviewing Fee schedule sent by SB

**Treasurer's Warrants**: 51#: Signed Preview #52: Signed.
**Eleventh Hour**:
**Next Week's Agenda Items**:
**Adjourn:** 8:42 **Approved**: 01/05 /26