

TOWN OF PATTEN

21 Katahdin Street | PO Box 260 | Patten, ME 04765

Phone (207) 528-2215 | Fax (207) 528-2055

www.pattenmaine.org

PATTEN SELECT BOARD

Meeting Minutes

These minutes are not verbatim.

Location: Public Works Garage, 21 Katahdin Street, Patten, ME 04765

Date & Time: Tuesday, July 9th, 2024, at 5:30pm

Called to order by Gregg Smallwood at 5:30pm.

ROLL CALL

Select Board: Gregg Smallwood, Chair; Dennis Kelly, Vice-Chair; Rae Bates, Janice Dancer

Board Members Absent: Theresa Schmidt

Town Employees: Gail Albert, Town Manager; Billie Doody, Town Clerk; Willow Brooks, Deputy Clerk; Kevin Noyes, Director of Public Works; Jon Harvey, Animal Control Officer

Public: Marcia Pond Anderson, Jayne Melvin, Scott Webb, Jason Peavey, Ronald Libby, Charlie Kenney, Laura Kenney, Teena Goode, Terry Hill

Guest Speaker: Ron Blum, Planning Board Chair

SPECIAL PRESENTATION

Planning Board Updates

R. Blum: The Planning Board has been busy with ordinances; they are currently looking at the Town's E911 and Snow Removal ordinances. There is a vacancy on the Planning Board for an Associate Member position. Ron let the Select Board know that the Land Use, Planning Board, Shoreland Zoning, and Building ordinances need some work and asked the Board which they prefer to be updated first. The Select Board agreed that the Building and Planning Board ordinances should take priority.

ADMINISTRATIVE

Motion made by G. Smallwood to remove Emergency Public Safety updates from the agenda in Brett Morse's absence. Seconded by J. Dancer, no discussion heard. **Approved 4/0/1 absent.**

Approve and Sign Warrant #14 for General Government, Water, Sewer, Ambulance

Motion made by G. Smallwood to approve and sign Warrant #14. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

Approve and Sign Payroll Warrant #13

Motion made by G. Smallwood to approve and sign Payroll Warrant #13. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

Approve and Sign Select Board Meeting Minutes from June 25th, 2024

Motion made by G. Smallwood to approve and sign the minutes from June 25th. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

Approve and Sign Executive Committee Meeting Minutes from June 28th, 2024

Motion made by G. Smallwood to table the signing of the minutes from June 28th due to T. Schmidt's absence. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

DEPARTMENT UPDATES

Town Manager - Gail Albert

G. Albert: Gail reminded everyone that there is another election being held for the RSU #89 grant on July 16th from 8:00am to 8:00pm at the Fire Department. The calendar of events for Patten Pioneer Days have come out, copies are available at the Town Office and on the website. Updated events will be on the Patten Pioneer days Facebook page. There will be a Special Town meeting on July 23rd at 5:00pm prior to the Select Board meeting. A brief discussion took place regarding pollution coverage for the Water and Sewer Department, no motions were made.

o May Financial Update

G. Albert: The financial updates and account balances were provided to the Select Board. Due to increase in salaries for the Town in 2023 there is an increase in the Worker's Compensation coverage and a projected increase for 2024.

Department of Public Works – Kevin Noyes

K. Noyes: Kevin and David have started patching and did some ditching on side streets. More work has been done in the sewer fields as well as weed whacking around the hydrant and on Houlton Street. There have been intermittent false alarms involving the pump station at the sewer plant, Kevin has disabled the alarm for now. The red truck has been fixed so calcium can be done, Kevin would like the roads to be graded first and asked the Select Board if it should be put out to bid. Gregg recommended that Kevin reach out to Mike Savage.

There was a brief discussion about the logging that A&A Brochu did in the sewer fields, the Board discussed moving the funds into a reserve account for sewer projects.

Motion made by G. Smallwood to put the logging money from A&A Brochu for the Sewer Department into a Sewer Department reserve fund. Seconded by J. Dancer, no discussion heard. **Approved 4/0/1 absent.**

OLD BUSINESS

Ballpark Restroom Facilities – Steve Anderson

This item was removed from the agenda in Steve's absence.

Veteran's Memorial

Gail provided the Board with photos of Veteran's Memorials in other Towns and mentioned that there will have to be an article in the Warrant at the Special Town Meeting to see if the Town will accept donations for a new Memorial. The board discussed the development of a new Veteran's Memorial Monument and wanted to determine the town's interest in doing so.

Motion made by R. Bates to add an article to the Special Town Meeting Warrant to see if the Town would approve the creation of a Veteran's Memorial Park and accept donations toward the project. Seconded by G. Smallwood, no discussion heard. **Approved 4/0/1 absent.**

Ordinances for Review – Janice Dancer

- **Park Model**

J. Dancer: Janice formatted the Park Model ordinance to align with the Select Board's template for ordinances and made edits.

Motion made by G. Smallwood to approve the latest draft of the Park Model ordinance. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

- **Tiny Homes**

J. Dancer: Edits have been made to the Tiny Homes ordinance and it is ready for approval by the Select Board with one minor edit relating to wording.

Motion made by G. Smallwood to approve the latest draft of the Tiny Homes ordinance with one edit. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

- **Holding Tank**

Motion made by R. Bates to approve the latest draft of the Holding Tank ordinance. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

- **Fire Department**

J. Dancer: The Fire Department ordinance has been changed to align with MMA's recommendations. This includes that the Fire Chief would now be appointed by the Town Manager and Select Board instead of the Fire Department employees.

Motion made by G. Smallwood to approve the latest draft of the Fire Department ordinance. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

Motion made by G. Smallwood to add the 4 ordinances approved (Park Model, Tiny Homes, Holding Tank, and Fire Department) to the Warrant for the Special Town Meeting on July 23rd. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

Policy for Review

- **Cemetery Board of Trustees**

Janice provided the Select Board with a draft policy for the Cemetery Board of Trustees at the last meeting, there have been no new edits.

Motion made by G. Smallwood to approve the final draft of the policy for the Cemetery Board of Trustees. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

SELECT BOARD COMMENTS

Janice asked the Select Board for permission to turn in a Play Matters grant for the playground and a Versant grant for the basketball court.

Motion made by G. Smallwood to give Janice permission to turn in the Play Matters and Versant grants. Seconded by D. Kelly, no discussion heard. **Approved 4/1 absent/1 abstention.**

PUBLIC COMMENTS

There was discussion about the Town's 2023 audit report and financial reports, and a brief discussion about the Parks and Recreation Advisory Committee.

EXECUTIVE SESSION under 1 M.R.S.A (405) (6) A

Motion made by G. Smallwood to enter executive session at 6:29pm. Seconded by D. Kelly, no discussion heard. **Approved 4/0/1 absent.**

Motion made by R. Bates to exit executive session at 7:40pm. Seconded by J. Dancer, no discussion heard. **Approved 4/0/1 absent.**

ADJOURN

Motion made by G. Smallwood to adjourn the meeting at 7:40pm. Seconded by J. Dancer, no discussion heard. **Approved 4/0/1 absent.**

Meeting Minutes for July 9, 2024

Approved by the Select Board on July 23, 2024

Gregg Smallwood
Gregg Smallwood, Chair

Dennis Kelly
Dennis Kelly, Vice-Chair

Rae Bates
Rae Bates

Janice Dancer
Janice Dancer

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Meeting Minutes

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Location: Public Works Garage, 21 Katahdin Street, Patten, ME 04765

Date & Time: Tuesday, July 23rd, 2024, at 5:30pm

Called to order by Gregg Smallwood at 5:30pm.

ROLL CALL

Select Board: Gregg Smallwood, Chair; Dennis Kelly, Vice-Chair; Rae Bates, Theresa Schmidt, Janice Dancer

Town Employees: Gail Albert, Town Manager; Billie Doody, Town Clerk; Willow Brooks, Deputy Clerk; David Goode, Public Works Assistant; Brett Morse, Emergency Public Safety Director; Jon Harvey, Animal Control Officer; Jason MacArthur, Fire Chief; Julie Buhler, Library Director

Public: Marcia Pond Anderson, Scott Webb, Barbara Webb, Laura Kenney, Charlie Kenney, Cheryl Morse, Teena Goode, Kathy Case, Steve Case, Carolyn Ryan, Linda Lyons, Brent Cullen, Susan Cullen, Kent Smallwood, Randy Bossie, Ron Blum, Cheryl Labelle, Bob Howes, Linda Willett, Dennis Brackett, MaryAlice Mowry, Dorothy Peavey, Kris Wittine, Benita Qualey, Carter Hall, Karla Tower

ADMINISTRATIVE

Approve and Sign 3rd Quarter Certificates of Commitment and Warrants for Collection for Water and Sewer

Motion made by G. Smallwood to approve and sign the 3rd Quarter Certificates of Commitment and Warrants for Collection for Water and Sewer. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Warrant #15 for General Government, Water, Sewer, Ambulance

Motion made by G. Smallwood to approve and sign Warrant #15. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Payroll Warrant #14

Motion made by G. Smallwood to approve and sign Payroll Warrant #14. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Executive Committee Meeting Minutes for June 28th, 2024

Motion made by G. Smallwood to approve and sign the executive committee minutes from June 28th. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Select Board Meeting Minutes for July 9th, 2024

Motion made by G. Smallwood to approve and sign the meeting minutes from July 9th. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

DEPARTMENT UPDATES

Town Manager - Gail Albert

G. Albert: The financials for June and bank account balances as of July 18th have been provided to the Board. Penobscot County Commissioner David Marshall is scheduling a meeting in the coming weeks with the National Park Service and Gail to discuss the four roads leading to the National Monument. Millinocket Town Council has voted against Senator King's bill S.4209 until the road conditions in Patten are resolved. Gail spoke with the Stacyville Town Office about when their Fire Department will be operational, they are at a standstill right now with insurance and have hired legal counsel. Gail will be contacting George Buswell, the Director of Penobscot County Unorganized Territory, to discuss Fire Department Coverage for the Monument while Stacyville Fire Department is unable to service calls. The Patten Fire Department received a \$50,000 donation from the Stephen and Tabitha King Foundation for a new fire truck, these funds will be placed in the reserve account. Jon Harvey continues to be busy responding to resident calls about animal control issues and concerns.

David Goode has turned in his resignation, his last day will be August 1st.

Motion made by G. Smallwood to accept David's resignation. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Department of Public Works – David Goode, Public Works Assistant

D. Goode: Kevin is on vacation this week. Public Works has been cold patching and spraying the sewer fields. David has been trimming brush and spreading calcium since the roads have been graded.

Fire Department – Jason MacArthur, Fire Chief

J. MacArthur: There was a fuel leak in the tanker that is currently being fixed. Patten Fire is still covering ½ of Stacyville, there was a discussion about coverage for Stacyville this coming winter.

Library – Julie Buhler, Library Director

J. Buhler: A new book will be installed on Story Book Lane before Patten Pioneer Days. The Youth Trail Ambassadors will be holding a fundraising lemonade and sweets sale on August 7th from 11:00am – 3:00pm in front of Richardson's Hardware. Julie has issued 9 more library cards and 244 items circulated since her last update. Interlibrary Loans are still on hold, Julie is still working with local libraries to fulfill as many requests as possible. Week 3 of Summer Reading finished yesterday, 22 children are registered and there has been excellent attendance. Julie reminded everyone of the public meeting on July 30th at 6:00pm hosted by the Maine Farmland Trust. Julie is hosting a movie night during Patten Pioneer Days on August 7th at 8:00pm.

OLD BUSINESS

Cemetery Board of Trustees

R. Bates: The Select Board will be making edits to the Board of Trustees policy that was approved at the last meeting to include nonvoting members that reside outside of Patten. The Select Board approved the list of volunteers so far, including Marie McNally, Randy Bossie, Marcia Pond Anderson, Cheryl Labelle, Jon Harvey, and Susan Cullen. Kerry McNally is currently serving on the Board.

NEW BUSINESS

Personnel Change - Ambulance & Fire Departments

Motion made by Gregg Smallwood to dissolve the position of Emergency Public Safety Director. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Brett Morse will still be fulfilling his duties as Ambulance Director, while Jason MacArthur will be directing the Fire Department as Fire Chief.

Comprehensive Task Force

The Comprehensive Plan Subcommittee has been looking to fill a vacant seat, Ron would like to appoint MaryAlice Mowry to the task force.

Motion made by G. Smallwood to appoint MaryAlice Mowry as the latest member of the Comprehensive Plan Subcommittee, seconded by D. Kelly. **Approved 5/0/0.**

SELECT BOARD COMMENTS

Rae mentioned that the Comprehensive Plan Subcommittee will be having a public meeting where they would like feedback from residents regarding the new plan.

EXECUTIVE SESSION under 1 M.R.S.A (405) (6) A

Motion made by G. Smallwood to enter executive session at 5:58pm. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Motion made by G. Smallwood to exit executive session at 7:02pm. Seconded by Janice Dancer, no discussion heard. **Approved 5/0/0.**

Motion made by R. Bates for Gail to request an accounting of expenses to date and ask the Patten Pioneer Days Planning Committee where additional funding support is needed. The Town approved allocating \$5,000 from the Culture and Recreation Reserve for Patten Pioneer Days programming. Seconded by T. Schmidt, no discussion heard. **Approved 5/0/0.**


Motion made by R. Bates for Gail to research compensation for a new E911 coordinator and discuss candidate recommendations with the Ambulance and Fire Departments. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

ADJOURN


Motion made by G. Smallwood to adjourn the meeting at 7:15pm. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

Meeting Minutes for July 23rd, 2024


Approved by the Select Board on August 6th, 2024


Gregg Smallwood, Chair


Dennis Kelly, Vice-Chair


Janice Dancer


Rae Bates


Theresa Schmidt

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PATTEN SELECT BOARD

Meeting Minutes

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Location: Public Works Garage, 21 Katahdin Street, Patten, ME 04765

Date & Time: Tuesday, August 6th, 2024, at 5:30pm

Called to order at 5:30pm by Gregg Smallwood.

ROLL CALL

Select Board: Gregg Smallwood, Chair; Dennis Kelly, Vice-Chair; Theresa Schmidt, Rae Bates, Janice Dancer

Town Employees: Gail Albert, Town Manager; Billie Doody, Town Clerk; Willow Brooks, Deputy Clerk; Jon Harvey, Animal Control Officer

Public: Dennis Brackett, Kent Smallwood, Linda Lyons, Marcia Pond Anderson, Cheryl Labelle, Susan Cullen, Marie McNally, Charlie Kenney, Laura Kenney

Guest Speaker: Ron Blum, Planning Board Chair

ADMINISTRATIVE

Approve and Sign Warrant #16 for General Government, Water, Sewer, Ambulance

Motion made by G. Smallwood to approve and sign Warrant #16. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Payroll Warrant #15

Motion made by G. Smallwood to approve and sign Payroll Warrant #15. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Select Board Meeting Minutes for July 23rd, 2024

Motion made by G. Smallwood to approve and sign the Select Board meeting minutes from July 23rd. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Special Town Meeting Minutes for July 23rd, 2024

Motion made by G. Smallwood to approve and sign the Special Town meeting minutes from July 23rd. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

SPECIAL PRESENTATION

Planning Board Updates – Ron Blum

R. Blum: The Planning Board's July meeting lacked a quorum, the agenda for the August meeting will remain the same.

DEPARTMENT UPDATES

Town Manager - Gail Albert

G. Albert: Notary fees are complimentary for residents of Patten, Moro, and Hersey. Beginning in January 2025, the Town Office will be charging nonresidents a fee of \$15 for notary services. Jason Peavey will be the Town's new E911 coordinator, he is currently working on completing State training. It was suggested to Gail that the E911 committee be restaffed, this committee would meet as needed to work on specific E911 projects / concerns. The E911 committee members would consist of the Town Manager, Jason Peavey, Randy Bossie, and two Select Board members.

Motion made by G. Smallwood to nominate Rae Bates and Dennis Kelly as members of the E911 committee representing the Select Board. Seconded by Theresa Schmidt, no discussion heard. **Approved 5/0/0.**

G. Albert: Department Heads are beginning to prepare for a Risk Management Site Visit that will be conducted by MMA on September 25th. The Town Office is now open on Wednesday by appointment, residents should call ahead or email the office to schedule one. The Town Office will be closed on Thursday, August 8th from noon to 2:00pm, but will remain open until 5:30pm.

OLD BUSINESS

Cemetery Board of Trustees Policy

The Cemetery Board of Trustees policy is ready for signature, it was updated to increase the number of members on the Board and include nonresidents.

Motion made by G. Smallwood to approve and sign the Cemetery Board of Trustees policy. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

Personnel Handbook

The General Government Personnel Handbook is ready for signature, it has been updated to align the PTO policy and Family Medical Leave with State laws. The direct deposit policy has

been updated and a social media policy has been added. The Town's insurance carrier requested that a molestation policy be added as well.

Motion made by G. Smallwood to approve and sign the General Government Personnel Handbook. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

NEW BUSINESS

Veteran's Memorial Committee

The Select Board was provided with a list of volunteers interested in serving on the Veteran's Memorial Committee. Names include Jon Harvey, Charlie Kenney, Rae Bates, Theresa Schmidt, and Ted Pettengill. The Board suggested additional individuals for the office to contact regarding their interest in serving on the committee: Lorna and Scott Harris, John Birmingham, Sr., Ed MacArthur, and Jon Purdy. This project is still in the early stages, the committee will be working toward the creation of a new Veteran's Monument on Town property, including new names and names that are currently on the Monument owned by the Patten Historical Society.

Motion made by G. Smallwood to approve the list of current and possible volunteers for the new Veteran's Memorial committee. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Town Office Hours

There was a discussion of changing Town Office hours to accommodate residents who have limited opportunities to visit the Town Office. No motions were made.

SELECT BOARD COMMENTS

There was a discussion about the Maine Farmland Trust presentation at the library, and how the content in the presentation could benefit the Planning Board and the Comprehensive Task Force working on the new Comprehensive Plan. The Town Office will try to secure copies of the materials for the Task Force and Planning Board meetings.

PUBLIC COMMENTS

EXECUTIVE SESSION under 1 M.R.S.A (405) (6) E

Motion made by G. Smallwood to enter executive session at 6:13pm. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Motion made by G. Smallwood to exit executive session at 6:45pm. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

ADJOURN

Motion made by G. Smallwood to adjourn the meeting at 6:47pm. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Meeting Minutes for August 6, 2024

Approved by the Select Board on August 20, 2024

Gregg Smallwood
Gregg Smallwood, Chair

Dennis Kelly
Dennis Kelly, Vice-Chair

Rae Bates
Rae Bates

Janice Dancer
Janice Dancer

Theresa Schmidt
Theresa Schmidt

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PATTEN SELECT BOARD

Meeting Minutes

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Location: Public Works Garage, 21 Katahdin Street, Patten, ME 04765

Date & Time: Tuesday, August 20th, 2024, at 5:30pm

Called to order by Gregg Smallwood at 5:30pm.

ROLL CALL

Select Board: Gregg Smallwood, Chair; Dennis Kelly, Vice-Chair; Theresa Schmidt, Janice Dancer, Rae Bates

Town Employees: Gail Albert, Town Manager; Billie Doody, Town Clerk; Willow Brooks, Deputy Clerk; Kevin Noyes, Director of Public Works; Jon Harvey, Animal Control Officer; Jason MacArthur, Fire Chief; Jason Peavey, Assistant Fire Chief

Public: Charlie Kenney, Laura Kenney, Scott Webb, Randy Bossie, Kent Smallwood, Dennis Brackett

ADMINISTRATIVE

Motion made by G. Smallwood to add Jason MacArthur to the agenda to discuss Patten Fire Department's coverage of Stacyville. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

J. MacArthur: Patten has been covering calls for Stacyville since their Fire Department burned a few months ago. Stacyville is at a standstill and has no trucks. Jason suggested a meeting between Patten and Stacyville about a plan for the winter. Gail, Jason, Gregg, and Dennis will attend a meeting with the Stacyville Select Board.

Approve and Sign Warrant #17 for General Government, Water, Sewer, Ambulance

Motion made by G. Smallwood to approve and sign Warrant #17. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Payroll Warrant #17

Motion made by G. Smallwood to approve and sign Payroll Warrant #17. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Approve and Sign Select Board Meeting Minutes for August 6th, 2024

Motion made by G. Smallwood to approve and sign the meeting minutes for August 6th. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

DEPARTMENT UPDATES

Town Manager - Gail Albert

G. Albert: The Ambulance and General Government Personnel Handbooks are approved and ready for signatures.

Motion made by G. Smallwood to approve and sign the Ambulance and General Government Personnel Handbooks. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

The Town Office has hired a new finance consultant, Raye Porter, who is local to Patten and is a CPA. As of November, Raye will be working in the office 3 days a week but will be conducting a review of the 2023 audit and share her report at a Select Board meeting in the coming weeks. Gail will be working to realign the Budget Committee in preparation of the 2025 budget planning. The Town received a \$7,000 donation from the Patten ATV Club for the Veteran's Memorial Monument Fund, the reserve account balance is now over \$13,000. The Veteran's Memorial Monument Committee will have its first meeting with the Select Board prior to the September 17th Select Board meeting. Patten's E911 Committee will also meet sometime in September, and the Board of Cemetery Trustees will meet on Wednesday, August 28th. Jon Harvey is representing the town at the monthly meetings at the Transfer Station in Dyer Brook. Jason Peavey is attending a regional meeting in September on rural community emergency preparation. Richardson's has donated resources and time to complete renovations to the basketball court, baseball field, and badminton court. The storage buildings are being painted and the flower garden below the park sign will be refreshed for the Fall.

Financial Update

Gail provided an update to the Select Board on the Town's financial status as of July 2024. Each Town Department's budget was reviewed, and all income and expense accounts are as projected. It was discussed that for the 2025 budget cycle, the Town will invoice the Ambulance Department's mutual aid contracts twice a year to provide a more fluid income stream.

SELECT BOARD COMMENTS

There was a discussion about an article and editorial in the Bangor Daily News about rising costs for Ambulance Services.

PUBLIC COMMENTS
ADJOURN

Motion made by G. Smallwood to adjourn the meeting at 6:14pm. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

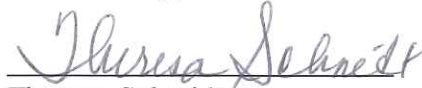
Meeting Minutes for August 20th, 2024

Approved by the Select Board on Sept 3, 2024

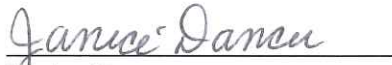


Gregg Smallwood, Chair

Dennis Kelly, Vice-Chair



Theresa Schmidt



Janice Dancer



Rae Bates

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PATTEN SELECT BOARD

Meeting Minutes

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Location: Public Works Garage, 21 Katahdin Street, Patten, ME 04765

Date & Time: Tuesday, September 3rd, 2024, at 5:30pm

Called to order by Gregg Smallwood at 5:30pm.

ROLL CALL

Select Board: Gregg Smallwood, Chair; Theresa Schmidt, Janice Dancer, Rae Bates

Board Members Absent: Dennis Kelly, Vice-Chair

Town Employees: Gail Albert, Town Manager; Willow Brooks, Deputy Clerk; Kevin Noyes, Director of Public Works; Jon Harvey, Animal Control Officer; Julie Buhler, Library Director; Brett Morse, Ambulance Director

Public: Randy Bossie, Susan Cullen, Cheryl Morse, Teena Goode, MaryAlice Mowry, Laura Kenney, Kent Smallwood, Dennis Brackett

SPECIAL PRESENTATION

There are no Planning Board updates at this time.

ADMINISTRATIVE

Motion made by G. Smallwood to add the Assessor's Certification of Assessment and Certificate of Commitment for 2024 Tax Bills to the agenda. Seconded by R. Bates, no discussion heard. **Approved 4/0/1 absent.**

Motion made by G. Smallwood to approve and sign the Assessor's Certification of Assessment and Certificate of Commitment for 2024 Tax Bills. Seconded by J. Dancer, no discussion heard. **Approved 4/0/1 absent.**

Motion made by G. Smallwood to add Executive Session for legal reasons to the agenda. Seconded by T. Schmidt, no discussion heard. **Approved 4/0/1 absent.**

Approve and Sign Warrant #18 for General Government, Water, Sewer, Ambulance

Motion made by G. Smallwood to approve and sign Warrant #18. Seconded by T. Schmidt, no discussion heard. **Approved 4/0/1 absent.**

Approve and Sign Payroll Warrant #18

Motion made by G. Smallwood to approve and sign Payroll Warrant #18. Seconded by J. Dancer, no discussion heard. **Approved 4/0/1 absent.**

Approve and Sign Select Board Meeting Minutes for August 20th, 2024

Motion made by G. Smallwood to approve and sign the minutes for August 20th. Seconded by J. Dancer, no discussion heard. **Approved 4/0/1 absent.**

Approve and Sign Select Board Meeting Minutes for August 27th, 2024

Motion made by G. Smallwood to approve and sign the minutes for August 27th. Seconded by J. Dancer, no discussion heard. **Approved 4/0/1 absent.**

DEPARTMENT UPDATES

Town Manager - Gail Albert

G. Albert: Gail suggested that a representative from Rockabema Snowmobile Club or Patten ATV Club be added to the Comprehensive Plan Task Force.

Jon Harvey agreed to become a member of the Task Force on behalf of the Rockabema Snowmobile Club.

Randy Rockwell is doing more work on the cemetery stones this week. There was also a discussion about the Cemetery Trustees meeting on August 28th, and the Select Board would like to have a meeting with the Trustees to hear their feedback about the cemetery.

Gail, Dennis, Gregg, and Jason MacArthur attended a meeting with the Stacyville Select Board Chair last week regarding their Fire Department capabilities as winter approaches. Stacyville Fire Department will have a building to store their fire equipment during the winter. Jason will be following up with Stacyville's Fire Chief about their plan for coverage.

The Veteran's Memorial Committee will have their first meeting with the Select Board on September 17th, prior to the Select Board meeting.

NEW BUSINESS

Ambulance Service Costs

There was a discussion about the rising costs of ambulance services and articles in the Bangor Daily News. Rae is asking the Board for permission to reach out to the MMA Legislative Policy Committee Representative for Patten about the Town's concerns.

Motion made by G. Smallwood to have Rae contact the Legislative Policy Committee Representative to discuss the Town's concerns related to increases in operating expenses for ambulance departments. Seconded by T. Schmidt, no discussion heard. **Approved 4/0/1 absent.**

SELECT BOARD COMMENTS

Janice and Rae are wondering if heat pumps will be installed in the new storage buildings at the Town Office. Gail is going to get dehumidifier bags to put in the buildings and see if they collect moisture first.

PUBLIC COMMENTS

Discussion about this year's tax bills and tax relief programs available for residents. The Town Office will make available resources for residents to obtain assistance with their real estate property tax bills.

EXECUTIVE SESSION under 1 M.R.S.A (405) (6) E

Motion made by G. Smallwood to enter executive session at 6:09pm. Seconded by R. Bates, no discussion heard. **Approved 4/0/1 absent.**

Motion made by G. Smallwood to exit executive session at 6:41pm. Seconded by T. Schmidt, no discussion heard. **Approved 4/0/1 absent.**

Motion made by R. Bates to follow the recommendations of the Code Enforcement Officer regarding the property at 9 Pleasant Street. Seconded by T. Schmidt, no discussion heard. **Approved 4/0/1 absent.**

ADJOURN

Motion made by G. Smallwood to adjourn the meeting at 6:45pm. Seconded by T. Schmidt, no discussion heard. **Approved 4/0/1 absent.**

Meeting Minutes for September 3, 2024

Approved by the Select Board on 9/17, 2024


Gregg Smallwood, Chair


Theresa Schmidt


Janice Dancer


Rae Bates

TOWN OF PATTEN

21 Katahdin Street | PO Box 260 | Patten, ME 04765

Phone (207) 528-2215 | Fax (207) 528-2055

www.pattenmaine.org

PATTEN SELECT BOARD

Meeting Minutes

These minutes are not verbatim.

Location: Public Works Garage, 21 Katahdin Street, Patten, ME 04765

Date & Time: Tuesday, September 17th, 2024, at 5:30pm

Called to order by Gregg Smallwood at 5:30pm.

ROLL CALL

Select Board: Gregg Smallwood, Chair; Dennis Kelly Vice-Chair; Rae Bates, Janice Dancer, Theresa Schmidt

Town Employees: Gail Albert, Town Manager; Billie Doody, Town Clerk; Willow Brooks, Deputy Clerk; Kevin Noyes, Director of Public Works; Jon Harvey, Animal Control Officer; Jason Peavey, Assistant Fire Chief

Public: Teena Goode, Charlie Kenney, Laura Kenney, Randy Bossie, Dennis Brackett, Kent Smallwood

ADMINISTRATIVE

Approve and Sign Warrant #19 for General Government, Water, Sewer

Motion made by G. Smallwood to approve and sign Warrant #19. Seconded by T. Schmidt, no discussion heard. **Approved 5/0/0.**

Approve and Sign Payroll Warrant #19

Motion made by G. Smallwood to approve and sign Payroll Warrant #19. Seconded by R. Bates, no discussion heard. **Approved 5/0/0.**

Approve and Sign Meeting Minutes for September 3rd, 2024

Motion made by G. Smallwood to approve the meeting minutes from September 3rd. Seconded by R. Bates, no discussion heard. **Approved 5/0/0.**

Approve and Sign New General Assistance Maximums, October 2024-September 2025

Motion made by G. Smallwood to approve and sign the new General Assistance Maximums. Seconded by R. Bates, no discussion heard. **Approved 5/0/0.**

DEPARTMENT UPDATES

Town Manager – Gail Albert

Gail has shared the draft audit with the Town's Finance Consultant, Raye Porter. Raye will present findings from the draft audit to the Board at their meeting on October 15th. The Wayward Sign project is starting, and the plan is for signs to be installed by the end of October. Gail had a Broadband meeting with EMDC and Terry Hill, this project is still a work in progress.

Gail proposed one Select Board meeting in December on the 10th, everyone agreed.

Animal Control Officer Jon Harvey captured a dog that had been loose on Happy Corner Road for most of the summer. He took the dog to the Humane Society in Lincoln; Jon suggests the Animal Control Ordinance be revised to increase fees for dogs at large due to an issue with habitual offenders.

Motion made by G. Smallwood to ask the Planning Board to work on revising the Animal Control Ordinance. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Finance Update

Nearly a quarter of the 2024 Real Estate taxes have been paid. Ambulance has received all payments from their service contracts with surrounding towns. There was also a brief discussion about expenses for General Government regarding the new storage facilities in the town office parking lot. Highway / Public Works saved \$5,000 in work on the red truck.

NEW BUSINESS

Veteran's Memorial Committee Meeting Update

The Veteran's Memorial Committee had their first meeting with the Select Board. The committee voted Lorna Harris for Chair, and they discussed criteria for adding names to the monument as well as costs and grant opportunities. There are currently two locations the committee is considering for the new memorial. The next meeting will be on October 15th, at 4:30, before the Select Board meeting.

SELECT BOARD COMMENTS

Dennis Kelly expressed a concern with speeding on the Clark Road and asked Kevin to purchase speed limit signs.

PUBLIC COMMENTS

There was a discussion about possibly coming up with an ordinance for keeping lawns mowed in town, Gail will talk to Town Legal Counsel about this.

ADJOURN

Motion made by G. Smallwood to adjourn the meeting at 5:56pm. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Meeting Minutes for September 17th, 2024

Approved by the Select Board on October 7, 2024



Gregg Smallwood, Chair



Dennis Kelly, Vice-Chair



Rae Bates



Janice Dancer



Theresa Schmidt

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PATTEN SELECT BOARD

Meeting Minutes

These minutes are not verbatim.

Location: Public Works Garage, 21 Katahdin Street, Patten, ME 04765

Date & Time: Monday, September 23rd, 2024, at 4:30pm

Called to order by Gregg Smallwood at 4:30pm.

ROLL CALL

Select Board: Gregg Smallwood, Chair; Dennis Kelly, Vice-Chair; Rae Bates, Theresa Schmidt, Janice Dancer

Town Employees: Gail Albert, Town Manager; Billie Doody, Town Clerk; Willow Brooks, Deputy Clerk; Brett Morse, Ambulance Director

Public: Randy Bossie, Cheryl Morse, Kent Smallwood, Ted Pettengill

NEW BUSINESS

Ambulance Purchase

G. Albert: In August 2023, the Select Board approved the purchase of a new ambulance that was forecasted to arrive by the dealership in June 2024. Two out of the 4 ambulances the department currently has are out of commission. The new ambulance will be ready for delivery to the Town in the next two weeks. At the 2024 Town Meeting the Town approved placing \$30,000 into a reserve account for the Ambulance purchase. The financing of this ambulance will have to be approved at a Special Town Meeting by town residents.

Motion made by G. Smallwood to finance \$269,544 for a new ambulance. Seconded by R. Bates, no discussion heard. **Approved 5/0/0.**

A Special Town Meeting will be held for residents to vote on the financing of this new ambulance.

PUBLIC COMMENTS


There was a discussion about how the new ambulance costs would be figured into residents' tax bills for 2025, based on the terms the Town received from Katahdin Trust the first payment would be made a year from when the loan was signed, Fall 2025.


ADJOURN


Motion made by G. Smallwood to adjourn the meeting at 4:52pm. Seconded by D. Kelly, no discussion heard. **Approved 5/0/0.**

Meeting Minutes for September 23, 2024


Approved by the Select Board on October 1, 2024


Gregg Smallwood, Chair


Dennis Kelly, Vice-Chair


Rae Bates


Theresa Schmidt


Janice Dancer