

## Kingfield Selectmen Meeting Minutes

Monday, March 20, 2023; 6:00 PM Webster Hall 38 School Street

### Attendance

**Municipal Officers:** Morgan Dunham, Wade Browne, Polly MacMichael, and Hunter Lander

**Municipal Staff:** Leanna Targett (Administrative Assistant); Travis Targett (Wastewater Superintendent)

**Public:** Terry Coffin, Henry Williams, Annie Twitchell, Kim Jordan, Jeff Maget, Alan Stewart, Billy Gilmore

**Via Zoom:** Ryan Reed, Danielle Mathieu, Linda Manning, Heidi Murphy, Diane Christen

**Absent:** Walter Kilbreth

Chairman Dunham calls the meeting to order.

Meeting minutes from March 6<sup>th</sup>, 2023, are reviewed by the board. Motion to accept meeting minutes as written by Selectman Browne. Seconded by Selectman Lander. All in Favor

### Old Business:

Board reviews the second draft of 2023-2024 budget. Selectman MacMichael asks that the budget is edited so that each department is consistent with the payroll taxes (fica/medi) labeling. She also asks about funds that roll forward versus those that don't and inquires if the unspent funds could be used the following year. AA, Targett explains that only those allowed by state statute can roll forward all others roll into the general fund. The general fund is what is used to lower the tax burden each year. AA, Targett explains it would take a municipal body vote for a specific purpose which cannot be reserve funds. Selectman MacMichael asks to see all interest added to accounts. She asks for account balances and loan balances which AA, Targett indicates are in the new binder she has just been provided. Selectman MacMichael says she is concerned with the treasurers line item as the cost of living does not appear to be added correctly. AA, Targett says she will get this fixed. Selectman MacMichael also requests information on the new addition to the public works staff. Selectman Browne says that it was summarized in the questions and answers section. Selectman MacMichael asks if there should be more discussion on it. Selectman MacMichael requests a dollar amount for overtime in public works. AA, Targett says she has a spread sheet that can be forwarded. Selectman MacMichael asks if the \$16,000.00 in the selectmen contingency is correct. AA, Targett says she believes it to be but will look into it further. Lastly Selectman MacMichael asks the board to consider matching the request that the snowmobile and ATV club have requested by setting aside \$5,000.00 for non-motorized trails even though no request has been made. She says if we had money available at Shiloh, for Kingfield Trail Builders (KTB) or Reed Brook in case someone requested them it would be available. She would also like to make changes so that organizations must prove matching grant funds before money is given to them. AA, Targett explains that the time to ask for funds was the first Friday in March however if the board wanted the funds to come from TIF that there was still time that it could be changed in the TIF allocations. She explains that TIF allocations final appropriations are the selectboards authority. AA, Targett says in regard to the grant matching, she would suggest that it be written into the budget request policy next year if that is what the board agrees to do. Following discussion, it is agreed that AA, Targett will change the line item in TIF to reflect 15,000.00 total for trail maintenance funding.

**New Business:**

Board reviews abatement for duplicate real estate account. Selectman Browne makes a motion to approve. Seconded by Selectman MacMichael. All in Favor.

Board discusses ongoing website work/requests. It is agreed that Emily will be used on as needed only basis as AA, Targett should be able to do most updates and blogs and Selectman MacMichael is able to assist. It is also agreed to use the free blog service.

**Administrative Assistant Updates/Discussion:**

AA, Targett says there is an email response before the board tonight from DOT on Depot Street and signage. Board reviews letter. AA, Targett says she has reached someone at BMV about the rapid renewal program and should talk with a programmer soon. AA, Targett says that all of the committee meeting minutes have been uploaded to the website and as far as the town manager transition, she is awaiting additional information to include other job descriptions.

**Other:**

Selectman Browne says that we need to move forward on fixing roads in town, sooner rather than later. Tufts pond is scheduled to be done so he would like to see work done on West Kingfield Road and Riverside Street. He would like to see AA, Targett and Engineer Robert Lightbody put a package together for the board to get one or both done this fall or at least fixed and prepped to receive tar next year. Following discussion AA, Targett is tasked with bringing a cost estimate to the board.

Selectman MacMichael asked how the community resiliency was going. AA, Targett says she complied the list of tasks, sent them off and has received the documents to move forward. Selectman MacMichael asks if they can be of service for other grants. AA, Targett says yes, both she and Selectman Browne discussed this at the public meeting that was held.

Selectman MacMichael asks if the Village Enhancement Committee (VEC) has had any new information on the town sign as she did not see this on their list of potential projects. AA, Targett is to give the VEC direction to work on the sign.

Selectman MacMichael asked that something be done to inform the people of voting this year. AA, Targett says a flyer has been created which can be found in all budget binders and flyers have gone up in the office. AA, Targett says it is generic until we confirm who is running.

Selectman MacMichael asks the town manager transition if we are going to have a committee.

Chairman Dunham says its hard finding people to serve on other committees.

Selectman Lander requests new chips be ordered and placed in the town park. AA, Targett is instructed to get this done with park or rec funds.

Chairman Dunham asks for a line item to be added to the agenda labeled selectmen time before the public comment section.

Kim Jordan speaks with the board of her concern with the workforce housing. She is worried about the type of housing that might be built on the lot they have under contract which is part of the scenic

highway. She has not received answers as to the income guidelines. She was unaware that the selectboard at the last meeting signed a letter of support for grant funds which raises some concerns. She has also read in an article that they would be exempt from paying taxes. She says she has heard people ask - what does Kingfield gain from this? She has been told that it will bring families and kids, which is great for the schools. Selectman Browne says he has asked if stipulations can be put in place that people working there must be working in the area. Kim says her fear is that Kingfield may not support it. She says if the contract zoning is passed this year, it gives the people the final vote.

Selectman Lander says regarding the letter that was signed at the last meeting, he likes to process things and after speaking with Leanna about past practices he would like to not move on to new business immediately but to table until the next meeting which is the practice the board used to have.

It is agreed that the labor policy work session would be postponed.

Selectman Browne makes a motion to adjourn the meeting. Seconded by Selectman Lander. All in Favor.

\*The minutes provided above are a summary. A voice recording is on record at the Kingfield Town Office and is available upon request. Minutes by Leanna Targett.