

Kingfield Selectmen Meeting Minutes

Monday, April 3rd, 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, Myra Coffin, Henry Williams, Kim Jordan, Jeff Maget, Alan Stewart, Rob MacMichael, Bob Lightbody

Via Zoom: Danielle Mathieu, Heidi Murphy, Diane Christen, Mike Shirley

Absent: Walter Kilbreth

Chairman Dunham calls the meeting to order.

Meeting minutes from March 20th, 2023, are reviewed by the board. Motion to accept meeting minutes as written by Selectman Browne. Seconded by Selectman Lander. All in Favor

Chairman Dunham changes agenda to hear new business items first.

New Business:

First item is to discuss a workplan for town roads with Engineer, Bob Lightbody. Bob says he understands that the board has identified West Kingfield Road and Riverside Street as high priority roads. He provides the board with estimated engineer costs that is a full construction including gravel, culverts and paving. He would recommend a survey of the roads. He asks if the board is looking for a full reconstruction and if the proposal is what they were looking for. Chairman Dunham says we need to do them right and to pave them. Selectman Browne agrees and asks about the survey. Bob says he believes it would be \$1,000.00 per mile so \$6,000.00 with what the board has requested with the two roads. It may be a better use of money to get them all done at once. The board agrees this is a good idea and asks Bob to have his contact provide a total cost. Bob says we need to tackle drainage first then ditching's and other maintenance stuff. The board agrees to start the process with having all the roads surveyed.

Discuss Wastewater Line of Credit - AA Targett requests that this be discussed when discussing the budgets.

Next is to discuss the plans for Public Works (old) one-ton truck. The board discusses and Travis mentions that it may be something that Waste Water should purchase. The board agrees to have Road Commissioner Brian Collins inquire from the dealership where the new truck was purchased for a trade in value.

Next is to review the engagement letter from the town attorney. AA, Targett says this is an increase from \$180.00 to \$200.00 per hour for most services.

Old Business:

Review third draft of 2023-2024 budget. AA, Targett explains that she has fixed the error in the administration budget.

The Fire Department has two options for the board to consider. Option two is for the board to take \$30,000.00 from ARPA funds to lower the budgeted cost for the necessary air packs in public works. The board agrees that this is a great idea.

Next is the Wastewater budget, there are a few options here. One of the changes to balance the revenue and expenses less funding would be placed in reserves this year. The other item is the line of credit that has had an allocation of \$7,000.00 per year – well that has come due. Neither I nor Chris Farmer realized it was set up for 10 years. We both thought it renewed. Board then reviews equipment reserve accounting provided by AA, Targett. Following a lengthy review AA, Targett agrees to provide the board with another spreadsheet that would show it clearer. One option is to renew with a loan that would pay it off in 5 years or to pay it off from the reserve funds. I am suggesting reserve funds because this line of credit was taken out as a match to grant funds for waste water upgrades so reserve funds could pay it off if the board chose to do that. Board discusses and Selectman MacMichael makes a motion to pay off using reserve funds. Seconded by Selectman Browne. All in favor. Chairman Dunham makes a motion to accept the waste water option two suggestions. Seconded by Selectman Browne. All in favor.

Selectman MacMichael says she wishes to discuss public works more. She has received from AA, Targett years' worth of overtime figures and looking at the 2018-2019 season which had the most the overtime calculation was \$9300.00 by that calculation we could pay someone for 18 weeks if they maintained 20 hours. Following further discussion, the board agrees to change the assistant 3 line item to \$15,000.00 Selectman MacMichael says she would like the budgets to show what is rolled into surplus each year so that we can look at if we are over budgeting. AA, Targett says she will add this.

Administrative Assistant Updates/Discussion:

AA, Targett says to continue with the town manager transition she has obtained job descriptions that she is willing to share if the board wants them. The board asks that they all be emailed. AA, Targett says she has also written one already that she is willing to share that surpasses most that she will be sending. The board asks to see this as well. The other item is when the board wishes to officially make the appointment. The appointment needs to be made prior to the town meeting to be effective at town meeting. The board agrees that all of this will be completed May 1st.

AA, Targett says the other item she has is that one of the outside requesting organizations is unable to attend the first budget meeting due to short staffing would the board allow this person to zoom in? The board agrees to this.

Selectmen Discussion:

Selectman MacMichael says we should not have drive-through's in Kingfield other than banks and this should be put in our ordinances or comp plan and this vision should be followed through. Selectman Dunham says she understands that if contract zoning is accepted things such as these could be discussed on a case-by-case basis.

Public Comment/Other:

Claudia Diller asks when her street light will be turned off. AA, Targett says she has emailed the company again but does not have an answer. Claudia suggests a money tree to show people where funds go and is willing to help with it as it may help people that are challenged with understanding the budget.

Selectman Browne makes a motion to enter in Executive Session pursuant to 1 M.R.S.A. § 405(6) Simmons Fund Request. Seconded by Selectman Lander. All in Favor.

Selectman Browne makes a motion to recommend ½ of the requested funds. Seconded by Selectman Lander. All in Favor.

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.