

GREENWOOD SELECTMEN'S MEETING MINUTES

May 21, 2024 – 5:00 pm

Zoom link:

<https://us02web.zoom.us/j/82977364340?pwd=cFJjSVY1N0Y4eEI3VnoyK0kvNitCdz09>

Item 1: Call Meeting to Order – Chair Chapman called the meeting to order at 5:00 pm.

Roll Call: Chair Amy Chapman, Selectman Norman A. Milliard, Selectman Robert Oickle, Road Foreman Richie Diaz, and Town Manager Kim Sparks.

Item 2: Pledge of Allegiance

Item 3: Review and approve:

**Expenditure Warrant # 47 - \$ 141,023.14, Covering period May 7 – May 13, 2024
Includes voucher 1272, payable to Pine Tree Waste for \$ 17,342.69
Includes voucher 1278 payable to MSAD 44 for \$ 104,976.00**

Expenditure Warrant # 48 - \$ 24,589.91, Covering period May 14 – May 21, 2024

The Board reviewed the warrants.

Selectman Milliard motioned and Selectman Oickle seconded to approve Warrant # 47 and Warrant # 48 as presented. Vote: 3-0. Motion passes and Warrants are approved.

Item 4: Review and approve minutes of May 7, 2024

The Board reviewed the minutes of May 7, 2024.

Selectman Oickle motioned and Selectman Milliard seconded to approve the minutes as read. Vote: 3-0. Minutes of May 7, 2024 are approved.

Item 5: Comments from the Public - No comment.

A. Selectmen contacted outside of meeting – No contact.

Item 6: Discussion via Zoom with Ben Bruno, of Innovative Graphics Design regarding maintaining Town website. <https://www.innovativegraphicsdesign.com/>

Ben Bruno of Innovative Graphic Design joined our meeting via zoom. Ben presently maintains our Town website and would like to discuss updating the website. Ben explained that Kim had asked to make some changes to the website and to allow the Town to make some of the updates. Ben explained that Kim has to email any changes for the website to Ben and the Ben makes the updates. Ben suggested that they update the entire site to allow for updates to be made directly from the Town Office. Kim stated that this was discussed several months ago with the Board and the Board had asked that we invite Ben to a future meeting. Kim stated that she also heard from several residents who would like our website to be mobile friendly.

Ben stated that the site is outdated and he would love to make it so people could find things more quickly. Selectman Milliard asked that if we update functionalities, would there be search

parameters from J Q Public that would help them find things on the site, and do they have that ability right now. Ben explained that our current site does have a search feature but it is limited. Ben explained that upgrading the site will also update security as well as updating the theme from where it was 10 years ago.

Selectman Milliard asked if Ben would set up authorized users – town employees who could make updates not just anyone who signs into the site. Ben answered that he would work with the Town Manager to determine what employees would have access to the site.

Chair Chapman stated that she would imagine that folks should be able to find the minutes to the meetings quickly. Ben stated that is the information that he needs from us, to get a list of items that we want to see on the site so he can put together a proposal for us. Ben explained that he would put together a proposal for the Board to review and expects there would be some more discussion on site content. He explained that he would keep the Board involved thru the entire process.

Ben asked if we had a You Tube Channel. Kim answered no, that she has recorded meetings, and they are just stored on the computer. Ben suggested that we get a You Tube Channel and start posting our meeting recordings there. Chair Chapman suggested that we post videos of the meetings going forward.

Selectman Milliard asked if we go down this road to have Ben redesign what would be the timeframe. Ben answered that most designs take one to two months depending on his schedule. Ben explained that summer is his slowest time of year but when school starts back up his schedule fills up fast.

Selectman Oickle asked if we had a budget for this. Kim explained that there is a budget based on what we discussed several months ago. Kim asked Ben what would be our next steps. Ben stated that our next step would be to let him know if they are ok with the \$ 5,000 to \$ 7,000 range to develop a site. He would then send us a proposal and if approved would set up a payment plan if needed. He would then issue a contract for the Board to sign and begin the work. He explained that he would ask for the Board's input as the site progresses.

The Board agreed to have Ben put together a proposal for their review. Ben stated he would give Kim a call in the next day or so to ask a few more questions. He stated that he would have a proposal to the Board within a week.

The Board thanked Ben for attending our meeting.

Item 7: Discuss Town Roads, plans for the remainder of the year

Selectman Oickle stated that he was still reeling from last year's road issues and asked that this be discussed. Selectman Oickle stated that there is a section of the Greenwood Road that is terrible and did we have any plans to work on that. Richie stated that their first plan is to get the Irish Neighborhood Road bridge work done and they are looking at @ \$ 200,000 so that is going to eat up a lot of the budget. Richie asked if the Board would like to save the remainder of the funds (\$ 240,000) to be added to the next budget to be used on Rowe Hill Road and the Greenwood Road or does the Board want to spend it all in the coming budget. Richie stated that there is a section on Alcohol Mary Road that needs cold mix really bad. Richie stated that he would also like to go from the Fire Station and start heading south on the Greenwood Road. Selectman Oickle asked what was he thinking about doing for pavement. Richie stated that it would have to be hot mix and not cold mix. He explained that it would have to be reclaimed and then hot mix applied. Selectman

Milliard asked what was the length of that stretch of road. Richie stated it is 2.5 miles from the Station to Rowe Hill Road. Chair Chapman stated that they would go as far as the budget would allow. Selectman Milliard asked how much did we think it was going to cost for the bridge. Richie stated that they said to plan on between \$ 180,000 to \$ 220,000. Selectman Milliard stated that what is left isn't going to get us very far. Richie stated that he agreed and thought it was best to just save what is left and put that with the funds raised at the next budget. Selectman Oickle stated he understands that they put down hot mix on that one section of the Greenwood Road that was messed up and his concerns are with the reclaim as he has been told what is under the Greenwood Road. Selectman Oickle stated that it doesn't sound like there is a reclaim opportunity but that we need to rebuild the road. Selectman Oickle stated his concerns about taking up what is there you are going to have trees and boulders to deal with and the road has to be redesigned so it works and we are not in the same place that we are presently at. Selectman Oickle stated that the underpinnings are not good. Selectman Milliard stated that a redesign is going to be multiple times the cost. Richie stated that he understood that and that is all the previous budgets would allow is for band aid fixes year after year as that is all the Town can afford. Chair Chapman stated that even if we get a bond, we have to pay that back and we found that with us making the yearly bond payment we didn't have any funds to make repairs on other areas as they come up. Selectman Oickle stated that he agreed that they should roll what funds we do not spend into the following year's budget. Selectman Oickle stated that we can only do correctly a section of the Greenwood Road for whatever we have for funds. Selectman Milliard agreed that would be the best. Selectman Oickle asked if there was anything that we can do to the road now as it is crumbling. Richie stated that the last two storm caused the shoulders to be torn out. Selectman Oickle asked if we could save it for another year. Richie stated that they could continue with patch. Selectman Oickle asked if that made sense. Chair Chapman stated that we are going to spend some of the money to just patch it. Selectman Milliard stated that we have allotted a certain amount of money, the question is we don't have enough for what needs to be done, but how much of that money is actually a band aid. Chair Chapman asked if there is a separate budget for patching. Kim explained that patching comes out of the Highway Summer Maintenance budget. Selectman Oickle stated that the obvious thing would be to try to preserve as much of that \$ 200,000 to put towards the next year's budget for the Greenwood Road. Richie stated that once they get the excavator out there to repair the shoulders it will look a lot better.

Richie stated that next year we also have to repair the bridge on Patch Mountain Road. Selectman Milliard asked how many people drive over that bridge. Kim stated that the traffic is minimal on that bridge compared to the traffic on the Greenwood Road. She stated that she would prefer to use their funds where there is more traffic but the Town needs to make sure the bridge is safe to cross. Chair Chapman stated that there are people that live beyond that bridge. Selectman Milliard asked how many. Chair Chapman stated that there is a half a dozen home up there. Richie stated that they are mostly camps up there with only one year-round home. Kim explained that the State had the Town post the bridge with weight restrictions and they would like us to fix it so the weight restrictions can come off. Selectman Milliard asked how much would it cost to repair that bridge. Richie stated that estimates are around \$ 200,000. Chair Chapman asked if we could discontinue that stretch of the Patch Mountain Road. Richie stated that they are supposed to plow that section for the school bus turnaround. Selectman Oickle asked who determined that we would need to make repairs or replace that bridge. Richie explained that the Maine DOT Bridge Division inspects all bridges and these two bridges were in their report as being in the worst condition. Richie stated that the bridges do need work and he agrees with the State's assessment of them.

Selectman Oickle stated that there is only so much money and we need to prioritize where it goes. Selectman Oickle stated that they need to have a five year plan that looks at all of our roads and bridges. Chair Chapman asked what does a \$ 200,000 bridge look like. Richie answered that it looks like a culvert. Kim stated that it was \$ 165,000 for us to replace Johnnies Bridge 6 years ago.

Selectman Oickle stated that we had some estimates to make repairs to the Greenwood Road in areas that were paved and he assumes that we are not doing that in the new budget. Richie stated that he just met with All States and they say that they are going to grind up those sections of the road in the middle that are really bad and do it right. Selectman Oickle asked about the estimates for Rowe Hill Road. Richie stated that there were several red flags on that from the company and they way they presented it. Richie stated that he felt that the company was pricing it too high to make up for the losses they incurred with last year's paving mistakes. Selectman Oickle stated that we we are not doing Rowe Hill Road this year but we will still be ok. Richie answered yes.

Selectman Milliard stated that the suggestion of a 5-year plan makes a lot of sense. Selectman Milliard stated that we have just started a reserve account for having a reval and we could do the same for road maintenance based on the 5-year plan. Richie stated he would start working on that. Kim stated she would as well.

Item 8: Discuss Investment Opportunities for Town Funds

Selectman Oickle stated that he had spoken with Larry Merlino from the Budget Committee and they would like to review how we can invest our cash to earn more funds. Chair Chapman stated that she thought that Towns were severely restricted in how they could invest funds. Selectmen Oickle stated that this is something that they would like to find out. Selectman Oickle stated that we have a fair amount of cash that basically earns some money but they would like to see if there are places where our funds could earn higher rates. Selectman Oickle stated that he and Larry would like to explore this to see what we could do, to see how much money we have available to invest, and how we might invest it more aggressively. Selectman Oickle stated that he has done some research and there are some towns that have branched off into endowments and there may be some opportunity there. Selectman Oickle stated that his motivation is if we can generate more cash thru the investments and this will help keep the property taxes down. Selectman Milliard asked if we had any funds in Money Markets. Kim answered that there we have two money market accounts and a sweep account that sweeps funds out every evening to be invested and only sweeps it back to our spending account when needed. Chair Chapman wondered what the restrictions were in investing and if we could just go to any bank to get better interest rates. Selectman Milliard stated that some of it would have to be liquid enough for us to have access to in when we need it with having a penalty. Selectman Oickle agreed and stated that we need to get an idea of how much cash we need monthly and review it all from that. Chair Chapman stated that MMA must have quick answers to things like that. The Board agreed to have Kim, Selectman Oickle, and Budget Committee Member Larry Merlino take a look at our current accounts, research our investment options, and report back to the full board with an update.

Item 9: Review and sign Assessor's Return for Oxford County Assessment for the Town of Greenwood, \$ 235,051.00

The Board reviewed and signed the Oxford County Assessment. Kim will get the original returned to the County.

Item 10: Review and sign Quit Claim Deed for Bruce Kenyon, Map U07-010

Kim explained that there were two liens that were discharged too late which required a Quit Claim Deed to be issued. Kim stated that the Town accepted the payments from Mr. Kenyon to clear up his back property taxes and now needed to issue a quit claim deed to clear the title so the property can be sold.

The Board reviewed and signed the quit claim deed. Kim will send it to the registry for recording.

Item 11: Review and approve Private Road Names for The Coal Burned Spoon Sanctuary
A. Cradle of Life Lane
B. Moon Soak Lane

Kim explained that the Coal Burned Spoon Sanctuary would like to name two of their roads. Kim stated that there are no current road names that are similar to these or sound like these in Greenwood. The Board agreed with the names suggested for the private roads, Cradle of Life Lane and Moon Soak Lane.

Item 12: Town Meeting recap

Kim stated that we had 35 voters in attendance at Town Meeting. She stated that former Selectman Arnie Jordan thanked her and the Board for the dedication in the Annual Report and for the Spirit of America Award.

Item 13: Comments from the Public. – No comment.

Item 14: Meetings and Events

May 29th – MSAD 44 Budget Meeting, 6:30 pm Telstar Auditorium
June 3rd – Planning Board Meeting, 5:30 pm GTO
June 4th – Selectmen's Meeting, 5:00 pm GTO
June 11th – Election Day, 8 am – 8 pm, GTO
June 17th – Planning Board Meeting, 5:30 pm GTO
June 18th – Selectmen's Meeting, 5:00 pm GTO

Item 15: Adjourn Having no further business, Selectman Oickle motioned and Selectman Milliard seconded to adjourn the meeting at 5:59 pm. Vote: 3-0. Meeting is adjourned.