

# GREENWOOD SELECTMEN'S MEETING MINUTES

December 17, 2024 – 5:00 pm

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

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

Guests: Nick Bartlett, Anne and John Kwoka

**Item 2:** Pledge of Allegiance

**Item 3:** Review and approve:

The Board reviewed Expenditure Warrants # 21, 22, 23, 24, and 25.

**Expenditure Warrant # 21** – \$ 181,911.05 covering period Nov. 13 - Nov. 18, 2024  
**Includes Voucher 576 payable to SAD 44, \$ 118,752.00**

**Expenditure Warrant # 22** \$ 79,907.95 covering period Nov. 19, - Nov. 25, 2024  
**Includes Voucher 599 payable to Firstlight – ARPA Funds, \$ 65,953.50**

**Expenditure Warrant # 23** – \$ 36,821.56 covering period Nov. 26, - Dec. 2, 2024

**Expenditure Warrant # 24** \$ 146,571.68 covering period Dec. 3, - Dec. 9, 2024  
**Includes Voucher 661 payable to SAD 44, \$ 118,752.00**

**Expenditure Warrant # 25** \$ 54,719.96 covering period Dec. 10, - Dec. 17, 2024  
**Includes Voucher 689 payable to Pine Tree Waste, \$18,260.34**

Selectman Milliard motioned and Selectman Oickle seconded to approve Warrant # 21, Warrant # 22, Warrant # 23, Warrant # 24, and Warrant # 25 as read. Vote: 3-0. Warrants are approved.

**Item 4:** Review and approve minutes of November 12, 2024

Selectman Oickle motioned and Selectman Milliard seconded to approve the minutes as presented. Vote: 3-0. Minutes are approved.

**Item 5:** Comments from the Public - No comment.

A. Selectmen contacted outside of meeting – No contact.

**Item 6:** Updates of Firstlight Broadband installation in Greenwood from Mia Purcell

Mia Purcell was present to update the Board of the First Light Broadband installation. She explained that Greenwood/Locke Mills is in phase one of the installation and the approximate installation dates are May 2025 – June of 2025. Mia stated that Firstlight will start advertising in our area within the next month and that folks can sign up for the service online. Mia stated that we can contact her if we have any questions.

Mia also asked if we would be interested in using a meeting owl at our meetings which would help us improve our zoom connections. Selectman Milliard stated that he had never heard of these but would be interested in learning more about them. Chair Chapman stated that she was interested in learning more. Mia stated that she was asking the area Towns if they were interested and if so, she would work on getting a grant for them through the Maine Connectivity program. She explained that the Meeting Owls were an electronic device that we would use together with our zoom meetings. She explained that the device would help with the recording and making the meeting easier to participate to those zooming in. Mia stated that she would keep us updated on her grant application.

**Item 7:** Review and sign Tree Growth Penalty assessed to Rodney Withey, removed 5 acres from Tree Growth, penalty is \$ 700.00.

Kim explained that Mr. Withey sold 5 acres of his property that was in tree growth and didn't pay the penalty before the sale. Kim explained that our Assessor, Paul Binnett prepared the paperwork. Kim explained that Mr. Withey wants the new owner, Michael Magner, to pay the penalty. Kim explained that no building permits can be issued on these five acres until the penalty is paid. The Board reviewed and signed the tree growth penalty for \$ 700.00.

**Item 8:** Introduce and appoint Anne Kwoka as Greenwood's Codes Enforcement Officer

Kim introduced Anne Kwoka to the Board of Selectmen. Anne explained that she is retired and is looking for a job that can give her a few hours of work a week. Anne stated that she retired from the real estate profession after working over 30 years in the business. Anne stated that she managed, leased, and sold real estate. She explained that she worked on development and teams for different projects on commercial and residential projects. Anne stated that she has scheduled the required training with the State of Maine and will be taking the Codes Office test in a few weeks.

The Board thanked Anne for her interest and signed her appointment paperwork for a one-year term. Kim administered the Oath to Anne. Anne Kwoka is now the Codes Enforcement Officer for the Town of Greenwood.

**Item 9:** Review and discuss proposed changes to Selectboard Agenda.

The Board reviewed the proposed changes to the Selectboard Agenda.

See attached.

The Board agreed to include Selectmen contacted outside of the meeting – it was agreed to have this after the approval of the meeting minutes. The Board agreed to remove the second comments from the public. It was agreed that this is a fluid document and could be amended at any time by the Board.

**Item 10:** Town Manager Updates – See attached.

**Item 13:** Comments from the public

John Kwoka stated that he was interested in learning more about meeting owls and would do some research. John stated that this was the first year that he worked as an election clerk at the Nov. election. John stated that he learned a lot and was impressed with how well Kim ran the election.

**Item 11:** Executive Session per 1 MRSA 405(6)(A) Personnel Matters with Road Foreman, Richie Diaz.

Selectman Milliard motioned and Selectman Oickle seconded to go into Executive Session at 5:45pm, per 1 MRSA 405(6)(A) Personnel Matters with Road Foreman, Richie Diaz. Vote: 3-0.

Selectman Milliard motioned and Selectman Oickle seconded to come out of Executive Session at 6:05pm per 1 MRSA 405(6)(A) Personnel Matters with Road Foreman, Richie Diaz. Vote: 3-0.

No decisions made and no votes required.

**Item 12:** Executive Session per 1 MRSA 405(6)(A) Personnel Matters with Town Manager, Kim Sparks.

Selectman Milliard motioned and Selectman Oickle seconded to go into Executive Session at 6:06pm, per 1 MRSA 405(6)(A) Personnel Matters with Town Manager, Kim Sparks. Vote: 3-0.

Selectman Milliard motioned and Selectman Oickle seconded to come out of Executive Session at 6:25pm per 1 MRSA 405(6)(A) Personnel Matters with Town Manager, Kim Sparks. Vote: 3-0.

Kim stated that she will work on drafting employee evaluation forms for each department and return them to the Board for their review and approval.

**Item 14:** Meetings and Events

Dec. 24<sup>th</sup> – Town Office closing at 12 noon.

Dec. 25<sup>th</sup> – Christmas, Town Office is closed.

Dec. 31<sup>st</sup> – Town Office closing at 12 noon.

Jan. 1<sup>st</sup> – Town Office is closed.

Jan. 6<sup>th</sup> – Planning Board Meeting, 5:30pm GTO

Jan. 7<sup>th</sup> – Selectmen's Meeting, 5:30pm – G & W Budget Meeting in Woodstock

**Item 15:** Adjourn - Having no further business, Selectman Oickle motioned, and Selectman Milliard seconded to adjourn the meeting at 6:30pm. Vote: 3-0. Meeting is adjourned.