**Minutes – December 3, 2020**

**CALL TO ORDER at 6:09 PM – Vice-Chairman Samantha Hewey presided. Dana Dillingham, Sharon Jackson, Butch Asselin, Elizabeth Olsen were present along with members of the public using Microsoft Teams virtual meeting. Scott Hunter was late due to a Fire Call – entered meeting at 6:42 PM, Caldwell Jackson was not present.**

1. **ACTION ON MINUTES**
   1. ***Action on minutes dated December 3rd, 2020.***
2. **ADJUSTMENTS TO AGENDA – Executive session was added after first posting.**
3. **PUBLIC COMMENTS – Please state your name and Town that you are from for the record**
4. **OLD BUSINESS** 
   1. **To appoint a director to the SAD17 School Board to fill the vacancy until the next annual election.**

Lisa Dunham has submitted a letter of interest.

*Motion to appoint Lisa Dunham by Dana Dillingham and seconded by Sharon Jackson. Passed 3-0.*

* 1. **Second reading of health insurance buyout wording in the town’s Personnel Policy.**

*Motion to accept the wording by Sharon Jackson and seconded by Dana Dillingham.*

*Sharon rescinded the motion due to the reading not needing a motion.*

1. **NEW BUSINESS**
   1. **To approve the abatement and supplemental for account 618 in the amount of $111.00.**

To correct the owner of record.

*Motion by Sharon Jackson to approve the abatement and supplemental for account 618 in the amount of 111.00 dollars. Seconded by Dana Dillingham. Passed 3-0.*

* 1. **Authorization for the Town Manager to sign the Bond Issue Contract from Northeast Municipal Advisors LLC.**

*Motion by Sharon Jackson to authorize the Town Manager to sign the Bond Issue Contract from Northeast Municipal Advisors LLC. Seconded by Dana Dillingham. Passed 3-0.*

* 1. **To accept a grant in the amount of $2025 from the Department of Agriculture, Conservation & Forestry and to authorize the town manager to sign Assurance and Acceptance forms.**

*Sharon moved to accept. Dana Dillingham seconded the motion. Passed 3-0.*

1. **DEPARTMENT HEAD REPORT**

Mike Ward announced a new hire of a reserve officer to a full-time officer. He will be attending the academy. Butch asked that Mike bring him to the next meeting for introductions. Samantha Hewey asked to meet the new School Resource officer as well.

1. **TOWN MANAGER’S REPORT**

Butch has been working on the 5 year Capital Improvement Plan. He will be meeting with Department Heads next week.

1. **SELECTMEN ITEMS**

Samantha Hewey reported a pothole at the intersection of Hannaford. Butch had reported it to MDOT yesterday.

Samantha also requested an RFP go out for legal services before the budget season.

1. **SIGN WARRANTS – 77, 78, 79, 80, 81, 82, 83, 84**

*Motion by Samantha Hewey to sign the above warrants. Dana Dillingham seconded the motion. Passed 3-0.*

1. **To enter in executive session to discuss a personnel matter pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(A) Town Manager.**

*Samantha Hewey motioned to enter Executive Session at 6:25 PM. Sharon Jackson seconded the motion. Passed 3-0.*

*Motion to exit executive session at 7:15 PM by Samantha Hewey . Seconded by Scott Hunter. Passed 4-0.*

1. **ADJOURNMENT**

*Motion to adjourn at 7:15 PM by Samantha Hewey and seconded by Dana Dillingham. Passed 4-0.*