





**Lebanon, Maine**  
**SELECT BOARD MEETING**  
**Town Office Conference Room**  
**Minutes –Meeting**  
Thursday, February 29, 2024

|  |                                 |
|--|---------------------------------|
|  Paul Philbrick – Chairman      | Chris Shepard – Teamsters Union |
|  Shelli Boucher – Selectwoman   | Chief Stefano                   |
|  Michael Walsworth - Vice Chair | Dep. Chief Wentworth            |
|  Richard Harlow III – Selectman | Brian Capalbo                   |
| Kevin Edwards – Selectman  | EXCUSED                         |

*For complete meeting minutes please view the meeting in full at <https://www.youtube.com/c/TownofLebanon>*

---

Pledge & Roll Call accomplished at 5:00pm meeting with Teamsters.

6:02 Chief Stefano addressed extended sympathies to Mr. Holtby and his daughter on the loss of his home due to a fire. Chief addressed issues that Mr. Holtby brought up and due to Chief being at a fire, he wasn't able to be in attendance last week. Chief discussed the fire and the facts of the case. Chief stated that Mr. Holtby and his daughter have the reports.

Vice Chair Walsworth discussed the meeting with the Budget Committee and them asking for cuts. Chief Stefano stated that they only place for cuts would be his salary. The department has no monies for fixing hydrants, purchasing fire gear or equipment. Chief has been working on getting grants for the things he needs.

6:46 Public Participation - Mr. Capalbo first wanted to say that it is unfair to take money away from the Chief's salary that was already granted. Mr. Capalbo doesn't feel the budget committee has the right to do that.

Mr. Capalbo has concerns about the command car going home with the Chief and him dropping off his children at school in that vehicle. His concerns are mileage and liability.

Mr. Capalbo also has concerns that the fire fighters do not have the appropriate gear to do their job.

7:16 PM – Public Participation - continued

1. Resident shared information with the Select Board and Chief Stefano in regards to library, proposed fire station, fire budget, command vehicle, and the need to increase revenue to offset expenses.

7:18 PM

1. Chair Philbrick asked the Fire Chief the status of the Town Clerk's request for traffic control on election day. Chief Stefano stated he should be able to support the request.

7:21 PM

1. Code Enforcement Officer Furbush addressed the Board in regards to a building violation case that he has been working on with legal. A discussion was held in regards to the violations. A request was made for the Board to establish the fines for the building without a permit and for the building violation. **Selectman Harlow motioned to set the fines for 131 Bog Road as follows: working without a permit \$100. X 143 days plus for the violation \$1000. For a total of \$15,300.00. Motioned seconded by Selectwoman Boucher. Motion passed 4-0-0.**

7:35 PM

1. **Vice Chair Walsworth motioned that the Select Board go into Executive Session pursuant to 1 MRSA 405 (6)(A) to discuss fire personnel matters. Seconded by Selectman Harlow. Motion passed 4-0-0.**

7:58 PM

1. **Vice Chair Walsworth motioned to exit executive session. Seconded by Selectman Harlow. Motion passed 4-0-0.**

7:59 PM – Individual Selectmen Issues

1. Selectman Harlow addressed the salary numbers presented at the Budget Committee meeting for Fire Chiefs in the State of Maine. The numbers presented at the budget meeting do not reflect the salaries currently being offered. The approximate current salary for the Sanford Chief is \$106,000 or more, Portland's is \$125,000 or more, South Portland is \$114,899.00, Bangor was paying \$81,745 in 2012, \$123,825 in 2022, Rochester, NH - \$130,000+. Selectman Harlow reminded the Board to review the Facts and Findings and sign the documents if approved. Selectman Harlow informed the Board that he and the fire station designers would be speaking with DOT on March 1, 2024 in regards to access onto route 202. Selectman Harlow informed the Board that he has reached out to a Broker for a property evaluation of the property on 826 Carl Broggi Hwy – no charge for the service. Selectman Harlow discussed the road access issue at 826 Carl Broggi Hwy, between a direct access to route 202 or direct access only onto Long Swamp. Selectman Harlow is working on the volunteer policy. Discussion was held in regards to "Safety Zones" around specific areas in town which affect the placement of marijuana establishments per the marijuana ordinances. Selectman Harlow shared with the Board the recommendation he received from our legal department to have an individual who could work closely with the Congressional people in obtaining funding for the proposed fire station. Vice Chair Walsworth to speak with Selectman Edwards about this.
2. Vice Chair Walsworth made a recommendation to the Select Board to designate up to 10% of the "ambulance" billing received to a Capital Improvement Fund for fire clothing and gear. Discussion was held with no action being taken on the request at this time.
3. Chair Philbrick: Announced the upcoming MSAD 60 meeting for the SRO, Reminded the Board of the upcoming insurance meeting, shared the proposed audit letter for the Town Report, announced the property tax due dates, addressed the upcoming June ballot questions including the Conservation Commission request for property, updated the

Board on the status of disposing of hazardous materials found at the town office, updated the Board on the questions asked at the last budget committee meeting, informed the Board that the FEMA Flooding Ordinance was out for review and approval by the writers of the document.

**8:45 PM – Unfinished Business List**

1. Board reviewed and removed the transfer station repairs from the list.
2. Vice Chair Walsworth shared the latest information on the ARPA Funds. Funds received on 11/2/2021 – 337,495.29, reallocation received on 1/4/2022 – 392.11, funds received on 6/2/2022 337,887.41 for a total amount received of 675,774.81. Total funds expended to date: 3/10/2023 – 89,990.00 for SCBA equipment, 8/4/2023- 2,355.80 for laptop, 11/7/2023 – 65,500.00- for fire department architectural plans. Total amount expended to date – 157,845.80. Total balance of ARPA funds available 517,929.01 as of 1/26/2024.

**8:48 PM – Minutes**

1. **Vice Chair Walsworth motioned to accept the Select Board Meeting minutes for February 22,2024 as presented. Seconded by Selectman Harlow. Motion passed 3-0-1 (Boucher not present).**
2. **Vice Chair Walsworth motioned to accept the Select Board Meeting minutes for February 28, 2024 as presented. Seconded by Selectman Harlow. Motion passed 3-0-1 (Boucher not present)**

**8:55 PM – Paperwork**

1. **Selectman Harlow motioned to authorize Chair Philbrick to sign on behalf of the Select Board the Animal Welfare Society Agreement (AWS). Seconded by Vice Chair Walsworth. Motion seconded by Vice Chair Walsworth. Motion passed 4-0-0.**
2. Board approved by signing a time off request and training request for the Treasurer.
3. Board requested an inspection by Codes for a Recycler License Zoning Renewal request.

**9:00 PM – Items requiring Executive Sessions**

1. **Selectman Harlow motioned that the Select Board go into Executive Session pursuant to 1 MRSA 405(6)(F) confidential. Seconded by Selectwoman Boucher. Motion passed 4-0-0.**

**9:24 PM**

**Vice Chair Walsworth motioned to exit executive session and adjourn the meeting. Seconded by Selectman Harlow. Motion passed 4-0-0.**