

Lebanon, Maine
Select Board
Town Office Conference Room
Minutes –Meeting
Thursday, July 28, 2022

Members Present

Paul Philbrick – Chairman
James DuPrie – Vice Chair
Ernest Lizotte, Jr. - Selectman
Shelli Boucher – Selectwoman
Michael Walsworth – Selectman (joined approximately @ 7:19pm remotely)

Others Present

Deborah Wilson

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

6:00 PM

1. **Pledge of Allegiance**

2. **Executive Session**

- A. 6:03 PM: Chair Philbrick made a motion to enter into Executive Session for Consultation with legal counsel pursuant to 1 MRSA 405 (6)(E). Motion seconded by Vice Chair DuPrie. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher in favor. (Selectman Walsworth absent).
- B. 6:37 PM: Chair Philbrick made a motion to exit Executive Session. Motion seconded by Selectwoman Boucher. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher in favor. (Selectman Walsworth absent).
- C. 6:38 PM: Chair Philbrick made a motion to return to Public Session. Motion seconded by Vice Chair DuPrie. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher in favor. (Selectman Walsworth absent)

3. **Review Minutes – None**

4. **Paperwork**

- A. Chair Philbrick made a motion to approve a Fire Department purchase order for equipment testing for the sum of \$3,557.00. Motion seconded by Selectman Lizotte. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher in favor. (Selectman Walsworth absent).
- B. Vice Chair DuPrie made a motion to change the rate of pay to \$15.11 for Joshua O'Meara as the new second person in charge of the Transfer Station. Motion seconded by Selectwoman Boucher. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher in favor. (Selectman Walsworth absent)
- C. Vice Chair Duprie made a motion to close the office on August 22 and August 23, 2022 to allow the staff to attend TRIO training. Motion seconded by Chair Philbrick. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher in favor. (Selectman Walsworth absent.) Office Manager request was signed by the Board.
- D. Select Board signed the Training & Development Class Request for the Treasurer.
- E. Select Board signed the Certificate of Appointment to the Appeals Board for Mike McChesney.

- F. Select Board signed the Certificate of Appointment as Excise Tax Collector for Lynne Davis.
- G. 6:55 PM: Selectman Lizotte made a motion to accept the Facts and Findings for The Home Collective (Charlie Hildreth) as written. Selectwoman Boucher seconded the motion. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher in favor. (Selectman Walsworth absent)
- H. Vice Chair DuPrie made a motion to approve the Home Collective (Charles Hildreth) Mass Gathering application with conditions. Seconded by Selectwoman Boucher. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher in favor. (Selectman Walsworth absent). The BOS signed the BYOB application for this event and the Mass Gathering permit.

5. AGENDA

- A. 7:00 PM: Transfer Station
 - Discussion was conducted by the Board in regards to how to move forward with the Transfer Station modification
 - Vice Chair presented Joshua O'Meara's suggestion on where to place an additional compactor
 - Discussion was held on determining goals, example recycling, infrastructure, manpower, costs to install/construct buildings, costs to operate. Board determined to establish a committee consisting of one Select Board member, one Budget Committee member, one Planning Board member, two Transfer Station representatives, and two public representatives.
 - 7:19 PM: Vice Chair DuPrie made a motion to establish a Transfer Station Steering Committee with one Select Board member, one Budget Committee member, one Planning Board member, two Transfer Station representatives, and two public representatives. Selectwoman Boucher seconded the motion. Discussion was held, Selectman Walsworth joined in the meeting via telephone. Vice Chair DuPrie announced a phone number the Public could use to call in as well. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectman Boucher and Selectman Walsworth (via remote) in favor.
- B. Select Board By-Laws
 - Discussion was held about the latest presented By-Laws. The overall content was acceptable, the signature block was identified as needing to be prepared for the current Board's signature. Correction to be made by the Chair and presented for approval at the August 4, 2022 meeting.

6. UNFINISHED BUSINESS

- A. The current list of unfinished business was reviewed, there were no changes made to the list.
- B. Discussion was held about the Hebo-Hybo easement. BOS to obtain an estimate from legal of what the cost would be for them to review the documentation and advise the Town the legal restrictions of the easements.

7. INDIVIDUAL SELECTMAN ISSUES

- A. Selectman Walsworth shared with the Board a request he received to establish a complaint committee/board to act outside of the BOS. Expressed the employees at the transfer

station are pleased with the door repair. Identified the need to better communicate with the Transfer Station crew. Asked about the Transfer Station sign. Stated that he and a Transfer Station employee will be visiting other transfer stations looking for ideas to improve out station. Commended Kathy Peterson for an outstanding performance at the front desk during a public very difficult time when a printer failed, causing the loss of usage of one window for the day. Potential of renegotiating the cable contract. Suggested having two BOS meetings per week instead of one.

- B. Vice Chair DuPrie asked the Board for their input on the proposed changes to the marijuana license policy. To be re-addressed on August 4, 2022.
- C. Selectwoman Shelli addressed her desire to work on developing a Comprehensive Plan for the Town and the Town's need for one.
- D. Selectman Lizotte – Addressed the hiring process used to hire the Marijuana Enforcement Officer. Emphasized the need for communication among the members of the Board.
- E. Chair Philbrick presented information on Positive pay procedure the Treasurer uses. Shared with the Board a request for an executive session. Discussed the stabilization program for real estate tax relief.

8. PUBLIC PARTICIPATION

- A. Deborah Wilson expressed to the BOS her concerns about the hiring process being used for Town employees.
 - Selectman Boucher made a motion to hire Karen Stidd as the Marijuana Enforcement Officer starting July 18, 2022. Motion seconded by Selectman Lizotte. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher, Selectman Walsworth (remote) voting in favor.
 - Chair Philbrick made a motion to hire Stephanie Correia as the Deputy Town Clerk, Deputy Tax Collector, and Deputy Register of Voters starting August 1, 2022. Motion seconded by Vice Chair DuPrie. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher, Selectman Walsworth (remote) voting in favor.
 - Chair Philbrick made a motion to hire Karen Smith as the Town Clerk, Tax Collector, and Register of Voters starting July 28, 2022. Motion seconded by Vice Chair DuPrie. Motion passed with Chair, Vice Chair, Selectwoman Boucher, Selectman Walsworth (remote) voting in favor. Selectman Lizotte abstained.

9. EXECUTIVE SESSION

- A. 8:55 PM: Chair Philbrick made a motion to enter into Executive Session for Labor Negotiations pursuant to 1 M.R.S.A. 405 (6)(D) – Union Contract. Motion seconded by Vice Chair DuPrie. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher, Selectman Walsworth (remote) all in favor.
 - 9:27 PM: Vice Chair DuPrie made a motion to exit executive session. Motion seconded by Selectman Lizotte. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher, Selectman Walsworth (remote) all in favor.
 - 9:28 PM: Vice Chair DuPrie made a motion to adjourn the public meeting. Motion seconded by Selectman Lizotte. Motion passed with Chair, Vice Chair, Selectman Lizotte, Selectwoman Boucher, Selectman Walsworth (remote) all in favor.