

**Lebanon, Maine  
Select Board  
Town Office Conference Room  
Minutes –Meeting  
March 2, 2023**

Members Present

*PP* Paul Philbrick – Chairman  
Ernest Lizotte, Jr. – Selectman  
*SB* Shelli Boucher – Selectwoman  
*MW* Michael Walsworth – Vice Chair  
*R* Richard Harlow III - Selectman

Others Present

Deborah Wilson  
Allen Gee  
Connie???  
Matthew Leggett

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

-  
1. 6:00 PM Pledge of Allegiance

-  
2. Public Participation

- a. Matt Leggett (resident)- He is excited to be a part of the grant writing committee. He mentions that he has written three grants for the ATV Club totaling almost \$100,000.00. He mentions and ECO grant to help the town with technology improvements.
  - i. Mr. Leggett goes on to address his concerns with the Budget Committee.
- b. Alan Gee- When does he pay his licensing fee? Do the site plans need to be inspected again?
  - i. Chairman Philbrick responds by telling Mr. Gee that only inspections need to be done again.
- c. Matt Leggett- Mr. Leggett comments on the Covid funds and suggests helping Stuarts Field with the fence, concession, and a scoreboard.

-  
3. 6:14PM Department Head Briefing

- a. PUBLIC PARTICIPATION – Deborah Wilson (resident) Enquiring about the recent application to the Appeals board. (Ms. Wilson was late to the meeting and asked to still speak on public participation, the board agreed to let her do so)
- b. Chief Flynn- 65-70 calls in the months of January and February 2023. In the process of adding another AEMT, and a EMT is returning, cutting down on overtime. The utility truck (2009 Dodge Ram, 105,000 miles) is getting an evaluation/inspection estimate for work. Initial quote was \$10,000.00 in repairs.
  - i. Emergency Management Director for Lebanon and he welcomes anyone who want to volunteer that they can. We are expecting 8-16" of snow possible and the shelter will be one standby. The York County Emergency service is for the town at no extra costs to the taxpayers.
  - ii. 2015 was the last year the fire department received a federal grant.
  - iii. 4-5 of the auctioned trucks are gone.

-  
4. 6:50PM Agenda Items

- a. Covid Funds-
  - i. Karen Gerrish (resident) suggests using the funds for a community center.
  - ii. Remaining iteming on the list are:
    - 1. American Legion

2. Community center
3. Fire Station Repairs/construction
4. Improve audio visual at Town Hall for meetings
5. Offset lost revenue to business and non-profits
6. Premium Pay
  - a. 30 employees remain today who worked during covid.
7. Purchase Fire Department Safety Equipment
8. Road improvements

5. 7:36PM Unfinished Business

- a. Covid Plans- Next week follow up
- b. Transfer Station-
  - i. Vice Chairman Walsworth was contacted by a member of the Conservation Commission about the option for the Northeast Resource Recovery Association CO-OP for the town at a cost of \$650. The Conservation Commission is interested in researching more on the topic.
  - ii. A revised list for work needing to be done at the Transfer Station has been updated and posted to the website.
  - iii. Septic System-Quality opened the cover and could not see into the tank because of the amount of tree roots. Tank needs to be replaced. Options for replacement include:
    1. Holding tank, must be pumped- can be reused/moved
    2. Road commissioner office for bathroom use/water bottles for drinking
    3. Porter potty
    4. Installing new tank

**8:05PM Chairman Philbrick makes a motion to enter executive session for personnel matters pursuant to 1 M.R.S.A 405 (6)(A). Vice Chairman Walsworth seconds the motion. Vote taken, all in favor.**

**Motion Passes 5-0.**

**8:55PM Chairman Philbrick makes a motion to exit executive session. Vice Chairman Walsworth seconds the motion. Vote taken, all in favor. Motion passed 5-0.**

**9:00PM Selectman Harlow makes a motion to hire the applicant to the Town Clerks position, and direct Human Resources to send the offer letter. Selectwoman Boucher seconds the motion. Vote taken, 4 in favor 1 not in favor. Motion passed 4-0.**

6. Unfinished Business (continued)

- a. Grant Committee- 2 applicants to committee need to be sworn in.
- b. Charter funding- election of members, charter question town is required to fund \$100.
- c. Marijuana Administration- Cannot sync dates yet need to add it to the ordinance.
  - i. Meeting with Lawyer on March 9, 2023- Selectman Harlow requesting that the board come up with questions to cover in the discussion. What do we want to keep in the ordinance and what do we want to remove
- d. Fire Stations- Vice Chairman Walsworth spoke with engineer, the original lead to the project went on maternity leave. They can have a feasibility report next week. They can also draw up cost on plans for phase 1 of new station.
  - i. Chairman Philbrick would like to see the price on the feasibility study and phase
    1. Board agrees to look into the cost of the feasibility study and look into different engineering firms for new fire station design.

7. 9:35PM Individual Selectmen Issues

- a. Selectman Lizotte discusses the upcoming discussion on the ATV access trail. He makes note that nothing was done last year that the club said they were going to do.

8. Paperwork

- a. Lot R03-37 will pay all the back taxes owed on the property and the upcoming year. Board agrees to move forward and allow the homeowners to pay what is owed and the upcoming year.
- b. \$95 a year to be a member of a company that will cover all background checks for the municipality. Board agrees to fill out the application.
- c. Cable provider is asking to come in and discuss cable options. They have not given their name.
- d. Waste management is coming to the board meeting March 16, 2023.
- e. Trio has a fee to pay to use the assessor system. \$2000 one-time fee, \$200 to input information, and a \$523.75 Yearly cost that includes maintenance and help.
- f. Adding Sheriff's department police log to Town Facebook page.
- g. Discussion if we need to vote to expend Marijuana fees, Selectman Harlow is reaching out to MMA.
- h. Highway Budget- CIP for paving to include 250,000 per budget committee suggestion. Board proposes a 48,000 Road Commissioner's salary, hoping the budget committee will compromise to the one number. \$1,500 removed from roads budget to add into paving? Chairman Philbrick discusses the \$140 hourly rate for snow plowing for next year. Selectman Harlow suggest seeing where the rates are next year.
- i. The second payment of the donated fire truck has been paid.

9. 10:20PM Review of Minutes

- a. **Vice Chairman Walsworth makes a motion to accept the minutes from February 23, 2023. Selectwoman Boucher seconds the motion. Vote taken, all in favor. Motion passes 4-0. Selectman Lizotte was excused from meeting.**
- b. **Selectman Harlow makes a motion to accept the minutes for February 16, 2023, as corrected. Chairman Philbrick seconds the motion. Vote taken, all in favor. Motion passes 4-0, Selectwoman Boucher excused from meeting.**
- c. **Vice Chairman Walsworth makes a motion to accept the minutes from the Selectboard workshop for COVID FUNDS on March 1, 2023. Selectwoman Boucher seconds the motion. Vote taken, all in favor. Motion passes 4-0, Selectman Lizotte excused from meeting.**
- d. **10:30PM Selectman Harlow makes a motion to accept the Facts and Findings for the Public Hearing held on February 16, 2023, for marijuana licensing of EEC LLC. Chairman Philbrick seconds the motion. Vote taken, all in favor. Motion passes 3-0, Vice Chairman Walsworth excused, and Selectwoman Boucher is excused from meeting.**
- e. Signing for time off request
- f. Signing of training request for "New Clerks "by Zoom for Deputy Clerk.
- g. *Vice Chairman Walsworth appoints Deborah Wilson and Matthew Leggett to Grant Writing Committee. Appointments to run until June 30, 2023.*

10. 10:25PM Chairman Philbrick makes a motion to enter into Executive Session for Labor Negotiations pursuant to 1 M.R.S.A 405 (6)(D). Vice Chairman Walsworth seconds the motion. Vote taken, all in favor. Motion passes 5-0.

- a. **10:30PM Chairman Philbrick makes a motion to exit executive session. Vice Chairman Walworth seconds the motion. Vote taken, all in favor. Motion passes 5-0.**
- b. **Chairman Philbrick makes a motion to enter into executive session to discuss confidential records pursuant to 1 M.R.S.A 405 (6)(F). Vice Chairman Walsworth seconds the motion. Vote taken, all in favor. Motion passes 5-0.**

- c. **Chairman Philbrick makes a motion to exit executive session. Selectman Lizotte seconds the motion. Vote taken, all in favor. Motion passes 5-0.**  
-
- d. **10:45PM Selectman Harlow makes a motion to grant an abatement on lot number R05-19B in the amount of \$1255.17. Selectman Lizotte seconds the motion. Vote taken, all in favor. Motion passes 5-0.**
- e. **10:50PM Chairman Philbrick makes a motion to enter into executive session for personnel matters pursuant to 1 M.R.S.A. 405 (6)(A). Selectman Harlow seconds the motion. Vote taken, all in favor. Motion passes 5-0.**
- f. **11:05PM Vice Chairman Walsworth makes a motion to exit executive session. Selectman Harlow seconds the motion. Vote taken, all in favor. Motion passes 5-0.**  
-

**11. Adjournment**

- a. **11:05PM Vice Chairman Walsworth makes a motion to adjourn. Selectman Harlow seconds the motion. Vote taken, all in favor. Motion passes 5-0.**