

**Lebanon, Maine
Select Board
Town Office Conference Room
Minutes –Meeting
July 6, 2023**

<i>PP</i> Paul Philbrick – Chairman	Deborah Wilson	John Simko
Shelli Boucher – Selectwoman EXCUSED	Dorothy Bebris	Lena Hann
<i>MW</i> Michael Walsworth - Vice Chair	Chief Flynn	Town Treasurer
<i>a</i> Richard Harlow III – Selectman	Cpt. Stefano	
<i>KE</i> Kevin Edwards – Selectman	Fire/EMS Members	

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

6:00 PM - Pledge of Allegiance

6:01 PM -Agenda

Androscoggin Bank representatives, John Simko and Lena Hann were introduced to the Select Board by the Town Treasurer. The representatives provided information to the Select Board in regards to the banking services they would provide to the Town of Lebanon. Currently the Androscoggin Bank holds the lease on Engine 5. The Androscoggin Bank offers a courier service which “Brings the bank to you”, up to \$125 million in insured deposit using sweep accounts, they are able to work with Trio, bond assistance, and investment services via Portland Trust Company. The representatives presented their information and answered the Select Boards questions.

6:34 PM – Department Head Briefing

Chief Flynn thanked the Town and the Select Board for the wild 3 year ride as the Town’s Fire Chief. Chief Flynn announced the promotion of Captain Stefano to Deputy Chief (C2) to be effective shortly. Chief provided an update on the repairs being made to the shower trailer (rental), Engine 5, Ambulance 2, and the tanker.

6:41 PM – Station 1 Recovery Efforts

Vice Chair Walsworth presented a potential temporary housing solution for the on-duty personnel using the “Back to Basics” building located on Depot Road. The area is located on the second floor of the building, approximately 2,0000 square feet of space which would need to be modified. Concerns were shared by those present at tonight’s meeting about travel time, potential of contamination being introduced by the fire fighters entering into a building that may have a day care operation

A determination by the Select Board and the Fire/EMS representatives was made to meet on July 12, 2023 @ 6:00 PM to hold a project team meeting in regards to the housing needs/station of the department.

Discussion was held in regards to the pricing of the container system proposed to house the fire fighters on duty temporarily until a new station is built.

Discussion was held in regards to the next possible date for the Open Town Meeting. August 8, 2023 is the tentative date for the open meeting with the budget committee meeting being scheduled for July 26, 2023.

Discussion was held in regards to the recovery work needed to remove the flooring in the open space of Station 1 due to wetness under the flooring caused by water leaking into the area from an unknown source. Serv-Pro to perform the operation to prevent mold buildup.

Selectman Harlow informed those present of the tentative plan to cut out a section of the back wall on the newly installed slab in order to eliminate the water build up on the slab and to provide a safer access point for the personnel staying in the temporary quarters to the shower trailer. Selectman Harlow also expressed his opinion on the building preparations/installations required before allowing any personnel to “live” in the Station 1 building (fire walls, vapor barriers, sprinkler system, etc.) The open areas that were being used as “living” spaces should be turned into storage areas.

Reminder was stated about the need to replace/repair the furnace in station 1.

7:02 PM – New Station Discussion:

Selectman Harlow presented a proposal to perform a professional study of the best location/locations for the new fire station/stations. His proposal was based on the investigation he had done on how other municipalities have located their stations in areas that did not provide the best response times for the first responders. He further stated that there are 3 companies out there that he is aware of that provide the expertise in locating a department(s) in a municipality. Discussion was held among the board and Chief Flynn about conducting the study. Chief Flynn expressed his support for the study. Selectman Harlow expressed his belief in the urgency of having this accomplished prior to the November election. Funding was discussed and the potential of using the Contingency Fund to temporarily fund the project was presented. Chair Philbrick expressed his concern about using the Contingency Fund for this purpose and his concern of not allowing the voters to weigh in on this endeavor.

Selectman Harlow made a motion to have Dynamix Consulting Group to do a fire Station location study for Lebanon per the proposal for \$24,950.00 coming out of Contingency Fund. Seconded by Vice Chair Walsworth. Motion passed 3 – yes (Harlow, Walsworth, Edwards) 1 – No (Philbrick), 0- Abstain.

Selectman Harlow to write a question for the August 8, 2023 open town meeting warrant addressing refunding the Contingency Fund.

7:56 PM – Public Participation

None

7:57 PM – Individual Selectmen Issues

Selectman Harlow express condolences to the Mitch Turner family for their loss and shared with the Board some of the accomplishments Mr. Turner was a part of.

Vice Chair Walsworth discussed the servicing of equipment in the town office and the need to develop a list of the equipment that need regular servicing. This included discussion of service contracts and/or a facilities manager to track the maintenance. Vice Chair Walsworth shared a text he had just received about the 202 traffic light malfunctioning. Vice Chair Walsworth

shared information about the Furbush bridge damage caused by a recent accident at that location. Vice Chair Walsworth reviewed the status of repairs to be done by one of the contractors and asked for the status of the tree cutting bid. Lastly, presented an update about the Blaisdell Corner Road drainage issue.

Selectman Edwards – No issues.

Chair Philbrick brought before the Board a request from the Town's Assessing company to schedule meetings with the Board and the residents in regards to the new assess values. A building with a large waiting room and 4 or more rooms for meetings was requested. Chair Philbrick to check school availability.

8:15 PM – Review of Minutes

Vice Chair Walsworth motioned to accept the minutes for June 29, 2023 as presented. Seconded by Selectman Harlow. Motion passed 4-0.

8:17 PM – Paperwork

Select Board signed a training request for the Treasurer

Chair Philbrick made a motion to approve a tax abatement for R03-006-001 for the abated amount of \$3,280.45. Seconded by Vice Chair Walsworth. Motion carried 4-0.

8:21 PM – Recap

Vice Chair discussed with the Board about offering life insurance coverage for part-time employees.

Selectman Harlow discussed with the Board about the Androscoggin Bank presentation. Board authorized the Treasurer to move forward with the proposal.

8:26 PM – Executive Session

Selectman Harlow made a motion to enter into Executive Session pursuant to 1 MRSA 405 (6)(A) personnel issues. Seconded by Vice Chair Walsworth. Motion passed 4-0.

9:42 PM

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