

# Select Board Meeting Minutes, March 31, 2025

Wayne Marshall called the meeting to order at 5:00 pm with all three Select Board members present: Herb Harden, Wayne Marshall, and Ian Stover. Motions are documented in **red font**.

	Topic	Highlights	Follow-up
1	Emergency Management Update, Tom Wagner	<ul style="list-style-type: none"> <li>• Tom signed up for several required classes.</li> <li>• The town does not own any chainsaws and will need to purchase two: the Town is required to have a minimum of two chainsaw qualified people and must maintain a minimum of two chainsaws for emergencies.</li> <li>• Tom shared that Rodney Young, Fire Dept, volunteered to keep the chainsaws at the Fire Dept.</li> <li>• An onsite course will be held if 15 people are available for the course. Rodney is certain he can secure the 15 people and is working on this now.</li> </ul>	<ul style="list-style-type: none"> <li>• Tom providing the Select Board with quotes to purchase two chainsaws</li> <li>• Tom coordinating onsite chainsaw class</li> <li>• Rodney securing minimum of 15 people to participate in the chainsaw class</li> </ul>
2	Meeting Minutes Approval from prior meeting	<ul style="list-style-type: none"> <li>• Kellie read the meeting minutes from the last meeting.</li> <li>• <b>Herb made a motion to accept the minutes as read and Ian seconded; all approved.</b></li> </ul>	None
3	911 Ordinance, Craig Curtis	<ul style="list-style-type: none"> <li>• <b>Herb made motion and Ian provided second to authorize Craig Curtis to act as the Address Officer (AO), to submit the application to the State, and to establish the ordinance for the Town. All approved.</b></li> <li>• First step to creating a 911 Ordinance is to complete the application form; Wayne Marshall completed the form and provided to Craig during the meeting.</li> <li>• Second step is to appoint a person to act as Address Officer (AO); Craig Curtis was appointed and secured through a motion. An alternate was not determined and will wait until after Craig completes training to determine if an alternate is required.</li> <li>• Third step is to submit the application to the State; Craig will submit the application.</li> <li>• Fourth step is for Craig to take the training, and he has signed-up for the training.</li> <li>• Monetary compensation for the role is being tabled until July when three months of experience is available, and Craig has completed the training and understands the requirements.</li> <li>• Craig will create an email address to use for this function and it will be published on the Town webpage. In the meantime, Kellie will update the webpage with Craig's newly appointed role and phone number.</li> <li>• Craig will need a 200-foot measuring tape. Herb has a wheel he will allow Craig to borrow.</li> <li>• Tax map updates are needed to create the 911 layout.</li> </ul>	<ul style="list-style-type: none"> <li>• Craig to submit the application to the State</li> <li>• Craig will complete required training</li> <li>• Kellie will update the Town webpage with the Address Officer (AO) role and include Craig's phone number. She will add the email Craig creates when he sends it to her.</li> <li>• Herb will deliver the measuring wheel to Craig.</li> <li>• Craig will pursue the tax map updates required after training and requirements are clear</li> </ul>
4	Foreclosed Property Public Sale	<ul style="list-style-type: none"> <li>• 1479 Waterville Road is a foreclosed property owned by the Town of Waldo. A realtor has been accepting bids</li> </ul>	Kellie will notify the Real Estate Agent of the outcome and the standard process continues

## Select Board Meeting Minutes, March 31, 2025

	Topic	Highlights	Follow-up
		<p>and the bid deadline is today; 3 bids were received and reviewed by the Select Board:</p> <ul style="list-style-type: none"> <li>o \$30k escalation clause in \$2k increments to \$60k</li> <li>o \$20k escalation clause in \$1k increments to \$50k</li> <li>o \$33,555.00 with no escalation</li> </ul> <ul style="list-style-type: none"> <li>• Herb made a motion for the Select Board to enter Executive Session at 5:35 pm to review the bids and decide an outcome; Ian provided second. All approved. All meeting attendees left the room. When the meeting attendees were allowed to re-enter the room, Ian made a motion at 5:51 to come out of Executive Session and Herb provided a second. All approved.</li> <li>• Herb made a motion to award the bid to Mark Curry with a total bid of \$52,000.00 (\$30k and escalation to \$60k in \$2k increments). Ian provided second. All approved.</li> </ul>	
5	Meeting Minutes	<ul style="list-style-type: none"> <li>• Wayne appointed Holly Hilts to document meeting minutes with Kellie as back-up.</li> <li>• Holly will provide the meeting minutes for free in the spirit of community service and giving back to the community.</li> <li>• Meeting minutes will continue the same cadence as in the past whereby the minutes are reviewed at the next meeting and then published once approved.</li> </ul>	None
6	Property Assessment, Jim Murphy	<ul style="list-style-type: none"> <li>• Veteran exemptions have been located and are being filed in the Town Office.</li> <li>• Land acreage is being loaded into the computer.</li> <li>• Land is currently undervalued at \$17k for raw land and \$22k for developed land. This will be a significant change to bring the valuation in line with the market. The goal is to have the land valuation complete in time for 2025 commitment.</li> <li>• Wetlands have not been reviewed; working on those next.</li> <li>• Building revaluation will take until next year.</li> <li>• Letters of new value will be sent to property owners within 60 days and will contain data about the property to be validated by the property owner. The intention is to make any corrections before the 2025 commitment is issued.</li> <li>• Commitment/Sales book will be on the front counter at the Town Office for residents to review the data used in assessing.</li> <li>• Data is monitored year over year and is adjusted as the market adjusts and state statues are followed; forecasting the future is not used in assessing current value.</li> </ul>	Jim Murphy will update the contract with the Select Board names and submit to Select Board for signature.

## Select Board Meeting Minutes, March 31, 2025

	Topic	Highlights	Follow-up
		<ul style="list-style-type: none"> <li>• Trio is the application being used in the assessment process.</li> <li>• Yearly assessing agent contract covers new real estate and is a separate contract from the valuation contract.</li> <li>• Disputes are handled by the Board of Assessors (Select Board for Town of Waldo) and escalation is handled by Waldo County Assessors Board.</li> <li>• Town Assessor email is on the Town webpage.</li> <li>• Herb made a motion to approve the contract with Jim Murphy with the Select Board name corrections. Ian provided second. All approved.</li> </ul>	
7	Review Town Budget and status of accounts	<ul style="list-style-type: none"> <li>• Moved to next meeting due to time constraints.</li> </ul>	Wayne to add to the next meeting Agenda
8	Cemetery Mowing	<ul style="list-style-type: none"> <li>• Wayne will contact the Cemetery Committee to understand their scope and needs.</li> <li>• The mowing of cemeteries has not been put out for bid in years.</li> <li>• Current mowing agreement is with Kitty and is around \$4k; Kellie is checking the contract to understand end date.</li> <li>• Rodney Young requested that the Fire Department be included in the mowing contract; it has not been included in the past.</li> <li>• In the past, the Cemetery Committee suggested using a Sexton; this topic will be explored when the Cemetery Committee joins a Select Board meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Kellie will find the mowing contract to allow reviewing of terms and to understand contract expiration</li> <li>• Wayne will contact the Cemetery Committee to understand their current scope and expectations and to determine when they can join a Select Board meeting for an update</li> </ul>
9	Approval of Weekly Warrant	<ul style="list-style-type: none"> <li>• Herb suggested reviewing Consumer's pricing as it has not been reviewed in years.</li> <li>• The warrant was signed by all 3 Select Board members.</li> </ul>	Wayne to appoint someone to review Consumer's pricing
10	Select Board Email	<ul style="list-style-type: none"> <li>• The email on the Town of Waldo site for Herb, <a href="mailto:waldoselectboardmemb2@gmail.com">waldoselectboardmemb2@gmail.com</a>, 'bounced back' when Wayne tried to send an email; needs to be investigated.</li> <li>• A shared email will not be established; if someone wants to contact all 3 Select Board members, they are required to use all 3 addresses.</li> <li>• Kellie will update the webpage with Ian and Wayne's email.</li> </ul>	<ul style="list-style-type: none"> <li>• Kellie will review the webpage email for Herb to determine if the address is correct</li> <li>• Kellie will add a note on the Select Board section of the webpage to alert people to send email to all 3 select board members if they want to contact all 3</li> </ul>
11	State Surplus Agreement	<ul style="list-style-type: none"> <li>• Meeting with Fire Department on April 7<sup>th</sup>.</li> <li>• The Agreement authorizes Tom and Rodney to purchase equipment on behalf of the Town of Waldo for 1 year.</li> </ul>	Wayne will ensure this is on the next meeting Agenda
12	Public Hearing for RSU change	<ul style="list-style-type: none"> <li>• Wayne will coordinate the scheduling of an initial Public Hearing to discuss being able to begin the process of changing Town of Waldo from RSU #3 to RSU #71.</li> </ul>	<ul style="list-style-type: none"> <li>• Wayne to coordinate scheduling of the Public Hearing</li> </ul>

## Select Board Meeting Minutes, March 31, 2025

	Topic	Highlights	Follow-up
13	Rekeying Town of Waldo Office	<ul style="list-style-type: none"> <li>• Ian solicited quotes and received two quotes. Contacts in Waterville and Bangor informed Ian that they do not service Waldo and referred him to the two contacts below: <ul style="list-style-type: none"> <li>◦ Assured Lock and Key: located in Morrill and can perform the work anytime. Quote is \$550.</li> <li>◦ Ray's Locksmith: can do the work in 1-1.5 weeks. Quote is \$575.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Wayne to add to the next meeting's agenda for disposition</li> </ul>
14	Mail Delivery to Savage Rd	<ul style="list-style-type: none"> <li>• Homeowners contacted Ian regarding no mail delivery for 11 days.</li> <li>• There was no notification to homeowners about a mail delivery pause/stoppage.</li> <li>• Ian drove Savage Road on Saturday and saw no reason for mail delivery to be stopped.</li> <li>• Ian visited the Postal Service to discuss the situation and mail resumed today.</li> </ul>	None; resolved
15	Animal Control	<ul style="list-style-type: none"> <li>• Residents attending the meeting stated they contacted Perri Peterson twice with no response regarding two dogs (Rottweiler and German Shepherd) chasing deer and being in their yard. This has been ongoing for two months.</li> <li>• The residents also contacted the game warden with no response.</li> <li>• Kellie texted Perri during the meeting and received a response; Kellie will follow-up with the residents as the meeting was complete and they were gone by the time Perri responded.</li> </ul>	<ul style="list-style-type: none"> <li>• Kellie to follow-up with residents and Perri to resolve</li> <li>• Animal Control Officer will be invited to a future Select Board meeting for an update on topics concerning this function</li> </ul>

Wayne motioned to adjourn the meeting at 7:10 pm; Ian seconded. All in favor.

Next meeting is April 7<sup>th</sup> at 5 pm

Minutes documented by Holly Hilts