

Select Board Meeting Minutes, April 14, 2025

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

Wayne introduced all three Select Board members and asked if there are any changes to the Agenda: there were no changes to the Agenda.

	Topic	Highlights	Follow-up
1	Approval of Meeting Minutes	<ul style="list-style-type: none"> • Herb Harnden made a motion to accept the meeting minutes from the April 7th meeting and Ian Stover seconded. Wayne Marshall, Herb Harnden, and Ian Stover were all in favor. • The meeting minutes from the April 12th Special Select Board meeting have not been reviewed by all Select Board members and will be reviewed and approved as part of the April 28th meeting. 	Add Approval of April 12 th Special Select Board meeting minutes to April 28 th meeting Agenda
2	Fire Department, Rodney Young	<ul style="list-style-type: none"> • Bureau of Labor Standards training is underway • The department has increased from 2 members to 10 members! Congratulations to Rodney and team for building a strong team! <ul style="list-style-type: none"> • 4 members are Air Pack certified, and others are getting certified • Some firefighters already have the training as they have worked for the Fire Dept in the past. Others are working on training, and it is estimated that 20 hours per year is required. • The department does have enough personal gear to support 15 firefighters and the gear is in good shape. • It was agreed that membership will be limited to 20. • 1 truck is aged beyond repair and will not pass inspection. The first driver of the firetruck would like to purchase it for \$2,500.00. The public bid process will be executed. • The Fire Department has 3 decent trucks and that is sufficient for the current scope. • There is a desire to add the Fire Station to the mowing contract. The Fire Department will perform the initial heavy clean-up as there is at least two years of dense debris to be cleared. • Herb Harnden provided Rodney Young a copy of last year's review outlining items that are violations and others that need attention. Rodney will review and address and he will provide updates to the Select Board at future meetings. • Fire Department appears underfunded: the same numbers were used from the prior year as there was no budget submitted from the prior leadership for the current budget cycle. When an ordinance is put forward to change the Fire Department to Municipal, the budget shortfall will be addressed. 	<ul style="list-style-type: none"> • Add Agenda item to future meeting to pursue the Public Bid process for the fire truck that has passed end of life. • Add Fire Department to Mowing Contract (completed later in the meeting). • Rodney will follow-up on the violations from last year's review and provide status at future meetings. • Rodney will ensure that all required training is complete within guidelines. • Rodney research to determine if \$20.00 is sufficient hourly compensation and come back to the Select Board with an update if it is not. • Wayne will include the topic of 'Converting the Fire Department to Municipal' when the ordinance is ready for a Town Meeting.

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		<ul style="list-style-type: none"> • Municipal versus Volunteer Fire Department: <ul style="list-style-type: none"> • Average of 25-30 calls per year which includes mutual aid, welfare checks, car accidents, lift assist, etc. • There is no expense for mutual aid as the fire companies all support each other • Determined that compensation would include training and firefighter calls • \$20.00/hour compensation was suggested as the offset for pulling people from their commitments to address emergencies. Herb received input from Bill Kelly, Town Attorney, that this is the standard he has seen when working with other towns to convert their Fire Departments to municipal. • Wayne Marshall made a motion to establish a wage of \$20.00/hour for training and response. Herb Harnden provided second. Wayne Marshall, Herb Harnden, and Ian Stover were all in favor. • Wayne suggested Rodney research to determine if the \$20.00 is sufficient and come back with an update if it is not. • This topic will be included in an upcoming Town Meeting when the ordinance is put forward. • The Fire Department must remain a volunteer organization until the ordinance is passed. This will require the Fire Department to be a municipality with corporation for insurance purposes. <ul style="list-style-type: none"> • The current organization expires Nov 20, 2025. 	
3	Mowing Contract	<ul style="list-style-type: none"> • Wayne recapped the current situation and stated the work will go up for bid with next year's services. This year, the intention is to engage in a 1-year agreement with Kitty Stevens from Stevens Lawn Care. • Kitty provides mowing 3 times per year under the current verbal agreement. • A document defining go-forward expectations for mowing 5 cemeteries, the Town Office, and the Fire Department was provided to Kitty. <ul style="list-style-type: none"> • The items listed are a significant expansion of prior expectations. • Steve Ellis and Jen Pierce provided details regarding significant clean-up the Cemetery Committee has performed. <ul style="list-style-type: none"> • One of the cemeteries has significant poison ivy that continues to expand. • Based on the current expectations outlined in the expectations document, Kitty provided an estimate of \$9,100.00. Wayne suggested \$9,500.00 and time and 	<ul style="list-style-type: none"> • Kellie will provide a detailed breakdown of the services and accounts from which the expenses should be paid for mowing services during the April 28th meeting. • Jen completes the work to determine if tree leaves can be placed on properties abutting the cemeteries. • Pursue the bid process for Mowing Services for 2026.

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		<p>materials for the seeding and loam of the south border of the Paul Cemetery.</p> <ul style="list-style-type: none"> • Wayne Marshall made a motion to enter a contract with Kitty Stevens for the 5 cemeteries, Town Hall, and Fire Station for \$9,500.00 and to pay time and materials for the seed and loam of the south border of the Paul Cemetery. Ian Stover provided second. Wayne Marshall, Herb Harnden, and Ian Stover were all in favor. • Arborist contract is complete; all work was completed satisfactorily. • In the past, all mowing expenses have been allocated from the Sexton Account instead of the accounts aligned with the properties and services. Wayne requested that Kellie provide a breakdown of the services and accounts from which the expenses should be paid. <ul style="list-style-type: none"> • Payments to Kitty are issued in April, June, and August and this will continue for 2025. • Tree leaf removal is an open topic, and Jen is working on obtaining the names of the abutters with the cemeteries. She will work with the property owners abutting the cemeteries to determine if leaves can be placed just outside the cemetery on the abutting property. <ul style="list-style-type: none"> • There have been no complaints from abutters in the past. 	
4	Recommitment for Tax Collection from Sandra Smith to Diane Tyler	<ul style="list-style-type: none"> • Herb Harnden motioned to transfer tax collection from Sandra Smith to Diane Tyler. Ian seconded. Wayne Marshall, Herb Harnden, and Ian Stover were all in favor. • The recommitment form was signed during this segment of the meeting by Wayne Marshall, Herb Harnden, and Ian Stover. 	None
5	Office Shredder	<ul style="list-style-type: none"> • Thank you to Valeria and David Small for donating a shredder to the Town Office!!! • This saves the town the expense of needing to purchase a shredder as discussed in the March 31st meeting. 	None
6	Trash/Recycling	<ul style="list-style-type: none"> • Pinkerton contract is expiring and there has not been a bidding process in 23 years, since 2002. • Wayne expressed appreciation for the Pinkerton partnership. • A motion was passed at a prior meeting to extend Pinkerton's contract until June 30th with the higher rate Pinkerton published and put the service out for bid. • Brad Pinkerton sent Nate Stover to represent him at the meeting and he shared that the Town has been receiving a cut-rate amount and that Pinkerton has been paying tipping fees and not passing those back to the Town. Nate also stated that the current contract waiting to be signed provides significant savings to the Town and if the services 	Wayne will lead performing research and then determine if the services will be put out for bid.

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		<p>are put out for bid, Pinkerton will bid and the costs will be higher than the contract on the table.</p> <ul style="list-style-type: none"> • The Town of Waldo generates 280-300 ton of trash per year. • It was determined that the Town of Waldo will perform research and then determine if the services will be put out for bid. 	
7	Tax Sale of 1479 Waterville Road	<ul style="list-style-type: none"> • Kellie is waiting to hear from the closer. • Kellie will represent the Town during the closing process. • Jim, the Realtor, was able to locate the trust and found that there are two sons who are trustees. This finding will provide for a smoother process of allocating proceeds. • Kellie asked if the Town could pay Jim, The Realtor, more than the \$2,000.00 in the contract. Wayne stated that the Trustees would need to pursue that type of action as the Trustees are the recipients of the proceeds. 	<ul style="list-style-type: none"> • Kellie provide update at the April 28th meeting
8	Weekly Financial Warrant	<ul style="list-style-type: none"> • The warrant includes payroll, the chainsaws, and other financial commitments. • The warrant was signed by Wayne Marshall, Herb Harnden, and Ian Stover during this segment of the meeting. 	None
9	Other Business: Snowplowing, Earl Anderson, Guest living in Town of Frankfort	<ul style="list-style-type: none"> • Earl Anderson introduced himself and shared that he provides snowplowing for the Town. He has a year-to-year contract with the Town. • Earl was Frankfort Road Commission for 19 years • Earl offered his services for road work and Wayne shared that the Road Committee is meeting Thursday to discuss next steps for Town of Waldo roads. • Town of Waldo purchases their salt from New England salt and the expense could be impacted by the pending tariffs depending on which country the salt is coming from. Kellie shared that the salt comes from Egypt and South America. • Earl screens the sand himself and charges \$15/yard (Lowe and Basset charge \$17/yard). 	None
10	Other Business: Loss Control Audit, Kellie Jacobs	<ul style="list-style-type: none"> • The buildings were reviewed, and this resulted in a list of items to address. • Kellie provided the Board with a paper copy of the official report. • There is also a list of items communicated outside the written report. Wayne requested Kellie type an email to the Select Board of the items. • Wayne will add this as an Agenda item on a subsequent meeting after the Board has had time to review the report and list. 	<ul style="list-style-type: none"> • Kellie email the Select Board the list of items on the informal list • Wayne add this as a topic on an upcoming meeting
11	Other business: Quickbooks, Kellie Jacobs	<ul style="list-style-type: none"> • Accounting entries require correction in the Quickbooks tool and the estimate is 40 hours of work for \$6,000.00. • The Town of Waldo implemented Quickbooks about a year ago. • Wayne will add this as a topic to the April 28th meeting. 	Wayne add this as a topic to the April 28 th meeting

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12	Other Business: Annual Report missing Audit line item, Kellie Jacobs	<ul style="list-style-type: none"> The Annual Report approved by the Town of Waldo citizens is missing the Audit line item. Wayne will add this as an item to be addressed in a special Town Meeting. Kellie will confirm the actual dollar amount of the expense. It has been stated in the past that the amount is \$10k and the dollar amount communicated today is \$7,500.00. Kellie will let Wayne know if it is \$7,500. or \$10,000. 	<ul style="list-style-type: none"> Wayne will add this as an item to be addressed in a special Town Meeting Kellie will confirm the actual dollar amount of the expense for Audit and let Wayne know.
13	Upcoming Meetings	<ul style="list-style-type: none"> April 21st Election: <ul style="list-style-type: none"> Meeting will open at 6 pm An election moderator is required: Wayne contacted Walt and Bill Kelly. Has not heard back from Walt yet. Bill Kelly stated he will provide the services if Walt cannot. The expense for a moderator is hourly. The vote will stay open for 30 minutes in the event voters arrive late. Jen maintains the sign board in front of the Town Office and she will update the sign to read: Special Town Meeting April 21st 6 pm. 	<ul style="list-style-type: none"> Wayne will secure moderator. Jen will update the sign board in front of the Town Office
14	Executive Session pursuant to M.R.S.A. Title 1, §405	<ul style="list-style-type: none"> Herb Harnden made a motion at 6:55 pm to enter Executive Session and have Craig Curtis participate. Ian Stover provided second. Wayne Marshall, Herb Harnden, and Ian Stover were all in favor. Herb Harnden made a motion at 7:38 pm to exit Executive Session. Ian Stover provided second. Wayne Marshall, Herb Harnden, and Ian Stover were all in favor. 	n/a

- Wayne motioned to adjourn the meeting at 7:39 pm; Ian provided second. Wayne Marshall, Herb Harnden, and Ian Stover were all in favor.
- Next meeting is Special Town Meeting on April 21st at 6 pm to vote on, 'Establishing a committee to document options for withdrawing from RSU3 and realigning with RSU 71'.
- Meeting minutes documented by Holly Hilts.