

Town of Waldo Select Board Meeting

Minutes of Select Board Meeting, Monday, June 23, 2025, at Waldo Town Office

Motions are in ***bold, red, italicized font***

The Chair, Ian Stover, called the meeting to order at 5:00 pm. Ian introduced himself, Tom, and Kim.

Ian requested that the public raise their hand with any questions or comments, and he will call upon each person to facilitate smooth flow of communication throughout the meeting.

Topic	Key Points and Outcomes	Follow-up
Changes to Agenda	There is one change to the agenda: move the Financial Warrant review to later in the meeting than what is published on the agenda.	None
Wayne Marshall's resignation	<i>Motion by Tom Wagner and second by Kim Weaver to accept Wayne Marshall's written resignation. Motion adopted 3-0.</i>	None
Approval of Meeting Minutes	<i>Motion by Kim Weaver and second by Tom Wagner to approve the minutes of the June 14, 2025, Special Select Board meeting. Motion adopted 3-0.</i>	None
Road Commissioner position held by Tom Wagner	<ul style="list-style-type: none">• Diane Tyler contacted the Maine Municipal Association (MMA) and received guidance on the feasibility of Tom Wagner holding dual role of Road Commissioner and Select Board member:<ul style="list-style-type: none">• Option 1: Tom can resign, and another individual can be appointed.• Option 2: Tom can continue for the remaining nine months until the next Town Meeting. There is risk in the event the Town is sued over a decision that is made. MMA recommended contacting the Town Attorney for guidance. Diane contacted Bill Kelly, Town Attorney, and he advised that if Tom remains Road Commissioner, then he would need to clearly act only as Road Commissioner in all conversations where roads are involved. Kim and Ian would be the deciding parties on any topic; Tom could not participate in voting on road topics.<ul style="list-style-type: none">○ Bill Kelly shared with Diane that it was ruled that a single Select Board member serving as Road Commissioner was determined to not be an incompatible position according to the Waldo County Superior Court.• Kim asked if the person who ran against Tom during the Annual Town Meeting is involved with the road committee and is that person up to speed on current topics. Tom responded that the person is involved and does know what is going on.	Diane Tyler will generate a communication to the public to solicit interest in the Road Commissioner role.

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	<ul style="list-style-type: none"> Herb Harnden shared that the Road Commissioner does not need to be a Town resident. The only three positions that must be a resident are the Select Board positions. Craig Curtis read the MMA statute that states the Board can fill the role of Road Commissioner as a unit and not one individual Select Board member. Diane explained that the two options are exceptions offered by MMA due to the size of the town and acknowledged that the options do contradict the State Statute. <i>Motion by Ian Stover to keep Tom Wagner as Road Commissioner. Kim Weaver opposed. Tom Wagner abstained due to conflict of interest with the Road Commissioner role.</i> <i>Motion by Ian Stover and second by Kim Weaver to notify the public of the position and seek interest to replace Tom Wagner as Road Commissioner. Motion adopted 2-0; Tom Wagner abstained due to conflict of interest with the Road Commissioner role.</i> 	
Emergency Management Agency position held by Tom Wagner	<ul style="list-style-type: none"> Diane Tyler researched this topic to determine if Tom Wagner could continue to perform the EMA role. MMA and Bill Kelly both confirmed that this is an incompatible position. The MMA Municipal Officer's Manual specifically states on page 23 that, "MMA Legal Services believes a court probably would find incompatible with the position of municipal officer, based on conflicting duties". Diane distributed communication to the public and received a response from someone interested that has National Incident Management System (NIMS) qualifications. He was unable to attend tonight due to a previous commitment. <i>Motion by Kim Weaver and second by Ian Stover to table Emergency Management Agency (EMA) position until the next meeting when the interested party can attend. Motion adopted 2-0; Tom Wagner abstained due to conflict of interest with the Road Commissioner role.</i> 	Diane will request the interested party attend the next Select Board meeting to discuss the Emergency Management Agency role.
Veteran's Exemption Abatement/Credit missed	Property Assessors Jim Murphy and Sandra Tonry communicated that it was just discovered that the Veteran's Exemption abatement/credit was missed in March. This requires Select Board approval to issue credit toward current year taxes. All three Select Board members approved with written signature.	Diane will process the Veteran's Exemption abatement credits.

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Fire Department	<ul style="list-style-type: none"> • Fire Department Surplus commitment cannot be made until the Audit is complete to confirm available funding. • Rodney Young communicated that there are two large bills pending and one is coming this week for hose and ladder testing. The other is targeted for November which is for air packs. • Kellie reported there is approximately \$2,000.00 in unpaid invoices. Ian instructed Kellie to add these invoices to tonight's Financial Warrant. • Craig Curtis and Rodney Young will connect to determine if Craig's business can provide the required tags less expensively for the future than the product already purchased this year. • Kim Weaver asked if the Town performs any fundraising for the Fire Department. Jim Connors shared that the Waldo Boosters have raised money in the past. • It was determined that if the Reserve funds are required, the Town would vote at a Special Town meeting. • It was determined that Kim Weaver is the Select Board person who will represent the Town of Waldo with the Audit process. • The Town's Fiscal Financial year is February 1st to January 31st. • Rodney agreed to continue this discussion on the next Agenda to provide Kim Weaver time to research and Kellie Jacobs time to provide the financial data needed. • Motion by Kim Weaver and second by Tom Wagner to pay the Fire Department invoices and have Kellie add them to the Financial Warrant to be approved tonight. Motion adopted 3-0. • Municipality Status will be discussed at a future meeting. The insurance is the key benefit with shifting to municipal status. <ul style="list-style-type: none"> • The Select Board will work with Rodney Young to update the ordinance to account for the municipality status and the specifics. Then, it will be voted upon by the Town. • Rodney Young stated that the \$20.00/hour wage is acceptable to the Fire Department team; this is a follow-up item from a prior meeting. 	<ul style="list-style-type: none"> • Kim Weaver will contact the Audit Firm to provide Select Board oversight. • Craig Curtis and Rodney Young will connect to determine if Craig's business can provide the required tags less expensively for the future than the product that has been purchased this year. • Kellie to provide financial details of the Fire Department account(s) to the Select Board and Rodney.
Road Committee	<ul style="list-style-type: none"> • Ian shared that he add 'Roads' as an ongoing standard Agenda item from now onward. • Jim Connors shared that the Road Committee has been an ad hoc membership, and he has been the Chair for a year. 	<ul style="list-style-type: none"> • Jim Connors will submit a formal recommendation to the Select

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	<p>The Road Committee has been an advisory board to the Select Board.</p> <ul style="list-style-type: none"> • There is a meeting tomorrow at 5:30 pm in the Town Office and the primary agenda item is to review unsolicited estimates from 3 contractors for Bonne Terre Road repairs. • Jim asked the Select Board what expectations they have of the Road Committee. • Kim Weaver asked if anyone is researching grants. Jim said they are on the list and several programs are being explored. Jim also explained that bonding is being explored. • There is an expense that needs to be authorized to purchase MDOT software for \$195.00 and an unknown dollar amount for a device to run the software. The software purchase is a one-time purchase; there are no maintenance costs. <ul style="list-style-type: none"> • Herb Harnden explained that there were funds allocated in the budget for the software and hardware. • Jim Connors, Road Committee Chair, will submit a formal recommendation to the Select Board after consulting with the office staff to determine hardware requirements and expense. 	<p>Board for the software and hardware expense.</p> <ul style="list-style-type: none"> • Ian will add Roads as a standard Agenda topic to all future meetings.
Public Comment	<ul style="list-style-type: none"> • Valerie Small shared that small towns have many different fundraising activities to raise Fire Department funds. <ul style="list-style-type: none"> • Kellie Jacobs raised a concern with a municipal Fire Department being restricted from holding fundraisers. • Kim Weaver read a statute confirming that fundraising can be performed whether the Fire Department is municipal or other status and that any funds obtained from fundraising would be deposited into a town account and allocated to the Fire Department budget. • Diane Tyler provided a status update on Policies: <ul style="list-style-type: none"> • Diane shared a copy of the Remote Meetings policy with the Select Board for their review. • Kellie provided samples at the last meeting for the Select Board for review that covers Payroll, State Fees, and Education Expenses. • Diane will document a policy for 'Less than Majority' that would enable one Select Board member to sign a financial warrant when extreme circumstances exist. There is no sample of this policy available from MMA. • Craig Curtis provided an update on the Planning Board: <ul style="list-style-type: none"> • Planning Board Land Use Ordinance updates are delayed due to Wayne's absence; Wayne has the original 	<ul style="list-style-type: none"> • Diane will document a policy for Less than Majority that would enable one Select Board member to sign a financial warrant when extreme circumstances exist. • Ian will lead the determination of who on the Select Board will lead the Addressing Officer Ordinance update. • Ian to add Addressing Officer to the list of items to be addressed at

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	<p>working document and was leading the effort. The current Planning Board is pulling the pieces together to move the effort forward.</p> <ul style="list-style-type: none"> Addressing Officer ordinance needs to be revised by the Select Board. Craig asked about the status of the Addressing Officer pay where a motion took place in the April 28th meeting with the prior Select Board. It was determined in this meeting that a vote from the townspeople needs to be held via Special Town Meeting. The motion from April 28th: <i>“Motion by Wayne Marshall, second by Herb Harnden, that the Selectmen approve a stipend of \$3,000 to Craig Curtis, addressing officer, to work on the addressing issues he identified, and that Kellie Jacobs, Treasurer, provide a recommendation to the Selectmen regarding which account could be used to pay this cost. Motion adopted 3-0.”</i> 	the next Special Town Meeting.
Executive Session	<ul style="list-style-type: none"> <i>Motion by Ian Stover and second by Kim Weaver to enter Executive Session for a Personnel Matter, M.R.S. §405(6)(A) and Labor Negotiations M.R.S. §405(6)(D) at 6:24 pm. Motion adopted 3-0.</i> <i>Motion by Ian Stover and second by Tom Wagner to end Executive Session at 7:15 pm. Motion adopted 3-0.</i> 	n/a
	<ul style="list-style-type: none"> <i>Motion by Ian Stover and second by Kim Weaver to authorize FC Works to perform the work on Bonne Terre Road. Motion adopted 2-0; Tom Wagner abstained due to conflict of interest with the Road Commissioner role.</i> 	

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Financial Warrant	<p>All 3 Select Board members signed the Financial Warrant:</p> <ul style="list-style-type: none">• <i>Motion by Kim Weaver and second by Ian Stover to return the invoice to Jim Murphy, Town Assessor, questioning when the charges were authorized and by whom as the charges submitted are unfamiliar to the current Select Board. Motion adopted 3-0.</i>• <i>Motion by Ian Stover and second by Tom Wagner to return the invoice to Matthew Weaver because the charges submitted are covered by Road Commissioner stipend and were incurred during Matthew's Road Commissioner term. Motion adopted 2-0. Kim Weaver abstained due to conflict of interest with Matthew Weaver being related to Kim's husband.</i>• Kim Weaver checked with the Bureau of Motor Vehicles and while they prefer to be paid weekly, there are many small towns that pay monthly.	<ul style="list-style-type: none">• Kellie Jacobs will return the invoice to Jim Murphy requesting evidence of authorized charges.• Kellie Jacobs will return the invoice to Matt Weaver denying charges citing that Road Commissioner stipend covered the charges.• Kellie Jacobs will follow-up Doug to have him join the next Select Board meeting to meet the Board and discuss the work to be performed on the Building Audit and general maintenance at the office.
Adjournment	The Chair adjourned the meeting at 7:37 pm.	None

Meeting minutes documented by Holly Hilts.