



# Regular Select Board Meeting

## Minutes

Monday, December 4, 2023 at 6:00 pm

All participants are welcome to join in person. You may also join by Zoom or watch on Livestream at <https://china.govoffice.com/>.

### Join Zoom Meeting (Click on link below)

<https://us02web.zoom.us/join/zoom/register/tZ0ud-yrqzwpE9FCsYfuiokC1hY-ULkPJh9t>

or call in +1 929 436 2866 US (New York) Meeting ID: 893 0535 7395 Passcode: 951637

1. Call to Order
2. Pledge of Allegiance

#### Minutes:

Chairperson Wayne Chadwick opened the meeting at 6:02 pm and led the Pledge of Allegiance to the American Flag.

3. Roll Call

#### Minutes:

**Select Board members present:** Janet Preston, Blane Casey, Brent Chesley, Jeanne Marquis, Wayne Chadwick. **Absent:** None. **Town Manager:** Rebecca Hapgood. **Others present:** Deputy Poulin, Toni Wall, Nat Tripodi, Cathy Chesley, and Nick French. **Others present via zoom:** none.

4. Agenda – Welcome; agenda and decorum review
5. Approval of November 20, 2023 minutes

#### Minutes:

Motion by Janet Preston and second by Blane Casey to approve; approved

#### Vote results:

Ayes: 5 / Nays: 0

6. Payroll Warrant #22 - \$37,989.66

#### Minutes:

Motion by Blane Casey and second by Janet Preston to approve; approved

#### Vote results:

Ayes: 5 / Nays: 0

7. Payables Warrant #23 - \$60,673.69

#### Minutes:

Motion by Blane Casey and second by Janet Preston to approve; approved

#### Vote results:

Ayes: 5 / Nays: 0

## 8. Unfinished Business

### a. Planning board ordinance review

**Minutes:**

Motion by Blane Casey and second by Janet Preston to appoint the positions to Planning Board; approved 5-0

Motion by Brent Chesley and second by Blane Casey eliminate the districts 5 standing members and an alternate; approved 5-0

Motion by Wayne Chadwick and second by Blane Casey to keep the term length the same, 2 years staggered; approved 5-0

## 9. New Business

### a. Mowing bids

**Minutes:**

Motion by Brent Chesley and second by Janet Preston to accept Bruce Danforth bid; approved

**Vote results:**

Ayes: 5 / Nays: 0

### b. Budget timeline

### c. Other timelines

### d. Waiver of foreclosures

**Minutes:**

Motion by Janet Preston and second by Brent Chesley to waive the foreclosure for 6 Daisy Lane; approved

**Vote results:**

Ayes: 5 / Nays: 0

### e. Albion use of transfer station 2024

**Minutes:**

Motion by Blane Casey and second by Brent Chesley to move forward with the contract; approved

**Vote results:**

Ayes: 5 / Nays: 0

## 10. Annual Policy Review

### a. Access Permit

**Minutes:**

Motion by Janet Preston and second by Blane Casey to accept the final version; approved

**Vote results:**

Ayes: 5 / Nays: 0

### b. Administrative Code of Ethics

**Minutes:**

Motion by Janet Preston and second by Brent Chesley to accept as presented; approved

**Vote results:**

Ayes: 5 / Nays: 0

**c. Application of Payments of unpaid taxes - municipal order**

**Minutes:**

Motion by Janet Preston and second by Blane Casey to accept; approved

**Vote results:**

Ayes: 5 / Nays: 0

**d. Boston Post Cane Policy**

**Minutes:**

Motion by Brent Chesley and second by Janet Preston to accept; approved

**Vote results:**

Ayes: 5 / Nays: 0

**e. Driveway Entrance Siting and Culvert and Maintenance Policy**

**Minutes:**

Motion by Blane Casey and second by Janet Preston to accept as read; approved

**Vote results:**

Ayes: 5 / Nays: 0

**f. Emergency Management Policy**

**Minutes:**

Motion by Brent Chesley and second by Janet Preston to accept; approved

**Vote results:**

Ayes: 5 / Nays: 0

**g. Mailbox Policy**

**Minutes:**

Motion by Blane Casey and second by Janet Preston to accept; approved

**Vote results:**

Ayes: 5 / Nays: 0

**h. Fixed Asset Capitalization Policy**

**Minutes:**

Motion by Janet Preston and second by Brent Chesley to accept; approved

**Vote results:**

Ayes: 5 / Nays: 0

**11. Public Comment**

**Minutes:**

none.

**12. Select Board Member Comments**

**Minutes:**

Janet Preston- shared community statistics spreadsheet.

**13. Manager communication – non-action items**

- a. **Employee appreciation day - December 11th - all municipal services closed 11:30 a.m. - 1:30 p.m.**
- b. **Next meetings - Monday, December 18, Tuesday, January 2, Tuesday, January 16 and Monday January 29**

**14. Adjourn**

**Minutes:**

Motion by Blane Casey and second by Brent Chesley at 7:13 pm to adjourn; approved

**Vote results:**

Ayes: 5 / Nays: 0

**Signature**

Respectfully submitted,

Janet Preston - Secretary, China Select Board

A handwritten signature in black ink, appearing to read "Janet Preston", with a long horizontal flourish extending to the right.

Contact: Becky Hapgood (Becky@chinamaine.org 207-445-2014) | Minutes published on 12/15/2023, adopted on 12/18/2023