

Garland Select Board
Meeting Minutes
September 25, 2024, at 6:00pm
108 Corinth Rd

1. Opening Ceremonies:

- a. R. Fick called the meeting to order at 6:00pm.
- b. R. Fick, N. Watson and T. Scott attended for a quorum of the select board. L. Keefe and K. Wood also in attendance.
- c. R. Fick motioned to accept the agenda as presented with three add-ons: Garland Days Update, Municipal Software, and Versant Utility Pole Permit. Seconded by N. Watson. N. Watson & T. Scott voted aye.

2. Public Comments: L. Dumont, S. Berryhill, Y. Burrill, C. Hartley

R. Fick motioned to open to public comment at 6:01pm. Seconded by N. Watson. N. Watson & T. Scott voted aye.

R. Fick thanked the Garland Days Committee for their efforts, one of the best Garland Days so far. Suggested a pumpkin toss for next year.

R. Fick asked K. Wood if the Campbell Stream project is on schedule to complete wet work by 9/30? He said yes and the crane is scheduled to be on site 9/26 to place the culvert.

L. Dumont stated that Executive Session is usually at the end of the meeting. R. Fick replied that it was listed first at this meeting to accommodate K. Wood's schedule.

There being no further public comment, R. Fick motioned to close to public comment at 6:11pm. Seconded by N. Watson. N. Watson & T. Scott voted aye.

3. Consent Agenda:

R. Fick motioned to accept the items as presented. T. Scott seconded. T. Scott & N. Watson voted aye.

4. Motions/Discussions:

- a. R. Fick motioned to move to Executive Session under 1 M.R.S.A. (6)(A) for personnel matters – hiring/wage at 6:16pm. N. Watson seconded. N. Watson & T. Scott voted aye.

R. Fick motioned to adjourn Executive Session at 6:57pm. Seconded by N. Watson. N. Watson & T. Scott voted aye.

R. Fick motioned to accept K. Wood's resignation with his last day being 10/10/24. Seconded by N. Watson. N. Watson & T. Scott voted aye.

R. Fick motioned for L. Keefe to post the Director of Public Works position on Indeed and on MMA. Seconded by T. Scott. T. Scott & N. Watson voted aye.


- b. R. Fick motioned to approve and sign the September 11, 2024, meeting minutes as presented. Seconded by N. Watson. N. Watson & T. Scott voted aye.
- c-1. Add-On, Garland Days Update. L. Dumont provided a report on the Garland Days Event. The committee voted to use funds to replace the roof on the ticket booth. Are they able to do this work with committee members and volunteers? Select Board approved the committee/volunteers to do the work. Can they open their own bank account? L. Keefe will research the process.
- c. R. Fick motioned to approve and sign the annual renewal for the General Assistance Ordinance. N. Watson seconded. N. Watson & T. Scott voted aye.
- d. R. Fick motioned to approve and sign the final draft of the revised Employee Personnel Policy. N. Watson seconded. N. Watson & T. Scott voted aye.
- e. R. Fick motioned to approve and sign the Emergency Closing Policy. N. Watson seconded. N. Watson & T. Scott voted aye.
- f. R. Fick motioned to approve and sign the Select Board Procedures Policy. N. Watson & T. Scott voted aye.
- g. Late submission of a junkyard permit – discussed at 9/11 meeting. R. Fick motioned to not accept the application and to return the \$50 paid fee. L. Keefe to send a letter with the refund outlining reasons for permit non-renewal. Seconded by N. Watson. N. Watson & T. Scott voted aye.
- h. R. Fick would like to use the community room for a Ukelele class to provide the community with a winter event. She is asking for waiver of the rental fee. N. Watson motioned to waive the rental fee for R. Fick to provide a Ukelele class. Seconded by T. Scott. N. Watson & T. Scott voted aye.
- i. (this was moved for discussion before “d”) Chad Hartley is asking to use the small front office in the cemetery building for storage of Trail Hawks ATV Club items. Garland Days Committee was previously approved to use this space for storage. Garland Days was in attendance and states they can store items elsewhere. R. Fick motioned to approve the southwest corner office for use by the Trail Hawks ATV Club. Seconded by N. Watson. N. Watson & T. Scott voted aye. L. Keefe will get two sets of keys.
- j. T. Arnold has been assigned the task of printing monthly reports to distribute to departments on the last Friday of each month.
- k. N. Watson will speak with J. Gudroe to see if he wishes to purchase Microsoft Office in 2024 budget or put in his 2025 budget. Admin licenses are already in use.
- l. L. Keefe will show T. Arnold how to post the minutes to the website the 2nd week of October upon all staff returning to the office.

- m. R. Fick motioned to schedule a workshop for the Select Board to review the duties of the Chair to ready for succession of office. The workshop to be held on 10/23/24 at 5:00pm. Seconded by N. Watson. N. Watson & T. Scott voted aye.
 - n. Add-On: R. Fick motioned to approve and sign the Versant Application for Utility Pole Permit. They are replacing 16 poles beginning at Route 15, Garland Rd to the Center Rd. Seconded by N. Watson. N. Watson & T. Scott voted aye.
 - o. Add-On: R. Fick motioned to have L. Keefe check on other accounting software and hold off signing the TRIO web upgrade. Seconded by N. Watson. N. Watson & T. Scott voted aye.
5. Updates:
- a. Workshop scheduled for October 9, 2024, at 5:00pm, with the select board and town office staff.
 - b. Garland Days Committee craft fair is scheduled for 12/14/24.
6. R. Fick motioned to adjourn the meeting at 8:13pm. Seconded by N. Watson. N. Watson & T. Scott voted aye. Meeting adjourned.

Respectfully submitted,



Regina Fick, Select Board Chair



October 9, 2024



Nova Watson, Selectperson



Teresa Scott, Selectperson

A TRUE COPY


Clerk

