



TOWN OF MADAWASKA
328 St. Thomas Street Suite 101, Madawaska, Maine 04756
207-728-6351

**Madawaska Board of Selectmen Meeting and
Board of Selectmen / Finance Committee Budget Meeting Minutes
Madawaska Safety Complex Firemen's Meeting Room
March 17, 2022, at 5:00 pm**

MEMBERS PRESENT: Richard J. Dionne, Christopher Braley, Jason Boucher, Doug Cyr, Manon Raymond

FINANCE COMMITTEE: Linda M. Cyr, James M. Cyr, Adam Desrosier, Raymond Beaulieu

TOWN MANAGER: Gary M. Picard

RECORDING SECRETARY: Nathalie Morneault

OTHERS PRESENT: Wallace Talbot, Al Beaulieu, Kristen Henry, Jane Carter, Ken Theriault, Fran Gendreau, Ross Dubois, Gisele Dionne, Mark Madore, Lee St. Onge, Arthur Lamoreau, Paul Lausier, Gerald Ouellette, Jim Soucy, Seth Quarze, Eric Cyr, Caryl Albert, Kevin Dube, Denise Duperre

Board of Selectmen Chairman Richard J. Dionne calls the meeting to order at 5:00 p.m. and established a quorum with Selectmen Christopher Braley, Jason Boucher, Doug Cyr, and Manon Raymond.

- **Pledge of Allegiance.**

- **Public Participation.**

This portion of the meeting is to allow the public to inform the Board regarding their concerns. Public Participation is limited to ten minutes, of which two minutes will be allotted individually. Please be advised that individuals addressing concerns will be placed on the Board's next regular meeting agenda unless the issue addressed is one of an emergency nature. The Chairperson or Acting Chairperson will use his/her discretion as to whether action on any particular issue should be taken at this meeting. Items regarding personnel issues or town employees cannot be discussed in open session.

Kristen Henry spoke to the board about her week. She had received a call about being interviewed for the Rec Director position on Monday. She began working on her 1-year plan and making phone calls. The next afternoon she was unexpectedly terminated due to a complaint. She is requesting to have a copy of her personnel file and a hearing. The written request was handed to the Town Manager.

Article 1 To Consider Other Business and Adjustments to the Agenda.

No other business or adjustments to the agenda at this time.

Article 2 To Consider the Board Meeting Minutes of March 8, 2022.

5:04 P.M. Jason Boucher motions to approve the board meeting minutes of March 8, 2022, as presented. Christopher Braley seconds the motion. All board members are in favor and motion carried.

Article 3 To Consider the Treasurer's Warrants.

5:05 P.M. Christopher Braley motions to approve the Treasurer's Warrants as presented. Jason Boucher seconds the motion. All board members are in favor and motion carries.



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Article 4 To Consider Winter Road Salt Concerns by Town Resident Wallace Talbot.

Mr. Talbot asked why the road was only plowed 1/2 the street during snowstorms on Talbot Road?

- Kevin Dube, Public Works Director stated, in the past Mr. Talbot only wanted the Right side of the road plowed because he did not want to damage his trees. The plow driver makes 2 passes with no snow going on the house side of the road.

Why is the road salted every snowstorm?

- The mixture that is used is 80% gravel and 20% salt.

Chemicals

- Magnesium Chloride / molasses product = Magic Minus Zero

Homes have wells and the Magnesium chloride will get into a well; it will stick underneath the cars and brought onto the property. Mr. Talbot has taken samples of his property.

No action was taken.

Article 5 To Consider Discussions with the Madawaska Public Library Regarding the Affiliation of the Town and the Library.

Representatives of the Library Board were in attendance: Ken Theriault, Librarian, Fran Gendreau and Manon Raymond. Lee St. Onge is a past member.

The Town of Madawaska has no documentation of how the Town and the Library is affiliated. The Town provides an employee to the library which is the Librarian. The library has its own governance, Board Corporation. The Town Manager feels it is not fair to ask the Town Manager to evaluate the librarian when he does not work directly with the Librarian. The Board Trustees provide the evaluation to the Town Manager.

The Corporation was formed in 1944 with different revisions as needed when Board Trustees changed. The building was built privately and was set up by Joel Albert. The biggest problem that stands between the Library Board is the lack of communication and would meet once a year. They are looking at meeting at least 4 times a year now. Job Description is done through the Board of Trustees. Payment, Benefits and reporting through the Town of Madawaska. Adjustments to salary is through the Board of Trustees. Fran Gendreau stated the job description and by laws need revision. If she can have some time, she would like to revise and prepare a packet for the boards.

By Consensus, the board will give the library time needed for a Final Packet.

Article 6 To Consider the 2022-2023 TSD Heating Oil Bids.

The Heating Oil bids for 2022-2023 cover the Town of Madawaska Buildings, School Department, and Water District. 3 Bids were received.

Dead River Co.	12:07 P.M.	3.5195 Market	3.6904 Fixed	N / A
Daigle Oil Co.	1:34 P.M.	3.692 Market	3.242 Fixed	2.222 Propane not fixed price



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J.S.B Energy	1:55 P.M.	3.2992 + .40 = 3.6992	3.735 Fixed	N / A
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Daigle Oil Company price is only good until 3 p.m. that day.

6:01 P.M. Jason Boucher motions to accept the bid from Daigle Oil Company of 3.242 fixed not to exceed 3.735 if the price increases. Manon Raymond seconds the motion. All board members are in favor and motion carries.

6:05 P.M. Jason Boucher motions to adjourn. Christopher Braley seconds the motion. All board members are in favor and motion carries.

BUDGET ARTICLES BOARD OF THE SELECTMEN & FINANCE COMMITTEE

The Board of Selectmen and Finance Committee reconvened at **6:10 P.M.**

Due to Time, some departments will be moved to the next meeting.

The proposed budget reflects a 5% increase in the budgetary spending and a 9% increase in revenues. Revenue sharing as of March 14 has given an amount of \$986,160 which is an increase since last year. The budget shows a 3% COLA. A benefit Retention & Recruitment Earned Incentive Benefit was proposed to the board members. The benefit is due to having a hard time filling vacancies, and a vacancy can at times pay more than veteran employees. This benefit would be based upon January – December timeframe worked, and the tiers are based on years of service.

Article 1 To Consider the Municipal Building Budget, Dept 130.

The Municipal budget is seeing an increase of \$580 from last year. The increase is due to utility cost increases.

Finance Committee questioned where the custodian salary was? *Recreation Department*. The budget does not show a true record of what each building cost.

Article 2 To Consider the Safety Building Budget, Dept. 135.

The Safety Building Budget is seeing an increase of \$10,750 due to utilities and Garage door upgrades. Typically, Maintenance director likes to replace 1 garage door a year. There are 10 overhead doors in the building. The doors become not up to code. When the Fire Department goes out on calls, there is no one around to close the doors which the heat escapes.

Fire Station #2 needs 15 lights to be changed, looking at an efficiency refund to be able to change. A new roof is needed, which would cost about \$10-12000 for asphalt. The walls would need painting.

~~**Article 3** To Consider the Town Admin, Dept, 110.~~

~~**Article 4** To Consider the Dev & Assessing Budget, Dept 200.~~

~~**Article 5** To Consider the Ambulance Dept. Budget, Dept. 300.~~

~~**Article 6** To Consider the Police Department Budget, Dept. 310.~~

~~**Article 7** To Consider the Fire Dept. Budget, Dept. 320.~~



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~~Article 8~~ — To Consider the EMA Budget, Dept. 325.

Article 9 To Consider the Library Budget, Dept 400.

The library is seeing an increase. Library Aides has an increase due to minimum wage increase. Lawn Care and Snow Removal was put back into the budget. Currently, the Librarian is doing laws and snow removal during the morning or in the night on off hours. The Trustees are looking for new innovative ways to do for programs. Historically when money was not spent at the end of a budget, they would send back money that was not used, this has not happened. The safety lights in the building are not working. Water is coming in through the front wall and is being picked up by kitty litter. The Trustees would like to have a capital improvement fund to be able to pay for these repairs.

Article 10 To Consider the Public Works Budget, Dept. 500.

Public Works is looking to add one position. The Director stresses that they need more employees for snow removal and field work than to digitize work. Public Works is losing 2 Part time employees for snow rack. They need to continue operations.

Public Works will be revisited at the next meeting.

Article 11 To Consider the Parks & Recreation Budget, Dept. 600.

The Maintenance salary comes out of the Parks and Recreation Budget. The staffing at the rec supports a lot of activities within the town such as Chamber of Commerce, Top of Maine Trade Show, Acadian Festival / Beautification Committee, and lawns. All the non-profit events end up at the Rec Dept.

Things that will need to be looked at in the future include, Modine heaters in the lobby which is electricity Driven; Sprinkler system is a dry system patched with clamps and rubber; and remodeling the bathroom.

Beautification Committee – Takes care of being vibrant in town. The Flowers took about 4 hours a day for 12 weeks last year. This committee is based on volunteers.

Parks – A lot of vandalism was done last year to the parks. It makes 2 years the canopies need to be Fixed at the beach.

~~Article 12~~ — To Consider the Pollution Control Budget, Dept. 960.

~~Article 13~~ — To Consider the Revenue Budget

~~Article 14~~ — To Consider the Capital & Reserves Budget.

Adjournment

8:30 P.M. Christopher Braley motions to adjourn. Jason Boucher seconds the motion. All board members are in favor and motion carries.