

**SELECT BOARD
TOWN OF DOVER-FOXCROFT
MONDAY, JANUARY 12, 2026 - 6:30 PM
MEETING ROOM
MINUTES**

I. OPEN MEETING

A. Opening Ceremonies

Select Board Vice Chair Jane Conroy opened the meeting at 6:30 pm.

B. Roll Call

Select Board Members present: Jane Conroy, Vice Chair, Emery Cox, Cynthia Freeman Cyr, Kevin Sargent and Joel Vail. Stephen Grammont, Chair and Tracy Redmond were both online.

C. Conflict of Interest

There were no conflicts of interest.

II. CONSENT AGENDA

Treasurer Warrants

- a. Payroll Warrant # 52
- b. Admin Warrant # 22
- c. Wastewater Warrant # 21
- d. Trust Warrant # 20

Resolution #529-01122026

MOVE: Select Board Member Cynthia Freeman Cyr, seconded by Select Board Member Emery Cox and approved unanimously (7-0) the Consent Agenda.

III. APPROVAL OF MINUTES

Select Board Regular Meeting Minutes of Monday, Dec. 15, 2025

Resolution #530-01122026

MOVE: Select Board Member Emery Cox, seconded by Select Board Member Cynthia Freeman Cyr and approved unanimously (7-0) the minutes from the regular meeting of the Select Board on Monday, Dec. 15, 2025.

IV. QUITCLAIM DEEDS

V. BOARD OF ASSESSORS/MUNICIPAL OFFICERS

A. Real Estate Abatements

- 1. Martin, Brent and Kandi – Error Abatement

B. Real Estate Supplemental Bills

- 1. Ted and Susan Grant – Error Abatement

Resolution #531-01122026

MOVE: Select Board Member Cynthia Freeman Cyr, seconded by Select Board Member Kevin Sargent and approved unanimously (7-0) the real estate abatement for Brent and Kandi Martin.

Resolution #532-01122026

MOVE: Select Board Member Cynthia Freeman Cyr, seconded by Select Board Member Kevin Sargent and approved unanimously (7-0) the real estate supplemental bill for Ted and Susan Grant.

VI. OPEN SESSION

A. Public Hearing

B. Open Session – Public

Nancy Matulis asked for an update on the new traffic poles for the intersection of Route 15 and Route 7. Town Manager Alsina Brenenstuhl was going to cover it in her Manager’s Report, so she went ahead and gave the update. The town has to wait for the back-ordered mast arms that hold the lights to come in. Nancy also asked about the blinking light in the intersection downtown. That is a separate issue from the poles. Police Chief Seth Burnes elaborated on the issue. Moisture is causing it to trip. Nancy wanted to know who gets charged to fix it because the roads are state owned but the town owns the lights. Alsina wasn’t sure so she was going to research it. Select Board Member Emery Cox asked if the issue would be taken care of as soon as the new lights come in. It should be. The left turn lane light was faulty and was fixed as well.

C. Open Session – Select Board

Select Board Member Kevin Sargent brought up the idea of a town newsletter. He thinks it would be a good idea. Select Board Member Joel Vail agreed. Committees could contribute to it, but it wouldn’t be mandatory. Select Board Chair Stephen Grammont thinks we should leverage any currently available information. Town employees could also contribute. It would not be used for advertising purposes or a community bulletin board. Additions should be part of a town-connected committees. The Communications Director wouldn’t necessarily be responsible for sending this because the topics wouldn’t be pressing. This would be more like a review of what happened. Steve and Jane would like to review it again in about 6 months to see how it is going and possibly create a policy.

Emery asked about the town’s salt and sand reserves during the recent ice storm. The town has roughly 5 years’ worth of supply. We did use quite a bit though.

Emery also asked about the possibility of taking credit cards at the transfer station. Town Treasurer Emmalee Reed and Assistant Town Treasurer Dani Buschmann are setting it up with a company called Clover and InForME. The current lack of credit card transactions doesn’t seem to be causing an issue though. The traffic is also flowing better now.

Select Board Vice Chair Jane Conroy said that residents should check the town’s website for up-to-date contact information. She would also like an annual employee list to review the consent agendas.

She also asked about the renaming of the Main Street Bridge. Alsina reached out to Representative Perkins. He brought it to the Transportation Committee but nothing would happen yet until the bridge is completed.

Jane also asked about the renaming of the East Dover Cemetery. She spoke with Judy Dow and Lary Funeral Home. She would like to know when we are going to follow up. Select Board Member Cynthia Freeman Cyr said that she thinks we can just act on that.

D. Adjustments to the Agenda

There were no adjustments to the agenda.

VII. COMMITTEE REPORTS

The Ordinance Review Committee met on Wed. Dec. 17, 2025 and Wed. Jan. 7, 2026. They met with Jonathan Boynton. He is acting as a consultant. They are reviewing short-term rental agreements that they are

going to narrow down at the next meeting. Two members of the committee have resigned, so they are asking for new members to join.

The Admin Committee is going to be meeting on Thursday, Jan. 15th, 2026. The Protection Committee is going to be meeting on Friday, January 16th, 2026.

Joel is going to set up a meeting for the Finance Committee.

VIII. UNFINISHED BUSINESS

A. Code of Ethics and Code of Conduct Approval

Cindy said that they have been working on the new Code for Ethics for a long time. Jane suggested adding a phrase under general conduct, article 2, page 4, “reference the Select Board Orientation Packet”.

Joel suggested providing a Select Board packet to all committees. Steve suggested a generic reference to whatever packet makes sense for whichever committee a person is a member of. Steve suggested adding the reference phrase under article 1, number 5 since it’s about public meetings.

Joel would like to see the other binders ready to go by June.

Signed copies should be returned to the town manager so we can track who needs to sign it and who has signed it.

Resolution #533-01122026

MOVE: Select Board Member Cynthia Freeman Cyr, seconded by Select Board Member Emery Cox and approved unanimously (7-0) the new Code of Ethics with a minor change to the wording.

B. RERC Committee Volunteer Position from the Select Board

We don’t know how often the RERC Committee will meet yet. They might have around 10 meetings total. Select Board Member Kevin Sargent volunteered to join the committee. The committee was part of the planning grant we received.

Resolution # 534-01122026

MOVE: Select Board Member Cynthia Freeman Cyr, seconded by Select Board Member Joel Vail and approved unanimously (7-0) the appointment of Kevin Sargent to the RERC Committee.

IX. NEW BUSINESS

A. Code Enforcement Update – 130 Grove Street

Code Enforcement Officer Nanette Remond was online and gave an update on the inspection of the dangerous building at 130 Grove Street. Nan and Alsina visited the property to itemize the owner’s belongings, but there are no items worthy to salvage. Bids are currently out for demolition.

Nan also gave an update on the situation at 291 Shore Road South. The camper is not hooked up to the septic system. The owner of the camper alleged that all of his neighbors also have current shoreland violations. A neighborhood feud has started. Nan is reaching out to the Department of Environmental Protection. Cindy asked about what will happen with the septic issue. The town’s plumbing inspector needs to bring the issue to the Select Board.

The shelter around the camper is also in violation. The owner said that he could pull the camper over to the septic and hook it up. The state can sue the town if we do not enforce shoreland zoning.

Cindy asked about the building being torn down by True Value Hardware. Nan is going to visit the owner to find out the status. Cindy has been receiving inquiries into the delay.

Emery also asked about the Chew 62 building. It has been purchased but they have not yet pulled permits.

B. Part Time Police Officer Appointment – Tysen Ober

Tysen Ober is returning to the police department on a part-time basis. He used to work for the Dover-Foxcroft Police Department full time. All his credentials are current.

Resolution #535-01122026

MOVE: Select Board Member Emery Cox, seconded by Select Board Member Joel Vail and approved unanimously (7-0) to appoint Tysen Ober as a part-time police officer with the Dover-Foxcroft Police Department with a term to expire June 30, 2026.

C. Special Amusement Permit for the Bear’s Den Motel, Restaurant and Tavern

Resolution # 536-01122026

MOVE: Select Board Member Emery Cox, seconded by Select Board Member Cynthia Freeman Cyr and approved unanimously (7-0), the special amusement permit for the Bear’s Den Motel, Restaurant and Tavern.

D. Appointment of Select Board Member to Pine Crest Development Corporation Board

Steve explained that when he became the Chair of the Select Board, he took over Tom Lizotte’s position on the Pine Crest Board of Directors. Pine Crest is rewriting its bylaws to reduce the number of directors from 10 to just 7, but in the meantime, the Town Charter says that we have to have 2 members of the Select Board on the Pine Crest Board. Joel volunteered.

Resolution # 537-01122026

MOVE: Select Board Member Cynthia Freeman Cyr, seconded by Select Board Member Emery Cox and approved unanimously (7-0) the appointment of Joel Vail to the Pine Crest Corporation Board of Directors.

E. New Truck and Plow Purchase for the Public Works Department

Alsina said that the purchase of a new truck for Public Works Director Geoff Chambers was approved through the 2025-2026 budget. Geoff’s truck will be moved into rotation with the next truck that is scheduled to be discontinued. All bids met the requirements. Alsina said that we did not go with the local bid because it was slightly used, white, and did not include a toolbox, service contract or rear rack. It would be an additional \$10,000 to include those items putting the purchase overbid. The bids were out for approximately 1 month. The truck does not necessarily have to be driven to Augusta for service.

Resolution # 538-01122026

MOVE: Select Board Member Kevin Sargent, seconded by Select Board Member Joel Vail and approved unanimously (7-0) the purchase of the truck and plow combination from O’Connor Autopark for \$59,735.00.

F. Town Manager’s Report

Town Manager Alsina Brenenstuhl gave an update. On Sunday, Jan. 25th, 2026, the town will be hosting a Downtown Riverfront Design Open House between 1 and 3 pm in the meeting room to answer questions and provide input for the dam restoration project that will occur after the dam is removed. The previous work will be available to look at and there will be a few specialists available to speak with.

Cindy is worried about the short notice before the event and that individuals aren't engaged with the project anymore. Alsina doesn't necessarily want the meeting to focus on the dam removal.

Alsina also provided information on this year's budget. The town is trying out a new schedule this year with a one-day budget workshop instead of multiple meetings. The tentative timeframe is from 9 to 3 with a lunch break. Alsina is providing the lunch.

Previously, Emery had felt like the budget meetings had been rushed. He felt like this schedule might feel less rushed. Alsina explained why it might feel less rushed overall. Joel said that breaking it out by the non-negotiables will help. The committees will also be meeting with their department heads.

Cindy is worried about things getting lost. Alsina has said that last year's members of the Budgetary Advisory Committee have all signed on again with the exception of one person she is waiting to hear back from.

Alsina also thanked the residents who have complimented the town on the roadways for how they were cleaned after weather events. She received one comment from a resident who stated that the town's roads were better than MDOT's.

She also stated that there are RFP's (requests for proposals) currently out for the demolition of 130 Grove St. and 56 Dwelley Ave. Jan. 31st, 2026 is the deadline to submit a proposal.

Also, residents can get free sand from the town for their ice.

X. CORRESPONDENCE

- R.S.U. #68 – Board of Directors Meeting Agenda for Tuesday, January 6, 2026

XI. OPEN SESSION/CLOSING REMARKS

Kevin is going to send out an email about the proposed newsletter.

XII. EXECUTIVE SESSION

XIII. ADJOURN

Resolution #539-01122026

MOVE: Select Board Member Cynthia Freeman Cyr, seconded by Select Board Member Joel Vail and approved unanimously (7-0) to adjourn the meeting at 8:06 pm.

***SELECT BOARD
TOWN OF DOVER-FOXCROFT
MONDAY, JANUARY 12, 2026 - 6:30 PM
MEETING ROOM
MINUTES***

***Respectfully submitted,
Town of Dover-Foxcroft Select Board***

Kevin Sargent

Stephen Grammont, Chair

Jane Conroy, Vice Chair

Emery Cox

Cynthia Freeman Cyr

Tracy Redmond

Joel B. Vail