I. OPEN MEETING
A. Opening Ceremonies
Chairman Edgerly opened the meeting at 6:35 PM.

B. Roll Call
Also present: Town Manager, Jack Clukey, and Lisa Ronco, Clerk/Recorder.

II. CONSENT AGENDA
A. Treasurer Warrants
   1. Trust Funds Warrant #85 py
   2. Administrative Warrant #86, #89 py
   3. Payroll Warrant #87 py, #1
   4. Wastewater Warrant #88 py
   5. Gen Fund/WW Checking Acct Warrant #M-04-20

Resolution #004-0722020
MOTION: Freeman Cyr, seconded: Conroy, and voted unanimously (7-0) to approve the Consent Agenda. Motion passed.

III. APPROVAL OF MINUTES
Board of Selectmen Meeting – June 22, 2020
Resolution #005-0722020
MOTION: Freeman Cyr, seconded: Conroy, and voted unanimously (7-0) to approve the minutes of the Regular Board of Selectmen Meeting of June 22, 2020. Motion passed.

IV. QUITCLAIM DEEDS

V. BOARD OF ASSESSORS/MUNICIPAL OFFICERS

VI. OPEN SESSION
A. Public Hearing – Abandoned Property – 367 East Dover Road
Chairman Edgerly opened the hearing at 6:40 PM. Town Manager, Jack Clukey introduced Attorney Jon Pottle who was present to provide legal counsel on actions to be taken on the property at 367 East Dover Road, an abandoned property that has been in violation of the Property Maintenance Ordinance for failure to remove garbage, junk, and refuse from the property.

Brian Gaudet, Code Enforcement Officer said that he first received a complaint about poor conditions of the property from abutters in October of 2019 and that after winter, he received
more complaints. He said that he has sent certified letters to the property owner and has received no reply. He shared a timeline of steps taken to deal with the ongoing and current violations of waste disposal at the property beginning from October 14, 2019 through July 7, 2020. He said that he has worked with Police Chief Ryan Reardon through the entire timeline regarding summoning the property owner and that Chief Reardon was also unable to make contact with the property owner. He also noted that taxes are delinquent on the property.

Attorney Jon Pottle said there are a variety of options in dealing with issues such as this and that violations exist whether the property is occupied or not. He said there is the option of a court order to address the condition of the property, but the process is time consuming and costly.

He said another option available is to issue an Order and Notice to Correct (30-A M.R.S. Section 3106-B) and that by this Statute, the town has the municipal authority to take action to correct the defect as long as the property is abandoned and the defects contribute to blight. He said that once an Order and Notice to Correct is issued, the property owner has 30 days to take corrective measures and if the owner fails to do so, the town can take corrective measures to address the violations and can recover costs from the property owner by levying a supplemental tax against the property.

The Select Board discussed and considered the Order and Notice to Correct Option recommended by Attorney Pottle.

Chief Reardon said that since there has been no activity at the property for some time, he does not believe that there will be a reply from the property owner and believes there is no intent to occupy on behalf of the property owner.

The hearing was closed at 6:54 PM.

B. Open Session – Public
Ben Richmond, Election Clerk for the Town, was present to discuss ideas looking forward to the general election in the hopes of alleviating pressures of in person voting due to Covid 19. He said he expects a higher participation in absentee voting and brought forth recommendations for the upcoming general election.

Mr. Richmond proposed that the town should mail all registered voters an application to apply for an absentee ballot in order to eliminate a step in the process.

Mr. Richmond also proposed that the town should follow the example of the nearby Towns of Milo and Guilford and provide postage for the return of absentee ballots thereby removing the obstacle of the voter having to determine postage and allowing for ballots to be returned in a timely manner.

He said these types of actions can hopefully result in more people taking an interest in voting.

Selectman Conroy asked if these suggestions could be referred to a committee.

Town Manager Clukey said it is a good time to start thinking ahead to November and that Mr. Richmond’s suggestions will be brought to the administrative committee.
C. Open Session – Board of Selectmen
Selectman Thomas said that he was speaking with Bobbie Nickerson who was recently a write-in candidate at the municipal election and they discussed issues of concern that are not being addressed such as downtown beautification/revitalization. He said that at a recent meeting, the Board discussed the Athens Pizza building and it’s deteriorating condition. He asked if there was a way to communicate with the bank to see if there is a way to improve the property.

The Town Manager said that he is having difficulty reaching a bank representative in person regarding the property and feels that it is due to the property’s ownership status. He also said that it may be something to speak about with Attorney Pottle.

Vice Chairman Freeman Cyr said that the Athens building needs to be addressed not only because of its appearance but because it is in a historic area.

Selectman Thomas said that Ms. Nickerson’s concerns are for downtown improvement and asked if there was a downtown committee and said that Bobbie Nickerson should be invited to become a member.

The Town Manager said that there is a downtown committee that has not been active but could certainly begin meeting again.

Selectman Grammont said that with the recent MDOT improvements, it would be a good time to get the committee working again.

Selectman Taylor asked about going back to in person meetings.

The Town Manager said that it would be easier to social distance in the gym and that the discussions on how to hold the meetings have been on a month to month basis.

Selectman Thomas expressed concern for a business in town that has not been adhering to the Governor’s orders on COVID 19 precautions.

Chief Reardon said that he hasn’t been receiving complaints which usually come from the State Liquor Enforcement Agency, and that it is difficult to be pro-business and pro-enforcement, but he would be happy to speak with anyone concerned.

Vice Chairman Freeman Cyr said businesses should take the precautions seriously and not put their business licenses in jeopardy.

The Board discussed bringing in the downtown committee for a meeting and possibly including the promotion and development committee.

D. Adjustments to the Agenda
    Added: New Business - L. August Meeting

VII. COMMITTEE REPORTS
VIII. UNFINISHED BUSINESS
IX. NEW BUSINESS
A. Spruce Mill Farm Liquor License Renewal Application
   Resolution #006-072020
   MOTION: D’Agostino, seconded: Conroy, and voted unanimously (7-0) to approve the
   liquor license renewal application submitted by Dustin and Natasha Colbry for Spruce
   Mill Farm, 920 West Main Street, Dover-Foxcroft. Motion passed.

B. Abandoned Property– 367 East Dover Road
   Resolution #007-072020
   MOTION: Thomas, seconded: Taylor, and voted unanimously (7-0) to sign the Order
   and Notice to Correct on Abandoned Property per 30-A MRSA Section 3106-B for
   property located at 367 East Dover Road, Dover-Foxcroft, ME 04426 as written. Motion
   passed.

C. Fiscal Year Tax Commitment 2020-2021
   The Board received the tax commitment forms for the Fiscal Year 2020-2021 with the
   proposed mil rate at 21.4 compared with 21.5 last year for a decrease of .1 mil or .5%, and
   the combination of increased valuation and homestead exemption reimbursement bringing
   the rate down slightly. Also, the town valuation at $304,412,800 compared with
   $301,948,400 last year, a difference of $2,464,400.

   Resolution #008-072020
   MOTION: Thomas, seconded: Conroy, and voted unanimously (7-0) to set the due dates
   for real estate taxes for Fiscal Year 2020-2021 as September 25, 2020 and February 26,
   2021,

   to sign the Assessor’s Certification of Assessment for Fiscal Year 2020-2021,

   to sign the Municipal Tax Assessment Warrant for Fiscal Year 2020-2021.,

   to sign the Certificate of Commitment for Fiscal Year 2020-2021.,

   to sign the Certification of Assessment to be returned to the Municipal Treasurer for
   Fiscal Year 2020-2021, and

   to sign the Warrant for Completion of Collection for 2020-2021.

   Motion passed.

D. Sewer Billing 1st Quarter 2021
   Resolution #009-072020
   MOTION: D’Agostino, seconded: Thomas, and voted unanimously (7-0) to approve the
   first quarter 2021 sewer billing for the period of April 1, 2020 through June 30, 2020. Motion passed.
E. Snowplow Contract 2021 – 2023
Resolution #010-072020
MOTION: D’Agostino, seconded: Thomas, and voted unanimously (7-0) to renew the Snowplow Contract with Dean Rideout for a term of 2021-2023. Motion passed.
F. Tax Acquired Property – Request for Bids
Town Manager Clukey referred to a list of properties that the town has acquired due to non-payment of taxes with no repurchase pending or other resolution in place to satisfy the taxes owed on the properties and proposed to go out to public bid. He said that former owners and abutters would be notified and there would be a public notice. He explained that the process would require a bid amount with a narrative on the intended use of the property that can be used in the decision to award a bid and that the Board will reserve the right to reject any or all bids.
Resolution #011-072020
MOTION: Freeman Cyr, seconded: Taylor, and voted unanimously (7-0) to advertise the proposed tax acquired properties for public bid: Shaw Road – land, 1.55 acres (Map 001 Lot 016-002), Off Dexter Road/Coombs Road – land, 4 acres (Map 004, Lot 049-001), Board Eddy Road – land, 9 acres (Map 005, Lot 029A), Merrills Mills Road – land, .49 acre (Map 002, Lot 023), 363 East Dover Road – bldg/land, .71 acre (Map 043, Lot 025), Off Mayo Street – land, .12 acre (Map 040, Lot 208), Kerri Drive – land, 26.6 acres (Map 013, Lot 070D), 135 Kerrie Drive – bldg/land, 52.4 acres (Map 013- Lot 058), 220 East Main Street – land, .28 acre (Map 041, Lot 001. Motion passed.

G. Electronic Sign
The Town Manager said that the town included funding in its grant application proposal for an electronic sign to provide for Covid public awareness. The Board reviewed and discussed the proposed sign and discussed the cost ($25,000) as well as whether or not the sign meets the requirements of the town’s electronic sign ordinance. The Town Manager said that if the design is approved by the Board, he would move forward in meeting with the planning board for a sign permit. Vice Chairman Freeman Cyr and Selectman D’Agostino expressed concern that the sign might be in violation with the town’s ordinance and that although there are other similar signs in close proximity; it was deemed that those signs were in violation of the town’s sign ordinance.
Resolution #012-072020
MOTION: Freeman Cyr, seconded: Conroy, and (5-2) to approve the design for an electronic sign and bring forward a permit application to the planning board.
Nay: Freeman Cyr, D’Agostino. Motion passed.

H. COVID Committee
The Town Manager said that since the town has been awarded a Keep Maine Healthy Grant for COVID Awareness and reducing the risk of spread, he would like to have a committee to discuss the grant and other Covid related issues that arise. He said that an existing committee could be assigned or a new committee could be formed. The Board discussed whether other COVID committees in the community could be incorporated with the town’s committee. The Town Manager said that the town’s Covid committee would be dealing with issues specific to the municipality but that any member of the community could attend. It was the consensus of the Board that the protection committee could serve in this capacity.
Resolution #013-072020
MOTION: D’Agostino, seconded: Thomas, and voted unanimously (7-0) to appoint the protection committee to serve as the committee to address Covid related issues. Motion passed.

I. Maine Municipal Association Legislative Policy Committee
The Town Manager said that he has been serving as a member of the Legislative Policy Committee and would be willing and happy to continue.

Resolution #014-072020
MOTION: Freeman Cyr, seconded: D’Agostino, and voted unanimously (7-0) to vote for Jack Clukey as a write in candidate to serve on the Maine Municipal Association Legislative Policy Committee for the term of July 1, 2020 through June 30, 2022. Motion passed.

J. MTCMA Ambassador Program
The Town Manager said that the Maine Town City and County Management Association has a program where it tries to have an MTCMA member serve as an ambassador for each County and that this candidate serves as a resource to other communities’ managers on issues they may be dealing with. He said he has been asked to consider becoming an ambassador for Piscataquis County.

Resolution #015-072020
MOTION: Freeman Cyr, seconded: Conroy, and voted unanimously (7-0) to authorize a letter of support for Town Manager, Jack Clukey’s participation in the MTCMA Ambassador Program. Motion passed.

K. Order of Municipal Officers
Resolution #016-072020
MOTION: D’Agostino, seconded: Conroy, and voted unanimously (7-0)

1. Payments applied to oldest taxes due/Payments Applied to Outstanding Taxes 2020-2021 that In Accordance with MRSA Title 36, Subsection 905, the Board of Selectmen authorizes the Town Treasurer to withhold money due to a taxpayer from the Town if that taxpayer owes past due taxes. This money to be applied toward the oldest taxes due plus lien cost and interest. The Treasurer will give a copy of the receipt to the taxpayer. And;

Upon request of the Tax Collector and Treasurer of said Town, hereby authorize and direct said Tax Collector and Treasurer, pursuant to Title 36, Maine Revised Statutes Annotated, Section 906, to apply any tax payment received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer,

2. Interest Rate on Past Due Taxes and Sewer Charges 2020-2021 to set the interest rate on past due taxes and sewer charges for 2020-2021 at 8% annually,
3. Interest Rate on Abated Taxes 2020-2021
   to set the interest rate on abated taxes for 2020-2021 at 4% annually,

4. Prepayment of Taxes 2020-2021
   to authorize the tax collector or treasurer to accept prepayments of taxes not yet committed
   pursuant to 36 M.R.S.A. 506,

5. Sewer Assessment Due Dates 2020-2021
   to establish the sewer assessment due dates for January 29, 2021 for quarters
   ending June 30, 2020 and September 30, 2020 and establish June 30, 2021 for quarters
   ending December 31, 2020 and March 31, 2021, and

6. Sewer Rate Schedule 2020-2021
   to set the sewer rate schedule for FY 20-21 as follows: Base rate - $89.65 for 0 cf – 1200
   cf; $9.37 per 100 cf in excess of 1200 cf.

Motion passed.

L. August Meeting
   Resolution #017-072020
   MOTION: D’Agostino, seconded: Conroy, to hold the August meeting in the municipal
gym.

   The Board discussed whether it would be safe to hold the meeting in the gym. They also
   considered whether to hold the meeting in the meeting room and discussed safety measures
   due to COVID. It was agreed that some protocols for in person Select Board meetings
   should be drafted and presented at the next meeting.

   Motion withdrawn by D’Agostino.

M. Town Manager’s Report
   Town Manager, Jack Clukey reported the following:

   Paving is scheduled to begin again later this week. The Route 7 culvert replacement project
   was recently delayed, but new information indicates that it may begin as early as next week
   with the closure of Route 7.

   The July, 2020 MRC Newsletter is enclosed in Correspondence.

   The election results from the July 14th State of Maine and Municipal Election are enclosed.
   Voter turnout was 1076, or 38% of our total active voters. 549 of the total voters were by
   absentee ballot, 51% of the day’s turnout or 19% of total active voters.

X. CORRESPONDENCE
   -July 14, 2020 State of Maine Primary/Spec Referendum and Municipal Election Results
   -MRC Newsletter, July 2020
   -RSU No. 68 Board of Directors Meeting Minutes, 062320
XI. CLOSING REMARKS (Open Session if necessary and time permitting.)

XII. EXECUTIVE SESSION

XIII. ADJOURN
Resolution #018-072020
MOTION: Conroy, seconded: D’Agostino, and voted unanimously (7-0) to adjourn at 8:12 PM. Motion passed.

Respectfully submitted,
Town of Dover-Foxcroft Board of Selectmen

_________________________  ________________________
Elwood E. Edgerly, Chairman       Jane K. Conroy

_________________________  ________________________
Cynthia Freeman Cyr, Vice Chairman  Gail D’Agostino

_________________________  ________________________
Stephen G. Grammont             Scott A. Taylor

_________________________
W. Ernie Thomas