

**MEETING MINUTES  
TOWN OF ST. ALBANS  
SELECTMEN'S MEETING  
MONDAY, APRIL 12, 2021  
6:00 P.M.**

Roster:        Todd Brown, Chairman  
                  Peter Denbow, Selectman  
                  Hiram Weymouth, Vice Chairman  
                  Richard Fisher, Town Manager

Chairman Brown called the meeting to order at 6:03 p.m.

The Pledge of Allegiance was recited.

Todd Brown motioned to approve and sign the minutes of the Regular Selectmen's Meeting held on Monday, March 22, 2021. Seconded by Peter Denbow. Vote: 2-0-1 Hiram Weymouth abstained

Old Business

Webb Ridge Road Temporary Bridge Proposal - Discussion

Manager Fisher read the attorney's email correspondence which stated that the agreement places "significant liability on the town, including all costs to design, engineer, build and remove the bridge; maintain, repair, and plow it; as well as liability related to any damage to the existing bridge." She also noted that "the town is liable for any claims of negligence related to the construction or repair of the bridge – it would not be covered by the Tort Claims Act." Her recommendation was the Town put out an RFP for the project using a model contract that would be an important tool in protecting the town, and the RFP would provide a full understanding of the cost prior to a Town Vote.

There was a general discussion that focused on a section of the proposed contract concerning responsibility for the existing bridge. There was a suggestion that Manager Fisher push back on this section with Maine DOT. Mr. Seth Snowman reminded the Selectmen that his sources at Timberland construction did not expect the total cost to exceed \$150,000 but he did not know how long they could hold the price. Manager Fisher asked if that estimate would be in writing, even if only for a grant application- that he expected the project would be bid out. Mr. Snowman replied, no, that may place them at a disadvantage in the bidding process. The Selectmen agreed that the town should follow our attorney's advice and put out an RFP for the project and bring the final numbers to the citizens for their review at a Special Citizens meeting at a future date and time to be determined.

Pond Road Extension - Discussion

Manager Fisher stated he spoke with our attorney, Mary E. Costigan from Bernstein/Shur in Portland, Maine whose main concern is the ownership of the road. It is her opinion that ownership of the right of way must first be confirmed. There was a short discussion on the takeover of the road. The owners who requested the takeover were not present. Manager Fisher was asked to look into the ownership question. There was a short discussion on the general condition of the road. The Road Commissioner expressed concern about the lack of filter fabric, no ditching, and the pulling down of the embankment onto the road to make repairs.

Fire Station Update – Fire Chief Jamie Crocker advised the Selectmen on the oxygen tanks. The company that manufactured the tanks is no longer in business and the units will expire at the end of this year. This is a major problem as the cost is very high and not budgeted for this year. Chief Crocker had two estimates:

- |                           |          |               |             |           |
|---------------------------|----------|---------------|-------------|-----------|
| 1. NE Emergency Apparatus | 10 Units | w. 20 bottles | Net Package | \$ 68,550 |
| 2. Fire Tech & Safety     | 10 Units | w/ 10 bottles | Net Package | \$ 67,620 |

In addition, Manager Fisher suggested they may need additional turnout gear for new members. Chief Crocker said the total of the gear needed and the tanks and Oxygen Units= \$111,000. The Board discussed that option of asking the citizens at a special citizens meeting for approval to transfer \$111,000 from Fire Hall Reserve to Fire Hall Equipment Account. The understanding is the next fiscal year monies will have to be transferred back into the Fire Hall Fund to reimburse the fund next year for the withdrawal this year. Motion by Todd Brown, Seconded by Peter Denbow to hold a citizens meeting to review the proposal and that the warrant must include the restoration of the fund in the next fiscal year. Vote 3-0: All in Favor.

Update on Lien Notices

Manager Fisher notified the Selectmen that the Lien Notices will be mailed on April 28<sup>th</sup>., 2021 and due on May 28<sup>th</sup>. Liens will be filed on Friday, June 4th

2020 Completed Audit Letter

In an email exchange with our Auditor, Manager Fisher explained that the town has already made corrections to the Certificates of Deposit and are now using TRIO to track the interest accordingly.

New Business

Recreation- Manager Fisher updated the Board on the current status of the Baseball field, shed, electric, and other needed improvements. The bank account has been opened and coded properly in TRIO.

Contingency Expense—Fire Station/Security Improvements- Manager Fisher requested the Board approve using contingency funds for the security improvements for the Fire Department and Town Hall. These improvements are needed to stop stealing from the buildings. Todd Brown motioned to allow contingency funds to be used for security improvements at town buildings. The amount to be appropriated is \$3,985.60. Seconded by Hiram Weymouth. All in Favor

Grants- Federal Monies- Manager Fisher informed the Board that he was applying for grants for the fire station and for ADA accessibility for the Town Hall Office.

Approve Advertisement for Bids for Paving Pond Rd. – Manager Fisher requested the Board approve the advertisement of bids for the paving of .83 miles of Ponds Rd Motion by Todd Brown, Seconded by Peter Denbow All in Favor: 3-0

Approve Address for Gordon’s Grog Brewery at 330 Todds Corner Rd - Motion by Peter Denbow, Seconded by Todd Brown to approve changing a private driveway to Grog Lane. The brewery will receive the address 16 Grog Lane and the house will be addressed as 17 Grog Lane. All in Favor 3-0

The Treasurer’s Report for March was attached to the Selectmen’s packets. Manager Fisher reported that we exceeded our budget estimate for excise taxes in the first quarter \$97,000 actual to \$90,000 budget,’

Motion by Todd Brown, Seconded by Hiram Weymouth to go into executive session as per 1 M RSA 405 (6)(A) for personnel matter concerning road worker position at 7:25P.M.All in Favor 3-0 Motion to leave the Executive Session and return to the meeting by Todd Brown, Seconded by Peter Denbow. All in Favor 3-0.

Road Commissioner Bruce Hewins notified Mr. Jamie Crocker (who was present at the meeting) that Jamie was being hired as a road laborer at \$16.50 per hour full time with the expectation that within 6-8 months he will be trained to take the test for his Class B minimum CDL license. Mr. Crocker will be on probation the first 6 months and will be eligible to receive Health benefits after 30 days.

### Reports

Fire Department report hand delivered their monthly report to the Selectmen and that report is attached to the minutes.

Road Commissioner Bruce Hewins reported that the roads are in fair to good condition. Many of the roads are beginning to dry out.

Selectmen Report – Hiram Weymouth reported on the County Budget. Their current proposal has an overall increase of between .5 and .7 percent. Manager Fisher pointed out that their written budget shows St Albans with a slight reduction in our commitment to the County budget.

Todd Brown notified the Board that there may be two meetings of First Park, on April 21, 2021 and another on April 28, 2021 which will be the parking lot annual meeting.

### Manager's Report

Town Manager Fisher reported he posted the Budget Meeting Notice for First Park. The costs to St Albans will be \$9,894 and that that our dividend will be equal to our investment. There was a short discussion on this matter.

Manager Fisher reported that he uncovered Winter Road Closure information and that the closures expired at the end of 2020. It will be necessary to hold a public meeting to close these roads to winter maintenance. Manager Fisher informed the Board he will research the requirements to see if there is a citizen approval requirement. There was a general discussion about the road abandonment versus no winter maintenance. The matter is tabled while more research is required to develop a plan.

Motion by Todd Brown to adjourn the meeting. Seconded by Hiram Weymouth. All in Favor: 3-0

The meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Richard Fisher  
Town Manager

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Todd Brown, Chairman

Hiram Weymouth, Vice Chair

Peter Denbow, Selectman

Date Approved: 4/26/2021