

Town Council Meeting
12/3/2024

Open Town Council Meeting: Council Chair Mark Ketch opened the Town Council Meeting, attended by all Council members, Town Manager Melissa Doane, and Fire Chief Eric Gifford.

Review of Minutes: Councilor Wade made a motion to accept the minutes from November 19, 2024, seconded by Councilor Lugdon, vote 4/0 (Councilor Ketch was absent)

Citizens Request: None

Managers' Report: Melissa stated that the Town Line signs have been installed. She noted that Kevin Geroux, owner of Modern Decorators, did the painting free of charge, and John Milligan Sr, owner of SAGA Construction, donated his time to install them. Melissa presented thank you cards to be sent to both.

Melissa provided a memo to the Town Council that outlined her plan for a change in the website provider. For the last 3 or 4 years, she and April have been updating the website using WordPress. The last few updates to the templates that were needed were not able to get it completed. Melissa has been emailing the host DreamHost and WordPress without success. She spoke with a Maine-based vendor, TownCloud, at the MMA Convention about their services. She has the funds in the budget to make the change; however, she wanted to inform the Town Council and provide the budgeted amounts expected in future years. The new website host for this year would cost \$1030.00 and \$2000.00 for the following year. That amount would cover a 3-year contract, and budgeting moving forward would be \$1680.00 for FY 26-27 and \$1680.00 for FY 27-28. The current cost for the website is \$881.87. However, the updates and upgrades are getting more difficult for her or April. In addition, in April of 2027, local governments with populations of less than 50,000 must have both municipal websites and ADA-compliant applications. The service offered by TownCloud provides this compliance. Councilor Hatch asked if Melissa had contacted other towns that use the service. She stated she had spoken to Solon, who just completed the transfer; they had no issue and are finding the website easy to use. Melissa added that her only concern is that each of the websites that TownCloud maintains looks similar. She addressed that concern, and they believe they can assist with getting the desired look. Councilor Clemons asked for clarification regarding the budget amounts as the increase in 25-26 increases than in 26-27 decreases. Melissa explained that the amount paid in this current year and 25-26 will be for a three-year contract. The amount budgeted for 26-27 will not be spent until 27-28 as those two years will create a reserve for another 3-year contract. Councilor Wade asked for clarification on the mobile application; Melissa stated that the website needs to be able to be used on a mobile device.

Melissa will mail the 2022 Automatic Foreclosure on Friday, December 7. She needs the Town Council's authorization to issue a check without a warrant signature to cover the cost of the mailings. Councilor Lugdon motioned to approve the issuance of the check, seconded by Councilor Wade, vote 5/0. Councilor Ketch asked how many accounts were affected; Melissa believed there were 9. She noted that the mailings are sent to the property owners and others interested in the property, such as mortgage and lien holders. Councilor Ketch acknowledged that the notices typically prompt payment.

Melissa agreed, noting that the Coulter property was still on the books as the Town Council had made no decision. However, she was hopeful the other delinquent taxpayers would make payment in full to avoid foreclosure.

Melissa has completed the rough draft of the grant for the ballfield development. The grant is through Maine Community Resiliency; she has a meeting scheduled on Friday with Eastern Maine Development Corporation to review the application before submitting it. The grant, if awarded, would be for \$75,000.

New Business: Councilor Ketch asked if there were any issues with the plowing from the first storm. Melissa stated she had received no complaints.

Unfinished Business: Melissa stated that she supplied the Town Council with a copy of the Ordinance to Restrict Winter Parking. As the ordinance reads, a vehicle cannot hinder or interfere with plowing or snow removal at any time. Councilor Wade stated that the website needs to be updated as the date listed for the ordinance is December 1. Councilor Clemons noted that two grammatical corrections were required in the ordinance. Melissa stated she would update the website and the ordinance, noting that a public hearing would be needed to make the change, which can be done at the next meeting.

Melissa also stated that she had contacted Adult Protective Services regarding the residents of 5 Cram Street. She has tried to communicate with them regarding the necessary clean-up and has not been successful. She believes the residents need outside help and hopes they will be receptive. The agency was sending someone to visit with them this week. If Melissa or Dean is not successful in getting the resident to clean up the visible household trash, the Town Council will have to decide how to move forward. Councilor Ketch asked if there had been any consideration to condemn the home. Melissa stated that Town would likely have to go before a judge as the condemnation would make them homeless. Melissa noted that it is like the action the Town is taking regarding 114 Cram Street. Councilor Ketch asked what the desired outcome would be if the Town were allowed to condemn 114 Cram Street. Melissa stated that she had requested the town receive the property to redeem the amount spent on legal fees, and the property would be cleaned up. In addition, she noted that Mr. Wing had been appointed an attorney and that the attorney was attempting to get Mr. Wing appointed State of Maine guardianship so he would be required to get the help he needed.

Municipal Warrants: Councilor Ketch motioned to accept the municipal warrants as presented, seconded by Councilor Lugdon, vote 5/0.

Next Meeting: The next meeting was set for December 17, 2024

Adjourn: Councilor Ketch motioned to adjourn, seconded by Councilor Clemons, vote 5/0.