

# Town of Eustis Select Board Meeting Minutes

## Tuesday March 19, 2024, 6pm Town Office 88 Main Street

Attending:

**Municipal Officers:** Stephen St. Jean, Justin Wyman, Jeffrey Lecander, Linda Marzelli, & Carol Sherrier.

**Municipal Staff:** Rachel Williams, Bettina O'Donnell, Anthony Lojas, Peter Farnsworth, Kirk Williams,

**Public:** Bryan Libold, Lori LeMont

Steve called the meeting to order and welcomed those in attendance.

Justin made a motion to approve the minutes as written from the March 5, 2024, meeting, Carol 2<sup>nd</sup> Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously.

### Old Business:

With the problems with cleaning, putting things away, and use of the building, Rachel was asked to put together a new Community Building Agreement and had emailed it to the board prior to the meeting. Steve made a motion to accept the New Community Building Agreement presented to the board as written. Justin 2<sup>nd</sup> Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously.

Sprague had called Steve with an update on what the plans are for the day of the eclipse for the Fire Dept and for the schools. Barry London Superintendent of Eustis School said that Eustis School Dept will have a half day of school and be dismissed at 11:30am to get them home before the totality if the eclipse. Tim Richards, the principal of Mt. Abram High School will ask the board on Thursday March 21, 2024, to allow them to have early dismissal as well. Sprague will notify the board once he knows.

Rachel asked that the Town Office close at 12pm on Monday April 8, 2024, to allow us to get home before the eclipse happens with the possibility of lots of traffic and people. Steve made a motion to close the Town Office at 12pm on Monday 4/8/2024 Justin 2<sup>nd</sup> Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously.

Steve made a motion to not have the Summer Rec Program this year, Justin 2<sup>nd</sup> Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously.

The last few years the town has run into troubles hiring a Rec Director and employees for the Summer Youth Program the Select Board has decided to investigate a more permanent solution to this problem by looking into having a year-round Recreational Director Position that would help with many recreation aspects of the town. Each Board member should think about what they want this position to look like and have for job duties. It will be discussed at the next Board meeting. Steve made a motion to pursue looking into

Peter presented Bids to the Board for the food pantry expansion. After going over the attached sheet Justin made a motion to use New Solutions for Construction of the expansion, and to give Peter the ability to make electrical decisions if needed for the construction Steve 2<sup>nd</sup> Steve made a motion to not have the Summer Rec Program this year, Justin 2<sup>nd</sup> Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously. Wendy's Boutique shed will be delivered on or around May 3<sup>rd</sup>. Steve walked around the Town Office with Peter Farnsworth to see where the best fit for this free clothing shed would be. Steve made a motion that the shed be placed over in the corner of the community building parking lot/ land on the church side, Justin 2<sup>nd</sup> Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously.

### **New Business:**

Rachel asked the board to review the Employee portion of the personnel policy. There is no policy for Maternity leave currently and the board was asked if they would like to make one specifically for that. After reviewing the New Paid family and Medical Leave Act that will start 2025-2026 The board does not feel they need to make a change for maternity leave. They discussed going on a case-to-case basis and amending again in 2026 when people can start taking Paid Family and Medical Leave. Steve made a motion to amend the Personnel Policy Section 10.5 to include board will discuss on a case-by-case basis. Justin 2<sup>nd</sup> Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously.

DEP came and inspected the Landfill site that the town used to use for the Landfill "Dump". The landfill was closed in 1990. The town was unaware they needed to keep the area mowed and cleared to have no grass or trees growing through the cap. DEP has failed to come check or notify us that we needed to maintain this. We do need to ask if we are allowed to go back to that property and maintain it since it is on the Bigelow Preserve. Nicolas Mayhew will contact someone for the preserve and get back to us.

Rachel Presented a list of Names of People who are interested in Being on the Family Fun Days Committee. Rachel Will have appointments letter for the Following People, Amy Richard, Melinda Latendresse, Rebecca Hazelton, Adam Menard, & Esther Winslow.

Kirk asked the board if we could consider hiring another person for Public Works. Going into the summer months, if we had an employee who had to be covered either in Public Works or at the Transfer Station, we would not have the coverage needed. We will advertise for a Part time Public Works employee.

Rachel presented a list of Democrats and Republicans for nominations for Ballot Clerks. Steve made a motion to Nominate the following people for Ballot Clerks, Democrat- Nathan Marvin, Karen Seile, Lisa Damian Marvin, Alice Totman, Ann McKee, Joan Miles and Republicans Patricia Simpson, Lynne Pease, Elaine Vajentic, Deb Wilber, and

Rebecca Hazelton. Steve made a motion to nominate the attached names for Ballot Clerks for 2024-2026, Jeff 2<sup>nd</sup>, Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously.

Tony had a gate at the transfer station that was in immediate repair, and he called Scott Fotter and had him come weld the gate. Tony asked Scott Fotter for a quote to repair all the gates that he planned to repair last year. Tony is looking into buildings to make sure we are up to code for waste oil storage. We are working with AVCOG for a grant for this building.

FEMA reached out with a donation of cots and blankets if we need them for emergency shelter situations. Rachel will send the form back accepting the cots.

**Select Board Updates:** Steve spoke to Bary London Superintendent of Eustis School and there will be no budget increase again this year in the school budget.

It's time to update our insurance with replacement cost for our buildings and contents. Our values were way off. Rachel and Peter did math and came up with new values to report and shared them with the board. These numbers will be sent to MMA with the renewal.

The report is in from our MMA Insurance inspection and Rachel will go through and check that all the work has been corrected.

**Admin Assistant Updates:** Elaine Vajentic gave her notice for cleaning the Town Office and the Community Building. The town will look for someone to clean.

**Public Comment:** Lori LeMont spoke about attendance at the Planning Board meeting. The board was not able to conduct business this month because they did not have a quorum. Steve suggested to change the by-laws to state that if you do not attend maybe 3 meetings that you will no longer be on the board. The board would then move to fill the position.

The board signed all town and water Department warrants.

Steve made a motion to adjourn the meeting Justin 2<sup>nd</sup> Steve, Justin, Jeff, Linda, & Carol in favor. Motion passed unanimously.

This meeting was recorded.

A true attested copy: *Rachel Williams*