

**TOWN OF JACKMAN
PUBLIC HEARING @ 6:00 PM &
BOARD OF ASSESSORS & SELECTMEN'S
REGULAR MEETING IMMEDIATELY AFTER PUBLIC HEARING
MINUTES
APRIL 11, 2019**

PUBLIC HEARING: Jackman Hotel Special Amusement Permit

1. Call Public Hearing to Order at: **6:00 pm**
2. Jackman Hotel Special Amusement Permit Renewal:
Discussion: **NONE**
3. Motion to Adjourn the Public Hearing at: **6:01 pm**

Seconded by: *Alan Duplessis*

Vote: *All in Favor*

Open Assessors & Board of Selectmen's Meeting: Jayme French opens meeting at 6:02 pm (Pledge of Allegiance)

- a. Selectmen Present: *Jayme French, Alan Duplessis, Benedict Cozzi, Scott Smith, C. Charles Lumbert*
- b. Employees Present: *Victoria Forkus, Heidi Dionne*
- c. Others Present: *Pastor Bowman, Tasha Raymond (Central Maine Power), Harald Moore, Michelle Newman, Meg Welch, Edmond Lemaire, Mike Mitchell (CEO-Crisis Counselling Center)*

➤ **Item 1. Open Session:** Limited to 2 minutes – Extension per Chairman

- **Michelle Newman expressed the following concerns:**
 - **Building Permit Ordinance (Warrant Article 41 at Town Meeting).** She felt there was lack of communication between the town and residents on this. She feels the town needs to better communicate what they are doing.
 - **Feels the town needs to get the Town Report's out to people.** (Currently we post when the books are available for pickup at the office. Books are normally ready a week to week and a half prior to Town Meeting.)
 - **Michelle wanted it noted that the Budget Committee did not vote on Warrant Articles 21 & 22, Fire Department & Rescue Department respectfully.** These are Interlocal Budgets and are not presented to the Budget Committee.
 - **She asked that the town not change the format of the Border Riders letter that is submitted for the Town Report.**
 - **Asked that the Board take a few minutes to review questions on budget if there is an error.** (There was a decimal point error on the Fire Dept. budget – This error did not transfer over the to Article that was voted on and voters were informed that the Article was correct before they voted on it.)

Jayme French suggested that maybe there is someone the town can get to assist us with better communication methods. (Currently we post at Mountain Country, Post Office, sign on Town Office, bulletin board in office lobby, email to the listing that the Chamber gave us and the town website.)

➤ **Item 2. Guest Speakers:**

• **Crisis and Counseling Center – Mike Mitchell**

- *Mr. Mitchell feels the remoteness of Jackman presents a unique situation as far as getting services to those that need it for both mental health and substance abuse. The use of TeleHealth is a good resource and providing training to someone who would be interested in living in Jackman could also be an option.*
- *Jayme French agreed that remoteness is an issue and that the Crisis Center should be in contact with PCHC as they have received grant funds which some may be used for researching how to get these services to residents in need.*
- *Mr. Mitchell said that 6 residents used their services for a total expense of \$6,000. He also said that they work with the schools. This should start at the Kindergarten level.*
- *Scott Smith asked what do people in Bingham do? Mike was not sure but would look into it.*
- *Scott also asked if there was a model already in use in schools.*
- *Pastor Bowman said that he has worked with 3 military individuals in the last 12 months.*
- *Jayme said that the town plans on holding a community event and that the Crisis Center should have a representative present during it.*
- *Meg Welch said that we can call the Help Line but then it is up to someone to drive the person to Skowhegan.*

• **Central Maine Power Representative – LED Street Light Program**

- *Tasha Raymond explained the process for changing out our current street lights over to LED lighting. There will be approximately a \$6,000 savings. The town will have to sign a new 15-year agreement with Central Maine Power. They are booked thru 2019 with other towns changing over their lighting. The town can decide how many lights they wish to have. The LED lights are full cut off lighting – prevents light pollution. There are 3 watt options: 19, 26 & 44.*
- *Meg Welch asked if lights could be changed after installation. Yes, but there would be a charge.*
- *CMP has installed the 26 watt across from the Town Office. They will install a 19 just south of the 26 watt and a 44 watt on the Attean Rd.*
- *Alan Duplessis asked if there was a map showing the road location of all the street lights that the town is currently paying for. Tasha said they have a map but it may not be what Alan is asking for. They do not name all their light locations by the name of the street the light is located on. She will send Victoria what she has.*

Motion to have Town Manager sign new 15-year agreement with Central Maine Power which includes the replacement of current lighting to LED lighting made by Charlie Lumbert

Seconded by Benedict Cozzi

Vote All in Favor

• **Jackman Utility District – Discuss Manholes on Spruce/Forest & Elm**

- *Edmond discussed the manholes that the Utility District cut out on Spruce/Forest/Elm & Mill streets that the town was planning on repairing. Now that the town will not be doing this project they can either leave as is or pave them back in. If left as it then they will need to fill with gravel as necessary.*
- *Board felt that that leaving them as is would not be a problem and that the Public Works Dept. will assist in keeping them maintained.*
-

➤ **Item 3. Election of Officers:**

Board of Assessor's – Nomination for Chairman

Motion to nominate **Jayme French**, made by **Charlie Lumbert**

Seconded by **Scott Smith**

Vote for **Jayme French** as Chairman

Vote **All in Favor**

Board of Assessor's – Nomination for Vice-Chairman

Motion to nominate **C. Charlies Lumbert**, made by **Scott Smith**

Seconded by **Alan Duplessis**

Vote for **C. Charlies Lumbert** as Chairman

Vote **All in Favor**

Secretary to Board of Assessor's

Motion to nominate **Heidi Dionne** and **Diane St. Hilaire** by **Benedict Cozzi**

Seconded by **Scott Smith**

Vote for **Heidi Dionne** and **Diane St. Hilaire** as Secretary

Vote **All in Favor**

Board of Selectmen – Nomination for Chairman

Motion to nominate **Jayme French**, made by **Charlie Lumbert**

Seconded by **Scott Smith**

Vote for **Jayme French** as Chairman

Vote **All in Favor**

Board of Selectmen – Nomination for Vice-Chairman

Motion to nominate **Scott Smith**, made by **Alan Duplessis**

Seconded by **Benedict Cozzi**

Vote for **Scott Smith** as Vice-Chairman

Vote **All in Favor**

Secretary to Board of Selectmen

Motion to nominate **Heidi Dionne** and **Diane St. Hilaire** by **Benedict Cozzi**

Seconded **Scott Smith**

Vote for **Heidi Dionne** and **Diane St. Hilaire** as Secretary

Vote **All in Favor**

SELECT BOARD:

➤ **Item 4. Appointment:**

Motion to Appoint Elvin Talpey as Deputy Fire Chief of the Jackman Moose River Fire Department made by **Scott Smith**

Seconded by **Charlie Lumbert** Vote **All in Favor**

➤ **Item 5. Liquor License Renewal Application – Jackman Hotel - Signatures**

Motion to approve Jackman Hotel Liquor License Renewal Application made by **Scott Smith**

Seconded by **Alan Duplessis** Vote **All in Favor**

➤ **Item 6. Special Amusement Permit Renewal – Jackman Hotel - Signatures**

Motion to approve Jackman Hotel Special Amusement Permit Renewal made by **Benedict Cozzi**

Seconded by **Alan Duplessis** Vote **All in Favor**

➤ **Item 7. Approval of Minutes: Signatures Needed**

Motion to approve minutes from **March 14, 2019** meeting made by **Alan Duplessis**

Seconded by **Benedict Cozzi** Vote **All in Favor**

➤ **Item 8. Accounts Payable Ordinance “Disbursement of State Fees” Annual Vote which allows Selectmen to adopt ordinance to disburse State fees with one signature**

It shall be the policy of the Jackman Board of Selectmen to authorize the Treasurer to Disburse State Fees with a Disbursement Warrant signed by one or more Municipal Officers.

Motion to approve the Disbursement of State Fees Ordinance, made by **Scott Smith**

Seconded by **Benedict Cozzi** Vote **All in Favor**

➤ **Item 9. Employee Wage Ordinance: “Disbursement of Employee Wages” Annual Vote which allows Selectmen to adopt ordinance to disburse Employee fees with one signature.**

It shall be the policy of the Jackman Board of Selectmen to authorize the Treasurer to disburse employee wages with a Disbursement Warrant signed by one or more Municipal Officers.

Motion to approve the Disbursement of Employee Wages, made by **Alan Duplessis**

Seconded by **Benedict Cozzi**

Vote **All in Favor**

➤ **Item 10. Financial Ordinance needs to be voted on annually**

The ordinance states that *“the warrant’s containing payroll checks and school checks require only one signature and the disbursement warrant can be signed individually and does not need to be signed in a meeting”*.

Motion to follow financial ordinance for the Town of Jackman, made by **Benedict Cozzi**

Seconded by **Scott Smith**

Vote **All in Favor**

➤ **Item 11. 2019 ATV Season:** Board to allow same use of Town ways for the ATV trails as listed below:

- **From Point A: End of River Road to Heald Stream Road to**
- **Point B: Intersection of River Road and Heald Stream Road to**
- **Point C: Intersection of Heald Stream Road and Hastings Road to**
- **Point D: Intersection of the Hastings Road and the existing snowmobile trail to the North**
- **Existing snowmobile trail located on Town Land (as previously approved) provided there is no adverse impact on snowmobile trail located on town property**
- **Mill Road (Town portion) & Elm Street to Spruce St. to Route 201**
- **Attean Road – ATV access route from property of Paul Yoroshko, located at the beginning of the Attean Road to the road owned by E. J. Carrier, Inc. (Griffin Road). Access on the right-hand side of the road only**
- **Main Street from Attean Road to Heald Stream Road including those two roads and all side streets connected to that part of Route 201**

Permit is conditional – *Prior* to use as a Trail, signage required:

ATV Travel: In travel lane of Route 201

Maximum speed limit as posted by MDOT

Signage and maintenance to be performed by the ATV Club (Border Riders)

Motion to authorize Town Manager to sign ATV trail permit and Grant by **Scott Smith**

Seconded by **Alan Duplessis**

Vote **All in Favor**

➤ **Item 12. Airport Fuel Warrant - Signature Needed - COMPLETED**

➤ **Item 13. New Business:**

a. Citizen Complaints:

- Travel speed of trucks on Route 201:
 - **Victoria will contact State Police and see if they have any traffic survey information from the speed alert sign they had by the corner of Coburn East Street. Jayme said that as a Board we can not do anything. This is a Federal Highway and is maintained by MDOT.**
- Attean Road snow banks & school bus route:
 - **Jayme, speaking as a citizen with concerns, stated that many times he has complained about the banks at the mouth of Attean Road. You have to move 7' past the STOP sign in order to be able to see if there is any traffic on Route 201. There has been some improvement over the past years and he realizes that MDOT dumps snow there when coming off of Route 15. He wants Public**

Works to remove the snow from the corners and use the new wing that the town purchased to push back the banks.

- **Alan Duplessis stated that you can not turn around at the end of Attean Road without backing up.**
- **Scott Smith said that all streets are not being properly plowed.**

- b. **Maine Welfare Conference 4/22-23 – General Assistance Training Required – OK’s by Board**
- c. **Creation of Town Park Committee & Municipal Comprehensive Plan Review Committee**

Motion to form a Sub-committee, to be run under the Parks & Rec Committee, made by Alan Duplessis

Seconded by Benedict Cozzi Vote All in Favor

- d. **Audit – Done collecting material for years 2014 thru 2017. Will complete 2018 audit in May.**
- e. **Bulk Mailing of Building Permit & Public Opinion Survey (Pending Approval of changes) – Will bulk mail to residents and mail to non-residents. Charlie asked that final mailing be emailed to members before sent.**
- f. **Airport Extension – FAA Supplemental Funding response – Victoria will ask Hoyle/Tanner where the FAA came up with the 500 operations of B-II or greater aircraft.**
- g. **AARP Grant – Victoria applied for \$10,000 grant for town park walking path.**
- h. **Town Website Updated**

➤ **Item 14. Unfinished Business:**

- a. **Mill Street Reconstruction**
 - **Review 2017 Manzer Project Quote**
 - **Bid Review:**
 - **Only 1 Bid received: Jason Nadeau & Sons - \$87,678 plus \$810.00 for JUD. Bid included an addendum that if gravel does not meet bid packet specs the bid will have to be revisited.**

Motion to have Scott Braley of Plymouth Engineering review bid and make recommendations made by Benedict Cozzi

Seconded by Charlie Lumbert Vote All in Favor

- b. **Road Postings – LD261 still in Legislative process**
- c. **Smart TV – Applied for MMA Safety Enhancement Grant – Reapplying for next grant round**
- d. **Consolidate Communications – Current service reliability – LD 173**
Approve letter to submit to Legislative Committee

Motion to approve letter of support for Legislative Document 173 which supports the increase in funding to ConnectME made by Benedict Cozzi

Seconded by Alan Duplessis Vote All in Favor

- e. **Chamber Building Mowing – Board feels that Chamber should find someone else to mow their property. Also, Scott said that if the Chamber is questioning the property lines then they will have to produce a survey to the town showing the difference. He asked Victoria so to send a letter to the Chamber explaining what they need to do.**

MOTION TO EXTEND MEETING PAST 9:00 PM MADE BY BENEDICT COZZI

SECONDED BY ALAN DUPLESSIS VOTE ALL IN FAVOR

- f. Noise Ordinance - Special Amusement Permit – Issued only to businesses with Liquor Licenses
- ~~g. CMP – LED Street Light Contract – DISCUSSED AND AUTHORIZED IN ITEM #2~~

Motion to approve contract and allow Town Manager to sign made by

Seconded by _____ Vote

BOARD OF ASSESSORS:

➤ Item 15. New Business:

- a. Citizen Complaint – New Building Ordinance – **Ordinance was passed at Town Meeting. Meg Welch sent letter to Board questioning the process used to introduce the Ordinance for vote at the Town Meeting along with other concerns. Meg said at the meeting that after further research the town did follow proper guidelines but felt that this ordinance should have gone to a Special Meeting prior to the Town Meeting. She also had concerns about the \$25 fee charged and the additional work placed on office personnel.**
- b. 3 Forest Street Property – Approve letter to property owner – **Letter was approved, Victoria will ask Fire Chief Bill Jarvis to also send a letter expressing his concerns. Town can not set a deadline of when the building must be removed as we do not have an ordinance/zoning to address this issue. The town can go thru the process of declaring the building a dangerous building but will hold on that at this time.**

➤ Item 16. Unfinished Business:

- a. Patrick Hannon & Michael Chaisson Foreclosure Properties –RFP's due 4/19
- b. Allen's Four Season Accommodations and Mobile Home Park – 706 Letter was served – **Must respond to our request of property owners and addresses and map of all lots by April 30, 2019. Scott said that Jack Allen came to his business office and informed him that the town can send him a bill. He will fight it.**
- c. Outstanding Tax Listing

OTHER:

- a. Moose Lottery – **Postponed to May meeting**
- b. Jackman Utility District Trustee Minutes
- c. Jackman Planning Board Minutes
- d. Freedom of Access Training – Hand out required Certification Forms
- e. MSAD #12 Budget Development date changes
- f. Use of Town Grounds Applications:

Motion to approve Pastor Bowman's Use of Town Grounds request at Town Park made by Scott Smith

Seconded by Alan Duplessis Vote All in Favor

Motion to approve CHAT's Use of Town Grounds request at the Town Park made by Scott Smith

Seconded by Benedict Cozzi Vote All in Favor

g. Approval of EMT Application: Christie Kakumu

Motion to approve **Christie Kakumu's** Rescue Dept. applications made by **Scott Smith**

Seconded by **Charlie Lumbert** Vote **All in Favor**

h. Financials

i. Moose River Inn & Lodge – Heidi informed Board that all members came in and signed the updated Liquor License application that was approved at the March meeting.

➤ **Item 17. Executive Session: If Necessary**

Motion that the Board of Selectmen go into executive session pursuant to 1 M.R.S.A. § 405(6) ()
_____ matters made by _____ at _____ pm

Seconded by _____ Vote: _____

Exit Executive session at _____ p.m. Motiond by _____

Motion: _____

➤ **Item 18. Next Special Meeting: April 24, 2019 (TM 6th month review)
Next Regular Meeting: May 9, 2019 @ 6:00 pm**

➤ **Item 19. Adjourn: Motion to adjourn made by Jayme French at 9:45 pm.**

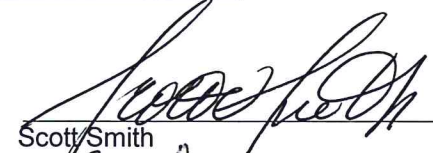
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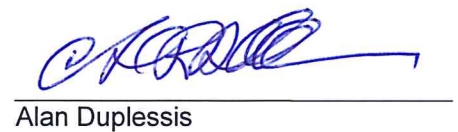


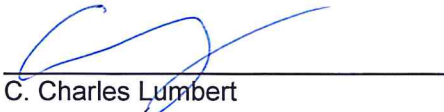
Heidi Dionne
Secretary

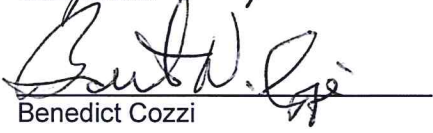
APPROVED ON: 5/9/2019
DATE

Jayme French


Scott Smith


Alan Duplessis


C. Charles Lumbert


Benedict Cozzi