

SELECTMEN MEETING MINUTES

January 17, 2023

PRESENT: Board of Selectmen: Dan Gay, Scott Littlefield, Catherine Fisher, Treasurer/Selectmen's Clerk; Fire Chief Matt Duross, CEO Jim Roberts

ABSENT: Jarod Harriman

OTHERS PRESENT: Tom Kenney

ADMINISTRATIVE:

Selectman SCOTT LITTLEFIELD declared the meeting open at 6:02 PM

Selectmen approved the Agenda, as amended

The next meeting is Monday, January 30, 2023

OLD BUSINESS

1. **ROADS** – is a pothole started down by the S-curve, Scott to contact Matt
2. **FIRE COMMISSION** – N/A

NEW BUSINESS

1. Fire Commission, presented by Matt Duross
 - a. Reimbursing the fire department's operating budget, specifically the facility operations general maintenance line, for the cost of the clearing of a drainage pipe and pumping of a catch basin by Clean Harbors. The total cost was \$3121.20, making each town's 50% **\$1560.60**. My request is for these funds to come from the Dayton GMFR building capital account.
 - i. **Upon Motion made by Dan Gay and vote taken, this item is approved.**
 - b. The second is also a request from the GMFR building capital account to fund up to a total of \$2000, each town's 50% is **\$1000.00**, to have an electrician move the reverse osmosis water system and ansul fire protection system electrical circuits to the emergency electrical panel. This would fix an issue where these two systems do not have power on the emergency backup generator.
 - i. **Upon Motion made by Dan Gay and vote taken, this item is approved.**
2. Treasurer announces the Town/School checking account statements are reconciled thru June 2022. It is recommended that a CPA look at the fund balances for accuracy. July is started. MEMIC is coming for the annual Workers Comp audit on 2/18/23. The 2021-2022 audit starts officially on 1/23/23. Bangor Payroll has been invited to come in to meet with the Treasurer to discuss particulars and get a quote

PUBLIC FORUM

1. Casella Solid Waste Collection Services & Recyclable Materials proposal discussed

2. Cameras are set up, and the monitor is in Jim's office. A monitor is needed for the hall to check the parking lot upon exit from the building after hours. There is an app that will be attached to Jim's cell phone for emergency monitoring.

CORRESPONDENCE READ

1. License Agreement approval from the Maine DOT for the Veteran's Memorial
2. Senator King letter for 2023 Town Report
3. Membership Dues Notice for Maine Municipal Association
4. School Board reply to Meeting Invitation
5. Email back and forth with TRIO regarding SAU new software being able to import, and to have TRIO review the import file set up should not cost the Town and money
6. Spectrum junk mail
7. Saco River Corridor Commission: brochure
8. Ticket to TRIO – the IRS 941 report is out of date. Latest IRS version is 6/2022; Trio has 3/2022
9. Work Zone Traffic Control workshop announcement
10. Mike Waddington email regarding meeting with selectmen
11. Letter from Treasurer to Brad Nikels regarding W-9 and insurance, cc'd to Selectmen.

ITEMS Signed

1. Selectmen Meeting Minutes: 01-03-2023
2. Town PR Warrant
3. Town AP warrant
4. 2022 Real Estate and Personal Property Monthly Tax Report for November and December
5. Treasurer request for training

EXECUTIVE SESSION

None

OUTSTANDING/UPCOMING ITEMS

1. Town Hall Staff Meeting, continues Jan 30, 2023.
2. Mr. Waddington is coming to discuss payment plan for outstanding taxes on Jan 30
3. Invited Paul Porier to January 30, 2023 meeting at 6:30 to discuss next plowing contract
4. Invited School Board and Superintendent Ray to Feb 13, 2023 meeting to discuss mower and storage shed/garage
5. Discussion on sending text messages to the town's folk for emergency messages.
6. GMFR Personnel Policy: the Treasurer's office recommends that this document go back to committee for further review to correct various items as marked. Chief Duroso to meet with Cat.
7. Spectrum/Charter Franchise negotiations – working with Tony

- 8. Town owned property: no change
- 9. TIF District
- 10. Parking area on donated land.
- 11. **IT support** packages are ready for review; set a date: _____

Motion to adjourn: Dan,

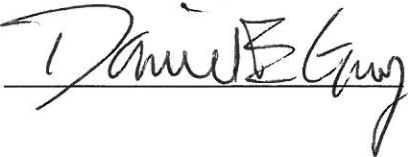
Passed 2/0

Adjourned at 7:10 PM

*Minutes may not be verbatim they may have been paraphrased for clarity.



Scott Littlefield, Chair



Daniel Gay

Jarod Harriman

Date: Jan 30, 2023

2022 REAL ESTATE & PERSONAL PROPERTY MONTHLY TAX REPORT

NOVEMBER & DECEMBER 2022

I, Yvonne P. Shaw, Tax Collector for the Municipality of Dayton, York County, hereby certify the following activity with the collection of taxes for the year 2022.

Real & Personal Tax Commitments:	\$3,745,795.42
Supplemental Commitments Totaling:	\$748.08
Interest 4%	\$630.67
Grand Total to be collected	<u>\$3,747,174.17</u>

Cash Payments	\$3,610,979.59
Abatements Granted	\$359.01
Tax Liens Recorded for Tax Year 2022	
A net total collected:	<u>\$3,611,338.60</u>

Balance Due: \$135,835.57

NOTES: 60 ACCOUNTS WITH A BALANCE DUE

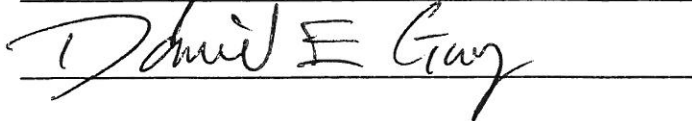
Given to the Board of Selectpersons this
TUESDAY, 1-17-2023

Town of Dayton Muncipal Officers:

Scott Littlefield



Dan Gay



Jarod Harriman



Respectively Submitted:

Yvonne P. Shaw, Tax Collector



LICENSE AGREEMENT

This License agreement is made this DECEMBER 5, 2022, between the **State of Maine**, by and through its **Department of Transportation ("MaineDOT")**, and **The Town of Dayton ("Licensee")**.

WHEREAS, the State of Maine, by and through its Department of Transportation, as successor to the Maine State Highway Commission, owns property in the Town of Dayton, County of York, State of Maine, as described in a Notice of Layout and Taking recorded August 1, 2017, in the York County Registry of Deeds, Book 17527, Page 909, as shown on a plan entitled "Department of Transportation, Right of Way Map, State Highway '2', Hight Road / Route 3/ Clarks Mill Road, Dayton, York County, Federal Aid Project No. STP 2020(500) Part II, reference DOT File No. 16-507, dated March 2017, sheet 5 of 5 (the "MaineDOT Property").

WHEREAS, MaineDOT is willing to permit Licensee to occupy a portion of the MaineDOT Property as long as MaineDOT does not need the property for transportation purposes and as long as Licensee's use of the MaineDOT Property does not impede the traffic flow or otherwise interfere with traffic safety.

NOW THEREFORE, in consideration of the foregoing, MaineDOT and Licensee hereby agree as follows:

1. Maine DOT hereby grants to Licensee a License to enter upon the MaineDOT Property reference above and as shown in red on the attached plan as **Exhibit A** (the "Licensed Parcel"), to install and maintain a Veteran's Memorial. Licensee agrees to bear all costs of construction and maintenance of the Veteran's Memorial. The Veteran's Memorial must be located at least ten feet from the white line of Clarks Mill Road (Route 35).
2. No buildings or structures of a permanent nature shall be erected on the Licensed Parcel. Licensee shall be allowed to landscape the parcel at its sole expense. The Licensed Parcel is to be used for the Veteran's Memorial only. Use of pesticides, fertilizers, or herbicides is prohibited on the Licensed Parcel. Excavations of any kind are prohibited.
3. Licensee agrees that all work and activities performed pursuant to or under authority of this License Agreement shall be done in accordance with all applicable federal, state, and local laws and regulations, and other legal requirements.
4. Licensee shall provide, at its sole expense, routine maintenance on the Licensed Parcel for the term of this Agreement. Such maintenance shall include, without limitation, keeping the Licensed Parcel clear of refuse and debris, snow plowing and removal, and removal of winter sand.
5. The term of this License Agreement shall be ten (10) years, commencing Dec. 5, 2022 and ending Dec. 5, 2032. This License Agreement may be renewed for an additional ten (10) year term upon the agreement of the parties as to the other terms and conditions of such renewals.


6. This License Agreement shall not be assignable or transferable without the prior written consent of Maine DOT, which determination shall be in MaineDOT's sole discretion.

7. Licensee agrees that any and all rights conveyed by this License Agreement may be terminated and this License Agreement revoked by MaineDOT at any time in the event License breaches any of the terms or conditions of this Agreement, or if MaineDOT in its sole discretion determines that the MaineDOT Property is needed for transportation purposes. MaineDOT shall give Licensee thirty (30) days written notice of such termination under either circumstance. MaineDOT reserves the right to enter upon the Licensed Parcel to perform any required or emergency maintenance as deemed necessary. In the event that the MaineDOT has to use the subject parcel for impending maintenance on the bridge, when possible it will give Licensee a 24-hour notice to move any obstructions for said maintenance to be completed.

8. Licensee agrees to defend, indemnify and hold harmless MaineDOT, its agents, attorneys, employees or independent contractors from all claims, actions, damages, liability or expense of any nature whatsoever arising out of losses and damages resulting from or in connection with Licensee's occupancy of the Licensed Parcel.

9. All correspondence and notices required or appropriate to be given under this License Agreement shall be sent as follows:

To MaineDOT: Property Manager, Property Office
MaineDOT
16 State House Station
Augusta, ME 04333-0016

To Licensee: Attn: 
Town of Dayton
33 Clarks Mills Road
Dayton, Maine 04005

10. By acceptance of this License Agreement, Licensee agrees that this License constitutes a personal right only and does not constitute a real property right.

SEEN AND AGREED TO BY:

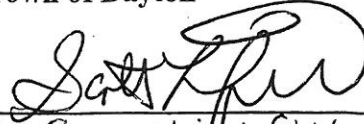
**State of Maine
Department of Transportation**



By: Robert Betz, P.E.

Its: Region Engineer

Town of Dayton



By: SCOTT Littlefield

Its: Board of Selectmen, chair

FWD & CEO
+ Jennifer

Treasurer

From: Madore, Jordyn (King) <Jordyn_Madore@king.senate.gov>
Sent: Wednesday, January 4, 2023 1:11 PM
To: Madore, Jordyn (King)
Subject: 2023 Annual Town Letter- Senator Angus King, Jr.
Attachments: 2023 Town Report Letter- Senator Angus King.docx; 2023 Annual Town Letter- Senator Angus King.pdf; 2023 Annual Town Letter- Senator Angus King.PNG

Hello,

Attached, please find a letter from Senator King for your 2023 town report. I've attached the letter in two primary formats: PDF and Word - we do not provide an editable document with our letterhead. Additionally, a few towns have requested a photo image version of the letter so we have added that option as well. I hope the letter is helpful in providing an update on what Senator King has been working on since being sworn into office. In addition to using it for your annual town report, feel free to distribute it as you like, whether posting it on your website, keeping copies in your town office, or giving a copy to someone who asks. If there is any problem with the document, or if you have any questions, please contact me at the information below.

Finally, I know many town representatives have changed over the last year and it is quite possible our records are outdated. If you are no longer the appropriate contact, please pass along the new contact information and I will be happy to update our records.

Thank you and I hope you have a wonderful year!
Jordyn

Jordyn Madore

Constituent Services Representative | Senator Angus S. King, Jr., Maine
169 Academy Street, Suite A | Presque Isle, ME 04769
Office: (207) 764-5124
Fax: (207) 764-6420
jordyn_madore@king.senate.gov
www.king.senate.gov

ANGUS S. KING, JR.
MAINE

133 HART SENATE OFFICE BUILDING
(202) 224-5344
Website: <https://www.king.senate.gov>

United States Senate

WASHINGTON, DC 20510

January 1, 2023

COMMITTEES
ARMED SERVICES
CHAIRMAN, STRATEGIC FORCES
SUBCOMMITTEE
BUDGET
ENERGY AND
NATURAL RESOURCES
CHAIRMAN, NATIONAL PARKS
SUBCOMMITTEE
INTELLIGENCE
RULES AND ADMINISTRATION

Dear Friends,

I've often thought that Maine is just one big small town connected by long roads. Well, in the past year or two, those roads have gotten steeper and bumpier as we dealt with an unprecedented pandemic and the resulting economic troubles.

As we faced the historic challenges, something impressive happened. We came together and lent a hand to our neighbors wherever we could to keep things running and spirits high.

Down in Washington, Congress tried to help Maine communities get through this struggle, so that our state would come out stronger. To do that, we put in the work and set some things into motion that are already helping Maine people. That's why you hired us, after all.

The pandemic made something we'd known for a while clear: those roads and networks that connect our big town needed repair, improvements, and expansion – from bridges to broadband. So, while Maine was uniting towards a common purpose, Congress came together to pass the *Bipartisan Infrastructure Law* – legislation that makes generational investments in physical infrastructure, broadband connections, harbors, and the energy grid. These efforts will lay the foundation for Maine's 21st century economy and make sure even the most rural areas aren't left behind.

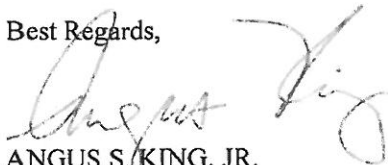
Over the last two years, as we drove up and down our state, you couldn't help but see storefronts in trouble and prices rising as the economy struggled through a global recession. And again, while you focused your efforts on getting through the difficult times, Congress took meaningful action. We passed the *American Rescue Plan* in 2021, which enabled Governor Mills and the state of Maine to better meet the health and economic difficulties of the pandemic. At a critical moment it expanded healthcare efforts to confront COVID and invested in the state to keep the economy in far better shape than most others nationwide.

Congress didn't stop there. This year, we took even more concrete steps to cut costs, create jobs, and provide more affordable, cleaner energy. The bipartisan *CHIPS Act* will bring home the manufacturing of the technical components known as "chips" that are used in everything these days – from smartphones to microwaves to cars – and in doing so reduce prices and create good American jobs. We also passed the *Inflation Reduction Act (IRA)* to lower healthcare costs, allow Medicare to negotiate drug prices, and cut energy bills with new rebates for things like heat pumps and solar panels.

Beyond these major investments, we also passed vital legislation to improve the day-to-day lives of Maine people and Americans nationwide. On a bipartisan basis, we expanded health care for veterans exposed to toxins, strengthened protections for marriage equality, supported Ukraine as it fought off a bloody Russian invasion, secured our elections and the peaceful transfer of power, and delivered millions in federal investments to projects up and down our state.

So, as Maine worked to get through hard times, Congress took steps to support our state – and we're already starting to see brighter days ahead. I'm proud to have played a small part down here; it's a true privilege to listen to you, work with you, and build a brighter future for all the incredible people up and down the roads that connect our big small town. Mary and I wish you a happy, and safe 2023.

Best Regards,



ANGUS S. KING, JR.
United States Senator

AUGUSTA
40 Western Avenue, Suite 412
Augusta, ME 04330
(207) 622-6292

BANGOR
202 Harlow Street, Suite 203E0
Bangor, ME 04401
(207) 945-8900

BIDDEFORD
227 Main Street
Biddeford, ME 04005
(207) 352-5216

PORTLAND
1 Pleasant Street, Unit 4W
Portland, ME 04101
(207) 245-1686

PRESQUE ISLE
187 Academy Street, Suite A
Presque Isle, ME 04769
(207) 764-5124



Maine Municipal Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

TO: Key Municipal Officials

FROM: Catherine M. Conlow, MMA Executive Director

DATE: January 6, 2023

RE: 2023 MMA Municipal Member Dues and Service Program

On behalf of the MMA Executive Committee and staff, I thank you for your support and participation in the Maine Municipal Association. As memorialized in our mission, MMA is your organization, and staff are committed to providing quality programs that support excellence in municipal government service. In 2022, MMA upheld its commitment to local government leaders by providing services running the gamut from advocacy to risk management.

Enclosed is the membership dues notice for 2023. Most municipalities can expect to see an increase in their dues based on three primary budget items driving 2023 expenditures: (1) increases in salaries necessary to recruit and retain staff; (2) member demands for automation and technical support for cyber security; and (3) the implementation of the Berry Dunn Gap Analysis recommendations.

- 1. Staff Recruitment & Retention.** Like many municipalities, MMA experienced salary pressures in 2022. Several vacancies due to resignations and retirements demonstrated that MMA salaries could not compete with similar positions in the private sector. Specialized positions in health insurance, property and casualty, and finance proved difficult to fill given the competition for labor and our wage structure. With support from the Executive Committee, an across-the-board cost-of-living adjustment was made for all employees in 2022 – in addition to the merit pool – to help us maintain competitiveness within the marketplace.
- 2. Automation & Technical Support.** Our IT Department adopted policies and procedures to keep MMA and its members safe from threats of cyber security, and our Health Trust Services and Risk Management Services staff offered the programs necessary to protect the well-being of the municipal workforce. Additionally, MMA committed itself to improving the member experience via electronic access to our publications and on-line claims forms. The workshops offered throughout 2022 provided a mix of in-person events held all over the state that when paired with the use of Zoom webinars improved member access to vital training programs. To date, members have around-the-clock access to the nearly 70 training sessions found in the Association's video training library. In the spring of 2023, MMA will launch its new website that will include enhancements enabling members to readily find needed information and publications, as well as to engage MMA services more efficiently by using on-line claims filing and payment systems.

3. Berry Dunn Gap Analysis Recommendations. Finally, as we emerged from the pandemic, our members made it known that the workforce recruitment, retention, and training challenges facing private sector employers had significantly impacted municipalities of all populations across the state. It became even more clear that the solutions of yesterday were no longer sufficient to meet the modern-day realities.

With guidance from the Executive Committee, the Association initiated implementation of the 2021 Berry Dunn Curriculum Inventory & Gap Analysis report, which began with the hiring of MMA's Director of Educational Services and the formation of an MMA Education and Training Advisory Council. In 2023 the council, represented by municipal officials, education and training partners, and other stakeholders, will create a structure to ensure MMA is responsive to its members and able to leverage subject matter expertise across the state to address pressing education and training needs.

While this is a significant step; it is one of many to come. Over the course of the new year, municipal leaders can expect MMA to continue to enhance and expand its training and educational programs and continue to support local workforce recruitment and retention efforts.

For planning and budgetary purposes, we encourage you to share the attached 2023 dues notice with the appropriate elected and appointed municipal officials. Your community will receive an official request for payment in late January.

We appreciate your continued support and participation in the Maine Municipal Association.

If you have any questions or would like to offer suggestions on other ways in which the Association might serve its members, please contact me at (800) 452-8786 or by e-mail at cconlow@memun.org.

Thank you and best wishes for the New Year.

Enclosures: MMA Membership Dues Notice
MMA Year in Review
Important Dates to Remember
Who To Contact at MMA



Maine Municipal
Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

January 6, 2023

NOTICE 2023 Membership Dues

MUNICIPALITY: Town of DAYTON

MMA Membership Dues for Calendar Year 2023 are:

\$3,512.00

The amount above represents your municipality's annual dues for membership in the Maine Municipal Association.

Please note that the actual Membership Dues Invoice will be mailed directly to your municipality's billing office in late January.

If you have any questions, please do not hesitate to contact Cathy Conlow, Executive Director 1-800-452-8786 or by e-mail at cconlow@memun.org or Theresa Chavarie, Manager of the Executive Office & Member Relations at tchavarie@memun.org.

***** Thank you for supporting your Association *****