

Minutes of the Wilton Select Board Meeting
February 4, 2025

(FULL RECORDING IS AVAILABLE AT www.mtbluetv.org)

Members Present: David Leavitt, Mike Wells, Tiffany Maiuri, Keith Swett, Phil Hilton, Maria Greeley.

Item #1- Pledge of Allegiance

Item #2-Minutes from January 21, 2025, Select Board Meeting

Motion by Phil/Second by David-To Approve the Select Board Meeting Minutes from January 21, 2025.

Vote: 5-0 Unanimous

Item #3- Public to speak on a non-agenda item.

-Nathan Hiltz spoke on how a few meetings ago there was public comment advocating for changes that would allow towns to keep money for traffic tickets. This was suggested that it would reduce the burden on property taxes for support of local police. Nathan shared two stories relating to this. In the late 1960's, Farmington Police operated with zero tax dollars. Their budget derived solely from parking meters. Today, this past summer, Nathan spoke with someone who grew up around here but now lives in Louisiana. This fellow's police department received zero tax dollars instead of being funded exclusively from fines from traffic tickets. Nathan shared these stories to highlight the fact that there is a way for the high volume of traffic we see in the summer to be piped wholesale directly into tax relief. This system exists today and could be built here if the effort were put forth across Maine.

-Nick Santora-Thanked Nathan Hiltz. Nick put an article in the Sun Journal asking the Town Managers to assist him with this topic. Governor Mills stated in her recent speech that she would support local fire departments, rescue squads, police departments, to help the burden of the local taxpayer.

Item #4-Adult Education-Mary Redmond-Luce (Adult Ed Director, Franklin County Adult Education) PRESENTATION

Franklin County Adult Education services all 10 towns in RSU 9. They do warrant articles. They serve Rangeley and Mount Abram as well.

History-11 to 12 years ago, the state revolving renovation fund gave RSU 9 \$87 Million dollars and there is now the beautiful high school CTE center. One of the conditions of this was that the Adult Education had to move from its downtown location because it was leasing for that

downtown location and move to the high school. The problem is that the adult education students do not access buses. Adult Education serves people of very low income, and it has become a very big barrier.

Through the Maine Connectivity Authority, an infrastructure grant came through. This would be for the purchase of a building. (144 High Street Farmington) There are three goals of the grant. 1. Education 2. Workforce Training 3. Telehealth Services or access to healthcare. \$1.65 Million dollars was put in as a suggested purchase cost and what came back was \$1.55 Million dollars. Then in the next five years, it is projected that it will cost \$80,000.00 in utility costs. It is a 22,000 square foot building. The first year, there would be reimbursement of 80% of the utility costs and it goes on until year 5 then they are on their own. It will give them time to make sure there is leasing because they are planning on leasing out 14,000 square feet. There are already a lot of people leasing in this building. On the existing leases that they are hoping to have, because they really do match the philosophy of what they are trying to do deliver is the nurse practitioner, literacy volunteers, Spurwink Services and Goodwill Employment Services. They are also looking to partner with the Career Center and are also looking at Healthy Community Coalition. Healthy Community Coalition would like to bring the recoveries. They have a grant to bring the recovery center in. What is also hopeful is telehealth sedations. There would be three stations all set up which would be confidential. The bathrooms will be updated and everything has been renovated.

The RSU 9 Directors voted in favor of receiving this grant as long as the people in the 10 towns vote in favor of it as well.

The Referendum will be coming up on March 24.

We project \$192,000.00. It is only \$1.50 square foot per month or \$18 square foot per year which is really a low income rent. But because it is 14,000 square feet to lease, we are looking at \$192,000.00 in income. The operating expenses are \$80,000.00 for heat, electricity, and maintenance. There is an additional \$60,000.00 for cleaning and maintenance of the plant. The ending balance would be \$52,000.00 in the black. Leftover funds would be given back to Main Connectivity Authority. A couple of goals would be solar panels on the flat part of the roof and timers on the thermostats that would help reduce costs.

(See Flyer attachment) To see full presentation: www.mtbluetv.org.

Item #5 -Robert Rogers-FOWL Update

Robert Rogers, President of FOWL (Friends of Wilson Lake) (Local Lake Association)

There was a watershed survey done this past fall for Wilson Lake, Varnum Pond and Pease Pond.

(See attached Report Summary)

There will be a steering committee meeting tomorrow evening which will include a number of stakeholders; Friends of Wilson Lake, Foothills Land Trust, Rob Taylor, Spruce Mountain, Jen Jespersen and Katie Goodwin. The Steering Committee is designed to guide the process. The question is if FOWL budgeted money for Ecological Instincts to pursue a section of Clean Water Act Section 319. The Section 319 Grant money can be used for remediation and abatement in

the watershed. Culverts, driveways, roads, shoulders, ditches private land, town property, town road, private road.

It is a site that was identified in the watershed survey and has been evaluated as high impact; there's criteria that make a site qualify.

Wilson Lake and Varnum Pond are both priority watersheds. Pease Pond is not. The focus is on Wilson Lake. Varnum Pond is a drinking water source and that actually qualifies for different funding.

The grant application goes in the middle of May. There needs to be commitments from landowners to say that they want to address these sites and one of the landowners is the Town of Wilton.

In phase 1 there was about \$70,000.00 work done with similar matching value in time, equipment and labor. That was handled through the Town of Wilton. Wilton was a sponsor for that grant. (319 Grant) This is phase 2 now, a follow up.

Jen Jespersen, Ecological Instincts will most likely be the one to be handling all of the reporting and planning and letters of commitment from landowners. The grant money comes with a 40% matching requirement from landowners.

To see the full presentation: www.mtbluetv.org

Item #6-Department Head Report

A. Public Works-John Masse

So far this winter they have been out about 20 times. This is average. We currently have approximately 42 inches of snow on average. John is going to be using Dalton's GIS system to mark all catch basins. So, we will have a digital map where they are in the springtime. John is going to do the same with the guardrails. There hasn't been really any money in guardrails in the last three years. John has started a capital account. It is not really adequate with what we are going to do. Equipment-there is a problem with emissions. He is looking into a computer program for emissions. The 2017 truck is having issues. Last year, \$14,000 was invested in the transfer case just to keep it running. Depending on how much it costs to fix the issues, they might not get fixed. Plowing the roads might have to be done in a different way depending on what results come up for the repairers for that truck. The Loader at the Transfer Station got squared away. It was a simple switch. John is looking to replace the garage doors this summer or next summer. He has twelve doors and eight of them have been replaced. There was a road committee meeting to discuss what was done last summer and the plans for what needs to be done this summer. They came to an agreement to finish the roads that were cut off last year before continuing the scheduled work for this year. The roads that we can afford will be with whatever money they have.

B. Parks & Recreation-Jordan Schanck

(Attached Report)

Mike asked on the authorized funding for a new border for the ice rink.

Jordan said it has been set. It is behind the Recreation Office. The parking has been increased.

C. Water-Wastewater Dept-Dalton Plante, Superintendent

Dalton discussed the boil water issue that took place over the last few days. It was caused by a lapse in the chlorine disinfection pump at the Water Plant. It went offline for a period of time. Dalton and another staff member came in on Friday evening to try and get the system stabilized. They got the chlorine pump back online in very short order. There's a 100,000-gallon clear well at the discharge of the system. They went through the process of shock chlorinating and did everything they could to minimize the reduced chlorinated water from entering the system. They worked diligently overnight Friday to try and minimize the facts. Saturday morning, they began implementing the process of issuing boil orders at approximately 5:30 am and tried to make efforts in going door to door to every place in Wilton to try and notify as many people as possible. Dalton would like to thank Maria Greeley (Town Manager) and Sonny Dunham (Fire Chief) for their assistance on Saturday with helping to try and notify everybody. At this time, the boil order has been lifted. Maine Health and Environmental testing labs confirmed that all of our Coli tests that were conducted across the systems Monday came back negative. We will begin door to door notification again tomorrow just to make sure everybody is aware that the water has been lifted at this time. It will also go out in news publications and also the Town's Facebook Page as well as the website. Maria stated fantastic job!

Dalton wanted to address comments from the public via Facebook or phone over the past three days. He wanted to make a point to the public that we will be trying to make a better effort of setting up channels for communications. Before this, this was kind of an unprecedented event for the water department. They have not seen a system wide boil water order in over a decade. There were questions about the timing of the Facebook post. The Water Department was diligently waiting for the drinking water program to issue us official marching orders. Dalton's staff made efforts to at least begin issuing notices to the areas that were the most affected by the lapse in chlorination. In reference to the timing of the sampling, Dalton had hoped that they would at least be able to receive sample bottles from the Maine Health and Environmental testing lab ahead of schedule. Unfortunately, that did not happen. They are a Monday through Friday organization.

Tiffany commented on the outstanding job Dalton did!

Item #7- ATV Access Route Update

(See Attached Review)

Mike asked if the police department issued any summons or citations?

Maria answered-none noted.

Keith has a concern with Eric Brown's statement about the East Dixfield's ATV Trails. Keith is suggesting working with the Clubs on signs.

David stated that Randy Hall has introduced a bill to try to get back money from ATV registrations. This is similar to what happens with the snowmobile registrations to the town to support trail maintenance.

Maria spoke on the survey that was put on the Town's Facebook page. There were roads stated on there that were state roads and so for the analysis that was created, those were taken out. Weld Road is listed on the analysis, but it should not be. It is a state road. There were a total of 85 responses. 66 were Wilton residents and 19 were non-residents. There were 14 explicit selections that were in favor of full access. Most requested roads were Main St, Temple Rd, Depot St, Magrath Rd, Orchard Drive, Morrison Hill Rd, Pond Rd, and Lake Road.

Law Enforcement was questioned along with Inland Fisheries and Wildlife enforcement. This could not be answered at this time.

It was stated that Warden's have pulled over ATV's. Whether or not there will be additional roads open, that would be a conversation for the Select Board to have. Now that they have the Analysis Report they could discuss. There was a petition for the voters to decide whether or not they wanted to have the voters vote on this instead of the Select Board. Not sure if this has ever been filed or not.

Item#8-Town Office Hours-Suggested change of schedule and additional hours open to the public.

(See Attached Letter) Suggesting change of schedule and additional hours open to the public. David asked if there has been a traffic survey done. He thinks that the average person would want to do business on a Friday afternoon after they get out of work versus Monday afternoon. Maria commented Fridays are just as busy as any. Registering , boats, ATV's, snowmobiles, as they would be obviously Friday before the weekends. There are people that come in on Fridays, which is why we wanted to offer hours on Friday. 8-12.

Keith suggested to stay with the hours now.

Maria stated that a 4-day workday is not a good idea. It is a long day. She would not have proposed changes without talking to office staff. She understands this is a recreation community and people will still want availability on Fridays.

Keith asked if it was up to the Select Board or up to the Town Manager to set the hours of the Town Office? Is she just informing us of what is going on? He believes that it is up to her or should there be a survey regardless.

Mike asked if we were going from 32 to 36 hours.

Maria stated correct; there's an additional 4 hours.

A Monday option was discussed along with the complication of holidays falling on a Monday and if that were an option we would have to think of all the other downstream implications. Would Tuesday be a day off. Comment was made to not want to go into Collective Bargaining Agreements.

One resident suggested staggering and one resident suggested a Saturday option.

If the office were closed Friday afternoons, could the warrants be ready for Thursday afternoon? The response was yes, absolutely.

Tiffany questioned if taxes are due on a Friday and Maria said the due date would be used. David feels volume flow is needed before the decision is to be made. At the end of day, the government is here to serve the people.

Tiffany stated that we need to take into consideration what types of events are happening. If there is a derby coming up that weekend, you are going to have fishing licenses, snowmobile registrations, trailer registrations. You will be busier. Tiffany will donate a device so that we can record. It will be a simple thing that it just counts.

Item #9-Maine Forest Service-Correspondence regarding Brown tail Moth Detections

There is correspondence from the Maine Forest Service regarding Brown Tail Moth detection. (Attached)

David requested if a link could be posted on the Town's website or Facebook Page. People could click on this to see what the survey on Wilton is.

Item #10- Other

Keith spoke on the MBTV report at the last meeting in reference to the budget. The annual town warrants in the past said that the Select Board had to approve the money to be given to MBTV. Keith is questioning if this was done last year. There wasn't any motion last week. In the past, we have made a motion to follow the town meeting.

Maria-It is approved through an AP warrant that you approve before payments can be made. It was suggested we have a motion, but it is not on the agenda. Maria can review it and if she is happy with the way it is working, it's great. It's just history said that we did it here at this Board. Not very good. Signing a paper.

Item #11-Manager's Report

(Attached Report)

Item #12- Executive Session pursuant to 1 M.R.S.A. § 405(6)(XX)-Labor Contracts

Motion by Dave/Second by Tiffany-To enter into Executive Session pursuant to 1 M.R.S.A. § 405(6)(A)-Personnel. 6:38 P.M. Out at 7:52 P.M.

Item #13-Action following Executive Session, if Applicable

Motion by David/Second by Phil -Move to approve wage MOU with Teamsters for Police Department pending their signed approval of the wage MOU.

Vote: 5-0 Unanimous

Item #14-Adjourn

Motion by Phil /Second by Tiffany -To Adjourn

Vote: 5-0 Unanimous 7:53 P.M.



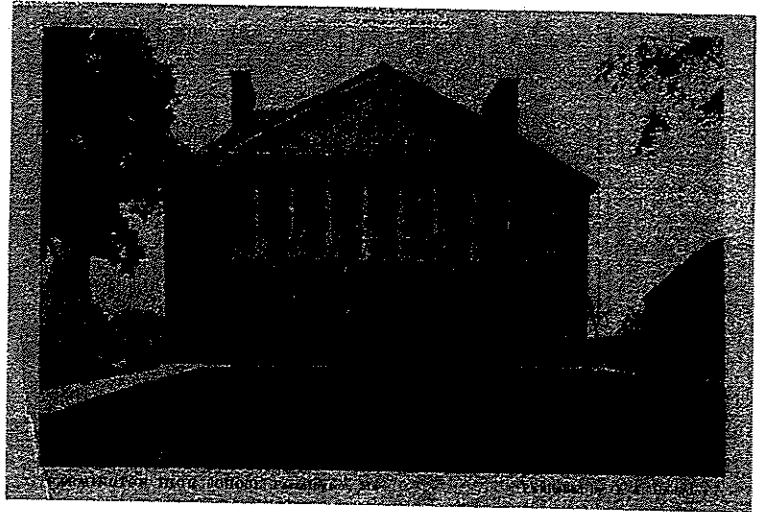
Franklin County Adult Education

EDUCATE • EMPOWER • ENRICH

February 3, 2025

Franklin County Adult Education won a grant from the Maine Connectivity Authority to purchase 144 High Street (Ingalls Building) in Farmington. After the purchase, building upkeep, maintenance and utilities will be covered by leasing agreements with community partners. There will be no cost to the taxpayers.

With this grant-funded purchase, we will create the Franklin County Adult Education and Community Resource Hub, a space for local residents to access education, workforce training, and telehealth services. Community service providers can rent affordable office space and meeting rooms. Ideally, this will allow adults living in Franklin County to improve digital skills, find jobs, access healthcare, and stay involved in their community. To ensure that more residents can visit the Community Resource Hub, Western Maine Transportation will add a stop in downtown Farmington.



Community organizations have already committed to supporting this initiative, including Western Maine Community Action; Children's Taskforce, SAPARS, MaineHealth, Greater

Franklin Economic Development, FedCap, Health Reach & Rural Health Advisory Network, Eastern Maine Development Corps, Maine Military & Community Network, Seniors Plus, Franklin County Correctional Facility, and Western Maine Transportation. Organizations considering leasing space include Healthy Community Coalition, Recovery Center, CareerCenter, DHHS, and Vocational Rehabilitation.

The cost to maintain the building including utilities and maintenance will be covered by leasing agreements, with additional funds which will be in a reserved account for upkeep as needs arise. To demonstrate the financial sustainability of our project, the illustrated sales term sheet, the grant details, and the projected cash flow analysis below.

Illustrative Sale Term Sheet for 144 High Street, Farmington

Subject Property	~20,100 square ft commercial building at 144 High Street, Farmington, ME (the "Subject Property")
Seller	Ingalls Leasing, LLC, a Maine limited liability company
Purchaser	Mt. Blue Regional School District ("Mt. Blue RSD")
Sale Price	\$1,550,000
Operating Cost Reimbursement through 2030	Estimated Operating costs (heat, electricity, maintenance, utilities, etc.) ~\$79,596 per year. Seller agrees to offset purchaser's operating costs as follows: \$63,677 (80%) at the end of year 1 \$47,758 (60%) at the end of year 2 \$31,838 (40%) at the end of year 3 \$15,919 (20%) at the end of year 4
Existing Leases	Sale would be subject to and benefit from the following existing leases: 770 square feet on the ground level to Nurse Practitioner Layla Barker 262 square feet on the ground level to Literacy Volunteers 6,670 square feet on the first floor to Spurwink Services 750 square feet on the second floor to Goodwill Employment Services
Seller Improvements	New membrane roof (completed October 2024) Two new second floor bathrooms, per attached specifications, completed prior to closing New front parking lot, completed prior to closing

Details of the awarded Maine Connectivity Grant for 144 High Street, Farmington

	Unit Cost	# Units	Total Cost	Other Sources	MCA-Funding
Ingalls School	\$1,650,000.00	1	\$1,650,000.00	\$0	\$1,650,000.00
Construction Cost	\$123,574.00	1	\$123,574.00	\$0	\$123,574.00
Total Grant Award	\$1,773,574.00	1	\$1,773,574.00	\$0	\$1,773,574.00

Projected Cash Flow Analysis: Based on projections of Heat, Electricity, Custodial, Snow removal and Maintenance

Operating Funds	2027	2028	2029	2030	2031

Wilson Lake, Varnum Pond, and Pease Pond 2024 Watershed Survey
Summary for Town of Wilton selectboard.

January 30, 2025

The 2024 watershed survey is basically complete and a draft report is now available. A steering committee has been meeting with the consultant, Ecological Instincts, since August, 2024 and the committee will now comment on the draft report and the subsequent final report will bring the contract for the watershed survey to a close. The contract for the survey was \$13,500. There were some additional incidental costs outside the contract including the notification by mail to landowners in the three watersheds, and food support for the volunteers in September.

The goal of the watershed survey is to identify sites where erosion and other non-point sources (NPS) of pollution are likely impacting water quality. A completed survey and report, combined with an updated watershed based protection plan make it possible to apply for grant money through the Clean Water Act, Section 319 program. Grant awards require a commitment from landowners and a minimum 40% financial match. The match can be cash or in-kind value including labor, fuel, and equipment time for remediation projects.

The Section 319 grant program is handled by Maine DEP and the grant application deadline is expected to be mid-May (2025). Projects specified in the grant application would be scheduled for 2026 and into 2027. Considerable planning will be required in the next few months prior to submitting a completed grant application.

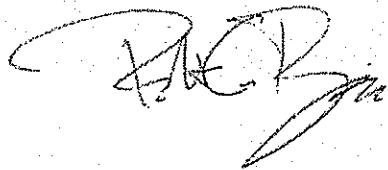
The preliminary watershed survey report identifies sites in all three watersheds, including privately owned land, state, town, and private roads, and town-owned properties including the Canal Street boat landing/parking area, Lake-View Cemetery, and Kineowatha Park. A section 319 grant application will prioritize high impact sites as ones for potential improvement or remediation. Should the Town of Wilton desire to participate in a potential 319 grant, it will require coordination with Jen Jespersen at Ecological Instincts and with the town potentially acting as the fiscal sponsor for the grant. Another potential sponsor could be the Franklin County Soil and Water Conservation District.

I'm still new to the Friends of Wilson Lake (FOWL) and I was not involved during the 2016 watershed survey. Wilton did participate in a 319 grant following the 2016 watershed survey. Hours and funding for a consulting project manager were written into the grant and Jen Jespersen acted in that role and handled the reporting and other requirements of the grant award.

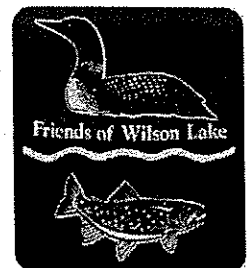
Ecological Instincts is currently handling projects with Fort Fairfield, Hallowell, Eastbrook, Skowhegan, and Newport, with those towns acting as fiscal sponsors for Section 319 grants.

FOWL will be planning an outreach event in the form of a public meeting, most likely in early summer of 2025, and has budgeted funds for Ecological Instincts to update the Wilson Lake watershed protection plan and to handle a Section 319 grant application this spring.

Respectfully,



Rob Rogers, President, Friends of Wilson Lake (207) 779-0660
robmail@myfairpoint.net



Jordan Schanck
Wilton, ME: Parks and Recreation
Quarterly Report: February 4, 2025

I'm pleased to announce the hiring of Sarah Pinkham as our new Administrative Assistant. Sarah has been with us for two months now and has already made a positive impact. She has helped streamline workflow and has a great understanding of the department's needs.

Adult Pickleball and Basketball have maintained steady participation throughout the season, with consistent attendance from participants.

Our Pee-Wee Basketball program for 3-4-year-olds has had a strong turnout, averaging 10-15 kids per session. The kindergarten group saw a slightly lower attendance, with 6-8 kids per session.

For our Minor League Basketball program, we successfully formed five teams. A big thank you to the coaches for their dedication:

- **Hawks** – Eli Davis
- **Knicks** – Cam Sennick
- **Heat** – Kyle Fletcher
- **Lakers** – Rachel and Joe Toner
- **Celtics** – Frank Donald

The kids benefited from extra practice time once the middle school teams finished using the gym.

This season, we have four Major League Basketball teams, with practices starting last week. The season will run through mid-March, leading us into Baseball/Softball Skills & Drills in the gym.

After some initial delays, the ice rink is now open and has been well received by the community. Attendance has been strong, and the updates have been met with positive feedback. Additionally, electricians installed an overhead light, allowing for extended skating hours even after the warming hut closes.

Respectfully,

Jordan C. Schanck

To: Wilton Select Board

Subject: Annual Review of ATV Access Routes

In accordance with the **ATV Access Route Policy**, an annual review of Wilton's ATV access routes was conducted on **December 10, 2024**. The primary review team included:

- **Maria Greeley** – Town Manager
- **Ethan Kyes** – Chief of Police
- **John Masse** – Public Works Foreman
- **David Leavitt** – Select Board Member
- **Bob Dalot** – ATV Club Representative, Western Maine ATV
- **Eric Brown** – Woodland Wanderers Snowmobile Club Representative

Review Findings & Discussions

1. Law Enforcement Update

Chief Kyes reported a total of five ATV-related calls during the season, with activity primarily occurring on **Temple Road, Village View, and Depot Street**.

2. Road Conditions & Maintenance

- John Masse confirmed that there was **no known road damage** on Temple Road or Lyle Hall following the ATV season.
- Bob Dalot noted that newly opened trails tend to experience an initial surge in traffic.
- Eric Brown mentioned receiving **complaints regarding Temple Road** and suggested modifying the ATV Access Route Policy to allow residents to connect directly from their homes to designated access routes.
- David Leavitt clarified that **state law allows for up to 1,500 feet of access from a residence to an ATV route**.
- In **East Dixfield**, concerns were raised about trail deterioration due to AIV use. Eric Brown suggested that ATV clubs may not have sufficient funding for maintenance.
- Bob Dalot proposed that **spring rains may have contributed** to trail degradation, while Eric Brown believed that maintenance was an ongoing issue throughout the year.

3. Snowmobile Club & Funding

The group discussed how **snowmobile registration reimbursements** are allocated. Currently, funds are received by the Town and then reimbursed to the snowmobile club as per the **Town Meeting Warrant Article**.

4. Game Warden Involvement

It was noted that game wardens, including **Avery/Philips** and **Josh Thibeault**, are increasingly present at the park and actively assist **FOWL (Friends of Wilson Lake)** with complaints.

5. Compliance & Safety Reminders

- **Recreational vehicles must stay on paved roads (hot top) and off town sidewalks.**
- **The group agreed that no changes to the current ATV access routes were necessary at this time.**

Next Steps

- **Maria Greeley will report back to the Select Board in January/February.**
- **Maria will obtain survey/poll results regarding public opinion on ATV access routes, as posted on the Town's Facebook page and will report back to the Select Board in January/February.**

This review ensures continued oversight and responsible management of Wilton's ATV access routes while maintaining a balance between recreational use and community impact.

Sincerely,

Maria Greeley
Town Manager



January 27, 2025

To: Wilton Select Board
Subject: Town Office Hours Proposal

Dear Select Board Members,

As you are aware, many communities in Maine, including those surrounding Wilton, have transitioned to a four-day workweek. This shift has been reported to increase staff productivity, improve work-life balance, and enhance employee satisfaction and retention. However, it also comes with drawbacks, such as longer workdays and reduced accessibility for residents.

After discussing this matter with our Town Office staff, we found that while some support a four-day workweek, we believe it may not be the best fit for our community. Instead, we propose an alternative schedule that balances extended service hours with staff needs while ensuring continued accessibility for residents.

Current Schedule:

- **Monday:** 8:30 AM – 4:30 PM (8 hours open to the public)
 - **Tuesday:** 8:30 AM – 4:30 PM (8 hours open to the public)
 - **Wednesday:** 7:00 AM – 3:00 PM (Closed to the public)
 - **Thursday:** 9:00 AM – 5:00 PM (8 hours open to the public)
 - **Friday:** 9:00 AM – 5:00 PM (8 hours open to the public)
- Total public service hours: 32**

Proposed Schedule:

- **Monday:** 8:00 AM – 5:00 PM (9 hours open to the public)
 - **Tuesday:** 8:00 AM – 5:00 PM (9 hours open to the public)
 - **Wednesday:** 7:00 AM – 1:00 PM (5 hours open to the public)
 - 1:00 PM – 4:00 PM (Closed to the public)
 - **Thursday:** 8:00 AM – 5:00 PM (9 hours open to the public)
 - **Friday:** 8:00 AM – 12:00 PM (4 hours open to the public)
- Total public service hours: 36**

This schedule provides several benefits:

- ✔ **Increased public access** – Extends total public service hours from 32 to 36.
- ✔ **More flexible hours** – Opens earlier and closes later on select days to accommodate varying schedules.
- ✔ **Midweek service availability** – Keeps the office open for at least part of the day on Wednesday.
- ✔ **Weekend preparation** – Ensures Friday morning access for residents handling last-minute registrations for boats, ATVs, and snowmobiles.

Given Wilton's recreational community, we recognize the importance of providing adequate availability for residents, particularly before the weekend. For this reason, we believe that a four-day workweek would not be the best option at this time. Instead, this proposed schedule serves as a reasonable compromise that benefits both the public and staff.

We appreciate your consideration and look forward to your feedback.

Sincerely,
Maria



STATE OF MAINE
 DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
 MAINE FOREST SERVICE
 168 STATE HOUSE STATION
 AUGUSTA, MAINE 04333

JANET T. MILLS
 GOVERNOR

AMANDA E. BEAL
 COMMISSIONER

February 2025

To whom it may concern:

To facilitate response by towns and their residents, I am in touch to provide notice of **low or trace detected populations** of Browntail Moth (BTM). Over the last several years, the Maine Forest Service (MFS) has documented extensive populations in many areas through annual BTM surveys. In 2024, MFS documented a decline in BTM populations.

BTM caterpillars have hairs that can cause a rash similar to poison ivy and respiratory distress in sensitive individuals. The hairs persist for years and can cause problems when mowing or other activities stir them up.

Aerial surveys took place in the Summer 2024 and indicated damage from BTM in Androscoggin, Cumberland, Hancock, Kennebec, Knox, Somerset, and Penobscot counties. The population decline has made BTM very localized and patchy, it is likely that many areas with significant populations will not be picked up in MFS surveys. Local survey efforts are very important in these conditions if towns want to engage in reducing populations. An interactive map of survey data can be found on our [browntail moth dashboard](#).

Our annual winter web survey is currently underway, and results will be available in early spring. The survey is conducted along roads in areas where detectable BTM populations have previously been found and expands outward to encompass the generally affected area. These surveys are not exhaustive, and people should check the trees around them to understand BTM populations and the risk of encountering hairs at a finer scale. **Mid-December through March is the best time to look for BTM winter webs.**

The [MFS BTM website](#)* has more information, including:

- [Description of the BTM and management options](#),
- [Survey resources](#), including what the overwintering webs look like,
- [Browntail moth dashboard](#), an interactive map that can be used to view data from our various BTM surveys
- A list of [Licensed Professional Arborists](#) and [Licensed Pesticide Applicators](#) who conduct BTM control work—those interested in hiring contractors for management should make contacts in the winter due to the high demand for services,
- Topics ranging from biology to management to regulations specific to BTM control near marine waters are found in the updated [frequently asked questions page](#).

We encourage towns to help educate residents and visitors about BTM and promote and conduct management where practical. The MFS can provide technical advice and assistance for identification and management, and all the information on our website is available for electronic distribution or printing. A limited number of printed [informational brochures](#) are also available. Consider [signing up for our newsletters](#) and sharing the information found within them.

In 2025, we encourage our partners to schedule awareness-raising events and promote the management of BTM in February. This effort could include organizing groups to map infestations on the town and school properties, hosting a public service web-clipping event, hosting a contest for the most webs clipped, or other community and knowledge-building activities.

PATTY CORMIER, DIRECTOR
 MAINE FOREST SERVICE
 18 ELKINS LANE, HARLOW BUILDING



PHONE: (207) 287-2791
WWW.MAINEFORESTSERVICE.GOV
 TTY USERS CALL MAINE RELAY 711

Commented [KAL]: Change similar to high/moderate/low.

In closing, we may be starting to see BTM populations collapsing and will be keeping a close eye on current populations in 2025. The MFS and our partners are here to provide technical advice and assistance in response to BTM. We encourage you to join us in providing education, encouraging management, and conducting management where feasible.

Sincerely,

Thomas Schmeelk

Forest Entomologist

Maine Forest Service, DACF

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*http://www.maine.gov/dacf/mfs/forest_health/invasive_threats/browntail_moth_info.htm

February 4, 2025

1. Other Items:

- a. Dalton Plante – update on Boil Water Order

2. Town Manager's Report:

a. Website -

I understand the frustration of the state of our website and am equally frustrated with it. We were notified by Brandy Miller with Jellison Technologies that she will be closing her business by the summer. That being said, over the next 5 months or so, and with the assistance from Brandy and Phil, we will be moving the hosting over to the Town, moving the domain to the .gov domain, updating the foundation of the website that will make it user friendly for both the Town in updating as well as the users of the website, and making the necessary updates to what is outdated within the sections of the Town.

I greatly appreciate everyone's patience while we make these necessary changes!

- b. I am keeping the calendar on the website updated regularly with Board and Committee meetings. I have also summarized upcoming meetings that is now being posted on the bulletin board upstairs at the Town Office. I have those available tonight as well – but understand that these are subject to change as meetings are scheduled and possibly rescheduled.
- c. Katie and I have been meeting with the department heads to prepare their individual budgets. With the update in the workbook last year, and some new additional sheets to help track payroll and capital accounts, we are in a great spot as of now and moving along.
- d. The auditors were in last week for the onsite visit for FY24. I believe there will be a few things to follow up on, but I'm confident we will have a finalized FY24 audit in a few weeks.
- e. The Comprehensive Plan Committee met for the first time on January 27th. Erica brought a lot of enthusiasm into the meeting and feel we will be off to a great start. For now, the committee will be meeting once a month.
- f. As far as committees go, I understand that there were a couple or few years that committees were not meeting regularly due to covid and what not - but we have done our best to get back on track. That being said, I would like some clarification on each committee and whether both a Select Board member and myself as Town Manager are required to be there as 'representation' so we can schedule accordingly. I would like to have this as an agenda item at the next meeting.

