

## **Carrabassett Valley Selectmen's Meeting**

**4:30 p.m. Monday November 29th, 2021 at the Town Office**

**Note: An Executive Session will be held at 3:30 p.m. prior to the regular Select Board meeting**

The Town now provides a zoom link for members of the Public to link into Town of Carrabassett Valley Select Board and other public meetings. To participate by zoom you must use the link provided in an email from the Town (this link is the same for any Town public meeting and is provided on the email in which the Board or Committee Agenda was sent out in). You may also obtain this link by sending an email to the town office ([townofcv@roadrunner.com](mailto:townofcv@roadrunner.com)) during normal business hours.

The public may also "phone in" as follows:

Dial by Phone – 1-929-205-6099 US (New York)  
Meeting ID: 531 268 2243  
Passcode: 04947

**Masks are required at the meeting.**

### **Agenda:**

**3:30 p.m.: REQUEST TO GO INTO EXECUTIVE SESSION (as allowed by Maine Statues M.S.R.A. Title 1 Section 405 A (1) To consider candidate(s) that may be considered for appointment as either the interim Town Manager or Administrative Assistant during the Town Manager's leave of absence (of up to six months) starting the end of March (2022).**

Time In:

Time Out:

### **4:30 p.m.: REGULAR MEETING AGENDA**

Review and sign Town Payroll Warrants: #50 in the amount of \$34,734.15.  
Review and sign Town Expenditure Warrant: #51 in the amount of: \$\_\_\_\_\_  
(to be issued on Nov. 29<sup>th</sup> due to Holiday).

**1. REVIEW AND APPROVE THE MINUTES FROM THE PREVIOUS SELECT BOARD MEETING HELD ON OCTOBER 15<sup>TH</sup>, 2021 (attached).**

**2. PRELIMINARY DISCUSSION CONCERNING PURCHASING MINI EXCAVATORS FOR MOUNTAIN BIKE TRAIL MAINTENANCE AND DEVELOPMENT:** At the recent Carrabassett Valley Trails Committee meeting, the Committee discussed the viability of purchasing one and possibly two mini-excavators for the mountain bike trail maintenance and development program. New

machines are in the \$30K to \$35K range. Part of the \$300,000 U.S.D.A. grant we will receive has an expenditure component of \$60,000 for equipment. No recommendation was made at the Committee meeting but there did appear to be consensus for the purchase of at least one machine. It was also decided to have the CRNEMBA Board (the Club) and the Select Board discuss this at upcoming meetings and make recommendations (ultimately, the grant is in the Town's name). We anticipate receiving a "data sheet" that will be available at the meeting to explain some of the relevant information needed (cost of renting versus ownership of equipment, anticipated length of years of trail development remaining, etc.). Our thoughts are to bring this information to the Board for consideration and to come back to the Board in the near future with the CRNEMBA recommendation and other related information for consideration.

Other considerations are:

- Whether or not we can go out to bid for this equipment before we receive a 'Notice to Proceed' involving the grant (Deb to research).
- It may take several months to bid and then actually obtain this equipment
- Where is this equipment going to "housed"?

**3. APPROVAL OF THE DRAFT AMENDED PERSONNEL POLICY:** The Board has previously reviewed the proposed changes (we made the one change that the Board recommended). We since met with the Town Employees and there are no recommended changes to this draft. We will provide a clean copy of this 21-page policy at the meeting for Board approval consideration.

**4. ANNUAL TOWN MEETING DATE:** March 14<sup>th</sup> (2022)???: The Town Clerk needs to provide Nomination Papers for elected officials. The second day of March is the traditional annual Town Meeting date. If that is the case, Nomination Papers will be available on November 30<sup>th</sup> and due in to the Town Office by January 13<sup>th</sup>. A copy of the elected official positions available is attached.

**5. NEXT SELECT BOARD MEETINGS:**

December 6<sup>th</sup> at 4:30 p.m.: We have received a new liquor license request for Zolnation, Inc. doing business as Mas Amigos in the former Geppetto's location. The Sole proprietor is Ryan Nezol. They are being given a lease by Sugarloaf for this location. New liquor license applications require a public hearing which we scheduled at 4:30 p.m. that day (see attached copy of notice). We may also have additional agenda items for this meeting also.

**TOWN OF CARRABASSETT VALLEY**  
**MINUTES OF SELECTMEN'S MEETING**  
**November 15, 2021**

**Board Members Present:**    **Bob Luce**                      **Lloyd Cuttler**  
   **Karen Campbell**            **Jay Reynolds**  
   **John Beaupre**

**Others Present:**                **Dave Cota**                      **Tom Wallace**  
   **Wendy Russell**                **Dan Bickford**  
   **Lynn Schnorr**

---

Bob Luce opened the meeting at 4:32 p.m. and welcomed those in attendance. Dave Cota asked phone-in callers to identify themselves for the record.

Payroll warrant #46 and #48 in the amounts of \$34,963.05 and \$23,518.52, respectively, were reviewed and signed by Selectmen.

Expense warrant #47 and #49 in the amounts of \$73,388.59 and \$130,989.56, respectively, were reviewed and signed by Selectmen.

The minutes of the October 25, 2021 were provided to the Selectmen for review and approval. Lloyd Cuttler made a motion to accept the minutes as written. Jay Reynolds seconded the motion. Motion approved via roll call.

Dave Cota discussed sending a letter to those parties who have previously expressed an interest in obtaining either a T-hangar or one of three hangar building sites. Dave has been discussing the letter and process with Lloyd Cuttler and Airport Manager Tom Wallace and had constructed a draft. After the airport taxi lane project is completed there will be either ten T-hangars available and three land sites, and the Town has received interest from 21 individuals. At this time, the Town will survey those interested, they will need to provide information on the size of their plane, etc. and the Town will try to nail down how much real interest there is for these hangars. The letter will request a \$1,000 refundable deposit as earnest money, as well as the survey form. The Town wants to determine need and also local ties to the airport, as much as possible. The T-hangars will cost \$100,000 – 120,000 each privately built and will all look the same, and it's likely that a "condominium association" will be formed for the structure. After surveys and deposits are received, Lloyd, Tom and Dave will review them for legitimate need and interest, etc. If the interest exceeds the number of available hangars, there may need be a lottery held, but that will be determined at a later time. Additionally, the Town may want to consider one developer to build the T-Hangar project. Beyond that, the Town's involvement will be to collect property taxes annually from each owner and the annual land fees from the Association that is formed. The Select Board agreed with the process and the \$1,000 refundable deposit requirement.

Dave Cota discussed the need to hold a public hearing and Town Meeting in order to accept and authorize use of American Rescue Plan Act (ARPA) funds. The Town has received \$41,000 and anticipates another \$41,000 next year.

Dave Cota discussed an update to the Town's Personnel Policy. Dave noted that there have not been any updates in quite some time. Most changes will be minor, but they will incorporate new requirements from the State and Federal levels. Dave provided a draft to the Selectmen, as he will be meeting with employees this week to review the changes. He will come back to the Selectmen after that meeting to finalize the updates. Dave reviewed the detail of some of the proposed changes.

In response to the Select Board's request, Dave Cota noted that there are sufficient funds to replace the tables and chairs in the Conference Room. He recommends similar tables and chairs as are in the Begin Room at the Library and the new Fire Station. Wendy Russell had photos of what is proposed. Following review of the options, John Beaupre made a motion to authorize Wendy Russell and Chris Parks to purchase replacement furniture with a budget of up to \$7,000. Lloyd Cuttler seconded the motion. Motion approved via roll call.

Informational:

- The reconstruction of the library building façade supports will be done in the next couple of weeks. H.E. Callahan Construction is doing this work.
- The Carrabassett Valley Trails Committee will meet on Friday at 1:00 p.m. Among agenda items is a discussion of a proposed updated Memorandum of Understanding between the Town, Mountain Bike Club, Sugarloaf and Maine Huts & Trails.
- The Employee Housing Committee will meet on Friday at 8:30 a.m. John Beaupre reported that they have received a quick summary of the survey work being done.
- The Outdoor Center Project, anticipated for 2023, may be eligible for some grant funding. Dave will be working on this further with representatives of Town and Sugarloaf.

At 5:40 p.m. Jay Reynolds made a motion to go in to Executive Session to discuss a Poverty Tax Abatement Request as is required by State Law to discuss granting a poverty tax abatement. Motion was seconded and approved 5-0.

At 5:45 p.m. the Select Board voted 5-0 to exit executive session. The Board then voted (5-0) to grant a poverty tax abatement in the amount of \$948.68.

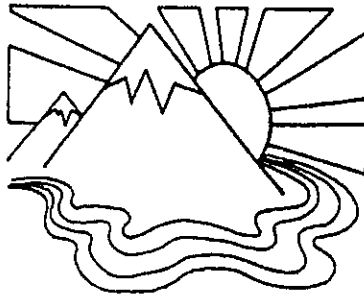
At 5:46 p.m. in accordance with M.S.R.A Title 1, Section 405A (1), Jay Reynolds made a motion to go into Executive Session to discuss candidates to consider as either an interim Town Manager or Administrator during the Town Manager's leave of absence of up to six months starting the end of March. Lloyd Cuttler seconded the motion. Motion was approved via roll call vote.

At 6:07 p.m. the Select Board voted to exit executive session. The Select Board recommended conducting an interview for the above position, if possible, prior to the next Board meeting.

Meeting was adjourned at 6:08 p.m.

Respectfully submitted,

Lynn M. Schnorr  
Secretary to Board of Selectmen



## **TOWN OF CARRABASSETT VALLEY**

### **NOMINATION PAPERS FOR ELECTED OFFICIALS AVAILABLE**

**Nomination Papers for the following Town of Carrabassett Valley Elected Officials are available at the Town Office starting November 30, 2021.**

**(2) Three-Year Select Board Positions**

**(2) Three-Year School Committee Positions**

**(2) Three-Year Sanitary District Trustee Positions**

**(1) One-Two Year Sanitary District Trustee Position**

**Nomination Papers must be returned no later than 4:00  
p.m. January 13, 2022**

**Town of Carrabassett Valley Notice of Public Hearing**

**4:30 p.m. on Dec. 6th at the Town Office**

**To consider a new liquor license request from Zolnation, Inc. doing business as 'Mas Amigos' in the former Geppetto's location which is located in the Sugarloaf Village West Complex**

The Select Board of the Town of Carrabassett Valley will consider approval of a new liquor license application request from Ryan Nezol, Sole proprietor of Zolnation, Inc. doing business as 'Mas Amigos' at the above location at 4:30 p.m. December 6<sup>th</sup>, 2021 at the Town Office. Public comments concerning this request will be heard at this public hearing or written comments may be submitted to the Town Office prior to this meeting.