Selectboard Meeting Agenda
Anson Town Office, 5 Kennebec Street
July 28, 2026
Meeting Minutes

1. Call meeting to order and Pledge Allegiance.

2. Consent agenda:
   a. ***Motion to approve the minutes of July 14, 2026. Motion by Larry McHugh, seconded by Sharon Mellows. Approved 3-0.*** Brenda Garland abstained because she was not present at last meeting.
   b. ***Motion to approve Treasurer Warrants. Motion by Larry McHugh, seconded by Sharon Mellows. Approved 5-0.***

Warrant #75	Payroll #28	$23,887.42
Warrant #76	Town A/P	$7,454.00
Warrant #77	Town A/P	$1,610.50
Warrant #78	Town A/P	$793.44
Warrant #79	Town A/P	$1,300.00
Warrant #80	Town Payroll #29	$12,141.36
Warrant #81	Town A/P	$32,399.42
Warrant #82	Sewer A/P	$8,527.16
	Total	$88,113.30

3. No Presentation

4. Regular Agenda:
   a. ***Motion to approve the Mil Rate at 19.35 for FY 2026 Tax Commitment. Motion by Leann Dickey, seconded by Brenda Garland. Approved 4-1.***
   b. ***Motion to approve a tentative Special Town Meeting prior to election on Nov. 2, 2026. Motion by Sharon Mellows, seconded by Larry McHugh. Approved 5-0.***
   c. ***Motion to approve Angel Aguirre to sign the Carrabec Community School Disaster/Emergency Shelter Plan after corrections. Motion by Sharon Mellows, seconded by Larry McHugh. Approved 5-0.***
   d. ***Motion to table for Town Meeting the approval of a vendor for basement repairs. Motion by Larry McHugh, seconded by Leann Dickey. Approved 5-0.***
   e. ***Motion to approve Angel Aguirre to enter into a compact agreement between the Town of Anson and Harold Alfond Center. Motion by Leann Dickey, seconded by Sharon Mellows. Approved 5-0.***

f. ***Motion to approve Angel Aguirre to enter into an agreement with Government Windows for online payment options for residents. Motion by Sharon Mellow, seconded by Leann Dickey. Approved 5-0.***
g. ***Motion to approve the flyer to be put in with tax bills about 18 Month Budget for next year. Motion by Sharon Mellow, second by Leann Dickey. Approved 5-0.***
h. ***Motion to approve the purchase of a Zoom subscription for Town meetings not to exceed $300.00. Motion by Brenda Garland, second by Leann Dickey. Approved 5-0.***
i. ***Motion to approve the appointment of Marianne Ayotte to the planning board. Motion by Brenda Garland, seconded by Leann Dickey. Approved 5-0.***

5. Updates of Past Items:
    a. Fountain: The Board received an update that there was no new information regarding the fountain project. The latest information indicated the contractor was waiting on parts and coordination with the electrician before work could be completed and rescheduled.

    b. Fee Schedule: The ordinance and fee schedule committee held its first meeting and identified items that should and should not be included in the proposed fee schedule. The committee consists of two Select Board members (Sharon and Jim) and two Planning Board members (Jeff and the Town Administrator). After being unable to secure a local contractor to participate, the committee decided to proceed with the six current members. Once completed, the proposed fee schedule will be reviewed by the Planning Board before being forwarded to the Select Board, with the goal of placing it on the November Special Town Meeting warrant.

    c. Sidewalk and ADA Compliance: Two ADA/wheelchair signs have been received and are available at the Town Office. The Town Administrator reported that no update has been received regarding the requested road study, but the proposal had been accepted by the consultant and the Town is awaiting the next steps.

    d. Veteran Flags: The Board reviewed the status of the veteran banner program following the previous approval contingent upon utility company authorization. CMP advised that banners are not permitted on its utility poles. Madison Electric indicated it had no objection to banners being installed on its poles, and written confirmation was requested for the Town's records. The program coordinator continues working with CMP to seek permission so the program can be offered town-wide and is also exploring grant funding so participating families will not bear the cost.

e. Gun Policy: The Town Administrator reported that the previously referenced firearms policy has not yet been located and is continuing to verify that the employee handbook on file is the most current version. Based on the handbook currently available, firearms are prohibited except where permitted by law, and Maine law allows licensed individuals to carry in certain circumstances. The Board discussed the Town's limited authority under state law, noting that any policy adopted by the Town could apply only to municipal employees and not members of the public or contractors entering the Town Office. The Administrator is awaiting clarification from the Town's attorney before recommending any policy changes.

6. Other Business:
   a. Items from the Board: ***Motion to accept the resignation of Town Clerk Kim Moody. Motion by Leann Dickey, seconded by Sharon Mellows. Approved 5-0.*** Discussed the immediate need to ensure continuity of Clerk and BMV services before Kim's departure. Agreed an executive session should be scheduled to discuss staffing, compensation, and succession planning. Discussed utilizing retired clerks and other temporary assistance during the transition period. Scheduled an executive session to occur before Kim's final day to address personnel matters. Executive Session scheduled for Thursday July 30, 2026 at 2:00 p.m.

   b. Items from the Administrator: Explained that the current Clerk position combines too many responsibilities for a single employee and is unlikely to attract qualified applicants if posted without restructuring. Recommended splitting the position by assigning Town Clerk and BMV Agent responsibilities to Madison Murray while recruiting a Finance/General Assistance position. Explained the need to temporarily absorb additional responsibilities until recruitment is completed. Reported that Kim Moody agreed to provide paid training after her resignation to assist with the transition. Updated the Board that the workforce development participant would begin work answering phones, assisting with filing, and organizing Code Enforcement records but would not be performing Deputy Clerk duties due to training requirements.

7. Department Head Reports:
   a. Highway: Reported completed grading and gravel work on town driveways, began work on Camp Road shoulders, reported mechanical issues with the 2019 Western Star truck hydraulic system that are being diagnosed. Pump Station #3 continues operating while repairs are monitored. Received three quotes for road striping and selected the lowest qualified quote of approximately $5,920 to complete intersection striping. Reviewed fuel pricing from multiple vendors and will obtain additional information before making a purchasing decision.

b. Fire: No report, Fire Chief was not in attendance.

c. Town Office: The Town Office is preparing for the departure of the Town Clerk while ensuring essential services, including elections, motor vehicle registrations, and vital records, continue without interruption. The A4TD volunteer will begin assisting with reception duties, filing, and administrative projects to help reduce the office workload during the staffing transition. Liens for real estate and sewer were placed, and discharges are pending.

a. EMA Director: Has distributed all their water to residents and discussed possibly giving water for residents with animals.

8. No Public Hearings

9. No items by the Public

10. ***Adjourned at 8:01p.m. Motion to adjourn by Sharon Mellows, seconded by Leann Dickey. Approved 5-0.***

Prepared by: Angel Aguirre, Town Administrator July 30, 2026.

Approved and signed on August 11, 2026.