

**TOWN COUNCIL MINUTES
OCTOBER 26, 2021**

Open Public Hearing: Councilor Ketch opened the public hearing on An Ordinance to Restrict Winter Public Parking. It is proposed that an ordinance be created to replace annual voting for winter parking regulations. There were no public comments.

Close Public Hearing: Councilor Ketch closed the public hearing.

Open Town Council Meeting: Councilor Ketch opened the Town Council Meeting. Councilors in attendance were Councilor Ketch, Councilor Lugdon, Councilor Wade, Councilor Clemons and Councilor Delaware. Town Manager Melissa Doane was also present.

Review of Minutes: Councilor Ketch made a motion, seconded by Councilor Wade, to accept the minutes of the October 12, 2021 meeting. Vote 5/0

Citizen's Request: none

Manager's Report: Melissa informed the Council that Terry Knapp has announced that she is retiring. Her last day is anticipated to be December 17, 2021. She indicated that she will be advertising for a new employee soon. Melissa also indicated that she may look at adjusting office hours with the hiring of a new individual and will update the Council as things proceed. She provided councilors with transactional reports showing transaction volume per hour of the day for their review.

New Business: Councilor Wade made a motion, seconded by Councilor Delaware, to accept the Treasurer's Disbursement Warrant as presented. Vote 5/0

Councilor Wade made a motion, seconded by Councilor Clemons, to accept the updated Personnel Policy as presented. The update was to include Juneteenth as a paid holiday, as it has now been designated as both a Federal and State holiday. Vote 5/0

Councilor Lugdon made a motion, seconded by Councilor Clemons, to accept the Municipal Election Warrant for the November 2, 2021 RSU #34 Director Election. Vote 5/0

After reviewing the Sheriff's report, Councilor Ketch noticed that there were a couple of ATV incidents reported. Melissa hadn't been provided any additional information prior to receiving the monthly report.

Councilor Delaware indicated that 65 people had been served at the most recent drive through senior luncheon. They are hoping for in house attendance at the next luncheon.

Councilor Delaware also attended the RSU #34 School Board meeting. She reported that Superintendent David Walker will be retiring next summer, and they are beginning the search for a replacement. Also, the Viola Rand School is anticipating installing new air exchange equipment. The next meeting is set for November 17th at 6:30 at the Leonard Middle School.

Unfinished Business: Councilor Wade made a motion, seconded by Councilor Delaware, to accept the Ordinance to Restrict Winter Public Parking as presented in public hearing 10/26/2021. Vote 5/0

Councilors questioned whether there was any update on the MRC issue, and Melissa reported that there were no updates at this time.

Councilors indicated that the new ballot box was a bit difficult to use. Melissa stated that it was State provided and is what has been approved to be used.

Councilor Ketch made a motion to accept the following warrants, seconded by Councilor Wade: Vote 5/0

#29 in the amount of \$2,940.00

#30 in the amount of \$6,170.10

#31 in the amount of \$15,080.03

Next Meeting: The next meeting is scheduled for November 9, 2021.

Adjourn: Councilor Ketch made a motion to adjourn, seconded by Councilor Clemons. Vote 5/0