

**CASTLE HILL MUNICIPAL OFFICERS MEETING**  
***Wednesday, June 9, 2021***  
**7:00 PM – Town Office**

**MINUTES**

**Call to Order at 7:00 PM by Chair Cheney**

Present – Chair Shari Cheney, Gerry McGlinn, and Allen Michaud

Absent – Theresa Albert and Maylen Kenney

Staff Present – Sandra Fournier, Town Manager; Lisa Foster, Treasurer

**Public Comment – None**

**Approve Minutes of Previous Meeting, May 12, 2021**

Motion by **Michaud** to accept the May 12, 2021 minutes as presented

Second by **McGlinn**

Motion passed **3 - 0**

**Review, Approve and Sign Treasurer Warrants 35-42**

Warrants 35 – 42 were discussed and signed

Motion by **McGlinn** to accept the Treasurer's report on expenditures (warrants), investments, and financial reports as prepared and presented.

Second by **Michaud**

Motion passed **3 - 0**

**Old Business –**

**New Business**

There was a discussion of the MSAD#1 Budget Proposal. The proposal is less than estimated for the budget. The election to approve the MSAD#1 budget is to be held on Tuesday, June 22, 2021 at the Castle Hill Grange Hall.

Motion by **McGlinn** to approve and sign the Warrant and Notice of Election of MSAD#1 Budget Validation Referendum.

Second by **Michaud**

Motion passed **3 – 0**

The Girl Scout Troop #1133 would like to donate a memorial bench, to be placed at the Edgecomb Memorial Garden located on Pool Street.  
Motion by **McGlinn** to approve the memorial bench donation from Girl Scout Troop #1133  
Second by **Michaud**  
Motion passed **3 - 0**

Information was presented for the American Rescue Plan Act (ARPA) Funds. There are certain eligible uses for these funds. As the Town Manager learns more how these funds are to be distributed, she will update the Board on the projects to be implemented. This is informational only.

Each year a field representative from the Property Tax Division performs a valuation report on all municipalities and presents their findings in a preliminary report. The Town of Castle Hill is at 87%. The commitment ratio cannot be higher than 97%.

Motion by **McGlinn** to Approve and Sign the Ratio Declaration & Reimbursement Application  
Second by **Michaud**  
Motion passed

There was a discussion regarding a recent statute that requires each municipality to submit proof that the sale of liquor on-premises consumption has been authorized by the municipality.

Motion by **Michaud** to table until there is more information  
Second by **McGlinn**  
Motion passed **3 - 0**

### **Town Manager Report**

There has been testing on the TRIO SQL. There have been issues with the upgraded database having to do with the multi-town version. We will not be going live until these issues are resolved. The annual employee appreciation dinner will be in August. There are plans being made for this dinner. The Recreation programs will start on June 28, 2021. The Town Office will be closed at 12 noon on June 24, 2021 to complete the annual safety training.

### **Set Next Meeting Date(s):**

Individual Board Meeting – July 14, 2021

Joint Board Meeting – September 14, 2021 @ 6PM (tentative)

Move to enter executive session pursuant to 1 M.R.S.A. §405(6.A) for consideration of personnel employment by **McGlenn** at 7:53 PM  
Second by **Michaud**  
Motion Passed **3 – 0**

Motion by **Michaud** at 8:10 PM to exit executive session  
Second by **McGlenn**  
Motion passed **3 – 0**

**Adjournment at 8:15 PM by Chair Cheney**

Respectfully submitted

*Lisa Foster*

Lisa Foster  
Treasurer/Tax Collector