

**Town of West Bath**  
**Selectmen Meeting Minutes**  
**Monday, February 24, 2020**

**Town of West Bath Board of Selectmen:** Madelyn Hennessey, Chair - Present  
Suzanne Andresen - Present  
Kathleen Lavallee - Present

**Town Staff Present:** Kristine Poland, Town Administrator  
Karly Perry, Town Clerk  
Steve Renaud, Road Commissioner

**Residents:** David Hennessey, Jeremie Whorff, Karen Murphy, Merrilee Wilson,  
Gerald Mitchell, Michael Montgomery, Tracy Renaud

A meeting of the West Bath Board of Selectmen was held **Monday, February 24<sup>th</sup>, 2020** at 5:30 pm at the West Bath Town Hall, 219 Fosters Point Road, West Bath in the Selectmen's Room

- I. CALL TO ORDER at **5:30 pm**
- II. ATTENDANCE AND ESTABLISHMENT OF QUORUM – **Yes**
- III. PLEDGE OF ALLEGIANCE WAS SAID.
- IV. CONSENT AGENDA
  1. Approval of Minutes:
    - a.) February 10, 2020 Board of Selectmen Meetings
  2. Approval of Warrant(s):
    - a.) Municipal
    - b.) School Department
  3. Upcoming Meeting(s):
    - a.) Monday, February 24<sup>th</sup>, 2020 at 5:30pm in the West Bath Town Office  
**Selectman Lavallee moved to accept the consent agenda, seconded by Selectman Andresen.**  
**Selectmen unanimously approved.**
- V. SELECTMEN COMMENTS/ANNOUNCEMENTS:  
Selectman Hennessey announced that the Board of Selectmen will host a Road Workshop on Monday, March 2<sup>nd</sup> at 5:30 pm at the West Bath Fire Hall to review proposed changes to the next winter road maintenance contract as well as other roads related issues and concerns.
- VI. CITIZEN'S COMMENTS: None
- VII BUSINESS ITEMS
  1. **Road Workshop Agenda**  
Town Administrator Kristine Poland asked the board if they would like a formal agenda for Monday's workshop. Selectman Hennessey noted that routine road maintenance should be discussed as well.  
  
David Hennessey asked if there was an update to the Sabino Road culvert project, to which Mrs. Poland noted that the Bid Request had been published with a deadline of March 5<sup>th</sup> at

10:00 am. The bid will be awarded at the following Selectmen's meeting on March 10<sup>th</sup> at 5:30 pm.

Jeremie Whorff reviewed discussion with the Army Corps of Engineers to review the Town's ability to replace the culvert as routine maintenance rather than undergoing a new design to be engineered. Discussion followed on the history of the Sabino Road culvert and the financial pros and cons of having the culvert engineered.

Selectman Hennessey advised Mrs. Poland to confirm with both the Army Corps of Engineers and the Town Attorney as to whether replacing the existing culvert is an option.

Mrs. Poland asked Road Commissioner Steve Renaud if he had any input for Monday's workshop, to which Mr. Renaud noted that the Town needs a better policy in place regarding driveway culverts.

**2. Town Administrator's Update**

Mrs. Poland reviewed a letter she submitted to Tyler Technologies (the software used at West Bath School) requesting that Treasurer Julia House be allowed read-only access to accounts. Selectman Andresen added that she had a conversation personally with a sales representative from Tyler Technologies. Mrs. Poland noted that she had not heard back from the company as of yet. Selectman Hennessey noted that Tyler Technology's contract is with West Bath School. Mrs. Poland went on to note that she has been in talks with Superintendent Thompson to set procedures and feared that this may waylay those discussions. Selectmen agreed that Mrs. Poland should continue as the liaison for the School Department.

Mrs. Poland reviewed information provided by Tax Collector Julia House on real estate parcels due for automatic foreclosure on Friday, February 28<sup>th</sup> at 4pm. Karen Murphy introduced herself and asked for an extension to pay off properties in order to avoid foreclosure. Mrs. Murphy agreed to pay \$3000 on Tuesday, February 25<sup>th</sup> and the remaining balance by April 15, 2020. After further discussion, Mrs. Murphy agreed that she could pay the balance in full for 2017 in order to avoid foreclosure.

**Selectman Hennessey moved to authorize the Tax Collector/Treasurer to make appropriate payment accommodations consistent with the Statutes of the State of Maine, with the contingency that upon April 15<sup>th</sup> the entire balance and fees will be paid in full, at which point the Selectmen will sign a Quit-Claim Deed to Mrs. Murphy for the foreclosed properties, seconded by Selectman Lavallee. Selectmen unanimously approved.**

Mrs. Murphy thanked the Board of Selectmen.

Mrs. Poland announced that Casella Waste, the company that operates the West Bath Transfer Station, will attend the March 9<sup>th</sup> meeting of the Board of Selectmen to address any questions or concerns. Also scheduled, TRIO Software will attend the March 23<sup>rd</sup> meeting of the Board of Selectmen to discuss transitioning from the current software platforms (Vision and TRIO) to TRIO only.

Mrs. Poland went on to display the artwork presented by the Second Grade Class of West Bath School during their Kindness Day celebration on February 14<sup>th</sup>.

**3. Other**

Town Clerk Karly Perry announced that there are two rabies clinics schedule – one at the Phippsburg Fire Station on Saturday February 29<sup>th</sup> and another at the Bath Train Depot on Wednesday, March 4<sup>th</sup>. Information can be found online at [www.westbath.org](http://www.westbath.org).

Mr. Renaud announced that Town roads will be posted this week.

VIII EXECUTIVE SESSION:

**Selectman Hennessey moved to enter into Executive Session pursuant to Title 1 M.R.S. §405 (6)(A) for the purpose of discussing personnel issues, seconded by Selectman Lavallee. Selectmen entered into Executive Session at 6:33 pm.**

IX. ADJOURNMENT

**Motion made by Selectman Andresen to adjourn, seconded by Selectman Lavallee. Selectman unanimously approved. Meeting adjourned at 7:31 pm.**

A true attested copy,

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Karly A. Perry, Town Clerk