TOWN OF WELD
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Meeting Minutes

Board/Committee: Select Board **Date:** June 23, 2026 **Time:** 7:00 PM **Location:** Weld Town Hall

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1. Call to Order

The meeting was called to order by Select Board Chair Lisa Miller via roll call.

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2. Members Present

- Lisa Miller (Chair)
- Dina Walker
- Steve Conant

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3. Members Absent

None noted.

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4. Others Present

- Corey Hutchinson – Fire Department
- Barbi Castonguay
- Becky Durant-Vining
- Colleen Stewart – Town Treasurer/Clerk
- Lise Bofinger
- Laurie Pratt
- April Demers – 4-H Club Representative

- Sean Minear from Historical Society
- Stan Wilcox
- Rick Davol

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5. Approval of Previous Minutes

Three sets of minutes were identified for approval:

1. **May 19, 2026** – Regular Select Board Meeting
2. **May 29, 2026** – Special Town Meeting
3. **May 29, 2026** – Emergency Select Board Meeting

A motion was made by Dina Walker to accept the minutes as submitted with minor corrections noted.

Discussion: A procedural question was raised regarding whether AI-generated transcripts (Otter AI) may serve as official minutes or whether the Town Clerk is required to prepare the official minutes. Chair Miller indicated she would consult the MMA (Maine Municipal Association) legal resources and the policy manual to clarify the proper procedure, after which a vote would be taken by the Board.

Decision: The matter of which minutes format to use (AI-generated vs. Town Clerk-prepared) was **tabled** pending review of MMA legal guidance and applicable policy. A vote on the format will be scheduled for the next meeting.

Vote on Tabling: All in favor – Aye. Motion carried.

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6. Old Business

6a. Caldewood Engineering – West Brook Road Bridge

Chair Miller reported contact was made with Folder Wood Engineering. They are preparing a preliminary study presenting two options for the bridge:

1. Replace with a wooden deck (with the option to later cover with concrete).
2. Replace with a full concrete bridge.

The engineering firm advised that bridge costs have increased approximately **33%** since the last bridge project. Proposals have not yet been received.

Status: Pending receipt of proposals.

6b. Website Vendor Review

Barbi Castonguay presented the results of Requests for Proposals (RFPs) for a new town website vendor. The benchmark was the current contract with Activitive at approximately **$700 annually**. The following vendors were evaluated:

Vendor	Cost	Notes
Vendor 1 (unnamed)	Could not meet $700 threshold	Not viable
Vendor 2 (unnamed)	$350 import fee + ~$2,000 annually	Not viable
Revize	**$700/year (locked for 3 years)**	**Recommended**
Town Web	$700/year	Does not allow creation of new pages; not preferred
WordPress	$300/year	Lower cost; security confirmed comparable; requires initial administrator guidance

Recommendation: Barbi Castonguay recommended **Revize** as the preferred vendor. Benefits cited include:

- ADA compliance
- Up to 200 pages
- Seven customizable themes
- Ability to accommodate meeting recordings
- Transition to **.gov** domain
- 24/7 support
- Migration of existing content in less than one month
- Used by other Maine municipalities (including Lemington and Prescott)

Discussion: The Board noted the $700 rate with Revize is a promotional rate for the first three years, with potential price increases thereafter. Dina Walker expressed satisfaction with the recommendation given security confirmation and municipal use. The Board agreed to review the contract before signing.

Action: Barbi Castonguay will provide contract documents and examples of municipal websites currently using Revize for Board review.

6c. RSU 9 School Board Vacancy

An open position on the RSU 9 School Board, effective July 1, was discussed.

Key points:

- The position became vacant when Debbie Smith, who had been elected as a write-in candidate, subsequently resigned.
- The Select Board has the authority to appoint a replacement; the appointment is not subject to election until the next applicable date.
- Select Board members confirmed they are **ineligible** to serve in this position due to a conflict of interest (school board serves school interests; Select Board serves town interests).
- One potential candidate from town has expressed interest.
- The position remains open, and the Board encouraged community members to step forward.

6d. Dummer's Beach Campground – Unpaid Tax Liens

The Board reviewed the status of outstanding tax liens on campground properties at Dummer's Beach.

Key points:

- Multiple liens exist against properties for unpaid personal property taxes.
- Chair Miller reported attempting to contact campground owner Casey four times and visiting the campground three times without response.
- Legal guidance obtained by Dina Walker confirms that **abatement is not an option** unless the taxes were assessed in error; the assessments are confirmed as accurate.
- Foreclosure on the affected camper properties may be necessary if taxes remain unpaid.
- Approximately **$5,000** in unpaid taxes is outstanding across approximately ten properties.

Action Items:

- Chair Miller to send a formal written letter to the campground owner requesting cooperation and updated addresses for campers.
- The Board will continue consultation with legal counsel regarding the lien and foreclosure process.
- Chair Miller requested a current list of all campers from the owner to reconcile against tax records.

6e. Tax Foreclosure Process

The Board reviewed the next steps for foreclosure of tax-delinquent property (Map Numbers 36, 942, and 943).

Per Maine state statute, the required process is:

1. Send the property owner a notice of intent to sell via **certified mail** and **first-class mail**.
2. The owner has **90 days** to respond and pay outstanding taxes.
3. If no response is received within 90 days, the town may proceed with the sale.

Chair Miller noted that foreclosure letters were drafted using the state's official form template, with minor corrections identified (punctuation, date, and bracketed municipality name to be completed as "Town of Weld").

Action: Chair Miller will finalize the corrected letters and bring them to the Select Board for signatures. Letters to be mailed on Thursday following execution.

6f. Still Point Road – New Road Naming (Formerly 88 School Street)

The Board confirmed that the road formerly addressed as 88 School Street has been renamed **Still Point Road** by the property owners.

Discussion: It was noted that because the road is a dead end, it may need to be designated as a "Lane" rather than a "Road" per emergency communications standards. This will be verified with Emergency Communications Bureau (contact: Eric).

Action Items:

- Confirm proper road designation (road vs. lane) with Emergency Communications Bureau.
- Order road sign, post, and have Public Works install upon confirmation.

6g. AFG Grant – Fire Department

Corey Hutchinson reported that the AFG (Assistance to Firefighters Grant) application has been submitted. The grant is intended to fund equipment for both current use and for the anticipated new fire station. Approximately **100 hours** of volunteer work was contributed to the grant application. Responses are anticipated in September.

The Board extended thanks to all contributors.

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7. New Business

7a. Annual Chicken Barbecue and Street Dance – July 4

The annual chicken barbecue and street dance is scheduled for **July 4**. Key logistics:

- The Weld Winter Wildcats are coordinating with the Sheriff's Department for road closure permits.
- The Fire Department will manage road closure using a fire truck throughout the event.
- The road closure will extend from the four corners (town center) to the town office/post office.

No further action required.

7b. 4-H Club – Use of Town Facilities

April Demers presented a request to establish a 4-H Club based in Weld and to use town facilities for meetings and activities.

Key points:

- Approximately **16 children** have already expressed interest.
- Participants will include Weld residents as well as children from neighboring towns (e.g., Carthage, Phillips).
- The club intends to serve both homeschool and public school children.
- Proposed meeting schedule: up to **two dates per month** (one weekday for homeschoolers; one afternoon/weekend for public school children).
- Facilities requested: multi-purpose room, town hall, tennis courts, and ball field.
- 4-H Maine is a **nonprofit organization** and will provide a certificate of insurance naming the Town of Weld.

Fee Discussion:

- Multi-purpose room: **No charge** (free to all users).
- Town Hall: Current fee schedule is $50/half-day for residents; $150/half-day for non-residents; $200/full day.
- Ball field and tennis courts: No formal fee policy; currently available for public use at no charge.
- Given the mixed residency of participants, the Board suggested applying a consistent, reasonable standard. It was noted the group may rarely use the town hall due to budget constraints.

Decision: The Board expressed support for the 4-H Club. Dina Walker indicated a **facility use agreement** can be signed on behalf of the 4-H Club in accordance with existing policy.

Action Items:

- April Demers to complete and sign the town's Facility Use Agreement.
- April Demers to coordinate scheduling through the town website calendar or directly with Barbi Castonguay.

7c. Historical Society – Crosswalk and No Parking Signage

Sean Minear (Historical Society) presented two requests related to the historical society property:

1. Crosswalk: The DOT confirmed that the town does **not** require town meeting approval to paint the crosswalk. Templates are already on hand; paint has been ordered. The crosswalk will be installed on School Street between the tennis courts and the historical society buildings.

The Historical Society is also procuring **three pedestrian warning signs** (similar to those used in downtown Farmington) to be placed at the crosswalk location for pedestrian safety.

Decision: Proceed with crosswalk installation. No vote required.

2. No Parking Signs: Permanent no-parking signage on a state road requires a **town ordinance** and DOT involvement. The DOT has indicated it will handle the signage once an ordinance is in place. A town ordinance requires voter approval at Town Meeting.

Discussion: Dina Walker indicated willingness to draft a comprehensive traffic ordinance. The Board acknowledged this cannot take effect before **March 2027** Town Meeting at the earliest, due to required public notice.

For the interim (specifically Historical Society events), the Historical Society may place temporary private signage on its own property. Use of town/state road frontage for temporary signage requires further clarification.

Action: Dina Walker to begin drafting a traffic ordinance for consideration at the 2027 Town Meeting.

7d. Cemetery Plot Sales – Statutory Compliance (30% Perpetual Care Requirement)

Sean Minear presented information regarding Maine state statute requiring that **30% of all cemetery plot sale proceeds** be deposited into a dedicated, irrevocable perpetual care account.

Key points:

- This requirement applies to both town-managed cemeteries (Center Hill) and association-managed cemeteries (Mountain View).
- Robertson, Webster, and Sim cemeteries have no plots available for sale; this issue is not applicable to them.
- Center Hill Cemetery Trust account currently holds approximately **$6,000** in one-year CDs.

- The proposal is to transfer the current balance of **$50,306** (to be confirmed) from the general cemetery account into the Center Hill Cemetery Trust account, and to direct all future plot sale proceeds into that trust account on a rolling basis (not less than once per year at CD renewal).
- Mountain View Cemetery Association plans to address its compliance separately at its annual meeting in August.

Discussion: Dina Walker confirmed this matter requires inclusion in the **2027 budget** for voter approval at Town Meeting. The Board agreed in principle to the approach and will develop appropriate language.

Action Items:

- Dina Walker to draft budget line language for the 2027 warrant.
- Budget Committee to be advised of this item for the FY2027 budget cycle.
- Town Treasurer to continue managing CDs as appropriate until formal vote.

7e. Free Dump Day – Transfer Station

Steve Conant reported the following parameters for upcoming free dump days (**July 28** and **July 2** – dates to be confirmed):

- Maximum **4 tires** per visit.
- Maximum **one large bulky item** (e.g., sofa or mattress) per visit.
- Maximum **200 pounds** of normal bulky waste per visit.
- All items within these limits will be accepted at **no charge** on designated days.

Vote: All in favor – Aye. Motion carried.

7f. Maine Waste Action Corporation (MWAC) – Contract

The Board reviewed a new solid waste disposal contract from Maine Waste Action Corporation.

Key terms:

- New rate: **$110 per ton** (up from previous rate of $80 per ton).
- Previous contract was a five-year agreement; this contract is **annual**, renewing each year.
- Contract supersedes all prior agreements.

Action Items:

- Town Treasurer/Clerk (Colleen) to verify that the insurance requirements in the contract align with the town's existing coverage (specifically comprehensive general liability and workers' compensation).
- Barbi Castonguay to obtain last year's tonnage figures for budget committee reference.
- Board to sign the contract upon confirmation of insurance compliance.

7g. Multi-Purpose Room Use Agreement and Fees

Chair Miller reported that a prior issue regarding the multi-purpose room use agreement has been resolved. No further action required at this time.

7h. Weld Fire Rescue – Fee Recovery for Search and Rescue Calls

The Board discussed the ongoing issue of unreimbursed costs associated with search and rescue calls at Tumbledown Mountain and Bald Mountain, which are outside the town's jurisdiction but regularly require Weld Fire Rescue response.

Key discussion points:

- Taxpayers of Weld bear costs for wear and tear on equipment, fuel, and volunteer labor with no reimbursement.
- Corey Hutchinson noted that Franklin County Commissioners have indicated a potential reimbursement cap of approximately **$4,000 per year**, contingent on the town having a formal ordinance in place.
- New Hampshire's "Hike Safe Card" program was referenced as a model (cards sold for $20–$35/individual or $35/family; card holders not liable for rescue costs unless negligent).
- Maine does not currently have an equivalent statewide program.
- Lise Bofinger recommended simultaneously pursuing a state-level legislative solution in addition to a local ordinance.
- Laurie Pratt indicated plans to speak with State Senator Russell Black regarding state-level reimbursement options.
- Corey Hutchinson recommended developing a standardized **incident documentation form** for each apparatus to record negligence factors, start times, resources used, and personnel deployed on rescue calls.

Decisions:

- The Board agreed to pursue a **local cost recovery ordinance** to be drafted by Dina Walker and presented to the town for a vote.
- Simultaneously, outreach to state representatives and county commissioners will continue to pursue broader reimbursement solutions.

- Corey Hutchinson to develop a standardized rescue incident documentation form for fire apparatus.

Action Items:

- Dina Walker to draft a cost recovery ordinance (including fee schedules for apparatus and personnel) for Select Board and Town Meeting consideration.
- Corey Hutchinson to develop a rescue incident documentation/checklist form.
- Laurie Pratt to consult with State Senator Russell Black regarding state-level rescue cost reimbursement.
- Corey Hutchinson/Chair Miller to continue working with Franklin County on the $4,000 annual reimbursement arrangement.
- Maine Forest Service apparatus fee schedule to be used as a reference for ordinance development.

7i. Weld Recreation – Appointment Signatures

The Board noted that signatures are needed on Weld Recreation appointment forms.

Action: Select Board members to sign the required forms.

7j. CEO Reappointment – Mike Stevenson

A motion was made to reappoint Mike Stevenson as Code Enforcement Officer (CEO).

Vote: To be confirmed.

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8. Motions, Seconds, and Votes

#	Motion	Made By	Seconded By	Vote
1	Table approval of previous minutes pending review of AI vs. Town Clerk minutes format policy	Lisa Miller	To be confirmed	Aye – Carried
2	Approve free dump day parameters (July 28 and July 2)	Steve Conant	To be confirmed	Aye – Carried
3	Reappoint Mike Stevenson as CEO	To be confirmed	To be confirmed	To be confirmed

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9. Adjournment

The meeting was adjourned**.**

Minutes prepared by: Otter.AI

To be confirmed Minutes approved by Select Board on: