



OFFICE OF THE TOWN OF ALBION
22 MAIN STREET ALBION MAINE,
04910 TELEPHONE (207) 437-2900
FAX (207) 437-2903
www.albionmaine.gov
admin@albionmaine.gov
OFFICE OF THE SELECTBOARD



Meeting Minutes

DATE: November 10, 2025

TIME: 6:00 P.M.

This meeting will be conducted in person at the Besse Building. This meeting is open to the public.

MINUTES APPROVED ON NOVEMBER 24, 2025

PRESENT: Selectboard Chair Jason Dow, Selectperson Paul Flynn, Selectperson Amber Whittaker, Administrative Assistant Diane Manter, CEO Joseph Doore, Town Clerk/Treasurer Jeanie Dow

PUBLIC PRESENT: Justin Bouchard of On Point Lawn Care; Brian Kaczmatek & Crystal Plasse of B&C Services; Katie Pooler

- 1) Call to Order and establish quorum - 6:00 PM by Jason Dow
- 2) Pledge of Allegiance
- 3) To consider approving the minutes of the 10.27.2025 meeting – MOTION to approve with amendments made by Paul Flynn, 2nd by Amber Whittaker. VOTE 3 in favor, none opposed. **MOTION PASSED**
- 4) Adjustments to Agenda
MOTION to move Agenda Item 6b to be done before new business made by Amber Whittaker, 2nd by Paul Fynn. VOTE 3 in favor, none opposed.
MOTION PASSED. School Building Plowing Bids – a review of the additional information received was done. MOTION to award a 1-year contract to On Point Lawn Care was made by Amber Whittaker, 2nd by Paul Flynn. VOTE 3 in favor, none opposed. **MOTION CARRIED**
- 5) New Business:
 - a) Policy regarding tax acquired property – needs updating – Diane to send current policy for MMA Legal for updating.

- b) Review Draft - Remote Participation in Public Proceedings Policy – Board to review for the next meeting.
- c) Review Draft – Update Food Sovereignty Ordinance – Board to review for the next meeting. Amber asked about all Ordinances being scanned to digital copies. Diane will contact Tech Solutions to try to get the scanner running properly. It was noted that new ordinances or changes must have a public hearing and voted on at a Town Meeting.
- d) Discuss spring commitment date – There was much discussion about the commitment date, town meeting, budget, audits revolving around the change in the fiscal year.
- e) WasteHub ballot – MOTION to vote for Tony Smith for the Board of Directors made by Jason Dow, 2nd by Amber Whittaker. VOTE 3 in favor, none opposed. **MOTION PASSED**
- f) RJD Appraisal – Revaluation – The Board reviewed the contract from RJD. Amber will contact RJD regarding incorrect dates and timeline.

6) Old Business:

- a) Appointments by Selectboard needed for Appeals Board (3yr)
- b) School Building Plowing Bids – review additional information received
SEE ADJUSTMENTS TO AGENDA

7) Department Updates:

- a) Town Clerk/Tax Collector/ Treasurer – Jeanie Doore reported that approximately ½ of the town’s registered voters cast ballots on November 4, 2025. 646 in person, 91 absentee ballots.
 - (1) Question 1 Results: 427 in favor / 308 opposed
 - (2) Question 2 Results: 276 in favor / 455 opposedJeanie also reported that approximately 20 bags of food and \$400 in cash were donated to the Food Drive. Russel, from the Food Pantry, stated that they have never been as busy as they were that day. Jeanie informed the Board that the Cemetery Committee maybe contacting them with an issue, which may require legal advice. As Treasurer, she reported that a CD was rolled over at 3.37% for 2 months. Regarding Town payroll, Jeanie will contact the Fire Department to get all members on payroll right away. Jeanie requests clarification on the type of report the Board wanted moving forward. Amber replied the “ins and outs” since the previous meeting’s report.

- b) CEO/LPI - Please see attached report
- c) AFD – No representative at meeting, no report received
- d) Planning Board - No representative at meeting, no report received
- e) Committees – Events & Rec Committee – Jeanie reported that the committee raised approximately \$1900 on election day with a bake sale, sale of calendars and sweatshirts. The next event will be the tree lighting on December 14th with Santa, photos and refreshments
- f) Administrative Assistant (Selectboard) – Please see attached report

8) Public Comments

- a) Jason Dow – reported that the Road Commissioner (Matt Veilleux) had received the cutting edge for the grader and another grading of the dirt roads would be done before a hard freeze. Katie Pooler (resident) stated that Weymouth Road needs grading and there is a large rock appearing that could do damage to a plow/grader. Paul Flynn stated that the issue regarding discontinued roads needs to be completed, Robbins Road & Yorktown Road to mention.
- b) Jason also said that he met Matt at the school and Matt said the building over the oil tank, that needs to be removed, would have to be trashed. He estimated the cost of \$2500 - \$3000.
- c) Joe Doore – urged the Board to get information regarding the fiscal year and real estate taxes out to the public
- d) Jeanie Doore asked about paying the Sexton out of the funds “for care of the cemeteries” as stated in Article 19. The Board agreed.

9) Sign the weekly disbursement warrants.

10) Executive Session (if necessary). The Board went into an executive session for legal discussion at 8:15 pm and exited at 8:50 pm