

# MEETING MINUTES

## BOARD OF ASSESSORS MEETING

---

Date:	April 8, 2025
Time:	3:30 PM
Meeting called to order by:	Joanne Taylor, 2 <sup>nd</sup> Assessor

---

### IN ATTENDANCE

Joanne Taylor, Rodney Varney, Ethna L. Thompson  
Public, Lisa Kinsman

### ABSENT

Steve Carr

### OPEN MEETING

Opened meeting at 3:30 PM

### APPROVAL OF MINUTES

- March 25, 2025, Regular Meeting Minutes  
The Board approved the minutes as submitted.

### CONTINUING BUSINESS

- LUPC Building Permit Report  
Two permits have been logged since the last meeting:  
A 23' x 28' x 9' attached garage at 32 Magalloway Loop  
A 20' x 40' dwelling with attached deck and porch on Paul's Path

### NEW BUSINESS

- Warrant(s) 60, 61, & 62 Disbursement Review/Sign  
Warrant 60 was reviewed and signed during the meeting off week, and warrants 61 & 62 were reviewed and signed during the meeting.
- April Office Schedule Notice/Requests  
The Clerk notified Board members that the office will be closed on Monday, April 21st in observance of Patriot's Day. The Clerk also requested approval to close the office on Tuesday, April 16th for training. The Board approved the closure of the office on April 16th for training.
- DOT Weather Station  
The Board was informed that Maine DOT will be installing a weather station just down the road from the office. This weather station will provide real-time, localized weather data to support road maintenance, safety operations, and winter storm management. It will help the State DOT make more informed decisions about plowing, sanding, salting, and road condition reporting, improving safety and efficiency for both travelers and road crews.

- **Driveway Entrance Permit Application**  
The Board approved a driveway entrance permit for Jason Dunn at 117 Edelheid Road, with the condition that Third Assessor Varney conduct a site review and follow up with the property owner to discuss points of concern and interest. The Board also requested that the driveway entrance application be updated to include culvert size information when applicable.
- **Post-Budget Meeting Follow-Up**  
The Clerk voiced concerns about the recent Budget Committee meetings, expressing that she felt they were not very productive. She noted the need for recommendations from both the Budget Committee and the Board of Assessors for the Warrant document.  
Second Assessor Taylor also commented, suggesting the Plantation consider establishing a cap on the total amount available annually for funding and donations.
- **RFP's**  
The Clerk presented the Board members with draft RFPs for both lawn care and property & casualty insurance. After a brief discussion, it was determined that the best course of action would be to forward the drafts to each Board member via email for a more thorough review, with follow-up discussion to take place at the next meeting.
- **Set Annual Town Meeting Date**  
The Clerk requested confirmation of the date for the Annual Town Meeting, noting that several required deadlines depend on finalizing this date. While it is typically held on the third Saturday in June, the Clerk sought a formal decision from the Board.  
The Board confirmed that the Annual Town Meeting will be held on Saturday, June 21, 2025, at 10:00 AM.

## **OTHER BUSINESS**

- **Letter of Support Trail Center Grant Funding**  
Matt Dieterich of Saddleback approached the Clerk with a request to present a letter of support for grant funding for the Trails Center to the Board of Assessors. The Board agreed to support the organization and signed the letter.
- **Forest Fire Account Update**  
The Clerk reported that the Plantation raises and holds funds for forest fire control as required by Maine statute. Municipalities are responsible for covering the costs of controlling and extinguishing forest fires up to ¼ of 1% of their state valuation on a calendar year basis.

## **NEXT MEETING DATE**

Tuesday, April 22, 2025, 3:30 PM Regular BOA Meeting

Tuesday, May 6, 2025, 3:30 PM Regular BOA Meeting

Tuesday, May 13, 2025, 4:00 PM BOA & Budget Committee Meeting

## **ADJOURN MEETING**

Meeting was adjourned at 4:58 p.m.