

CHAPMAN MUNICIPAL OFFICERS MEETING

Wednesday, May 14, 2025

4:00 PM – Town Office

Minutes

Call to Order at 4:03 PM by Chair Isaac Braley

Present –Chair Isaac Braley, Charles Beaulieu II, and Milford Maynard

Absent – Terrance Hanlon

Public Comment - None

Staff Present – Sandra Fournier, Town Manager; Lisa Foster, Treasurer; and Aaron Whitaker, Code Enforcement Officer

Approve Minutes of Select Board Meeting April 9, 2025

Motion by **Maynard** to approve minutes of Select Board Meeting as presented

Second by **Beaulieu**

Motion passed **3 - 0**

Review, Approve and Sign Treasurer Warrants #28-36

Motion by **Maynard** to approve the Treasurer's Warrants as presented

Second by **Beaulieu**

Motion Passed **3 - 0**

1st Quarter Financial Report

The Treasurer presented the financial report for the 1st Quarter of 2025. Revenue received was below anticipated budget numbers and expenses were on target for the 1st Quarter. There were some questions on the payment from Prentiss and Carlisle. The Town Manager reported that she had spoke with them and that there was a payment of \$30,000 that was due to the town. The Town received the money in May. This was informational only so no motion needed at this time.

Old Business

Code Enforcement Violations

The Code Enforcement Officer presented an update to the board on code violations.

-There are minimal code infractions for the Town of Chapman.

-The Forest Ranger was notified of an issue with garbage on the Chapman Road and the resident cleaned up the garbage.

New Business

2025 – 2026 County Budget

The Town Manager presented the 2025 – 2026 County Budget. The County Budget has increased by 14.06% or \$2,019,134 in the General Fund plus the Jail Budget. Based on the Town Manager's calculations the increase from the 2024 budget is approximately \$22,515. This is for information only there was no motion at this time.

Review and Sign Municipal ATV Grant

The Chapman ATV Club wishes to apply for a Municipal ATV Grant to help cover operation costs to maintain the trails. The grant will cover 90% and 10% will need to be covered by the club. Deadline for the application is May 30, 2025. All Municipal ATV Grants must be approved by the Select Board for application submission.

Motion by **Maynard** to authorize the Town Manager to make application for financial assistance and enter said agreement between the Town of Chapman and the State of Maine's ATV Trail Fund Grant-In-Aid Program

Second by **Beaulieu**

Motion passed **3 - 0**

Consider NMDC Appointment

The NMDC Board asks for membership appointments to represent our communities. The Town Manager and Patricia Sutherland were the previous appointees. There was discussion on whether there should only be the Town Manager appointed or if a Select Board member along with the Town Manager should be appointed.

Motion by **Maynard** to reappoint Town Manager, Sandra Fournier only to the NMDC Board

Second by **Beaulieu**

Motion passed **3 - 0**

Review and Sign Notice of Election – MSAD 1 School Budget

Pursuant to 20-A M.R.S. §1502, the School Board must prepare all warrants and notices of election for the budget referendum. These warrants and notices must be countersigned by the Municipal Officers of each municipality where they are posted. The proposed budget has an increase of \$13,611 from the 2024 budget. This increase along with the increase in the County Budget could put the mil rate at 14.12. Final mil rate numbers will be presented at the July Select Board meeting.

Motion by **Maynard** to approve and sign the MSAD#1 Warrant & Notice of Election

Second by **Beaulieu**

Motion passed **3 - 0**

Georgetown University Collaboration Project

The Town Manager was introduced to Scott Schmidt a professor at Georgetown University. He has been working with rural communities to help promote these small communities. The Town Manager believes that a partnership with Scott and his students will be a great opportunity. This is for information only there is no motion at this time.

RFQ Tax Map Updates

The tax maps have not been updated since 2016 and there have been many changes in the last 9 years. There is currently \$25,000 allocated in the Assessing Reserve for this project. The lowest quote received was for \$23,250 for all three communities. This quote includes updating our website with information for tax cards and valuations. This information will help realtors and investors interested in purchasing property in our towns. The Assessor Agent and Town Manager have reviewed the quotes and agree that the best quote is from Haley Ward.

Motion by **Maynard** to authorize the Town Manager to proceed with Haley Ward to update the Towns' tax maps and upgrade to GIS Online format. Motion will be ratified at Joint Board Meeting

Second by **Beaulieu**

Motion passed **3 - 0**

Other –

-The Town Manager is analyzing the new EMS contract with the City of Presque Isle for the 2026 – 2028

-Lisa Foster has finished the required courses to become certified as Treasurer/Tax Collector.

-Frank Nunez will be cross training for Assessing and will be going to Property Tax School in June.

-Sandra Fournier is in the process of cross training for Code Enforcement and will be attending classes in May.

-There will be a tree planted in honor of Patricia Sutherland.

Set Next Meeting Date(s):

Select Board Meeting Wednesday, June 11, 2025 @4:00 PM

Adjournment at **4:45 PM** by Chair Isaac Braley

Respectfully submitted

Lisa Foster

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