

# TOWN OF PATTEN

21 Katahdin Street | PO Box 260 | Patten, ME 04765  
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## PATTEN SELECT BOARD

### Meeting Minutes

These minutes are not verbatim.

**Location:** Public Works Garage, 21 Katahdin Street, Patten, ME 04765

**Date & Time:** Tuesday, April 29, 2025, at 5:30pm

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Called to order by Gail Albert at 5:30pm.

**Welcome New / Returning Board Members** – Rae Bates and Teena Goode

### Vote for New Chair & Vice-Chair

**Motion** made by R. Bates to nominate G. Smallwood as Chair of the Select Board. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

**Motion** made by J. Dancer to nominate Rae Bates as Vice-Chair of the Select Board. Seconded by T. Schmidt, no discussion heard. **Approved 5/0/0.**

### ROLL CALL

**Select Board:** Gregg Smallwood, Chair; Rae Bates, Vice-Chair; Janice Dancer, Teena Goode, Theresa Schmidt

**Town Employees:** Gail Albert, Town Manager; Raye Porter, Finance Consultant; Willow Brooks, Deputy Clerk; Kevin Noyes, Director of Public Works; Julie Buhler, Library Director; Jon Harvey, Animal Control Officer

**Public:** Charlie Kenney, Laura Kenney, Marcia Pond Anderson, David Goode, Randy Bossie, Dennis Brackett, Dennis Kelly, Bridget Vetter, Cheryl Labelle

### ADMINISTRATIVE

### Approve and Sign Warrant #9 for General Government, Water, Sewer, Ambulance

**Motion** made by G. Smallwood to approve and sign Warrant #9. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

### **Approve and Sign Payroll Warrant #9**

**Motion** made by G. Smallwood to approve and sign Payroll Warrant #9. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

### **Approve and Sign Meeting Minutes for April 15, 2025**

**Motion** made by G. Smallwood to approve and sign the minutes for April 15. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

### **Approve and Sign Annual Town Meeting Minutes for April 24, 2025**

**Motion** made by G. Smallwood to approve and sign the minutes for April 24. Seconded by J. Dancer, no discussion heard. **Approved 5/0/0.**

## **DEPARTMENT UPDATES**

### **Town Manager**

**G. Albert:** Billie and Gail attended the RSU 89 School Board meeting last week, there was a budget discussion proposing a 26% increase in cost for Patten. Billie is attending the budget meeting at RSU 89 this evening and is hoping to get more details on what the increase will actually be for Patten. The school will vote on their budget on May 28, Patten's election will be held at the Fire Department from 8:00am – 8:00pm on June 10. The Town office will be closed on June 10 for the election and will close at noon on June 9 for election preparations.

Gail went to a Maine Assessors meeting where Richard Currier from Currier Trask spoke about the sales of tax acquired properties. Patten currently has two tax acquired properties it could sell and a motion from the Select Board is required to authorize Gail to begin this process.

**Motion** made by G. Smallwood to authorize Gail Albert to work with Richard Currier and a local real estate agent to sell Patten's two tax acquired properties (located at 490 Shin Pond Road and 12 Founders Street). Seconded by T. Schmidt, no discussion heard. **Approved 5/0/0.**

The Board was informed that the Town office and library are offering computer assistance to residents by appointment.

### **Financial Update**

**R. Porter:** The second Ambulance CD was liquidated and moved to the ICS account at the direction of the Select Board. Raye reported on the interest rates currently offered at Katahdin Trust Company and Eastmill Federal Credit Union, she is looking into setting up a meeting with Bangor Savings Bank as well but not until after the audit (beginning May 19). The CD rates at Eastmill are currently higher than what Katahdin Trust is offering (4.23% vs. 4% for six months). The Select Board wants to invest the Corriveau funds specifically (Town funds

designated for the library) and would be comfortable putting these funds into a CD for six months. Patten currently banks with Katahdin Trust, Raye is going to ask if they would be willing to match Eastmill's rates.

Many of Patten's accounts are seasonal, so there is not much to discuss during this time in terms of the budget for 2025.

### **NMDC Member Appointments**

**Motion** made by G. Smallwood to appoint Rae Bates and Gail Albert as members of Northern Maine Development Commission representing Patten. Seconded by T. Schmidt, no discussion heard. **Approved 5/0/0.**

### **NEW BUSINESS**

#### **Community Activities Coordinator / Committee Policy**

Gail has made updates to the Community Activities Committee Policy (previously Parks and Recreation Advisory Committee Policy), this is the first look for the Select Board so it will be on next meeting's agenda as well. Gail also informed the board that a job description for a Community Activities Coordinator was approved after the executive session on April 15 and the position will be posted shortly. The Remote Participation Policy that was approved on April 15 was rescinded after the executive session as well as the purchase of remote participation equipment for the Town Garage.

#### **Fire Department Lieutenant Job Description**

John Roy was elected for the position of Lieutenant at the Fire Department election, a job description has been created for the Select Board's review and will be discussed at the next meeting.

#### **Aroostook County UT Ambulance Contract**

Article 49 was approved by residents at the Annual Town Meeting authorizing the Select Board to enter Fire and Ambulance service contracts with other towns.

**Motion** made by G. Smallwood to approve and sign the Aroostook County Unorganized Territory Ambulance Contract from May 1 – December 31, 2025. Seconded by T. Goode, no discussion heard. **Approved 5/0/0.**

### **SELECT BOARD COMMENTS**

Theresa stated that she was unaware that the Recreation Building was being torn down at the time that it was and would like to be informed on these issues in advance.

Rae informed the Board that the Friends of the Veteran's Memorial Library received \$300,000 from the Sewall Foundation, in total the Sewall Foundation has given the Friends \$520,000. There is another grant out for \$500,000 the Friends will be notified about in June, the hope is to break ground at the site of the future library in the coming months.

### **PUBLIC COMMENTS**

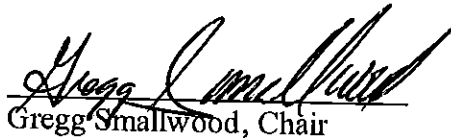
Bridget Vetter commented on the need for a blinking crosswalk between Ellis's and Hathaway Apartments. The Town will prioritize this safety issue and share an update at the next meeting. Dennis Brackett thanked Dennis Kelly for his service on the Select Board and thanked the rest of the Board and Town Administration for all their work.

### **ADJOURN**


**Motion** made by G. Smallwood to adjourn the meeting at 6:14. Seconded by T. Schmidt, no discussion heard. **Approved 5/0/0.**

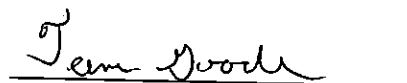
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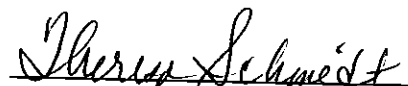
Approved by the Select Board on May 13, 2025

  
Gregg Smallwood, Chair

  
Rae Bates, Vice-Chair

  
Janice Dancer

  
Teena Goode

  
Theresa Schmidt