

MINUTES
MADISON SELECT BOARD MEETING
OLD POINT AVENUE MEETING ROOM
108 OLD POINT AVENUE
MONDAY SEPTEMBER 8, 2025
6:30 p.m.

Video link: <https://www.youtube.com/watch?v=ButMm72HCWM>

A. **Call to order** – Meeting was called to order at 6:30pm and all saluted the flag.

B. **Roll Call** – All members present

C. **Consent Agenda**

1. A/P Warrants:

#05 – 08-26-2025 - \$635,944.56

#06 – 08-26-2025 - \$3,238.24 (Library)

2. Payroll Registers:

#35 – 08-28-2025 - \$17,287.70

#36 – 09-04-2025 - \$20,274.53 (includes Fire Chief monthly pay)

Motion by Ms. Estes to approve the AP Warrants and Payroll Registers as presented.

Seconded by Mr. Pike. No discussion. Motion carried 5-0.

D. **Acceptance of the minutes** of the Select Board meeting on August 25, 2025.

Motion by Ms. Estes to accept the minutes as presented. Seconded by Mr. Pike. No discussion. Motion carried 5-0.

E. **Old Business**

1. ATVs on Nathan Street – proposed solution recommended by the Road Commissioner was to bring in boulders to block access to the trails on both sides - behind the picnic tables on the left and the black walking trail on the right - to keep the ATVs from traveling on them. The trails would be unblocked for the snowmobiles. The Road Commissioner and the Fire Chief will work out the specifics of what will be blocked off.
2. Ash Street Brush Dump – proposed solution recommended by the Road Commissioner was to set up an area beside the highway garage on Madison Avenue where local residents could bring their lawn and garden debris. The highway crew would maintain the area and keep an eye on what was being dropped off. If there were any issues, they could address them as they happen. The Ash Street brush dump would be closed to the public until the highway crew begins fall leaf pickup. The brush dump would then be open for lawn and garden debris until the fall leaf pickup is complete or the first snowfall.

3. Cemetery Restoration Bid - 0 bids received to date even though posted on the Town website and sign. The Town Manager will email the people that submitted bids last time and encourage them to respond. Mr. Bean recommended using September 22nd as the cutoff date so that a decision on the vendor can be made sooner. The hope is to have the selected vendor perform the repairs and maintenance required before the winter.
4. Opinion from town attorney on proposed daycare location – the Town’s attorney reviewed the Town’s ordinances and reported that there is no local prohibition against a daycare facility being set up within any certain proximity to a cannabis retail shop. The Town has no authority to say no to the resident who wants to put in the facility. He suggested that the Town see written confirmation from DHHS that they have no issue or opposition to the location. Additionally, the resident will also work with the owner of Lakewood Cannabis to assure him there is no intent to preclude him from conducting his business now or in the future.

F. Items of Communication

1. Department Head Reports for August
 - a. Code Enforcement
 - b. Fire
 - c. Highway
 - d. Library
 - e. Recreation
 - f. Sheriff

Highway – there was a complaint from the Lake Association about sediment from the Wesserunsett Road going into the lake. The highway crew added surface gravel and sloped the road to accommodate the runoff. The Davis Road has been paved. Ms. Estes asked if the Davis Road was on the road management plan. Mr. Wright responded that it was on the plan.

Dennis Emidy, a safety engineer with the Maine DOT, called and requested a meeting with town officials to discuss options for improving the safety at the intersection of Ward Hill Road and Route 148. It is currently ranked 19th most likely in the State of Maine for the potential of a crash with fatal or serious injury consequences. There are over 23,000 intersections within the State. The meeting will involve the Road Commissioner, the Fire Chief, the Town Manager, the Sheriff’s Office and Maine DOT engineers.

2. Living Well reports – Cheyenne continues to lead the committee forward in maintaining an age-friendly community.
3. Town Manager’s report on expenses, revenues, and GA - FY 26 – currently at 20.8% (week 10 = 19.2%) – the GA report is pending the August reimbursement filing and will be included in the next meeting.

Mr. Martins asked about the \$100,000 capital that was budgeted for the Fire Department that is appearing as a negative number on the expense side. The Town Manager will review the entries to determine why it is a negative number. It is likely due

to the carry forward entry from last fiscal year to this fiscal year being categorized as an expense instead of a budget adjustment.

4. 2025 Tax Commitment and Tax Bills – Commitment was done on August 25, 2025.
 - a. Mailing of tax bills – the vendor mailed the tax bills out late last week (9/5/25) with a due date of September 30, 2025.
 - b. Valuation increases – required by the State to continue receiving state aid to education, homestead exemptions and revenue sharing at the full rates.
 - c. Mil rate – lower than last year (16.1 to 14.3) but applied against higher valuations. This will likely result in higher taxes for most residents.

G. New Business

1. Acadia Health application for Outpatient Substance Use Disorder Treatment Program – Brian Rayback from Pierce Atwood and Adrienne Sass, Regional Director for Acadia Health presented the application for the Outpatient Substance Use Disorder Treatment Program planned for the northeastern section of the Madison Business Park. The Town Manager stated that the Select Board would be taking the application under review and would need to have two public hearings before the board would be taking a vote to approve or not.

Ms. Sass spoke of her team's commitment to be a good community partner in seeking an alternative space than previously sought. She mentioned that Michael Shaw was available for the meeting via zoon if anyone had any design or construction questions.

Mr. Rayback spoke to the new ordinance and how it sets out the requirements for an application which they have tried to meet. He addressed the zoning limitations they were facing. They have a purchase and sale agreement with the owner of the former Madison Animal Hospital. The parcel in question is more than 1,000 feet from the main road and there is plenty of buffer space between the neighboring properties. The plan is to operate from 5:30am to 2pm in the afternoon seven days a week with most services provided to patients in the early morning timeframe. The staff will include a full-time registered nurse, full-time administrative staff and security guard, and part-time clinical and medical staff.

The Town Manager stated that the procedure according to the new ordinance is for the Select Board to schedule two public hearings once they have received the recommendation from the CEO and/or Planning Board. Providing the Regional CEO and/or the Planning Board grant their approval of the application, the first public hearing could be September 22, 2025 and the second one could be October 14, 2025.

A resident asked if the goal was to serve a client and to get them off from the assistance treatment. Ms. Sass responded that is the hope, depending on the person and their response to the treatment. The resident asked what the success rate was. Ms. Sass said the success is that the overdoses that are happening all around are not the patients of Acadia Health. That their patients are seeking treatment to overcome their addictions is a success. This is not related to the marijuana shops, only opioids. ***NOTE: Public Hearings will not be scheduled until Planning Board approves application.***

2. Set Fees for Retail Medical Cannabis Applications (New and Renewals) – The Town Manager proposed licensing fees for new and renewed licenses on retail medical cannabis shops to be set at \$1,500 for an initial license (would be applied to all existing medical retail cannabis shops in Town already established) and \$500 for an annual renewal. Surrounding communities charge the same amount for initial and renewal fees, starting at around \$1,000 and up

Motion by Mr. Pike to set the licensing fee for initial license at \$1,250 with an annual renewal fee of \$500. Seconded by Ms. Estes. Ms. Estes asked when the fees would go into effect and who would be required to pay the initial fee instead of the renewal fee. The Town Manager responded that the fees and licensing process should go into effect as of January 1st and run for a calendar year period. Since the ordinance is new, all existing medical retail cannabis shops should pay the initial fee for January 1, 2026, and then the renewal fee each year after. Mr. Bean stated that the Town of Madison should be getting a comparable fee to the other towns in the area, even for renewals. Chair Dwyer called for a vote. Motion failed 1-4 (Mr. Pike in favor, all others opposed).

Motion by Mr. Martins to have the initial license fee of \$1,250 and the annual renewal fee also for \$1,250. Mr. Bean seconded. No further discussion. Motion carried 4-1 (Mr. Pike opposed, all others in favor).

3. TIF Budget for FY 2025-2026 (preliminary) – the Town Manager handed a list of department requests for TIF funds, starting with \$10,000 for the Fire Department repairs and maintenance at the Town Office. Additionally, they would like to have \$15,000 for fire equipment.

Starting with the Woodlands TIF, Living Well Coordinator, Cheyenne Stevens presented a budget of anticipated revenue of \$14,350 with expenses less than that amount.

The Backyard Farms TIF encompasses economic development, training and consulting services, highway and road maintenance, as well as matching grant funds and the first of five \$20,000 installments of the \$100,000 commitment to 55 Weston LLC as part of the Maine State Housing grant application previously approved by the Select Board.

The total BYF TIF requests amount to approximately \$475,000 but the anticipated retainage from their tax payments is only about \$445,000. Chief French stated that we should eliminate one of the fire works displays as they are getting very expensive. He added that he could drop his equipment line by \$5,000. They need to replace their “gumby” suits used for white water or cold water rescue and add life preservers.

Mr. Bean asked about the \$3,000 for the ice rink. The Town Manager replied that it will go towards the matching funds for the grant that was awarded from Somerset County. Chair Dwyer asked about the contractor line of \$10,000. Part of that will be used for a trainer / consultant to lead a workshop for the Select Board, the Planning Board, the Advisory Board and the department heads. It will also cover continued support for TRIO finance software until the new software is fully installed and implemented.

The highway equipment line at \$50,000 is for a new pickup truck. The current truck is ten years old with over 100,000 miles on it. The salt and calcium is necessary to keep the roads cleared after every storm. Mr. Wright suggested that he could take off the \$5,000 for sidewalks as there is sufficient funding in the capital budget.

Br. Bean asked about the dues of \$7,500 and if we could reduce that based on last year's expenditures. The Town Manager agreed it could be lowered to \$5,000. This amount includes dues for the Kennebec Valley Explorer (tourism) and association dues for the Town Manager, Town Clerk, Finance Officer and Tax Collector.

Chief French asked about the \$17,500 for the Preble Avenue fields. Mr. Bean answered that the baseball fields needed to be adjusted from 40 and 60 feet to 50 and 70 feet. That will require extensive work.

The Town Manager mentioned that the legal line could be reduced from \$7,5000 to \$5,000 as the Simple Twist Cannabis issue has been resolved in court.

\$14,000 unallocated matching grant funds from 2025 can be used to offset the shortage of the 2026 TIF budget. The Town Manager will update the TIF budget sheet with the adjustments from this meeting and distribute to the Select Board for continuing the discussion at the next meeting.

4. Schedule for Madison's Comprehensive Plan Update – KVCOG planner, Melanie Weston, is working on updating the comprehensive plan. They anticipate having all the pieces in place to present at the Town Meeting in June of 2027.
5. Quit Claim Deed – 2024 foreclosed account #3081 paid in full through 9/2/2025

Motion by Ms. Estes to sign a quit claim deed for account #3081. Seconded by Mr. Bean. No discussion. Motion carried 5-0.

H. Citizen Concerns

Mr. Brent Scott notified the Town Manager of a "perpetual yard sale" on Preble Avenue. This will be an issue for the Regional Code Enforcement Officer to review and address.

Mr. Bob Hagopian asked what the Town will do with the leftover money from the tax bills that come in. The Town Manager explained that the tax "overlay" helps pay for abatements to taxes or other tax adjustments, and any balance in that account at the end of the fiscal year is returned to the general fund. Those funds are not included in the budget to cover any other expenses. Mr. Hagopian asked for a copy of how much overlay will be brought in and where it will go to.

I. Select Board Concerns

Mr. Martins asked if there had been any conversation with KVCOG about the Regional Code Enforcement Officer. The Town Manager replied yes, the conversation has been started and will continue after the KVCOG meeting on Wednesday, September 10th. They

are aware that we have already approved our budget for the year, and they are willing to work with us to not exceed those numbers. What funds we have for the CEO position will be allocated to the Regional CEO as needed, nothing more.

Mr. Bean announced that the Christmas committee will be meeting at the library at 6pm on Thursday, September 18th to discuss this year's celebration and events.

Ms. Estes asked if the ATV committee had been formed yet. The Town Manager replied that she had spoken with Jeff Ireland, MAATV Club Trail Master, who will participate on the committee. Still need to reach out to the Sheriff's Office and a few others before we meet.

Mr. Pike asked what the status of the Town sign by the middle school is. The school side is barely functioning. The Town Manager responded that the sign is not likely to be repaired as the parts are no longer available.

J. Adjournment

Motion by Ms. Estes to adjourn. Second by Mr. Bean. Motion carried 5-0. Meeting adjourned at 7:55pm.

**NEXT REGULAR SELECT BOARD MEETING
108 OLD POINT AVENUE
MONDAY SEPTEMBER 22, 2025
6:30 pm**