

**TOWN OF MADISON
MEETING MINUTES
MADISON SELECT BOARD MEETING
OLD POINT AVENUE MEETING ROOM
108 OLD POINT AVENUE
TUESDAY OCTOBER 14, 2025
4:30 p.m.**

Video Link: https://www.youtube.com/watch?v=Fi1_omoyJe4

- A. **Call to order** and salute to the flag - The meeting was called to order at 6:01PM
- B. **Roll Call** - All Select Board Members were present
- C. **Consent Agenda**

1. A/P Warrants:

#08 – 09-23-2025 - \$582,993.73
#09 – 09-23-2025 - \$2,368.17 (Library)

2. Payroll Registers:

#39 – 09-25-2025 - \$19,087.41
#40 – 10-02-2025 - \$15,875.15 (includes Fire Chief monthly pay)
#41 – 10-09-2025 - \$14,602.25

Mr. Pike made a motion to accept the warrants and registers as read. Mr. Bean seconded. Motion carried 5-0.

3. Request to withdraw \$5,250 from the Cemetery Perpetual Fund for a fence for the Route 43 barrier.

Mr. Bean noted that the reason the cemetery committee was looking to have this fence put in place was because there was someone who drove up into that side of the cemetery and ruined the road this past year. (Resident) commented that the individual responsible or parent of the child responsible should be held financially responsible for any damages that occurred. Jeff Ireland asked if there will be a pathway for foot traffic as his parents' graves are near where the fence is being placed. Mr. Bean responded that the intent of the fence was to keep vehicles out but not individuals looking to visit and different times of the year.

Ms. Estes made a motion to withdraw \$5,250 from the Cemetery Perpetual Fund for a fence for the Route 43 barrier . Mr. Pike seconded. Motion carried 5-0.

4. Request to withdraw \$8,399.85 from the Revaluation Fund for services rendered by Curtis Thaxter Attorneys at Law for the revaluation agreement of Eagle Creek.

Mr. Martins asked if this would be coming out of the funds saved for revaluation. Deputy Town Manager, Cheyenne Stevens, confirmed it was.

Ms. Estes made a motion to withdraw \$8,399.85 from the Revaluation Fund for services rendered by Curtis Thaxter Attorneys at Law for the revaluation agreement of Eagle Creek. Mr. Pike seconded. Motion carried 5-0.

D. Acceptance of the minutes of the Select Board meeting on September 22, 2025.

Mr. Pike made a motion to approve the minutes as written. Mr. Bean seconded. Motion carried 4-0. Ms. Estes abstained as she was not present.

E. Old Business

1. Preble Avenue Recreation Fields Parking and Vandalism Update

Deputy Town Manager Stevens mentioned that shown in department head reports under recreation there is an update and images of vandalism that took place at the Preble Avenue Recreation Fields. Currently recreation director, Danny Moreshead, is researching options to prevent this from occurring again. He is exploring cameras as his first option and has also scheduled a volunteer trail cleanup date for the Preble Avenue trails near the field with the Living Well Committee and has followed up with the Somerset Sheriff's Office. Mr. Pike confirmed he had spoken with Mr. Moreshead and had requested extra patrols in the area in his capacity for the Sheriff's Office.

2. ATV Guidelines Update

Town Manager, Denise Ducharme, wanted the public to know that an introductory conversation was held to discuss setting up guidelines for ATVs. In attendance was the Town Manager, MA ATV Trail Master Jeff Ireland, Lt. Knight of the Sheriff's office, and Brian Cross from the State of Maine. Any members of the public interested in participating in the discussion should reach out to the Town Manager to join the committee. The public will be notified when the initial meeting has been set.

3. 25/26 TIF Budget-Update in Schedule

Deputy Town Manager, Cheyenne Stevens relayed that the TIF budget would be set at the next meeting as the Town Manager, Denise Ducharme is currently away. Ms. Stevens also provided clarification regarding the fireworks. As shown on the proposed TIF budget sheet at last meeting, it does show a balance paid for fireworks in this fiscal year. Ms. Stevens mentioned that this is the case because of the way the TIF budget is scheduled and how the vendor for the fireworks requests to be paid. A down payment is required in one fiscal year while the remaining balance of the event that occurred is paid in the next fiscal year. This has been the case going back to 2018. If the board intended to discontinue fireworks as voted on at a previous meeting they would have to set an "as of" date. Meaning that as of the date the vote was made to discontinue the fireworks no future fireworks could be assigned to TIF unless the board votes to change it again, but previously approved fireworks invoices or costs made before that vote would still have to be paid.

Jeff Wright asked the board to reverse the town manager's decision to pay for salt and calcium out of his regular budget lines first instead of using what is assigned through tif first

as done previously. Mr. Wright expressed that he is able to use funds from another line when his personnel wage line gets low due to weather conditions requiring more work from employees and generally pulls from the salt and calcium lines if there are funds remaining. He explained that if he uses what is assigned there first he will spend up those lines and not be able to have the same flexibility with his salt and calcium lines in the TIF budget as those lines can only be used for TIF approved items. He expressed he has not had an explanation as to where the TIF funds are going that are causing him to not be able to spend from the TIF salt and calcium lines.

Chair, Sally Dwyer, mentioned that she has not had an opportunity to speak with the Town Manager regarding the matter and Mr. Pike proposed tabling until Denise returns. Mr. Bean asked if that if previously TIF line funds were spent before the regular budget lines. Mr. Wright responded that yes, it had been that way since being employed for the town. Ms. Stevens offered further clarification that the BYF TIF budget is made up of taxes that come in from Backyard Farms and the BETE that comes in around January. As the town had moved to monthly transferring from the TIF account to replenish TIF funds spent out of the operating account, instead of quarterly, it is important to be mindful not to spend the entire TIF budget at the beginning of the fiscal year and that is why caution had been urged to pay attention to the spending occurring monthly as long as the transfers are monthly. The other factors that Ms. Stevens knew that lead to the Town Manager's decision to spend from the regular budget lines first was the decrease in taxes from BYF because of the lower mill rate and that there is not an exuberant amount of funds unassigned in the TIF bank account.

Mr. Bean asked Mr. Wright if that clarification helped and while Mr. Wright responded yes, he also mentioned that he still is not getting a response to where the funds that are accessible are going to, besides that some are going to the fire department. Fire Chief, Donald French mentioned the funds that he had requested to use for TIF and stated that at this time he has spent under \$5,000 on doors for the fire department as the rest he will use later on and hopefully less with a \$3,000 grant that Ms. Stevens has applied for.

Mr. Wright mentioned that he has a paving project coming up on the Ward Hill Road that is a TIF road that will need to be addressed as to how that cost will be covered as the Town of Norridgewock will be covering their portion of the road. Chair Dwyer stated the discussion would have to wait until the Town Manager returns for the next meeting. Ms. Stevens stated to Mr. Wright that while this discussion does have to wait until the Town Manager returns that it should not affect his spending, there just may need to be some adjustment to change what is spent from the regular budget lines to go to TIF fund lines if this decision is to change as to when TIF funds are spent.

Mr. Martins relayed he did not feel that all of the information was provided at the time that the vote was made to cut fireworks and asked the current amount spent and asked if they had cut enough as some funds had been spent towards the fireworks. Ms. Stevens clarified for Mr. Martins that they had not been short \$14,000, the tax income from Backyard Farms was \$14,000 lower because the mill rate went down, which lowers the taxes for Backyard Farms. Ms. Stevens relayed that details as for how the TIF budget looks would have to wait for the town manager to return as it was her spreadsheet and if there was anything not factored in or updated it would be misinformation to the public.

Mr. French stated that he is not against the fireworks, but he offered to remove \$5,000 from his proposed budget as did highway to reduce the amount of the proposed TIF budget if fireworks were removed because the cuts had to be made. He asked why the fireworks were still going on per the schedule of the Christmas Celebration that he found at the town office printer. Mr. Bean shared that the flyer had been made prior to the decision to cut the fireworks. Ms. Stevens shared that the flyer Mr. French found at the office she had printed for the other information listed on the flyer.

F. Items of Communication

1. Department Head Reports for August

- | | |
|---------------------|---------------|
| a. Code Enforcement | d. Library |
| b. Fire | e. Recreation |
| c. Highway | f. Sheriff |

Mr. Wright shared that the Davis Road in East Madison has been paved. The Forest Hill Gate has been moved down to the last road per the cemetery committee's request. Small paving projects like sidewalk repairs and driveway lips have been worked on. The highway department has started hauling winter sand. Mr. Wright did note that they will have to start digging test holes at the pit that they currently owns so that they can see if any of the sand will work for future use. Driveway lips will be taken care of from the paving crew doing Main Street before they leave town as the project is almost complete.

2. Living Well Bi-Weekly Report

The canning class has been cancelled and rescheduled to November 12th, same time and location.

3. Town Manager's report on expenses, revenues, and GA - FY 26 – currently at 32.02% (week 15 = 28.8%)

Ms. Stevens shared that there was nothing specific that Town Manager Ducharme wanted to note in her absence as everything is on track for where it should be. Mr. Martins asked what the special reimbursement shown on the GA spreadsheet was for. Ms. Stevens responded that because of the increased need across the state and increase in the amount of general assistance awarded because of that need the state was issuing checks to municipalities to help offset that cost.

4. Upcoming "Now you Know" Segment with Chris Perkins and Somerset Community TV11

Chair Dwyer shared that Town Manager Ducharme will be doing a segment with the local access station in late October to share community updates.

G. New Business

1. Enhanced Live Audio at Select Board Meetings (Discussion to address)

Ms. Stevens shared that the Town Manager would like the board to discuss what options the board would like her to look into to increase the audio at select board meetings and what funding source they would like to see used for that expense. Mr. Bean shared he thinks that we should look into grant funding. Mr. Pike was in agreement. Mr. Martins shared that he had spoken with Mr. Harlow at the local access station and he had shared that he presented options to Denise relevant to this. Mr. Martins requested to review what had been presented.

2. Notice to Public about Somerset Community TV11 changing to Channel 17

Ms. Stevens shared the notice of the change in the Channel for Somerset Community TV and relayed that it will be posted at the Municipal Buildings. Included on the notice is what town meetings are recorded on the TV station.

3. Proclamation for Fire Chiefs and Fighters

Ms. Stevens read the proclamation for Fire Chiefs and Firefighters to Fire Chief, Donald French in recognition of the fire department's service to the community. The town's proclamation is in line with states as the state recognizes municipal departments in October each year and this year it is dedicated to recognizing fire departments. Mr. French shared his gratitude and appreciation for the fire fighters in the fire department.

H. Citizen Concerns

1. Bobby Niemann- Property Taxes - Mr. Niemann was not present for concerns.

2. ATV Complaints near Forest Hill Cemetery/Pits

Ms. Stevens shared the complaints of partying and ATV use in the evening and on the weekend near the Forest Hills cemetery. Mr. Bean asked if the area where this is occurring could be pinpointed. Ms. Stevens explained that it appears to be across a wide area that this activity is occurring but a concerned resident who lives near wanted to make the town aware of the activity. Chair Dwyer asked if the area could be posted. Mr. Wright commented that this activity has occurred in the past and has been posted previously and that the resident nearby to the instances has posted the area for hunting and shared what he has seen for ATV use near the cemetery. Chair Dwyer asked if posting the area helped in the past. Mr. Wright confirmed that in the past it had. Mr. Pike shared that if an area is posted it is enforceable. Mr. Bean asked if it would be worth reaching out to game wardens. Mr. Moore shared that he has witnessed the same instances occurring with snowmobiles while he was trail master, so it is not just limited to ATVs. Mr. Wright asked if the board would like the Thomas Street and East Houghton Street posted. Mr. Pike confirmed that it would be enforceable if entry was made past the signs as Mr. Wright explained that while the pits are privately owned the town owns the access routes aside from what was deeded to Mr. Arsenault this past year. Mr. Wright agreed to post the ends of the roads mentioned.

I. Select Board Concerns

No Select Board Concerns.

J. **Adjournment**

Motion to adjourn was made by Ms. Estes. Mr. Pike seconded. Motion carried 5-0.

**NEXT REGULAR SELECT BOARD MEETING
108 OLD POINT AVENUE
MONDAY OCTOBER 27, 2025
6:30 pm**