

Town of Alna
Select Board Meeting Minutes
Thursday, January 11, 2024, 6PM
Alna Town Office & ZOOM WEBINAR
(Zoom Meeting ID: 889 6967 0493)
<https://us02web.zoom.us/j/88969670493>

Select Board Members Present: Ed Pentaleri, Steve Graham, Coreysha Stone. Minutes transcribed by Sarah Perkins, Town Clerk.

Call to Order: Pentaleri called the meeting to order at 6PM.

Review and Approve Minutes: Graham moved to approve the November 30, 2023, minutes as amended. Pentaleri seconded the motion. 3-0 Vote.

Public Comment

Pentaleri welcomed Alna's new Deputy Clerk, Samantha Cameron.

Pentaleri reminded the audience of the Climate Action Committee Workshop on Saturday, January 13th at the Fire Station meeting room at 2:30PM.

Pentaleri congratulated Alna's pantry volunteers for taking initiative to improve the driveway access to the pantry's entrance at the back of the town office building.

Pentaleri announced the town had a new back up generator Installed on November 30, 2023, funded by a grant the town was award by FEMA.

Pentaleri acknowledged the passing of Tom Albee on December 31, 2023, whose memorial Is being held at the time of this meeting.

Tom Aldrich expressed his appreciation of the newly modified access to the pantry entrance.

Abby Manahan representing the Wiscasset Public Library, offered information regarding the library's request for funds for the new budget year.

Agenda Items:

- 1. Consider adopting Roads Committee Policy (attached).** Pentaleri reviewed updates made to the policy document to date. Stone relayed to keep the vision and mission of the Road Committee in mind, the Road Committee suggests amending Section 4 & 5 of the policy to include the involvement of the Road Commissioner in the policy as the first point of contact, in addition to the Select Board. Graham disagreed with the Road Committee's suggested amendments. After public comment by Chris Cooper, Tom Aldrich, and Jeff Philbrick Pentaleri described the amendments and made the motion to approve the Road Committee Policy with said amendments. Stone Seconded the motion. 2-0 Vote Graham abstained.

2. Egypt Road Bridge Status Update & Q&A: Pentaleri presented a series of slides explaining the history, current status, and future of the Egypt Road Bridge. The presentation included Calderwood Engineering's Initial Assessment and Recommendations dated November 2021, which included a) do nothing, b) slope rehabilitation & drainage improvements, c) culvert replacement, and d) bridge replacement), which included an updated design of bridge replacement from Calderwood Engineering in Richmond Maine, the in-stream portion of the design by Inter-fluve from Damariscotta Maine, as well as grant funding options available, other considerations, and current funding. Pentaleri expressed that replacement of the bridge provides the best value to the town. Graham agreed replacing the bridge is a good option, however expressed his desire to offer the town body an opportunity to vote in the future on such decisions. Public comment: Jeff Philbrick expressed he approves of decisions that will benefit generations to come, Chris Cooper relayed some past practices of erosion prevention were not carried forward which may have contributed to the bridge's retaining wall disrepair.

Adjournment: Pentaleri moved to adjourn the meeting at 7:52PM. Graham seconded. 3-0 Vote.

**Town of Alna
Roads Committee Policy
DRAFT
Adopted XX/YY/ZZZZ**

Section 1. Establishment.

A Roads Committee is hereby established for the Town of Alna, Maine.

Section 2. Composition, appointment, qualifications, terms, and vacancies.

The Committee shall consist of three to five members who shall be appointed by the municipal officers, and who shall be registered voters of the Town.

Members shall serve for terms of three year(s), except that they shall continue in office until their successors are appointed. For transition purposes, the initial terms shall be staggered so that, as nearly as possible, an equal number of terms shall expire annually. Vacancies shall be filled within forty-five days by appointment of the municipal officers for the unexpired term.

Section 3. Officers, meetings, quorum, and procedure.

The Committee shall annually elect a Chairperson ("Chair") and a Secretary from among its members. The Chair shall call meetings as necessary or when so requested by a majority of members or the municipal officers. A quorum necessary to conduct business shall consist of at least a majority of members.

The Chair shall preside at all meetings.

The Secretary shall maintain a record of all proceedings including all correspondence of the Committee.

All meetings and records shall be subject to the Maine Freedom of Access Act, 1 M.R.S.A. Sections 401-410.

The Committee may adopt rules of procedure not inconsistent with this policy.

Section 4. Powers and duties, authority, recommendations, and official cooperation.

The Committee shall serve in an advisory capacity only, providing advice and recommendations to the Select Board, with copies of the information listed below, provided to the Road Commissioner upon request, including the following:

1. To assess road, culvert, ditching, erosion, and brush conditions on all town roads on an annual basis.
2. To develop road maintenance plans for a 5-10 year period based on the assessment of road, culvert, ditching, erosion, and brush conditions on all town roads.
3. To review and make recommendations on RFPs, and contractors related to road work for the town.
4. To make recommendations to the Select Board no later than December 30 of each year on the annual operating budget for the forthcoming fiscal year.

5. To make recommendations to the Select Board no later than December 30 of each year on annual capital expenditures for the forthcoming fiscal year
6. To review and make recommendations on supplemental appropriations and expenditures and other budgetary action whenever proposed by the municipal officers.
7. To make such other recommendations on fiscal matters as it may from time to time deem advisable.
8. Members shall complete one roads-related workshop during the first year of participation and one additional workshop every three years after that.

Any recommendation on a matter requiring town meeting action shall be printed with the article in the warrant and on the ballot, if any, along with such other recommendations as may be included by the municipal officers or required by law. The municipal officers shall cooperate with and provide the Committee with such information as may be reasonably necessary and available to enable it to carry out its functions under this policy.