

Town of Frenchboro

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Select Board
Joe Lunt
Chris Hodgkins
Myron Lenfestey
Jackie Mitchell
Larry Smith

Town Administrator
Rick Erb

Select Board Meeting

July 6, 2026
5:00 pm

Joe Lunt, Larry Smith, Chris Hodgkins, Jackie Mitchell, and Myron Lenfestey were in attendance.

The meeting was called to order at 5:00 pm

Minutes from Last Meeting: The 6/22/26 minutes were taken up. Motion to accept by Joe Lunt, seconded by Larry Smith and approved 3-0. Two members (Mitchell and Lenfestey) hadn't attended the 6/22 meeting.

Next Meeting: The next regular meeting will be on 7/20/2026 at 5:00 pm.

Warrant & Treasurer's Report: Daniel Swain was present and reviewed the warrant, which was then approved by the Board. Discussion then focused on the recently completed 2023 audit and the accompanying management letter. This included recommendations on timely payment of payroll taxes, bank statement reconciliations, and monthly financial reports for the Select Board. It was explained that Bangor Savings now takes care of payroll taxes, eliminating any problem with their timeliness. Monthly financial reports were recently initiated and will be continued. Reconciliations will be carried out back to April 2025.

The Board had questions about signing a property valuation assessment form that had recently been received from the State. Daniel explained that the town's quality ratio is within the acceptable range and that the form will indicate this when it is submitted.

Most financial material has been submitted for the 2024 audit and remaining items are being addressed with Wadman Associates.

The Select Board inquired about letters going out to delinquent taxpayers and requested that these include a timeline of the lien process.

Code Enforcement: Planning Board Chair Kirk Emerson was in attendance and discussed the process being used with permit applications. All are submitted to CEO Kaitlen Trafton, who acts on the ones where she has authority and refers applications to the Planning Board when their review is required under our ordinances. The current fee structure was discussed and the Select Board agreed with the Planning Board recommendation of \$50 for building permit applications plus \$0.25per square foot. Joe Lunt moved to adopt the new fee schedule. Seconded by Larry Smith and unanimously approved.

Use of Town Property and Equipment: Members of the Board requested a discussion on the use of Town equipment and facilities for non-municipal business. Previous concern had been expressed about the use of the photocopier by others and the wear and tear that generates on it. After some discussion, Joe Lunt moved to set a policy that until further notice, office equipment is to be used for town business and town sponsored events only. Seconded by Larry Smith and unanimously approved. It was agreed that it is important to establish a policy now and that this may be reviewed at a future meeting.

Town Meeting Review: Select Board members and members of the public noted that the Annual Town Meeting would have been an opportunity for more discussion on progress that has been made over the past year and an opportunity to commend Maine Coast Heritage Fund for their cooperation with us. This was noted for future opportunities, including the website.

Teacher's House: It was reported that the well pump needs to be replaced and that there are adequate reserves to pay for this. Work will be arranged on this.

Food Sovereignty: Jackie Mitchell had suggested in an email that the town consider a food sovereignty ordinance to protect the rights to make/raise food for sale locally. This is an issue statewide and is addressed by state statute. It was agreed that this will be on a future Select Board agenda.

Parking Issues: It was agreed that the recent problems have been the result of vehicles being abandoned for several weeks. This is covered by state law and a more comprehensive local parking ordinance isn't necessary.

Fire Meeting: It was reported that the turnout was good and the meeting was successful. A training session for residents is being planned for October.

Road Work: Austin Soucy has completed ditching work on the Dump Hill Road and High Road.

Municipal Building: Exterior repairs and staining were discussed and it was suggested that the Town have an assessment done before seeking a contractor for this work.

Head of Harbor: An online meeting with the EPA was reported on and progress with Wright-Pierce Engineers was reviewed. There was concern with timelines for bids and the Board expressed a desire for staff to stay on top of Wright-Pierce and to reach out to upper management there if progress seems too slow.

There being no further business to come before the Board, Joe Lunt moved to adjourn. Seconded by Larry Smith and unanimously approved. The meeting was adjourned at 6:45 pm.