

Town of Van Buren
Regular Council Meeting
January 4, 2023

1. Open Meeting / Take Attendance

Meeting called to order at 6:00 p.m.

All councilors present, town manager Luke Dyer present.

2 Approve / Modify Agenda

Motion by Paul Nadeau, seconded by Kevin LaPointe to adopt agenda as printed.

Motion carried.

3 Approve minutes of December 21,2022 meeting.

Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to adopt meeting minutes of 12/21/2022

Motion carried.

4. Public Discussion, Hearings and Possible Action Items

- a. Quitclaim Deed- 107 St. John Ave.- Map 15 Lot 104-A

Motion by Peter Madore, seconded by Kevin LaPointe to grant quit claim deed for 107 St. John Ave.- Map 15 Lot 104-A to Cypress Management LLC.

Motion carried.

5. Old Business

- a. MDOT Planning Partnership Initiative- Awaiting bids on RFP- Due 1/20/2023
Waiting for RFP Responses.
- b. Efficiency Maine- EV Charging Stations- RFP submitted- Award date 2/3/2023
Submitted, waiting for award date.
- c. Town Website Upgrade- Going LIVE soon!
Waiting for DNS server to switch over.
- d. Come Play!! Website- Going LIVE soon
Waiting for DNS server to switch over.
- e. US Route 1A 'Live' Sign- In design phase
Working with Maine DOT on design.
- f. Northern Girl Building- Awaiting appraisal
Searching for a commercial appraiser.
- g. ARPA Request- Security Cameras for Highway/Town Office- Installed
Highway cameras installed, town office next week.
- h. Downtown Pocket Park Committee
Work still in progress, further updates coming.
- i. BUILD Van Buren- Update
Incorporation documents have been submitted. Committee members names will be submitted at the next council meeting.

6. New Business

- a. Aroostook County Sheriff's Office Dispatch Agreement 2023
Motion by Anne-Marie Poitras, seconded by Kevin LaPointe to sign contract with the Aroostook County Sheriff's office for dispatch services effective January 1, 2023, to December 31, 2023 in the amount of \$15,294.93
Motion carried.
- b. CDS Request for New Firehouse & Training Center-approved.
New fire station and training center approved.

c. Police cruiser

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to approve swap of 2016 Van Buren police cruiser for a 2015 Limestone Fire Support Vehicle with the Limestone Police Dept. This will be a vehicle for vehicle swap.

Motion carried

b. 148 Main Street- Purchase & Sale Agreement

Purchase/sales agreement has been signed in the amount of \$25,000.00. Funds to be returned to Build Van Buren.

c. St. John Valley Chamber

Motion by Anne-Marie Poitras, seconded by Kevin LaPointe that we opt in with a \$2,000.00 budget. Town manager will meet with Lorraine Marston from the Madawaska Chamber of Commerce to finalize all details.

Motion carried.

7. Town Manager Report

Meeting with Katahdin Trust Financial managers (1/5/2023) to review current accounts.

Town manager will submit a letter to the Smith Foundation in Presque Isle.

Store is being painted.

Working with MSAD#24 students on working the store.

Live Snowmobile cam will be working on Monday 1/9/2023

Spectrum will be coming to install all new fiber to reestablish the TV station.

8. Town Councilor's Reports

Kevin: Spring fling for the snowmobile club. Tentative date of March 5, 2023.

Paul: Happy New Year to all employees, Possible broadband, Gateway School.

Anne: None

Peter: Thank you Luke for all of your efforts.

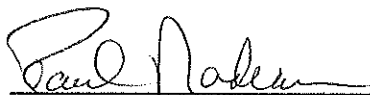
John: Still receiving thank you's from the Christmas parade.

9. Public Comments

10. Adjourn

Motion to adjourn by Kevin LaPointe, seconded by John Beaulieu to adjourn meeting at 8:20 p.m.

Motion carried.



Paul Nadeau – Secretary

1/18/ 2023
Date Adopted

Town of Van Buren
Regular Council Meeting
January 18, 2022

1. Open Meeting / Take Attendance

Meeting called to order at 6:10 p.m.

Anne-Marie Poitras, Kevin LaPointe, Peter Madore, Paul Nadeau, present

John Beaulieu absent.

Town manager Luke Dyer Present.

Motion by Kevin Lapointe, seconded by Paul Nadeau to elect Anne-Marie Poitras chairperson pro-temps.

Motion carried.

2. Approve / Modify Agenda

Motion by Paul Nadeau, seconded by Kevin LaPointe to adopt agenda as printed.

Motion carried

3. Approve minutes of January 4, 2023, meeting.

Motion by Kevin LaPointe, seconded by Peter Madore to adopt meeting minutes of January 4, 2023

Motion carried

4. Public Discussion, Hearings and Possible Action Items

a. Liquor License- Ouellette's Trading Post

Motion by Kevin Lapointe, seconded by Peter Madore to approve liquor license renewal for Ouellette's Trading Post.

Motion carried.

5. Old Business

a. MDOT Planning Partnership Initiative- Awaiting bids on RFP- Due 1/20/2023

Waiting for proposals from different vendors.

b. Efficiency Maine- EV Charging Stations- RFP submitted- Award date 2/3/2023

Waiting for award date.

c. US Route 1A 'Live' Sign- In design phase

Work has started on sign.

d. Northern Girl Building- Appraiser quotes

Quotes from two assessors. One quote is for \$5300. Second quote is for \$5,000.

Motion by Paul Nadeau, seconded by Anne-Marie Poitras that we contract with Mark Savage, a commercial appraiser to come and appraise the Northern Girl building.

Motion carried.

e. ARPA Request- Security Cameras for Highway/Town Office- Installed

Highway cameras are all installed, town office will be completed soon.

f. Downtown Pocket Park Committee

Will post on January 19, 2023, for volunteer committee's members.

g. BUILD Van Buren- Letter for account

Meeting on January 19, 2023, to review by-laws to move this entity forward.

h. 148 Main Street- In Escrow

In escrow, ready to close. Release deed has been signed.

6. New Business

a. Spring Fling 2023

Plans are under way with Revitalize Van Buren, The Gateway Snowmobile Club, Town of Van Buren. Town councilors will be serving the food.

b. ARPA Request- Conference Camera & Accessories (for Channel 8 broadcast)

Motion by Kevin LaPointe, seconded by Peter Madore to purchase cameras and necessary equipment to broadcast town council meetings on the local broadcast station. Funds will be taken from American Rescue Plan Act Funds for technology improvements.

Motion carried.

c. Adoption of Revolving Loan Bylaws

Motion by Anne-Marie Poitras, seconded by Peter Madore to approve Revolving Loan Committee by Laws amendments. Effective January 6, 2023

Paul Nadeau abstained from voting.
Motion carried.

d. **Bank Account Signature Authority**

Motion by Peter Madore, seconded by Anne-Marie Poitras that the Van Buren Town Council authorize the following town officials to be the authorized officers to sign all financial documents for related business for the Town of Van Buren, Maine.

Luke Dyer, Town Manager, Michael Ouellette, Town Bookkeeper, Jessica Cyr: Town clerk.

Motion carried

e. **TIF**

Owners of 66 Main Street, need repairs made to the building to improve the town's building.

Motion by Peter Madore, seconded by Kevin LaPointe to use TIF funds for repairs that need to be completed at 66 Main Street.

Motion carried.

7. Town Manager Report

a. Researching Meta Tag technology for the camera set up at Gros Ben's intersection.

b. Spoke with CDBG today, looking for funds to demolish the Yacht club.

c. Pickle Ball League will start in February 2023.

d. Ice Rink is being flooded.

e. Skating rink signs will be coming in next week.

f. Sewer project is nearing completion.

g. Bid letters have been sent out to the abutting landowners of the demolished buildings.

h. Car from Limestone has been delivered.

8. Town Councilor's Reports

Paul: Kudo's to all Van Buren town employees.

Kevin: None

Peter: Kudo's to all town employees.

Anne: Swag is looking great!

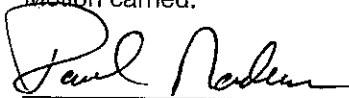
9. Public Comments

None

10. Adjourn

Motion by Kevin LaPointe seconded by Paul Nadeau to adjourn meeting at 7:35 p.m.

Motion carried.



Paul Nadeau – Secretary

1/18/2023

Date Adopted

Town of Van Buren
Regular Council Meeting
February 15, 2023

1. Open Meeting / Take Attendance

Meeting called to order at 7:19 p.m.

All councilors present, town manager Luke Dyer Present.

2. Approve / Modify Agenda

Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to adopt agenda as printed.

Motion carried.

3. Approve minutes of February 1, 2023 meeting.

Motion by Kevin LaPointe seconded by Anne-Maire Poitras to adopt meeting minutes of February 1, 2023.

Motion carried.

4. Public Discussion, Hearings and Possible Action Items

a.

None

5. Old Business

- a. MDOT Planning Partnership Initiative- Bids opened- Request Revisions
Bid being reworked.
- b. Efficiency Maine- EV Charging Stations- Awaiting Efficiency Maine
Waiting for Efficiency Maine for further guidance.
- c. US Route 1A 'Live' Sign- In design phase- Possible funding opportunity
Part of downtown revitalization project, funds can be used from this.
- d. Northern Girl Building- Appraiser started work 2/13/2023
Appraiser came on 2/14/2023.
- e. Downtown Pocket Park Committee- MDOT Landscape Engineer
Included in MDOT Planning Partnership Initiative
- f. 148 Main Street- In Escrow- Awaiting Maine Title Company
Waiting on title company
- g. Spring Fling 2023- Beanies arrived- All moving forward
Plans are all in place.
- h. CDS Funding (Fire Station) – Started Rural Development paperwork
Paperwork has been sent to Town Manager to start review.

6. New Business

- a. Open Demo Property Sale Bids
143 High Street, Map 14, Lot 79
Jeff Mitchell: \$2500.00
Debra Macarulso: \$2000.00
Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to accept bid of \$2500.00 for 143 High Street.
Motion Carried.
348 Main Street, Map 20, Lot 64
Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to accept bid of \$5000.00 for 348 Main Street.
Motion carried.

504 Main Street, Map 22, Lot 7

Jeff Venella: \$2100.00

Motion by Paul Nadeau, seconded by Peter Madore to accept bid of \$2100.00 from Jeff Venella, for 504 Main Street.

Motion carried.

124 Birch Avenue, Map 17, Lot 22

Motion by Paul Nadeau, seconded by Peter Madore to accept bid in the amount of \$2100.00 for 124 Birch Street.

Motion carried.

7. Town Manager Report

Vacation week of 2/20/2023

The Playground had a soft opening last weekend.

8. Town Councilor's Reports

Peter: Great work everyone,

Anne-Marie: US Cellular are going to upgrade to 5G

Kevin: Skating rink, unable to build ice due to weather conditions

Paul: Great work to all employees, Luke doing a great job,

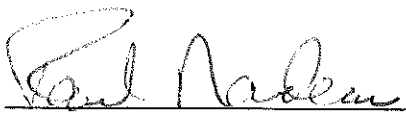
John: None

9. Public Comments

10. Adjourn

Motion by Peter Madore, seconded by Anne-Marie Poitras to adjourn meeting at 9:10 p.m.

Motion carried.


Paul Nadeau-Secretary

3/1/2023
Date Adopted

Town of Van Buren
Regular Council Meeting

March 1, 2023

1. Open Meeting / Take Attendance

Meeting called to order at 6:00 p.m.

John Beaulieu, Anne-Marie Poitras, Peter Madore, Paul Nadeau, present

Kevin LaPointe, absent

Town Manager Luke Dyer present.

2. Approve / Modify Agenda

Motion by Anne-Marie Poitras, seconded by Peter Madore to adopt agenda as printed.

Motion carried.

3. Approve minutes of February 15, 2023, meeting.

Motion by Peter Madore, seconded by Anne-Marie Poitras to adopt meeting minute of February 15, 2023.

Motion carried.

4. Public Discussion, Hearings and Possible Action Items

a. Quitclaim Deed- Map 17 Lot 9, 160 St. Bruno St

Motion by Peter Madore, seconded by Anne-Marie Poitras to grant quit claim deed for Map 17, Lot 9, 160 St. Bruno Street.

Motion carried.

b. Quitclaim Deed- Map 18 Lot 87B, 160 St. Bruno St

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to grant quit claim deed for Map 18, Lot 87B, 160 St. Bruno Street.

Motion carried.

c. Quitclaim Deed- Map 17 Lot, 124 Birch Ave.

Motion by John Beaulieu, seconded by Peter Madore to grant quit claim deed for Map 17, Lot, 124 Birch Street.

Motion carried.

d. Quitclaim Deed- Map 22 Lot 7, 504 Main St.

Motion by Paul Nadeau, seconded by Peter Madore to grant quit claim deed for Map 22 Lot 7, 504 Main St.

Motion carried.

e. Quitclaim Deed- Map 20 Lot 64, 348 Main St.

Motion by Paul Nadeau, seconded by Peter Madore to grant quit claim deed for Map 20 Lot 64, 348 Main St.

Motion carried

f. Quitclaim Deed- Map 17 Lot 71, 136 Main St.

Motion by Peter Madore, seconded by Paul Nadeau to award quit claim deed for Map 17 Lot 71, 136 Main St.

Motion carried.

g. Quitclaim Deed- Map 14 Lot 79, 143 High St.

Motion by Paul Nadeau, seconded by Peter Madore to grant quit claim deed for Map 14 Lot 79, 143 High St.

Motion carried

5 Old Business

- a. MDOT Planning Partnership Initiative- Meeting Thursday
Meeting consultants and Jarrod from the MDOT.
- b. Efficiency Maine- EV Charging Stations- Awaiting Efficiency Maine
Waiting for documents from Efficiency Maine.
- c. US Route 1A 'Live' Sign- In design phase- MDOT
All part of MDOT process.
- d. Northern Girl Building- Appraiser – Awaiting finished appraisal
Appraisal has been completed, awaiting to hear from their office.
- e. Downtown Pocket Park Committee- MDOT Landscape Engineer
Will be discussed with MDOT Planning Partnership Initiative
- f. 148 Main Street- In Escrow- Awaiting Maine Title Company
Waiting for Main Title Company.
- g. Spring Fling 2023- March 5th 11-3
All preparations are ready.
- h. CDS Funding (Fire Station) – Started Rural Development process- Meeting next week
Meeting Cheryl Barnes next week.

6. New Business

- a. VB Fire Department Brush Truck Bid
Will confer with Town Manager and dept head, further research will be conducted, recommendations at next council meeting.
By consensus of the council, will proceed with Allegiant Apparatus on the purchase of the brush truck as presented by Chief Brian Caron.
- b. Highway Pump Fleet Management System
Quote from Dead River for Fleet Management System for the town.
ARPA funds to be used for this technology infrastructure upgrades.
Approx. \$20,071.00
Motion by Anne-Marie Poitras, seconded Peter Madore to award Dead River Oil Company \$20,071.00 to purchase a Highway Pump Fleet Management System. Funds will come from the ARPA Funds for infrastructure technology improvement.
Motion carried.
- c. MSAD #24 Strategic Planning Team- Councilor Requested
John Beaulieu and Luke Dyer will be participating in the MSAD #24 Strategic Planning Team.

7. Town Manager Report

Audit was conducted on February 28, 2023

Application for a tourism/economic grant.

Pickle Ball is growing.

Van Buren Light & Power ready to turnover land for the snowmobile club garage.

8. Town Councilor's Reports

Paul: Thank you to Luke Dyer for all the hard work and thank you to employees.

Anne-Marie: None

Peter: Thank you to Luke for excellent job.

John: Need for a community calendar

9. Public Comments

10. Adjourn

Motion by Peter Madore, seconded by Anne-Marie Poitras to adjourn meeting at 8:20 p.m.
Motion carried.



Paul Nadeau-Secretary

3 / 15 / 2023
Date Adopted

Town of Van Buren
Regular Council Meeting

March 15, 2023

1. Open Meeting / Take Attendance

Meeting called to order at 6:00 p.m. Peter Madore, John Beaulieu, Anne-Marie Poitras, Paul Nadeau, present
Kevin LaPointe, absent. Town manager Luke Dyer present

2. Approve / Modify Agenda

Motion by Peter Madore, seconded by Anne-Marie Poitras to adopt amended agenda.

Under New Business: 6A. Survey, Book 1336, Page 258.

Motion carried.

3. Approve minutes of March 1, 2023 meeting.

Motion by Anne-Marie Poitras, seconded by Peter Madore to adopt meeting minutes of March 1, 2023.

Motion carried.

4. Public Discussion, Hearings and Possible Action Items

- a. Quitclaim Deed- Map 15 Lot 51, 113 McBride Avenue

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to grant quitclaim deed for Map 15 Lot 51, 113 McBride Avenue.

Motion carried

5. Old Business

- a. MDOT Planning Partnership Initiative-
Still moving forward.
- b. Efficiency Maine- EV Charging Stations- Contract from Eff ME
Met with town attorney to review contract,
- c. US Route 1A 'Live' Sign- In design phase- MDOT
Further info requested for study and review.
- d. Northern Girl Building- Appraiser – Awaiting USDA Final By-out
Working with USDA.
- e. Downtown Pocket Park Committee- MDOT Landscape Engineer
Waiting for further info from Village Partnership initiative
- f. 148 Main Street- In Escrow- Closing next week.
Closing scheduled for 3/23/2022
- g. CDS Funding (Fire Station) – Rural Development Docs Underway
Met USDA, progressing forward.
- h. VB Fire Department Brush Truck Bid- Financials Update
Financials are looking positive.
- i. Highway Pump Fleet Management System- Ordered
System has been ordered; installation will begin when equipment arrives.

6 New Business

- a. Survey of Book 1336, page 258
Property for NAA Garage needs to be surveyed, property lines corrected.

7. Town Manager Report

Person interested in opening flower shop.

Two weeks away from opening the Playground Store.

Friday, St. John Valley Chamber dinner in Madawaska.

8. Town Councilor's Reports

Paul: Thank you to Luke and all town employees for job well done.

Anne: None

Peter: Revitalization committee moving forward.


John: Possible summer fling.

9. Public Comments

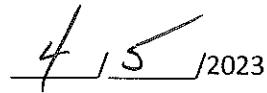
10. Adjourn

Motion by Anne – Marie Poitras, seconded by Paul Nadeau to adjourn meeting at 7:45 p.m.

Motion carried.

A handwritten signature in black ink, appearing to read "Paul Nadeau", is written over a horizontal line.

Paul Nadeau-Secretary

A handwritten date "4/5/2023" is written in black ink.

Date Adopted

Town of Van Buren

Assessors Meeting

April 5, 2023

1. Open Assessor's meeting/Attendance

Meeting called to order at 6:03 p.m.

All assessor's present, Assessor's agent Devon Parent present.

2. Approve/Modify agenda.

Motion by Paul Nadeau, seconded by Kevin LaPointe to approve agenda as printed.

Motion carried.

3. Approve minutes of September 7, 2022 meeting.

Motion by Anne-Marie Poitras, seconded by Kevin Lapointe to adopt meeting minutes of September 7, 2022.

Motion carried.

4. Public Hearing and possible action items.

a. Tax abatement request, G.R. Timber Holdings, LLC Map 9, Lot 13 – RE Acct.1358-\$251.08

Motion by Paul Nadeau, seconded by Peter Madore to grant tax abatement of \$251.08 for Map 9, Lot 13 – RE Acct.1358.

Motion carried.

b. Tax abatement-Inhabitants of the town of Van Buren, 46 Main Street, Acct# 935. \$68.40

Motion by Kevin Lapointe, seconded by Anne-Marie Poitras to grant tax abatement for 46 Main Street in the amount of \$68.40.

Motion carried.

c. Tax abatement-Inhabitants of the town of Van Buren, Pine Tree Apartments, (Cypress Management) Acct. P121, \$567.64.

Motion by Peter Madore, seconded by Anne-Marie Poitras to grant abatement Pine Tree Apartments, (Cypress Management) Acct. P121 in the amount of \$567.64.

Motion carried.

d. Tax abatement request, Patrick Michaud, Map 17, Lot 59-T1 Acct.# 904, \$12.45.

Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to grant abatement to Patrick Michaud, Map 17, Lot 59-T1 Acct.# 904 in the amount of \$ 12.45.

Motion Carried.

5. Adjourn

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to adjourn meeting at 6:12 p.m.

Motion carried.


Paul Nadeau Secretary

9 / 6 / 2023
Date Adopted

Town of Van Buren
Regular Council Meeting

April 5, 2023

1. Open Meeting / Take Attendance

Meeting called to order at 6:18 p.m.

All councilors present, Town Manager Luke Dyer present.

2. Approve / Modify Agenda

Motion by Kevin LaPointe, seconded by Peter Madore to adopt agenda as printed.

Motion carried.

3 Approve minutes of March 15, 2023 meeting

Motion by Anne-Marie Poitras, seconded by Kevin LaPointe to adopt meeting minutes of March 15, 2023 as printed.

Motion carried.

4. Public Discussion, Hearings and Possible Action Items

a. Quitclaim Deed- Map 14 Lot 84, 159 High Street

Motion by Kevin Lapointe, seconded by Anne-Marie- Poitras to grant quitclaim deed for Map 14, Lot 84, 159 High Street

Motion carried.

b. Waste Water Abatements

1. 143 High Street - \$911.16

Motion by Anne-Marie Poitras, seconded by Kevin LaPointe to abate \$911.16 for 143 High Street.
Motion carried.

2. 348 Main Street - \$911.16

Motion by Paul Nadeau, seconded by Peter Madore to abate \$911.16 for 348 Main Street.
Motion carried.

5. Old Business

**a. MDOT Planning Partnership Initiative-
Work in progress**

**b. Efficiency Maine- EV Charging Stations- Project underway
Contract signed, charging stations have been ordered.**

**c. US Route 1A 'Live' Sign- In design phase- MDOT
Work in progress**

d. Northern Girl Building- Appraiser – USDA Final Buy-out

Motion by Paul Nadeau, seconded by Anne-Marie Poitras that we move forward with the purchase of the USDA share of 106 Produce Drive, building in the amount of \$115,604.06, funds to come from Renovation, acquisition, demolition funds acct.

Motion carried.

**e. Downtown Pocket Park Committee- MDOT Landscape Engineer
Work in progress**

f. 148 Main Street- In Escrow- Closing next week.

Document ready to be signed.

g. CDS Funding (Fire Station) – Rural Development Docs Underway

USDA, Dead River, Contract needs to be signed.

h. Highway Pump Fleet Management System- Ordered

Ordered, should be set up at end of April 2023.

6. New Business

- a. MDOT – Construction Overlimit Permit
Motion by Paul Nadeau, seconded by Kevin Lapointe to grant MDOT permit for overlimit load.
Motion carried.
- b. Letter to JD Irving
Letter ready to be sent.
- c. 2023-24 Budget Review
Motion by Kevin Lapointe, seconded by Paul Nadeau to grant a cost living increase of five percent for budget year 2023-2024.
Motion carried.
 - a. General Gov
 - b. Recycling
 - c. Executive Session- Personnel Matter
Motion by Anne-Marie Poitras, seconded by Kevin Lapointe to enter into executive session under M.R.S.A. § 405 6 (A) personnel matters, at 7 :46 p.m.
Motion carried.
Motion by Paul Nadeau, seconded by Kevin Lapointe to exit executive session M.R.S.A. §405 6 (A) personnel matters at 8 :00 p.m.
Motion carried.
No action taken at this time.

7. Town Manager Report

Restaurant will open at the end of the month

CIRD

Flower shop has been sold, moving to former Phil Parent office.

Playground Store will open on April 19, 2023.

8. Town Councilor's Reports

Peter Madore: Sell convent?

Anne-Marie Poitras: None

Kevin LaPointe: None

Paul Nadeau: Thanks to all employees and town manager Luke Dyer.

John Beaulieu: None

9. Public Comments

10. Adjourn

Motion to adjourn by Anne-Marie Poitras, seconded by Kevin LaPointe to adjourn meeting at 8:40 p.m.
Motion carried.


Paul Nadeau – Secretary

4/19/2023
Date Adopted

Town of Van Buren
Regular Council Meeting

April 19, 2023

1. Open Meeting / Take Attendance

Meeting called to order at 6:05 p.m.

Motion by Peter Madore, seconded by Paul Nadeau, to appoint Anne-Marie Poitras chairman pro-temps for this meeting.

Motion carried.

Peter Madore, Kevin LaPointe, Anne-Marie Poitras, Paul Nadeau, present, John Beaulieu absent.

Town Manager Luke Dyer present.

2. Approve/Modify agenda

Motion by Peter Madore, seconded by Kevin LaPointe to approve amended agenda, New Business. 6a: Wastewater rates.

Motion carried.

3. Approve minutes of April 5, 2023, meeting.

Motion by Anne-Marie Poitras, seconded by Peter Madore to adopt meeting minutes of April 5, 2023.

Motion carried.

4. Public Discussion, Hearings and Possible Action Items

- a. No items to be discussed.

5. Old Business

- a. MDOT Planning Partnership Initiative-May 3 Meeting
Meeting with Jerrod and consultant
- b. Efficiency Maine- EV Charging Stations- Nov. 2023 Completion Goal
Light & Power will install three phase power in the next few weeks, infrastructure will be ready for installation
- c. Northern Girl Building- Awaiting release letter from USDA
Waiting for letter from USDA, signing lease with JLM Holdings next week.
- d. Downtown Pocket Park Committee- CIRD
Town manager working very hard on CIRD the last three weeks.
- e. 148 Main Street- In Escrow- Closing
Waiting for Maine Title Company
- f. CDS Funding (Fire Station) – Rural Development Docs Underway
All necessary paperwork has been submitted to USDA
- g. Highway Pump Fleet Management System- Partially Installed
Pumps have been installed, waiting for Fleet system
- h. Letter to JD Irving- Ready to submit
Ready to be sent.

6. New Business

- a. Wastewater Rates 2023-2024
Motion by Peter Madore, seconded by Kevin LaPointe to approve wastewater rate increase of 1.5% for fiscal year 2023-2024.
Motion carried.
- b. Paving Recommendations 2023-2024
Motion by Peter Madore, seconded by Paul Nadeau to approve paving in the two clusters as proposed by the Highway Dept manager. Jackson cluster: Jackson Street, Cleveland Ave, Cleveland Circle, Cyr Ave. Cote Ave, Tyler Street.
Motion carried.
- c. Letter to Huber – Need signatures

- d. 2023-24 Budget Review
 - a. Fire Department
Reviewed
 - b. Library
Reviewed
 - c. Recreation
Reviewed
 - d. Economic Development
reviewed

7. Town Manager Report

Restaurant will be open by Mother's Day

The Playground store will be at the Northern Maine Trade Show

8. Town Councilor's Reports

Paul: None

Kevin: None

Anne-Marie: None

Peter- Van Buren Revitalization working with American Legion to set up pickle ball courts.

9. Public Comments

None

10. Adjourn

Motion to adjourn by Kevin LaPointe, seconded by Paul Nadeau at 8:10 p.m.

Motion carried.


Paul Nadeau-Secretary

5 / 3 / 2023
Date Adopted

ANNUAL TOWN MEETING
TOWN OF VAN BUREN, MAINE
June 13-14, 2023

COUNTY OF AROOSTOOK, SS. VAN BUREN, MAINE

TO: Luke Dyer, a constable of the Town of Van Buren, in the County of Aroostook, State of Maine.

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the Voters of the Town of Van Buren in said County, qualified by law to vote in Town Affairs, to meet at the Community Center at 130 Champlain Street in said Town on Tuesday, the 13th day of June, A.D., 2023 at 8:00 o'clock in the forenoon then and there to act on Articles 1-2.

And to notify and warn said Voters to assemble at the M.S.A.D. #24 High School Auditorium in said Town on Wednesday, the 14th day of June, A.D. 2023 at 7:00 o'clock in the evening then and there to act on the Articles 3 - 32 to-wit:

TOWN MEETING SCHEDULE

~~~**TUESDAY, JUNE 13, 2023, 8:00 A.M. - 8:00 P.M.**~~~

The polls for balloting on Elective Town Offices will be open at the Community Center at 130 Champlain Street at 8:00 A.M. and will close at 8:00 P.M.

~~~**WEDNESDAY, JUNE 14, 2023, 7:00 P.M.**~~~

All other business under this Warrant will be conducted upon the opening of the Business Meeting, to be held at the M.S.A.D. #24 High School Auditorium beginning at 7:00 P.M.

ANNUAL TOWN MEETING
JUNE 13, 2023 - 8:00 AM

ARTICLE 1

To elect a Moderator to preside at said meeting. People elect **Theodore Smith** as moderator.
Motion by Erik Rossignol
2nd Gerard Parent
Motion Carried

ARTICLE 2

To elect by secret ballot the following Town Officers for the ensuing year:

- One position for Town Councilor for a term of three years
 1. Kevin Lapointe
- One position for Van Buren Water District Trustee for a term of three years
 1. Robert Doucette
- One position for Van Buren Light & Power District Trustee for a term of three years
 1. Patrick Vaillancourt
- Two Directors of M.S.A.D. #24 for a term of three years
 1. Devin Parent
 2. John Pelletier

ANNUAL TOWN MEETING
JUNE 14, 2023 - 7:00 PM

ARTICLE 3

Elect a moderator if one has not already been elected.

Motion by
2nd
Motion Carried

ARTICLE 4

To see if the Town will vote to authorize the Town Council to appoint all other necessary officers not elected by ballot for the ensuing year.

Council Recommends: YES

Budget Recommends: YES

Motion by Brian Caron
2nd Rick Sirois
Motion Carried

ARTICLE 5

To see what sum of money the Town will vote to raise and/or appropriate for **General Government**.

2022/2023 Appropriations

\$ 820,049

Council Recommends

\$ 829,814

Budget Recommends

\$ 829,814

Motion by Rick Sirois
2nd Andy Gendreau
Motion Carried

ARTICLE 6

To see what sum of money the Town will vote to raise and/or appropriate for **Police Department**.

2022/2023 Appropriations

\$7,861

Council Recommends

\$8,255

Budget Recommends

\$8,255

Motion by Andy Gendreau
2nd Paul Nadeau
Motion Carried

ARTICLE 7

To see what sum of money the Town will vote to raise and/or appropriate for **Fire Department**.

2022/2023 Appropriations

\$ 94,932

Council Recommends

\$95,917

Budget Recommends

\$95.917

Motion by Rick Sirois
2nd Paul Nadeau
Motion Carried

ARTICLE 8

To see what sum of money the Town will vote to raise and/or appropriate for **Highway Department**.

2022/2023 Appropriations

\$ 376,732

Council Recommends

\$ 399,934

Budget Recommends

\$ 399,934

Motion by Andy Gendreau
2nd Paul Nadeau
Motion Carried

ARTICLE 9

To see what sum of money the Town will vote to raise and/or appropriate for **Recycling Center**.

2022/2023 Appropriations

\$ 168,470

Council Recommends

\$ 174,709

Budget Recommends

\$ 174,709

Motion by Brian Caron
2nd Rick Sirois
Motion Carried

ARTICLE 10

To see what sum of money the Town will vote to raise and/or appropriate for **Recreation Department**.

2022/2023 Appropriations

\$ 72,315

Council Recommends

\$ 76,393

Budget Recommends

\$ 76,393

Motion by Bob Smith
2nd Andy Gendreau
Motion Carried

ARTICLE 11

To see what sum of money the Town will vote to raise and/or appropriate for **Abel J. Morneau Memorial Library**.

2022/2023 Appropriations

\$ 64,905

Council Recommends

\$ 68,068

Budget Recommends

\$ 68,068

Motion by Bob Smith
2nd Lori Ouellette
Motion Carried

ARTICLE 12

To see what sum of money the Town will vote to raise and/or appropriate for **Economic Development**.

2022/2023 Appropriations

\$ 22,000

Council Recommends

\$ 22,250

Budget Recommends

\$ 22,250

Motion by Brian Caron
2nd Andy Gendreau
Motion Carried

ARTICLE 13

To see what sum of money the Town will vote to raise and/or appropriate for the **Miscellaneous & Unclassified Accounts**.

2022/2023 Appropriations

\$ 360,930

Council Recommends

\$ 382,258

Budget Recommends

\$ 382,258

Motion by Rick Sirois
2nd Michael Levasseur
Motion Carried

ARTICLE 14

To see what sum of money the Town will vote to raise and/or appropriate for **MSAD #24**.

2022/2023 Appropriations

\$ 490,917

Council Recommends

\$ 512,105

Budget Recommends

\$ 512,105

Motion by Bob Smith
2nd Brian Caron
Motion Carried

ARTICLE 15

To see what sum of money the Town will vote to raise and/or appropriate for **County Taxes**.

2022/2023 Appropriations

\$ 112,650

Council Recommends

\$ 121,005

Budget Recommends

\$ 121,005

Motion by Andy Gendreau
2nd Lee Ouellette
Motion Carried

ARTICLE 16

To see what sum of money the Town will vote to raise for **Wastewater Department**.

2022/2023 Appropriations

\$ 416,276

Council Recommends

\$ 430,234

Budget Recommends

\$ 430,234

Motion by Andy Gendreau
2nd Toby Cormier
Motion Carried

ARTICLE 17

To see what sum of money the Town will vote to raise for Ambulance Department.

2022/2023 Appropriations

\$ 586,162

Council Recommends

\$ 596,655

Budget Recommends

\$ 596,655

Motion by Bob Smith
2nd Rick Sirois
Motion Carried

ARTICLE 18

To see if the Voters of the Town of Van Buren will authorize the Council to use Overlay for Abatements.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Nick Gagnon
2nd Lee Ouellette
Motion Carried

ARTICLE 19

Shall the Town vote to accept any and all funds as provided by the Maine State Legislature and to use the revenues to reduce the 2023/2024 Tax Commitment:

Council Recommends: Yes

Budget Recommends: Yes

Motion by Andy Gendreau
2nd Lee Ouellette
Motion Carried

ARTICLE 20

To see if the Town will accept prepayment of taxes prior to the date of commitment to Tax Collector.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Bob Smith
2nd Nick Gagnon
Motion Carried

ARTICLE 21

To see if the Town will vote to allow the Town to pay three (3%) percent on any overpayment of taxes. Payable from the date of such overpayment through the date on which a refund shall be issued. (Three percent is the minimum amount of interest permitted by Statute.)

Council Recommends: Yes

Budget Recommends: Yes

Motion by Bob Smith
2nd Brian Caron
Motion Carried

ARTICLE 22

To see if the Town will vote to authorize the Town Council to bring writs of entry of recovery of such parcels of land as have been acquired by the Town by reason of non-payment of taxes/liens for which the time of redemption has expired.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Bob Smith
2nd Andy Gendreau
Motion Carried

ARTICLE 23

To see if the Town will fix a date when taxes for the year 2023/2024 shall be due and payable and to see what action the Town will vote to take with respect to interest on unpaid taxes.

RECOMMENDATION is that taxes shall be due and payable upon presentation of tax bills. Interest at the rate of 8% per annum shall accrue on all taxes not paid within 60 days after the date of the first billing and also with respect to all taxes not paid within 60 days after January 1st.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Brian Caron
2nd Andy Gendreau
Motion Carried

ARTICLE 24

To see if the Town will vote to authorize the Town Council to dispose of Town-owned personal property under such terms and conditions as they deem advisable and to apply the proceeds from any such sales towards the Departmental Revenues.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Bob Smith
2nd Lee Ouellette
Motion Carried

ARTICLE 25

To see if the Town will vote to authorize the Town Council, on behalf of the Town, to sell or lease or otherwise dispose of real estate acquired by the Town for non-payment of taxes/liens thereon, such sale or lease to be on such terms as they may deem advisable. This includes the authorization to the Town Council to issue Quitclaim Deeds without Covenants in connection with the sale of any such property.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Bob Smith
2nd Andy Gendreau
Motion Carried

ARTICLE 26

Shall the Town vote to accept grant funds from such Community Development Block Grant Applications, Rural Development Applications, Federal Emergency Management Agency Applications, and Department of Environmental Protection Applications as may be submitted and approved by the different departments, and to accept grant funds from such other and further agencies or entities for which the submittal of grant applications has been approved by the municipal officers of this Town. If so approved, the municipal officers shall be authorized to make such assurances, assume such responsibilities and exercise such authority as are necessary and reasonable to implement such program(s). Type of grants, but not limited to, are: Public Infrastructure, Housing Assistance, Planning, Emergency Needs, Business Assistance, Development, Economic Development, Rural Development, FEMA and DEP.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Bob Smith
2nd Nick Gagnon
Motion Carried

ARTICLE 27

To see if the Voters of the Town of Van Buren will authorize the Town Council to use Surplus Funds to match Federal Emergency Management Funds (FEMA) and State of Maine Funds for damages caused by future natural disasters if needed.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Andy Gendreau
2nd Lee Ouellette
Motion Carried

ARTICLE 28

To see if the Voters of the Town of Van Buren will authorize the Town Council to use 2021/2022 unspent appropriations from all Department to cover the FY 2022/2023 Ambulance Department losses.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Lori Ouellette
2nd Lee Ouellette
Motion Carried

ARTICLE 29

To see if the Voters of the Town of Van Buren will authorize the Town to apply payment of taxes as follows: any outstanding liens to be satisfied first, then any interest and fees, then personal property taxes, and then real estate taxes, as applicable. The authorization will be valid until rescinded by the Voters.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Bob Smith
2nd Brian Caron
Motion Carried

ARTICLE 30

To see if the Town will vote to authorize the Town Council to transfer the 2023 MDOT snowmobile license refund to the Gateway Snowmobile Club.

Council Recommends: Yes

Budget Recommends: Yes

Motion by Bob Smith
2nd Andy Gendreau
Motion Carried

ARTICLE 31

To see if the Town will vote to exceed the Property Tax Levy Limit. (Written ballot required.)

Council Recommends: No

Budget Recommends: No

YES 2

NO 25

YES OR NO passes

ARTICLE 32

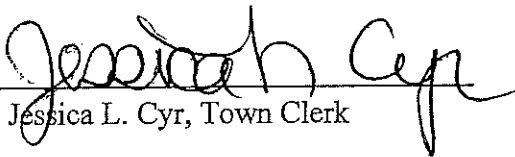
Adjournment

Motion by Brian Caron

2nd Andy Gendreau

Motion Carried

Meeting adjourned at 8:01p.m.


Jessica L. Cyr, Town Clerk

June 14, 2023

Organizational Town Council Meeting
June 14, 2023

1. Call meeting to order/attendance

8 :08pm Peter Madore, John Beaulieu, Paul Nadeau, Anne-Marie Poitras, Kevin Lapointe, Jessica Cyr, Luke Dyer

2. Motion to nominate chairperson

Motion by Peter to elect John
2nd by Kevin
Motion carried

3. Motion to nominate secretary

Motion by Peter to elect Paul
2nd by Kevin
Motion carried

4. Meeting and time discussion

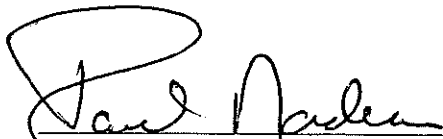
Motion by Paul to have meetings the 1st and 3rd Wednesday of each month at 6 pm
2nd by John
Motion carried

5. To appoint Town Clerk for a 3-year term

Motion by Paul to appoint Jessica Cyr as Town Clerk
2nd by: Kevin
Motion carried

6. Motion to adjourn 8:11pm

Motion by Pete
Second by Kevin
Motion Carried



Accepted by: Paul Nadeau, Secretary

TOWN OF VAN BUREN
MUNICIPAL ELECTION
Tuesday, June 13, 2023

OFFICIAL ELECTION RESULTS

Total number of voters=

273


Town Clerk

| Town Councilor 3-year (vote 1) | Total | |
|--------------------------------|-------|----------------|
| Kevin Lapointe | 241 | <i>elected</i> |
| BLANK | 29 | |
| Peter Ashley | 1 | |
| Jimmy Don Madore | 1 | |
| John Pelletier | 1 | |
| Total | 273 | |

| MSAD#24 School Board 3-year (vote 2) | Total | |
|--------------------------------------|-------|----------------|
| Peter LaPlante | 75 | |
| Jimmy Don Madore | 93 | |
| Devin Parent | 146 | <i>elected</i> |
| John Pelletier | 196 | <i>elected</i> |
| BLANK | 35 | |
| Kaleb Cormier | 1 | |
| Total | 546 | |

| Light & Power Trustee 3-year (vote 1) | Total | |
|---------------------------------------|-------|----------------|
| Norman Parent | 94 | |
| Patrick Vaillancourt | 170 | <i>elected</i> |
| BLANK | 9 | |
| Total | 273 | |

| Water Dist Trustee 3-year (vote 1) | Total | |
|------------------------------------|-------|----------------|
| Robert Doucette | 259 | <i>elected</i> |
| BLANK | 14 | |
| Total | 273 | |

Town of Van Buren
Regular Council Meeting

June 21, 2023

1. Open Meeting/Call to order

Meeting called to order at 6:08 p.m.

All Councilors present, Town manager Luke Dyer present.

2. Approve/Modify Agenda.

Motion by Paul Nadeau seconded by Kevin Lapointe to adopt agenda as printed.

Motion carried.

3. Approve minutes of June 7, 2023, meeting.

Tabled to next regular council meeting.

4. Public discussion, hearings, and possible action items.

- a. Action item-Quit claim deed – 107 Pine Street-Deed correction.

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to grant quit claim deed for 107 Pine Street as corrected.

Motion carried.

5. Old Business

- a. MDOT Planning Partnership initiative.

Kick off meeting to be held via Zoom on June 28, 2023

- b. Efficiency Maine-EV Charging Stations.

Everything is moving forward, looking for fall completion.

- c. CIRD Application.

Van Buren has been selected.

- d. CDS Funding- (Fire Station)

Feasibility study will be conducted by BRSA

- e. Christmas in July

All plans are in motion

6. New Business

- a. CIRD Design Learning cohort

- b. Bid properties

157 Champlain Street

124 Fulton Street

Champlain Street, small parcel of land

7. Town manager report

8. Town Councilors report

9. Public Comments.

10. Adjourn.

Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to adjourn meeting at 7:40 p.m.

Motion Carried



Paul Nadeau-Secretary

7/5 2023

Date Adopted

Town of Van Buren
Regular Council Meeting

August 9, 2023

1. Open meeting/attendance

Meeting called to order at 6:10 p.m.

John Beaulieu, Peter Madore, Kevin LaPointe, Paul Nadeau, present

Anne-Marie Poitras, absent

Town Manager Luke Dyer present

2. Approve/Modify agenda.

Motion by Paul Nadeau, seconded by Kevin LaPointe to adopt agenda as printed.

Motion carried.

3. Approve minutes of July 19, 2023, meeting.

Motion by Kevin LaPointe, seconded by Peter Madore to adopt the minutes of July 19, 2023.

Motion carried.

4. Public Discussion, Hearings, and action items.

- a. Action item-Open bids for 157 Champlain Street.
No bids submitted; this will be readvertised for bids.

5. Old Business

- a. MDOT Planning Partnership Initiative-Onsite visit July 26, 2023
Planners and designers are working collaboratively on a preliminary presentation, date to be determined.
- b. Efficiency Maine-EV Charging stations
Equipment has been delivered.
- c. CIRD Program Building partnership-August 16, 2023 @ 2:00 p.m.
- d. CDS Funding (Fire Station)
Town manager meeting with USDA on August 10, 2023, at 2:00 p.m.
- e. Christmas in July
Enormous success, plans being started for Christmas in July 2024.
- f. Downtown Design Committee.
A list has been started for volunteers to participate.
- g. Town Charter-Next steps.
The Current Town Charter was last revised and adopted on November 8, 2011.
Will begin to seek volunteers to revise.

6. New Business

- a. Community Heart and Soul.
The presentation was held on August 8, 2023.
- b. CIRD-HAC Conference.
CIRD will pay up to \$1500.00 of expenses involved to attend the conference.
- c. Tax Increment Financing – Floral Boutique on Main.
Motion by Paul Nadeau, seconded by Peter Madore to approve \$300.00 which is (75%) of the sign cost.
Floral Boutique on Main will pay \$100.00 (25%). Funds to come from the Tax Increment Financing account.
Motion carried.
- d. Maine Development Foundation-Maine Downtown affiliates
Van Buren has been invited to join the Maine Downtown Foundation.
- e. Executive session-Economic Development.
Motion by John Beaulieu, seconded by Kevin Lapointe to enter executive session under M.S.R.A § 405 (6C)
Economic Development at 7:25 p.m.
Motion carried.

Motion by Kevin LaPointe, seconded by Paul Nadeau to exit executive session M.S.R.A § 405 (6C) Economic Development at 7:57 p.m.

No action taken.

f. Executive session-Personnel Matter

g. Motion by Paul Nadeau, seconded by Kevin Lapointe to enter executive session under M.S.R.A § 405 (6A) Economic Personnel matter at 7:58 p.m.

Motion carried.

Motion by Kevin LaPointe, seconded by Peter Madore to exit executive session M.S.R.A § 405 (6A) Personnel Matter at 8:03 p.m.

Motion carried.

No action taken.

7. Town Manager Report

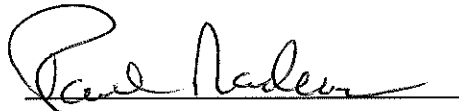
8. Town Councilor reports.

9. Public Comments

10. Adjourn

Motion by Kevin LaPointe, seconded by John Beaulieu to adjourn meeting at 8:05 p.m.

Motion carried.


Paul Nadeau-Secretary

8 / 23 2023
Date Adopted

Town of Van Buren

Assessors Meeting

August 23, 2023

1. Call to order/attendance

Meeting called to order at 6:04 p.m.

All assessors are present, assessor's agent Devin Parent present.

2. Approve/Modify agenda.

Motion by Paul Nadeau, seconded by Kevin LaPointe to adopt agenda as printed.

Motion carried.

3. Public hearings and possible action items.

a. Approve tax commitment & mill rate.


Motion by. Peter Madore, seconded by Anne-Marie Poitras to set the mill rate at .0205 (Mill rate: 20.5) for fiscal year 2023-2024.

Motion carried.

4. Adjourn

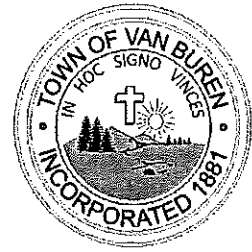
Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to adjourn meeting at 6:18 p.m.

Motion carried.


Paul Nadeau-Secretary

9/6 /2023
Date adopted.

Town of Van Buren
Regular Council Meeting
August 23, 2023



- 1. Open Meeting / Take Attendance**
Meeting called to order at 6:18
All councilors present.
Town manager Luke Dyer present.
- 2. Approve / Modify Agenda**
Motion by Peter Madore, seconded by Kevin LaPointe to adopt agenda as printed.
Motion carried.
- 3. Approve minutes of August 09, 2023, meeting.**
Motion by Kevin LaPointe, seconded by Peter Madore to adopt meeting minutes of August 9, 2023.
Motion carried.
- 4. Public Discussion, Hearings and Possible Action Items**
 1. Action Item- Quitclaim Deed- 108 Marion Drive
Motion by Anne-Marie Poitras, seconded by Paul Nadeau to approve quit claim deed for Map 18, Lot 6.
Motion carried.
 2. Action Item- Knights of Columbus Liquor License
Motion by Paul Nadeau, seconded by Anne-Marie Poitras to approve renewal of Knight of Columbus liquor license.
Motion carried.
 3. Action Item- American Legion Post 49 Liquor License
Motion by Anne-Marie Poitras, seconded by Kevin LaPointe to approve renewal of American Legion Post 49 liquor license.
Motion carried.
 4. Certificate of Commitment- Wastewater User Rates
Wastewater commitment/user fee signed.
- 5. Wastewater abatement-566 Main Street, Acct#304**
Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to approve wastewater abatement for Acct. 304, 566 Main Street in the amount of \$329.14.
Motion carried.
- 5. Old Business**
 - a. MDOT Planning Partnership Initiative- Design Work Initiated
Landscape designers and other designers are working on potential designs.
 - b. Efficiency Maine- EV Charging Stations- Delivered
Waiting for the transformer.
 - c. CIRD Program- Building Partnerships- August 16 @ 2pm
Next CIRD meeting will held September 20, 2023 at 2 p.m.
 - d. CDS Funding (Fire Station) – Feasibility Study Submitted
Met with USDA this week,
 - e. Town Charter- Appoint Charter Commission
 - f. Community Heart & Soul-Grant finished.
Signatures needed.
Town manager working on grant.

6. New Business

a. Executive Session – Economic Development

Motion by Anne-Marie Poitras, seconded by Kevin LaPointe to enter executive session under M.R.S.A § 405(6C) Economic Development 8:15 p.m.

Motion carried.

Motion by Anne-Marie Poitras, seconded by Kevin LaPointe to exit executive session under M.R.S.A § 405(6C) Economic Development 8:45p.m.

Motion carried.

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to approve expenditure of up to Two Thousand (\$2,000.00) for improvements to 66 Main Street. Funds to come from Tax Increment Finance (TIF) account; micro enterprises improvement.

Motion carried.

b. Executive Session – Personnel Matter

Motion by Anne -Marie Poitras, seconded by Kevin Lapointe to enter executive session under M.R.S.A § 405(6A) Personnel Matters at 7:11 p.m.

Motion carried.

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to exit executive session under M.R.S.A § 405(6A) Personnel Matters at 8:13 p.m.

No action taken.

7. Town Manager Report

Town manager starts training for executive leadership starts in September.

Talks have been held for the fall festival.

Paint has been delivered to the tennis courts.

8. Town Councilor's Reports

Peter: Working on Pavilion at the boat landing.

Anne: Attended the CIRD presentation, youth need to be involved.

Kevin: None

Paul: Met with town manager of St. Leonard.

John: Lights at skating rink still need to be fixed.

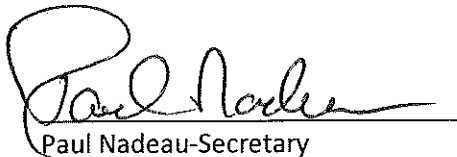
9. Public Comments

None

10. Adjourn

Motion by Kevin LaPointe, seconded by Peter Madore to adjourn meeting at 8:50 p.m.

Motion carried.



Paul Nadeau-Secretary

9 / 6 / 2023
Date Adopted

**Town of Van Buren
Regular Council Meeting
September 6, 2023**

1. Open Meeting / Take Attendance

Meeting called to order at 6:20 p.m.

All councilors present

Town manager Luke Dyer present.

2. Approve / Modify Agenda

Motion by Paul Nadeau, seconded by Kevin LaPointe to adopt agenda as printed.

Motion carried.

3. Approve minutes of August 23, 2023, meeting.

Motion by Anne-Maire Poitras, seconded by Kevin LaPointe to adopt meeting minutes of August 23, 2023.

Motion carried.

4. Public Discussion, Hearings and Possible Action Items

1. Action Item- Quitclaim Deed- 648 Main St., Map 25, Lot 11

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to grant quit claim deed for 648 Main Street, Map 25, Lot 11.

Motion carried.

5. Old Business

- a. MDOT Planning Partnership Initiative- Design Work Initiated
Waiting for artwork from designer.
- b. Efficiency Maine- EV Charging Stations-
Awaiting Transformer
- c. CIRD Program- Community Engagement- September 20 @ 2pm
Next meeting, September 20, 2023, at 2 p.m. Council chambers
- d. CDS Funding (Fire Station) – Feasibility Study Submitted
Need to schedule a public meeting.
- e. Town Charter- Member Recommendations
Need at least 4 members at large.
- f. Community Heart & Soul- Grant finished- Seed Grant Submitted
Waiting for approval.
- g. Maine Development Foundation- Maine Downtown Affiliates-
Application Underway

6. New Business

- a. Open Fuel & Gasoline/ on road diesel Bids
Motion by Peter Madore, seconded by Anne-Marie Poitras to award fuel oil bid/gasoline – on road diesel bid to the following:
Van Buren Tulsa: Fuel oil bid, Fixed price \$3.3428 + .25 downside =\$3.5928
Dead River Oil Company: Gasoline/ on road diesel bid
On-road Diesel: \$3.3828 + .18 = 3.5628
Gasoline: #2.8587 + .18 = \$3.0387
Four (4) councilors in favor, 1 abstention
Motion carried.
- b. Central Aroostook Humane Society-Contract
Motion by Peter Madore, seconded by Kevin Lapointe to reinstate the Central Aroostook Humane Society contract.
Motion carried.
- c. Executive Session – Economic Development §405 6 (C),

Motion by Paul Nadeau, seconded Kevin Lapointe to enter executive session §405 6 (C), Economic Development at 7:30 p.m.

Motion carried.

Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to exit executive session § 405 6 (C), Economic Development at 7:40 p.m.

Motion carried.

No action taken.

7. Town Manager Report

Town manager will be away from office next week to attend leadership training & meetings.

Thank you to Peter Madore for spear heading the repairs to the gazebo at the boat landing.

October 21, enchanted walk for Halloween.

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to appropriate Two Thousand dollars (\$2,000.00) from the economic development fund to purchase necessary equipment to enhance town of Van Buren activities.

Motion carried.

8. Town Councilor's Reports

Kevin Lapointe ; None

Anne-Marie : None

Peter Madore: visited Lubec, shared pictures of Lubec downtown.

John Beaulieu: Tennis courts, Lights have been ordered.


Paul Nadeau: Kudo's to all town employees.

9. Public Comments

10. Adjourn

Motion by Anne-Marie Poitras, seconded by Kevin LaPointe to adjourn meeting at 7:49 p.m.

Motion carried.


Paul Nadeau-Secretary

9/20 / 2023
Date Adopted

Town of Van Buren
Regular Council Meeting
September 20, 2023

1. Open Meeting / Take Attendance

Meeting called to order at 6:10 p.m.
All Councilors present.
Town Manager Luke Dyer present.

2. Approve / Modify Agenda

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to adopt agenda as printed.
Motion carried.

3. Approve minutes of September 6, 2023 meeting.

Motion by Peter Madore, seconded by Kevin LaPointe to adopt minutes of September 6, 2023.
Motion carried.

4. Public Discussion, Hearings and Possible Action Items

1. Action Item- QuitClaim Deed- 157 Champlain St., Map 19 Lot 21

Motion by Paul Nadeau, seconded by Anne-Marie Poitras to grant quitclaim deed for 157 Champlain Street, Map 19, lot 21.

Motion carried.

2. Action Item- QuitClaim Deed- 62 Main St., Map 15 Lot 99

Motion by Paul Nadeau, seconded by Peter Madore to grant QuitClaim deed, 62 Main Street, Map 15, Lot 99.
Motion carried.

5. Old Business

- a. MDOT Planning Partnership Initiative- Design Work Initiated
Still working on design.
- b. Efficiency Maine- EV Charging Stations- Installation to begin early October 2023
Transformer has been shipped.
- c. CIRD Program- Community Engagement- September 20 @ 2pm
The presentation was held today.
- d. CDS Funding (Fire Station) – Additional Docs Requested by USDA- Environ Review Underway
Need to hold a public meeting.
- e. Town Charter- Member Recommendations
To exit
- f. Community Heart & Soul- Seed Grant Finalist- Community Activity Scheduled
September 26, 5:30 p.m. Town council chambers,
- g. Maine Development Foundation- Maine Downtown Affiliates- Application Underway

6. New Business

- a. Executive Session – Economic Development
Motion by Kevin Lapointe, seconded by Peter Madore to enter into executive session under 1 M.R.S.A. §405 (6) (C)
Motion carried.
Motion by Paul Nadeau, seconded by Kevin LaPointe to exit executive session 1 M.R.S.A §405 (6) (C)
Economic Development at 8:07 p.m.
No action taken at this time.

7. Town Manager Report

1st class of institute for leadership.

Community garden club progressing well.
Final farmers market, Saturday Sept. 23, 2023
Spectrum will be bring back the public access channel.
Soccer shirts are ready for fall.

8. Town Councilor's Reports

Peter: Paint the tennis courts.

Anne-Marie: Interactive presentation.

Kevin: Nothing

Paul: Thanks to all involved in making Van Buren a better place to live and thrive.

John: Gayety Theater is moving forward.

9. Public Comments

New managers from the Aroostook Hospitality Inn.

10. Adjourn

Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to adjourn meeting at 8:10 p.m.

Motion carried.


Paul Nadeau Secretary

 2023
Date Adopted

Town of Van Buren
Regular Council Meeting

November 1, 2023

1. Open Meeting / Take Attendance

Meeting called to order at 6:15 p.m.

All councilors present, Town manager Luke Dyer present.

2. Approve / Modify Agenda

Motion by Kevin LaPointe, seconded by Peter Madore to adopt agenda as printed.

Motion carried.

3. Approve minutes of October 4, 2023, meeting.

Motion by Anne-Marie Poitras, seconded by Peter Madore to adopt meeting minutes of October 4, 2023.

Motion carried.

4. Public Discussion, Hearings and Possible Action Items

1. Action Item- grant quitclaim deed Map 20, Lot 8, 127 Fulton Street

Motion by Kevin Lapointe, seconded by Anne-Marie Poitras to grant quitclaim deed Map 20, Lot 8, 127 Fulton Street.

Motion carried.

2. Action Item-

5. Old Business

a. MDOT Planning Partnership Initiative- Grant Street Park & Multi-use Path Design

b. Efficiency Maine- EV Charging Stations- Installation to begin early October 2023
Waiting for transformer

c. CIRD Program- Community Engagement- Washington DC Highlights

Photo presentation by Town manager of trip to Washington DC Conference

d. CDS Funding (Fire Station) – Additional Docs Requested by USDA- Environ Review Underway

e. Town Charter- Member Papers available Nov. 22, 2023; due back Jan. 5, 2024

f. Community Heart & Soul- Seed Grant Finalist- Interview Completed, Awaiting Response

Interview held with Community Heart and Soul, grant approved on November 1, 2023, in the amount of \$10,000.00.

g. Maine Development Foundation- Maine Downtown Affiliates- November Meeting Scheduled with Coordinator

6. New Business

a. Dangerous Building Discussion

b. Executive Session – Economic Development

Motion by Paul Nadeau, seconded by Kevin LaPointe to enter into executive session M.R.S.A §405 (6) (C), Economic Development at 7:10 p.m.

Motion carried.

Motion by Kevin LaPointe, seconded by Paul Nadeau to exit executive session M.R.S.A §405 (6)(C) at 7:40 p.m.

Motion carried.

No action taken.

c. Executive Session- Personnel

Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to enter into executive session M.R.S.A §405 (6) (A), personnel matters, at 7:41 p.m.

Motion carried.

Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to exit executive session M.R.S.A §405 (6)
(A) personnel matters at 7:55 p.m.

Motion carried.

No action taken.

7. Town Manager Report

Enchanted forest walk a successful event.

Camera stations are being painted and ready for installation.

Waiting for T-Mobile application grant request.

An audit will be conducted during the week of November 13, 2023.

8. Town Councilor's Reports

Kevin: None

Peter: Ordinances need to be reviewed and updated.

Light poles on Main Street need electrical upgrades.

Anne: Any progress on Gateway school.

John: Painting the tennis courts, ready for spring use.

Paul: Shout out to all involved in everyday business operations of the town.

9. Public Comments

None

10. Adjourn

Motion by Motion by Kevin LaPointe, seconded by Anne-Marie Poitras to adjourn meeting at 8:00 p.m.

Motion carried.



Paul Nadeau – Secretary

12/6 / 2023
Date Adopted