



# Town of China

571 Lakeview Drive; China, Maine 04358  
(207) 445-2014 info@chinamaine.org

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**China Select Board with Budget Committee, Monday – 3/16/2020**  
**Regular Meeting – 6:30 P.M. – Town Office Meeting Room**

Selectpersons present: Ronald Breton, Wayne Chadwick, Donna Mills-Stevens, Janet Preston, and Irene Belanger. Town Manager: Dennis Heath. Others present: Robert MacFarland and Mary Grow.

**MINUTES**

Chairman Ronald Breton opened the meeting and led the Pledge of Allegiance to the American Flag.

- I. **Approval of Minutes**
  - a. Motion by Donna Mills-Stevens and second by Irene Belanger to approve the minutes of the 3/2/2020 Select Board meeting; approved 5-0
  
- II. **Warrants**
  - a. Motion by Donna Mills-Stevens and second by Irene Belanger to approve China Payroll Warrant #56 for \$33,308.98; approved 5-0
  - b. Motion by Irene Belanger and second by Donna Mills-Stevens to approve China Payables Warrant #57 for \$35,514.78; approved 5-0
  - c. Motion by Irene Belanger and second by Donna Mills-Stevens to approve China Payables Warrant #58 for \$1,477.40; approved 5-0
  
- III. **Department Reports**
  - a. Organization Reports/Committee Reports – Sel. Irene Belanger/other
  
- IV. **Unfinished Business**
  - a. None
  
- V. **New Business**
  - a. Public Comment – none
  - b. Appointments:
    - i. Motion by Donna Mills-Stevens and second by Wayne Chadwick to appoint Trishea Story to TIF Committee; approved 5-0
  - c. Motion by Janet Preston and second by Ronald Breton to approve quitclaim deeds; approved 5-0
  - d. Motion by Irene Belanger and second by Wayne Chadwick to approve all recommended actions, as listed, due to the Coronavirus; approved 5-0
    - i. Town Meeting
      1. Postpone to May 2, 2020 at 9:00 am

2. Postpone public budget hearings to April 26<sup>th</sup> and 29<sup>th</sup>, 2020
- ii. Town Committees to suspend all meetings until further notice
- iii. Transfer Station
  1. Remain open with regular hours
  2. No physical or close contact with employees
  3. Close the Free-for-Taking
- iv. Town Office
  1. Remain open with regular hours but limit the foot traffic
  2. Maximum use of online services
  3. Use drop-box for property tax payments
  4. Prepare for appointment only/call-in services
  5. VPN remote access
  6. Place signage on door
- e. Motion by Ronald Breton and second by Donna Mills-Stevens to make contingency funds available to respond to COVID-19 needs and authorize Town Manager to obligate; approved 5-0

**VI. Manager's Communications – (Non-Action Items)**

- a. None

**VII. Adjourn**

Motion by Irene Belanger and second by Donna Mills-Stevens to adjourn; approved 4-0

**Assessors Meeting (immediately following the Select Board meeting)**

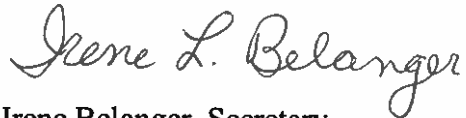
**I. Abatements/Supplemental Assessments:**

- a. Motion by Ronald Breton and second by Janet Preston to deny abatements; approved 5-0
- b. Supplemental Assessments- none

**II. Adjourn**

Motion by Donna Mills-Stevens and second by Wayne Chadwick to adjourn at 7:23pm; approved 5-0

Respectfully submitted,



Irene Belanger, Secretary  
China Select Board