

**Town of Wayne, Maine**  
**Select Board Meeting Minutes**  
**September 16, 2025**  
**Ladd Recreation Center**

**Call Meeting to Order/ Select Board Present:**

Henry Steck determined quorum and called the meeting to order at 6:30 PM with the following members present: Marianne Butak, Tom Moran, and Hazel Stevenson. Lloyd Irland was absent.

Shannon McDonnell, Town Manager, and Lynn Trapanese, Tax Collector/Treasurer were also present.

**Consider Additional Business:** Shannon McDonnell requested the Select Board approve use of Road Reconstruction & Paving Reserve Funds for roadside tree trimming in preparation for the paving of Green True Road, Besse Road, and Strickland Ferry Road. Three informal quotes were received. The Board approved use of Road Reconstruction & Paving Reserve Funds in the amount of up to \$10,500 for roadside tree trimming in preparation for the paving of Green True Road, Besse Road, and Strickland Ferry Road. **(Steck/Butak) (4-0).**

**Conflicts:** None.

**(OUT OF ORDER) New Business:**

- a. Town Tax Collector/Treasurer, Lynn Trapanese, presented an overview of current bank account positions, capital reserve funds, undesignated fund balances and proposed options, expense and revenue summaries, and cash flow projections. The Select Board also discussed the Town of Wayne Financial Management & Investment Policy. Town Staff will review the policy and provide proposed revisions at the next Select Board meeting.

**Minutes:**

The Board approved the Select Board Meeting Minutes for September 2<sup>nd</sup>, 2025 **(Butak/Moran) (3-0-1, Stevenson abstained).**

**Warrants/Donations:**

- a. The Board approved Payroll #9 in the amount of \$11,387.56 **(Stevenson/Butak) (4-0).**
- b. The Board approved Accounts Payable #10 in the amount of 278,841.95 **(Stevenson/Moran) (4-0).**
- c. The Board approved acceptance of a donation in the amount of \$490.00 to supplement the existing appropriation for Ladd Recreation Center Programs. **(Butak/Moran) (4-0).**

**Old Business:**

- a. The Board resumed discussion and consideration of the Town of Wayne Board, Commission and Committee Appointments Policy.
- b. The Board moved to adopt the Town Manager Performance Evaluation, as presented. **(Steck/Butak) (4-0).**

- c. The Board discussed priorities & goals for the Town Manager: town office staffing, establish a financial baseline, develop a road plan, update the town website, and present/facilitate Select Board priorities.

**New Business:**

- b. The Board discussed and revised a charge for a Town Building Standing Technical Advisory Committee. Final revisions will be presented at the next Select Board meeting, October 7<sup>th</sup>.
- c. The Board discussed and revised a charge for a Town Infrastructure Advisory Committee. Final revisions will be presented at the next Select Board meeting, October 7<sup>th</sup>.

**Public Comment.**

- a. Betsy Clark requested the 30-Mile River Watershed 9/2 update on the Algal Bloom in Androscoggin Lake be posted to the town website and sent out via town email.
- b. Mark Birtwell inquired about Special Reserve Funds.
- c. Eric Stinneford suggested the Budget Committee review the Town Financial & Investment Policy.

**Town Manager Report.**

- a. Paving contract was sent to the paving company, pending a payment bond, performance bond, and signature. More to follow on Friday, 9/19. Informed there is logging scheduled on Besse Rd this month.
- b. Received notice from the Maine DOT Local Road Assistance Program the Town will be receiving \$38,208 for FY 25-26 to use on maintenance or capital improvements to roads or drainage.
- c. Planning Board will be meeting Thursday, 9/18 at 6:30 PM at the Ladd Recreation Center.
- d. Board of Appeals will be conducting an organizational meeting at 6 PM on 9/30 at the town office.
- e. Interviews are being conducted for the Town Clerk position this week.

**Select Board Comment.**

- a. Hazel Stevenson announced she and Henry Steck will be meeting with LRC Board representatives 9/17.

**Motion to adjourn at 8:25 PM. (Butak/Stevenson) (4-0).**

The next regular Select Board Meeting is scheduled for Tuesday, October 7<sup>th</sup>, at 6:30 p.m. by Hybrid format.

Recorded by:

Shannon McDonnell, Town Manager

Select Board Members

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Marianne Butak

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Lloyd Irland

\_\_\_\_\_  
Tom Moran

\_\_\_\_\_  
Henry Steck

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Hazel Stevenson