



THE TOWN OF LIMINGTON

— P.O.Box 240, Limington, ME 04049 —



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SELECTBOARD MEETING

Minutes

FEBRUARY 5, 2026

- Meeting called to order at 7:01 PM by Tammy Ramsdell.
- Approval of meeting minutes from 1/29/2026 meeting.

Motion to approve: Jason Webster

Seconded by: David Salazar

Vote: Unanimous

- Approval of Warrants for Week 6

Payroll Warrant #10 \$ 39,058.64

Appropriations Warrant #11 \$ 45,574.83

Total for Warrants #10 & #11 \$ 85,693.47

Motion to approve: Jason Webster

Seconded by: David Salazar

Vote: Unanimous

From Office Hours

Joyce Foley, Planning Board Chair, met with the Select Board to provide an update on LD1829 “An act to build housing for Maine families and attract workers to main businesses by amending the laws governing housing density.” This was signed into law on June 20, 2025.

Executive Session

Motion to go into Executive Session at 3:30 to consult with legal counsel (1 M.R.S.A. §

405(6)(E): Jason Webster

Seconded by: David Salazar

Vote: Yes – Jason Webster and David Salazar; Not Present – Tammy Ramsdell

Motion to come out of Executive Session at 4:10: Jason Webster

Seconded by: David Salazar

Vote: Unanimous (all members present)

Motion to authorize the Town Attorney, in consultation with the Town Manager and Code Enforcement Officer, to commence enforcement of land use violations located at 7 Wheeler Lane and 24 South Road pursuant to Maine Rule of Civil Procedure 80K, including filing a land use citation and complaint in District Court: Jason Webster

Seconded by: David Salazar

Vote: Unanimous

The Select Board met with Mike O'Donnell from O'Donnell Assessors to talk about the next phases of the revaluation. On March 26, Mike will meet with the Select Board for schedule approval. By April 16, the Town Manager will get the municipal budget numbers to O'Donnell Assessors. Notices about tax review hearings will go out to residents by May 8. As of now, it looks like these hearings will be May 18(2pm-7pm), May 19(9am-2pm), and May 20(2pm-7pm), but this may change. By June 12, the Town Manager will get the school budget numbers to O'Donnell Associates. By Thursday, June 25, the Select Board will sign the 2026 tax commitment.

Acting -DPW Director Emil Braley and Jake Smith, Transfer Station Supervisor, provided an update on the proposed changes to the Transfer Station operations.

Motion to have the Town Manager issue an RFP for the hauling of Transfer Station roll-off containers: Jason Webster

Seconded by: David Salazar

Vote: Unanimous

The Select Board discussed the status of the Acting-DPW Director position and Acting-Highway Maintenance Supervisors position.

Motion to appoint Emil Braley as Director of Public Works for a term of 1 year and to accept the job description as written: Jason Webster

Seconded by: David Salazar

Vote: Unanimous

Motion to appoint Paul Morse as Highway Maintenance Supervisor in the Public Works Department for a term of 1 year and to accept the job description as written:

Jason Webster

Seconded by: David Salazar

Vote: Unanimous

Department Updates

See attached.

Town Manager Weekly Update

Payroll and Accounts Payable were completed on time.

The Annual Town Report went to the printers on Monday.

With the Select Board's vote this evening, the RFP for hauling the transfer station roll-offs will be advertised starting tomorrow.

I sat in on the second interview with Corin Meehan for the Deputy Fire Chief's position and I'm happy to report that the Fire Chief and I have offered him the position.

Corin Meehan was sworn in by the Town Clerk.

Transfer Station Update

Emil Braley, the Director of Public Works and Jake Smith, the Transfer Station Supervisor, discussed the proposed changes to the Transfer Station. See attached document.

The Select Board will vote on these proposed changes next week. Chairman Ramsdell is asking input from residents about how the Town can increase recycling rates. Currently the recycling rate in town is only about 5%.

Public Comment

Bonnie Lord Laughlin is invested in recycling and speaking as taxpayer has sympathy for those who pay taxes. She asked for clarification on the bag fee at the recycling center. She appreciates having a dumpster available at the Transfer Station for household waste.

Emil Braley stated that the more the Transfer Station gets used, the cheaper it will be for the taxpayers.

Laura Sullivan stated that the breakdowns in the past of the curbside trucks meant the Transfer Station was used more often. That problem has gone away.

Notifications

Select Board office hours are Thursdays from 2pm to 8pm. The on-air meeting time is Thursdays at 7pm.

Transfer Station hours are Saturday and Sunday from 9am to 4pm and Wednesday 12pm to 4pm. A Transfer Station sticker must be attached to your vehicle windshield for the disposal of ALL items.

Transfer Station stickers are available at the Town Office for \$20.00. No sticker is required to use the swap shop. The Transfer Station does NOT accept brush, yard clippings or hazardous waste. Riverside Recycling in Portland takes hazardous waste. **A friendly reminder to all residents that building waste, furniture, and mattresses should not be left at the curbside. We have a transfer station for those items. The swap shed does not take electronics, air conditioners, dehumidifiers...since the Town must pay for the disposal of those items.**

General Assistance Applications are available at the Town Office during normal business hours. Applications must be filled out and accompanied with supporting documentation and must be signed and returned to the GA Administrator or Town Clerk.

The Planning Board meets at the Municipal Complex the first and third Monday evenings of the month at 7pm.

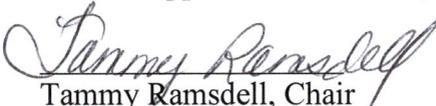
Motion to Adjourn at 7:47 pm: Jason Webster

Seconded by: David Salazar

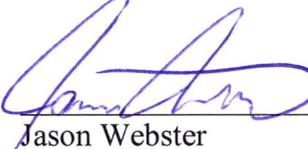
Vote: Unanimous

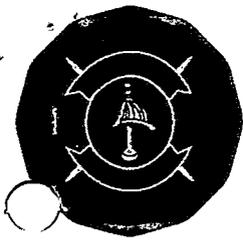
Minutes taken by Matt Castriotta, Town Manager

Minutes approved on February 12, 2026


Tammy Ramsdell, Chair


David Salazar


Jason Webster



Limington Fire/EMS

Emil Braley, Chief of Department

425 Sokokis Ave

Phone: Office: 207-637-5219

PO Box 240

Cell: 207-423-2547

Limington, Me 04049

Email: FireChief@LimingtonMaine.gov

Weekly Fire/EMS Report For Week Ending: January 31, 2026

Number of calls for service this week: 13

MTD: 60

YTD: 60

Fire: 4

EMS: 9

Schedule status: The schedule was complete

Trainings/Meetings:

In House: Wednesday night we did our monthly extrication tools and small engines checks

Away:

Maintenance Conducted or Needed:

Facility:

Equipment:

Vehicles:

Hourly breakdown:

Total: 402

Salary: 40

Full Time: 168

Per Diem: 168

Paid on Call: 19.5

PTO: 0

Training: 6.5

Overtime: 0

Holiday: 0

Special notes: MTD we are 1 call behind last January. Year to date we are 1 call behind of last year.

There were 5 requests for mutual aid this week. 1 Paramedic intercept to Sacopee and 4 EMS calls to Sacopee. We weren't available for 3 requests due to already being committed to other Sacopee calls.

The Chief worked a combined 57.25 hours this week

Limington Department of Public Works

18 Axelsen Rd
P O Box 240 Limington, ME 04049

Weekly update for week ending January 31, 2026

Road Crew:

Plowed and treated roads several hours
because of the cold temperatures, clearing the roads required many hours over several days
Worked in the shop doing truck maintenance after and in between the storms
At the end of the week crews went out and set bankings and cleared around intersections
The Road Crew worked a modified schedule due to the long duration snow storm

Fleet Maintenance:

Worked on sander issues with truck 5
Service the Rec Truck

Buildings and Grounds:

Plowed, sanded and scraped roads and walkways multiple times for the long duration storm
Cleaned the Municipal Complex, DML and OTH
Collected trash and recycling at Mun Comp and took to Transfer Station
Worked on snow removal at Transfer Station
Assisted the Fire/EMS Dept with an EMS call and a fire call
Worked on information for the Transfer Station

Acting Director:

Monday morning meeting w/ crew, payroll, receipts
Weekly report to BOS
Worked several hours during the snow storm
Recruited new help to fill in at the Transfer Station to cover a Saturday call out
Researched square systems for future updates to Transfer Station operations
Ordered parts for Mechanic to install on Kentworth

Special Notes:

The Department worked a combined 340.75 hours this week. A week without plowing would be about 241 hours.

Emil Braley, Acting Director of Public Works



TOWN OF LIMINGTON
LIMINGTON PARKS & RECREATION DEPARTMENT

P.O. BOX 240, LIMINGTON, ME 04049

Recreation Director: Madison Moody

Cell: 207-239-9290

M.MOODY@LIMINGTONMAINE.GOV

Weekly Report: 1/30/26-2/5/26

Current Programs:

-Before & After school Care

-Youth Basketball

-Pickleball

-Coffee Social- Wednesdays at the OTH from 9:30am-11:30am This coming week (2/11) if you join us, feel free to dress up for either Mardi Gras or Valentines Day! We will be celebrating both!

Open Registration: Register online at Limingtonrec.com

-Before & Aftercare childcare program at HB Emery- Please call Jamie Worden with any questions about the program- 298-0869. More information and registration are available on our website.

-February Break is coming up! We will be providing childcare Tuesday through Friday from 7am to 5pm. And we will be going to Seacoast Funpark for tubing, iceskating, and ice fishing during the week. Register online at our website- \$185 for the week or \$65 for the individual days.

Other:

-We have sold 110 tickets for the Limington Parks & Rec night out at the Maine Celtics! Thanks to everyone that is joining us on March 13th for the game.

-Summer camp registration for Limington Residents will open next week! Camp will start Monday, July 6th and run for six weeks until Friday August 14th. Registration fees: Residents \$950 for all six weeks or \$1,150 with extended care option. Registration for Individual weeks will open later in March.

-Our department is hiring for summer! Open positions include summer camp counselor and beach front positions- job descriptions and applications are available on our website.

-Childcare tax information for 2025 is available on our website for anyone that created an account and registered for programing last year. Please reach out to Madison if you have any questions.

-Youth programming:

- Information and registration for Spring track & Field, T-ball, rugby, and Field Hockey is coming soon!

-Adult programming:

- We are working on a schedule of mystery lunch trips in conjunction with our coffee social group. Wednesday afternoons the rec department will provide transportation to a lunch destination for anyone that would like to join us. Participants are responsible for purchasing their own lunches.
- We are going to be scheduling an adult line dancing class here at the Old Town Hall. This will be a late morning/early afternoon class- more info coming soon.

- We are starting preparations for an adult slow-pitch softball team or teams. We will be working with Hollis Parks & Recreation to make this happen.

Respectfully submitted,
Madison Moody
Parks & Recreation Director

CODE ENFORCEMENT

Week 1/23/26-2/5/2026

PERMIT TYPE		NUMBER	FEES	# YTD	YTD Total
GROWTH			\$0	0	\$0
BUILDING		1	\$60.00	3	\$530.60
ELECTRICAL		2	\$469.96	8	\$1,130.26
PLUMBING		2	\$180.00	2	\$180.00
SHORELAND		0	\$0	0	\$0
FILL		0	\$0	0	\$0
BUSINESS		0	\$0	0	\$0
GRAVEL PITS		0	\$0	0	\$0
OCCUPANCY		0	N/A	0	
CELL TOWERS		0	\$0	0	\$0
JUNKYARDS		1	\$200.00	2	\$400.00
MEDICAL CANNABIS		0	\$0	1	\$1,500.00
ENTRANCE			\$0	1	\$40.00
TOTALS		6	\$909.96	YTD 17	YTD \$3,780.86

I have been on 12 inspections during the last two weeks.

On Wednesday I had a meeting here with the planning board & Southern Maine Planning and Development Commission, for new State rules on housing. LD1829, LD 997, LD 427, LD 1184 & LD 1655

Over the past few months, I have been dealing with three separate residences for violations in the Town. The Town attorney and I have been working closely to remedy the issues. Going forward the Town is sending out summons and court dates for these individuals to appear in York County District Court.



Limington Department of Public Works

18 Axelsen Rd
P O Box 240 Limington, ME 04049

Sanitation Division

As many are aware, there have been some changes at the Transfer Station over the past few months. Our long time Attendant, Wayne retired from his position at the end of December. As a result, the Town hired his replacement, Mike Brown.

When Mike started, he studied the rules and regulations of the facility and pointed out that some of the long-standing policies weren't being followed. As a result, the Town Manager, the Public Works Director and the Buildings and Grounds Technician (now Supervisor) started a review and update of the operations.

We compared the current operations costs, and disposal, tonnage, & hauling fees, to the number of Transfer Station stickers sold, and the total number of households. With a population of 4,100 people and an estimated 1700 households, only 966 stickers were sold for 2025. Of those stickers sold, most were only for recycling. That means the bulk of the cost to operate the Transfer Station is incurred by taxpayers who only recycle or never use the facility at all. In an effort to ease the burden on the Taxpayer and shift the cost of non-recyclable refuse to the actual users of the facility, and encourage recycling, we propose the following changes.

- Eliminate the \$20 sticker fee for Taxpayers (effective 2027) and provide as many stickers to Residents as they have registered vehicles. Non-Resident Taxpayers will only receive one sticker. Continue the policy that no vehicle enters without a current sticker affixed to the lower passenger side of the windshield.
- Require the vehicles plate number to be written on the sticker at the time of sale.
- Adjust the per yard fee down from \$35 to \$25.
- Reduce the minimum fee for demo to \$5.
- Add \$5 per bag fee to the schedule.
- Restrict tire disposal to light truck and smaller (no large truck or tractor tires).

By eliminating the sticker fee, we encourage recycling. The Town will bear the initial cost of recycling, but a portion of the cost will be reimbursed by the state annually. The rate of reimbursement will be determined by the state.

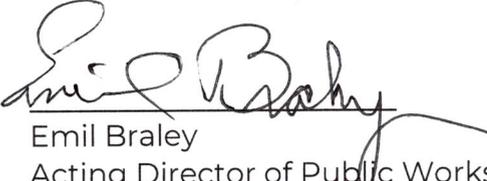
By requiring the plate number to be written on each sticker at the time of purchase helps the Attendants confirm the vehicle is from Limington. This helps to reduce outside waste from entering the town.

Because so many users of the Transfer Station bring small quantities of demo, we believe it fair to offer a per bag rate of \$5. With this we also suggest the minimum rate be reduced from \$20 down to \$5.

Because of varying prices for disposing of larger tires, we recommend eliminating the option of taking tires larger than light truck.

We learned that the fees charged for disposing demo material was inconsistent. After careful review of the first 8 months of disposal and hauling fees in 2025 and averaging that out to a 12-month period, we believe that once properly enforced, based on the fee schedule the reduced fee will cover the total cost of demo disposal and MOST of the operating costs of the Transfer Station.

Going forward, the Attendants will enforce the long-standing rule that current stickers must be affixed to any vehicle using the Transfer Station except for the "Take it Shop".


Emil Braley
Acting Director of Public Works


Jason Smith
Transfer Station Supervisor
Buildings and Grounds Technician

Limington Department of Public Works

18 Axelsen Rd
P O Box 240 Limington, ME 04049

Administrative Policy: 02-01

Position Title: Acting Highway Maintenance Supervisor

FLSA Classification: Non-Exempt

Reports to: Director of Public Works

General Summary:

- The Highway Maintenance Supervisor is working supervisory position responsible for the overall supervision and operation of the Public Works Highway Maintenance division; enforcement of operational policies and procedures and providing for the general maintenance of all municipal roads, streets, and drainage systems and equipment. The position operates under the general guidance and direct supervision of the Public Works Director. Work is evaluated through observation, review and reporting. This is a 40-hour workweek minimum position, with periodic overtime.

Essential Functions:

- Assists the Public Works Director in developing and administering the highway maintenance budget and managing departmental resources.
- Coordinates with the Vehicle Maintenance Technician and the Building and Grounds Technician regarding scheduled repairs to buildings and equipment to ensure that vehicles and equipment are available in a timely manner.
- Provides direct and indirect supervision for all Highway Maintenance personnel.
- Writes evaluations for all Highway Maintenance personnel; conducts evaluation sessions with the Public Works Director.
- Shares supervisory and emergency on-call responsibilities.
- Operates trucks and/or equipment, as needed, during both summer and winter operations.
- Schedules, assigns and inspects work to ensure roads and infrastructure are in safe condition;
- Participates in and monitors snow removal/sanding activities; participates in and supervises road maintenance.
- Trains employees in the safe and proper use/operation of equipment.
- Carries a phone for regular and after-hours emergencies.
- Works effectively and positively with other employees and the general public regarding all aspects of the department.
- Possesses conflict resolution skills and the ability to foster a positive work environment.

Other Duties/Responsibilities:

- Performs other work as may be required in support of Public Works including manual labor and other related tasks.

Competencies:

- Knowledge of road construction and repair techniques and equipment;
- Knowledge of and ability to operate and provide minor maintenance on all equipment;
- Ability to follow and enforce established operating and safety procedures;
- Time and project management skills;
- Supervisory skills and experience in a construction setting;
- Oral and written communication skills;
- Ability to work independently; and
- Ability to develop and maintain working relationships with other employees, supervisors, Department Heads, public officials and the general public.

Required Education/Experience:

- High school diploma or equivalent;
- Valid State of Maine CDL Class A or Class B driver's license;
- Experience in road construction and maintenance, preferably with snow removal and winter road maintenance responsibilities, with supervisory experience; or
- Any equivalent combination of education and experience, which demonstrates possession of the necessary knowledge, skills and abilities to perform the essential functions of the position.

Additional Eligibility Qualifications:

- Ability to pass an initial, and subsequent, background checks, including criminal history, driver's license and other checks deemed appropriate by the Town.
- Participation in a federally mandated drug and alcohol-testing program, including both pre-employment and random testing as a condition of employment.
- Knowledge of and ability to use all office equipment- i.e. computer, calculator, photocopier, phone, etc.
- Ability and willingness to work nights, weekends, on-call, and/or overtime as necessary.
- Ability to perform the physical requirements of the position.
- Must be able to work 40 hours per week minimum.

Working Conditions/Physical Demands:

Work requires sufficient physical strength, agility, endurance, dexterity, and hand-eye-foot coordination to perform all essential functions. Requires sitting and standing for long periods of time; considerable kneeling, crawling, bending, climbing stairs and ladders; and the ability to lift up to 80 pounds. Work performed outdoors year-round in all weather conditions and may be called in after regular working hours to respond to emergency maintenance and weather-related needs.

The above statements are intended to describe the general nature and the level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.

EEO Statement:

The Town of Limington provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, the Town complies with applicable state and local laws governing nondiscrimination in employment in every location in which the Town has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation and training.

Adopted by the Selectmen

Tammy Ramsdell

Tammy Ramsdell

2/5/26

DATE

Jason Webster

Jason Webster

2-5-26

DATE

David Salazar

DAVID SALAZAR

2-5-26

DATE

Limington Department of Public Works

18 Axelsen Rd
P O Box 240 Limington, ME 04049

Administrative Policy: 01-01

Position Title: Director of Public Works

FLSA Classification: Exempt

Reports to: Town Manager

General Summary:

The Director of Public Works is a department head level position responsible for managing, supervising, developing, implementing, and coordinating the activities and operations of the department, which includes four divisions – Buildings and Grounds, Highway Maintenance, Fleet Maintenance and Sanitation. Work is performed under the general guidance of, and reporting directly to, the Town Manager. Performance is evaluated upon observation and results.

Essential Functions:

- Prepares and reviews the annual departmental budget, including Capital Projects; monitors revenues and expenditures to ensure sound fiscal control.
- Evaluates, determines, and requests additional funds necessary for staffing, equipment, materials, and supplies; develops and schedules equipment purchases and replacements.
- Monitors the operation of the Transfer Station.
- Establishes appropriate service levels and allocates resources, including staff, accordingly.
- Prepares and administers contracts for contractors and consultants.
- Serves as a staff representative to the Select Board for meetings; prepares and presents staff reports and other correspondence, as needed.
- Responds to inquiries involving Public Works related matters; negotiates and resolves complex, sensitive, and/or controversial issues and complaints.
- Recommends the hiring, promoting, and disciplinary action of department personnel and completes performance evaluations.
- Monitors and evaluates service delivery methods and procedures; identifies and implements changes necessary to improve operational efficiency.
- Stays abreast of new trends and innovations in the field of Public Works.
- Reports on departmental activity to the Town Manager, as required.
- Encourages and maintains cooperative planning and working relationships with other employees, the Town Manager, elected officials, local community agencies, state and federal government funding groups, private businesses, state, regional and national agencies, the media, the school department and the general public.

Other Duties/Responsibilities:

- Performs other work as may be required in support of the Town.

Competencies:

- Knowledge of the principles and practices of municipal public works programs and management;
- Demonstrated administrative, budgetary, personnel and project management skills;
- Familiarity with construction techniques and equipment;
- Ability to plan and organize multiple activities;
- Ability to prepare and maintain accurate reports and records;
- Ability to plan, direct and supervise the work of subordinate personnel;
- Ability to communicate clearly and effectively, both orally and in writing with varying audiences;
- Knowledge of safety practices and procedures;
- General knowledge of storm water principles, erosion, and sediment control measures;
- Ability to maintain confidentiality; and
- Ability to develop and maintain working relationships with all employees, public officials, and the general public.

Required Education/Experience:

- High school diploma or equivalent;
- Experience in road maintenance, preferably with snow removal and winter road maintenance responsibilities;
- Five (5) years' experience in municipal management, public works management, construction management or other similar management level position;
- A background of progressively responsible supervisory positions; working knowledge of Maine statutes with respect to public highways; or
- Any equivalent combination of education and experience, which demonstrates possession of the necessary knowledge, skills and abilities to perform the essential functions of the position.

Additional Eligibility Qualifications:

- Valid Maine driver's license, Class C.
- Ability to pass an initial, and subsequent, background checks, including criminal history, driver's license and other checks deemed appropriate by the Town.
- Knowledge of and ability to use all office equipment- i.e. calculator, photocopier, phone, etc.
- Computer literacy and knowledge of MS Office Word, Excel, and Outlook programs,

Working Conditions/Physical Demands:

Moderate physical effort required; normally seated or standing with freedom of movement on a regular basis; involves interaction with others via face-to-face communication, telephone, email, and written correspondence. Extensive periods may be spent walking, bending, etc. Must have mobility sufficient to operate in a building, office, and field environment, including site visits to any property within the Town, and may also include construction sites in various stages of development. Field sites may include uneven ground and areas with potential hazards. Must also be able to operate in various adverse weather conditions. Appropriate safety equipment will be provided.

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Adopted by the Selectmen

Tammy Ramsdell

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2/5/26

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