

**AGENDA FOR TOWN MEETING**  
**MAPLE, WISCONSIN**  
Thursday, May 11, 2023  
7:00 p.m. – Maple Community Center

**APPROVAL OF MINUTES**                      13 April 2023

**TREASURER'S REPORT**

**BRIEF PUBLIC COMMENT**

**OLD BUSINESS**

1. Town Board to fill the Supervisor vacancy by vote.
  - a. See Heading 1.1 for WI Statutes and relevant procedural information.
2. Follow-up discussion regarding community center sign updates, cleaning, and setup agreement.
3. Review and approval of Douglas County Hazard Mitigation Plan.
  - a. See Heading 3.1 for link to plan.
4. Determine date for annual road tour to ascertain the condition of local infrastructure.
  - a. See Heading 4.1 for additional information.

**NEW BUSINESS**

1. A \$600 grant is available for towns to transition to a *wi.gov* or *.gov* email address; the state is encouraging towns to adopt a *wi.gov* or *.gov* address to improve election security.
  - a. See Heading 1.2 for grant details.
2. Review and approval of Town Board training opportunities to include Wisconsin Town Association (WTA) training and Wisconsin Municipal Clerks Association (WMCA) training for new board members.
  - a. See Heading 2.2 for additional details.
3. Review and discuss aesthetic updates to the town park and community center.
4. Review and discuss potential future Maple community events.

5. Review and discuss creating a town of Maple Facebook page.

## **COMMITTEE REPORTS**

1. County Supervisor
2. Town Foreman
3. Fire Department
4. Town Plan Commission

## **ADJOURNMENT**

---

Rachel Lintula  
Clerk, Town of Maple

1

---

<sup>1</sup> ***In compliance with Wisconsin Open Meetings Law, this agenda was: Posted in three public locations on May 4, 2023.*** If you need accommodations to participate in public meetings, please contact the Town Clerk at (715)815-0848 before 4:30 p.m. on the day prior to the scheduled meeting. The Town will try to accommodate any request depending on the amount of notice we receive.

## **1.1 | Procedures to Fill a Town Board Vacancy**

The process for filling a town vacancy is laid out in s. 17.25, Wis. Stat. Basically, vacancies are filled by appointment of the town board at a properly noticed board meeting. Where there is a town board member vacancy, the remaining supervisors and the town clerk vote together to appoint a replacement to fill the remainder of the elected term.

Although the statutes do not require it, some towns choose to advertise open positions before filling them. Advertising vacancies in a local newspaper, on the town's website, or in postings around town can help to find individuals who are willing to serve. Alternatively, if the board has a suitable replacement in mind, it may appoint that person without advertising the position at all.

## **3.1 | Douglas County Hazard Mitigation Plan(300+ page document)**

<https://www.nwrpc.com/DocumentCenter/View/2838/Douglas-County-Hazard-Mitigation-Plan-Update-2021?bidId=>

## **4.1 | Maintaining Local Infrastructure and Annual Road Tour**

The town of Maple boasts nearly 42 (41.91) miles of gravel roads. In a typical year, the town purchases 3,000 yards of gravel. It takes 650 yards applied 4 inches thick and 10 feet wide to cover one mile. Given this application rate, each town road receives new gravel about every ten years, though heavily trafficked roads often require more gravel than less trafficked ones.

## **1.2 | Wisconsin Elections Committee (WEC) Email Grant**

The WEC is strongly encouraging towns to adopt a *wi.gov* or *.gov* email address in an effort to improve election security. Grants will be approved and disbursed until the program ends or the maximum subgrant disbursement of \$300,000 is reached, whichever comes first. Costs must be incurred during the subgrant project period of August 24, 2021 – January 31, 2024.

The grant covers the following: costs associated with a transition to @wi.gov or @.gov email for a clerk or municipal email account; IT consultant fees associated with transition to a wi.gov or .gov email domains; and monthly costs for email hosting if associated with a wi.gov or .gov domain.

The Town Board needs to determine if a *wi.gov* or *.gov* is preferred. Both domains provide the preferred level of security; the *wi.gov* is easier to obtain. As of May 4th, 2023 the following domains are available:

maplewi.gov (Federal) OR maple.wi.gov (State)

## **2.2 | Town Board and Clerk Trainings**

The town of Maple has a new clerk, and she requests that the town support her ongoing education so as to serve the town effectively. The clerk would like to attend the UW-Green Bay online clerk course. The course runs from July 17-21, 2023 and costs \$499 for the online format. **The registration deadline is June 17, 2023.**