

## BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

JANUARY 23, 2019

A meeting of the Machias Board of Selectpeople was called to order at 6:00 PM by Chairman Josh Rolfe. In attendance were Board members Paula Johnson-Rolfe, Bill Kitchen, and James Whalen; Town Manager Christina Therrien; Secretary Cathy Lord; Ed Pellon, David Clark, Mary Angarola, Bruce Smith, Sarah Craighead Dedmon, James Jackson, Grady Dwelley, Mark Green, Bob Burta.

### 1. MINUTES - REVIEW AND ACTION

On a motion by Bill Kitchen, seconded by James Whalen, the Board voted to approve the minutes of the January 9, 2019 Board meeting.

### 2. WARRANTS - REVIEW AND ACTION

On a motion by Paula Johnson-Rolfe, seconded by James Whalen, the Board VOTED:

To approve municipal warrant #57 in the amount of \$14,568.96; to approve municipal warrant #58 in the amount of \$52,538.90; to approve municipal warrant #59 in the amount of \$15,609.63; and, to approve municipal warrant #60 in the amount of \$57,306.26 .

On a motion by Paula Johnson-Rolfe, seconded by James Whalen, the Board VOTED:

To approve school warrant #29 in the amount of \$179,622.81 .

### 3. CERTIFICATE OF COMMITMENT - SEWER RATES

The members of the Board reviewed a Certificate of Commitment of Sewer User Rates for the period beginning 10/1/2018 and ending 12/31/2018 in the amount of \$136,168.30

On a motion by James Whalen, seconded by Paula Johnson-Rolfe, the Board VOTED:

To accept the rates as outlined and sign the Certificate of Commitment of Sewer User Rates as proposed.

### 4. AMBULANCE CONTRACTS - BOARD SIGNATURES

The Board reviewed ambulance contracts for Cutler, East Machias, Jonesboro, Northfield, Whitneyville, Roque Bluffs, and Whiting. Ms. Therrien explained that the only changes to the contracts were changes to the minimum wage and a rate adjustment. Mr. Whalen said that he would like to have time to sit and review the contracts before signing them and noted that he would come to the town office the following morning at 9:00 AM to do this.

On a motion by Bill Kitchen, seconded by Paula Johnson-Rolfe, the Board  
VOTED:

To approve the ambulance contracts for Cutler, East Machias, Jonesboro, Northfields,  
Whitneyville, Roque Bluffs, and Whiting as presented.

Vote on Motion: 3 votes for the motion (Mr. Kitchen, Ms. Johnson-Rolfe, Mr. Rolfe)  
1 vote in abstention (Mr. Whalen said he would approve after reviewing the contracts)

#### 5. FIRE CONTRACTS - BOARD SIGNATURES

The Board reviewed the fire contracts for Northfield and Whitneyville. Ms. Therrien  
noted that adjustments were made to the contracts on the wage and truck rates.

On a motion by Paula Johnson-Rolfe, seconded by Bill Kitchen, the Board  
VOTED:

To approve the fire contracts for Northfield and Whitneyville as presented.

#### 6. LIQUOR LICENSE RENEWAL - BLUEBIRD RANCH RESTAURANT

The Board reviewed a liquor license renewal application submitted by the Bluebird  
Ranch Restaurant.

On a motion by Paula Johnson-Rolfe, seconded by Bill Kitchen, the Board  
VOTED:

To approve a liquor license renewal for the Bluebird Ranch Restaurant.

#### 7. POLICE CHIEF - DEPARTMENTAL UPDATE

Chief of Police Grady Dwelley reviewed a report on police department activity from July  
to December 2018 with the Board. He noted that the department received 676 total calls  
for service along with 37 criminal summonses written. The Board reviewed the report.  
Mr. Rolfe thanked the Chief for his extensive report. Mr. Kitchen also expressed his  
appreciation for the included note on actions by Sergeant Walker.

Ms. Therrien asked Chief Dwelley if he had any further correspondence regarding the  
potential candidate for the vacant patrol position. Chief Dwelley said that he had a  
pending application and a candidate who is still interested in the position. Mr. Rolfe  
noted that it is important to keep the public informed of progress in finding a qualified  
candidate for the position. The Board thanked Chief Dwelley for presenting his report.

#### 8. MEMORANDUM ON SENIOR HOUSING

Ms. Therrien explained to the Board that Maine voters had approved senior housing  
bonds to build affordable and safe senior housing but that former Governor LePage had  
never issued the bonds. She explained that Governor Mills is now moving forward with  
issuing these bonds. Mr. Mark Green, representing Downeast Community Partners,  
advised the Board that the DCP is interested in pursuing the construction of senior

housing units in Machias on property located on Hudson Boulevard. Ms. Therrien advised the Board of her concern that the housing would be in the approach/take-off area for the location of a possible future runway. Ms. Therrien noted that she has located an alternate building site for the senior housing that would be a more appropriate location and that she has discussed with the landowner a possible purchase of this land. Ms. Therrien asked the Board to approve using \$425. from the contingency account for the purpose of completing an appraisal on the land in order to determine a fair purchase price.

Mr. Whalen expressed his concern that the Board has had no prior information previous to tonight's meeting that this request would be forthcoming. He noted his dismay that the Board was shown no documents prior to tonight's meeting and shown no plans that this issue was to be discussed. Mr. Whalen said that he was not happy that knowledge of this plan had been concealed from the Board before tonight. Ms. Therrien explained that she has provided the Board with the information she has.

Mr. Green explained that the 5.5 million dollar bond issue was passed by voters and that some of this money will be allocated to Washington County. Mr. Pellon pointed out that there are many requirements which have to be met by bond recipients. Mr. Green explained that use of these bond funds are not as restrictive as federal monies. He noted that he is looking forward to using Mr. Pellon as a resource. Mr. Pellon noted that DCP would be required to submit a new subdivision plan since the previously approved plan was submitted many years ago. He added that there are already 140-plus units of senior housing in Machias.

Mr. Whalen stated his concerns - that this is only the beginning of a long process, there has been no review by the Planning Board, there has been no review of the alternate site, there are many questions to be answered, and why the rush to spend \$425. from contingency for a land appraisal when the Board has had no time to consider this project. Mr. Pellon questioned why Machias taxpayers should pay for the appraisal? Mr. Rolfe pointed out that the Town would be asking Downeast Community Partners to use an alternate site for the project and that the Town would be securing a piece of land near the airport which would be an asset to the Town.

On a motion by Paula Johnson-Rolfe, seconded by Bill Kitchen, the Board  
VOTED:

To authorize the Town Manager to appropriate \$425. from the contingency account to pursue an appraisal of land to determine a fair market price.

Vote On Motion: 3 votes in support of the Motion (Mr. Rolfe, Mr. Kitchen, Ms. Johnson-Rolfe)

1 vote opposed to the Motion (Mr. Whalen)

Ms. Johnson-Rolfe commented that an advantage to using an alternate building site would be that the elderly housing units would not be disrupting activity for the airport expansion. Mr. Whalen pointed out that the Planning Board needs to be involved and he stated his dismay in spending the town's money in a hypothetical situation. Mr. Kitchen said that this allows the Town to put some forethought into reserving the land adjacent to the airport. Mr. Rolfe commented that the Board's duties have nothing to do with the

responsibilities of the Planning Board. He explained that it is the Town Manager's duty to look at future expansion of the airport.

Mr. Green noted his appreciation for the Board's support. He commented that this project was a positive thing for the Town and is an opportunity to do a good job. Mr. Green added that there is a clear need for housing in the area and that DCP needs community support.

#### 9. SITA AIRPORT AGREEMENT

Ms. Therrien explained that the Town has a lease agreement for the location of VHF radios and cabinet and associated sales and antenna at the Machias Valley Airport with Society Internationale de Telecommunications Aeronautiques (SITA SCRL) for an annual income of \$4,800. effective 01/01/2019 to 12/31/2019. Mr. Rolfe noted that this is revenue generated from the airport annually.

#### 10. MAINE WILD BLUEBERRY DISCUSSION ON TELEBUSINESS CENTER PURCHASE

Ms. Therrien explained that Maine Wild Blueberry is not ready to proceed with finalizing the purchase since their attorney is still working on the sale agreement. The Board tabled the discussion.

#### 11. OTHER BUSINESS

A. Ms. Therrien advised the Board that they have been provided a copy of a data sheet on the FY18 services and accomplishments of the Washington County Council of Governments.

B. Ms. Therrien expressed concerns in possible delays in grant awards (particularly the recreation site grant) due to the federal shutdown.

C. Ms. Therrien reminded the Board that the fire volunteers will be holding a public supper this weekend at the elementary school to raise money for the purchase of fire apparatus cleaning equipment.

D. Ms. Therrien reminded the Board that a public hearing is scheduled on January 31st at 7:00 PM at the Pellon Center and that a special town meeting is scheduled on February 7th at 7:00 PM at the Pellon Center.

E. Ms. Therrien advised the Board that the CTE grant for the school has been approved.

#### 12. DISCUSSION OF TOWN MANAGER'S EVALUATION

The Board discussed the forms to be used for an evaluation on the town manager. Ms. Therrien told the Board that she has been thinking about suggesting that the clause in her contract on an evaluation be taken out; she noted that she had originally suggested the

evaluation. Ms. Therrien pointed out that no other municipal employee is evaluated. Ms. Therrien commented that the Board always has the ability to direct the Town Manager on how the Board wants the Town to move forward with projects and to clearly discuss goals and objectives in open conversations. Ms. Johnson-Rolfe noted that issues of job performance should be addressed with the Town Manager as needed and no select person should wait until the annual evaluation. Mr. Rolfe suggested that when situations arise the Board will deal with issues. Mr. Whalen observed that people in positions get accustomed to being evaluated and that this is the nature of elected officials. Mr. Whalen commented on past experience in which a former town manager was involved in a severance situation.

Ms. Johnson-Rolfe said that she was not sure what would be accomplished with an annual review. Ms. Johnson-Rolfe agreed that there have been some issues with not having enough information provided to Board members and that this situation was discussed as needed when it happened. Mr. Whalen suggested that the Board have verbage in the manager's contract around improving performance. He noted the need to review how the Board and the Town Manager's executive functions can improve and to really take the time to discuss and talk together about the issues. Mr. Rolfe asked that the members of the Board take some time to give this some thought and to consider the most effective way to proceed. Mr. Rolfe suggested discussions would be helpful on what's good, what's working, and what's not working. Mr. Whalen added that everyone appreciates the need for improvements and the need for round table discussions for effectiveness. Ms. Johnson-Rolfe observed that communication needs to be improved, that there is always room for improvement, and to always look at what "we can do to accomplish goals." Mr. Whalen observed that putting the need for an evaluation in the manager's contract is "a poison kiss". Ms. Johnson-Rolfe said that the Board should think about things the Board wants to see happen. Mr. Rolfe noted that it is the Board's job to make sure that the Town Manager does their job. Ms. Johnson-Rolfe suggested that the Board develop a master list of what the Board wants to see and she asked that each Board member develop their own list. Mr. Rolfe said that a discussion could be placed on the Board's meeting agenda to discuss a list of goals and objectives.

On a motion by Paula Johnson-Rolfe, seconded by James Whalen, the Board voted to adjourn the meeting at 7:37 PM.