

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

JANUARY 24, 2018

A regularly scheduled meeting of the Machias Board of Selectpeople was called to order at 6:00 PM by Chairman Warren Gay. In attendance were Board members Josh Rolfe, Leslie Haynes, Bill Kitchen, and Paula Johnson-Rolfe; Town Manager Christina Therrien; Secretary Cathy Lord; Ed Pellon, David Clark, Mary Angarola.

1. BOARD MINUTES - REVIEW AND ACTION

On a motion by Josh Rolfe, seconded by Bill Kitchen, the Board voted to approve the minutes of the January 17, 2018 Board meeting as presented.

2. MUNICIPAL AND SCHOOL WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #55 in the amount of \$17,168.88; to approve municipal warrant #56 in the amount of \$426,040.34; to approve municipal warrant #57 in the amount of \$15,240.96; to approve municipal warrant #58 in the amount of \$169,431.34; to approve municipal warrant #59 in the amount of \$11,256.41; to approve municipal warrant #60 in the amount of \$648,139.10; to approve municipal warrant #61 in the amount of \$13,952.53; to approve municipal warrant #62 in the amount of \$54,583.33; to approve municipal warrant #63 in the amount of \$16,341.79; and, to approve municipal warrant #64 in the amount of \$78,067.37 .

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

To approve school warrant #25 in the amount of \$224,698.23 and to approve school warrant #27 in the amount of \$208,062.73 .

3. APPOINTMENT PAPERS - PLANNING BOARD

Ms. Therrien noted that appointment papers for Planning Board members William Thompson and Joseph Gurney were inadvertently omitted when the Board of Selectpeople signed appointment documents after the June annual town meeting. The members of the Board signed appointment papers for Mr. Thompson and Mr. Gurney.

4. QUARTERLY SEWER COMMITMENT

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

To approve the sewer commitment covering 10/1/17 to 12/31/17 in the amount of \$129,011.40 .

5. SEWER DISCHARGES

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board
VOTED:

To sign discharge papers on sewer accounts #82 and #69 as outlined by the Town Clerk.

6. MACHIAS AMBULANCE BILLING RATE CHANGE FORM

The Board reviewed the 2018 Comstar ambulance billing service fee schedule. Ms. Therrien reviewed the schedule of charges looking at specific areas of rate changes. Mr. Rolfe noted that he would be interested in knowing the average fee charged for these services in Maine. Ms. Therrien noted that she would gather more information on the proposed rate changes and provide additional information to the Board.

7. MUNICIPAL WITHDRAWAL DOCUMENT FROM MRC

Ms. Therrien noted that the town's current refuse contract will expire on 3/31/18; she explained that the Town of Machias can either stay with PERC, contract with a new entity (Fiberite), or contract with a Canadian company which is willing to receive refuse. Ms. Therrien noted that the company in Canada is willing to accept the refuse from the Bay Area Transfer Station at a cost of \$54.00 per ton (US dollars). The Board discussed the options. Ms. Therrien advised the Board that representatives of the Canadian company will be touring the transfer station at the end of the week and that she will be working on negotiating a contract for services. Ms. Therrien recommended that the Board sign the municipal withdrawal agreement.

On a motion by Josh Rolfe, seconded by Paul Johnson-Rolfe, the Board
VOTED: To approve withdrawing from the Municipal Review Committee Inc. and to authorize the Town Manager to sign the municipal withdrawal agreement.

8. SOUTHWEST DISPOSAL FACILITY AGREEMENT

Ms. Therrien advised the Board that she will have more information on the new agreement on Friday when the representatives of the company come to tour the Bay Area Transfer Station. She told the Board that she will place this item on their next agenda and also look at the impact on the municipal budget.

9. OTHER BUSINESS

A. Ms. Therrien noted that she would be in Augusta on Monday, January 29th to attend a hearing on the Downeast Correctional Facility.

B. Ms. Therrien advised the Board that she had consulted with MMA on utilizing a telephone poll in obtaining authorization from the Board to purchase equipment in an emergency situation. She explained that MMA gave the opinion that in such an

emergency situation where the purchase of the equipment is necessary in light of impending winter weather that any court would look at the situation and take into consideration the nature of the emergency and the fact that the Board later took a formal vote to approve the equipment purchase at a public meeting as well as reviewing the circumstances as to why the telephone poll was conducted.

C. Ms. Therrien provided the Board with copies of the Maine moderator's motions for their use.

D. Ms. Therrien advised the Board that she and Judy East had reviewed the submissions in response to the request for proposals on the coastal conservancy grant. She explained that one of the submissions did not meet the specifications since there was a requirement to make an electronic submission of proposals, which one firm (CES) did not submit. Mr. Rolfe commented that the electronic submission is a technical issue; he asked if the Town Manager had contacted CES to see if they had tried to submit their proposal electronically. Mr. Gay noted that it would not be the town's problem if the proposal was not submitted electronically as was specified in the request for proposals.

Ms. Therrien noted that proposals were received from Baker Designs, MacBroom Miloine, and Wright Pierce; she noted that these three firms had submitted their proposals in electronic format as outlined in the bid specifications. Ms. Therrien noted that all the proposals were reviewed and the recommendation is to award the bid to Baker Designs.

On a motion by Leslie Haynes, seconded by Josh Rolfe, the Board

VOTED: If CES did not attempt to submit their proposal electronically, to award the bid to Baker Designs in an amount not to exceed \$30,000. and if CES did attempt to submit electronically the Board will revisit the award of the bid.

E. Ms. Therrien reported on a county meeting asking for opinions on additional funding for police officers. Ms. Therrien noted that the county will send letters out to municipalities soliciting opinions on this issue. Mr. Rolfe noted that "everything is still on the table" with much discussion still needed. Ms. Therrien told the Board that she would keep them updated on developments and let them know when the letter from the county is received.

On a motion by Bill Kitchen, seconded by Paula Johnson-Rolfe, the Board voted to adjourn the meeting at 6:55 PM.