

Note: Before beginning the meeting, those assembled stood and recited the Pledge of Allegiance.

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

MARCH 23, 2022

A meeting of the Machias Board of Select-people was called to order at 6:00 PM by Chairman Paula Johnson-Rolfe. In attendance were Board members Leslie Haynes, James Jackson, Sandra Sinford, and Carole Porcher (Zoom); Town Manager Bill Kitchen; Secretary Cathy Lord; Finance Director Meghan Dennison; Police Chief Keith Mercier; Budget Committee members Ed Pellon, Josh Rolfe, Ben Edwards.

1. MINUTES - REVIEW AND ACTION

On a motion by James Jackson, seconded by Leslie Haynes, the Board voted to approve the minutes of the March 9, 2022 Board meeting.

2. WARRANTS - REVIEW AND ACTION

On a motion by James Jackson, seconded by Sandra Sinford, the Board
VOTED:

To approve municipal warrant #78 in the amount of \$11,481.16; to approve municipal warrant #80 in the amount of \$22,841.79 .

On a motion by James Jackson, seconded by Sandra Sinford, the Board
VOTED:

To approve municipal warrant #79 in the amount of \$94,394.29 .

On a motion by James Jackson, seconded by Leslie Haynes, the Board
VOTED:

To approve school warrant #32522 in the amount of \$354,352.28 .

3. TOWN REPORT PRINTING BIDS

Members of the Board opened bids received on the printing of the annual town report (650 copies).

Bids:

X-Press Copy - \$1822.00

Downest Graphics & Printing Inc. - \$3489.00

Walch Printing Plus - \$3601.00 plus shipping costs

The members of the Board discussed the bids. Ms. Dennison noted that X-Press Copy has been the low bidder for the printing of the town report for the past two years. Mr. Kitchen noted that the Town has always printed enough copies to deliver to property owners, not to every citizen. Ms. Dennison pointed out that any person wanting a town report comes to the town office to ask for a copy. She also pointed out that many towns do not deliver their town reports and that many towns will send out reports electronically when requested. Mr. Kitchen suggested that business owners should receive a town report.

On a motion by Sandra Sinford, seconded by Leslie Haynes, the Board
VOTED:

To award the bid for the printing of the annual town report to X-Press Copy in an amount not to exceed \$1822. and delivery costs not to exceed \$221.

Mr. Kitchen asked that next year the Board consider ordering an additional one hundred copies to allow delivery to businesses. Ms. Johnson-Rolfe suggested that the report should be placed on the town's website to allow greater accessibility. Ms. Dennison added that the report could be sent out electronically to anyone or a link could be placed on the town's website for the report. Ms. Sinford added that anyone could still come to the town office to ask for a copy.

4. SPECIAL TOWN MEETING - GAFFNEY ROOF

The Board discussed that a special town meeting has been scheduled for March 29th at 6:00 PM at the Gaffney School gym seeking permission to borrow funds for the replacement of the Gaffney School roof.

On a motion by James Jackson, seconded by Sandra Sinford, the Board voted to adjourn the meeting at 6:30 PM.