

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

BOARD OF SELECT-PEOPLE - TOWN OF MACHIAS

APRIL 13, 2022

A meeting of the Machias Board of Selectpeople was called to order at 6:10 PM by Chairman Paula Johnson-Rolfe. In attendance were Board members Leslie Haynes, James Jackson, Sandra Sinford, and Carole Porcher; Town Manager Bill Kitchen; Secretary Cathy Lord; Finance Director Meghan Dennison; Police Chief Keith Mercier; Officer Tim Mace; Fire Chief Joey Dennison.

1. MINUTES - REVIEW AND ACTION

On a motion by Leslie Haynes, seconded by Carole Porcher, the Board voted to approve the minutes of the March 23, 2022 Board meeting.

2. WARRANTS - REVIEW AND ACTION

On a motion by Leslie Haynes, seconded by Carole Porcher, the Board
VOTED:

To approve municipal warrant #82 in the amount of \$12,351.68; to approve municipal warrant #84 in the amount of \$19,573.48; and, to approve municipal warrant #86 in the amount of \$11,995.19.

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

To approve municipal warrant #81 in the amount of \$88,737.14; to approve municipal warrant #83 in the amount of \$78,072.68, to approve municipal warrant #85 in the amount of \$112,933.62; and, to approve municipal warrant #87 in the amount of \$24,687.48 .

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

To approve school warrant #40822 in the amount of \$278,211.41 .

3. CANCELLATION OF BOARD MEETING SCHEDULED FOR 4/27/22

Mr. Kitchen and the members of the Board discussed cancelling the 4/27/22 Board meeting. Mr. Kitchen pointed out that there is a 4:00 PM budget meeting scheduled on that day. Mr. Kitchen suggested leaving the meeting as scheduled and cancelling the meeting if it is determined that the meeting is not needed. The members of the Board agreed to leave the meeting as scheduled at the present time.

4. POLICE VEHICLE BID OPENING

Chief Mercier advised the Board that he had sent vehicle specifications to every dealer in the state. Members of the Board opened the bids received.

BIDS:

Pellitier Motors - 2022 Ford Interceptor - \$47,332.24
(3 to 5 months delivery with incoming stock)

Quirk Motors - 2021 Ford Interceptor or newer vehicle - \$34,425.00
(Note - on last page of bid it is noted that this is a cancelled order)

The members of the Board discussed the content of the bids with Chief Mercier. Chief Mercier noted that the bid for the 2022 vehicle is very high. Chief Mercier told the Board that he believes

that he can find an available vehicle on a dealer's lot if he does some looking around; he added that he needs to find a reliable vehicle that meets the Town's needs. The Board discussed the municipal bid process and how they could allow the Chief to purchase a vehicle when he finds one. Mr. Kitchen pointed out that there are exceptions to the competitive bid process such as those emergency situations in which there are a finite number of companies that provide products. Ms. Johnson-Rolfe pointed out that the Board has already authorized going out to bid for the purchase of a vehicle and that citizens are supportive of purchasing a vehicle for the police department. She recommended that the the Police Chief and the Town Manager work together to purchase a vehicle for the Machias Police Department.

On a motion by Sandra Sinford, seconded by Carole Porcher, the Board
VOTED:

To reject the two bids received for the purchase of a vehicle since one bid was too high and the other bid was non-existent and to authorize the Police Chief to work with the Town Manager on the purchase of a vehicle for the Machias Police Department with a price not to exceed \$45,000.

5. MERRY-GO-ROUND FOR CHILDREN'S PLAYGROUND

Mr. Kitchen advised the Board that Machias Savings Bank has given the Town \$3600. for the purchase of a merry-go-round for the children's playground. He added that plans are to have a port-a-potty with a three-sided enclosure at the facility.

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

To authorize the Town Manager to proceed with the purchase of a child's merry-go-round for the playground.

6. AIRPORT HANGER REQUEST

Mr. Kitchen advised the Board that he has a request for construction of a hanger at the Machias Valley Airport which will house a helicopter. He told the Board that he is working with the Town's engineering firm on this request. Mr. Kitchen noted that the applicant would receive a twenty year lease for the hanger and that the Town would received \$430. per year for the lease as well as the owner paying property taxes on the structure. He advised the Board that the hanger would utilize 3600 square feet and be a 20X50 foot structure.

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

To authorize the Town Manager to sign a lease with David Salisbury for a hanger at the airport.

7. FIREWORKS DISCUSSION

Mr. Kitchen advised the Board that the fireworks company said "no" to having the Town's fireworks display on July 4th. He added that the company said that a July 4th display would cost the Town the amount of \$5000. and there would need to be a three year contract for that date as well as the \$5000. charge. Chief Dennison suggested that the Board consider having the display during the weekend of the blueberry festival. He pointed out that Machias is competing with other towns for the July 4th fireworks and he also pointed out that it us usually foggy on the night of July 4th. Ms. Dennison cautioned the Board that the 4th of July Committee wants the fireworks on the 4th. The Board discussed what to do at length. Ms. Johnson-Rolfe noted that it would be a good idea to speak with the members of the 4th of July Committee.

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

To authorize the payment of \$5000. and sign a three year contract with the fireworks company and to discuss the date of the fireworks display with the 4th of July Committee and the Fire Chief at a later date.

8. TAX-ACQUIRED PROPERTIES

Mr. Kitchen told the Board to exclude two properties from the list given to them of properties now owned by the Town - property located at 74 Dublin Street and property located at 23 Berry Avenue. Mr. Kitchen advised that the rest of the list is accurate.

On a motion by Carole Porcher, seconded by Sandra Sinford, the Board

VOTED:

To authorize the Town Manager to accept bids for properties rightfully owned by the Town of Machias.

9. OTHER BUSINESS

A. Mr. Kitchen advised the Board that the Town Clerk has found that a release was never done for property owned by Dublin Street LLC (Tax Map 5 Lot 51B). The Board questioned the circumstances and what happened. Ms. Porcher requested that Ms. Clifton attend the Board's next meeting to explain what happened with this property.

B. Fire Chief Joey Dennison asked the Board what amount will be spent to purchase a new rescue truck. After a lengthy discussion, it was agreed that the Town would spend up to \$180,000. for a used rescue vehicle. The Board discussed the bid process and the state standards for the bid process. Mr. Kitchen recited a list of equipment that had been discussed for funding with American Rescue Plan monies. Mr. Dennison pointed out that the equipment for the rescue truck would need to be replaced since the department's equipment has aged and needs to be replaced. Ms. Johnson-Rolfe commented that it is important to look at the bid process. Ms. Sinford noted that the Town can go out to bid for the equipment needed for the truck.

On a motion by Carole Porcher, seconded by James Jackson, the Board

VOTED:

To set aside up to \$180,000. from American Rescue Plan funds for the purchase of a used rescue truck and equipment.

C. Chief Mercier advised the Board that he would like to purchase a sign to be placed in front of the town office which would be used to provide important information to the public; he told the Board that the cost would be \$1500. to \$20,000. (a mobile unit, programmed remotely, solar powered, one-sided, 5X7 feet in size). The members of the Board asked that the Chief proceed with finding exact costs and specifications.

On a motion by Carole Porcher, seconded by James Jackson, the Board voted to adjourn the meeting at 7:36 PM.