

## BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

APRIL 14, 2021

A meeting of the Machias Board of Selectpeople was called to order via the Zoom platform at 6:00 PM by Chairman Josh Rolfe. In attendance were Board members Paula Johnson-Rolfe, James Jackson, and Leslie Haynes; Town Manager Christina Therrien; Secretary Cathy Lord; Town Clerk Sandra Clifton; Finance Director Meghan Dennison; Police Chief Todd Hand; Mary Angarola, David Clark, Bill Kitchen, Chris Mallar, Jeanine Mallar, Sarah Dedmond Craighead, Bruce Smith, Bob Berta.

### **1. MINUTES - REVIEW AND ACTION**

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board voted to approve the minutes of the March 24, 2021 Board meeting.

### **2. WARRANTS - REVIEW AND ACTION**

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

To approve municipal warrant #80 in the amount of \$11,808.29; to approve municipal warrant #81 in the amount of \$211,915.77 to approve municipal warrant #82 in the amount of \$15,555.71; to approve municipal warrant #83 in the amount of \$76,527.18; to approve municipal warrant #84 in the amount of \$11,050.85; and, to approve municipal warrant #85 in the amount of \$32,715.96 .

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

To approve school warrant #40921 in the amount of \$315,643.95 .

### **3. RESOLUTION ON AIRPORT OPERATIONAL POLICIES**

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

To approve the Machias Valley Airport Operational Policies.

### **4. LIQUOR LICENSE RENEWAL - CRICKET CORPORATION DBA PAT'S PIZZA**

The Board reviewed an application for the renewal of a liquor license for Cricket Corporation doing business as Pat's Pizza. Ms. Therrien noted that there are no changes to the license and there have been no complaints reported against the establishment.

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

To approve a liquor license renewal for Cricket Corporation (DBA Pat's Pizza).

### **5. DISCUSSION OF PROBLEMS AT 44 WEST STREET - JEANINE & CHRIS MALLAR**

Ms. Jeanine Mallar addressed the Board regarding problems with a neighbor directing water onto their property at 44 West Street. She pointed out that she was told that a culvert was to be placed in the area but that has not happened. Ms. Mallar advised the Board that since the neighbor has been doing renovations at his property the problems have gotten worse since the water is being directed onto 44 West Street and she added that a sump pump from the neighbor's property has been directing water onto the public roadway and then onto the adjacent property. Ms. Mallar said that she had reached out to the Town and that the Public Works Director had looked at the water problem first-hand. She also reported that a complaint was filed with the police department and that an officer did visit the property. Mr. Chris Mallar commented

that the flooding of the road is a simple problem to fix. Mr. Rolfe pointed out that Mr. Lord needs a culvert drain to address his water problem instead of directing the water onto another property. Mr. Mallar asked why someone is allowed to flood a public road causing a dangerous situation. He pointed out that the Public Works Department was constantly removing the ice build-up instead of the Town addressing the problem first-hand with the property owner.

Ms. Mallar stated the problem is a town issue and not a police issue but definitely a code enforcement issue. Ms. Therrien reported that Mr. Schoppe had discussed the problem with her and the police were directed to address the issues with Mr. Lord and that Mr. Lord's building permit would be reviewed by the Code Enforcement Officer. Ms. Mallar said that no one had reached out to notify her on how the Town would be addressing the problem and that it is the responsibility of the Town to handle the problem since Mr. Lord is creating a dangerous situation when the ice builds up on the roadway. She asked that the problem be taken care of and that someone address the issues with Mr. Lord. Ms. Mallar said that she would appreciate a phone call next week on the enforcement and how the problem will be fixed.

Mr. Rolfe commented that how this situation has been handled is ridiculous and needs to be fixed. Ms. Johnson-Rolfe agreed that the problem should never have gone on this long. Ms. Therrien said that something should have been done under a possible code enforcement violation. Ms. Johnson-Rolfe asked the the CEO address the permit stipulations. Ms. Therrien commented that the damage to property is a civil issue and that the Town can get the CEO to address possible code violations. Ms. Mallar said that she would like to see a deadline on Mr. Lord correcting the problem. Ms. Therrien said that she would ask the CEO to keep her updated and that the Town will resolve the code issues.

#### **6. MEASURE AND MARK BOUNDARIES FOR BYPASS ROAD**

Ms. Therrien advised the members of the Board that she has contacted property owners owning land around the proposed by-pass road. She told the Board that she has a quote from Andrew Mulholland to measure and mark the boundary areas of the proposed road.

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

To hire West Falls Surveying to mark off the bypass road for an amount not to exceed \$2500.  
and pay for the surveying work out of the contingency account.

#### **7. AMBULANCE BILLING - REQUESTS FOR PROPOSAL**

Ms. Therrien advised the Board of two bids received for ambulance service billing services. She opened and read them to the Board.

Bids: Cost Recovery - \$15.50 per run sheet with a \$600. bond fee  
Comstar - \$16.00 per run sheet with no bond fee

Ms. Therrien told the Board that she wants to discuss the bids with Ambulance Service Director Lois Libbey and obtain her recommendation. It was the consensus of the Board to get a recommendation from Ms. Libbey before awarding the bid for billing services.

#### **8. POLICE VEHICLE - BID OPENING**

Ms. Therrien advised the Board that she sent the police vehicle specifications to seven dealers and received responses from two dealers. She opened and read the bids that were received.

Bids: Quirk Ford of Augusta - 2020 Interceptor Hybrid model for \$39,193.  
2020 Interceptor Gas model for \$38,767.  
Darling's of Bangor - 2020 Interceptor Hybrid model for \$39,999.

The Board discussed the advantages of purchasing a hybrid vehicle. Chief Hand recommended purchasing the hybrid model for the savings realized from energy costs; he pointed out that much of the driving of police officers in Machias is short-range stop-and-go and the hybrid model could realize energy savings. Mr. Jackson commented that the savings in gas use will offset any additional purchase cost for a hybrid model.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board

VOTED:

To purchase the 2020 Ford Interceptor Hybrid from Quirk Ford in the amount of \$39,193. with funds for the purchase allocated from the police department budget.

#### **9. HANCOCK COUNTY PLANNING COMMISSION - COMPLETE DOWNTOWN PLAN/COMP PLAN**

Ms. Therrien advised the Board that there is no planner employed by the Washington County Council of Governments who could complete the Town's downtown plan and comprehensive plan but that the Hancock County Planning Commission would be able to complete the work on the plans. Ms. Therrien noted that Machias has funding in the amount of \$7820. for the downtown plan to be completed and \$20,820. for the comprehensive plan completion.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board

VOTED:

To enter into a contract with the Hancock County Planning Commission to complete the Machias downtown plan and the Machias comprehensive plan with pre-approved funding for the two plans.

#### **10. REQUEST FOR LETTER OF SUPPORT TO MAINE DELEGATION ON FISHING REGULATIONS**

Ms. Therrien advised the Board of a letter from Catherine Chipman from Milbridge asking for support for the lobster fishing industry. The Board discussed the request and noted their support of the fishing industry and asked that the signed letter be returned.

#### **11. TOWN MANAGER'S POSITION - HIRING PROCESS**

Mr. Rolfe noted that the Board needs to form the board to interview candidates for the town manager position. The Board discussed the composition of the Board and choose James Jackson, Josh Rolfe, Paul Johnson-Rolfe, Leslie Haynes, Larry Barker, Bill Kitchen, and Meghan Dennison to be on the interview board. Mr. Rolfe did express some concern over the effectiveness of eight people on this type of committee. Mr. Rolfe noted that a list of questions will need to be developed and he suggested that every member of the interview board develop one or two questions. Mr. Jackson suggested that candidates visit the town to see the area if they are applying for the position.

#### **12. PROPOSED WAGE ADJUSTMENT - POLICE AND PUBLIC WORKS DEPARTMENTS**

Ms. Therrien told the Board that she had met with union representatives regarding adjustments to hourly pay for police officers and for drivers in the Public Works Department. She noted that the adjustments will be made in this year's budgets.

Police Officers: 3 full-time officers = additional \$14,742.00 in wages and \$4,400. in benefits = \$19,164. Sargeant's position will increase by \$1.00 per hour = \$1,419.60 (\$2.25 per hour increase)

Public Works Drivers: 3 drivers = additional \$9,984. in wages and \$2,995.20 in benefits = \$12,000. (\$1.60 per hour increase)

Mr. Rolfe said that he fully supported taking this action; he noted that it has become very difficult to find qualified employees especially in the area of police officers and that making the wage adjustments could attract more candidates to work in Machias. Ms. Johnson-Rolfe said that qualified people need to be compensated and these wage increases make it fair and reasonably in line with other agencies in Washington County.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board

VOTED:

To make the salary adjustments as recommended by the Town Manager and as agreed upon by an existing employee contract.

### **13. OTHER BUSINESS**

A. Ms. Therrien advised the Board that she has received a letter of resignation from Jim Helm from his position at the Bay Area Transfer Station.

B. Ms. Therrien advised the Board that the water company has agreed to flush town sewer lines and to wash the sand off Main Street. She reported this work will be done early in the morning.

C. Ms. Therrien advised the Board of receipt of the town's 2020 drinking water quality report.

D. Ms. Therrien reported that the town received a CSO wastewater discharge report for a recent rain storm that resulted in an overflow of 122,000 gallons. She reminded the Board that these types of occurrences will be addressed by the construction of the syphon chamber.

E. Ms. Therrien reported that the 2021 Maine Wild Blueberry Festival has been cancelled.

F. Ms. Therrien told the Board they have a copy of the transfer station billing.

G. Ms. Therrien reported submission of an application/letter of support to the office of Rep. Jerrold Goldman on the alternate roadway; she told the Board she will await approval/action.

H. Ms. Therrien noted that the Downeast Salmon Federation is taking official comments on the dike bridge project. Mr. Rolfe asked if the Board wants to issue an official comment to the MDOT. After discussion, it was the consensus of the Board to support submission of a letter of comment. Mr. Rolfe observed that it appears that there will be a bridge. He noted his concern on the flooding of land and if a bridge would impact the movement of fish. Ms. Therrien commented that dredging is the biggest part of the solution. Mr. Rolfe suggested asking MDOT about the impact of dredging over the next ten to twenty years. Based on the consensus of the Board, Mr. Rolfe requested that the Town Manager write a letter of comment for the Board to include looking at dredging as part of the plan to address current problems and expressing concerns of landowners.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board voted to adjourn the meeting at 8:02 PM.