

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

MAY 8, 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, James Whalen, and Glenn Davis; Town Manager Christina Therrien; Secretary Cathy Lord; David Clark, Mary Angarola, Jim Jackson, Ed Pellon, Todd Rich, Mark Carr, Shawn Thorndike, John Hayward, Josh Bragg, Charity Dennison.

1. MINUTES - REVIEW AND ACTION

On a motion by Paula Johnson-Rolfe, seconded by Glenn Davis, the Board voted to approve the minutes of the April 24, 2019 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #88 in the amount of \$11,177.66; to approve municipal warrant #89 in the amount of \$492,875.19; to approve municipal warrant #90 in the amount of \$13,120.77; and, to approve municipal warrant #91 in the amount of \$32,294.54 .

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

To approve school warrant #45 in the amount of \$255,524.82 .

3. SEWER ABATEMENT - BOARD SIGNATURES

The members of the Board signed the sewer discharge (Manaford Durkee Jr.) for the mobile home located in the Dublin Street trailer park approved at the April 24th meeting.

4. MACHIAS SAVINGS BANK CROSSWALK PROPOSAL

Mr. Rolfe noted that the Board had initially discussed a request at their April 24th meeting from Machias Savings Bank for placement of two crosswalks with lights on Main Street in the location of the bank's proposed new office building. He explained that some concerns and questions were raised at that time that included appearance, location/placement, funding, and maintenance. Mr. Rolfe noted that there are some representatives of Machias Savings Bank present to discuss the proposal and answer questions.

Mr. Whalen stated that there are many places in Machias that need crosswalks and there are many pedestrian hazard locations on Rt. #1. He commented that it seems as if it appears that the Town is "flipping traffic in favor of pedestrians" and there needs to be more planning to address all of the hazard locations. Mr. Whalen said that it would be

difficult for drivers to see lights that are located on the sides of a sign since their vision must remain on the roadway ahead of them. Mr. Kitchen said that the Town does need to address the other problem areas such as locations on Main Street (Freshies) and on college hill. Mr. Whalen added that there are rural traffic planning needs as well as the need to consider increased summertime traffic in Machias; he added that new lights will result in placement of another impediment to drivers. Ms. Johnson-Rolfe commented that the priority issue here is public safety; she noted that the Town does have an offer for the placement of pedestrian safety lights at no cost to the Town. She added that there is definitely a need to address the other areas of concern within Machias.

Representing Machias Savings Bank, Mr. John Hayward showed the Board pictures illustrating what the crosswalks with the solar powered lights would look like. Mr. Hayward explained that the Bank is willing to purchase the lights at an approximate cost of \$5000.00 apiece. He explained that the MDOT wants the Bank to address the safety of employees who will be crossing the street from the parking lot to the new office building and the crosswalks and flashing lights would increase driver awareness.

Mr. Rolfe asked who would be responsible if the lights were damaged by a hit-and-run driver? Mr. Hayward commented that the Bank would pay for the damage if the Town wanted to make that arrangement. Mr. Hayward said that the Bank would maintain the crosswalk/lights for at least the first three years. He added that MSB would most likely offer to take care of the lights after installation. Ms. Therrien explained that the MDOT regulates crosswalks and coloring to highlight crosswalks.

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

To approve the plan with the MDOT and Machias Savings Bank for placement of crosswalks with flashing lights stamped and colored for more visibility.

5. JUSTIN KING - APPLICATION FOR TIF CREDIT ENHANCEMENT AGREEMENT

The Board reviewed an application for a TIF credit enhancement agreement submitted by Mr. Justin King. Ms. Therrien explained that some of the numbers in the agreement would need to be determined by the town's tax assessor. She noted that the application addresses job creation activities, curing slum and blight, and increasing the town's tax base which are items essential to tax increment financing agreements.

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

To authorize the Town Manager to draft the official tax enhancement agreement.

6. INFORMATION ON INDUSTRIAL PARK LOT SALE PRICE

Mr. Todd Rich, representing Wireless Partners LLC, informed the Board of his company's intent to purchase a lot in the Machias Industrial Park. He explained that Wireless Partners is partnering with Verizon on a fast net project for the dedication of a network for first responders/public safety services in Washington County. Mr. Rich said

that his company is looking to build a cell tower in Machias which necessitates the need to adhere to the requirements of the local cell tower ordinance. Mr. Rich explained that the goal is to build an ATT site in Machias which means he will have to purchase a piece of land contingent on obtaining necessary permits. He noted that there are two lots in the industrial park which could meet the company's needs and he noted that company engineers will be examining both lots for feasibility. Ms. Therrien and Mr. Rich discussed the asking prices on the two parcels of land. Mr. Rich noted that there is a possibility that one of the lots is preferable over the other but that this lot is also priced higher (\$29,000.) than the other lot (\$23,000.). Mr. Rich assured the Board that his company would purchase the most appropriate lot even if the cost is more.

Mr. Rich discussed the town's cell tower ordinance with the Board and the process of submitting a building permit and requesting a variance. Ms. Therrien commented that the Planning Board would accept a letter of intent when acting on a request for a variance. Mr. Rich said that he would like to complete the project in 2019.

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

To pursue the sale of a lot in the Machias Industrial Park to Wireless Partners LLC at the tax-assessed/appraised value of the land (to be discussed) for the placement of a cell tower.

Ms. Therrien noted that it is important to note that Wireless Partners is a company interested in investing and providing services in Washington County.

7. DEED FOR OLD SEWER LIEN NOT DISCHARGED IN RECORDS

Ms. Therrien advised the Board that there is an old sewer lien from 2002 which had not been discharged which was an oversight and needs to be cleared up in the town's records. She noted that the records show there is nothing outstanding on the account.

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

To sign the sewer lien discharge.

8. PARKING LOT IMPROVEMENT REQUEST FROM DOWNEAST COASTAL CONSERVANCY

Ms. Therrien advised the Board that Downeast Coastal Conservancy is requesting permission to improve their parking area; she showed the Board an overhead map of the area in question located in the lower Main Street area. Ms. Therrien noted that the improvements would amount to the value of \$9000. to \$10,000.

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

VOTED:

To approve the improvements to the existing parking area as proposed by Downeast Coastal Conservancy and enter into a future agreement for Downeast Coastal Conservancy to maintain the parking area.

Mr. Pellon complained of people damaging town property with vehicles. Mr. Rolfe commented that the police should be patrolling town property and making sure vehicle owners are not damaging property.

9. AMBULANCE DEPARTMENT - REQUEST TO HIRE

On a motion by Paula Johnson-Rolfe, seconded by Glenn Davis, the Board

VOTED:

On the recommendation of the department head and Town Manager, to hire Chelsea Patino as an EMT for the Machias Ambulance Service.

10. FUND BALANCE INFORMATION

The Board tabled discussion of the fund balance information.

11. GOALS, OBJECTIVES, AND TOWN MANAGER REVIEW

On a motion by Paula Johnson-Rolfe, seconded by Glenn Davis, the Board

VOTED:

That the Town Manager has met her employment standards.

12. OTHER BUSINESS

A. Ms. Therrien noted that the Board has a copy of the 2018 annual drinking water quality report issued by the Machias Water Company for their review.

B. Ms. Therrien noted that \$200,000. from the sale of the old textile mill can be used for economic development. Mr. Rolfe pointed out that the voters will have to be asked for permission to use the funds for economic development. Ms. Therrien noted that sidewalk repairs have been discussed as a major need in Machias.

C. Mr. Whalen asked about street sweeping services. Ms. Therrien said that the Public Works Director is in the process of scheduling the sweeping; she noted that she would be suggesting that this work be scheduled in the Fall in the future to avoid having to wait in the Spring. Mr. Rolfe commented that the Board would like to be advised when the street sweeping will take place.

D. Mr. Whalen noted that the statue in front of the Porter Memorial Library needs repairs. Mr. Rolfe commented that the Town should take care of this historical statue. Ms. Therrien said that she would contact a company that specializes in these repairs for a cost estimate.

E. The Board discussed trash pick-up from the sides of roads and streets.

Mr. Kitchen asked about progress with installation of lighting at Bad Little Falls Park.

Ms. Therrien explained that funding needs to be approved at town meeting for this purpose. Ms. Therrien noted that funding could possibly be allocated using a different method since the Board Chairman is authorized to expend up to \$5000. with Board authorization.

Mr. Kitchen asked that trash cans be placed at the recreation area. The need for a port-a-potty was discussed for the area.

On a motion by James Whalen, seconded by Bill Kitchen, the Board

VOTED:

To place a port-a-potty at the recreation area from May to October with funding allocated from contingency and that the Board will look at budgeting for this need in the next year's budget.

On a motion by Paula Johnson-Rolfe, seconded by Bill Kitchen, the Board voted to adjourn the meeting at 7:45 PM.