

**Machias Select Board Meeting
Wednesday, June 25, 2025
Machias Tele-Business Center**

Call to order: Chairman Jacob Patryn called the meeting to order at 5:02 p.m.

Also in attendance were Town Manager Sarah Dedmon, Select Board Michael Hinerman JR, Carole Porcher, Ben Edwards, Jake Patryn, MVNO's Paul Sylvain, Tora Johnson, Chief Keith Mercier, Lt. Tim Mace, EMS Chief Ryan Maker, Fire Chief Joe Thompson, Asst Chief Stephen Simmons, Jennifer Graham and Reanna Bridges of the Machias Bay Area Chamber of Commerce.

AMENDMENTS TO THE MINUTES

May 14, 2025 Minutes - Jake Patryn explained that on May 14, 2025 minutes, it was recorded that the board voted to transfer up to \$6400 from the Comprehensive Planning account to purchase audio visual equipment for the town office conference room. Will be stricken from the record.

May 28, 2025 Minutes – Jake Patryn explained that in the May 28, 2025 minutes, it was recorded that the town would seek a waiver of a 20% match of \$532,000 for the CDS Grant and to authorize a municipal bond if the waiver was not awarded. Jake Patryn said the minutes would be amended to add "to seek voter approval for such a bond."

Jake Patryn said there were no amendments to the June 11 minutes.

On a motion by Ben Edwards, second by Michael Hinerman, the board **VOTED** to approve the suggested amendments to the May 14, 2025, May 28, 2025 and June 11, 2025 minutes.

APPROVAL OF WARRANTS

Payroll warrants #97 for \$33,808.16 and #99 for \$20898.23, on a motion by Michael Hinerman, second by Carole Porcher, the board

VOTED to approve warrants #97 and #99.

Accounts Payable warrants #98 for \$3,946,804.62 and #100 for \$57,993.05, on a motion by Michael Hinerman, second by Carole Porcher, the board

VOTED to approve warrants #98 and #100

School warrants 05/16/2025 for \$222,576.55, on a motion by Michael Hinerman, second by Carole Porcher, the board

VOTED to approve the school warrant 05/16/2025.

NEW BUSINESS

DISPATCH CENTER - Sarah Dedmon explained transferring dispatch from the Fire Department would save steps in response time, and be more efficient. She said the Washington County Regional Communications Center has approved taking on Machias. She said the move would allow for greater flexibility, not cost the town anything, and emergency personnel would receive dispatch information through their cell phones. She stated that the WCRCC Director, Josh Rolfe, will be working with Machias to bridge a gap in the town's staffing model. On a motion by Ben Edwards, second by Carole Porcher, the board

VOTED to approve transferring emergency services calls to the Washington County Regional Communications Center.

STATION 1898 - Sarah Dedmon explained that the town owns Station 1898 and the Machias Bay Chamber of Commerce signed a lease in 1997 for 100 years at \$1 per year. Acting Chamber Director Jennifer Graham said there are serious building maintenance issues that need to be addressed. They include a new roof, handicapped access and ill fitting windows in the office section of the station. A discussion was held regarding how to fund such repairs as there are no funds set aside in the town budget. Sarah Dedmon said this discussion is the beginning of a larger conversation about fundraising, grant availability, the scale and cost of the work required. The board noted its support for the station, which is on the National Registry of Historic Places, and Sarah Dedmon will plan brainstorming sessions between the town and the Chamber.

CONTINGENCY FUND –

A. The Machias Fire Department is seeking to purchase two sets of emergency gear for 2 public works employees that will be trained to assist the fire department at emergencies, which will be a bonus for day coverage. The cost will be \$441. The fire department is also requesting \$3,900 for a new exhaust fan for structure use, and needs an updated gas meter to detect levels of propane, carbon monoxide, oxygen and other gases. EMS Director Ryan Maker will be obtaining a cost quote for the gas meter and this purchase may be made in the new budget year. On a motion by Ben Edwards, second by Mike Hinerman, the board

VOTED to provide up to \$4,800 from the selectboard's contingency fund in the event the end of year balance of the fire department budget is insufficient for the purchase.

B. Bad Little Falls Stage Roof - Sarah Dedmon said the estimate for materials for a roof on the Bad Little Falls deck stage is \$2500 and she is still seeking construction quotes. She said there likely will be a fundraiser and asked the board to okay using any balance leftover in the Selectboard's Contingency Fund at the end of the budget year towards the project. On a motion by Michael Hinerman, second by Carole Porcher, the board

VOTED to place any Selectboard's Contingency monies left over at the end of the fiscal year in the Capital Projects Fund for the purpose of a roof on the Bad Little Falls deck stage.

AMBULANCE SURPLUS FUNDS - EMS Director Ryan Maker asked the board to move any ambulance surplus funds into the Ambulance Capital Reserve Replacement Fund. It is an estimated \$176,300. On a motion by Ben Edwards, second by Sandra Sinford, the Select Board

VOTED to move any Ambulance Surplus Funds into the Ambulance Capital Reserve Replacement Fund at the end of the fiscal year.

AMBULANCE FULL TIME EMT POSITION - Upon the recommendation of EMS Director Ryan Maker, and a motion by Ben Edwards, second by Sandra Sinford, the board

VOTED to hire Asst. Fire Chief Stephen Simmons as a full-time emergency medical technician for the Machias Ambulance Service.

OTHER:

A. POLICE DEPT - WAIVER OF BID PROCESS - Police Chief Keith Mercier told the board he had found a money saving deal on two used specialty cruisers in Pennsylvania. On a motion by Michael Hinerman, second by Carole Porcher, the board

VOTED to waive the bid process to allow Chief Mercier to purchase two specialty cruisers.

B. Tora Johnson reported that the infrastructure inventory being conducted by a pair of interns is about one-third completed and she would like to hold a focus group meeting with the Select Board following regular business at their July 9, 2025 meeting.

C. **Town Manager's Update** - Sarah Dedmon reported:

1. A round table meeting on the Machias Master Plan will be held at 5:30 p.m. July 22, 2025 at the Pellon Center.
2. The ATV Jamboree is happening this weekend.
3. Margaretta Days was very successful in its new location at West Branch Farms.
4. Dike repairs, which encompass fully rebuilding three flappers, will likely cause a road closure during the third week of July. It will be advertised.
5. Tora Johnson of Sunrise County Economic Council and Jennifer Graham of the Machias Bay Chamber of Commerce are working on creating a map of Machias businesses and other important locations.
6. The 4th of July parade starts at 6 p.m. and Sarah reminded that there will be no town fireworks display due to the unavailability of the fireworks company.
7. The town office will be closed on July 4, 2025.

8. Repairs on the former town office at 7 Court Street will begin next week.

9. The finance officer position has been offered to an applicant but no decision has been made yet.

10. Blasting for a new taxi lane at the Machias Valley Airport is underway and people are warned to stay away from the airport. Sarah said she is working on a design standard for proposed hangars and that at least seven people have expressed interest in constructing hangars.

11. West Branch Farms will be selling beer in Bad Little Falls Park during Thursday's Kitchen Concerts this summer. They are seeking 10 permits for the sale. The Select Board signed the permits but Sarah Dedmon will hold them until the state and local police have approved the location.

12. The Select Board agreed that creating an event ordinance that clearly states requirements should be crafted.

13. Downeast Coastal Conservancy has broken ground on their stage at Middle River Park.

ADJOURN - At 6:40 p.m., on a motion by Michael Hinerman, second by Carole Porcher, the Select Board

VOTED to adjourn.