

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

JUNE 28, 2023

A meeting of the Machias Board of Select-People was called to order at 6:05 PM by Chairman Jake Patryn. In attendance were Board members Sandra Sinford, Carole Porcher, Ben Edwards, and Michael Hinerman; Town Manager Bill Kitchen; Secretary Cathy Lord; Finance Director Meghan Dennison; Ambulance Chief Ryan Maker; Police Chief Keith Mercier; Patrol Officer Tim Mace; Stephen Simmons, David Clark, Mary Angarola, Ethan Bryant, Robert Boggia, Katie McDonald, Jenny Garguilo, Megan Prescott, Jason Prescott, William Moore, Shayne Cummings.

1. MINUTES - REVIEW AND ACTION

On a motion by Carole Porcher, seconded by Sandra Sinford, the Board voted to approve the minutes of the May 25, 2023 Board meeting.

On a motion by Sandra Sinford, seconded by Michel Hinerman, the Board voted to approve the minutes of the June 10, 2023 Board Meeting.

On a motion by Sandra Sinford, seconded by Ben Edwards, the Board voted to approve the minutes of the June 14, 2023 Board meeting.

2. WARRANTS - REVIEW AND ACTION

On a motion by Michael Hinerman, seconded by Sandra Sinford, the Board VOTED:

To approve payroll warrant #99 in the amount of \$21,527.70; to approve payroll warrant #101 in the amount of \$15,323.41; to approve payroll warrant #103 in the amount of \$35,531.48; and, to approve payroll warrant #105 in the amount of \$13,658.40 .

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

To approve accounts payable warrant #100 in the amount of \$78,953.77; to approve accounts payable warrant #102 in the amount of \$246,192.38; to approve accounts payable warrant #104 in the amount of \$162,585.89; and, to approve accounts payable warrant #106 in the amount of \$22,614.12 .

On a motion by Sandra Sinford, seconded by Ben Edwards, the Board VOTED:

To approve school warrant #06023 in the amount of \$320,449.09 and to approve school warrant #061623 in the amount of \$309,556.53 .

3. LIQUOR LICENSE RENEWAL - HING GARDEN

The Board reviewed a renewal application for a liquor license for Hing Gardens Restaurant.

On a motion by Ben Edwards, seconded by Michael Hinerman, the Board VOTED:

To approve a liquor license renewal for Hing Gardens Restaurant.

4. ADULT USE RETAIL LICENSE DISCUSSION

Mr. Kitchen noted that the Board had developed an ordinance for medical marijuana and last year had drafted an ordinance for the sale of recreational marijuana. He noted that Machias citizens had passed the medical marijuana ordinance. Mr. Kitchen commented that until recently there

had not been a great interest in retail shops and that it is up to the Board to decide if they wish the Town to pursue the establishment of marijuana retail shops.

Mr. Robert Boggia commented that retail shops keep the money in the town and he suggested that all the marijuana shop owners be allowed to draw up an ordinance for the Board to consider. Mr. Boggia suggested restricting retail store permits to only current owners of medical marijuana businesses in Town. Another business owner with a business in Columbia disagreed with Mr. Boggia's suggestion that only current marijuana business owners located in Machias be permitted. Mr. Edwards cautioned treading lightly on the placement of restrictions in an ordinance. Mr. Jason Prescott suggested that the Town involve legal services. Mr. Patryn cautioned that the Board needs to carefully decide what to put before the citizens. He added that there should be a well-thought out policy in order to move forward with the Board listening to concerns and documenting those concerns. Mr. Patryn noted that this early in the process it is important to hear everyone's concerns. Ms. Porcher asked Chief Mercier if there are improved techniques to identify impaired drivers. Chief Mercier noted that police officers are trained to identify impairments in drivers. Mr. Patryn suggested that the Board could look at other towns' ordinances for guidance. Mr. Edwards added that it will take time and research to develop an ordinance that will address the needs of Machias. Mr. Patryn noted that the Board will place this on their meeting agenda for future discussion.

5. MACHIAS AMBULANCE SERVICE

Ambulance Chief Ryan Maker advised the Board that in April 2023 the ambulance service was awarded a \$20,000. grant from the King Foundation; he noted that the \$20,000. is two-thirds of the cost of the purchase of a power-lift for one of the service's ambulances. Mr. Maker told the Board that he had solicited four quotes on a power-lift and a \$28,000. quote was the most cost efficient for a Stryker power-lift. Mr. Kitchen noted that over fifty percent of ambulance calls require lift assists and that a power-lift helps ambulance service workers immensely. Mr. Maker noted that a power-lift cuts down on worker's compensation incidents to ambulance personnel.

Mr. Maker advised the Board that the installation cost of the power-lift is between \$2200. to \$2500. and that the power-lift will be installed in the primary response ambulance. He also recommended the purchase of the six year preventive maintenance plan. Mr. Maker noted that the purchase will be allocated from the ambulance's enterprise account. He told the Board that the company's ordering opens up on July 15th. Finance Director Meghan Dennison noted that the power-lift is an accessory to the stretcher purchase and that the Board can waive the bid process in light of this accessory purchase. Mr. Patryn added that Mr. Maker can obtain an exact quote on installation costs. Mr. Maker said that he could get more exact numbers on these costs.

On a motion by Carole Porcher, second by Ben Edwards, the Board
VOTED:

To waive the bid process to purchase a power-lift system from Stryker expending up to \$35,000. for the purchase with \$20,000. of the total cost coming from grant funding and the remaining costs being allocated from the ambulance's enterprise account.

Mr. Edward expressed his caution for expending funds from enterprise accounts. Members of the Board noted the good work by Mr. Maker on acquiring grant funding for the purchase of the power-lift.

6. FEMA GRANT APPROVAL - MACHIAS AMBULANCE SERVICE

Mr. Maker told the Board that he will be seeking authorization to go out for bid for the purchase of another ambulance for the service; he advised the Board that he is looking into Susan Collins grant funding and any other sources of potential funding for the purchase which would give the service a total of three working vehicles. It was the opinion of the Board that Mr. Maker obtain

quotes/estimates on an ambulance purchase. Ms. Dennison suggested that Mr. Maker make companies aware that bids will be sought after estimates are obtained.

7. POLICE DEPARTMENT UPDATE

Chief Mercier provided the Board with a compilation of departmental calls for service covering 1/1/23 to 6/28/23.

Chief Mercier advised the Board that Officer LeBlanc will be attending the police academy this fall.

Chief Mercier told the Board that the school department is submitting a grant application to the Department of Education for the funding of a resource officer and equipment for a period of three years. Mr. Mercier explained that if grant funding is obtained that the officer would need to be formally hired by the Town.

8. EXECUTIVE SESSION

On a motion by Sandra Sinford, seconded by Michael Hinerman, the Board
VOTED:

To adjourn to executive session at 7:32 PM to discuss ambulance personnel as provided by MRSA Title 36 Section 405 6A with Ms. Dennison, Mr. Maker, and Mr. Simmons participating.

On a motion by Sandra Sinford, seconded by Carole Porcher, the Board voted to adjourn the executive session at 8:39 PM and returned to open session.

9. CONTINGENCY ACCOUNT

Mr. Kitchen advised the Board that there are some needs that should be addressed before the end of the fiscal year and he suggested that funds in the Board's contingency account be utilized for this purpose. He noted that voters approved a \$10,000. contingency and that as of this meeting approximately \$900. has been spent on the Deck the Falls contest which leaves an approximate balance of \$9000. left in contingency. Mr. Kitchen informed the members of the Board that the Planning Board budget was over-expended by \$2500. due to legal fees incurred.

Mr. Kitchen suggested that the Board consider carrying over the remaining balance in the contingency to pay for a new entrance sign for the Southside Softball Field (\$750.), the construction of a canopy/cover for the concert band stage at Bad Little Falls Park (\$1500.), and funds for the purchase of Town of Machias shirts for staff (\$1500.). He also suggested that any remaining balance be used for the skateboard park (approximately \$2750.).

On a motion by Carole Porcher, seconded by Michael Hinerman, the Board
VOTED:

To use the Board's contingency to cover an overage in the Planning Board budget for the 2023 fiscal year due to legal fees and to add a warrant article to the municipal town report for voters to consider approving the carryover of the balance of the contingency for the purposes specified by the Town Manager to be used in the 2024 fiscal year.

10. ADJOURNMENT

On a motion by Ben Edwards, seconded by Michael Hinerman, the Board voted to adjourn the meeting at 8:45 PM.