

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

AUGUST 22, 2018

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, and James Whalen; Town Manager Christina Therrien; Secretary Cathy Lord; Transfer Station Director Dalton Farley; Ed Pellon, David Clark, Mary Angarola, Dallas Ward, Bruce Smith, Nicholas Boutin, Peter Wood, Susan Anthony, Dwight Whitney, Gregory Maxwell, Sharon Mack, Sarsh Craighead Dedman,

1. MINUTES - REVIEW AND ACTION

On a motion by Paula Johnson-Rolfe, seconded by James Whalen, the Board voted to approve the minutes of the August 8, 2018 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #13 in the amount of \$12,476.89; to approve municipal warrant #14 in the amount of \$410,712.83; to approve municipal warrant #15 in the amount of \$11,071.50; and, to approve municipal warrant #16 in the amount of \$195,509.72 .

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

To approve school warrant #7 in the amount of \$133,658.81 .

3. WASTE DISPOSAL AGREEMENT - TOWN OF WHITNEYVILLE

Ms. Therrien noted that Whitneyville has returned their signed waste disposal agreement for the Board to sign.

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

To accept and sign the waste disposal agreement for the Town of Whitneyville.

Mr. Whalen asked if there was an opt-out clause that allows Machias to withdraw from the agreement if there are significant cost increases. Ms. Therrien explained that the contract is based on the actual operational costs of the transfer station. Mr. Pellon questioned what would happen if the costs of bags increased significantly. Mr. Farley noted that the bags cost \$34.00 per case (200 bags in a case) and that there is rarely an increase in the cost of the bags. Mr. Pellon argued that there is still no way to address an increase in the agreement. Mr. Rolfe pointed out that the cost of the bags is really insignificant and Ms. Johnson-Rolfe noted that the actual cost per bag is \$0.17 per bag.

4. REQUEST TO PAINT CROSSWALK - CENTER STREET CONGREGATIONAL CHURCH

A representative of the Center Street Congregational Church requested that a painted crosswalk be placed in front of the church on Center Street. Ms. Therrien commented that the Public Works Director can take a look at the location and use the picture of the design provided to make recommendations on what the Town can do to address the needs in this location. A citizen commented that many crosswalks in Machias are not lit and that the sodium vapor lights provide inadequate illumination. Ms. Rolfe pointed out that the Board has talked about installing LED lights in streetlamps. Ms. Johnson-Rolfe commented that proper illumination is a safety issue and that the Board supports safety improvements. Mr. Kitchen said that he applauded the meaning of the rainbow crosswalk as the type of crosswalk the church wants painted in front of the church.

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

Based on the Public Works Director examining the area for the placement of a crosswalk in front of the Center Street Congregational Church and seeing no issues, to authorize personnel to proceed with installation of the crosswalk.

5. WINE TASTING EVENT FOR HARVEST FESTIVAL - SHARON MACK

Ms. Sharon Mack advised the Board that the annual wine tasting event has been separated from the annual harvest fair this year. She explained that the wine tasting event is a highly monitored event and she reviewed efforts to supervise the affair.

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

To sign a document for the wine tasting event as presented by Sharon Mack.

6. INVITATION TO RECEPTION - MAINE FEDERATION OF FARMERS

Ms. Therrien noted receipt of an invitation from the Maine Federation of Farmers to attend a reception being held on Saturday, August 25th from 6:00 to 7:30 PM at the Machias MarketPlace.

7. PORTER MEMORIAL LIBRARY LETTER

Ms. Therrien advised the Board of a letter from Porter Memorial Library inviting a member of the Board to become an advisory trustee of the Library. Mr. Kitchen volunteered to represent the Board. Mr. Rolfe commented that there is an open invitation for any Board member to attend library meetings at any time.

8. FIRE DEPARTMENT REQUEST - ADD PERSONNEL TO ROSTER

The Board reviewed a letter from Fire Chief Joey Dennison requesting that Jesstine

Quatrano be added to the roster of the volunteer fire department. Mr. Kitchen informed the members of the Board that the Machias Volunteer Fire Department has three times the national average of female members making up its departmental membership.

On a motion by Paula Johnson-Rolfe, seconded by Bill Kitchen, the Board VOTED: Based on the recommendation of the Fire Chief, to appoint Jesstine Quatrano to the Machias Volunteer Fire Department with the six month mandatory probationary period and proof of a fit-for-duty physical examination within six months.

9. TRANSFER STATION JOB OPENING - RECOMMENDATION BY TOWN MANAGER

Ms. Therrien advised the Board that the vacant job position at the Bay Area Transfer Station had been advertised in local newspapers. Ms. Therrien noted that she, Mr. Farley, and Mr. Armstrong recommend that the Board hire Mr. Donald Lee to fill the position.

On a motion by Paula Johnson-Rolfe, seconded by Bill Kitchen, the Board VOTED:
To hire Donald Lee to fill the open position at the transfer station with the six month mandatory probationary period and proof of a fit-for-duty physical examination within six months.

10. FINANCE/BUDGET COMMITTEE

Mr. Whalen noted that Machias is facing many financial discussions and decisions with many big ticket items coming up for which the Town will need to make important decisions on. He suggested that the Machias Budget Committee take on a more defined position as an advisory committee in light of these upcoming important financial matters on the horizon. Mr. Whalen expressed concern that the role of the budget committee has diminished over the years and really only offers advise during the development of the annual municipal budget. He suggested that the Board of Selectmen could present to the voters a re-affirmation of policy regarding the role of the budget committee in town government.

Ms. Therrien explained the the budget committee can meet at any time to provide advise to the Board. She pointed out that there are some financial responsibilities for which the Board of Selectmen directly oversees such as service contracts, TIFs, enterprise accounts, and service accounts. Mr. Dallas Ward noted that there must exist a statutory responsibility of the municipal budget committee stipulating the existence of an informed and knowledgeable committee membership entrusted with planning ahead for the future of Machias. Another citizen noted that there should be a pro-active approach to financial issues. It was suggested that the Machias Budget Committee could meet once a month to look at a prioritization of issues recommended by the Board. Mr. Rolfe noted that the budget committee could meet regularly just as the Board of Selectmen and the Planning Board do. Mr. Kitchen commented that the Board would welcome assistance with long-term planning.

11. RECREATION COMMITTEE

Mr. Whalen pointed out that at a recent recreation forum there were many volunteers who spoke of their willingness to serve on a recreation committee. He suggested looking into the creation of a recreation committee with a chairperson. Ms. Therrien noted that the purpose of the aforementioned forum was to refine information for the resubmission of a grant for renovation to the town's recreation area. Mr. Rolfe commented that a recreation committee is a good idea but he pointed out that there is no recreation budget and at the moment there is nothing to be managed. Ms. Therrien commented that many people at the meeting have already expressed their willingness to serve on an advisory committee. Ms. Johnson-Rolfe recommended holding back on creating a paid recreation position to see what develops with the grant. Mr. Kitchen noted that there were many people with an average age range between 20 to 35 willing to serve.

12. HOMELESS VETERAN STAND-DOWN LETTER

Ms. Therrien reviewed a communication regarding the Veteran's Administration of Maine's 21st annual homeless stand down day to be held on Saturday, October 13th at the Togus campus in Augusta.

13. LETTER - HANNAH WESTON CHAPTER DAR

Ms. Therrien noted receipt of a letter from the Hannah Weston Chapter concerning work at the Lyons Cemetery. She noted that her response to the letter is that many claims in the letter are unfounded; she noted that there is no excavation of bodies and no searching for artifacts occurring at the cemetery and that Mr. Jackson, an archeologist, is working relentlessly to improve the Lyons Cemetery. Ms. Therrien commented that more research into exactly what is happening at the cemetery could have alleviated any concerns anyone would have. She told the Board that she will be sending out an e-mail clarifying what is happening at the cemetery. Mr. Rolfe suggested that the response be posted to the town's website outlining exactly what is occurring at the cemetery. Ms. Johnson-Rolfe expressed appreciation to Mr. Jackson for his efforts with helping with the cemetery.

14. REVIEW/DISCUSSION ON PROPOSED ADULT USE MARIJUANA ORDINANCE

Ms. Therrien suggested that due to the length of tonight's meeting that the proposed marijuana ordinance remain tabled by the Board. Mr. Rolfe noted that the Board hopes to get back to a review of the proposed marijuana ordinance soon. He pointed out that the Board may need to deal with this issue as a single agenda item.

15. EXTENSION OF CELL TOWER MORATORIUM

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

To extend the cell tower moratorium until such time as an ordinance is adopted or by a

period of six months.

Mr. Whalen noted that the Planning Board has been looking at lots in Machias which are better suited for the purpose of locating a cell tower. Mr. Whalen suggested that the Planning Board could reach out to cell phone companies regarding potential sites for cell tower locations.

16. TRANSFER STATION COMPACTOR AND BUILDING

Ms. Therrien explained that she had contacted companies requesting information on the purchase of a compactor but she noted that she is waiting to hear back from these companies. She added that it may be necessary to schedule a special meeting when she has the required information since it is important to act on the purchase as soon as possible.

Ms. Therrien advised the Board that she had contacted local electricians for prices for installing the electrical work in the new building. She noted that one contractor was not interested in the work, Bellows Electric quoted a price of \$2200., and Border Electric quoted a price of \$2900. for the work.

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

To accept the proposal for electrical work for the new building at the transfer station by Bellows Electric at a price of \$2200. and to move forward with the purchase of the 12X10 foot building from Pineo's in the amount of \$3395. (includes delivery and set-up).

17. OTHER BUSINESS

A. Ms. Therrien noted that the Board has the proposed policy on tax and sewer acquired property. Mr. Rolfe read the policy aloud to the entire Board. Ms. Johnson-Rolfe suggest adding wording to the policy outlining forfeiture of payments if the previous owner fails to abide by their payment agreement. Mr. Whalen suggested that the Town examine what will happen to the property if purchased, he suggested that the policy include mandatory inspection of the property by the Code Enforcement Officer advising the Board of her findings. Mr. Whalen requested that if there are no bids on a piece of property that the property be listed on the town's website as available for purchase. Mr. Rolfe noted that the Board takes the position that it will be consistent and fair.

B. Ms. Therrien informed the Board that the abutting property owner to 54 Water Street is offering to purchase the property for \$5000. The members of the Board discussed the offer. Ms. Johnson-Rolfe noted that it is important for the Board to know the condition of the building and then re-advertise the property for sale. Mr. Rolfe agreed that the property needs to be inspected and then re-advertising the property to the public and listing the property on the town's website. Mr. Rolfe asked the Town Manager to respond to Mr. Ackley's offer informing him that the Town is not interested.

C. Ms. Therrien noted that the Board received a letter from the Shriner's Hospital and a thank-you card from Mr. Pellon.

On a motion by Paula Johnson-Rolfe, seconded by James Whalen, the Board voted to adjourn the meeting at 7:59 PM.