

BOARD OF SELECTMEN - TOWN OF MACHIAS

AUGUST 24, 2016

A regularly scheduled meeting of the Machias Board of Selectmen was called to order at 6:00 PM by Chairman Aubrey Carter. In attendance were Board members Warren Gay, James Whalen, Leslie Haynes, and Josh Rolfe; Town Manager Christina Therrien; Secretary Cathy Lord; Edward Pellon, Mike Schoppee, Cat Cannon, Larry Armstrong.

1. MINUTES - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Josh Rolfe, the Board voted to approve the minutes of the August 10, 2016 Board meeting

2. WARRANTS - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

To approve municipal warrant #14 in the amount of \$14,134.42; to approve municipal warrant #15 in the amount of \$65,622.61; to approve municipal warrant #16 in the amount of \$13,816.08; and, to approve municipal warrant #17 in the amount of \$247,447.88 .

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

To approve school warrant #8 in the amount of \$225,654.34 .

3. PORT ROAD RECYCLING OUTSTANDING BILL

Ms. Therrien noted that the Board has a copy of an outstanding bill for scrap metal removal for Port Road Recycling for their review. She noted that the owner of the business, David Rasco, has recently passed leaving a balance owed to the Town of Machias for the scrap metal. Ms. Therrien reviewed the bill with the Board, noting that this business owes \$2,497.40 to the Town. She advised the Board that she will be contacting Mr. Rasco's relative in charge of the business as to the disposition of the outstanding bill. In the meantime, Ms. Therrien reported that Mr. Farley will be in the process of contacting other contractors who may be interested in the scrap metal at the transfer station.

4. APPOINTMENT TO THE MACHIAS BUDGET COMMITTEE

Ms. Therrien advised the Board that Bill Kitchen is interested in appointment to the Machias Budget Committee.

On a motion by Josh Rolfe, seconded by Warren Gay, the Board

VOTED:

To appoint Bill Kitchen to the Machias Budget Committee for a three year term.

#### 5. SEWER ABATEMENT REQUEST - PRO-TECH MOTORS GARAGE

Ms. Therrien explained that Pro-Tech Motors located on Dublin Street has been billed for sewer service but has no service going to the property. She asked the Board to abate the sum of \$109.22 to the owner of the property based on non-existing sewer service to the property.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

To abate sewer charges in the amount of \$109.22 to Pro-tech Motors (Corrine Smith) located at 100 Dublin Street due to the fact that there is no sewer service going to the property.

#### 6. PERSONAL PROPERTY TAXES - DISCHARGE OF RESPONSIBILITY

A. Ms. Therrien explained to the Board that personal property taxes in the amount of \$35.55 billed to Carlene Lyford for the year 2012 have been determined to be uncollectible and asked that the Board allow the town treasurer to release the debt as uncollectible.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

To discharge personal property taxes in the amount of \$35.55 (Account #PP261) as uncollectible.

B. Ms. Therrien explained to the Board that Francis McKean has an outstanding sewer bill of \$3873. and he has indicated that he would pay \$900 at the rate of \$25. per month if the Town would abate his remaining bill. Ms. Therrien advised the Board that Mr. McKean claims most of the water is used to water his garden. The Board discussed the request. Ms. Therrien noted that there should be a separate meter for the water. She suggested that if the Board choses to foreclose on the property the Town could enter into some kind of agreement for a monthly payment from Mr. McKean to allow him to remain on the property. Mr. Rolfe questioned abating this bill; he noted that there is a commercial greenhouse business on the property. The Board discussed abating the charges and decided that there is no reason to grant the abatement.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

To deny the request for abatement from Francis McKean for property located at 196 Court Street.

## 7. DISCUSSION OF MEETING TIME - SELECTMEN'S MEETINGS

Mr. Whalen asked the members of the Board to consider meeting at an earlier time on Wednesdays for meetings. He told the Board that he wonders if it would be easier to get people to come to meetings scheduled for earlier in the day. The Board discussed the pros and cons of scheduling Board meetings at an earlier time and decided to keep meetings at 6:00 PM.

## 8. MDOT SPEED MESSAGE SIGN

Ms. Therrien noted that Angela Fochesato of Healthy Acadia had procured a SPEED message sign for the Town and that she had attended the training on how to install/use/download information for the sign. Ms. Therrien noted that the sign is at the Public Works Department and she is looking at placing the sign at various problem locations in Machias.

## 9. CREDIT CARD FEES

Ms. Therrien advised the Board that the Town absorbs \$4000. per year for the acceptance of credit cards in the Town Office.

## 10. DISCUSSION ON ROAD PAVING PROJECTS

Ms. Therrien reviewed a road repair roster showing a breakdown of paving priorities along with estimates. She advised the Board that there should be enough money to address every street and road on the list. She noted that the Town borrowed an additional \$231,000. over the \$269,000. that was previously borrowed for paving.

## 11. BID OPENINGS FOR 24 GARDNER AVENUE

Ms. Therrien explained that one bid was received in response to the sale of the property at 24 Gardner Avenue. A member of the Board opened the bid received.

Bid: Miranda Richardson - \$7591.00

Ms. Therrien noted that the land is valued at \$34,000. and that the outstanding amount owed on the property is \$27,000. The Board discussed the bid received. Mr. Carter noted that the Board has the right to accept or reject any or all bids which was outlined in the published request for bid

On a motion by Josh Rolfe, seconded by Warren Gay, the Board

VOTED:

To reject the bid submitted by Miranda Richardson on the sale of the property at 24 Gardner Avenue and return her down payment and to place a For Sale sign on the property advertising for a one month period that the lot is for sale.

## 12. BOARD OF APPEALS INFORMATION

Ms. Therrien noted that the members of the Board have copies of the town policy on a Board of Appeals for their review. Ms. Therrien pointed out that the policy was reviewed and amended to increase the size of the board from three to five members in 2010 and that the Town is required by statute to have a Board of Appeals. Ms. Therrien advised the Board that she will advertise for interested citizens to serve on this board.

## 13. INFORMATION ON SHARED EMPLOYMENT POSITION

Ms. Therrien shared a financial breakdown of the proposed shared positions discussed at the Board's last meeting (Public Works/Transfer Station position combination). Ms. Therrien advised the Board that she had discussed combining the two positions with Mr. Schoppee and Mr. Farley and that both Mr. Schoppee and Mr. Farley support the concept. The Board discussed using funds from the undesignated fund balance to complete funding for the position. Ms. Therrien recommended getting the funding for the combined position in place and then holding a special town meeting to obtain permission to use the funds from the undesignated fund balance. It was decided to hold a special town meeting on September 14th at 7:00 PM immediately after the regularly scheduled selectmen's meeting. Mr. Rolfe suggested the 7:00 PM time to see if it encourages more citizens to attend. Ms. Therrien said that she will also check with OSHA as to the number of employees needed at the transfer station.

## 14. TOWN MANAGER'S REPORT

Ms. Therrien noted that the Board has copies of the following for their review:

- a thank-you letter from Bill Burke on a recent donation to the Bold Coast Sea & Sky Festival
- notification of the bulk purchase of road salt (Washington County bid price)
- the monthly operations report for the Machias Pollution Control Facility for July 2016.
- a memo from the Police Chief on overtime
- prepared bid specifications on air designs for the telebusiness center building

## 15. OTHER BUSINESS

A. Mr. Gay noted a complaint that the police were not enforcing "No Parking" signs on Court Street during the annual blueberry festival weekend.

B. Mr. Rolfe said that he would be willing to set up a Facebook page which would be used to notify the public of information; he noted that this can be used as another mode of communication to distribute information to citizens. During a discussion of this idea, Mr. Rolfe said that he could set up the page without the ability for people to leave comments. Ms. Therrien suggested that the page could include a link to the Town's website. Mr. Rolfe said that he would set up the Facebook page and that the Board can review the page before putting it into active use.

On a motion by James Whalen, seconded by Warren Gay, the Board voted to adjourn the meeting at 7:10 PM.