

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

AUGUST 26, 2020

A meeting of the Machias Board of Selectpeople was called to order via the Zoom platform at 6:00 PM by Chairman Josh Rolfe. In attendance were Board members Paula Johnson-Rolfe, James Whalen, and James Jackson; Town Manager Christina Therrien; Secretary Cathy Lord; Town Clerk Sandra Clifton; Finance Director Meghan Dennison; Police Chief Todd Hand; Mary Angarola, Sarah Craighead Dedmond, Bruce Smith, Bill McDonald (Zoom host), Ed Pellon.

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 12, 2020 Board meeting with the following corrections:

Page 3, Item #10 this motion should be corrected as being made by Mr. Rolfe:

On a motion by Josh Rolfe, seconded by Paula Johnson-Rolfe, the Board VOTED: To not place a financial cap on costs at this point in time.

Vote on Motion: 4 to 1; Ms. Johnson-Rolfe, Mr. Kitchen, Mr. Jackson, & Mr. Rolfe voting in favor of the motion Mr. Whalen voting against the motion

Page 3, Item #9A, the purchase price of the front end loader discussed in this paragraph should be corrected: "Ms. Therrien advised the Board that Public Works Director Mike Schoppee has found a front end loader at state surplus with 186 hours of use for which the State is asking \$18,910. Mr. Jackson commented that the pictures provided to the Board show a piece of equipment that looks very good. After a discussion, it was the consensus of the Board to schedule a special town meeting to ask for citizen approval for the purchase. Ms. Therrien advised the Board that state surplus will hold the piece of equipment for Machias."

Mr. Whalen asked where the minutes of Board meetings are stored when meetings are recorded? Mr. Rolfe explained that the minutes are posted on the town's web site where they are stored. Mr. Rolfe noted that Board meetings should be recorded. Mr. Whalen suggested that the Town Manager look into having all Board meetings recorded.

2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #12 in the amount of \$15,594.51; to approve municipal warrant #13 in the amount of \$56,624.11; to approve municipal warrant #14 in the amount of \$11,593.28; and, to approve municipal warrant #15 in the amount of \$163,714.16 .

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

To approve school warrant #7 in the amount of \$137,651.66 .

3. BOARD MEETINGS - STORAGE OF DATA

Ms. Therrien advised the Board that the cost of a Zoom account for the Town is \$329.90 with unlimited recordings; after a discussion and questions she noted that she would inquire into costs for additional space and report to the Board at their next meeting. The Board discussed the use of the Zoom platform during the Covid-19 pandemic. Ms. Johnson-Rolfe commented that initially she was nervous about using the platform but she now sees the ease of using the platform and the advantages in using the communications platform. Mr. Whalen said that he prefers face-to-face meetings and supports recording Board meetings. Mr. Jackson said that he likes face-to-face meetings and supports the public participating by Zoom since this seems to have increased public participation.

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

To sign up for a Zoom account at a cost of \$329.90 with funding from the contingency account.

Mr. Rolfe noted that the Board can continue their discussion on additional costs for storage capacity and discuss options for recording meetings at their next meeting.

4. SHELLFISH ORDINANCE

Mr. Rolfe asked the Board how they wanted to proceed with the shellfish ordinance; he noted that the Board has reviewed some sample ordinances. Mr. Jackson commented that Machias needs a simple, fundamental document that is not too complex. Ms. Therrien advised the Board that there should probably be a public hearing to get citizen feedback; she suggested that the Board review what needs to be in a Machias ordinance for verbage. Ms. Therrien noted that she would also ask the police chief to review the document. She noted that after the reviews are finished she would develop a final draft. It was the consensus of the Board to have the Town Manager get the final draft together and then schedule a public hearing to obtain citizen comments.

5. INDUSTRIAL PARK SIGNAGE

Ms. Therrien informed the Board that she obtained a quote of \$2015. for construction of an industrial park sign and that she has ordered the sign. She told the Board that the sign will also include the police department and advise that lots are available for sale in the park. Ms. Therrien advised the Board that individual lot owners will be responsible for their own signs to advertise their businesses if they want a sign.

6. RECREATION AREA UPDATE

Ms. Therrien gave an update on the development of the Grove Street recreation area.

7. SIDEWALK UPDATE

Ms. Therrien advised the Board that the contractor is currently finishing up the work to the town's sidewalks. She noted the many positive comments about the rehabilitation of the town's sidewalks.

8. AIRPORT REPORT

Ms. Therrien advised the Board that the Town now has the final report from the town's consultant and that she will forward a copy to each of the Board members for their review.

9. EXECUTIVE SESSION

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

To adjourn to executive session at 6:33 PM to discuss a personnel matter in accordance with MRSA Title I Subsection #405 6A.

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

To adjourn the executive session at 6:42 PM and reconvene into open session.

10. EXECUTIVE SESSION

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

To adjourn to executive session at 6:44 PM to discuss a personnel matter in accordance with MRSA Title I Subsection #405 6A.

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

To adjourn the executive session at 7:59 PM and reconvene into open session.

Mr. Rolfe discussed scheduling a Board meeting on Monday, August 31st at 9:00 AM. He noted that there will be only one item on the agenda, an executive session to discuss a personnel matter.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board voted to adjourn the meeting at 8:04 PM.