

PUBLIC HEARING
MUNICIPAL GENERAL ASSISTANCE ORDINANCE
SEPTEMBER 27, 2023

A public hearing to amend the Municipal General Assistance Ordinance by repealing and replacing Appendices A-H of the existing ordinance was called to order at 6:00 PM by Chairman Jake Patryn. In attendance were Board members Carole Porcher, Sandra Sinford, Ben Edwards (via Zoom), and Michael Hinerman; Town Manager Bill Kitchen; Secretary Cathy Lord.

Mr. Kitchen explained that the public hearing provides the opportunity for citizens to voice their concerns and ask questions about the updating of the municipal general assistance ordinance. Mr. Kitchen noted that the State of Maine makes changes to the qualifying amounts in different categories which need to be legally updated and adopted by the individual municipalities. He pointed out that the new appendices take effect from October 2023 to September 2024. Mr. Patron asked if there were any questions or comments. No comments were presented by the public.

Hearing no further comments or questions, Mr. Patryn closed the public hearing at 6:09 PM.

On a motion by Carole Porcher, seconded by Sandra Sinford, the Board voted to adjourn the public hearing at 6:09 PM.

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

SEPTEMBER 27, 2023

A meeting of the Machias Board of Selectpeople was called to order at 6:10 PM by Chairman Jake Patryn. In attendance were Board members Carole Porcher, Sandra Sinford, Ben Edwards (via Zoom), and Michael Hinerman; Town Manager Bill Kitchen; Secretary Cathy Lord; Ambulance Chief Ryan Maker; Police Chief Keith Mercier, Stephen Simmons, Robert Boggia, Paul Sylvain, Mary Angarola, David Clark, Brenda Rouse, Amy Trabue, Tim Mace, Andrew Mulholland.

1. MINUTES - REVIEW AND ACTION

On a motion by Michael Hinerman, seconded by Carole Porcher, the Board voted to approve the minutes of the September 13, 2023 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve payroll warrant #23 in the amount of \$16,303.61 and to approve payroll warrant #25 in the amount of \$22,427.62 .

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

To approve accounts payable warrant #24 in the amount of \$35,448.8 and to approve accounts payable warrant #26 in the amount of \$59,925.11 .

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

VOTED:

To approve school warrant #092223 in the amount of \$479,641.56 .

3. ADOPTION OF MUNICIPAL GENERAL ASSISTANCE ORDINANCE

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

VOTED:

To approve the adoption of the Machias General Assistance Ordinance Appendices A-H.

4. FUEL OIL AND PROPANE (BIDS) RE-BID

Mr. Kitchen told the Board that in examining the fuel oil and propane bids after the Board's last meeting, he found that the bids may have been incorrectly awarded. Mr. Kitchen explained that most municipalities bid their fuel oil and propane on the basis of a guaranteed amount to be purchased based on a rack price. He noted that the town's bid process was not particularly clear and that there was confusion on the bid specifications. Mr. Kitchen advised the members of the Board that he had contacted both bidders who consented to rebid for the provision of fuel oil and propane. Mr. Kitchen noted that the present contractor will continue to honor the current contract. Mr. Kitchen told the Board that there are two ways to bid on the fuel oil and propane: based on the rack price on a specified day and on a guaranteed number of gallons to be purchased. Mr. Kitchen noted that the Town would be provided with much more information in the new bid process.

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

VOTED:

To reject the accepted bids on heating oil and propane and to re-open the bid process.

5. MEDICAL AND ADULT USE MARIJUANA SUB-COMMITTEE

Mr. Kitchen discussed the development of a medical and adult use marijuana sub-committee. He noted that he would like two members of the Board to serve on this committee and to schedule workshops to work on the issues. The Board discussed participation; every member of the Board noted their preference to be involved on a sub-committee. Mr. Edwards noted that he would like to see the budget committee members involved in participation and giving additional input. The members of the Board agreed.

6. MACHIAS VALLEY AIRPORT - SET PUBLIC HEARING

Mr. Kitchen noted that activities are developing at the municipal airport. He noted the completion of the fuel farm and the new taxiway project with 2900 feet for the runway. Mr. Kitchen discussed the proposed use of the airport by Lifeflight fixed-wing aircraft with the envisioned extension of the runway for use by this entity. Mr. Kitchen noted that the Town had applied for a 1.25 million dollar grant for an environmental assessment and property acquisition. He explained that a public hearing would need to be scheduled in order to allow the Town's engineering firm to present findings to the public. Mr. Kitchen and the members of the Board discussed scheduling a public hearing. Ms. Sinford noted that there could be a large turnout of people for this meeting. Mr. Kitchen advised the Board that landowners have been made aware of airport activities and would be advised of a meeting. Mr. Kitchen suggested setting the meeting on October 11th with a meet and greet from 5:30 to 6:00 PM and a formal presentation by the engineering firm at 6:00 PM with the Board meeting following the presentation. Mr. Kitchen and the Board discussed the scheduling options. The members of the Board discussed the pros and cons of scheduling a meeting on the same night as a Board meeting. Members of the Board noted that a meeting on a separate night might be better. Mr. Kitchen noted that he will explore all the options and make a recommendation to the Board.

7. OLD RESCUE TRUCK - PUT OUT FOR BIDS

Mr. Kitchen noted that he is proceeding with plans to put out the old rescue truck for bids.

8. JOINT TRAINING FOR MUNICIPAL BOARDS AND COMMITTEES

Mr. Kitchen advised the Board that he reached out to Maine Municipal Association to see if they would conduct training in the Machias area for municipal boards and committees. Mr. Kitchen noted that the soonest a training could be scheduled would be December. He noted that an option would be to conduct a video module training with the Town's attorney, Eaton-Peabody, coordinating the training. Mr. Kitchen will be updating the Board of the training.

9. POLICE DEPARTMENT UPDATE

Chief Mercier gave a quick update on police activities.

10. USED AMBULANCE PURCHASE

Mr. Kitchen advised the Board that the salaries for ambulance workers has been updated.

Mr. Maker noted questions regarding the purchase of a new ambulance versus a used ambulance. Mr. Maker pointed out that a new ambulance would take eighteen to twenty-four months for delivery after being ordered. He noted that the purchase of the Brooks ambulance is time sensitive and is an excellent opportunity to purchase a well-cared for ambulance at an excellent price. Mr. Maker noted that the ambulance service would like to purchase the ambulance for \$30,000. with additional equipment being outfitted on the ambulance after the ambulance is purchased. Mr. Kitchen noted that there is \$12,000. in the ambulance replacement account. Mr. Maker said that there is \$36,000. in a separate replacement account. Mr. Patryn noted the need for the Board to be aware of the amount of money in the ambulance's enterprise account. He noted that the Town's bank should be able to provide this information. Mr. Edwards said that he was concerned that the Town doesn't know what is in the enterprise account. Mr. Maker noted that it is challenging not knowing the amounts in the ambulance accounts. Mr. Maker advised the Board that due to the fact that an ambulance is being repaired that the ambulance service has been turning down transfer requests costing the service major revenue. The members of the Board discussed proceeding with purchasing the used ambulance from Brooks.

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

To purchase a used ambulance from Brooks Ambulance Inc. for the sum of \$30,000.

Ms. Porcher noted the need to obtain the financial information for the ambulance service.

11. OTHER BUSINESS

A. Mr. Kitchen advised the Board that taxes will be committed on October 5th.

B. Mr. Kitchen noted that there was a rededication of a Margarita Memorial today. He thanked the Machias Police Department and the Public Works Department for their assistance.

12. ADJOURNMENT

On a motion by Michael Hinerman, seconded by Carole Porcher, the Board voted to adjourn the meeting at 7:36 PM.