

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

DECEMBER 12, 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 Bill Kitchen and James Whalen; Town Manager Christina Therrien; Secretary Cathy Lord; Ed Pellon, David Clark, Mary Angarola, Bruce Smith.

1. MINUTES - REVIEW AND ACTION

On a motion by Bill Kitchen, seconded by James Whalen, the Board voted to approve the minutes of the November 28, 2018 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #45 in the amount of \$15,717.41; to approve municipal warrant #46 in the amount of \$32,367.04; to approve municipal warrant #47 in the amount of \$11,001.31; and, to approve municipal warrant #48 in the amount of \$1,115,541.29 .

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

To approve school warrant #23 in the amount of \$300,157.11 .

3. DRAFT MUNICIPAL TAX INCREMENT FINANCE (MTIF) PROPOSAL

Ms. Therrien provided the Board with a draft proposal "Join Us on Main Street" to address private investment and community development initiatives in Machias. The members of the Board discussed the proposal. Mr. Whalen asked who had initiated this proposal. Ms. Therrien advised the Board that this is a draft proposal she developed to address potential developments in Machias which might be considered for a tax increment financing program which would benefit both the Town and private development. She pointed out several areas in town which might take advantage of a TIF district (Nash building, development on College Hill, Court Street/Broadway development).

Mr. Whalen commented that he has reached out to the State trying to research TIF programs and their impact. Ms. Therrien suggested inviting an expert in TIF financing to come to speak to the Board. Mr. Rolfe agreed that this would be an excellent idea so the members of the Board can be educated on the concept. Ms. Therrien said that she would reach out to find someone who can speak knowledgeably on the subject to the Board. Mr. Whalen notified the other members of the Board that according to the Washington County Registry of Deeds the Nash building is still owned by Machias Savings Bank. Mr. Whalen also said that he would like to know if Machias Savings Bank asks for TIFs in

other communities where they have satellite branches. He noted that he looks forward to gathering information to enable him to make informed decisions about TIFs. Ms. Therrien suggested scheduling a speaker for either December 19th or on January 9th at 6:00 PM.

4. AMBULANCE HARDSHIP APPLICATIONS

Ms. Therrien advised the Board that some people who qualify for hardship status have a problem paying for out-of-pocket charges for non-transport ambulance services and she asked the Board if they would allow flexibility for the town manager to consider hardship circumstances. Ms. Therrien noted that three people have applied over the past three months for hardship status. Mr. Rolfe said considering the minimal amount for services being discussed he would feel comfortable with allowing the town manager the leeway to look at situations for charges under \$500. He added that the ambulance service should keep a record of the calls received for services.

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

To authorize the Town Manager to deal with hardship cases for ambulance services when the amount charged is under \$500.

5. MUNICIPAL BUILDING

Mr. Whalen suggested that the Board consider what needs to be done to improve the present town office building. Mr. Rolfe said that he would like to see a municipal building with all departments housed under one roof. He noted that he also knows that this is fiscally impossible at the present time due to the amount of money this would cost taxpayers. Mr. Whalen suggested asking departments for their input and having a meeting to discuss options. The Board discussed rehabbing the current town office building. Ms. Therrien noted that there is \$83,000. in the current budget for improvements. Mr. Rolfe commented that the Town cannot afford the four to six million dollars it would cost to totally address improvements to the town office building; he noted that the Board can start looking at plans for the future.

6. DISCUSSION OF DECEMBER 26TH SCHEDULED MEETING DATE

The Board decided to tentatively forego the regularly scheduled December 26th meeting.

7. DECK THE FALLS CONTEST

The Board discussed the progress of the "Deck The Falls" Christmas decorating contest.

8. CHRISTMAS PARTY UPDATE/CHRISTMAS EVE DISCUSSION REGARDING PERSONNEL

Ms. Therrien reminded the Board that the employee Christmas party is scheduled on December 19th at 1:00 PM at the tele-business center.

Ms. Therrien advised the Board that there are essential employees who do not benefit from the four hours off on December 24th; she suggested that these employees be allowed the option of taking the four hours as comp time.

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

That essential employees who cannot take the four hours off on December 24th be allowed to take the four hours as comp time.

9. OTHER BUSINESS

A. Ms. Therrien noted that the Board has a copy of billings for Rudman & Winchell for legal work on collection of sewer debt.

B. Ms. Therrien read aloud a letter from a HUD official on CDBG funds.

C. Mr. Whalen noted that three people had communicated their concern to him over the condition of a ramp at the public safety building. Ms. Therrien explained that she had called three people for quotes to repair the ramp and received one quote for the work. She noted that she had made the decision to move forward with having the repairs done to the ramp.

D. The Board and the Town Manager discussed installation of windows in the fire department's new building. The members of the Board suggested that the fire department install the windows.

E. Ms. Therrien reported on the installation of the new town office sign.

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