

# BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

DECEMBER 13, 2023

A meeting of the Machias Board of Selectpeople was called to order at 6:09 PM by Chairman Jake Patryn. In attendance were Board members Carole Porcher, Sandra Sinford, Ben Edwards, and Michael Hinerman; Town Manager Bill Kitchen; Secretary Cathy Lord; Robert Atwood, Deborah Atwood, Morgan Fogg, Paul Sylvain (via Zoom)

## **1. MINUTES - REVIEW AND ACTION**

On a motion by Carole Porcher, seconded by Sandra Sinford, the Board voted to approve the minutes of the November 8, 2023 Board meeting.

## **2. WARRANTS - REVIEW AND ACTION**

On a motion by Michael Hinerman, seconded by Ben Edwards, the Board  
VOTED:

To approve payroll warrant #40 in the amount of \$18,108.39; to approve payroll warrant #42 in the amount of \$25,034.64 to approve payroll warrant #44 in the amount of \$27,180.28; to approve payroll warrant #46 in the amount of \$25,007.65; to approve payroll warrant #47 in the amount of \$48,500.00; and, to approve payroll warrant #49 in the amount of \$19,163.63 .

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

To approve accounts payable warrant #41 in the amount of \$707,131.85; to approve accounts payable warrant #43 in the amount of \$42,936.90; to approve accounts payable warrant #45 in the amount of \$79,291.51; to approve accounts payable warrant #48 in the amount of \$387,823.55; and, to approve accounts payable warrant #50 in the amount of \$32,057.60 .

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

To approve school warrant #111723 in the amount of \$559,584.25 and to approve school warrant #120123 in the amount of \$337,348.22 .

## **3. CORPORATE RESOLUTION BY BOARD/AUTHORIZED BANK SIGNERS**

Mr. Kichen asked the Board to update the corporate resolution and authorize bank signers for the Town's financial accounts (previously done meeting of 12/8/21).

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

To authorize the Chairman of the Board of Select-People (Jake Patryn), the Town Manager (William Kitchen), and the Finance Director (Meghan Dennison) to sign documents on behalf of the Town of Machias (the corporation); and,

(1) That Bangor Savings Bank, Machias Savings Bank, and Bar Harbor Bank & Trust are designated as depositories for the funds of this corporation

(2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by these financial institutions

(3) All transactions, if any, with respect to any deposits, withdrawals, rediscounts, and borrowings by or on behalf of this corporation with these financial institutions prior to the adoption of this resolution are hereby ratified, approved, and confirmed

(4) Any of the persons named (Chairman of the Board of Selectmen - Jake Patryn, the Town Manager - William Kitchen, and the Finance Director - Meghan Dennison) so long as they act in a representative capacity as agents of this corporation, are authorized to make any and all other contracts, agreements, stipulations, and orders which they may deem advisable for the effective exercise of the powers indicated from time to time with these financial institutions, concerning funds deposited in these financial institutions, moneys borrowed from these financial institutions, or other business transacted by and between this corporation and these financial institutions subject to any restrictions stated

(5) Any and all prior resolutions by the Board of Selectmen of this corporation and certified to these financial institutions as governing the operation of this corporation's account(s), are in full force and effect, unless supplemented or modified by this authorization

(6) This corporation agrees to the terms and conditions or any account agreement, properly opened by any authorized representative(s) of this corporation,, and authorizes the financial institutions named, at any time, to change this corporation for all checks, drafts, or other or dress for the payment of money, that are drawn on these financial institutions, regardless of by whom or what means the facsimile signature(s) may have been affixed so long as they resemble the facsimile signature specimens that this corporation files with these financial institutions from time to time and contain the required number of signatures for this purpose

Any person listed here: Chairman of the Board of Selectmen (Jake Patryn), the Town Manager (William Kitchen), and the Finance Director (Meghan Dennison) is authorized to:

(1) Exercise all the powers listed in #2 through #6

(2) Open all deposit or checking account(s) in the name of the corporation

(3) Endorse checks and orders for the payment of money and withdraws funds n deposit with these financial institutions,

(4) Borrow money on behalf and in the name of this corporation, sign, exercise, and deliver promissory notes or other evidence of indebtedness.

(5) Endorse, assign, transfer, mortgage, or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate, or other property now owned or acquired by this corporation as security for sums borrowed, and to discount the same, unconditionally guarantee of all bills received, negotiated, or discounted, and to waive demand, presentation, protest, notice of protest, and notice of non-payment.

(6) Enter into written lease for the purpose of renting and maintaining a safe deposit box in these financial institutions.

Mr. Edwards suggested that there be a checklist for new board members as a guide in assisting them to act efficiently as board members.

#### **4. REQUEST BY ELM STREET RESIDENT**

Mr. Robert Atwood, resident of Elm Street, told the Board hat he would like to purchase one-twenty fourth (1/24) of an acre of land beside his house lot at 4 Elm Street that the Town currently owns. He noted that the Town was given the property by the local credit union and that the former apartment building that existed on the property was torn down in 2019. Mr. Atwood showed the Board a survey of the area; Mr. Atwood noted that he had cleaned up the area to

improve the appearance of the land. He noted that the area he wants to purchase is roughly 24 X 74.25 feet in area.

The members of the Board examined the survey; Mr. Patryn noted that the Board members would need to look at the area before a decision can be made. He advised Mr. Atwood that this business would be placed on a meeting agenda for discussion. Mr. Kitchen noted that he would contact Mr. Atwood. Mr. Kitchen noted his thanks to Mr. Atwood for his efforts in improving the area.

#### **5. MEETING SCHEDULE**

The members of the Board discussed their meeting schedule for the remainder of the year.

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

VOTED:

To forego the scheduled December 27th meeting.

#### **6. POLICE DEPARTMENT UPDATE**

Mr. Kitchen reported that the Machias Police Department will have an officer graduating from the Maine Criminal Justice Academy and that many of the town's police officers will be attending the ceremony. He noted that the Town will be covered by the Washington County Sheriff's Department.

#### **7. AMBULANCE SERVICE UPDATE**

Mr. Kitchen updated the Board on the ambulance department and its participation in the annual Christmas parade.

#### **8. OTHER BUSINESS**

A. Mr. Kitchen updated the Board on the Maine Department of Transportation's progress with the bridge that will span the dike area.

B. Mr. Kitchen advised the Board of a sewer overflow event during a recent rainstorm. He noted that a massive amount of rainwater was dumped into the system and he noted that many other communities experienced catastrophic circumstances.

C. Mr. Kitchen advised that Christmas caroling is scheduled for 12/22 at 6:30 PM at Bad Little Falls Park.

D. Mr. Kitchen advised the Board that Washington County has submitted a building permit for construction of a new public safety building on Court Street.

E. Mr. Kitchen noted that a Washington County Counsel of Governors meeting is scheduled for 1/8/24.

F. Mr. Kitchen noted that the state legislature passed LD 2003 on land use changes and that funds were authorized for workshops to educate officials on the changes to these land use regulations.

G. Mr. Kitchen explained that the United States Supreme Court made a decision on the procedures for the disposition of tax-acquired property and he apprised the Board of the major changes to these procedures. He gave the Board specifics of a case of tax-acquired property in Machias and the steps he has taken.

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

VOTED:

To authorize the Town Manager to obtain an appraisal of the property foreclosed upon by the Town.

**9. ADJOURNMENT**

On a motion by Micheal Hinerman, seconded by Sandra Sinford, the Board voted to adjourn the meeting at 7:06 PM.