

PUBLIC HEARING

THE ANCHOR

LIQUOR LICENCE/SPECIAL ENTERTAINMENT PERMIT

APRIL 12, 2023

A public hearing to discuss an application for an initial liquor license and special entertainment permit for The Anchor was called to order at 6:06 PM by Chairman Paula Johnson-Rolfe. In attendance were Board members Leslie Haynes, Sandra Sinford, and Carole Porcher; Town Manager Bill Kitchen; Secretary Cathy Lord; Police Chief Keith Mercier; Ambulance Captain Lois Libby; Larry Davis, Kelly Davis, Bob Tracy.

Ms. Johnson-Rolfe explained that this public hearing provides the opportunity for citizens to voice their concerns and ask questions about the new business called "The Anchor" to be located at 36 Main Street (the former Thirsty Moose Cafe). She explained that this is the initial application for the establishment and requires a public hearing. Applicants Larry and Kelly Davis gave a summary of their business plans to the Board.

Ms. Johnson-Rolfe asked for comments from the public. Hearing no comments or questions, Ms. Johnson-Rolfe closed the public hearing at 6:18 PM.

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

APRIL 12, 2023

A meeting of the Machias Board of Select-people was called to order at 6:18 PM by Chairman Paula Johnson-Rolfe. In attendance were Board members Leslie Haynes, Sandra Sinford, and Carole Porcher; Town Manager Bill Kitchen; Secretary Cathy Lord; Police Chief Keith Mercier; Ambulance Service Captain Lois Libby; Larry Davis, Kelly Davis, Bob Tracy.

1. MINUTES - REVIEW AND ACTION

On a motion by Leslie Haynes, seconded by Sandra Sinford, the Board voted to approve the minutes of the March 22, 2023 Board meeting noting that under Item #7 the Chief of Police's name should be corrected to Keith Mercier.

2. WARRANTS - REVIEW AND ACTION

Ms. Johnson-Rolfe noted that the Board would table the town warrants.

3. AMBULANCE CONTRACTS

The members of the Board signed ambulance service contracts with Cutler and East Machias.

On a motion by Leslie Haynes, seconded by Sandra Sinford, the Board
VOTED:

To approve the ambulance contract with the Town of Cutler.

On a motion by Leslie Haynes, seconded by Sandra Sinford, the Board
VOTED:

To approve the ambulance contract with the Town of East Machias.

4. LIQUOR LICENSE/SPECIAL ENTERTAINMENT PERMIT - THE ANCHOR

On a motion by Leslie Haynes, seconded by Carole Porcher, the Board
VOTED:

To approve a liquor license application submitted by owners of "The Anchor".

On a motion by Leslie Haynes, seconded by Carole Porcher, the Board
VOTED:

To approve a special entertainment permit for "The Anchor".

5. APRIL BOARD MEETING

Members of the Board agreed to cancel the Board meeting scheduled for April 26th. Mr. Kitchen noted that budget meetings will continue as scheduled and that at the next meeting the public works, transfer station, and third party requests will be reviewed.

6. CLEANING MONUMENTS FOR MEMORIAL DAY

Mr. Bob Tracy explained plans to clean monuments located in town for the Memorial Day observation. He noted that this will be a joint effort with the Public Works Department. Mr. Kitchen commented that this project would improve the town's presentation to the public and would be done during the work week. After discussing the project, the members of the Board gave their consensus to the project and not their application to those people who will be involved. Mr. Kitchen told the Board that he will be discussing the project with the Public Works Department and making plans for the cleaning effort.

7. LAKES REGION ENVIRONMENTAL CONTRACTORS - PAY REQUEST - MACHIAS VALLEY AIRPORT

Mr. Kitchen asked that this item be tabled by the Board.

8. AMBULANCE STRETCHER PURCHASE

Mr. Kitchen noted that companies supplying ambulance stretchers were contacted. Ms. Libby noted that the Town received one bid for a refurbished stretcher at a price of \$20,000. Ms. Libby advised the Board that she had then contacted the Stryker Company for the purchase of an ambulance stretcher and that the company responded with a price quote of \$26,735.47 for the purchase of a new stretcher with a five year maintenance program (\$4716.00). Ms. Libby advised the Board that the stretcher has a ten to twelve year life expectancy and that the old stretcher will be placed in the town's older ambulance. The Board discussed how to proceed. Ms. Johnson-Rolfe noted that the Board did make an effort to garner bids for the purchase but had to respond to a purchase of a new stretcher.

On a motion by Leslie Haynes, seconded by Sandra Sinford, the Board
VOTED:

To approve the purchase of a Stryker ambulance stretcher in the amount of \$26,735.47 to include the five year maintenance agreement (\$4716.00) and the cost of freight charges (\$334.19).

Ms. Libby advised the Board that there is a thirty to sixty day wait on delivery.

9. POLICE DEPARTMENT UPDATE

Chief Mercier advised the Board there have been many complaints regarding sand on the roads. Mr. Kitchen explained that the Town is scheduled for street sweeping in June. Chief Mercier expressed worry about liability and he suggested that intersections be swept. Chief Mercier reported on hiring a new reserve police officer.

10. APPLICANT FOR AMBULANCE APPRENTICE PROGRAM

On a motion by Leslie Haynes, seconded by Sandra Sinford, the Board
VOTED:

To appoint Alaina Poirier to the Machias ambulance apprentice program.

Ms. Libby noted that the State highly approved of the ambulance department SOP's and shared them with other entities.

11. OTHER BUSINESS

A. Mr. Kitchen noted that the Town's sexual harassment policy has not be updated since 1996. He told the Board that he reached out to Maine Municipal Association for their recommendation. Mr. Kitchen noted that this policy is renamed a harassment policy. Mr. Kitchen distributed copies of the Town of Machias Harassment Policy and he advised that this document has been added to the personnel policy. Mr. Kitchen said that he would like to see all municipal employees sign the policy including the Board of Selectmen.

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

To approve the Town of Machias Harassment Policy with the requirement that all employees and the Board of Selectmen sign the policy.

B. Mr. Kitchen advised the Board that new banners will be placed downtown in recognition of the UMM graduation.

C. Mr. Kitchen noted that a Board of Appeals meeting is scheduled for April 13th and he reviewed the agenda for the meeting.

D. Mr. Kitchen reported that the CEO has performed an inspection of all marijuana dispensaries in Machias.

E. Mr. Kitchen reported that the Transfer Station Director will be returning to work.

F. Mr. Kitchen advised the Board that the Maine Department of Transportation plans to start its paving project in Machias in August.

12. ADJOURNMENT

On a motion by Leslie Haynes, seconded by Sandra Sinford, the Board voted to adjourn the meeting at 7:08 PM.