

PUBLIC HEARING - DECEMBER 14, 2016

GENERAL ASSISTANCE ORDINANCE APPENDICES A-F

Machias Board of Selectmen Chairman Aubrey Carter called a public hearing to order at 6:00 PM to receive and listen to public comments, questions, and concerns regarding the newly issued State of Maine General Assistance Ordinance Appendices A-F.

Attending the hearing in addition to Chairman Carter were Board members Warren Gay, James Whalen, Josh Rolfe, and Leslie Haynes; Town Manager Christina Therrien; Secretary Cathy Lord; Ed Pellon, Crystal Hitchings, John Simard, Bob Berta, Cat Cannon, Lois Libby.

Mr. Carter noted that the State of Maine has issued updated General Assistance Ordinance appendices and that the purpose of this public hearing is to hear comments and questions on the update.

Hearing no comments or questions from the public, Mr. Carter closed this public hearing at 6:03 PM.

BOARD OF SELECTMEN - TOWN OF MACHIAS

DECEMBER 14, 2016

A regularly scheduled meeting of the Machias Board of Selectmen was called to order at 6:03 PM by Chairman Aubrey Carter. In attendance were Board members Warren Gay, James Whalen, Leslie Haynes, and Josh Rolfe; Town Manager Christina Therrien; Secretary Cathy Lord; Ed Pellon, John Simard, Lois Libby, Bob Berta, Crystal Hitchings, Cat Cannon.

1. MINUTES - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Josh Rolfe, the Board voted to approve the minutes of the November 30, 2016 Board meeting.

2. WARRANTS - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Josh Rolfe, the Board
VOTED:

To approve municipal warrant #49 in the amount of \$16,016.70; to approve municipal warrant #50 in the amount of \$127.44; to approve municipal warrant #51 in the amount of \$467,149.06; to approve municipal warrant #52 in the amount of \$10,237.13; and, to approve municipal warrant #53 in the amount of \$184,098.15 .

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

To approve school warrant #24 in the amount of \$304,821.26 .

3. ADOPTION OF UPDATED GENERAL ASSISTANCE APPENDICES A-F

On a motion by Josh Rolfe, seconded by Warren Gay, the Board

VOTED:

To adopt State of Maine updated General Assistance Appendices A-F.

The members of the Board signed the general assistance documents to adopt the new guidelines which are effective from October 1, 2016 to September 30, 2017.

4. SEWER BILL ABATEMENT REQUEST - BLUEBIRD MOTEL

Ms. Therrien noted a request for a sewer bill abatement from the owner of the Bluebird Motel. Mr. John Simard explained to the Board that a water leak beginning the fourth quarter of 2014 impacted the sewer usage fees assessed for his business and he asked that \$7,178.26 be rebated as a result of the leak which he reported has been repaired. Mr. Carter questioned why the leak hadn't been noticed over such a prolonged period of time; Mr. Simard said that he had initially believed the increased usage was because of increased occupancy but that after the usage doubled he had realized something was wrong. Mr. Carter asked what the water company had done when they were asked to abate charges for water usage; Mr. Simard said that he has not asked for an abatement from the water company.

The Board reviewed the request and discussed how to proceed.

On a motion by Josh Rolfe, seconded by Warren Gay, the Board

VOTED:

To issue a sewer abatement credit to the Bluebird Motel in the amount of \$7,178.26 until such time as the entire amount is paid off.

5. LIGHTING REPLACEMENT PROPOSALS - PUBLIC WORKS/POLLUTION CONTROL BUILDINGS

Ms. Therrien explained that Border Electric Inc. has submitted a proposal for installation of new LED lights for the wastewater treatment plant and that Dave's Electric has submitted a proposal for installation of new LED lights for the public works garage. Ms. Therrien noted that Efficiency Maine will rebate a portion of the upgrades to the Town.

Proposals:

Dave's Electric - Public Works Department garage - \$1,147.33 with \$570. rebate = \$577. total with rebate

Border Electric Inc. - Wastewater treatment plant - \$10,400. with \$4000. rebate = \$6450. total with rebate - Interior of building

Wastewater treatment plant - \$6,950. with \$950. rebate = \$6000. total with rebate -
Exterior of building

Mr. Rolfe commented that the amount for the lighting upgrades to the interior and the exterior of the wastewater treatment plant is substantial and he questioned where the funding for the lighting upgrades of the wastewater treatment plant would be allocated from? Ms. Therrien explained that funding will be allocated from the sewer account; she suggested looking at updating the interior of this building for now and looking at the exterior upgrade at a later time.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board
VOTED:

To update to LED lighting at the Public Works Department garage at a cost of \$1,147.33 with a rebate of \$570. for a total cost of \$577. after rebate (proposal from Dave's Electric).

On a motion by Josh Rolfe, seconded by Warren Gay, the Board
VOTED:

To update to LED lighting for the interior of the wastewater treatment plant at a cost of \$10,400. 0with a rebate of \$4000. for a total cost of \$6450. after rebate (proposal from Border Electric Inc.).

6. AMBULANCE REPLACEMENT BID SPECIFICATIONS/ADVERTISEMENT FOR PROPOSALS

Ms. Therrien explained to the Board that she has been working on streamlining the bid specifications provided to her by the ambulance department for the purchase of a new ambulance for the Machias Ambulance Service. She explained that she is removing any wording pertaining to specific companies or vendors. Mr. Pellon questioned if the Board needs citizen approval for this purchase. Ms. Therrien responded that the ambulance account is an enterprise account not funded through taxation and therefore does not need approval at a special town meeting to spend funds. She also noted that the purchase of a new ambulance was discussed last Spring during budget development. Mr. Carter said that he would prefer that the Town Manager complete her review of the specifications before the Board goes out to bid for the purchase. Ms. Therrien said that she could have her review completed by the Board's next meeting. Mr. Carter asked that the approval of the bid specifications be placed on the Board's next agenda. Ms. Therrien suggested to the Board that the old ambulance could be used as a box truck to transport equipment for the Public Works Department.

7. PROGRAM TO PROVIDE SAND/SALT TO ELDERLY

Ms. Therrien asked the Board to consider a program to deliver to elderly citizens (65 years of age and up) who make a request with five gallon buckets of sand/salt for home use. Mr. Whalen commented that in all his years in medical practice he did not know of anyone who had been injured from slipping/falling outside their home. Mr. Gay

commented that he thought this was a good idea. Ms. Therrien noted that she had discussed this program with the Public Works Supervisor who supported the idea and agreed that his department could deliver the sand/salt to elderly citizens. Mr. Rolfe said that such a program would be a good idea. Mr. Whalen noted that the Board could also think about including disabled people in this program.

On a motion by Josh Rolfe, seconded by Warren Gay, the Board

VOTED:

To enact a sand/salt program for the elderly (65 years of age and older) who are unable to obtain sand/salt on their own.

8. REQUEST TO HIRE EMPLOYEE - PUBLIC WORKS/TRANSFER STATION POSITION

Ms. Therrien noted that she, the Public Works Supervisor, and the Transfer Station Director had interviewed an applicant for the half time Public Works/half time Transfer Station position and have a recommendation for the Board. She advised the Board that the two department heads along with herself recommended hiring Mr. Ryan Sieber for the position.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

Upon the recommendation of the Town Manager, the Public Works Supervisor, and the Transfer Station Director to hire Ryan Sieber to fill the full time position (half Public Works/half Transfer Station) for a six month probationary period at the entry rate of \$10.50 per hour effective 12/15/16 with a fit-for-duty physical to be completed within a six month period.

9. PROPOSED TRANSPORTATION MOBILITY AND SAFETY REPORT PRESENTATION

Ms. Therrien noted that the Board has had a copy of the proposed transportation mobility and safety report to review and that Chrystal Hitchings is here to discuss the report with the Board. Mr. Whalen noted that Tom's Mini Mart has doubled in size and that the traffic to that business has increased since this report was developed. Ms. Hitchings reviewed the committee's work on the report. She asked the Board to make recommendations on what the committee should pursue when funding becomes available and that the committee would work with the Maine Department of Transportation on funding projects chosen by the Board to work on. Ms. Hitchings noted that she would appreciate any feedback on the report and that she would report the Board's feedback back to the committee. Mr. Carter advised Ms. Hitchings that the Board would review the report and provide feedback.

10. CODE VIOLATIONS - 12 HIGH STREET/18 CHARLES STREET - CERTIFIED LETTERS

The Board reviewed a 12/5/16 letter from Code Enforcement Officer Betsy Fitzgerald addressed to the owner of property located at 18 Charles Street regarding the condition of the home located at the address.

Ms. Therrien noted that the ownership of the property located at 12 High Street was researched and it has been ascertained that the person sent a code violation letter is the actual owner of the property. She explained that a second letter has been sent to this property owner asking for a reply within thirty days.

11. REQUEST FOR REFUND OF BID FUNDS FOR 12 COOPER STREET

Mr. Carter explained that since the Board's last meeting it has been determined that the Board did not have the authority to sell the property located at 12 Cooper Street and that there is a formal request to reimburse the accepted funds to the winning bidder.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

To refund to Christina Therrien and Lorraine Main a total of \$15,033.00 received from the attempted sale of 12 Cooper Street.

Ms. Therrien advised the Board that there is one other property foreclosed on due to non-payment of sewer charges that she is concerned about, that being the property located at 38 West Street.

On a motion by Josh Rolfe, seconded by Warren Gay, the Board

VOTED:

To authorize the Town Manager to contact the town's attorney to review sewer liens on the property located at 38 West Street which was foreclosed upon for non-payment of sewer charges.

12. TRAILER FOR SPEED SIGN

Ms. Therrien noted that she would like to purchase a small trailer for the speed sign so it can be easily moved from one location to another as needed. The members of the Board agreed to purchase a small trailer. Mr. Carter asked that a trailer be purchased that is adequate for this purpose.

13. TOWN MANAGER'S REPORT

A. Ms. Therrien reported that the quote for the labor to put up the new building to house the ladder truck has not worked out and the contractor who originally agreed to erect the building is no longer doing this. She explained that a plan has been conceived to provide the labor to put up the building with the labor being done by three of the town's firefighters, a prison work detail, and by hiring Carver Construction Inc. who will provide

workers at \$40. per hour per man. Ms. Therrien noted that a crane will be rented to put up the building with these workers putting the building together. She pointed out that time is crucial to complete this project as soon as possible at this time of year.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board

VOTED:

To hire Carver Construction Inc. with assistance from the fire department and a prison work crew to provide the labor to put up the fire department building.

B. Ms. Therrien noted that the Board has an 11/21/16 letter of response from Olver Associates to the DEP to review.

C. The Board reviewed the bid specifications for the lease/purchase of a new backhoe/loader for the Public Works Department. Ms. Therrien noted that this is a lease/purchase with a trade-in of the department's old backhoe.

On a motion by Josh Rolfe, seconded by Warren Gay, the Board

VOTED:

To accept the bid specifications as presented and to proceed with advertising for the lease/purchase of a new backhoe/loader with a trade-in.

14. OTHER BUSINESS

A. Mr. Whalen advised the Board that the Machias Airport Committee would appreciate if the Board of Selectmen would write a letter of thanks to individuals who donated a heat pump for the airport building. It was the consensus of the Board to do this as requested.

B. Mr. Whalen pointed out that the trees at the airport need to be cut; he noted that he called Eric Guptill to inquire about the timetable on getting the trees cut and that Mr. Guptill told him that he was ready to cut the trees but needed a start date and agreement on compensation. Ms. Therrien said that she had already discussed this with Mr. Guptill and he had wanted to wait until the weather turned colder to cut the trees and that he had agreed to take the trees as compensation for the work. Ms. Therrien advised the Board that she would talk with Mr. Guptill again for a clear understanding of the agreement to cut the trees.

C. Mr. Whalen requested that after the Board completes its review of proposed ordinances that all the draft ordinances be published.

D. Mr. Whalen pointed out that the telebusiness center is empty and that no income is coming in from the lease of space in the building. He suggested that the Board look into selling/marketing the building.

15. REQUEST FROM MR. BOB BERTA

Mr. Bob Berta commented on what he sees as a liable/slander situation and that certain

people need to retract and apologize for things that have been written. Mr. Berta presented a written request asking for the name of the town's insurance liability carrier. He commented that the Town is responsible for what is put on the municipal website. Mr. Carter explained that the town's insurance provider is the Maine Municipal Association. Mr. Rolfe commented that he wants to know what the problem was so that people can work to correct things. Ms. Therrien said that Mr. Berta does not like the revitalization committee's meeting minutes as adopted and which have been placed on the municipal website. Mr. Berta said that there were errors in the minutes which were not corrected thus creating a liable situation. Mr. Whalen said that he wants to see a statement of fact before taking any action. Mr. Rolfe stated that the Board of Selectmen needs a copy of the letter from Mr. Berta to review in order to respond. Mr. Berta left the request letter on the table for the Board of Selectmen.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board voted to adjourn the meeting at 7:10 PM.