

BOARD OF SELECTMEN - TOWN OF MACHIAS

April 8, 2015

A Public Hearing for a Special Entertainment Permit for Bluebird Ranch Family Restaurant was held at 6:00 PM.

There were no comments against the issuance of the Special Entertainment Permit  
The Public Hearing was closed at 6:03 PM.

A regularly scheduled meeting of the Machias Board of Selectmen was called to order at 6:04 PM by Chairman Aubrey Carter. In attendance were Board members Warren Gay, Danny Manchester, Glenn Davis and James Whalen; Town Manager Christopher Loughlin; Sewer Department Director Bob Bialotta; Budget Committee Member Edward Pellon, Police Chief Grady Dwelley, Finance Director Meghan Dennison, Budget Committee Member Nancy Manchester, Budget Committee Member Martin Cook and Cat Cannon of the Machias Valley News Observer.

1. SPECIAL ENTERTAINMENT PERMIT- BLUEBIRD RANCH FAMILY RESTAURANT

2. MINUTES - REVIEW AND ACTION

On a motion by Danny Manchester, seconded by Glenn Davis, the Board  
VOTED:

To table the minutes of the February 25, 2015 Board meeting.

On a motion by Danny Manchester, seconded by Glenn Davis, The Board  
VOTED:

To approve the minutes of the March 11, 2015 meeting.

On a motion by Danny Manchester, seconded by Glenn Davis, The Board  
VOTED:

To approve the minutes of the March 25, 2015 meeting.

3. WARRANTS - REVIEW AND ACTION

On a motion by Danny Manchester, seconded by Glenn Davis, the Board  
VOTED:

To approve municipal warrant #81 in the amount of \$15,845.32 to approve municipal warrant #82 in the amount of \$30,618.40; to approve municipal warrant #81 in the amount of \$12,766.26; and, to approve municipal warrant #84 in the amount of \$84,648.77.

On a motion by Danny Manchester, seconded by Glenn Davis, the Board  
VOTED:

To approve school warrant #40 in the amount of \$254,912.98.

4. LIQUOR LICENSE FOR PAT'S PIZZA

On a motion by Danny Manchester, seconded by Glenn Davis, the Board  
VOTED:

To approve the annual liquor license for Pat's Pizza

5. LIQUOR LICENSE FOR ARAMARK

On a motion by Danny Manchester, seconded by Glenn Davis, the Board  
VOTED:

To approve the annual liquor license for Aramark.

6. LETTER FOR A TEMPORARY LIQUOR LICENSE FOR HELEN'S RESTAURANT

Mr. Loughlin advised the Board Helen's Restaurant had requested a letter from the Board of Selectmen in support of their new application for a liquor license.

On a motion by Danny Manchester, seconded by Glenn Davis, the Board

VOTED:

To sign the letter of support for Helen's Restaurant as drafted by the Town Manager.

7. TOWN REPORT BIDS

The Town received two bids for the 2015-2016 Town Report. The bids were as follows:

Bangor Letter Shop : \$2,444.44 for 750 copies of 100 pages

Furbush-Roberts : \$4,394.00 for 750 copies of 100 pages

On a motion by Danny Manchester, seconded by Glenn Davis, the Board

VOTED:

To award the bid for Town Reports to Bangor Letter Shop.

8. OLVER ASSOCIATES- OPERATION OF THE WASTEWATER TREATMENT PLANT

Mr. Loughlin discussed the few changes to the contract, and recommended Board approve the contract for the operation of the treatment plant by Olver Associates beginning May 1, 2015.

On a motion by Danny Manchester, seconded by Glenn Davis, the Board

VOTED:

To sign the contract with Olver Associates for the operation of the Wastewater Treatment Plant beginning May 1, 2015.

9. SIPHON CHAMBER MONIES

Mr. Olver discussed with the Board the likelihood of receiving some monies from DEP to assist with immediate improvements to the siphon chamber access prior to any changeover to a pump station on the south side of the Machias River. This money would allow the top of the siphon chamber to be taken off and a small building and staircase to be built. This would create an access to the chamber without it being a confined space entry situation.

10. REQUEST FOR FLYING THE DONATE LIFE FLAG

Mr. Loughlin presented a request from the Donate Life group. This group works to improve the availability and awareness for organ donation. April is their celebration, and the group has requested that the Town of Machias fly the flag at the Town Office. After discussion regarding flag etiquette and location the Board made a decision.

On a motion by Danny Manchester, seconded by Glenn Davi,s the Board

VOTED:

To fly the Donate Life flag at the Memorial Park in lieu of the American Flag for the remainder of April.

11. WAIVER FOR INDUSTRIAL PARK LOTS- PETER SOUCY-MAP 6A, LOT 11

Mr. Soucy, the owner of Map 6A, Lot 11 has requested to be allowed to be exempt from the requirement to put a building on the property within one year of purchase. The Board briefly discussed Mr. Soucy's request, and expressed no desire to change the site covenants, and will not waive them for Mr. Soucy.

## 12. POLICY PROPOSALS-MANAGER'S EVALUATION AND CHAIRMAN POSITIONS

Dr. Whalen brought forth a proposal to start a formal evaluation of the Town Manager on an annual basis. After hearing Dr. Whalen's proposal, there was little support for the item. Mr. Loughlin did add that as the manager, an annual evaluation gave the manager direction to more adequately meet the needs of the Board. Mr. Davis doubted the value of the process.

On a motion by Dr. Whalen, seconded by Danny Manchester, the Board  
VOTED: 1-4 against the motion. Dr. Whalen voted for the motion.  
To start an Annual Manager's Evaluation Process

Mr. Carter talked about the need to form a committee for the future. Mr. Gay talked about fairness to the Town Manager and process fairly.

Dr. Whalen also brought forth a proposal to have the Chairman's position as a rotating position, with a new Chairman every six months. Mr. Carter seconded the motion to allow discussion of the proposal. Mr. Carter argued about the lack of stability, and the need to change banking by the Town twice a year, as the Chairman is on the Town's bank accounts. Mr. Carter said the Chairman is elected every June, and if the Board does not feel the Chairman has lived up to expectations, the Board may ask for his resignation.

On a motion by Dr. Whalen, seconded by Mr. Carter, the Board  
VOTED: 0-5 against the motion.  
To rotate the chairmanship of the Board of Selectmen every six months alphabetically.

## 13. REPRESENTATION WITH THE PUC

Dr. Whalen discussed the Town's vulnerability regarding the hearings with the PUC. The Town is the only party not represented by a lawyer. Pierce Atwood is willing to represent the Town at the hearings to ensure the Town is adequately represented.

Glenn Davis asked that the issue be tabled pending a proposal on the cost to have the attorney represent the Town.

## 14. MANAGER'S REPORT/OTHER BUSINESS

A. Mr. Loughlin informed the Board of Selectmen of the AOS Budget Meeting on Monday, April 13, 2015 at 5:00 PM at the Elm Street School in East Machias.

B. Mr. Loughlin informed the Board about the funeral service for Eugene Lord, late husband of the Board Secretary Cathy Lord. The service will be held at the East Machias Congregational Church, on Saturday, April 18, 2015 at 3:00 PM. The Board discussed taking money from contingency to pay for any card and flowers or other appropriate item.

C. Mr. Loughlin let the Board know that he had given each of them the most recent update from the Municipal Review Committee. He asked them to review the information provided.

D. Mr. Loughlin discussed with the Board the upcoming Small Claims process. In order to comply with this, Mr. Loughlin asked that all Sewer charges older than May 1, 2009 needed to be written off as uncollectable.

On a motion by Danny Manchester, seconded by Warren Gay, the Board  
VOTED:  
To write off all sewer debt, interest and fees from user accounts older than May 1, 2009.

Once the consolidated list is complete, the names will be placed in the minutes.

E. The Board discussed a new officer who the Manager intends to hire full time on May 1, 2015. The possible payout by the Town would be \$12,000, while if we were to send someone to the academy, the minimum cost in wages alone would be \$27,000. The person is in the Maine National Guard.

On a motion by Glenn Davis, seconded by Warren Gay, the Board voted to adjourn the meeting at 6:59

PM.