

BOARD OF SELECTMEN - TOWN OF MACHIAS

JUNE 25, 2014

PUBLIC HEARING  
COMMUNITY DEVELOPMENT BLOCK GRANT  
FOR  
ADULT & COMMUNITY EDUCATION

Machias Board of Selectmen Chairman Aubrey Carter called a public hearing to order at 6:00 PM. Town Manager Chris Loughlin explained the school department is seeking a Community Development Block Grant for the adult and community education program in an effort to improve the program and provide more educational opportunities to the adult community. He noted that the Town of Machias remains the main financier of this program even though there are many towns within the school administrative unit with citizens who use the program. Mr. Loughlin noted that Mr. Scott Porter and Axion Technologies are writing the grant proposal which will be submitted and that if awarded the grant monies would flow through the Town Machias as the administrator of the grant.

Mr. Carter asked for comments from citizens on the grant proposal. Bay Area Chamber of Commerce Director Sharon Mack asked if the school department would be seeking letters of support for the grant. Mr. Loughlin said that he would ask if letters of support would be appropriate.

Hearing no other comments from the public, Mr. Carter closed the public hearing at 6:08 PM

BOARD OF SELECTMEN'S MEETING

Chairman Carter called a regularly scheduled meeting of the Machias Board of Selectmen to order at 6:08 PM. In attendance were Board members Warren Gay, Danny Manchester, Glenn Davis, Eric Holm; Town Manager Christopher Loughlin; Secretary Cathy Lord; Police Chief Grady Dwelley; Sharon Mack, Edward Pellon, Elaine Cale.

1. MINUTES - REVIEW AND ACTION

On a motion by Danny Manchester, seconded by Glenn Davis, the Board voted to approve the minutes of the June 11, 2014 Board meeting.

2. WARRANTS - REVIEW AND ACTION

On a motion by Danny Manchester, seconded by Warren Gay, the Board  
VOTED:

To approve municipal warrant #106 in the amount of \$12,397.37; to approve municipal warrant #107 in the amount of \$46,158.94; to approve municipal warrant #108 in the amount of \$19,130.91; to approve municipal warrant #109 in the amount of \$362.31: and, to approve municipal warrant #110 in the amount of \$66,381.48 .

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

To approve school warrant #52 in the amount of \$194,614.80 .

### 3. LIQUOR LICENSE RENEWAL APPLICATION - THIRSTY MOOSE

Mr. Loughlin reviewed the liquor license renewal application submitted by the owner of the Thirsty Moose. He noted that the applicant stipulated \$47,484. in food sales and \$135,148. in liquor sales.

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

To grant a liquor license renewal to the Thirsty Moose.

### 4. SEWER USEAGE - ELAINE CALE

Mrs. Elaine Cale advised the Board of Selectmen that she is still experiencing problems at her mobile home park on Dublin Street. She explained problems with excessive leakage in the system on the Kennebec Road side of the trailer park. She noted that sewer account #34 continues to show problems and she asked the Board to consider a reduction in the July 2013 and October 2013 billing quarters. Mrs. Cale explained that there were only four households at the time of the timing cycle (only three remain at the present time). Mr. Loughlin noted that a three months average would be \$150. The Board discussed the sewer and water problems at the property. Mrs. Cale informed the Board that the water company will not reduce her bills even though they are aware of the leakage problems. Mr. Davis suggested installing water meters on each trailer. Mrs. Cale explained that she asked the Machias Water Company if this was possible and she was advised that since it is a private line they had no control over this line and could not install meters on a private line. Mr. Davis, Mr. Loughlin, and Mr. Pellon discussed the advisability of installing separate water meters; Mr. Loughlin said that the sewer department could read the meters and know exactly what the flow is. Mrs. Cale asked the Board to make a reduction on the sewer charges for the January 2014 and April 2014 billing quarters on the NAPA side of the trailer park where there are still ten households. Mrs. Cale told the Board that she is trying to "get things under control". She advised the Board that by August 2014 all the mobile homes on the Kennebec Road side will be gone. Mr. Pellon suggested that Mrs. Cale ask the mobile home owners to check for leaky faucets and running toilets which could be adding significantly to the problem.

Mr. Carter requested that Mr. Loughlin average the sewer bills and come back to the Board with a recommended charge. The other members of the Board agreed to proceed as outlined by Mr. Carter.

### 5. GENERAL ASSISTANCE PUBLIC HEARING

The Board agreed to schedule a public hearing on general assistance guidelines at their second meeting in July at 6:00 PM.

### 6. APPROVAL OF SEWER WORK FOR EASTSIDE - MISSING SEWER CONNECTION

On a motion by Danny Manchester, seconded by Warren Gay, the Board VOTED:

To approve installation of a missing sewer connection on the eastside sewer line with the billing charges of \$1650. to be allocated from the contingency account (\$859.79 to E. Pellon Company).

### 7. ADULT EDUCATION UPDATE - CONTRACT APPROVAL

Mr. Loughlin will provide copies of the adult education contract for the

Board to review. Mr. Carter noted that the Board can sign the contract at their next scheduled meeting.

#### 8. STATION 1898 UPDATE

Chamber of Commerce Director Sharon Mack informed the Board that work on the door, windows, and platform roof at Station 1898 will start this week. She advised the Board of a complaint filed on the renovations that was disallowed by the Maine Historic Preservation Commission. Ms. Mack told the Board that she is submitting applications for the following grants with their approval: Bangor Savings Bank Foundation for \$30,000. for bathroom and utility room; Davis Foundation for \$30,000. for electrical and insulation; Morton-Kelly Charitable Trust for \$15,000. for replacement of walls; and, Belvedere Fund for \$20,000. for finishing of platform and handicap access.

On a motion by Danny Manchester, seconded by Warren Gay, the Board  
VOTED:

To approve the submission of grants for renovations to the Station 1898 project as outlined.

#### 9. DOWN EAST AIDS NETWORK - SYRINGE EXCHANGE

Mr. Loughlin explained that the Down East Aids Network is submitting an application to the State of Maine to initiate a syringe exchange service in Washington County which will be conducted at the WHCA building located on outer Dublin Street. Mr. Loughlin noted that the letter sent to the Town is the formal notice advising the Town of the application to the State.

#### 10. MACHIAS WATER COMPANY SHAREHOLDERS MEETING

Mr. Loughlin advised the members of the Board that a shareholders meeting of the Machias Water Company will be held on Friday June 27, 2014 at 10:30 AM at the water company office in Machias.

#### 11. GARD SYSTEM - MACHIAS VALLEY AIRPORT

Mr. Loughlin told the Board that the State will be providing 100% reimbursement within thirty days for the installation of the GARD system at the Machias Valley Airport. He recommended that the funds for the project be taken out of the airport budget and reimbursed with the State funds when they are refunded.

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

To proceed with the installation of the GARD system at the Machias Valley Airport which will be 100% reimbursed by the State of Maine.

Mr. Manchester expressed concern about the osprey building a nest at the airport and he suggested contacting the Maine Department of Fish & Wildlife for guidance.

#### 12. MARSHFIELD BAG REQUEST

Mr. Loughlin advised the Board that the Town of Marshfield is requesting two boxes of garbage bags for use at the Bay Area Transfer Station. The Board discussed the request. Mr. Loughlin pointed out that there are four remaining

boxes of garbage bags. Mr. Carter suggested that since there are three contract towns (Marshfield, Whitneyville, & Roque Bluffs) in addition to Machias that each town receive one additional box of bags. The other members of the Board agreed to this distribution plan.

#### 13. ROAD REPAIR PRIORITIES

Mr. Loughlin and the members of the Board discussed a road/street repair priority list. They concluded that Salem Street, the Kennebec Crossroad, Center Street, and Water Street would be prioritized with the bid specifications asking contractors for the price of repairs per road/street. The Board asked Mr. Loughlin to proceed with putting the storm drains and ditching out for bid as soon as possible.

Mr. Manchester noted that some culverts on the East Kennebec Road need attention. Mr. Carter noted that the school access road will be separate from the town roads/streets since the school department will pay for this paving out of their own budget. Ms. Mack told the Board that there are problems with motorists not stopping at the intersection of Water and West Street and a visibility problem on Water Street.

#### 14. BRANTNER THIBODEAU ASSOCIATES

On a motion by Danny Manchester, seconded by Warren Gay, the Board VOTED:

To renew the contract for the municipal and school audit with Brantner Thibodeau Associates.

Mr. Carter pointed out that the Town of Machias has been very pleased with the quality of the audit done by Brantner Thibodeau Associates. Other members of the Board agreed.

#### 15. MANAGER'S REPORT/OTHER BUSINESS

A. Chief Dwelley recommended that Mr. Christopher Green be hired as a reserve police officer.

B. Mr. Loughlin advised the Board that the roof contractor on the town office roof project was charging \$5500. more than the awarded bid amount; he added that the contractor has withdrawn the bill after reviewing the contract agreement.

Mr. Loughlin discussed ordering snow blocks for the town office roof which can be installed by the Public Works Department.

C. Mr. Loughlin reminded the Board that they will be reviewing and discussing the town's purchasing policy at an upcoming meeting in either July or August.

D. Mr. Manchester asked about sidewalk grants. Mr. Loughlin said that he was looking at safe schools/students grant money for this purpose.

E. Mr. Holm expressed his concern for the condition of railings on the Bad Little Falls walking bridge.

#### 16. EXECUTIVE SESSION

Mr. Carter requested that the Board adjourn into executive session so that he could update the other members of the Board on legal advice from the Town's attorney since he would be unable to be in attendance at this meeting.

On a motion by Danny Manchester, seconded by Warren Gay, the Board  
VOTED:

To adjourn to executive session at 7:25 PM to allow Chairman Carter to update  
the other members of  
the Board regarding legal advice from the Town's attorney who was unable to  
attend the meeting as  
stipulated under 1 MRSA Chapter 13 ss 405(6) (E).

Ms. Mack cautioned the members of the Board that she believed that the  
regulation being used to adjourn to executive session is only allowable with  
the presence of the attorney at the actual meeting or with the attorney  
participating in the session via speakerphone. Mr. Carter responded that he  
will be sharing with the other members of the Board the advice he personally  
received from the Town's attorney since the attorney could not be in  
attendance at this meeting.

On a motion by Danny Manchester, seconded by Warren Gay, the Board  
VOTED:

To adjourn the executive session and reconvene into open session at 7:44 PM.

On a motion by Danny Manchester, seconded by Warren Gay, the Board  
VOTED:

To pay Deke Talbot out of contingency for legal counsel to the Board of  
Selectmen on June 23, 2014.

On a motion by Danny Manchester, seconded by Warren Gay, the Board voted to  
adjourn the meeting at 7:45 PM.