

BOARD OF SELECTMEN - TOWN OF MACHIAS

JULY 22, 2015

This

meeting was called to order at 6:00 PM by Chairman Aubrey Carter. In attendance were Board members Warren Gay, James Whalen, Leslie Haynes, and Josh Rolfe; Secretary Cathy Lord; Finance Director Meghan Dennison; Fire Chief Joey Dennison; Public Works Director Mike Schoppee; Sharon Mack, Patrick Adams, Stephen Savage, Maxine Savage, Dale Lambert, Mark Ouellette, Brian Ingalls, Eric Kidder, Ben Edwards, Mike Radeka, Bill Kitchen, Ruth Thurston, Donna Strachan, Terry Henderson, Lee McBride, Gerard Mecastro, Lyman Holmes, Ronald Mosley, Sarah Dedmon, Jim Appleman.

1. MINUTES - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Josh Rolfe, the Board voted to approve the minutes of the June 8, 2015 Board meeting with the following corrections:

Page 1, under attendance add Mike Radeka.

Page 2, Item #5, the motion should read: "To allow Skywalker's to have outside alcohol service in an on-premise fenced-in area on August 1st and August 15th."

2. WARRANTS - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Josh Rolfe, the Board
VOTED:
To approve municipal warrant #108 in the amount of \$10,980.99;
to approve municipal war-
rant #109 in the amount of \$258,400.60; to approve municipal
warrant #110 in the amount of
\$11,620.66; to approve municipal warrant #1 in the amount of
\$15,649.39; to approve munic-
ipal warrant #2 in the amount of \$269,744.17; to approve
municipal warrant #3 in the amount
of \$10,857.44; to approve municipal warrant #4 in the amount of
\$151,389.95; to approve
municipal warrant #5 in the amount of \$15,172.06; and, to
approve municipal warrant #7 in
the amount of \$51,100.05 .

3. AXIOM TECHNOLOGIES - PRESENTATION ON MUNICIPAL WEBSITE PROPOSAL

Mr. Mark Ouellette representing Axiom Technologies outlined a web site proposal for the Town of Machias. Mr. Ouellette reviewed the proposal with the Board covering website design and maintenance (\$3,000.); domain registration and webhosting (\$559.35); with optional services of website maintenance and management (monthly service fee of \$250.) and e-mail addresses (set-up fee of \$100.). Mr. Ouellette noted that everything included in the proposal is negotiable.

The

members of the Board reviewed the costs. Mr. Ouellette explained that the website could be up and running in three months by the end of October and that he is willing to work with the Town to obtain necessary information in setting up the website. He advised the Board that he could put some designs together for the Board to look at within two weeks. Mr. Carter asked about the length of a contract and Mr. Ouellette responded that there is no designated term and that the Town can terminate the agreement at any time. He added that Axiom would provide training for town personnel and would work closely with the Town on development and maintenance of the site.

A suggestion from a member of the audience noted that the Town could look at using the web creator GoDaddy.com as an alternative. Mr. Whalen commented that it was time for the Town to move forward. Mr. Gay brought up the subject of financing the website. Mr. Carter advised the Board that a website was not budgeted for in this year's municipal budget so the funding would have to come from contingency. Mr. Carter pointed out that the Board needs some time to review the proposal as well as consider other options; he suggested discussing the website at the Board's next meeting.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board
VOTED:
To table a decision on a municipal website.

4. MAINE DEPARTMENT OF TRANSPORTATION - PEDESTRIAN PROGRAM MANAGER

Terry Henderson, resident of Elm Street, reported on the sidewalk tour of the Town that citizens had participated in with Mr. Patrick Adams, MDOT Pedestrian Program Manager. Ms. Henderson stressed that there are numerous problems on Elm Street with sidewalk issues, safety issues, problems with heavy trucks, and Americans With Disabilities issues. She commented that the Town has never developed a solid plan to address these on-going issues. Ms. Henderson pointed out that there are several residents of Elm Street at the meeting to voice their concerns. Mr. Carter asked the Elm Street group to draft a letter of concern to the MDOT outlining their issues since Elm Street is a state funded road. He requested that the letter be given to the Board of Selectmen who will also be addressing a letter to the MDOT on issues.

Mr. Adams pointed out that the Town needs to prioritize the problems and set some priorities. He informed those present that there are various MDOT programs which can assist with funding such as the partnership initiative, the business partner initiative, the transportation alternatives program, and various other grant programs with varying requirements for matching funds. Mr. Adams reiterated that the highest priority should be what needs to be addressed immediately and work from there. He explained that once the priorities are determined that there would be a meeting with him and other MDOT members to examine what needs to be done to alleviate the problems on Elm Street.

Several residents of Elm Street expressed their opinions about problems on Elm Street. Mr. Carter explained that the Board of Selectmen supports the Elm Street group's effort to address problems such as the truck traffic on Elm Street. He noted that when there was an expansion at Maine Wild Blueberry the Board was assured

that most of the truck traffic would be accessing the plant via the Machiasport rim bridge. Mr. Carter reminded the group of the need for their letter of concern. Mr. Adams pointed out that the MDOT will only work with the Town, not with individual citizens. Ms. Henderson asked if the MDOT would conduct a speed study on Elm Street to look at the problems. Mr. Adams explained that such a study would be impossible this calendar year.

Mr. Carter thanked everyone for attending and voicing their concerns.

5. ADDRESS TO BOARD BY PORTER MEMORIAL LIBRARY REPRESENTATIVES

Mr. Gerard Mecastro introduced himself as the Chairman of the Porter Memorial Library Board. He explained that the library annually requests \$28,000. in third party funding from the Town but that this year the library's funding was cut by \$8000. which "sent the library into a tailspin". Mr. Mecastro said that he hopes the Board of Selectmen appreciates the role of the library; Mr. Carter commented that the Board sees and realizes the importance of the library. Mr. Carter pointed out that the Board and the Budget Committee are concerned about membership fees for use of the library by non-residents and the belief that costs of the library need to be more equitably shared with these users. He noted that the Board of Selectmen hopes that the library looks at continuing fundraising efforts; he noted the success of a recent fundraiser conducted by a local business that raised \$4000. for the library. Mr. Carter explained that during the development of this year's municipal budget, both the Board of Selectmen and the Budget Committee looked at expenses and costs to the taxpayers. He assured the library group that the Board and Budget Committee will be taking a close look at the library's request for funding for next year. Mr. Carter reminded the library group that there is a limited amount of funding to cover all the costs of the Town without having to raise property taxes.

Mr. Whalen asked about handicap access to the library. Mr. Mecastro explained that the library board is working on the problem as well as looking at a professional fundraiser to raise funds for an elevator.

6. MACHIAS WATER COMPANY - PROPOSED AGREEMENT

Mr. Carter explained the town's efforts to address issues pertaining to the water system with the Public Utilities Commission, first with letters of concern and then with meetings with the PUC to discuss issues with the Machias Water Company. He noted that the result of these efforts is the contract before the Board which has already been signed by the attorney for the Machias Water Company.

On a motion by Warren Gay, seconded by James Whalen, the Board

VOTED:

To authorize the Board Chairman, the Vice Chairman, and the Fire Chief to sign the agreement with the Machias Water Company.

7. SKATE BOARD RAMP - DECISION ON REPAIRS OR REMOVAL

Mr. Carter informed the other members of the Board that he had asked the Public Works Director to examine the skateboard ramp. Mr. Schoppee reported serious safety issues with the ramp. The Board discussed the condition of the ramp.

On a motion by Warren Gay, seconded by James Whalen, the Board
VOTED:
To authorize the Public Works Director to disassemble and remove the skateboard ramp immediately.

8. CLOSURE OF TOWN OFFICE FOR TAX BILL PROCESSING

On a motion by Warren Gay, seconded by Josh Rolfe, the Board
VOTED:
To close the Machias Town Office on 8/5/15 to allow personnel to process tax bills.

The Board reviewed a report from Tax Assessor Doug Guy on his calculations and recommendation for the 2015-2016 tax rate.

On a motion by Josh Rolfe, seconded by Warren Gay, the Board
VOTED:
To set the 2015-2016 mil rate at 20.3 mils.

9. SPECIAL TOWN MEETING - PURCHASE OF PICK-UP TRUCKS & BUS

On a motion by Warren Gay, seconded by James Whalen, the Board
VOTED:
To schedule a special town meeting on 8/12/15 at 6:00 PM to request permission to borrow funds for the purchase of two pick-up trucks and a new school bus.

10. AIRPORT COMMITTEE UPDATE

Mr. Mike Radeka gave a progress report on a recent airport committee meeting. He advised the Board of the purchase of light bulbs for the airport.

Mr. Whalen advised the Board that he had contacted CES regarding setting out stakes to locate hangers at the airport. at a cost of \$2700. He reported on a upcoming meeting with the MDOT in Augusta that he and Mr. Rolfe will be attending along with a member of the airport committee. Mr. Whalen noted that there is a problem with trees owned by adjacent property owners which are growing into the flight path. He noted that these property owners will need to be notified that their trees are in the FAA glide path and that the trees will need to be cut. Mr. Whalen advised the Board that the airport committee will draft a letter for the Board of Selectmen addressed to property owners on this matter.

11. DISCUSSION OF FARMER'S MARKET ON DIKE

Mr. Eric Kidder described what he sees as problems occurring on the dike with vendors and the area designated as being for farmer's market participants. Mr. Carter pointed out that the dike is state property

and therefore the Board has no authority to intervene.

12. HELEN'S RESTAURANT - CATERING PERMIT APPLICATION

The Board reviewed a catering permit request submitted by Helen's Restaurant.

On a motion by Warren Gay, seconded by Leslie Haynes, the Board

VOTED:

To approve an off-premise catering permit for Helen's Restaurant for an event at the Schoppee Farm on July 25, 2015 from 4:00 to 10:00 PM.

13. OTHER BUSINESS/UPDATES

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

VOTED:

To authorize Chairman Carter to sign the agreement to engage Brantner-Thibodeau to perform the Town's audit June 30, 2015.

B.

Public Works Director Mike Schoppee advised the Board that he has prepared paperwork for the State's local road assistance program (\$17,188.).

On a motion by James Whalen, seconded by Warren Gay, the Board

VOTED:

To approve the paperwork for the state local road assistance program.

C. Mrs. Dennison reviewed a written synopsis of some updates with the Board:

- Ryan Witmer looked at the newly installed rugs on July 13th and he determined that the rugs are defective but it has nothing to do with the installation. He is taking his report and pictures and will be moving forward with a claim to get new rugs. It may be another six to eight weeks before replacement rugs are installed.

- Clem

Devoe called from Aroostock Mental Health to advise that a building inspector and electrician will perform an inspection of the telebusiness center on July 15th. Mr. Devoe advised that the two most significant issues are the leaking roof and the heating system. There are also other issues such as electric, moisture, elevator shaft, and siding issues. Mr. Devoe will be contacting contractors to get proposals to repair the issues and he will utilize these quotes as a discussion point with the Town.

- A technician assessed the Town Office on July 15th for the number of heat pumps needed for heating and cooling the building.

- Mrs. Clifton contacted Nicole Ball regarding the port-a-potties for the Machias Blueberry Festival; she was advised that the units would be relocated to the driveway near Jeffery

Davidson's parking lot this year.

- The Town is closing the \$35,000. three year 1.25% loan for the new police vehicle on July 29th with anticipated delivery of the vehicle in the first week of August.

- Mrs. Clifton has mailed the sewer bills for the second quarter.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board voted to adjourn the meeting at 7:52 PM.