

## BOARD OF SELECTMEN - TOWN OF MACHIAS

AUGUST 27, 2014

A regularly scheduled meeting of the Machias Board of Selectmen was called to order at 6:00 PM by Chairman Aubrey Carter. In attendance were Board members Warren Gay, Danny Manchester, Glenn Davis, and Eric Holm; Town Manager Christopher Loughlin; Secretary Cathy Lord; Bob Bialota, Sharon Mack, Wayne Albee.

### 1. MINUTES - REVIEW AND ACTION

On a motion by Danny Manchester, seconded by Glenn Davis, the Board voted to approve the minutes of the August 6, 2014 Board meeting.

### 2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #14 in the amount of \$11,634.12; to approve municipal warrant #15 in the amount of \$55,718.47; to approve municipal warrant #16 in the amount of \$17,747.09; to approve municipal warrant #17 in the amount of \$22,059.96, to approve municipal warrant #18 in the amount of \$17,176.57; and, to approve municipal warrant #19 in the amount of \$266,978.24 .

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

To approve school warrant #8 in the amount of \$160,639.14 .

### 3. LETTER OF RESIGNATION FROM BOARD OF SELECTMEN

Mr. Loughlin noted that the members of the Board have copies of an 8/18/14 letter from Selectman Eric Holm for their review. Mr. Holm explained that he and his family will be relocating to Lubec in the Fall necessitating his resignation from the Board of Selectmen due to this change in residence.

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

To accept Mr. Holm's letter of resignation from the Machias Board of Selectmen effective 10/22/14.

### 4. REQUEST TO SHORTEN NOMINATING PROCESS FOR ELECTION OF A SELECTMAN

Mr. Carter noted that with Mr. Holm's resignation a seat on the Board of Selectmen will need to be filled and he asked Mr. Loughlin to review recommendations on the election of a new selectman. Mr. Loughlin explained that he had discussed dates with Town Clerk Sandra Clifton regarding meeting the timeline for the November elections. He noted that to include an election for a selectmen on the 11/4/14 ballot the nominating process would need to be shortened with nomination papers available on 9/2/14 and filing of nomination papers due on 10/2/14.

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

VOTED:

In order to meet the deadline for placement of candidates' names on the 11/4/14 election ballot, to stipulate that nomination papers be available on 9/2/14 with the filing deadline of nomination papers on 10/2/14.

Mr. Loughlin said that he would be advertising in local newspapers that there is an open seat on the Board of Selectmen that needs to be filled and that nomination papers will be available at the Machias Town Office on 9/2/14 with a filing deadline of 10/2/14.

#### 5. APPLICATION FOR LICENSE FOR INCORPORATED CIVIC ORGANIZATION/WINE & BEER TASTING

Ms. Sharon Mack explained to the Board that during the Harvest Fair the Bay Area Chamber of Commerce will be holding a wine and beer tasting on 9/27/14 at the Lee Pellon Center. She noted that the Chamber is asking for a license to conduct the event under a license for an incorporated civic organization.

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

VOTED:

To issue a license to the Bay Area Chamber of Commerce to conduct a wine and beer tasting event at the Lee Pellon Center on 9/27/14 during the Harvest Fair.

#### 6. REQUEST TO CLOSE TOWN OFFICE FOR ELECTIONS TRAINING

Mr. Loughlin advised the Board that the Town Clerk and Deputy Town Clerk will be attending an elections training in Bangor on 9/25/14 and he asked the Board for permission to close the town office on this date since there would be no one available to issue vehicle registrations or respond to vital statistics requests. The members of the Board discussed the request. Mr. Carter asked if other monies could be accepted if other personnel are available in the town office. Mr. Loughlin noted that property tax payments could be accepted and such things as the sale of transfer station bags could be performed. The Board discussed keeping the town office open without being able to issue vehicle registrations or vital statistics documents.

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

VOTED:

To deny a request to close the Machias Town Office on 9/25/14

Mr. Carter suggested that a notice be posted on the town office door advising that vehicle registrations and vital statistics requests cannot be processed on that day.

#### 7. MAINE WASTEWATER CONVENTION ATTENDANCE

Mr. Loughlin advised the Board that Mr. Bialotta will be attending the Maine Wastewater Convention at Sunday River from 9/17/14 to 9/19/14.

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

A. Ms. Mack advised the Board that the DAR and the local historical society are requesting that the Machias bridge be named the Jeremiah O'Brien Memorial Bridge. She noted that the two groups will be approaching the legislature for permission to name the bridge with the support of the Machias Board of Selectmen. The Board gave their consent and approved of the bridge naming.

B. Mr. Loughlin reported that there are eight applications for the Public Works Director's position. He suggested to the Board that Mr. Cony Upton sit in on the interviews to assist with the applicant interviews. The members of the Board approved Mr. Loughlin's suggestion.

C. Mr. Loughlin informed the Board that Susan Corbett of Axiom Technologies intends to provide WiFi in parts of Machias and she will be looking at placing signs informing the public of the free WiFi access.

D. Mr. Loughlin informed the Board that he plans to purchase 180 tons of winter salt under the County bid at a cost of \$67.23 per ton.

E. Mr. Loughlin told the Board that he plans to have ice protection installed on the new roof of the town office building. He suggested having the roofing contractor which recently installed the roof add the ice protection (bars) to the roof at a cost of \$2900. Mr. Loughlin noted that this would leave \$38,000. for the purchase and installation of rugs and air conditioning in the town office. Mr. Carter cautioned that the ice protection should probably go out to bid. Mr. Holm noted that there could be a problem when too much ice is allowed to accumulate if bars are installed. He suggested looking into gluing down what are called "anchors" onto the metal roof. Mr. Holm explained that if anchors are installed the roof would need to be cleaned before using the glue to make sure the adhesive sticks to the roof. Mr. Loughlin observed that he could purchase the glue and anchors and have the Public Works Department install the "anchors". The Board agreed that the Town Manager proceed with these plans.

F. Mr. Loughlin updated the Board on the installation of a gate in a Machias cemetery on the Kennebec Road. Mr. Manchester suggested that someone take a look at the gate again since it appears to be crooked.

G. Mr. Loughlin advised the Board that he recently rented the sweeper to the Town of East Machias for three hours and billed them at \$55.00 per hour.

H. The Board discussed the appearance of the town streets after the streets were swept by a contractor before the blueberry festival. Mr. Carter suggested looking into purchasing a sweeper since the Town is paying a major amount of money for street sweeping services that are inadequate.

I. Mr. Loughlin advised the Board that the Maine Public Utilities Commission has received the Town's letters of concern.

J. Mr. Loughlin advised the Board that there is a meeting on the sewer consent agreement in Augusta on 9/9/14. He told the Board that he would be attending the meeting and invited any members of the Board to attend if they could.

K. Mr. Loughlin shared UMM's plans to have a color run.

L. Mr. Loughlin advised the Board that Mr. Tom Briggs has been working out very well at the treatment plant and that he has met the hourly requirements but not the driving requirement of the position. Mr. Carter pointed out that Mr. Briggs has been working more hours than the average full-time employee works and he understands that Mr. Briggs wants to be paid the extra one dollar an hour. Mr. Manchester asked where the extra money would come from to pay the additional amount. Mr. Loughlin explained that the budget should balance out by the end of the year. Mr. Davis commented that if Mr. Briggs deserves the extra compensation he should be paid. The other members of the Board agreed.

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

That effective 8/24/14 to pay Mr. Tom Briggs an additional \$1.00 per hour.

M. Mr. Wayne Albee clarified with the Board questions he had regarding due dates for payment of overdue property taxes.

## 9. UPDATE ON CALE SEWER ACCOUNT

Mr. Loughlin informed the Board that he examined the Cale sewer bills as the Board requested and recommends that the first three quarters of 2013 be reduced to \$1,196.50 per quarter for a total of \$3,589.50 which would reduce the principal amount to \$6,975.62 .

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

To reduce sewer quarters #1, #2, & #3 of 2013 to a total of \$3,589.50 for the three quarters and reduce

the principal to \$6975.62 on the Cale trailer park sewer bill.

Mr. Loughlin advised the Board that Mrs. Cale would be sent an amended sewer bill.

#### 10. UPDATE ON STATION 1898

Ms. Mack updated the Board on progress with renovations to Station 1898. She noted that the windows were \$1500. each with installation costs of \$2900. leaving \$2000 left in that grant. Ms. Mack advised the Board that there is \$10,000. left in the MDOT grant and she would like to request that \$5000. be allocated from the grant to fund the platform and roof repairs. Mr. Loughlin suggested holding a public hearing at the September 24th meeting to review these plans.

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

To schedule a public hearing at 6:00 PM on 9/24/14 for the purpose of reviewing the use of funds to allow renovations to Station 1898.

Ms. Mack concluded by advising the members of the Board that she hopes to have the building painted this fall.

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#### 11. UPDATE ON SCHOOL PAVING/ROAD REPAIRS

Mr. Loughlin updated the members of the Board on the school paving and road repairs. He noted that everything has been completed with only minor problems remaining to be addressed.

#### 12. UPDATE ON TOWN PAVING/ROADWAY REPAIRS

Mr. Loughlin updated the Board on road repairs and paving of town roads and streets. He pointed out that the Public Works Department has been performing very well.

#### 13. OTHER BUSINESS

A. Mr. Gay reported that there appears to be an abandoned truck in the public parking lot behind the hardware store. He suggested that it be removed since it is not registered or inspected.

B. Mr. Gay noted that people are parking on Court Street where signs clearly say there is no parking. He suggested that the police issue tickets to violators.

Mr. Gay stated his concern that there is a resident continuously parking a vehicle on Court Street. He asked who controls the parking on streets. Mr. Carter pointed out that the Board of Selectmen controls

parking in the Town of Machias. Mr. Gay added that this resident's vehicle may be blocking school signs located on Court Street.

C. Mr. Gay stated his concern that Machias police are stopping people unnecessarily in parking lots of private businesses.

D. Mr. Gay noted that new street signs are needed for Rusty Trail and Private Road as well as for a dead end on Davis Road.

E. Mr. Loughlin reported that some people are attempting to put the skateboard ramp together. Mr. Gay suggested getting the county prisoners to put the ramp together.

On a motion by Glenn Davis, seconded by Danny Manchester, the Board voted to adjourn the meeting at 7:20 PM