

BOARD OF SELECTMEN - TOWN OF MACHIAS

SEPTEMBER 9, 2015

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, James Whalen, Leslie Haynes, and Josh Rolfe; Secretary Cathy Lord; Finance Director Meghan Dennison; Ed Pellon, Mike Schoppee, Bob Berta, Mike Radeka, Sharon Mack.

1. MINUTES - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Leslie Haynes, the Board voted to approve the minutes of the August 26, 2015 Board meeting.

2. WARRANTS - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Josh Rolfe, the Board  
VOTED:  
To approve municipal warrant #18 in the amount of \$16,694.91 to approve municipal war-  
rant #19 in the amount of \$355,030.18; to approve municipal warrant #20 in the amount of  
\$10,962.54; and, to approve municipal warrant #21 in the amount of \$15,529.75 .

3. SCHOOL AND PUBLIC WORKS - BID OPENING - PICK-UP TRUCKS

A member of the Board opened the only bid received for the purchase of two pick-up trucks with snowplows; one truck for the Public Works Department and one truck for the Machias School Department.

Bid: O'Connor's GMC - \$35,105. each

On a motion by Josh Rolfe, seconded by Warren Gay, the Board  
VOTED:  
To award the bid for the purchase of two pick-up trucks with snowplows to O'Connor GMC  
in the amount of \$35,105. for each vehicle.

Mr. Carter suggested contacting the dealership to ascertain availability of the vehicles.

4. PUBLIC WORKS - BID OPENING - TRACTOR

Members of the Board opened the bids received for the purchase of a tractor for the Public Works Department.

Bids:  
Greenway Equipment - \$46,871.70  
Hammond Tractor - \$44,986.00  
Dorr's Equipment - \$42,330.89  
Lionel Theriault, Inc. - \$42,389.00

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

VOTED:

To refer the tractor bids to the Public Works Director for his review and recommendation

with award of the bid to be made at the Board's next meeting in September.

5. WINTER SAND - BID OPENING

Members of the Board opened the bids received for the purchase of two thousand cubic yards of winter sand.

Bids:

By Us Inc. - \$7.90 per cubic yard

Hanscom's Construction - \$9.45 per cubic yard

Wayne Spear - \$\$11.50 per cubic yard

Jonesboro Sand & Gravel - \$10.50 per cubic yard

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

VOTED:

To award the purchase of winter sand to By Us Inc. at the bid price of \$7.90 per cubic yard.

6. HEATING FUEL - BID OPENING

The members of the Board opened the bids received for the purchase of heating oil.

Bids:

Acadia Fuel - \$1.6004 per gallon (differential of 0.04)

Frazier Fuel - \$1.6645 per gallon (differential of 0.03)

Eastern Plumbing & Heating - \$1.93 per gallon (differential of 0.18)

Dead River - \$1.8985 per gallon (differential of 0.12)

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

VOTED:

To award the bid for heating oil to Acadia Fuel at \$1.6004 per gallon.

7. AIRPORT PLANNING & ENGINEERING SERVICE - BID OPENING

A member of the Board open the only bid received for airport planning and engineering services.

Bid:

Stantec

The Board reviewed the introductory letter at the beginning of the bidder's presentation book. Mr. Whalen suggested that the Board invite the bidder to meet with the Board to discuss the bid and the airport project. Mr. Carter suggested leaving the contractor's bid information in the Town Office for the members of the Machias Airport Committee to review and to place this item on the Board's next meeting agenda.

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

VOTED:

To table the bid received for airport planning and engineering services.

8. FIRE DEPARTMENT - INTERN FOR FALL

Mrs. Dennison advised the members of the Board that the work study student originally approved to work for the Machias Fire Department has withdrawn from the position; she noted that the Fire Chief would like to utilize an alternate student who will be working for only the first semester through December 25th. Mrs. Dennison noted that the student will serve as a junior volunteer firefighter and will be responding to fire calls and operating pumps. The Board discussed insurance liability for this student.

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

VOTED:

To appoint Ryan Maker to the Machias Fire Department contingent upon there being no problem with the town's insurance liability.

The members of the Board signed Mr. Maker's appointment paper.

9. BAY AREA CHAMBER OF COMMERCE - GRANT APPLICATIONS FOR STATION 1898

Ms. Mack reviewed a list of six grants she is applying for in the name of the Town of Machias; she explained that the Town of Machias is the designated agent for the Station 1898 project. Ms. Mack advised the members of the Board that none of the grants ask for matching funding.

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

VOTED:

To authorize that the Director of the Bay Area Chamber of Commerce apply for the six grants as reviewed.

10. TRANSFER STATION - STORM DRAIN

Public Works Director Mike Schoppee advised the Board that there is a storm drain at the transfer station which needs to be replaced between two catch basins; he noted that 160 feet of new culvert (24 inch drainpipe) is needed at a cost of \$3000. Mr. Carter noted that the Board has a note from Mr. Dalton Farley advising the Board of the need.

Mr. Schoppee advised the Board that the project needs to be contracted out since a trench box is needed when replacing this culvert.

On a motion by James Whalen, seconded by Josh Rolfe, the Board

VOTED:

To approve the replacement of a culvert at the Bay Area Transfer Station at a cost of \$3000.

11. TRANSFER STATION EMPLOYEE RESIGNATION

The Board reviewed a letter of resignation from an employee of the

recycling center.

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

VOTED:

To accept a resignation submitted by Robert Johnston from the recycling center effective

9/16/15.

Mrs. Dennison noted that the position has been advertised in local newspapers.

#### 12. TOWN MANAGER - CONTRACT SIGNING

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

VOTED:

To sign the contract with Christina Therrien as presented.

The members of the Board signed the contract.

#### 13. INTERIM TOWN MANAGER COMPENSATION

Mr. Carter noted that the Board of Selectmen had hired Ms. Therrien as the interim town manager until the first of October. It was noted that MMA has advised that Ms. Therrien should be compensated for her time; it was suggested that Ms. Therrien be compensated at the rate of \$150. per week and mileage reimbursement (if the Board requires that she come to Machias in her capacity as interim town manager).

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

VOTED:

To compensate Ms. Therrien at the rate of \$150. per week plus mileage reimbursement.

#### 14. OTHER BUSINESS

A.

Mrs. Dennison advised the members of the Board that there is a Machias Water Company annual shareholder's meeting at the offices of the water company on 9/25/15 at 10:30 AM. Mr. Gay volunteered to represent the Town at the meeting.

B. The Board discussed ISO testing of the town's fire hydrants by the Machias Water Company from 9/10/15 to 9/30/15. Mrs. Dennison advised the Board that a notice of testing to residents was placed in local newspapers; she added that on 9/14/4 Fire Chief Joey Dennison will be in attendance for the testing.

C.

Mr. Mike Radeka informed the Board that he has an estimate of \$1278.40 for roofing materials for the repairs to the airport building. He told the Board that he hoped to fund the purchase of the materials from the funds remaining in the airport beacon repair line (\$2000.) and that he would be negotiating with EBS to get a better price on the building materials. Mr. Radeka noted that the prison will provide a work crew to make the repairs to the building. He cautioned that some boards on the building may need to be replaced as well.

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

VOTED:

To authorize Mike Radeka to proceed with the purchase of materials for repairs to the roof of the airport building with funding allocated from the airport beacon account.

Mr. Carter commented that the Board and the Budget Committee will have to remember to adjust the airport budget as needed when developing next year's budget.

D. Mrs. Dennison advised the Board of a request from Chris Jordan from UMM asking for use of the Southside Field on Saturdays starting 9/12/15 for softball games. Mrs. Dennison advised the Board that Patrick Whitney was e-mailed regarding the request and it was noted that his group is still working on the drainage to the outfield. Mr. Whalen cautioned that any use of the field should be contingent upon a review by the people who manage the field. Mr. Carter commented that a schedule of dates that this group wants to use the field would be helpful. Mr. Whalen stipulated that use of the field would be contingent upon responsibility for upkeep of the field by any group utilizing it. Mr. Carter suggested allowing the UMM group use of the field on 9/12/15 and that any further use will require a schedule of dates.

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

VOTED:

To authorize use of the Southside Field by the UMM group for the next two Saturdays with the stipulation that the group is responsible for any damage to the field and that a schedule of proposed use dates be provided to the Board for review at the next regularly scheduled board meeting.

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

VOTED:

To schedule a public hearing for review of general assistance guidelines on 9/23/15 at 6:00 PM.

F. Mrs. Dennison informed the Board that there were no bids on the airport crack/seal project.

G.

Mr. Whalen reminded the Board of a discussion of the truck traffic on

Elm Street with Elm Street residents several meetings ago. Mr. Carter pointed out that the Board had requested that a draft letter of concern be written and submitted to the Board of Selectmen by these residents; he observed that such a letter has not been received. He pointed out that he has been made aware of a group of residents petitioning the MDOT for something to be done on Main Street but that the Board of Selectmen has not been consulted or advised. Ms. Mack told the Board that the MDOT has approached the Washington County Council of Governments about conducting a traffic study.

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

VOTED:

To send a letter to the MDOT asking that the Town of Machias be included in the planning and study process.

H.

As to the status of the development of a municipal website, Mrs. Dennison noted that personnel are waiting for the new town manager to start full-time in order to solicit any thoughts and opinions she has as to the content of the website.

On a motion by Warren Gay, seconded by Leslie Haynes, the Board voted to adjourn the meeting at 7:00 PM.