

BOARD OF SELECTMEN - TOWN OF MACHIAS

SEPTEMBER 11, 2013

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 Cony Upton; Town Manager Christopher Loughlin; Secretary Cathy Lord; Edward Pellon, Hillary Savage, Sharon Mack, Tim Cox, Scott Porter.

1. MINUTES - REVIEW AND ACTION

On a motion by Danny Manchester, seconded by Cony Upton, the Board voted to approve the minutes of the August 28, 2013 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #19 in the amount of \$15,251.49; to approve municipal warrant #20 in the amount of \$257,627.68; to approve municipal warrant #21 in the amount of \$12,224.16; and, to approve municipal warrant #22 in the amount of \$38,477.32 .

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

To approve school warrant #10 in the amount of \$213,476.88 .

3. GAME OF CHANCE LICENSE - AMERICAN LEGION POST #9

Mr. Loughlin advised the Board that the American Legion Post #9 has submitted a request for a license to conduct a game of chance called "Mr. & Mrs. Pickle". The Board reviewed the request.

On a motion by Danny Manchester, seconded by Cony Upton, the Board VOTED:

To approve a license for a game of chance called "Mr. & Mrs. Pickle" for the American Legion Post #9.

4. HIGH SCHOOL GYM VENTILATION SYSTEM BIDS

The members of the Board opened bids received for the Machias Memorial High School gym ventilation system.

Bids:

James H. McFarland & Sons - \$18,800. base bid/\$18,800. alternate bid  
E. Pellon. Company - \$30,850. base bid/\$30,000. alternate bid

The Board discussed the Bids with Mr. Loughlin and Mr. Porter. Members of the Board commented on the significant difference between the two bids and questioned if the low bidder had visited the site to see the scope of the work to be completed. Mr. Porter told the Board that he did not believe that one of the contractors had visited the site to see the work that needed to be done for the project.

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

VOTED:

To table the high school ventilation system bids pending further information.

Mr. Loughlin, Mr. Porter, and Mr. Davis agreed to meet with the contractor who submitted the low bid to discuss their bid and the scope of the work for the project as soon as possible.

#### 5. AUDIT AGREEMENT LETTER

Mr. Loughlin advised the Board that the annual audit letter has been received from the town's auditor along with the agreement for the Board to sign authorizing the audit.

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

VOTED:

To sign the letter of agreement with the auditor.

#### 6. ORDINANCE UPDATE

Mr. Loughlin explained that the Planning Board has reviewed the proposed sign and driveway ordinances and returned them with their recommendations; he suggested that the ordinance committee meet to review the recommendations. The committee members agreed to meet on Friday, 9/13/13 at 9:00 AM.

#### 7. SEWER PLANT UPDATE

Mr. Loughlin reported that Olver Associates performed a thorough inspection and review of the wastewater treatment plant. Mr. Loughlin reviewed the engineering firm's recommendations for improvements to the plant facility.

#### 8. VOTING CREDENTIALS - MMA ANNUAL MEETING

On a motion by Danny Manchester, seconded by Cony Upton, the Board

VOTED:

To give the Town Manager the authority to vote at the Maine Municipal Association annual meeting as the representative of the Town of Machias.

#### 9. OTHER BUSINESS

A. Mr. Loughlin advised the Board that he will be attending a meeting of the legislative planning committee in Augusta on 9/12/13.

B. Mr. Loughlin reviewed a recommendation to pay the part-time sewer employee for emergency call-outs to the treatment plant. He suggested that the employee be paid for a minimum of two hours whenever the need to check on the treatment plant occurs.

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

VOTED:

To pay the sewer department part-time employee for call-outs to the wastewater treatment plant for a minimum of two hours at his regular rate of pay.

C. Mr. Loughlin advised the members of the Board that the Pleasant River Ambulance Service is offering \$8000. for the used ambulance. Mr. Carter cautioned against by-passing the town's bid policy procedures and he

suggested checking with MMA to determine the best course of action to take.

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

To table the sale of the ambulance pending advice from Maine Municipal Association.

D. Ms. Sharon Mack informed the Board that when she applied for a \$50,000. grant for funds for restoration work to the train station she was unaware that the Bay Area Chamber of Commerce cannot apply for these funds as a 501 C6 entity. She explained that the grant has been re-written for submission and she asked if the Town of Machias would apply for the grant since the Town is an 501 C3 entity. Ms. Mack explained that there are no matching funds needed if the grant is successful.

On a motion by Danny Manchester, seconded by Cony Upton, the Board  
VOTED:

To allow the Bay Area Chamber of Commerce to submit the \$50,000. grant request in the name of the Town of Machias under the town's 501 C3 designation.

E. Mr. Porter expressed his and the school committee's gratitude to the Board for their support of the renovations at the high school. He noted that the project is ninety-eight percent complete.

Mr. Porter advised the Board that the Gaffney roof has been leaking and that this problem will need to be addressed in next year's school budget.

On a motion by Danny Manchester, seconded by Cony Upton, the Board voted to adjourn the meeting at 6:48 PM.