

BOARD OF SELECTMEN - TOWN OF MACHIAS

SEPTEMBER 25, 2013

PUBLIC HEARING
EVENT LICENSE FOR FALL HARVEST FESTIVAL

A public hearing to review a request for an event license for the fall harvest festival was called to order at 6:00 PM by Chairman Aubrey Carter. Mr. Carter explained that the purpose of the hearing was to allow public comment on an event license (wine tasting) for the fall harvest festival to be held in October. Ms. Sharon Mack explained that there will be a wine tasting event held at the train station which will be a fundraiser for Station '98. Mr. Carter asked for any comments from the public. Hearing no other comments, Mr. Carter closed the public hearing at 6:03 PM.

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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; Police Chief Grady Dwelley; Sewer Department Supervisor Bob Bialotta; Sharon Mack, Edward Pellon, Hillary Savage, Sharon Mack, Scott Porter, Thomas Neal, Bob Berta.

1. MINUTES - REVIEW AND ACTION

On a motion by Danny Manchester, seconded by Glenn Davis, the Board voted to approve the minutes of the September 11, 2013 Board meeting with the following correction: on Page 2, Item #9D Mr. Loughlin informed the Board that the Town actually has a 170C1 tax exempt designation which allows it to apply for grants.

2. WARRANTS - REVIEW AND ACTION

On a motion by Danny Manchester, seconded by Cony Upton, the Board
VOTED:
To approve municipal warrant #23 in the amount of \$15,413.37; to approve municipal warrant #24 in the amount of \$42,202.60; to approve municipal warrant #25 in the amount of \$14,661.22; and, to approve municipal warrant #26 in the amount of \$40,501.68 .

On a motion by Danny Manchester, seconded by Cony Upton, the Board
VOTED:
To approve school warrant #12 in the amount of \$243,573.44 .

3. LIQUOR LICENSE - EVENT LICENSE FOR FALL HARVEST FESTIVAL

On a motion by Danny Manchester, seconded by Glenn Davis, the Board
VOTED:
To grant an event license for a wine tasting event for the fall harvest festival.

4. SOLID WASTE CONTRACTS

Mr. Loughlin advised the members of the Board that the amounts assessed for the solid waste contracts have gone down eight to nine percent for the contract towns. He noted that the costs for bags and scale charges will increase this fall. Mr. Loughlin explained that he will ask the

Board to sign the contracts when they are returned by the contract towns.

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

VOTED:

To send out the solid waste contracts to contract towns for signatures.

5. SEWER PUMP REPAIR/REPLACEMENT

Mr. Bialotta advised the Board that a vacuum pump needs to be purchased for the wastewater treatment plant. He told the Board that he has two quotes from companies which supply vacuum pumps - a quote of \$5315. which includes freight costs and a quote of \$4529. which does not include shipping costs. Mr. Manchester asked how often this piece of equipment is used at the facility and Mr. Bialotta explained that the vacuum pump is used often to clean things such as tanks and manholes. Mr. Bialotta pointed out that the cost of a service call for a contractor to provide this service is \$1000. for every call. He recommended that the Board purchase the vacuum for \$4529. with the funding to be allocated from the capital projects line of the sewer budget. Mr. Bialotta recommended that the Board waive the town's bid policy due to the fact that the vacuum is needed as soon as possible.

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

VOTED:

Based on the recommendation of Mr. Bialotta, to waive the town's bid policy and to purchase the vacuum

pump for the wastewater treatment plant from Moro USA at the cost of \$4529. plus shipping costs.

6. GENERATOR PREVENTIVE MAINTENANCE CONTRACT

Mr. Loughlin advised the Board that the State wants to see regular preventive maintenance for the treatment plant machinery in light of the most recent problem. He noted that a contract for preventive maintenance for the machinery will either cost \$2631. for a one year contract or \$3331. for a two year contract. Both Mr. Carter and Mr. Manchester asked to see more quotes from other providers before making a decision on a preventive maintenance contract and they requested that Mr. Loughlin check on additional quotes.

7. APPOINTMENT OF RESERVE POLICE OFFICER

Police Chief Grady Dwelley recommended to the Board that Mr. Timothy Carter be appointed as a reserve police officer to the Machias Police Department. Mr. Dwelley reviewed Mr. Carter's experience with the Board.

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

VOTED:

Upon the recommendation of the Police Chief, to appoint Timothy Carter as a reserve police officer.

8. TRANSFER STATION OPERATIONS MANUAL UPDATE

Mr. Loughlin asked the members of the Board to review a copy of the transfer station operations manual for changes that should be made.

9. OTHER BUSINESS

A. Mr. Loughlin advised the Board that he has provided them with a listing of state and federal mandates.

B. Mr. Loughlin told the Board that he will provide the Board with the town's emergency preparedness plan for updates at their next meeting.

C. Mr. Loughlin advised the Board that the Town has an opportunity for a contract with a holding facility for dogs which would fulfill the state requirement for a shelter facility. He told the Board that he would provide the members of the Board with a contract for their review.

D. Mr. Loughlin reported that paving of town streets is complete.

E. The Board discussed the Board's meeting dates during November and December. The members of the Board decided to cancel the second meeting in December since it falls on Christmas day. Mr. Carter pointed out that a meeting can be scheduled if needed.

10. SEWER BILLING FOR SHEKINAH HOUSE

Mr. Loughlin reminded the Board of a request from Shekinah House asking for dismissal of sewer charges due to water leaks. Mr. Loughlin explained that the quarterly bill was for \$731.60 instead of the normal \$16.74. Rev. Thomas Neal asked to be absolved of the sewer charges since the sewer was not actually used. Mr. Loughlin confirmed that the water company had written off the water bill.

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

VOTED:

To reduce the first quarter sewer billing for Shekinah House to \$16.74.

11. DECISION ON SCHOOL VENTILATION SYSTEM

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

VOTED:

To take the decision on the school ventilation system off the table for discussion.

Mr. Loughlin advised the Board that a discussion was held with the low bidder on the school ventilation system, James H. McPartland & Sons. He explained that the contractor stands by their submitted bid for the project.

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

VOTED:

To award the bid on the school ventilation system to James H. McPartland & Sons who submitted a base bid of \$18,800. and an alternate bid of \$18,800.

12. AMBULANCE DISPOSITION

The members of the Board discussed the sale of one of the Machias ambulances to the Pleasant River Ambulance Service. Mr. Loughlin explained that the Town does not have a sale policy but that citizens do authorize the selectmen to dispose of town-owned property. The Board decided to wait to see if Pleasant River responds as to purchasing the ambulance.

13. ORDINANCES - DRIVEWAY AND SIGNAGE UPDATES

Mr. Loughlin reported that the Machias Planning Board reviewed the driveway and signage ordinances and returned the draft ordinances with their recommendations. Mr. Carter noted that the ordinance committee will take a final look at the ordinances and then they will be ready to be acted on at a special town meeting.

14. DISCUSSION OF COUNTY BUDGET

Mr. Manchester recommended sending a letter to the Washington County budget committee and the county commissioners advising that the Machias Board of Selectmen does not recommend an increase in the county budget. The Board discussed the proposed county budget. The other members of the Board agreed to have Mr. Loughlin draft a letter regarding this issue for the Board to sign.

On a motion by Danny Manchester, seconded by Cony Upton, the Board voted to adjourn the meeting at 6:55 PM.