

BOARD OF SELECTMEN - TOWN OF MACHIAS

JANUARY 25, 2017

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; Town Manager Christina Therrien; Secretary Cathy Lord; Ambulance Service Captain Lois Libby; Cat Cannon, Bob Berta.

1. MINUTES - REVIEW AND ACTION

On a motion by Warren Gay, seconded by Josh Rolfe, the Board voted to approve the minutes of the January 11, 2017 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #62 in the amount of \$16,748.97; to approve municipal warrant #63 in the amount of \$64,678.92; to approve municipal warrant #64 in the amount of \$15,466.65; and, to approve municipal warrant #65 in the amount of \$232,805.63 .

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

To approve school warrant #30 in the amount of \$154,792.54 .

3. AMBULANCE/FIRE CONTRACTS - TOWN OF WHITNEYVILLE

Ms. Therrien advised the Board that the Town of Whitneyville has returned signed contracts for ambulance and fire services. The members of the Board signed the contracts as presented.

4. AIRPORT CONTRACT WITH STANTAC - ACCESS ROAD & BUILDING

Ms. Therrien advised the Board that Stantac has submitted a contract for the two projects at the Machias Valley Airport (reconstruction of airport access road and construction of terminal building) in the amount of \$135,643. She noted that an aviation engineer with the Maine Department of Transportation has provided an estimate of a fair and reasonable offer for these services as a guideline in awarding the contract.

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

To accept the Stantec contract to provide services for the projects at the airport in the amount of \$135,643.

5. LOAN BIDS FOR LOADER/BACKHOE

Ms. Therrien informed the Board that no bids were received in response to the bid specifications on a loan of \$71,500.00 to purchase the new loader/backhoe. She told the members of the Board that she would contact local banks in an effort to solicit bids.

6. APPOINTMENT OF BOARD REPRESENTATIVES FOR UNION NEGOTIATIONS

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

VOTED:

To appoint Josh Rolfe as a Board representative for union negotiations.

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

VOTED:

To appoint James Whalen as a Board representative for union negotiations.

7. NEW AMBULANCE - BID OPENING

Mr. Carter recommended that after the Board opens the bids received for the purchase of a new ambulance that the bids be referred to the Ambulance Captain and the Town Manager for review and recommendation on the purchase.

Members of the Board opened the bids received.

Bids:

Autotronics - \$185,750.00 or \$154,050.00

New England Emergency Vehicles - \$159,871.00

Specialty Vehicles Inc. - \$169,171.00

Sugarloaf Rescue Ambulance - \$154,244.00

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

VOTED:

To refer the ambulance bids to the Ambulance Captain and the Town Manager for their review of the bids and a recommendation on the purchase.

8. RECOMMENDATION TO HIRE ATTORNEY FOR LITIGATION CASES

Ms. Therrien explained to the Board that there are outstanding sewer accounts which have been submitted to small claims court for which the Town has received no compensation since property owners have filed counter claims as to the amount owed on the accounts. She noted that an estimate of this outstanding debt is approximately \$30,000. Ms. Therrien suggested to the Board that the Town is at the point where it may be advisable to secure the services of an attorney to litigate these issues.

Ms. Therrien also noted that there are two on-going code issues, one dealing with property at 18 Charles Street and one dealing with property at 12 High Street which remain unresolved. Ms. Therrien advised the Board that the new owner of 18 Charles

Street wants to work with the Code Enforcement Officer to bring issues with that property into compliance. Ms. Therrien recommended that the Town seek an attorney to represent the municipality on these issues. Mr. Whalen suggested that the Town find an attorney with experience in these matters. Ms. Therrien said that she would prefer to hire one attorney to litigate the outstanding sewer accounts and code violations.

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

VOTED:

To authorize the Town Manager to hire an attorney for the litigation of sewer accounts and for the litigation of code issues.

Mr. Carter asked that the Town Manager keep the Board aware of estimated costs for the litigation.

Ms. Therrien recommended that the new owner of 18 Charles Street be given six months to comply with municipal codes and to pursue litigation on property at 12 High Street.

On a motion by Aubrey Carter, seconded by Josh Rolfe, the Board

VOTED:

As recommended by the Town Manager, to allow a period of six months for the new owner of property located at 18 Charles Street to comply with municipal codes.

9. POLICE DEPARTMENT - FULL-TIME POSITION

Ms. Therrien explained to the Board that there may be an eligible applicant to appoint to the open patrol position in the police department in a few weeks. Mr. Rolfe suggested advertising the position with no closing date on the town's website and with Maine Municipal Association until the position is filled.

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

VOTED:

To advertise the full-time police officer position on the town's website and with MMA.

10. MAINE FLOODPLAIN MANAGEMENT - ADOPTION OF ORDINANCE

Ms. Therrien called the Board's attention to a January 10th letter from the Department of Agriculture, Conservation & Forestry notifying towns of the new FEMA flood insurance maps and the requirement for adoption into local ordinance for compliance with the National Flood Insurance Program. She noted that the State is requiring that the floodplain ordinance be updated on or before July 18, 2017. Mr. Whalen suggested canvassing local businesses as to what the State is requiring. Mr. Carter noted that the Town Manager will be working on this issue for the Town. Ms. Therrien noted that she will make the Machias Planning Board aware that the floodplain maps will need to be updated.

11. TOWN MANAGER'S REPORT

A. Ms. Therrien reviewed a budget meeting schedule for 2017-2018. She noted that wages can be finalized after negotiations are completed.

B. Ms. Therrien noted that the Board has a copy of the monthly operations report for the pollution control facility and a draft letter from Olver Associates to be sent to landowners advising of survey crews working in town collecting field data.

C. Ms. Therrien informed the members of the Board that \$150. is owed on the seized pick-up truck that has been stored at Timmy's Auto over the past two years.

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

VOTED:

To take \$50.00 off the bill owed to Timmy's Auto for vehicle storage on a seized pick-up truck.

12. OTHER BUSINESS

Mr. Whalen asked the Board to consider a change of policy to make the employee payroll bi-weekly. Ms. Therrien advised the Board that there is nothing in the union contract that specifically says the Town cannot distribute payroll on a bi-weekly basis. Mr. Carter commented that this is something that the Board can look at and put on the table for further discussions. Ms. Therrien pointed out that this item can be discussed in conjunction with municipal budgets. Members of the Board noted the need to discuss this possible change with the Finance Director.

On a motion by Warren Gay, seconded by Josh Rolfe, the Board voted to adjourn the meeting at 7:37 PM.