

BOARD OF SELECTMEN - TOWN OF MACHIAS

MARCH 8, 2017

A regularly scheduled meeting of the Machias Board of Selectmen was called to order at 6:00 PM by Vice Chairman Warren Gay. In attendance were Board members James Whalen, Leslie Haynes, and Josh Rolfe; Town Manager Christina Therrien; Secretary Cathy Lord; Finance Director Meagan Dennison; Fire Chief Joey Dennison; Ed Pellon, Bill Kitchen, Bob Berta, Michelle Ray, Sharon Mack.

1. MINUTES - REVIEW AND ACTION

On a motion by Josh Rolfe, seconded by James Whalen, the Board voted to approve the minutes of the February 8, 2017 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

VOTED:

To approve municipal warrant #70 in the amount of \$14,587.04; to approve municipal warrant #71 in the amount of \$27,783.66; to approve municipal warrant #72 in the amount of \$14,890.01; to approve municipal warrant #73 in the amount of \$165,179.12; to approve municipal warrant #74 in the amount of \$14,961.00; to approve municipal warrant #75 in the amount of \$172,720.15; to approve municipal warrant #76 in the amount of \$10,118.24; and, to approve municipal warrant #77 in the amount of \$276,147.26 .

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

VOTED:

To approve school warrant #34 in the amount of \$215,265.50 and school warrant #36 in the amount of \$212,496.52 .

3. AMBULANCE CONTRACT - TOWN OF ROQUE BLUFFS

The Board signed the returned ambulance contract from the Town of Roque Bluffs.

4. APPOINTMENT PAPER FOR PUBLIC HEALTH OFFICER

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

VOTED:

To appoint Christina Therrien as the Town of Machias Public Health Officer.

The members of the Board signed an appointment paper for the position.

5. REQUEST TO COLLECT EXCISE TAXES - JONESBORO/WHITNEYVILLE

Ms. Therrien explained that Machias has received a request from the Town of Jonesboro and the Town of Whitneyville asking for the Town of Machias to accept excise taxes at the Machias Town Office from 4/7/17 through 4/19/17 on behalf of these two towns.

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

To approve the collection of excise taxes for Jonesboro and Whitneyville for the period of 4/7/17 through 4/19/17 in the Machias Town Office.

6. MACHIAS BAY AREA CHAMBER OF COMMERCE SPONSORED BEER TENT

Chamber of Commerce Director Sharon Mack explained to the Board that the Chamber wants to sponsor a beer tent at the annual blueberry festival in August. She noted that the beer tent would be located in the Colonial Way parking lot over the two day celebration and would be licensed by the State. Mr. Rolfe asked if there were any other vendors selling beer at the festival; Ms. Mack responded that there are no other vendors providing this type of activity at the festival. Mr. Bob Berta asked if there would be any damage to the parking lot; Ms. Mack said that the tent would be held down by concrete blocks with no spikes having to be driven into the parking lot. The members of the Board commented that they see no issues with the beer tent. Mr. Rolfe noted that the liquor license application will be reviewed by the Board when it is submitted. Ms. Mack thanked the Board.

7. MACHIAS BAY AREA CHAMBER OF COMMERCE ANNUAL DINNER/AWARDS

Ms. Therrien informed the members of the Board that that the Chamber of Commerce annual dinner and awards is scheduled for Friday, April 28th at the Lee Pellon Center. Ms. Therrien asked the Board to think about attending the event and possibly sponsoring a table at the event. She also noted that the deadline for nominations for various awards is April 14th.

8. SEWER ABATEMENT REQUEST

Ms. Michele Ray, owner of property located at 23 Water Street, asked the Board for an abatement of sewer charges on the property. She told the Board that when she bought the property there were two water bills and two sewer bills. Ms. Ray added that someone at the water company advised her that there is only one sewer on the property. She commented that she did not think it was fair for the Town to charge for a sewer that does not exist. Ms. Therrien explained that there are two separate water meters and two residences at the address. She noted that on 4/19/13 usage stopped on one of the units, the account (#186) was closed, and a last bill for charges was sent out. Ms. Therrien

suggested that the amount of \$50.19 could be abated on Account #186 and credited towards the charges owed on Account #187. Ms. Ray told the Board that she has more bills showing additional charges she has paid. Mr. Gay noted that the sewer abatement request will be tabled until the next meeting in anticipation of additional information from Ms. Ray.

9. REQUEST FOR FIRE DEPARTMENT TO BURN GINGHAM BUILDING

Fire Chief Joey Dennison advised the Board of a request from Linda Throckmorton asking that the Machias Fire Department burn her building located on Route #1, the Gingham building. Mr. Whalen recommended that the surrounding property owners be advised of the date and time of the burning to make sure that they are aware of the activity. The Board discussed that a monetary contribution from the property owner should be made to the fire department to cover costs of the activity, a contribution similar to other past contributions (\$500.) for this type of service. Mr. Pellon noted that the building may possibly have asbestos; Mr. Dennison noted that he will check on this.

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

VOTED:

That the Machias Fire Department will burn the Gingham building under the stipulations that there is no asbestos in the building and the property owner cleans up the site after the building is burned.

10. AMBULANCE BILL BALANCES FOR TOWN EMPLOYEES

Ms. Therrien asked the Board if the members of the Board are aware of a policy for ambulance bill forgiveness for town employees. She noted that she was unaware of such a policy and was checking with the Board as to their knowledge of such a policy. Members of the Board commented that they were not aware of any such policy. Mr. Whalen noted that it is not fair to forgive bills just because people are employed by the Town.

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

VOTED:

That ambulance bill balance forgiveness for municipal employees be disapproved.

11. FLOOD INSURANCE MAPS - REVIEW OF REPORT

Ms. Therrien noted receipt of a 2/24/17 report from Ransom Consulting Engineers and Scientists regarding the preliminary flood insurance rate maps initial review. Ms. Therrien gave a summary overview of the findings in the report. She noted that the consulting firm had examined the methodology and data that the State had used in developing new flood insurance maps.

12. TELEBUSINESS CENTER - FRONT DOOR REPLACEMENT

Ms. Therrien advised the Board of two quotes for purchase and installation of a new front door at the Machias Tele-Business Center:

Eric Holm - \$2900.

Machias Glassworks - \$3940.

Ms. Therrien reviewed the quotes; members of the Board commented that they would like to see more quotes after discussing what should be installed at the building.

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

VOTED:

To table the quotes for purchase and installation of a new door for the Machias Tele-Business Center to allow the Town Manager time to obtain additional quotes for the work.

13. RATIFICATION OF VOTE TO PAY SURVEY WORK FROM CONTINGENCY

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

VOTED:

To pay for the survey work for the establishment of the Machias/Whitneyville town line in the amount of \$5000. from the contingency account.

14. TOWN MANAGER'S REPORT

A. Ms. Therrien informed the members of the Board that she had discussed lifting the deed restrictions on the sale of the telebusiness center with the Department of Economic and Community Development. Ms. Therrien noted that she was told that the deed restrictions would not be lifted until the actual time of the sale of the building; she was also advised that the funds from the sale of the building could not go into the general fund but would have to be placed into a community development project account with the State reserving approval of the use of the funds. Ms. Therrien noted that possible projects the Board can look at funding could be sidewalks, a riverwalk, work at the Bad Little Falls Park, and providing matching grants to businesses.

The Board discussed efforts to sell the building or renting office spaces. Ms. Therrien noted that the Board can use an agent to spearhead efforts to sell or rent the building who would be paid a commission on rentals.

B. Ms. Therrien advised the Board that the property at 7 Free Street has been sold for \$6000. which covers all the taxes and sewer charges owed on the property.

C. Ms. Therrien noted that the Board has information on a Bold Coast Scenic Bikeway which is an effort towards the development, promotion, and management of long term bicycle tourism in Washington County for their review.

D. Ms. Therrien advised the Board that they have a copy of the most recent transfer station billing summary for their review.

15. APPROVAL OF VOLUNTEER FIREFIGHTERS FOR MACHIAS FIRE DEPARTMENT

Fire Chief Joey Dennison asked the Board to approve the addition of three people to the volunteer fire department roster. The Board reviewed the applications of the perspective candidates for appointment.

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

VOTED:

Based on the recommendation of the Fire Chief, to appoint Rebecca Lee, Vidar Zay, and David Cisneros to the Machias Volunteer Fire Department with the requirement that proof of a fit-for-duty medical physical be provided within six months of the date of appointment.

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board voted to adjourn the meeting at 7:02 PM