

BOARD OF SELECTMEN - TOWN OF MACHIAS

JUNE 14, 2017 - ORGANIZATIONAL MEETING

An organizational meeting of the Machias Board of Selectmen was called to order at 9:23 PM by Board member Warren Gay immediately following the annual town meeting. In attendance were Board members Leslie Haynes, Josh Rolfe, Bill Kitchen, and Paula Johnson; Town Manager Christina Therrien; Secretary Cathy Lord; Finance Director Meagan Dennison; Ed Pellon, Denice Hopkins, Sarina Brooks, Virginia Brown, Wayne Wood.

1. NOMINATIONS FOR CHAIRMAN OF THE BOARD OF SELECTMEN

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board VOTED:

To nominate Warren Gay as Chairman of the Machias Board of Selectmen.

Motion carried to designate Mr. Gay as Chairman of the Machias Board of Selectmen.

2. NOMINATIONS FOR VICE CHAIRMAN OF THE BOARD OF SELECTMEN

On a motion by Warren Gay, seconded by Leslie Haynes, the Board VOTED: To nominate Josh Rolfe as Vice Chairman of the Machias Board of Selectmen.

Motion carried to designate Mr. Rolfe as Vice Chairman of the Machias Board of Selectmen.

3. SCHEDULE OF MEETINGS - DAYS AND TIMES

Mr. Gay asked the other members of the Board if they wanted to maintain their meeting night on every second and fourth Wednesday of the month at 6:00 PM. It was the consensus of the Board to adhere to this schedule for meetings.

4. WARRANTS - REVIEW AND ACTION

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board VOTED:

To approve municipal warrant #100 in the amount of \$9,389.63;
to approve municipal warrant #101 in the amount of \$22,005.31;
to approve municipal warrant #102 in the amount of \$13,363.37;
to approve municipal warrant #103 in the amount of \$260,148.95;
to approve municipal warrant #104 in the amount of \$12,973.50;
to approve municipal warrant #105 in the amount of \$511.68;
to approve municipal warrant #106 in the amount of \$507.13;

and, to approve municipal warrant #107 in the amount of \$391,344.83 .

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board
VOTED:

To approve school warrant #50 in the amount of \$236,872.16 .

5. LIQUOR LICENSE RENEWAL - OBEDIAH'S CAFE

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board
VOTED:

To approve a liquor license renewal for Obediah's Cafe.

Ms. Therrien asked the Board to approve an off-site catering permit for Pat's Pizza. The permit was signed by the Board.

6. DISCUSSION OF POSSIBLE TREE/SHRUB LOCATIONS AT TOWN OFFICE

Ms. Therrien explained that plans are in process to plant greenery around the Machias Town Office. She noted that the intent of the plantings is not to negatively impact adjacent businesses. Mr. Pellon commented that the plantings should be placed in more appropriate locations, he suggested Main Street could benefit from the plantings. Mr. Wayne Wood suggested that the greenery could be planted up against the town office building. Mr. Pellon added that if the intent is to slow vehicles going behind the buildings that speed bumps should be placed around the town office and other buildings. Mr. Gay noted that there is a post that should be removed in an adjacent lot and he recommended that forty-five degree angled parking spaces would be more appropriate at the business complex. Mr. Pellon commented that planting of trees and shrubs should not "screw up businesses".

Ms. Virginia Brown stated that she is concerned that there are non-residents on the revitalization committee making decisions about the Town of Machias. Ms. Therrien noted that non-residents are not making any decisions on their own but are only helping with suggestions for improvements. Mr. Rolfe recommended that concerned citizens attend meetings of the revitalization committee on the second Friday of the month at the Blue Bird Ranch Restaurant. Mr. Rolfe added that the Board has no intention of negatively impacting any business in Machias.

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board
VOTED:

To table any decision on plantings around the Machias Town Office until there is a better opportunity to make an informed decision after garnering more input from citizens.

7. MUNICIPAL APPOINTMENTS

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board
VOTED:

To sign all municipal appointments as presented by the Town Manager.

8. QUOTES FOR SLAB WORK AT TRANSFER STATION

Ms. Therrien advised the members of the Board that there are two quotes for placement of concrete slabs under the burn pile and under the metal pile at the Bay Area Transfer Station. She noted that there is a concern for soil separation under the burn pile. Ms. Therrien explained that the slabs will be 25 feet by 25 feet and that there are funds in the current year's budget to pay for the work. She noted that the quotes for the work are from Dale Richardson - \$4,900. and Gray's Concrete - \$5,755. Mr. Gay warned that the slab will split under the heat generated by the burn pile and that another material like brick would need to be placed on top of the concrete for protection from the intense heat.

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board
VOTED: To approve funding in an amount not to exceed \$4,900. for placement of a concrete slab for the metal pile at the transfer station and to look into surfacing a slab for the burn pile with another material before proceeding with the placement of this second slab.

9. MINIMUM WAGE AND PAY REQUIREMENTS

Ms. Therrien advised the Board that the Town will need to pay its dispatchers a minimum wage going back to January 1st of this year; she noted that this will affect the Town every year as wages change. Ms. Therrien told the Board that the impacted employees have already been issued payroll checks covering the back pay. Ms. Therrien also noted that there is an over-time issue due to the state ruling on wages which will impact some employee positions.

10. EMPLOYEE OF THE YEAR

Mr. Gay explained that the Bay Area Chamber of Commerce has chosen Mike Schoppee as "Employee of the Year" and he suggested that the Town do something to recognize this accomplishment. Mr. Rolfe commented that Mr. Schoppee is a dedicated employee, works hard, and usually works more than a standard work week. Mr. Gay noted that it is important to recognize Mr. Schoppee as an outstanding employee. The Board discussed options in recognizing Mr. Schoppee. Mr. Haynes recommended that a plaque of recognition be given to Mr. Schoppee. Mr. Rolfe suggested a one time gift of paid time off.

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board
VOTED: Based on Mr. Mike Schoppee being named "Employee of the Year" by the Bay Area Chamber of Commerce, to allow Mr. Schoppee one week of paid leave in recognition of his hard work and dedication.

Mr. Gay recommended that the week of paid leave be scheduled during a slack period of time when the impact of the director's absence is minimal.

11. POLICE VEHICLE PURCHASE DISCUSSION

Ms. Therrien advised the Board that the minimum bid for the fully equipped low mileage 2014 police vehicle located in Brownville is \$18,500. She suggested that the Board place a bid for the vehicle. The Board discussed how to proceed with discussing a bid on the vehicle since they would be talking about the amount of a bid in a public forum. It was suggested that the Board adjourn into executive session as allowed under state statutes to discuss making a bid on the vehicle.

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board
VOTED:

To adjourn into executive session at 10:02 PM in order to discuss placement of a bid for a police vehicle being sold by the Town of Brownville as allowed under State of Maine Title I Chapter 13 405 Section D statutes for negotiations needing to be made in executive session.

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board voted to adjourn the executive session at 10:15 PM and reconvene into open session.

The members of the Board directed the Town Manager to submit a bid on behalf of the Town of Machias on the 2014 police vehicle being sold by the Town of Brownville.

On a motion by Bill Kitchen, seconded by Josh Rolfe, the Board voted to adjourn the meeting at 10:18 PM.