

BOARD OF SELECTMEN - TOWN OF MACHIAS

APRIL 26, 2017

A regularly scheduled meeting of the Machias Board of Selectmen was called to order at 6:10 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; Town Clerk Sandra Clifton; Police Chief Grady Dwelley; Deke Talbot, Ed Pellon, Bill Kitchen, Bob Berta.

1. MINUTES - REVIEW AND ACTION

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board voted to approve the minutes of the April 5, 2017 Board meeting and the minutes of the April 12, 2017 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #88 in the amount of \$10,088.44; to approve municipal warrant #89 in the amount of \$40,683.41; to approve municipal warrant #90 in the amount of \$19,889.86; and, to approve municipal warrant #91 in the amount of \$414,893.99 .

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

To approve school warrant #44 in the amount of \$201,532.35 .

3. PAT'S PIZZA - LIQUOR LICENSE RENEWAL

The Board reviewed an application for a liquor license renewal submitted by the owner of Pat's Pizza (Cricket Corporation). The application documents \$1,142,321. in food sales and \$104,614. in liquor sales.

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

To approve a liquor license renewal for Pat's Pizza (Cricket Corporation).

4. BID OPENING - TAX-ACQUIRED PROPERTIES

Members of the Board opened bids received for the purchase of tax-acquired property.

Bids:

- Map #11, Lot #54 - Richard Eckendorff - \$8,001.00
- (West Street) - John Frazier - \$25,100.00
- Yi Yu He - \$20,000.00
- Shawn Pickham/Marcia Saunders - \$8,010.00
- Paula Johnson - \$8,755.00
- Victor Roberts - \$8,010.00

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

VOTED:

To award the bid for the purchase of property located on Map #11, Lot #54 (West Street) to John Frazier in the amount of \$25,100.

Ms. Therrien noted that there no other bids were received on the remaining tax-acquired properties.

5. DISCUSSION OF CLOSURE OF TOWN OFFICE

Ms. Therrien requested that the Machias Town Office be closed on June 30th for the annual closing of town books; she also noted that there are staffing issues on July 28th since there will be only one person working in the town office on that day and she asked that the Board consider closing the office for this additional day due to a staffing shortage. The Board discussed closing the office for these two days as requested. It was noted that the June 30th day is devoted to completion of town reports and books and that the office is routinely closed on the last day of the fiscal year for this purpose. Mr. Gay noted that only one employee would be available to work on July 28th with the Town Manager needing to be absent on this day due to a personal commitment.

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

VOTED:

To close the Machias Town Office on June 30, 2017 in order to close the town books and to close the office an additional day on July 28, 2017 because of staffing issues.

Vote On Motion: 3 votes in favor of motion (Mr. Gay, Mr. Rolfe, & Mr. Haynes)
1 vote in abstention (Mr. Whalen)

Motion Passed

6. POLICE DEPARTMENT - REVIEW OF DATA

Police Chief Grady Dwelley reviewed a statistical summary of activity by the Machias Police Department from 2013 to 2016 as was requested by the Board of Selectmen. Chief Dwelley also compared the activity of the Machias Police Department with activity of the Milbridge Police Department, the Baileyville Police Department, the

Eastport Police Department, and the Washington County Sheriff's Department. Mr. Rolfe noted that there was a short discussion at the Board's last meeting regarding activity of the police department and members of the Board wanted to hear a report directly from the Police Chief. Mr. Whalen noted his concern that there is no revenue generated by the \$300,000. plus annual cost of the police department.

Mr. Berta commented that he listens to a scanner and has observed that the police department is constantly responding to calls and that the officers of the department are working to keep citizens safe.

7. FIRE DEPARTMENT - REQUEST TO BURN STRUCTURE

Ms. Therrien advised the Board of a request from the owner of a house located at 457 Kennebec Road for the Machias Fire Department to burn the structure. The Board reviewed a memo from Fire Chief Joey Dennison to the Town Manager advising that the burning of the structure should be fairly easy for the fire department; the Fire Chief also advised the Town Manager as to the burned-out structure located on High Street.

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

VOTED:

To approve the burning of a structure located at 457 Kennebec Road by the Machias Fire Department as requested by the owner of the property.

Mr. Rolfe said that he assumed the property owner would make the usual donation of \$500. to the Machias Fire Department to complete the burning of the structure. Mr. Therrien confirmed this and noted that the Fire Chief would also inspect the site after the owner has taken care of the remains of the burned structure.

8. TELEBUSINESS CENTER DISCUSSION

Ms. Therrien provided the Board with an outline of terms for the management of the Machias Telebusiness Center by Meridian Property Management. Mr. Whalen advised that he had contacted an official in the governor's office regarding being able to sell the telebusiness center and relaxing the covenant to market the building. Mr. Whalen said that the official (John Coterra) had verbally agreed to look into the matter. Mr. Whalen suggested placing the building with a realtor for a six month period to see if there is any interest. Mr. Rolfe said that he thought the Board should table efforts to sell the building until the deed restriction is lifted by the State.

The Board discussed Meridian's terms for managing the telebusiness center. Members of the Board stated that if the Town is approached by new tenants and enters into a lease agreement on its own there needs to be an understanding that the management company will not receive the eight percent of monthly rent.

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

VOTED:

To enter into an agreement with Meridian Property Management for a six month period to procure and manage tenants for the Machias Telebusiness Center with the understanding that the management company will receive 8% of gross monthly rent only for those rentals they procure.

9. OTHER BUSINESS

A. Ms. Therrien reviewed a request made to the Department of Agriculture, Conservation and Forestry for the funding of the Machias Waterfront Resilience and Renewal Project through a Maine Coastal Program Coastal Communities Grant in the amount of \$40,000. for preliminary and concept planning. She noted that this "project would address preparing for coastal storms, erosion and flooding, coastal hazards, improve public coastal access, and ensure a sustainable, vibrant coastal community". Ms. Therrien explained that she is requesting that the Board pledge a cash match of \$2,500. out of Tax Increment Financing funds as the cash match needed to be eligible for the grant. Mr. Pellon suggested that the Town Manager approach Machias Savings Bank for the cash match since the grant would protect properties located on Main Street. Ms. Therrien explained that she has initiated contacts with the bank for this purpose. She noted that the Town would also be pledging to use an in-kind match in the form of personnel time and resources. The Board discussed the grant application.

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

VOTED:

To pledge \$2,500. from TIF funds for the cash match needed for the Machias Waterfront Resilience and Renewal Project in the event funding from a Maine Coastal Program Coastal Communities Grant is approved.

Vote On Motion: 3 votes in favor of motion (Mr. Gay, Mr. Rolfe, & Mr. Haynes)
1 vote in abstention (Mr. Whalen)

Motion Passed

B. Ms. Therrien noted that the Board has a copy of a 2016 annual drinking water quality report submitted by the Machias Water Company for their review.

C. Mr. Whalen expressed the concern of a resident living on High Street regarding a burned-out structure located on High Street whose owner has not addressed existing health and safety issues. Mr. Whalen noted that the resident, Arthur McCurdy, is willing to resort to legal action to get the Town to move on the hazardous situation. Mr. Gay explained that the Town is currently working on the problem since the owner of the property has been non-responsive to requests that the remains of the burned-out structure be addressed. He noted that the fire department may be able to assist with the problem. Ms. Therrien added that she will be talking with an attorney regarding the issues of the property.

10. EXECUTIVE SESSION

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

VOTED:

To adjourn into executive session at 6:53 PM in order to discuss a personnel issue as outlined

in MRSA Sec 405 Title I Chapter 13 Sub-section A.

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board voted to adjourn the executive session at 7:20 PM and reconvened into open session.

On a motion by Josh Rolfe, seconded by Leslie Haynes, the Board voted to adjourn the meeting at 7:20 PM.