

# BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

JANUARY 13, 2021

A meeting of the Machias Board of Selectpeople was called to order via the Zoom platform at 6:00 PM by Chairman Josh Rolfe. In attendance were Board members Paula Johnson-Rolfe, James Jackson, and Leslie Haynes; Town Manager Christina Therrien; Secretary Cathy Lord; Town Clerk Sandra Clifton; Police Chief Todd Hand; Mary Angarola, Sarah Dedmond Craighead, Bob Berta.

## **1. MINUTES - REVIEW AND ACTION**

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board voted to approve the minutes of the December 30, 2020 Board meeting.

## **2. WARRANTS - REVIEW AND ACTION**

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board  
VOTED:

To approve municipal warrant #56 in the amount of \$24,862.21; to approve municipal warrant #57 in the amount of \$487,710.90; to approve municipal warrant #58 in the amount of \$21,697.26; and, to approve municipal warrant #59 in the amount of \$179,573.12 .

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board  
VOTED:

To approve school warrant #11521 in the amount of \$190,893.48 . .

## **3. MUNICIPAL CONTRACTS - BOARD SIGNATURES**

Ms. Therrien advised the Board that the Town of Marshfield has returned their signed contract for ambulance services and their solid waste contract.

On a motion by Paula Johnson Rolfe, seconded by James Jackson, the Board  
VOTED:

To sign the ambulance and solid waste contracts for the Town of Marshfield.

## **4. LIQUOR LICENSE RENEWAL - HELEN'S RESTAURANT**

The Board reviewed a liquor license renewal application from Helen's Restaurant.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board  
VOTED:

To approve a liquor license renewal for Helen's Restaurant.

## **5. MACHIAS PLANNING BOARD RESIGNATIONS**

Ms. Therrien advised the Board of resignations from David Barker (regular member), Julie Barker (alternate member), and Glenn Davis (regular member) from the Machias Planning Board. The Board discussed finding people interested in serving on the planning board; Ms. Therrien pointed out that members of the Machias Planning Board do not have to be residents of the town.

Ms. Therrien suggested that she could contact area towns to see if there is interest in a regional planning board and starting a conversation with area towns which could also be experiencing problems finding volunteers to serve on a planning board. Mr. Jackson noted that the chairmanship for a regional planning board could be rotated. Ms. Johnson-Rolfe said that she thought that some form of regional board would be advantageous to look into. Mr. Haynes agreed. Ms. Therrien noted that she will advertise the vacant planning board positions for interest on the town's website and a public advertisement.

## **6. LAND DONATION TO TOWN**

Ms. Therrien advised the members of the Board that she had been contacted by Ms. Sherry Evans regarding her interest in donating a small piece of land located on Berry Avenue to the Town of Machias. Ms. Therrien noted that the land is one-third of an acre and the remnants of an old building on the property would need to be removed. She explained that 160 feet of the lot borders the Southside Athletic Field which could provide a parking area for the field; she noted that cleaning the lot and leveling it would provide a parking area for 50 to 75 cars. Ms. Therrien advised the Board that she and the Public Works Supervisor had searched the lot for markers but were unsuccessful but that they would return to look again for land boundaries. The Board discussed acceptance of the land.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board VOTED:

To accept the donation of a one-third acre of land located on Berry Avenue from Sherry Evans excluding any unforeseen financial complications that could arise from the land inspection and acquisition.

Ms. Therrien noted that she would check the wording on the municipal warrant article which allows the Board to accept the donation of land as a gift to the town.

## **7. SHELLFISH ORDINANCE - FEE SCHEDULE**

Mr. Rolfe reviewed the steps the Board has followed in developing a shellfish ordinance that would meet the needs of Machias. He explained that the Board had agreed to move forward with a proposed ordinance by looking at ordinances of comparable towns with like resources. Mr. Haynes asked if licenses should be restricted to Machias residents only. Mr. Rolfe advised that Machias may want to stay away from restricting licenses to exclusively Machias residents. Mr. Jackson commented that the Board might want to just "keep it simple" since this would be more like a recreational license because Machias has such a small area of natural resources. Ms. Therrien noted that there is a ten percent license structure for state licenses and she suggested using this guideline. Ms. Therrien suggested a \$25. license fee for residents and a \$35. license fee for non-residents. Mr. Rolfe reviewed Ms. Therrien's suggestions using the ten percent formula and the \$25/\$35 license fees. After some further discussion, the Board agreed to proceed with the ten percent formula and the \$25/\$35 fees.

## **8. BLACK BEAR SECURITY - MACHIAS POLICE DEPARTMENT**

Mr. Rolfe reviewed the Board's previous discussions on the purchase of cameras and data storage for the Machias Police Department. Ms. Therrien added that there was also some discussion on using door keys. Mr. Rolfe explained that the Board was interested in three cameras along with DVR storage and he reviewed fundamental specifications for the equipment which would be needed. Mr. Jim Wall, representing Black Bear Security, said that he would have to re-quote the equipment since the previous quote was over a year old. Mr. Rolfe noted that the Board can discuss police department security further with a new quote on equipment.

Mr. Rolfe noted that the Board had briefly discussed using a second floor room for meetings; he added that if the Board meets on the first floor the access door would need to be moved. Ms. Johnson-Rolfe also pointed out that executive sessions cannot be recorded. Mr. Jackson noted that these issues can be discussed when needed.

## **9. RECREATIONAL MARIJUANA POLICY**

Mr. Rolfe noted that the Board had developed most of the recreational marijuana policy already before the Covid-19 situation occurred. He added that the Board should discuss fees and make any additional modifications to the policy as needed. Mr. Rolfe suggested that there is some language in the medical marijuana policy needing to be changed and updated. He asked that

Ms. Therrien contact MMA on any changes the State has made to the law which need to be reflected in municipal policy. Ms. Therrien explained that the State has recently put out proposed draft changes to medical marijuana. Mr. Rolfe requested that the Town Manager obtain the broad changes made at the State level on medical marijuana so that the Board can make needed changes to the municipal policy. It was the consensus of the Board to table the recreational marijuana policy in anticipation of the Town Manager collecting additional information to facilitate the Board in updating the Machias marijuana policies.

#### **10. CHANGES TO ZOOM ACCOUNT**

Ms. Therrien reported that Deputy Town Clerk Jane Foss has reached out to Axiom and Zoom to make the changes to the municipal Zoom account as suggested and that she is waiting for them to get back to her. Mr. Rolfe noted that allowing other people to use the account would be advantageous.

#### **11. OTHER BUSINESS**

A. Ms. Therrien reviewed the status of the action by the State regarding the consent agreement on the sewer by-pass incidents. She explained that the State's original action was a \$30,000 fine but corrective efforts taken by the town to address the overflow problems have resulted in the State reducing the fine to approximately \$10,000. Ms. Therrien noted that Machias is requesting that the funds, approximately \$10,500., outlined in the consent agreement be used to reseed clam flats impacted by the sewer overflow. Ms. Therrien told the Board that the State has agreed to outline in the consent agreement that Machias has requested using the funds for reseeding projects instead of a fine paid to the State.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board  
VOTED:

To attach to the consent agreement that the funds paid by Machias in lieu of paying a fine be allocated for reseeding projects to benefit area communities impacted by closure of resource areas.

Ms. Therrien added that the bypass events of the sewer system during high flow situations could have been avoided.

Mr. Rolfe expressed the Board's appreciation to the Town Manager for her work on the consent agreement.

B. Ms. Therrien advised the Board that she has forwarded the State documents on the airport consultant. She reported that the airport committee will be meeting to discuss issues such as the fuel farm on January 20th at 3:00 PM.

C. Ms. Therrien advised the Board that she has reached out to contract communities regarding a meeting to discuss transfer station issues. This meeting is scheduled on January 27th at 4:00 PM.

D. The Board and Ms. Therrien discussed budget review and development. Mr. Rolfe suggested that the Board schedule longer meetings to cut down on a long drawn out budget process. Mr. Rolfe noted that it did not go unnoticed that Machias taxes did not increase last year and that he heard many positive comments. Ms. Johnson-Rolfe said that the Board will still look closely at budget requests this year.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board voted to adjourn the meeting at 7:16 PM.