

## BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

MARCH 10, 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; Finance Director Meghan Dennison; Mary Angarola, Deborah Haynes, Sarah Craighead Dedmond, Brandon Merrill.

### **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 February 10, 2021 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 #68 in the amount of \$12,179.15; to approve municipal warrant #69 in the amount of \$49,130.63; to approve municipal warrant #70 in the amount of \$19,097.12; to approve municipal warrant #71 in the amount of \$1,553,293.72; to approve municipal warrant #72 in the amount of \$10,861.72; to approve municipal warrant #73 in the amount of \$204,184.24; to approve municipal warrant #74 in the amount of \$15,476.51; and, to approve municipal warrant #75 in the amount of \$551,047.84 .

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

To approve school warrant #22621 in the amount of \$336,456.92 and to approve school warrant #31221 in the amount of \$353,510.95 .

### **3. BID OPENING FOR PURCHASE OF ONE-TON TRUCK - PUBLIC WORKS DEPARTMENT**

Ms. Therrien advised the Board that she had solicited bids on the purchase of a one-ton truck with snowplow equipment from five dealers and received a response from two truck dealers. Ms. Therrien opened the bids received and shared them with the Board.

#### Bids:

Quirk - 2022 Ford F-350 super cab: bid of \$59,206.72, trade-in allowance of \$4,280.  
- Cash price of \$54,926.72 for vehicle (September delivery)

Darling's Bangor Ford - 2021 Ford F-350 4X4 regular cab: bid of \$50,320.00, trade-in allowance of \$16,500. - Cash price of \$33,820.00 for vehicle

The Board discussed the two bids received. Ms. Therrien suggested that the Public Works Director examine the bids for his comments and recommendation. Mr. Jackson observed that there is a major difference in the two bids as well as the amount of the trade-in allowances. It was the consensus of the Board that Mr. Schoppee be asked to review the two bids.

### **4. APPLICATION FOR APPOINTMENT - AMBULANCE SERVICE**

Ms. Therrien advised the Board that Ms. Libbey recommends the appointment of Ms. Kelly Barnes to the Machias Ambulance Service as a licensed EMT.

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

VOTED:

To appoint Kelly Barnes to the Machias Ambulance Service under the standard hiring provisions.

#### **5. SCENIC BY-WAY DESIGNATION**

Ms. Therrien noted that she received official notice that Machias has been approved as a scenic by-way.

#### **6. DEPARTMENT OF ENVIRONMENTAL PROTECTION LETTER**

Ms. Therrien advised the Board of receipt of a letter from the Maine Department of Environmental Protection reporting on the 2020 CSO stating that the volume in the Machias system has been greatly decreased. Ms. Therrien said that she would be getting a copy of the consent agreement from the DEP and will review the document for language referring to using funds to assist impacted communities.

#### **7. U.S. SENATOR ZOOM MEETINGS ON PANDEMIC FUNDS**

Ms. Therrien informed the Board that she had joined the Zoom meeting conducted by members of Congress reviewing the impact of funds directed to municipalities from pandemic relief. She explained that the pandemic funds are to be used to offset economic losses due to the pandemic, cannot be used to offset taxes, and it was suggested that funds be used for infrastructure projects. Mr. Rolfe requested that the Town Manager continue to provide updates to the Board. Ms. Therrien told the Board that she had signed off on the \$9000. for the airport. She also noted that the school department could possibly received a million dollars for projects responding to the pandemic to make the schools safer for students.

#### **8. AIRPORT FUEL FARM**

The Board discussed development of a fuel farm at the municipal airport. Mr. Rolfe explained that the Town would have to put up the funding (approximately \$100,000. which is 50% of total cost) to initiate the project. Ms. Therrien reviewed a timeline for the project; she noted that the grant opens up in July 2021 at which time the Town could start to draw down grant funds it has paid out to initiate the project. Mr. Rolfe asked Finance Director Meghan Dennison if the Town would be able to use municipal funds for the project until the grant monies become available. Ms. Dennison responded that this could be done knowing that the grant monies can be drawn down in July; she noted that ninety percent of the funds come from the FAA. Ms. Therrien advised that it would be four months at which time the Town can draw down the funds. Mr. Rolfe asked what the other members of the Board thought about proceeding with the project. Ms. Johnson-Rolfe said that the fuel farm is a worthy project. Mr. Jackson agreed and asked Ms. Therrien if the \$9000. in pandemic funds for the airport could be used. Ms. Therrien responded that she did not think the \$9000. could be utilized in this manner. Mr. Haynes agreed to proceed with the project.

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

VOTED:

That the Town pay fifty percent of the costs upfront for the fuel farm project with the Town to be reimbursed for these costs.

#### **9. LETTER OF RESIGNATION - TOWN MANAGER**

Mr. Rolfe read aloud an e-mail letter sent to him by Ms. Therrien in which the Town Manager presents her resignation; Mr. Rolfe noted that the communication states that the resignation is effective June 30, 2021. Mr. Rolfe said that this situation is a surprise and he asked the other members of the Board what they wanted to do? Ms. Johnson-Rolfe pointed out that the town manager's position is very important and she added that the Board will do whatever is best for the

Town. Ms. Therrien said that the search for a new town manager is a very long process and she wants to allow sufficient time to find a good candidate. She added that the June 30th effective date would allow her to work with the new town manager for a brief period acclimating them to projects and personnel.

Mr. Rolfe asked Ms. Therrien if this resignation was something that could be discussed? Ms. Therrien said that she wants to work with the Board to find the right person to be town manager. She told the Board that she finds that her resignation is necessary. Ms. Therrien said that she could draft a job description for the Board to review and revise as needed; she warned the Board that requesting assistance from MMA for a town manager search would cost \$8000. Mr. Rolfe said that the Board could place ads that the Town of Machias is seeking applications in order to start the process on the town's web site, Facebook, etc... Mr. Jackson commented that the Board needs time to process Ms. Therrien's resignation.

On a motion by Paula Johnson-Rolfe, seconded by Leslie Haynes, the Board

VOTED:

To accept Ms. Therrien's resignation as town manager effective 6/30/21/

Vote on Motion: 3 to 1; Mr. Jackson voting against the motion  
Motion Passed

#### **10. MARIJUANA WORKSHOP**

The Board participated in a workshop to develop the recreational use marijuana ordinance.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board voted to adjourn the meeting at 7:31 PM.