

# **BOARD OF SELECTPEOPLE - TOWN OF MACHIAS**

**MARCH 11, 2020**

A meeting of the Machias Board of Selectpeople was called to order at 6:00 PM by Chairman Josh Rolfe. In attendance were Board members Bill Kitchen, Paula Johnson-Rolfe, James Whalen, and James Jackson; Town Manager Christina Therrien; Secretary Cathy Lord; Town Clerk Sandra Clifton; Police Chief Todd Hand; Bruce Smith, Ed Pellon, Tyler Dunbar.

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

On a motion by Bill Kitchen, seconded by Paula Johnson-Rolfe, the Board voted to approve the minutes of the February 26, 2020 Board meeting.

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

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

To approve municipal warrant #72 in the amount of \$21,393.30; to approve municipal warrant #73 in the amount of \$548,090.01; to approve municipal warrant #74 in the amount of \$11,167.41; and, to approve municipal warrant #75 in the amount of \$58,842.85 .

On a motion by Paula Johnson-Rolfe, seconded by Bill Kitchen, the Board VOTED:

To approve school warrant #35 in the amount of \$221,694.19 .

## **3. OFF-SITE CATERING APPLICATION - SWAMP YANKEE BARBECUE**

Ms. Therrien advised the Board of an off-site catering permit application for the Machias Bay Area Chamber of Commerce annual dinner scheduled on April 10th (5:30 to 9:00 PM) at the Lee Pellon Center to be catered by Swamp Yankee Barbecue.

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

To approve an off-site catering permit for the Machias Bay Area Chamber of Commerce annual dinner on April 11th to be catered by Swamp Yankee Barbecue at the Lee Pellon Center.

#### **4. SCHOOL BUS - BID OPENING**

Ms. Therrien advised the Board that two bids were received on the sale of the used school bus after the request for bids was re-advertised.

Bids: Santeer Salvage - \$600.00

Jerry Blackburn - \$257.00

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

To award the sale of the used "as is" school bus to Santeer Salvage in the amount of \$600.00 .

#### **5. MDOT TRUCK BY-PASS DISCUSSION**

Mr. Whalen explained that he continues to believe that the truck by-pass concept is a good idea and he noted that the Board had made a resolution back in February to pursue the concept. Mr. Whalen said that the Board had authorized the Town Manager to send a letter to the Maine Department of Transportation supporting the by-pass route; he noted that this letter has not been sent. Ms. Therrien explained that she had not had the opportunity to draft the letter yet with the time being needed for budget development and budget meetings.

Mr. Whalen asked the Board if they still considered this a priority and if the letter could be sent before June 1, 2020? The other members of the Board agreed that the MDOT letter is important and asked that the letter to the MDOT be sent before June 1st.

#### **6. PFAS/PFOS DRINKING WATER**

Mr. Whalen noted that the Machias Water Company is asking for a significant rate increase and that he is concerned that there is PFAS in Machias drinking water. Mr. Whalen noted that the Machias Water Company is exempt from testing for PFAS because the company asked for the exemption. He noted that he has actually ordered a water test and will be having the public water supply tested for PFAS. Mr. Rolfe asked if the Town should reach out to the water company and ask what the reason is for asking for an exemption for PFAS testing. The Board decided to wait for the results of Mr. Whalen's water test.

The Board discussed the proposed rate increase. Ms. Therrien advised the Board that she would be filing with the Public Utilities Commission as an intervener on behalf of Machias. Mr. Kitchen encouraged the public to make comments to the PUC online on the rate increase request. Ms. Therrien pointed out that more comments make the PUC aware of concerns of citizens.

**7. SPIRIT OF AMERICA/MAINE BICENTENNIAL RECOGNITION MONEY APPROPRIATION**

Ms. Therrien noted that she is looking at coordinating this concept with the chamber of commerce and the county.

**8. POLICE DEPARTMENT - PURCHASE OF LAPTOPS**

Police Chief Todd Hand advised the Board that he would like to replace the police department's laptops with portable refurbished units. He shared a quote from Telrepc for the purchase of five laptops for \$8548. Mr. Hand told the Board that the units are fully refurbished Grade A like-new units. Ms. Johnson-Rolfe asked if there were funds in the current police budget for the purchase and Mr. Hand said he proposed using money from the current year's budget for the purchase. Ms. Therrien pointed out that these are specialized laptops and this purchase would need to be done outside the normal municipal bid process. The Board discussed the purchase of the laptops.

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

Due to the special nature of these specialized laptops, to bypass the municipal bid process to purchase the five laptops in the amount of \$8548.

**9. TELE-BUSINESS CENTER - ESTIMATES FOR CONVERSION TO POLICE DEPARTMENT**

Chief Hand shared with the Board a proposed floor plan for the ground floor of the Machias Tele-business Center building to house the Machias Police Department along with some estimates for materials for the conversion. Mr. Rolfe noted that he did have a concern about use of the break room since there are workers from other offices who utilize the break room. Mr. Hand said that he thought some sort of key card system could be used to allow authorized users to utilize the break room. Mr. Rolfe commented that a key card system could be costly. Mr. Hand commented that he did not see this as a major inconvenience for users and he said that he could reconsider accessing the break room.

Ms. Therrien noted that the tele-business center technically is operated as an enterprise account and that there is a consideration that the police department pay rent for the use of office space as do other entities. Mr. Rolfe suggested that this is a question to ask of the town's auditor.

On a motion by James Whalen, seconded by Bill Kitchen, the Board VOTED:

Pending research by the state fire marshall, town's insurer, and town's auditor along with any other pertinent entity, to look into circumstances of potential

compliance questions regarding use of the tele-business center for the police department by the Board's next scheduled meeting.

#### **10. SEWAGE TREATMENT OF SEPTAGE**

Ms. Therrien advised the Board that the town's costs for hauling sludge were compared to what other contractors charge and it was found that Machias is getting the best possible rate available at the present time.

#### **11. SOLID WASTE/TRANSFER STATION**

Mr. Whalen noted that a private company is capitalizing on trash collection in Machias and he asked if the Town should really look into curbside pick-up of trash which could eventually provide a source of revenue for the Town. The Board discussed the issue of solid waste collection within Machias at length. Mr. Rolfe noted that the Board would need to look closely at costs/prices and a budget. Ms. Therrien commented that Machias could even partner with another town which would be interested in trash collection. Based on the Board's discussion, Mr. Rolfe noted that the Board wishes to move forward with examining all the costs associated with trash collection.

#### **12. OTHER BUSINESS**

A. Ms Therrien reported that the extractor has been installed at the public safety building.

B. Ms. Therrien advised the Board of a public hearing on 3/18/20 to review an application for a CDBG grant to finish sewer work (\$200,000.).

Ms. Therrien reported that Machias has received \$1.5 million in state revolving loan funds for the sewer project.

C. Ms. Therrien reported a resignation from the budget committee (Mr. Dallas Ward). She noted that she will place public notice of the open seat.

D. Ms. Therrien noted receipt of a draft of the town's audit. She advised the Board that next year she would like to go back to having the audit due in December every year.

E. The Board agreed not to have a scheduled meeting on March 25th.

On a motion by Paula Johnson-Rolfe, seconded by James Whalen, the Board voted to adjourn the meeting at 8:13 PM.