

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

MARCH 24, 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, David Clark.

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 March 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 #76 in the amount of \$11,276.64; to approve municipal warrant #77 in the amount of \$21,695.46; to approve municipal warrant #78 in the amount of \$17,631.20; and, to approve municipal warrant #79 in the amount of \$74,975.51 .

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

To approve school warrant #32621 in the amount of \$237,442.26 .

3. DISCUSSION ON FORECLOSURE OF PROPERTY - M001 LOT #026A

Ms. Therrien advised the Board that the owner of a piece of property located at M001 Lot #026A contacted her regarding paying the outstanding taxes on the property even though the Town has legally foreclosed on the property. Ms. Therrien noted that the owner, Mary Sorrenti, had explained that there had been some significant events in her life which resulted in the taxes not being paid on the property. Ms. Therrien told the Board that the property has been foreclosed on for non-payment of taxes but the Town has not advertised the property for sale. Ms. Therrien informed the Board that Ms. Sorrenti had already sent a cashier's check in the amount of \$7103.45 and owes a total of \$7414.28 on the property. The Board discussed how to proceed. Ms. Dennison pointed out that the Board had recently experienced a similar situation and allowed the property owner to redeem the property by bringing all taxes up to date.

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

To enter into a re-payment agreement with the previous owner of the property for all outstanding taxes, fees, and any other outstanding debt on the property with payment to be made within a sixty day period.

4. DISCUSSION OF TOWN MANAGER'S POSITION

Mr. Rolfe noted that the town manager's position has been advertised and that applications for the position are currently being submitted to the town. Mr. Rolfe suggested looking at developing an interview committee. Mr. Rolfe, Ms. Johnson-Rolfe, Mr. Haynes, and Mr. Jackson indicated their interest in participating on such a committee. Mr. Rolfe cautioned that a gathering of three select people constitutes a board meeting and this would need to be advertised as a board meeting. Mr. Jackson commented that the size of the interview committee may need to be limited and that the Board does need community input. Mr. Rolfe suggested that the members of the Board can review applications as they are submitted; he commented that the Board does not want to violate open meeting stipulations. Ms. Therrien suggested that the applications could be

numbered instead of the Board having to use names in public. Mr. Rolfe noted that the Board wants to mitigate any problems with handling the applications. Ms. Therrien noted that the Board can ask for advice from MMA on how to handle the applications and interviews.

The Board discussed the composition of the interview committee. Ms. Therrien suggested including the Public Works Director and the Finance Director on the committee. She recommended that the committee be composed of two board members, two town employees, one business owner, and one citizen and that the Board could even have a Zoom meet-and-greet of applicants. Mr. Rolfe noted that the important thing is to get started looking at the applications. Ms. Johnson-Rolfe agreed that the process needs to get underway. Mr. Rolfe agreed that the Board ask for advise from MMA on the entire Board reviewing the applications and using some method of numbering the applications. He explained that if MMA says that it is okay he would have Ms. Clifton forward the applications to the members of the Board and the Board members would start to look at the applications for potential interviews. The other members of the Board agreed to follow this procedure and wait for advice from MMA on how to proceed with the applications. Mr. Rolfe noted that the Board can decide at the first Board meeting in April about the composition of the interview committee. During the interim, Mr. Rolfe asked the members of the Board to think about people who would like to participate on the committee.

5. TOWN REPORT PRINTING BIDS

Ms. Therrien opened the bids received for the printing of 650 copies of the annual town report and read the bids to the Board.

Bids: Xpress Copy - \$1826.70
Albison Printing - No price given in the bid response
Creative Print Services - \$1950.00
Downeast Graphics Printing - No price given in the bid response

Ms. Therrien and the members of the Board commented on the oddity of the two printing companies who responded to the bid specifications yet included no pricing in their bid responses.

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

VOTED:

To award the bid for the printing of the annual town report to Xpress Copy for the bid price of \$1826.70 .

6. BAD LITTLE FALLS BREWERY

Ms. Therrien informed the Board that a new business in development wants to utilize funding through the Community Block Grant Program to establish their business. She noted that the business owner, Kathryn Toppin, has a business plan and is seeking \$180,000. in grant funding with the Town having to be the applicant for the money on behalf of the business. Mr. Rolfe discussed that the applicant would need to prove job creation; he noted that Machias taxpayers would be liable for repayment of the \$180,000. if the business is unsuccessful or cannot prove job creation. Ms. Therrien advised the Board that an in-person special town meeting should be scheduled to consider applying for the CDBG loan since it can be very difficult to identify actual participants on Zoom. She told the Board that she would get some information on the timeframe involved in this process and let the members of the Board know for planning purposes.

7. PURCHASE OF ONE-TON TRUCK FOR PUBLIC WORKS DEPARTMENT

Ms. Therrien informed the Board that the Public Works Director reviewed the bids received on the purchase of the one-ton truck, looked at the truck at Darling's Bangor Ford, and recommends purchase of the truck from Darling's. Ms. Therrien advised the Board that Mr. Schoppee discussed adding in wiring controls for the plow, adding undercoating (\$995.), and purchasing the seven year warranty (\$300.)

Base price = \$33,820.

Additional wiring controls for plow

Undercoating

7-year warranty

Total price = \$39,820.

Mr. Jackson commented that even with the additions the bid price is much less than the other bid received (\$54,926.72).

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

VOTED:

To purchase a 2021 Ford F-350 4X4 in the amount of \$39,820. from Darling's utilizing loan funds and funds in the Public Works budget for the purchase.

8. ADULT USE MARIJUANA WORKSHOP

Mr. Rolfe explained that the State is still in limbo on developing regulations on adult use marijuana and is still in the process of taking comments. Mr. Rolfe recommended that the Board wait to see what the State will decide to do with adult use marijuana regulations. The Board agreed to table the development of a local ordinance at the present time until such time as the State provides some guidance.

9. OTHER BUSINESS

A. Ms. Therrien informed the Board that the fuel farm bids were sent out today and are due back in April.

B. Ms. Therrien advised the Board that Bob Mercer is willing to fill in at the town office at per-diem pay which will allow personnel to use vacation time.

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

VOTED:

To hire Bob Mercer at per-diem to fill in at the Machias Town Office.

C. Ms. Therrien advised the Board that she is getting together ads for two open positions - the split position for Public Works/Transfer Station and a full-time Public Works position.

D. Ms. Therrien noted that Machias will be receiving \$202,000. in funding from the American Rescue Plan. She reminded the Board of discussions to purchase a police car and a rescue truck. Mr. Rolfe noted that the Board has been discussing the purchase of a new rescue truck for a couple of years. Ms. Johnson-Rolfe commented that the Town does need a safe vehicle. It was the consensus of the Board to look at purchasing a new rescue truck and discuss what the Town needs with the Fire Chief.

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

VOTED:

To go out to bid for a fully-equipped police cruiser with funds in the police budget.

Mr. Rolfe noted that the Town Manager can discuss the specifications with the Police Chief. Ms. Therrien noted that there are funds in the police department budget which have not been expended on a fourth officer. Mr. Rolfe explained that the funds for the fourth officer are still in the budget if and when a qualified candidate is hired.

E. Ms. Therrien advised the Board that she has talked with Bill Kitchen about the playground project and with Mike Radeka about airport projects to provide them with knowledge of progress in anticipation of her leaving.

On a motion by Paula Johnson-Rolfe, seconded by James Jackson, the Board voted to adjourn the meeting at 7:20 PM.