

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

JULY 10, 2019

A meeting of the Machias Board of Selectpeople was called to order at 6:04 PM by Chairman Josh Rolfe. In attendance were Board members Paula Johnson-Rolfe, James Whalen, Bill Kitchen, and James Jackson; Town Manager Christina Therrien; Secretary Cathy Lord; David Clark, Mary Angarola, Bruce Smith, Ed Pellon, Sarah Dedman, Bill Burke, David Burns.

1. MINUTES - REVIEW AND ACTION

On a motion by Paula Johnson-Rolfe, seconded by James Whalen, the Board voted to approve the minutes of the June 26, 2019 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

VOTED:

To approve municipal warrant #1 in the amount of \$16,287.01; to approve municipal warrant #2 in the amount of \$301,516.90; to approve municipal warrant #3 in the amount of \$10,833.22; and, to approve municipal warrant #4 in the amount of \$187,579.81 .

On a motion by Paula Johnson-Rolfe, seconded by Bill Ktchen, the Board

VOTED:

To approve school warrant #1 in the amount of \$263,223.60 .

3. LIQUOR LICENSE RENEWAL - SKYWALKER'S BAR & GRILL

The Board reviewed a liquor license renewal application submitted by Skywalker's Bar & Grill.

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

VOTED:

To approve a liquor license renewal for Skywalker's Bar & Grill.

4. BOLD COAST FESTIVAL UPDATE - BILL BURKE

Mr. Bill Burke gave the Board an update on the Bold Coast Sea & Sky Festival scheduled for July 19 & July 20. Mr. Burke distributed the Bold Coast celebration brochure for the Board to examine. Mr. Burke noted that additional attractions in this year's celebration are the appearance of a Coast Guide boat to be docked at the municipal boat landing, water slides, improved stage area, and chalk art. Mr. Burke told the Board that the festival relies heavily on volunteers and he noted that the organizers are trying to streamline costs. Ms. Therrien pointed out that the airport fly-in is also being held that weekend with various activities scheduled such as a display of public works/fire department vehicles and a Jaws of Life demonstration. Mr. Rolfe expressed appreciation to volunteers and Mr. Burke for all their efforts in putting together this celebration; he requested that Mr. Burke reach out to the town manager or to members of the Board if anything is needed.

5. EASTERN AREA AGENCY ON AGING - THIRD PARTY FUNDING REQUEST

Mr. Davis Burns asked the Board if they would consider a \$500. donation to support the efforts of the Eastern Area Agency on Aging in Machias. He advised the Board that ninety-four residents were served last year resulting in \$37,500. in savings to these clients. Mr. Burns apologized for making his request to the Board at this time of the year.

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

VOTED:

To allocate from contingency the amount of \$500. to support the Eastern Area Agency on Aging as a third-party request.

6. ADULT USE MARIJUANA ORDINANCE REVIEW

Ms. Therrien noted that the Board has elected to look at an adult use marijuana ordinance and she noted that the Board has already completed a lot of work already on the ordinance in anticipation of the legislature outlining rules on sale of adult recreational marijuana. Mr. Rolfe noted that the Board has sample ordinances to review to assist in developing an ordinance for Machias. Mr. Jackson commented that the Board can review the sample ordinances and may choose to include applicable parts from these ordinances into a local ordinance. Ms. Therrien noted that municipalities have a ninety day period of time to opt into the sale of adult recreational marijuana after the close of the legislative session. The Board reviewed the calendar to schedule a workshop to discuss/draft an ordinance. The Board decided to hold a workshop on July 31st at 6:00 PM at the telebusiness center (tentative) to discuss the development and draft of an adult use marijuana ordinance.

7. CONSIDERATION OF CHANGING BOARD MEETING DATE

Ms. Therrien asked the Board to consider changing the date of one of the Board's August meetings to August 7th at 6:00 PM. The Board agreed to reschedule the meeting as requested.

8. APPOINTMENTS TO AIRPORT COMMITTEE/DOWNTOWN REVITALIZATION COMMITTEE

Mr. Rolfe noted that the Board is continuing to discuss the question of Board members serving on town committees with the recognition that the presence of three or more Board members at a meeting would constitute a Board meeting. Mr. Rolfe reviewed the committees that have Board members serving on them: Mr. Kitchen/Mr. Whalen on the airport committee, Mr. Whalen/Mr. Jackson on downtown revitalization committee, and Mr. Rolfe/Mr. Kitchen on comprehensive plan committee. Mr. Whalen commented that Board members can still attend meetings without being permanent members of a committee.

9. RAILINGS AND REPAIRS TO BAD LITTLE FALLS PARK

Ms. Therrien reviewed plans to address repairs at Bad Little Falls Park. She explained that Public Works Director Mike Schoppee is developing a materials lists and costs for the work to be done at the park. Ms. Therrien told the Board that it should not take long to put this information together at which time she will advise the Board of the information. Ms. Therrien suggested that volunteers could get together to perform some of the work on a weekend.

10. GROVE STREET AND RECREATION SITE PLAN

Ms. Therrien discussed with the Board plans for improvements at the Grove Street recreation area such as addressing drainage in the area and obtaining cost estimates on ditching and fencing for the basketball court. Ms. Therrien also advised the Board of fundraising efforts to fund improvements like that of the Machias Rotary contributing funding to the project. Ms. Therrien discussed the real need for a bathroom facility for the area and the suggestion of placement of a port-a-potty. Ms. Therrien explained that a port-a-potty would be maintained by a contractor since the Town does not have personnel to do this. Ms. Therrien reviewed an estimate for construction of a six by six foot building to accommodate a port-a-potty for the area - \$3300. estimate for materials and labor from 10:31 Builders. Mr. Jackson asked about obtaining other estimates for the project. Mr. Rolfe suggested the Town Manager solicit more estimates from contractors and proceed with the project based on the lowest bid.

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

VOTED:

To authorize the Town Manager to expend up to \$3300. for materials and labor for a building to accommodate a port-a-potty for the Grove Street recreation area with funding allocated from recreation area funds.

Mr. Rolfe noted there is an area at the recreational site that could provide the opportunity for winter sledding. Ms. Therrien also noted plans for location of a winter ice skating rink.

Mr. Whalen reported on progress with repairs to the high school soccer field discussed at the Board's last meeting; he advised that CES will be surveying the field and he questioned where funding for this survey will come from. Mr. Whalen reported that Border Electric estimates a cost of \$90,000. for the installation of lighting at the field.

11. FUND BALANCE INFORMATION

Ms. Therrien advised the Board that the fund balance information will be loaded into their I-Pads for reference. Mr. Rolfe asked that this topic remain on the Board's meeting agenda under the Old Business category.

12. GOALS/OBJECTIVES OF BOARD FOR 2019

Mr. Rolfe noted the need for the Board to prioritize a listing of suggested goals and objectives. He asked the Board to review the list for prioritizing. Ms. Therrien suggested prioritizing by the categories of Current Goals & Objectives, Future Goals & Objectives, Long-Term Goals & Objectives, and Accomplished/Completed Goals & Objectives.

13. OTHER BUSINESS

A. Ms. Therrien noted that the Board has a memo from County Manager Betsy Fitzgerald regarding annual caucuses to elect members to the fiscal year 2020 Washington County Budget Advisory Committee. Ms. Therrien informed the Board that Ms. Dennison has said that she would be willing to continue to serve on the committee for Machias. It was the consensus of the Board that Ms. Dennison continue to serve on the Budget Advisory Committee.

B. Ms. Therrien reviewed a listing of the town's streetlights provided by Emera Maine. She noted that the Town should see a reduction in streetlighting costs with the change to energy efficient lights.

C. Ms. Therrien reported on efforts to ascertain the condition of the statue in front of Porter Memorial Library. She noted that an historic preservation expert suggested that the statue may need some work underneath the statue; Ms. Therrien said she would keep the Board posted on progress. Mr. Jackson asked if the statute could be cleaned and Ms. Therrien noted that the preservation expert can clean the statue.

D. Ms. Therrien advised the Board that she obtained quotes from two electrical contractors for lighting at Bad Little Falls Park: Bellows Electric for \$4970. and Border Electric for \$4300.

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

VOTED:

To award the bid for electrical work at Bad Little Falls to Border Electric in the amount of \$4300.

E. Ms. Therrien provided the Board with the gap contract agreement (2017-2019), the sidebar agreement for collective bargaining, and the collective bargaining contract between the Town of Machias and the Teamster's Local #340 effective July 1, 2019. Mr. Whalen explained that he needed time to review the contracts and that he would sign the contracts when he reviews the contracts on Friday 7/12.

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

VOTED:

To sign the gap contract agreement (2017-2019) between the Town of Machias and Teamster's Local #340.

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

VOTED:

To sign the sidebar agreement between the Town of Machias and Teamster's Local #340.

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

VOTED:

To sign the collective bargaining contract between the Town of Machias and Teamster's Local #340.

F. Mr. Pellon advised the Board that his property needed to be cleaned up after use by people watching the July 4th activities. Ms. Therrien apologized and explained that it is general policy to have Public Works clean up the area in question but that she was out of town during this time period. She added that trash barrels will be placed in the area for people to use next year.

G. A citizen requested that a police officer target the Elm Street area for speeding one hour every week. Mr. Rolfe asked the Town Manager to see that this is done.

14. EXECUTIVE SESSION

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

VOTED:

To adjourn into executive session at 7:44 PM to discuss a personnel matter in accordance with MRSA Title I Chapter 13 Subsection 405 Paragraph 6A.

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

VOTED:

To adjourn the executive session at 8:01 PM and reconvene in open session.

On a motion by Paula Johnson-Rolfe, seconded by James Whalen, the Board voted to adjourn the meeting at 8:02 PM.