

Note: Before beginning the meeting, those assembled stood and recited the Pledge of Allegiance.

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

OCTOBER 13, 2021

A meeting of the Machias Board of Selectpeople was called to order at 6:05 PM by Chairman Paula Johnson-Rolfe. In attendance were Board members Leslie Haynes, James Jackson, and Sandra Sinford; Town Manager Bill Kitchen; Secretary Cathy Lord; Town Clerk Sandra Clifton; Finance Director Meghan Dennison; Josh Rolfe, Ed Pellon, Ann Romano, Bruce Smith, Keith Mercier, Mary Angarola, David Clark.

1. MINUTES - REVIEW AND ACTION

On a motion by James Jackson, seconded by Leslie Haynes, the Board voted to approve the minutes of the September 22, 2021 Board meeting with the following correction:

Under Item #8 the motion to appoint Mr. Kitchen to the following positions should be corrected to read:

On a motion by Carole Porcher, seconded by James Jackson, the Board
VOTED:

To appoint Bill Kitchen as Town Manager, Treasurer, Tax Collector, Airport Manager, General Assistance Director, Harbormaster, and Public Information Officer effective immediately.

2. WARRANTS - REVIEW AND ACTION

On a motion by James Jackson, seconded by Leslie Haynes, the Board
VOTED:

To approve municipal warrant #20 in the amount of \$12,718.02; to approve municipal warrant #22 in the amount of \$12,342.89; to approve municipal warrant #24 in the amount of \$14,896.64; to approve municipal warrant #26 in the amount of \$12,065.23; and, to approve municipal warrant #28 in the amount of \$13,006.42 .

On a motion by James Jackson, seconded by Leslie Haynes, the Board
VOTED:

To approve municipal warrant #21 in the amount of \$70,841.12; to approve municipal warrant #23 in the amount of \$75,268.61; to approve municipal warrant #25 in the amount of \$453,521.71; to approve municipal warrant #27 in the amount of \$402,815.84; and, to approve municipal warrant #29 in the amount of \$31,590.34 .

On a motion by James Jackson, seconded by Leslie Haynes, the Board
VOTED:

To approve school warrant #91021 in the amount of \$269,096.63; to approve school warrant #92421 in the amount of \$324,496.82; and, to approve school warrant #100821 in the amount of \$375,909.26 .

3. CHIEF OF POLICE POSITION

On a motion by James Jackson, seconded by Leslie Haynes, the Board
VOTED:

To approve the appointment of Keith Mercier as Machias Police Chief.

Mr. Kitchen advised the members of the Board that Mr. Mercier has agreed to accept the position. Ms. Johnson-Rolfe noted that Mr. Mercier is highly qualified and the town is very

fortunate to have Mr. Mercier in the position of police chief. Mr. Kitchen introduced Mr. Mercier to those assembled. Mr. Kitchen advised that Mr. Mercier will have a start date of November 1st. He noted that Mr. Mercier has visited the sheriff's department and the regional communications center and that he is in the process of meeting employees of the ambulance and fire departments. Mr. Kitchen added that Mr. Mercier will also be meeting business owners and community members.

4. UMM UPDATE

Mr. Kitchen advised the Board that he recently had a meeting with the UMM president and the head of marketing at which the group discussed the new focus at the university aiming at carving out a new identity and focus. Mr. Kitchen added that UMM is aiming to increase its programs in environmental and conservation law and exploring ways to integrate into the business community.

5. MOBILE HOME ABATEMENT

On a motion by Sandra Sinford, seconded by James Jackson, the Board
VOTED:

To abate \$9.51 to Gary Huntley on a mobile home located on Pleasant Street.

Mr. Kitchen reminded the Board that the Board sold the mobile home to Mr. Huntley at their August 25, 2021 meeting and accepted \$300.00 for the property.

6. APPOINTMENT PAPERS FOR TOWN MANAGER

The Board signed appointment papers for Mr. Kitchen (appointments made at 9/22/21 meeting).

7. CAUSEWAY UPDATE

Mr. Kitchen updated the Board on progress with the causeway project. He noted that representatives of the Sunrise Trail Riders and the snowmobile club are needed to participate on the committee to provide input.

8. COMPUTER UPDATE

Mr. Kitchen advised the Board that there will be some updating of computers in the town office next week. He reported that progress is being made at the Nash building downtown (entrepreneurship center).

9. TELE-BUSINESS CENTER

Mr. Kitchen advised the Board that one of the tenants in the tele-business center wants to retain its current location in the building and that Child Development Services would like to have its own entrance. Mr. Kitchen told the Board that he and Mr. Schoppee had looked at the building's floorplan for a solution and it was decided that the solution is probably to add an entrance. Mr. Kitchen noted that CDS has advised that it would pay for the cost of the entrance; he explained that he is looking for a contractor for the work. Mr. Smith commented that contractors will need bid specifications on which to base their bids on.

10. EXECUTIVE SESSION

On a motion by James Jackson, seconded by Sandra Sinford, the Board
VOTED:

To adjourn to executive session at 6:30 PM to discuss an abatement in accordance with MRSA Title 36 Chapter 105 Subchapter 8 and 841(2).

On a motion by James Jackson, seconded by Sandra Sinford, the Board voted to adjourn the executive session at 6:56 PM.

Mr. Pellon asked that a meeting of the Machias Budget Committee be set up to choose a chairman. Mr. Pellon said that the budget committee operates under state regulations and must meet a specific number of times during the year. Mrs. Dennison said that she believes it is at least six times per year. Ms. Johnson-Rolfe said that she would check into this and thanked Mr. Pellon for bringing this to the Board's attention.

The Board discussed the Board's meeting room at the tele-business center and the need to have some storage area for the members of the Board to secure items.

On a motion by James Jackson, seconded by Sandra Sinford, the Board voted to adjourn the meeting at 7:11 PM.