

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

BOARD OF SELECTPEOPLE - TOWN OF MACHIAS

OCTOBER 27, 2021

A meeting of the Machias Board of Selectpeople was called to order at 6:02 PM by Chairman Paula Johnson-Rolfe. In attendance were Board members Leslie Haynes, James Jackson, Sandra Sinford, and Carole Porcher; Town Manager Bill Kitchen; Secretary Cathy Lord; Town Clerk Sandra Clifton; Police Chief Keith Mercier, Ed Pellon, Bruce Smith, Sharon Mack, Mary Angarola, David Clark.

1. MINUTES - REVIEW AND ACTION

On a motion by Sandra Sinford, seconded by James Jackson, the Board voted to approve the minutes of the October 15, 2021 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve municipal warrant #30 in the amount of \$12,676.49 and to approve municipal warrant #32 in the amount of \$14,098.22 .

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

To approve municipal warrant #31 in the amount of \$87,413.18 and to approve municipal warrant #33 in the amount of \$39,090.32 .

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

To approve school warrant #102221 in the amount of \$234,662.24 .

3. COMMUNITY DEVELOPMENT BLOCK GRANT DOCUMENTS

The Board reviewed documents for the CDBG for Bad Little Falls Brewery. Ms. Johnson-Rolfe pointed out that the Board had previously approved support for this CDBG. The members of the Board signed the documents.

4. LIFEFLIGHT ACCIDENT UPDATE

Mr. Kitchen reported on an accident during an emergency call between the Lifeflight helicopter and a Machias ambulance. He advised the Board that no one was at fault and that no one was injured during the incident. Mr. Kitchen told the Board that the town's insurance carrier is handling the accident. Mr. Kitchen advised the Board that Lifeflight personnel have commented on how incredible ambulance personnel were during the incident and that the performance of ambulance personnel was exemplary. Mr. Kitchen discussed debriefing with the parties involved. Mr. Kitchen advised the members of the Board that it has been some time since safety training has been conducted for municipal employees and therefore there will be a ground safety training exercise conducted on October 30th by Lifeflight personnel. Mr. Kitchen advised the Board that damage to the Lifeflight helicopter was minor and that the rotor was not moving at the time of the accident; he added that there is a small scratch to the ambulance.

5. ABATEMENT DECISION

Mr. Kitchen reminded the Board that an executive session was conducted at the Board's last meeting during which the Board heard a request for an abatement. He advised the Board that he spoke with MMA regarding the Board making a decision to approve or disapprove the request.

On a motion by Sandra Sinford, seconded by Leslie Haynes, the Board
VOTED:

Not to approve the abatement request made at the Board's October 13, 2021 meeting.

6. APPLICATION FOR CATERING PERMIT

Mr. Kitchen advised the Board of a catering permit request submitted by the Bay Area Chamber of Commerce for catering and liquor service at their annual dinner on Nov. 5th from 5:30 PM to 8:30 PM at the Pellon Center. The Board signed the permit as submitted.

7. REPORT BY THE POLICE CHIEF

Chief Mercier advised the Board that there is excellent progress in the police department - he reported progress with staffing, getting patrols underway, and vehicle preparation. He told the Board that he is looking forward to working with the sheriff's department and he added that he hopes to have the department fully staffed by the end of December. Ms. Johnson-Rolfe commented that she has been very impressed with Chief Mercier's progress; she pointed out that there are many departments currently experiencing personnel shortages.

8. UPDATE ON THE ANIMAL CONTROL OFFICER

Mr. Kitchen advised that he and the Police Chief met with the Animal Control Officer to discuss animal control operations. He explained that the Animal Control Officer will be housed within the police department and that she has been provided a uniform and credentials and an office in the police department.

9. UPDATE ON COMPUTER SYSTEM IMPROVEMENTS AT TOWN OFFICE

Mr. Kitchen informed the Board of efforts to update the town office computer system with new software and hardware. He pointed out that town office personnel were very patient during the upgrade; he added that the cost was less than \$1000. to improve the system.

10. UPDATE ON THE NASH BUILDING

Mr. Kitchen reported that there have been delays with the demolition of the Nash building; he added that the demolition is planned to take place in January 2022. He reported that there will be safety fencing placed around the site (purchased with project monies) and that when the fencing is no longer needed it will be given to the Town for use.

11. CAUSEWAY COMMITTEE

Mr. Kitchen reported that he is in the process of putting together a committee to advise on the development of the causeway which will include people from the snowmobile club, the ATV club, the bicycle coalition, and Sunrise Trail users. He told the Board that he is looking for any volunteers to join the effort.

12. OTHER BUSINESS

A. Mr. Smith noted that at a previous meeting he had asked about what happens to the by-product from a brewery and he asked if anyone had looked into the question. Ms. Porcher advised Mr. Smith that she had discussed this question with the owner of Bad Little Falls Brewery who reported that they were working with a civil engineer at the Machias Wastewater Treatment Plant to handle the small amount of by-product.

B. Mr. Pellon reported that there are some streetlights on Main Street which need bulbs replaced. Mr Kitchen said that he had just now sent an e-mail to the public works department asking the department to replace the bulbs.

On a motion by Sandra Sinford, seconded by Leslie Haynes, the Board voted to adjourn the meeting at 6:34 PM.