

SELECT BOARD - TOWN OF MACHIAS

MAY 8, 2024

A meeting of the Machias Select Board was called to order at 6:11PM by Chairman Jacob Patryn. In attendance were Vice Chairman Carole Porcher, Board Members Sandra Sinford, Michael Hinerman, and Ben Edwards. Also in attendance were Town Clerk Sandra Clifton, Town Manager Bill Kitchen, Interim Board Secretary Sarah Craighead Dedmon, Machias Ambulance Chief Ryan Maker, Deputy Ambulance Chief Stephen Simmons, Budget Committee Member Joshua Rolfe, and Pam Everett. Budget Committee Member Tim Markley and a member of the Machias Arts Council attended online.

1. MINUTES - REVIEW AND ACTION

On a motion by Carole Porcher and seconded by Ben Edwards the Board voted to approve the minutes of the April 24 Board meeting.

On a motion by Mike Hinerman and seconded by Ben Edwards the Board voted to approve the minutes of the April 10 Board meeting.

2. NEW FIREFIGHTER HIRE APPROVAL

Mr. Kitchen informed the board that the application of firefighter Josh Norman has been approved by the Machias Fire Department, and that the board's approval will officially instate Mr. Norman and begin his six-month probation period.

On a motion by Ms. Porcher and seconded by Mr. Hinerman the Board
VOTED:

To approve the application of Mr. Josh Norman to the Machias Fire Department.

3. MAINE MUNICIPAL ASSOCIATION GUIDANCE LETTER

Mr. Kitchen informed the Board that historically, only the town manager was permitted to contact the Maine Municipal Organization and proposed authorizing more people. Mr. Edwards and Mr. Patryn agreed that having only one person in communication with MMA created a bottle neck. Mr. Kitchen suggested adding the Board Chair, Board Vice Chair, Town Clerk, and Town Finance Director to the list.

On a motion by Mr. Edwards and seconded by Ms. Porcher the Board
VOTED:

To authorize the Town Manager to send an access guidance letter to Maine Municipal Association expanding municipal official and employee access.

4. CANNABIS ORDINANCE/PUBLIC HEARING UPDATE

No voters attended the Cannabis Ordinance public hearing held Monday, May 6. Mr. Kitchen attributes the lack of attendance to the large number of opportunities the town already had to weigh in.

Town Clerk Sandra Clifton requested signatures on the warrant which will authorize a special town meeting to vote on the Cannabis Ordinance and to vote on extending the town's FY2023-24 budget until September, when the next annual town meeting will be held. The special town meeting will be held at 6 p.m. on Monday, May 20.

5. MACHIAS VALLEY AIRPORT LIFEFLIGHT RUNWAY UPDATE

Mr. Kitchen informed the board that the future runway at Machias Valley Municipal Airport will not measure more than 5,000 feet, as previously thought, but will measure roughly 4,300 feet owing largely to environmental concerns, including the presence of the tricolored bat, the northern-long eared bat, and monarch butterfly habitat.

The new runway length was also chosen because it is the minimum distance necessary for LifeFlight to land a fixed-wing aircraft. Mr. Kitchen said that the runway project is just beginning, and that it will be lengthy. First will come the environmental assessment, and a report by engineers is expected in roughly the next 30 days.

Addressing concerns raised by the Machias Water Company regarding runway construction and the town water supply, Mr. Kitchen said that potential contaminants will be located at the furthest possible point from the wellhead protection zone, and that any potential risks will come to light during the environmental assessment, which involves multiple agencies. Next steps include a public meeting, not yet scheduled.

6. AMBULANCE TRANSMISSION APPROVAL

Chief Maker and Mr. Simmons explained that the transmission on one of the ambulances began to fail during a recent run to Presque Isle. The mechanics at Hanscom confirmed the issue was the transmission, and will perform the work to replace it with another transmission which will carry a 100,000-mile warranty.

On a motion by Mr. Edwards and seconded by Mr. Hinerman the Board
VOTED:

To authorize the purchase and installation of a new transmission not to exceed \$6,000.

7. BUDGET UPDATES

The Machias Budget Committee currently has two members of a possible five. The Board would like to ask the Maine Municipal Association if it's permissible to appoint residents of other towns to the Machias Budget Committee.

Normally the Machias Schools Budget Referendum is held on the Tuesday after Memorial Day. This year the Board decided to hold the meeting and vote on Tuesday, June 25. The budget committee plans to complete its work by June 12.

8. OTHER BUSINESS

A. Pam Everett, owner of Armstrong House located at 10 Colonial Way spoke to the Board regarding the Colonial Way parking spaces, which currently sit under town signage prohibiting overnight parking. Ms. Everett showed where the property lines had been recently surveyed. The Board noted that the town's overnight parking ban does not apply to private property. The Board will request Tax Assessor Doug Guy to review the property maps to determine ownership of the parking spaces, and then ask the Department of Public Works to confirm to remove the town no parking signs if they are determined to be private property. The Board discussed the lack of public parking spaces for the businesses located between Colonial Way and Water Street.

B. Mr. Kitchen announced the resignation of Machias Bay Area Transfer Station Director Pat Anderson, who is retiring. Her last day will be June 1.

On a motion by Ms. Sinford and seconded by Ms. Porcher the Board
VOTED:

To accept the resignation of Machias Bay Area Transfer Station Director Pat Anderson.

C. Mr. Kitchen told the board that the town will have an opportunity to host an electronic recycling event at the Transfer Station within the next two months. There are grants available that might enable the town to buy a building expressly for the purpose of housing electronics to be recycled.

D. Mr. Kitchen said bids to repair the Down East Sunrise Trail closed and the contract has been awarded to the low bidder, Don Hanscom. The Town has offered to assist by making small repairs to the trail along the Machias Dike in order to make it a passable detour.

E. Mr. Kitchen updated the Board that paving continues on Route 1.

F. Mr. Kitchen informed the Board that the Downeast Coastal Conservancy will host an open house on June 29 for its new preserve, the Meserve Preserve, located on Elm Street.

G. Chief Maker informed the Board that Advanced EMT Amanda Fielder will be attending paramedic school in Presque Isle using funds from the Maine EMS Stabilization Grant. To stabilize the income of Machias Ambulance employees attending paramedic training, Chief Maker created a grant spending proposal that will issue a weekly stipend throughout the year of paramedic training, and offer the opportunity to work two shifts each week as their time permits. Stabilization Grant funds of \$142,783 will fund the training of three Machias Ambulance employees in total. Chief Maker is currently the only paramedic working for Machias. A service of its size requires four.

On a motion by Ms. Porcher and seconded by Mr. Edwards, the Board

VOTED:

To approve Chief Maker's Maine EMS Stabilization Grant Spending Proposal as written.

On a motion by Mr. Hinerman and seconded by Ms. Porcher, the Board

VOTED:

To approve the appointment of Amanda Fielder to the MAS Program under Machias Ambulance.

9. ADJOURNMENT

On a motion by Mr. Hinerman and seconded by Ms. Sinford the Board voted to adjourn at 7:32PM.