

MACHIAS SELECT BOARD
JUNE 12, 2024

A meeting of the Machias Select Board was called to order at 6:03 PM by Chairman Jacob Patryn. In attendance were Board members Carole Porcher, Michael Hinerman, Ben Edwards, and Sandra Sinford; Town Manager Bill Kitchen, Police Chief Keith Mercier, Fire Chief Joey Dennison, Town Clerk Sandra Clifton, Bob Berta, and Interim Secretary Sarah Craighead Dedmon.

1. MINUTES - REVIEW AND ACTION

On a motion by Michael Hinerman and seconded by Carole Porcher, the Board voted to approve the minutes of the May 8, 2024 Board meeting.

2. WARRANTS - REVIEW AND ACTION

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

To approve payroll warrant #98 in the amount of \$18,679.67; to approve payroll warrant #100 in the amount of \$34,059.51; and to approve payroll warrant #102 in the amount of \$18,241.99.

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

To approve accounts payable warrant #99 in the amount of \$140,991.74; to approve accounts payable warrant #101 in the amount of \$287,634.68; and to approve accounts payable warrant #103 in the amount of \$119,252.12.

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

To approve school warrant #053124 in the amount of \$348,627.97

3. LIQUOR LICENSE RENEWAL - HING GARDEN

The members of the Board reviewed an application for a liquor license renewal for Hing Garden (located on Main Street).

On a motion by Sandra Sinford and seconded by Carole Porcher, the Board
VOTED:

To approve a liquor license renewal for Hing Garden.

4. MARIJUANA ORDINANCE FEES AND APPLICATIONS

The Board discussed adopting a proposed new fee structure for marijuana storefronts which will reduce the fees from \$5,000 annually to \$1,500 annually. The fees will be reflected on the town's overall fee sheet.

Mr. Kitchen pointed out that the cannabis fees are not a fixed sum set by the town's cannabis ordinance, but can be changed as seen fit by the Board.

On a motion by Carole Porcher and seconded by Michael Hinerman the Board VOTED:

To adopt the town of Machias fee sheet as it is currently written and to prorate cannabis shops who have paid their fees to date, from July 1, to match the new fees.

5. BUDGET SCHEDULE

The Machias schools budget is already completed, to be ready for the School Budget Validation Referendum on Tuesday, June 25.

Mr. Kitchen said a meeting is planned between himself, Fire Chief Joey Dennison and Budget Committee member Joshua Rolfe to discuss the fire department budget.

Carole Porcher will meet with the Machias Ambulance Service.

Mr. Kitchen says the Fire Department is a priority this year. He suggests putting together a committee comprised of himself, Joshua Rolfe, and Chief Joey Dennison to come up with a plan for the fire department, including a 90-day plan, a one-year plan, and a three-year plan.

The Board and Budget Committee will meet at 5 p.m. on Wednesday, June 26.

6. MACHIAS FIRE DEPARTMENT UPDATE

Mr. Kitchen suggests the Board appoint Joey Dennison to the chief of the Fire Department which held its annual meeting last Thursday, June, 6. The fire department nominates the chief and the chief appoints the officers, then the Board makes the one-year appointment.

On a motion by Ben Edwards and seconded by Michael Hinerman the Board VOTED:

To appoint Joey Dennison as the Machias Fire Chief for one year.

On a motion by Michael Hinerman and seconded by Carole Porcher the Board

VOTED:

To appoint Joey Dennison as the Machias Emergency Management Director.

Chief Dennison asked the Board to approve the addition of Scott Gordon to the Fire Department's volunteer roster and to approve the hiring of Justin Farnsworth as a per diem driver/dispatcher. Chief Dennison said Mr. Farnsworth is currently a volunteer who has his firefighting I and II training, his Class B driver's license, and that he has passed the driving requirements of all of the town's apparatus. Mr. Farnsworth will cover the full-time driver/dispatcher's work when they go on vacation.

On a motion by Carole Porcher and seconded by Sandra Sinford the Board

VOTED:

To appoint Scott Gordon to the Machias Fire Department as a volunteer firefighter, and to hire Justin Farnsworth on a per diem basis as a driver/dispatcher for the Machias Fire Department.

Chief Dennison said the fire department budget has \$13,000 remaining in the building maintenance category, and requested the Board's approval to use the funds for improvements to the fire department living quarters.

On a motion by Carole Porcher and seconded by Michael Hinerman the Board

VOTED:

To approve \$13,000 in spending from the fire department reserve budget for spending on building enhancements and improvements.

7. MACHIAS POLICE DEPARTMENT UPDATE

Machias Police Chief Keith Mercier updated the Board saying calls are up due to summertime and that there was an incident of vandalism downtown the night prior.

He said that the department is working with game wardens to address ATV registrations, and the department is gearing up for the festival season.

New officer James Frauenhoffer began work on Sunday, June 9 and Chief Mercier expects him to be certified by the Academy within the month.

Chief Mercier asked the Board to consider promoting Officer Tim Mace to the position of lieutenant. He said he would like to create a command structure within the Machias Police Department so when he, the Chief, is unavailable, there's a clear outline of who is next in charge.

Chief Mercier praised Officer Mace's dedication to the department and his work, plus his local knowledge of the town, his investigative skills, and his work as an instructor.

Mr. Kitchen echoed Chief Mercier's praise of Officer Mace, saying he would support the promotion.

Chief Mercier said the raise associated with the promotion is 50 cents per hour.

On a motion by Ben Edwards and seconded by Michael Hinerman the Board
VOTED:

To approve Chief Mercier's request to offer the position of Lieutenant to Officer Tim Mace with a raise of 50 cents per hour.

8. MACHIAS AMBULANCE UPDATE

Chief Ryan Maker sent a letter to the Board recommending the hire of Michael Brown for the position of Ambulance Operator with the Machias Ambulance Service.

Chief Maker said Mr. Brown has prior experience from multiple companies and enjoys operating vehicles long distances, retired and looking for something to keep him engaged in the community.

Chairman Patryn said the Board values Chief Maker's opinion and ability to assess the needs of the Ambulance Service.

On a motion by Carole Porcher and seconded by Ben Edwards, the Board
VOTED:

To approve the hiring of Michael Brown to the position of driver with the Machias Ambulance Service.

9. OTHER BUSINESS

The Board discussed the annual special entertainment permit renewal for the Ephriam H. Johnson American Legion Post 9, a permit required of all liquor license holders,

The permit would authorize dances with bands, karaoke, Mr. and Mrs. Pickle, and Queen of Hearts games.

On a motion by Carole Porcher and seconded by Sandra Sinford, the Board
VOTED:

To approve special entertainment permit for the American Legion.

Mr. Kitchen recommended the Board in the future consider removing the requirement for a permit governing special entertainments.

Mr. Kitchen said the Down East Sunrise Trail repairs were completed and the trail was reopened in record time. He thanked all involved in opening the trail, and the Board thanked Mr. Kitchen for his efforts, too.

Regarding the Colonial Parking lot, Mr. Kitchen said he has requested an interpretation of the survey from Hayley Ward, to determine which parts of the lot belong to the town, and which to property owners.

Town Clerk Sandra Hanscom said Select Board nomination papers are available now with a return date of July 26. Elections will be held Tuesday, September 24, 2024, and the annual town meeting will be held Wednesday, September 25, 2024.

Ms. Hanscom said the town office will be closed on July 1 for year-end activities, and the town office staff would like to take Friday, July 5 off for the Fourth of July weekend.

The Fourth of July parade will happen on Thursday, July 4, at 6 p.m. Line-up at the Machias School campus will start at 5:30 p.m.

Chairman Patryn suggested that going forward, it would be helpful to have representatives from the Fire Department, Public Works, and Transfer Station attend the Board meetings on a regular basis, if possible.

10. ADJOURNMENT

On a motion by Ben Edwards and seconded by Ben Edwards, the Board voted to adjourn at 7:32 PM.