



Public Hearing
Remote via Zoom Meetings
<https://us02web.zoom.us/j/84500880545>
Dial In: (301)715-8592 Meeting ID: 84500880545
Tuesday, June 23, 2020 @ 5:30pm

MINUTES

- I. Chairwoman Lydia Goetze called the Public Hearing to order at 5:33 pm. In attendance, Kristin Hutchins, Chad Terry, Manager Justin VanDongen, Assistant Town Manager Marilyn Lowell and Harbor Master Adam Thurston. Ryan Donahue and Snap Willey are absent and excused.
- II. Coastal Harbor and Waters Ordinance changes, Adam Thurston explained some changes such as restructuring the ordinance to make it easier to read. They have also proposed changes to the section regarding embarking/disembarking at the town docks.
- III. Bond for New Public Works Garage - \$1.9 million bond. The Town Manager gave an overview of the project that has been in the works for the last 3 years. The current building is insured for contents only due to the deteriorating condition of the existing building. Roughly equivalent to the floor area that is being replaced. The building will be heated with radiant heat in the slab, office area is to be heated with a heat pump. The roof has been engineered to be equipped with the solar panels. There is a fair amount of ground work required to satisfy DEP permits due to the location near Marshall Brook. There is a proposed oil separator that will help with the environmental impact of washing the trucks indoors. School buses will be stored inside. The winning bid for the project was Maine Coast General Contractors. Public Works director Scott Alley added comment about the savings of having the facility under one roof. The building needs to be habitable before snow per the bid contract. The new building is proposed to have a life span of 50 years.
Motion by KH to adjourn public hearing, Chad Second. 3-0-0

Select Board Meeting Immediately Following Public Hearing

- I. Chairwoman Lydia Goetze called to order the Select Board Meeting 5:53 PM, In attendance, Kristin Hutchins, Chad Terry, Manager Justin VanDongen, Assistant Town Manager Marilyn Lowell and Harbor Master Adam Thurston. Ryan Donahue and Snap Willey are absent and excused.
 - II. Visitors to be heard not on the agenda. None present
 - III. Motion to approve minutes of May 26th, Lydia Goetze, Seconded by Kristin Hutchins. 3-0-0
 - IV. Manager's Report was given by Justin VanDongen
- Update on Manset town dock was given. Talked with Chip Reeves, scheduled a phone conference with Army Corp of Engineers about filling in some wetlands area.

Fiberight shutdown, concern we have is the fact we have switched to the single stream disposal, now, all items are going to land fill. Will try and figure out a plan for recycling until Fiber right is back up and running, there issue is a financial one and they are looking for a new investor. They have received their permits to sell the plastic products they are producing. Kristin Hutchins expressed frustration towards the length of time the permitting process took, the implication being it ends up costing everyone money. MRC is holding Fiberight in default of the contract during this time.

Newsletter went out last Wednesday about town meetings. July 6, 2020 will be the Public Hearing, July 13th, 2020 will be the Town Budget Public Hearing.

Keep Maine Healthy Grant was submitted last week. 100 municipalities applied for the grants. All the towns on the island applied for the grant. Included the electronic sign in front of the fire department, as well as sign posts.

Ryan Donahue joined the meeting at 6:10 PM

Office Reorganization, changed around some positions at the Town Office, beginning July 1st, 2020. Two counter positions for primary staff, a new position for Town reception, helping residents and help coordinate boards. Proposed office schedule emailed this afternoon, proposal to close to public Tuesday afternoon to complete tasks without being interrupted. The fact that one person would have uninterrupted work throughout the day. Debbie expressed concern about the effectiveness of doing the work while still at the front counter, stopping and starting work throughout the day in blocks. Possibility to have an outside cleaner due to the Covid-19 grant. Kristin Hutchins expressed she did not know the office staff cleaned the office. The proposed schedule is not set in stone. A discussion was held regarding job descriptions, duties and tasks. Kristin Hutchins suggested the office closure on Tuesday was abundantly posted to as not to surprise residents.

Rhoades-Raisner sewer line update was given by Justin VanDongen. A private company was digging a culvert for John Williams when they crushed and capped this sewer pipe. Justin reached out to MMA to see what liability the town would have if any. Justin does not believe it is anything the town should be contributing to. More follow up with MMA.

V. New Business -

Liquor License Peter Trout – Motion made to approve to renew Peter Trouts Liquor License for one year by Lydia Goetze. Seconded by Chad Terry, passed 4-0-0.

Chris's Pond Property, Justin VanDongen introduced Misha from Maine Coast Heritage Trust to talk about the opportunity for the town to acquire property located at 392 Main Street. The owner is getting ready to list it for sale, they approached MCHT to see if they or the town are interested in acquiring the parcel. A map displaying the lots being referenced was shown. The lot for sale does not actually abut the town lot, they are separated by 20 feet. Is this something the Town is interested in buying. Would the board want MCHT to do more research, they do partner with towns to do that kind of work. This would be a community project. Ryan Donahue felt it could be very useful for Chris's Pond. The property does require some efforts. Discussion was had about whether or not Chris's Pond is included in the Comprehensive Plan. Lydia Goetze discussed the possibility for work force housing on this lot. Is there a multiple use scenario. Discussion was held regarding

the Dearden lot located behind Chris's Pond. The owners will likely want some feedback soon. A discussion of the timeframe was held, hard to know without knowing the cost to the taxpayers. Motion was made by Kristin Hutchins to start looking at acquiring and developing the Letcher Property to enhance the Chris's Pond property. Seconded by Lydia Goetze. Passed 4-0-0.

Job Descriptions – Discussion was had earlier in the meeting. There will be adjustments as the schedules evolve. Justin explained the primary positions would be front facing. There is room to adjust as we go. The goal is to be as efficient as possible. Justin would like to go to the proposed Schedule starting Monday. Debbie expressed concern about time for training with task changes. Justin VanDongen said he would be speaking with Jesse Dunbar regarding covering some hours beginning next week, utilizing funds from the Covid-19 grant. Both windows will be installed by Monday, one will be open at a time. Justin would like to advertise the new position tomorrow and start interviewing next Friday.

Motion was made by Kristin Hutchins to approve the advertising of the new position of Board Coordinator/Secretary to the Town Manager. Seconded by Lydia Goetze, Passed 3-1-0.

Motion made by Lydia Goetze to issue Water Sewer Entry Deck RFP Seconded by Chad Terry, Discussion was held regarding the project, it is ADA Compliant and meets all the codes for the State of Maine and Fire Code. Passed 4-0-0.

VI. Other Business – Lydia Goetze talked about June being the usual time to do a review of the Town Manager, Executive session is not really possible with Zoom. Could each member reach out to Justin and express something they think has gone well and an area you think he could improve within the next 10 days.

VII. Accept Warrants

Motion by Lydia Goetze to approve:
General Fund Warrant FY20 135 and 136
Payroll Warrant FY20 132
School Warrant FY 20 131, 133, and 134
Seconded by Kristin Hutchins passed 4-0-0

Motion by Lydia Goetze to approve:
Conservation Commission Expenses Warrant
Seconded by Kristin Hutchins

VIII. Next Meeting Date:

July 6, 2020 Public Hearing School Budget
July 13th, 2020 - Public Hearing & Select Board Meeting

Chad Terry was excused at 7:05 PM

Other Business – Letter received regarding Joey's Place will be taken up at a future meeting. Manset Dingy float update, Justin and Adam met with John Goodwin on the ramp and talked about adjusting the float. Discussion was had on the changes to the float location. In response to Justin's question about cost, Harbor Master Adam stated the cost involved would be avoided if we waited to do it next spring.

Motion by Kristin Hutchins to approve the expenditure \$6600 for the new ramp at the Manset Town Dock, Seconded by Lydia Goetze, passed 3-0-0.

Ryan Donahue would like to make sure the information discussed tonight regarding barges makes it onto the Harbor Committee's agenda.

IX. Motion made by Kristin Hutchins to adjourn the meeting at 7:57pm, seconded by Lydia Goetze passed 3-0-0.