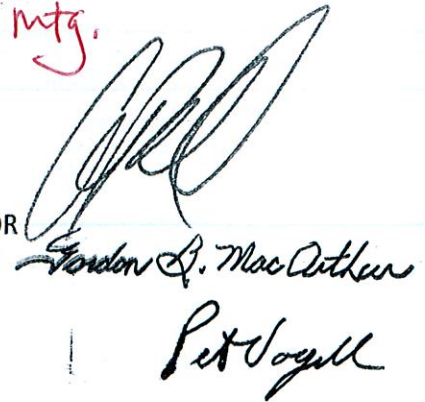


Appr. @ 5/4/20 Zoom mtg.

TOWN OF CASTINE  
SELECTMEN, ASSESSORS & OVERSEERS OF THE POOR  
MEETING MINUTES



Gordon B. MacArthur  
Peter Vogell

DATE: Tuesday, April 21, 2020  
TIME: 4PM.  
PLACE: Emerson Hall (via ZOOM – mtg # 204-220-8848)

PRESENT: Colin Powell, Chair, Gordon MacArthur, Peter Vogell, Selectboard members; Shawn Blodgett, Town Manager; Karen Motycka, Finance Officer and Susan Macomber, Town Clerk.  
PUBLIC: Bobby & Ruth Ann Vagt, Liz Parish, Brooke & Gil Tenney, Alice Alston and Eli Forman of the Castine Patriot.

Colin Powell opened the meeting at 4:03 PM (a few minutes to get everyone on ZOOM).  
Colin Powell verified that there was a quorum with Gordon MacArthur, Peter Vogell and himself all stating their presence.  
Colin asked if there were any additions or deletions to the Agenda: None.

Gordon MacArthur made motion to approve the warrants, abatements, budget vs. actual and trial balance reports, bank reconciliations and excise tax collections; General Fund Warrant in the amount of \$49,852.24. Second by Peter Vogell.  
Colin asked for votes to approve. Gordon stated yes to approve. Peter stated yes to approve. Colin stated yes to approve. General Fund Warrant approved 3-0.  
Gordon MacArthur made motion to approve Water Warrant in the of amount = \$18,070.62.  
Colin asked for votes. Gordon stated yes to approve. Peter stated yes to approve. Colin stated yes to approve. Water Warrant approved 3-0.

Gordon MacArthur made motion to approve the April 6, 2020 Selectboard Mtg minutes.  
Second by Peter Vogell. No discussion. Colin asked for votes.  
Gordon stated yes to approve. Peter stated yes to approve. Colin stated yes to approve.  
April 6, 2020 Mtg minutes approved 3-0.

Item 1. Colin Powell introduced approving to distribute General Assistance funds to the Castine Area Relief Fund Program due to COVID-19. Shawn Blodgett, Town Manager, reviewed.  
1). Due to the pandemic of COVID-19 and in response to the growing needs of area residents, a group of concerned citizens has formed the Castine Area Relief Fund.

2). If you or someone you know, as a consequence of the pandemic, is in need of basic assistance, please contact one of the local churches or other local charitable organizations, and you will be directed to a person who wants to help.

3). If anyone would like to make a donation to this worthwhile endeavor, please send a check made out to the Castine Area Relief Fund to the below address: Castine Area Relief Fund P.O. Box 506 Castine, ME 04421.

Bobby Vagt has volunteered to be the program's fund manager with Castine Community Partners as the financial pass through organization. This will help to purchase food boxes from local merchants and get to those in need.

Gordon MacArthur made motion to approve distributing \$2,000 from General Assistance to the Castine Area Relief Fund Program due to COVID-19. Second by Peter Vogell. Colin asked for votes. Gordon stated yes to approve. Peter stated yes to approve. Colin stated yes to approve. Approved 3-0.

Shawn read the Castine Area Relief Fund Program statement for basic assistance. This statement will be posted on the Town's website and FaceBook page.

Item 2. Colin Powell introduced the Town Manager's Report: Shawn Blodgett read his report (see attached).

Contingency Update: Shawn mentioned that due to COVID-19, he recommended \$10,000 remain in Contingency to allocate towards COVID-19 if needed. Funds needed to repair the Emerson Hall Cupola that was approved at the previous Selectboard Mtg from Contingency can be taken from the Roof fund or Emerson Hall accounts.

Discussion.

Gordon MacArthur made motion to withhold \$10,000 that was previously approved from Contingency to repair the Emerson Hall Cupola to remain in Contingency and use for COVID-19 emergencies if needed. Second by Peter Vogell.

Colin asked for votes. Gordon stated yes to approve. Peter stated yes to approve. Colin stated yes to approve. Approved 3-0.

Item 3. Other Business as Required: NONE.

**Communications:** -letter from the American Red Cross thanking the Town for letting them run a recent Blood Drive at Emerson Hall during this critical time. There was a fantastic turnout which exceeded their goals. They hope that Emerson Hall will host future Blood Drives.  
-monthly HCSD report.

**Colin acknowledged the public present:** -Liz Parish said she has not heard any updates regarding the May Town Mtg and asked for any developments. There are no decisions at this



time for Town Mtg. Gordon asked to review the Town Mtg requirements. Shawn reviewed saying that Governor Mills has an Executive Order in place to address many issues and municipalities conducting Town Mtgs is one. Once the Town advertises and posts the warrant by the required 7 days prior to the mtg date, the Town has to hold the mtg. Karen Motycka, Finance Officer, also pointed out that under the current Governor's Order, if the Town Mtg is not held by July 1<sup>st</sup> (Castine's fiscal year start date) then we operate under our current budget until we are able to hold Town Mtg.

**PAST ACTIONS:** NONE.

**Selectboard Comments:** 1) Peter Vogell asked if there has been any follow-up discussions regarding Don Tenney's Town Dock bathroom request to install hot water heater and touchless faucets. Peter said he would favor installing a hot water heater. Given the current times of this pandemic and the necessity of personal hygiene Peter thinks it would be a good idea. He said he does not favor or think touchless faucets are needed. Shawn said there has been no action done with this request with everything else going on. He said he would get some costs together for the Selectboard to consider.

2) Karen said she had a recent conversation with Deb Hamblen-Wood and they tentatively plan to open Captain's Catch on May 22<sup>nd</sup>.

3) Liz Parish asked if anyone knew when the seasonal water turn-on date would be. Shawn said he spoke with Adam Clark and the date was mentioned but he did not remember it at this time. Karen said that typically seasonal water lines are turned on at the end of April.

Upcoming Mtg:

Monday, 5/4 at 4PM – Selectboard/Assessors & Overseers of the Poor Mtg.

Monday, 5/18 at 4PM – Selectboard/Assessors & Overseers of the Poor Mtg.

No T/G Mtgs scheduled at this time due to COVID-19.

Gordon MacArthur made motion to adjourn. Second by Peter Vogell. Colin asked for votes. Gordon stated yes to adjourn. Peter stated yes to adjourn. Colin stated yes to adjourn.

Approved 3-0.

Meeting adjourned at 4:27 PM. Minutes by Susan Macomber, Town Clerk.



## MEMORANDUM

To: Castine Selectboard  
From: Shawn Blodgett  
Date: April 17, 2020  
Re: Town Manager Report

1. Coronavirus (COVID-19). As of 11:45 a.m. on the 17<sup>th</sup> of April, Hancock County now has 6 confirmed cases of COVID-19. The Town of Castine continues to stay abreast of the situation through Maine Center for Disease Control, Hancock County Emergency Management and many others. On April 16<sup>th</sup>, Governor Mills issued an Executive Order stopping evictions during the State of Emergency which has now been extended until May, 15, 2020. Included within this Executive Order is also a rent relief program. Follow the below link to this Executive Order.

<https://www.maine.gov/governor/mills/news/governor-mills-unveils-actions-protect-housing-maine-people-amidst-covid-19-pandemic-2020-04>

2. Castine COVID-19 Actions. Castine's response to the COVID-19 pandemic continues to evolve. As the new "no personal interaction" process at the Transfer Station has become better understood and adhered to, we have added an extra day to the schedule. Beginning this past Saturday, the 18<sup>th</sup> of April, the Castine Transfer Station will be open during normal posted hours on both Friday and Saturday. Twice weekly curb side pick-up will also continue on Mondays and Thursdays. Town Hall will be staffed daily, but starting next week, the Finance Officer and Town Clerk will add days to their schedules, while still de-conflicting their time in the office so that both are not in the office at the same time.





3. Street Sweeping. Street sweeping for the entire community has been scheduled for Friday, May 08<sup>th</sup>.
  
4. Storm Water Drainage Issue on Perkins Street. During the last rainstorm, we found that our previous efforts to solve the storm water drainage issue on Perkins Street failed to resolve the issue. On Friday, 17 April, we put a camera in the pipes and found the clog in the drainage pipe which runs underneath the hedges at 179 Perkins Street. I am awaiting the final report from Olver Associates and will update the Selectboard once a final remedy to this problem has been generated.
  
5. Contingency Fund. During the last Selectboard meeting, the Board voted to utilize the contingency fund to underwrite the repair of the Emerson Hall Cupola. With the COVID-19 response ongoing, we respectfully request to hold \$10,000 of the contingency fund in Reserve, reducing the money coming from contingency toward to cupola to \$27,886.18. This action will leave \$10,000 remaining in the contingency fund and provide greater flexibility should a future need present itself. The shortfall in funding toward the Emerson Hall Cupola can be backfilled through other budget lines in which we have funds available.