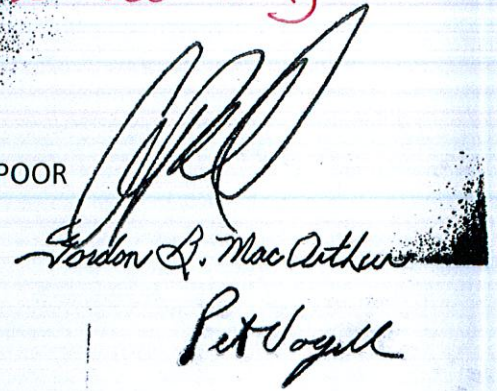


Appr @ 4/6/20 Zoom mtg.

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



Gordon B. MacArthur  
Peter Vogell

DATE: Monday, March 16, 2020

TIME: 4 PM

PLACE: Emerson Hall

PRESENT: Colin Powell, Chair; Gordon MacArthur, Selectboard member; Peter Vogell, Selectboard member via teleconference call; Shawn Blodgett, Town Manager; Karen Motycka, Finance Officer and Susan Macomber, Town Clerk.

PUBLIC: Bobby Vagt, Scott Vogell, and Eli Forman from the Castine Patriot.

Colin Powell opened the meeting at 4:00 PM (Colin pointed out that the mtg was taking place with social distancing in place).

Colin asked if there were any additions or deletions to the Agenda: None.

Colin asked if there was a motion to approve warrants and abatements; review Budget vs. Actual, Trial Balance Sheets, Bank Reconciliations and Excise Tax Collections.

Gordon MacArthur made a motion to approve Warrants and Reports. Second by Colin Powell. Approved 2-0 (Peter Vogell absent in person).

Gordon MacArthur made motion to approve the March 2, 2020 Selectboard Mtg minutes. Second by Colin Powell. Approved 2-0.

Item 1. Colin Powell introduced approving for Sign Regulation amendment article to appear on the May 9<sup>th</sup> Town Mtg Warrant as recommended by the Planning Board and Merchants Association.

Shawn Blodgett addressed.

Shawn said he has met with representative from the Merchants Association (CMA) to discuss an amendment that could work for the Town and the local businesses. The proposed language allows more flexibility with posting temporary signage.

Gordon MacArthur made motion to put the proposed amendment to the Zoning Ordinance on the May 9<sup>th</sup> Town Mtg Warrant. Second by Colin Powell. Approved 2-0.

Item 2. Colin Powell introduced statement regarding the Coronavirus, COVID-19 and Castine protocols. Colin read the statement (see attached).

Item 3. Colin Powell introduced the Town Manager's report. Shawn Blodgett read his report (see attached).

1. Update: Maine Maritime Academy will close on Wednesday, March 18<sup>th</sup> and class instruction will be done remotely as of March 30<sup>th</sup> as other colleges are currently doing.

Item 4. Other Business as Required: NONE.

Communications: -letter from Don Tenney requesting that an on-demand electric hot water heater be installed at the Town Dock bathrooms in light of the COVID-19 crisis. Don says that given the recommended cleanliness habits that are being highlighted and the indefinite situation we are in he strongly urges consideration. Also, Don suggests touchless faucets as well.

-letter from Debby Neve, of the Castine Arts Association (CAA), who wants to gift 6 black-out shades for the large windows upstairs in Emerson Hall to the Town. They will be mechanically operated. These shades would allow CAA to host Potluck & a Movie night events in the summer when the sky doesn't get dark until late. It could also allow children daytime movies.

Gordon MacArthur made motion to approve the gift. Second by Colin Powell. Approved 2-0. Shawn Blodgett said that CAA would also like to purchase 4 headsets with Bluetooth capability for the hearing impaired at some point with a \$500 match from the Town. A formal request from CAA will come in the near future.

Colin Powell acknowledged the public present: Scott Vogell made reference to the COVID-19 statement read earlier and asked what, if any, decisions are being considered for the Town.

Shawn Blodgett reviewed an outline:

- a) The transfer station will stay open, at this time, but no cash accepted unless its exact. A drop off box will be located near the office. 6 ft social distancing will be in effect. The attendant will not have personal contact with patrons.
- b) Town Office will be closed to the public. Town Office hours will remain the same, at this time, with transactions being done by phone, mail and/or email. Car, boat, ATV registrations, hunting/fishing and other licenses are available to process online. Town Office staff can assist citizens with online transactions over the phone if needed.
- c) The Library will also be closed to the public with curbside pick-up, delivery and online transactions available as necessary.
- d) social distancing will be practiced at all Town facilities.

Discussion. It was mentioned to give the Town Manager authority to make decisions regarding the COVID-19 crisis as needed so we do not have to arrange another meeting.

Gordon MacArthur made motion close the Town Office & Library to the public but to maintain phone, mail, email and online transactions; Transfer Station open with minimal personal

contact with patrons and only exact cash or check accepted at a drop off box, to start immediately (Tues, March 17<sup>th</sup>). Second by Colin Powell. Approved 2-0. Peter Vogell said he agrees with the vote.

Bobby Vagt asked what happens with a service like Notary Public, if needed. Town Office said they will work with case by case basis and with other local organizations that have Notaries available. Bobby also asked what's in place if Castine does get a COVID-19 case or suspect one. Shawn reviewed. Castine Fire Rescue Dept (CFRD) will respond to any Person Under Investigation (PUI), use Personal Protective Equipment (PPE) in inventory and follow the protocol guidelines by CDC. They will petition to the State for more PPE when necessary; businesses will be recommended to close if this crisis gets worse; CFRD, Town Office, Castine Health Clinic, MMA, Hancock County Emergency Mgnt, Northern Lights and State agencies are all working closely and doing the best we can to maintain shared awareness.

Past Actions: NONE.

Selectboard Comments: Colin Powell extended a Happy Birthday to Town Manager, Shawn Blodgett.

Upcoming Mtgs:

Monday, 4/6 at 4PM – Selectboard/Assessors & Overseers of the Poor Mtg.

Wednesday, 3/18 at 8AM - T/G Mtg = CANCELLED.

Tuesday, 4/21 at 4PM – Selectboard/Assessors & Overseers of the Poor Mtg (due to the Patriot's Day Holiday).

Saturday, 5/9 at 8:30AM – May Town Mtg (watch for postponement and/or cancellation).

Gordon MacArthur made motion to adjourn. Second by Colin Powell. Approved 2-0.

Meeting adjourned at 4:25PM.

Minutes by Susan Macomber, Town Clerk.



## MEMORANDUM

To: Castine Selectboard  
From: Shawn Blodgett  
Date: March 16, 2020  
Re: Town Manager Report

1. Coronavirus (COVID-19). No change from most recent updates. The Town of Castine continues to stay abreast of the situation through Maine Center for Disease Control. We also are staying synchronized with Maine Maritime Academy actions as well as School Union 93. SU93 has decided to close for two weeks commencing Monday, March 16<sup>th</sup>, 2020. Follow them at:

Maine CDC: <https://www.maine.gov/dhhs/mecdc/infectious-disease/epi/airborne/coronavirus.shtml>

MMA: <https://mainemaritime.edu/campus-safety/coronavirus/>

SU93: <https://www.schoolunion93.org/>

2. Storm Water Drain on Perkins. We will have a camera crew in Castine this week to try to find the blockage, ascertain whether we have broken pipe and understand the slope of the underground pipes.

3. Emerson Hall Cupola. Both Henry and I got inside the Emerson Hall Cupola during the bad rainstorm on Friday, the 13<sup>th</sup> of March. The Cupola is leaking like a sieve and we may need to move the cupola restoration up in the cue as I don't know if we will be able to make it weather tight. On Wednesday of last week, I had a representative from North Country Restoration here to look at the cupola and they will get me an estimate soon. North Country Restoration is the same company that will re-guild the town clock at the Main Street Church.



4. Maine 200 Grants. The Town of Castine will receive a total of \$3000.00 from the State of Maine to support our Maine 200 celebration. \$2500.00 of this money is earmarked for our main celebration and Witherle Memorial Library won a smaller \$500.00 grant to support the procurement of Maine 200 books.