

Appr. @ 6/1/20 Zoom Mtg.

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



DATE: Monday, May 18, 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 Tenney, David Adams, Olivia Farr 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 \$16,833.03 and Water Warrant in the amount of \$4,133.63. Second by Peter Vogell.

Colin asked for votes. Gordon stated yes to approve. Peter stated yes to approve. Colin stated yes to approve. Both Warrants approved 3-0.

Gordon MacArthur made motion to approve the May 4, 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. May 4, 2020 Mtg minutes approved 3-0.

Item 1. Colin Powell introduced approving renewal Liquor License – The Castine Inn.

Olivia Farr was present.

No complaints were issued to the Town Office over the past year.

Gordon MacArthur made motion to approve. 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 2. Colin Powell introduced approving renewal Liquor License – Danny Murphy's Pub.

No complaints were issued to the Town Office over the past year.  
Gordon MacArthur made motion to approve. 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. Colin Powell introduced approving the FY21 Pollution Control Budget as recommended by the Utility Board.

Gordon MacArthur made motion to approve the Pollution Control Budget in the amount of \$552,390.00. Second by Peter Vogell.

Gordon asked if the motion with amount stated is consistent with Budget approved. Karen Motycka said yes. She said this year's budget amount is about \$500 less than last year. Olver Associates (Contract Operations), The Utility Board, Town Manager and herself (Finance Officer) made every attempt to keep the budget intact as possible with incorporating enough for maintenance.

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

Item 4. Colin Powell introduced the Town Manager's Report: Shawn Blodgett read his report (see attached).

Town Dock, Restrooms and Railings update: Within Shawn's Town Manager's Report he requested the Selectboard, on behalf of the Harbor Committee and their recommendation, to consider a Purchasing Policy waiver to rapidly move forward and complete Phase III of the Dock Railing replacement project. The Harbor Committee reviewed a single bid in the amount of \$25,587.00 from SureSide Property Mgmt of Castine to finish Phase III of the Dock Railing project. The completion of this project has been delayed a bit since the completion of Phase II in 2017. Shawn said requesting a waiver results from SureSide Property Mgmt having the experience as they were the vendor who completed Phase II, their bid for this Phase compared to Phase II is very similar and competitive, this is a continuation of an ongoing project, there have been no problems with Phase II work and there is a 4-week lead time for ordering the materials. Shawn said we have the funds and he agrees with the Harbor Committee's recommendation.

Gordon MacArthur made motion to approve Purchasing Policy waiver to allow for Phase III of the Dock Railing project to move forward and be completed by the same vendor who completed Phase II with a competitive bid. Second by Colin Powell.

Colin asked for votes. Gordon stated yes to approve. Peter abstained. Colin stated yes to approve. Approved 2-0 (Peter abstained due to SureSide Property Mgmt being owned by a family member). Colin suggested the Selectboard revisit the Purchasing Policy in the near future. There may be a few changes and/or updates needed.



Item 5. Other Business as Required: NONE.

**Communications:** Letter of thanks from Bobby Vagt from CARF (Castine Area Relief Fund) to the Town Manager and Selectboard for their participation and financial support to the effort of assisting those in our community, in need during these COVID-19 challenging times.

**Colin acknowledged the public present:** -David Adams asked for details regarding repaving Wadsworth Cove Road and if appropriate, at this time, asked if an apron at the end of the Backshore Road be considered. He also mentioned the paving of the parking lot area at the Backshore Beach, therefore, hoping to get more details of any work planned. Shawn said the Wadsworth Cove Road is not on this year's infrastructure list and this is the first he is hearing of any paving of the Backshore parking lot area. Sue Macomber commented that a member of the Recreation Committee is in preliminary stages of researching and pricing for possible paving the parking area but it has not been reviewed by the Recreation Committee yet.

-Liz Parish gave an FYI that MMA Seniors are on the ship to take Coast Guard exams and are quarantined as they take their exams. Shawn said he is aware of MMA bringing employees back to work this week and developing a policy and procedures to do this safely but has not received information of Seniors on the ship. He said he would confirm with MMA.

*(UPDATE NOTE - 5/20/20: Shawn heard back from MMA President, Bill Brennan and they do not have students back on campus yet. However, they will start bringing back a select few (around 30) on May 26th. Those that are from Maine will be able to complete their coursework (1-2 days) without the 14-day quarantine requirement. Those from outside the state (2-6 students) will be required to quarantine. MMA will be providing food to minimize contact with Castine).*

**PAST ACTIONS:** NONE.

**Selectboard Comments:**

Upcoming Mtgs:

Monday, 6/1 at 4PM – Selectboard/Assessors & Overseers of the Poor Mtg.

Monday, 6/15 at 4PM – Selectboard/Assessors & Overseers of the Poor Mtg.

No T/G Mtgs scheduled at this time due to COVID19.

Colin thanked everyone who attended.

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 4:30PM.

Minutes by Susan M Macomber, Town Clerk.





## MEMORANDUM

To: Castine Selectboard  
From: Shawn Blodgett  
Date: May 18, 2020  
Re: Town Manager Report

1. Coronavirus (COVID-19). As of 12:00 p.m. on the 15<sup>th</sup> of May, Hancock County still has had 10 confirmed cases of COVID-19 but is down to zero active cases, with 9 victims recovered, and one death. 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 29th, Governor Mills extended the “Stay Safer at Home” Executive Order to May 31. On 28 April, the Governor published the State Re-Opening Plan

(<https://www.maine.gov/governor/mills/news/governor-mills-presents-safe-gradual-plan-restart-maines-economy-2020-04-28>) which has since been further refined with a rural Maine re-opening plan. Details of the rural re-opening plan can be found in the below link:

<https://www.maine.gov/governor/mills/news/governor-mills-introduces-rural-reopening-plan-2020-05-08>

Lastly, the Governor has extended Maine’s State of Emergency until June 11<sup>th</sup>. Details can be found at this link: <https://www.maine.gov/governor/mills/sites/maine.gov.governor.mills/files/inline-files/Proclamation%20to%20Renew%20the%20State%20of%20Civil%20Emergency%20%28Signed%20May%202013%2C%202020%29.pdf>

2. Castine COVID-19 Actions. With the reduction in Hancock County’s active cases and with no evidence of community spread here, we have continued to gradually increase services back to previous norms. The transfer station is now open during normal and historical posted hours but with social distancing restrictions in place. Curbside pickup of refuse will now only take place on Mondays with re-cycling pickup continuing to take place on the 1<sup>st</sup> and 3<sup>d</sup> Tuesdays of the Month. We are preparing to re-open the Town Office with social distancing restrictions, and have tentatively scheduled this re-opening for Monday, June 1<sup>st</sup>. Witherle Memorial Library

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### Town of Castine Municipal Offices

P.O. Box 204 • 67 Court Street • Castine, Maine 04421-0204  
Telephone: 207.326.4502 • Facsimile: 207.326.9465 • Internet: [www.castine.me.us](http://www.castine.me.us)





leadership is working with the Library Board of Trustees on a plan to safely begin to offer increased services there as well they are also planning to re-open, with restrictions, around the first week of June.

3. Town Dock, Restrooms, and Railings. On Wednesday, the Harbor Committee met and voted to recommend to the Selectboard to put all floats in on the 18<sup>th</sup> of May instead of a reduced number. As a part of the motion and vote for float installation, the Harbor Committee also recommended that the davit wench be serviced, then removed and subsequently stored. The Governor's re-opening plan incorporates a harbor opening checklist which we intend to follow. A link to the State's Marina Checklist can be found below.

[https://www.maine.gov/decd/sites/maine.gov.decd/files/inline-files/COVID%20Checklist%20for%20ME\\_Marinas\\_0.pdf](https://www.maine.gov/decd/sites/maine.gov.decd/files/inline-files/COVID%20Checklist%20for%20ME_Marinas_0.pdf)

A hot water heater will be installed in the harbor restrooms on Monday the 18<sup>th</sup>. We will also paint the floors before these restrooms are scheduled to open on the 22d. Finally, the Harbor Committee voted to recommend to the Selectboard that Castine accept the single bid of \$25,587.00 from Sureside Property Management to finish Phase III of the dock railing project. I agree with this recommendation. The completion of this project has languished for a bit since the completion of Phase II in 2017. However, with the extension of the boat ramp no longer needed, Castine has the money and Sureside Property Management has the experience as this vendor completed Phase II. Looking at the bids from 2017 and this year, there are very similar in linear feet (128 lf vs 129.5 lf) requirements and the bid in hand is only \$1348 more than this same vendor bid three years ago. It is a very competitive bid. As this is a continuation of an ongoing project, there have been no problems with Phase II work, and there is a 4 week lead time to order the materials, I request a Purchasing Policy waiver from the Selectboard to rapidly move forward and complete this project. \_

4. Summer Events in Castine. For Memorial Day, please see the included statement and plan. We do intend to respectfully, commemorate Memorial Day, but the event will need to be dramatically reduced, due to the number restrictions placed on gatherings by the State. For the 4<sup>th</sup> of July, I met this past week with Fire Chief Randy Stearns, Assistant Chief Tom Gutow, and the Chairperson of the Merchant's Association, Carolyn Brouillard to discuss this event. The





consensus opinion is that due to the COVID 19 situation and State restrictions, Castine cannot hold an event which is similar to those in years past and that the fireworks display should be postponed or cancelled. Details will be worked out, but the current plan to mark the 4<sup>th</sup> of July Holiday will be to hold a parade through town much like the Easter celebratory parade held this year. I have already contacted the fireworks vendor and informed them, but with the money budgeted, we may be able to hold an event with fireworks later in the year.

5. Town Clock and Cupola Restoration. North Country Restoration is scheduled to be here on the 26<sup>th</sup> of May to start setting up for the Town Clock re-facing and the refurbishment of the Town Cupola. I expect that these two projects combined will take approximately 3 weeks' time to finish.

6. Maine Maritime Academy (MMA) Return to Work. Beginning on Monday, the 18<sup>th</sup> of May, MMA will begin to bring some of their employees back to work. The number of returning employees will only be 84 to start and they have developed a policy and procedures to do this safely.

7. Backshore Beach Clean-Up. We have scheduled the backshore cleanup, weather permitting, to take place next Wednesday, the 20<sup>th</sup> of May.

8. U.S. Census. Castine's United States Census response levels are woefully low. Last week, the statewide average response rate was approximately 47%, while Castine's was hovering in the low teen's percentage wise. As most know, the Census is very important with regards to determining a great many things to include political apportionment and allocation of federal dollars. We implore all Castine residents to fill out their Census form or go to <https://2020census.gov/> to respond via the internet.



## MEMORANDUM

To: Residents of Castine  
From: Shawn Blodgett  
Date: May 14, 2020  
Re: Memorial Day

1. Due to the Coronavirus 19 pandemic and the numerous State of Maine public health mandates, Castine's Memorial Day Commemoration will not be held in a similar fashion as in years past. However, as Memorial Day is a sacred day of remembrance for those who have made the ultimate sacrifice for our freedoms, Castine will not let the day pass without respectful ceremony.

2. With the State of Maine prohibition on gatherings of more than 10 people lasting through the end of the month, we will be unable to hold a public ceremony. Instead, please pay tribute to military men and women who lost their lives in the service of our nation by posting an American Flag on your property or by observing a moment of silence when Castine's church bells toll.

3. Castine Memorial Day Ceremony Schedule of Events.

- 12:00 Church Bells in Castine Ring
- 12:02 p.m. Flag Raising and the playing of Taps
- Words and a Moment of Silence led by Reverend Tim Hall and Captain

James Shanley USN (Ret)

- Ceremony Concludes

Shawn Blodgett  
Town Manager