

Approved @ 12/7/20 Zoom mtg.

Gordon Q. MacArthur

Peter Vogell

Selectboard, Assessors and Overseers of the Poor  
Meeting Minutes  
Monday, November 16, 2020, 4:00 PM  
Via Zoom

**Present:** Colin Powell, Chair; Gordon MacArthur and Peter Vogell, Selectboard; Shawn Blodgett, Town Manager and Karen Motycka, Finance Officer.

**Public:** Bobby and Ruthann Vagt, Brooke Tenney, Helen Miller, and Eli Forman of "Castine Patriot".

Colin called the meeting to order at 4:05 PM and took a rollcall. A quorum was verified.

Colin asked if there were any additions or changes to the agenda? There were none.

Colin asked if there was a motion to approve Warrants; Budget vs. Actual and Trial Balance Reports and Bank Reconciliations. Peter made a motion to approve the General Fund Warrant in the amount of \$74,967.17. Gordon seconded the motion. No discussion.

Approved by rollcall vote 3 – 0.

Peter made motion to approve the Water Warrant in the amount of \$14,466.12. Gordon seconded the motion. No discussion.

Approved by rollcall vote 3 – 0.

Colin asked if there was a motion to approve the minutes of the 11/02/2020 meeting. Gordon made a motion to approve. Peter seconded the motion. No discussion.

Approved by rollcall vote 3 – 0.

**Item 1.**

Colin asked Shawn to explain the modification to the Lease Agreement with American Tower Corporation. See attached memo from Shawn (basic reason for modifying the lease is so Fire Rescue can attach a repeater to the tower to improve radio communications). Peter made motion to approve lease modification and authorize Shawn to sign. Gordon seconded the motion. Approved by rollcall vote 3 – 0.

**Item 2.**

Colin asked Shawn to present the Town Manager's Report. Shawn read his report with 3 topics. 1. COVID-19 update, 2. Wood chipping and hauling at the Transfer Station and 3. Roads, Public Works and Preparation for Winter (report attached to these minutes).

**Item 3.**

Colin introduced Election of a Selectboard Chair for the period November 2020 – November 2021 and nominated Gordon MacArthur. Peter seconded the motion. No discussion. Approved by rollcall vote 2 – 0 (Gordon MacArthur abstained).

**Item 4.**

Colin asked if there was any other business. There was none.

**Communications:** Colin read a thank you from Castine Area Relief Fund.

**Members of the Public:** No questions or comments.

**Past Actions:** None.

**Selectboard Comments:** Colin thanked all of the election workers for helping run a smooth election.

**Schedule next meetings:** Selectboard, Monday, 12/07/2020 at 4PM and Monday 12/21/2020 at 4PM – both scheduled via Zoom. Colin asked about the Town / Gown Meeting scheduled for Wednesday, 11/18/2020 and wondered if it needed to be held. The Selectboard had no agenda items. Shawn would check with MMA in the morning to see if there was a need to meet.

With no other business, Gordon made a motion to adjourn. Peter seconded the motion. Approved by rollcall vote 3 – 0.

Meeting adjourned at 4:20 PM.

Minutes by Karen Motycka





**MEMORANDUM**

To: Castine Selectboard  
From: Shawn Blodgett  
Date: November 16, 2020  
Re: Cell Tower Lease Modification

1. Background. As the Selectboard is aware, the Castine Fire Rescue Department (CFRD) seeks to move their communications repeater to a location with greater elevation in order to improve their communications ability. The repeater is currently located alongside the public works building at the transfer station and its location results in communication “dead spots” at certain locations in town. Castine’s lease with Florida Tower Partners LLC, dated July 22, 2010 authorized the town of Castine the right to attach approved equipment to the cell phone tower. The listing of approved equipment and ancillary equipment was included in the July 22, 2010 lease as Exhibit B. Exhibit B is attached to this correspondence.

2. Modification. This request is to modify the original lease by striking Exhibit B from the original and replacing it with the attached Exhibit B-1. Exhibit B-1 contains the same transmitting frequencies, power requirements and antenna elevation as the original and approved Exhibit B, but also contains an updated Professional Engineer structural evaluation.

I recommend that the Selectboard approve me to sign this modification to improve the CFRD’s communications.



## MEMORANDUM

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

1. COVID-19. As most are already aware, the entire state is experiencing a dramatic rise in cases. As of Friday, the 13<sup>th</sup> of November, Massachusetts has been removed from the list of exempt states which do not require quarantine or a negative test within 72 hours. New Hampshire and Vermont remain exempt for now. Maine Maritime Academy pivoted their instruction to online learning and sent the vast majority of their student population home at the end of last week.

With only a couple of exceptions, I do not believe that Castine's Town Government or Departments need to make any major changes in response to this widespread spike in cases. Castine adjusted the way government business is conducted throughout town in the March through May timeframe and we believe that the processes developed during that period are adequate to meet the recent increase in cases. The exceptions are listed below:

1) We will continue to utilize window service for Emerson Hall and keep the entrance to Emerson Hall by appointment only. To aid in this, we have had a covered walkway installed which will keep patrons out of the weather and provide a convenient way to conduct business at the window. We also encourage all Castine Resident's utilization of the recently installed drop box for routine transactions such as bill payments.

2) Any person utilizing the transfer station must wear a mask or they will be refused service. This change is in support of Governor Mill's Executive





Order dated November 5<sup>th</sup>, 2020 requiring all to wear a mask in public spaces. More importantly for Castine however, this change is also absolutely necessary to safeguard the health and welfare of town employees and ensure that our transfer station does not become a hot spot. Signs informing residents of this change were put into place at the transfer station today.

2. Wood Chipping and Hauling at the Transfer Station. At long last, our brush pile at the transfer station is being ground up and hauled away. Seven (7) semi-truck loads were ground and hauled this past week representing approximately 210 tons of brush. We estimate that we have another ten (10) semi-truck loads left which will be ground and hauled this week. We will wait for the final bill from our contractor, but my earlier estimate of the increase in price will not be correct and will come in closer to the historical norm of around \$4500.

3. Roads, Public Works and Preparation for Winter. Beginning last week and carrying forward for the near future, Public Works will be removing leaves and debris from our stormwater catch basins. Our plowing contractor has moved their plow truck into the Public Works garage and we continue to prepare the town for winter.