


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

Gordon B. MacArthur
Peter Vogell


DATE: Monday, March 15, 2021
TIME: 4PM (via ZOOM)
PLACE: Emerson Hall

PRESENT: Gordon MacArthur, Chair; Peter Vogell & Colin Powell, Selectboard members; Shawn Blodgett, Town Manager; Karen Motycka, Finance Officer and Susan Macomber, Town Clerk.
PUBLIC: Liz Parish, Bobby & Ruth Ann Vagt, Helen Miller, Marty Tenney, Roberta Boczkiewicz, Brooke Tenney, Bill Bowick (new Visitor Center Director) and Eli Forman of the Castine Patriot.

Gordon MacArthur opened the meeting at 4:00PM. Quorum was confirmed with Peter Vogell stating his presence; Colin Powell stating his presence; and Gordon MacArthur stating his presence.

Gordon asked if there were any additions or deletions to the Agenda: NONE.

Warrants: Gordon asked for a motion to approve the warrants, abatements, budget vs. actual and trial balance reports, bank reconciliations, excise tax collections.

General Fund Warrant in the amount of \$41,430.22; Peter Vogell made motion to approve the General Fund Warrant in the amount stated. Second by Colin Powell.

Gordon asked for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. General Fund Warrant approved 3-0.

Water Dept Warrant in the amount of \$94,082.13; Peter Vogell made motion to approve the Water Dept Warrant in the amount stated. Second by Colin Powell.

Gordon asked for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Water Dept Warrant approved 3-0.

Disbursement Warrant for Motor Vehicle State Report in the amount of \$2,828.39; Peter Vogell made motion to approve the Disbursement Warrant in the amount stated. Second by Colin Powell.

Gordon asked for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Disbursement Warrant approved 3-0.

Minutes: Peter Vogell made motion to approve the March 1, 2021 Selectboard Mtg minutes. Second by Colin Powell. No discussion. Gordon asked for votes: Peter stated yes to approve.

Colin stated yes to approve. Gordon stated yes to approve.

Mar 1, 2021 Mtg minutes approved 3-0.

Item 1. Gordon MacArthur introduced approving renewal Bottle Club Registration – Castine Golf Club. Peter Vogell made motion to approve. Second by Colin Powell.

Marty Tenney was present representing the Golf Club.

No complaints received at the Town Office over the past year.

Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Renewal Bottle Club Registration approved 3-0.

Item 2. Gordon MacArthur introduced approving request from Castine Touring Company (CTC) to hang banner at the Town Dock this summer. Peter Vogell made motion to approve. Second by Colin Powell. Shawn Blodgett, Town Manager, addressed. The CTC is working with American Crusieline and have hired a trolley to take passengers on a guided tour around Castine. The banner will be put up at 8:30AM and removed at 12:00 noon, Mondays only. The Harbor Committee also reviewed and recommends approving the request.

Gordon said he would recuse himself since he is a member of the CTC. Peter said he was fine with it as long as the Town Manager approves and the banner meets the Zoning sign requirements. The others agreed. Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon recused. CTC banner request approved 2-0.

Item 3. Gordon MacArthur introduced the Town Manager's Report: Shawn Blodgett gave a brief report (see attached). Shawn introduced the new Visitor's Center Director, Bill Bowick to everyone present.

#5 Revision to the Castine Purchasing Policy: Gordon made motion to approve the revisions to the Castine Purchasing Policy. Second by Peter Vogell. No discussion.

Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Revisions to the Purchasing Policy approved 3-0.

#6 Broken Fence Line at the Water Treatment Plant: Gordon made motion to approve applying for a Maine Drinking Water Program grant for up to \$5,000 for Water System Asset Security. Second by Colin Powell. Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Apply for the Maine Drinking Water Program grant approved 3-0.

Item 4. Other Business as Required: NONE.

Communications: - Wedding Request from Camilla Arntzen & William Carlough to have wedding reception at Fort Madison on August 6, 2022 from 5-11PM with approximately 130-180 guests attending. Camilla's family owns property in Castine (the old Harbor Lodge property). Gordon asked if the request was really for 2022 or a typo. Susan Macomber, Town

Clerk, verified the request was for 2022.

Gordon MacArthur made motion to approve the request. Second by Peter Vogell.

Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. 2022 Fort Madison wedding reception request approved 3-0.

Gordon acknowledged the public present for any requests, questions, or concerns:

1) Bobby Vagt, as a result from the previous mtg, gave a more detailed update regarding the Castine Area Relief Fund (CARF). The program started off with the Town's \$2,000 donation, \$1,500 from two Castine churches and other donations from individuals and families followed. 587 food bags/8,800 meals have been delivered every Friday to those in need during these challenging times, totaling \$19,000 spent to date. Bobby thanked the Castine Community Partners (CCP) for doing the banking and paying bills. CARF utilized a local business for the food bags which was a tremendous help and it allowed them to create employment. Bobby also thanked the volunteers who have been instrumental. CARF is working on applying for a grant and welcomes more participation and donations.

2) Liz Parish asked if there was a chance for the Town to continue supporting this worthy program and donate again? Shawn answered as long as the Town does not get any General Assistance (GA) applications between now and end of June, and the Selectboard supports an additional donation.

3) Brooke Tenney asked where Castine Bicentennial plans stand for this summer since last summer events were cancelled due to COVID19. Shawn updated. The Bicentennial Steering Committee met recently, and plans are in a holding pattern. We do not have any clear answers especially with the ongoing COVID19 vaccination rate. It does not look good. Bobby Vagt added that funds/donations collected for the Bicentennial celebration are still sitting in the bank and have not been spent.

Past Actions: NONE.

Selectboard Comments: Peter Vogell reiterated that people visiting the Transfer Station or the Castine Town Office even if they have had the vaccine need to wear masks. Shawn verified yes, Castine has not changed its mask requirement regardless of patron's vaccination or recovery status. The State still requires mask wearing in public as well.

Upcoming Mtgs:

Monday, 4/5/21 and Tuesday, 4/20/21 (due to the Patriot's Day Holiday) both at 4PM (ZOOM) - Selectboard/Assessors & Overseers of the Poor Mtg.

Wednesday, 3/17/2021 at 8AM - T/G Mtg (ZOOM), if needed = CANCELLED.

Monday, 3/29/21 – Selectboard/Assessors & Overseers of the Poor Mtg, TBD for approving warrants.

Gordon MacArthur made motion to adjourn. Second by Peter Vogell.

Gordon asked for votes: Peter stated yes to adjourn. Colin stated yes to adjourn. Gordon 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: March 15, 2021
Re: Town Manager Report

1. COVID-19 Update. As of March 13, 2021, the statewide positivity rate was 2.6%. On March 5, 2021, the Governor announced new gathering standards for the upcoming travel season. Starting on March 26th, the State will apply a capacity model across all sectors, setting the limit for indoor gatherings at 50% of a buildings capacity or 5 people per 1000 square feet. On May 24, the indoor limit will be raised to 75% of capacity. Outdoor gatherings will increase to 75% capacity on March 26 and 100% capacity on May 24. The March 05 order also included changes to travel exemptions, adding Massachusetts, Connecticut, and Rhode Island to New Hampshire and Vermont as States that are exempt from testing or quarantine requirements for travelers. Lastly, those that have either had COVID-19 and recovered, or been fully vaccinated against COVID-19, regardless of the traveler's state of origin, are now exempt from Maine's quarantine or testing requirement. As a reminder though, Castine has not changed its mask requirement, specifically at the transfer station, regardless of a patron's vaccination or recovery status. The full statement from Governor Mills's office can be found here:

<https://www.maine.gov/governor/mills/news/governor-mills-unveils-plan-protect-public-health-support-maines-economy-during-upcoming>

2. Stair Rust at the Lighthouse Tower. In the very near future, we will be contracting sandblasting on the internal stairs in the lighthouse tower to ameliorate years of rust buildup. Following the sandblasting, the stairs will be treated with a rust conversion product and then recoated with epoxy. We won't be able to firmly establish a cost until we find out how long the sandblasting will take to get rid of the rust, but the best estimate we have right now is that this project will cost approximately \$7000 in labor and materials. The estimated total will be dramatically reduced by Castine's public works doing the painting and epoxy work.

3. Insulation at the Lighthouse Keeper's Home. Castine Public works completed the lighthouse cellar insulation last week. While on site, they also repaired three windows and a door in the cellar. After the rust abatement in the tower, the last major project which will take place at this



facility for the upcoming year will be to solve a water drainage problem to get water flowing away from the house and tower. I'll update the Selectboard on the way forward on this project once I meet with at least one more contractor and receive all bids.

4. New Castine Visitor's Center Director. As of today, the Castine Visitor's Center has a new director. His name is Bill Bowick who moved to the area last year following a successful career running a bake shop in Charleston, South Carolina.

5. Revision to the Castine Purchasing Policy. The Town's purchasing policy was originally generated circa 2010. Since that time, costs of all varieties have increased and recently with greater competition for contractors due to an uptick in construction activity in the local area, this inflationary problem has been exacerbated by scheduling difficulties. The end result is that it has been increasingly difficult for the town to adhere to the 2010 purchasing policy. The price range problem area which creates the greatest inefficiency for Castine is in the purchase of goods or services in the \$4000-10,000 area. This range corresponds to small to medium size construction or repair work. To mitigate this problem, the Town Manager recently asked the Selectboard to revise and increase the purchasing limits of town officers as well as raise the threshold where written Requests for Proposals needed to be sent to at least three qualified vendors. Under the old policy, goods and services costing between \$2500-\$10,000 had to be advertised via a written Request for Proposals/Bids, with bids solicited from a minimum of three qualified vendors, if available. Under the proposed revision, the town will not be required to competitively bid proposals beneath the \$10,000 threshold, but multiple qualified vendors must be notified of the project to ascertain interest and scheduling availability. Purchasing oversight will be maintained as the Selectboard must be informed of all contracts and will be the sole authority to authorize work by any firm other than the low bidder.

6. Broken Fence Line at the Water Treatment Plant. Castine currently has 9 broken areas of our perimeter fence at the Battle Avenue facility due to trees being blown over. Maintaining this security barrier is a statutory requirement and we have a firm coming in on Wednesday to provide an estimate for repairs. I have talked to Maine Coast Heritage Trust to cost share the repairs from fence damage emanating from their side of the fence as well as downing trees which are assessed to be future problems. There is also a grant with the Maine Drinking Water Program for up to \$5000 for Water System Asset Security. There are no matching funds required with this grant and I respectfully request the approval of the Selectboard to apply.