

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

PJ
CP
G.M.

DATE: Monday, May 17, 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: Bobby & Ruth Ann Vagt, Helen Miller, Roberta & Bruce Boczkiewicz, Lisa Lutz (CHS), Liz Parish, Brooke Tenney, Joyce Hammond (Pentagoet Inn), Bernie Higgins (Danny Murphy's Pub), Capt. Sean Kearns & Frank Cruz, Jr (MMA NROTC) 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 \$48,003.14; 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 \$15,959.80; Gordon MacArthur made motion to approve the Water Dept Warrant in the amount stated. Second by Peter Vogell.

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 Report in the amount of \$1,879.21; Gordon MacArthur made motion to approve the Motor Vehicle Report Disbursement Warrant in the amount stated. Second by Peter Vogell. Gordon asked for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Motor Vehicle Report Disbursement Warrant approved 3-0.

Minutes: Peter Vogell made motion to approve the May 3, 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.

May 3, 2021 Mtg minutes approved 3-0.

Item 1. Gordon MacArthur introduced approving renewal Liquor License – Danny Murphy’s Pub. Peter Vogell made motion to approve. Second by Colin Powell.

Bernie Higgins, owner was present. There were no complaints received at the Town Office over the past year. No discussion. Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Renewal Liquor License – Danny Murphy’s Pub approved 3-0.

Item 2. Gordon MacArthur introduced approving renewal Liquor & Amusement Licenses – The Pentagoet Inn. Peter Vogell made motion to approve. Second by Colin Powell.

Joyce Hammond, manager was present. There were no complaints received at the Town Office over the past year. No discussion. Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Renewal Liquor & Amusement Licenses – The Pentagoet Inn approved 3-0.

Item 3. Gordon MacArthur introduced approving the Maine Earned Paid Leave Policy.

Karen Motycka, Finance Officer, addressed. The State of Maine passed a bill effective January 1, 2021 which outlines all workers must be eligible to accrue and use earned paid leave. For full-time, benefited employees, the Town’s current vacation, sick and personal time policy meets the requirement. However, for seasonal or temporary employees we need this policy in place to meet the newly adopted requirement.

Gordon MacArthur made motion to approve the Maine Earned Paid Leave Policy retroactive to January 1, 2021. 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. Maine Earned Paid Leave Policy approved 3-0.

Item 4. Gordon MacArthur introduced the Town Manager’s Report: Shawn Blodgett read his report (see attached).

#7 Memorial Day 2021: Gordon MacArthur made motion to approve for Veterans to use the Town Common for a small Memorial Day commemoration, this year to be held on Saturday, 5/29th at 8:30AM. 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. Veterans to use Town Common for Memorial Day approved 3-0.

#8 New Fire Station Phase II: Gordon MacArthur made motion to approve the Town Manager to enter a contract with Port City Architecture for Phase II for a new Fire Station Project. Second by Colin Powell. The cost of this Phase will be \$25,995.

Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Contract for researching new Fire Station Project approved 3-0.

Brooke Tenney asked if the new Fire Station location would be on-neck or off-neck. Shawn said he could not answer that. Phase II should help provide the Town identify and evaluate new site opportunities, conceptual site design, conceptual building design, engineering, and a cost estimate for a new facility. The Town owns property off-neck that makes it doable but the recommendation from the Fire Department Feasibility Study is that the Fire Station stay located near Maine Maritime Academy. One Fire Station location is the goal and the hope.

Item 4. Other Business as Required: NONE.

Communications: 1) Request from the Girl Scouts of Maine hoping to use the Town Common for their outreach program on 6/14th from 5:30-6:30PM. 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. Girl Scout request to use the Town Common approved 3-0.

2) Request from Castine Historical Society (CHS) to use the Town Common for Saturday Seated Town Common Tours from June to August 2021. Lisa Lutz was present and explained. The dates would be: 6/19, 7/3, 7/17, 7/31, 8/14, and 8/28 from 2-3PM. The idea is that this is geared towards those who do not want or cannot do the Walking Tours. Those is attendance would learn the History of Castine. The Seated Tour will not take place in cases of inclement weather. Gordon MacArthur made motion to approve the request. Second by Colin Powell. Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. CHS request to use the Town Common approved 3-0.

3) Request from Tracy Lameyer, teacher from the Adams School, to use the Town Common for several upcoming school events. A) 5/28 for a school wide dance from 12:45-1:45PM; B) 6/14 for the 8th Grade Graduation at 12 noon; C) 6/4 Grades Pre-K to 2 STEM Project (Buoyancy Activity) from 1-2PM; and D) Friday morning announcements, all school encircling the Flagpole. Discussion. Gordon said that Tracy may want to be contacted and asked if they want to modify their requests due to the recent Governor's Order developments regarding COVID and safety measures being more lenient. But for the time being...Gordon MacArthur made motion to approve portion of the request for May 28th since that it is coming right up. The other dates they can readdress at their June 7th Mtg. Second by Peter Vogell. Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. Adams School 5/28th request to use Town Common approved 3-0.

4) Request from MMA NROTC to use Fort Madison for their Commissioning Ceremony on Saturday, 5/29 at 11AM. 130 guests are expected. Gordon MacArthur made motion to approve

the request. Second by Peter Vogell. Peter said that the NROTC will need to monitor parking and make sure parking happens on one side of the street.

Gordon called for votes: Peter stated yes to approve. Colin stated yes to approve. Gordon stated yes to approve. MMA NROTC request to use Fort Madison approved 3-0.

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

1) Brooke Tenney asked if an update on solar power energy could be discussed at the next Mtg. Shawn said he had no real updates. The best places for the Town to do solar power could be on Spring St & Battle Ave at the Water Dept and Wastewater Treatment Plant but we have no money in the budget for such a project with a long pay back and even though there could be a cost savings to the Town there would be none for citizens and may be even an increase to citizens unless CMP forfeits some of their earnings. Discussion. Gordon MacArthur said he would not like to see the Town jump into this. It needs more exploration.

2) Liz Parish asked why the day and time change for Memorial Day Commemoration? She said it is tradition and why should it be catered to the midshipmen over the local community. Shawn said he has been working with the MMA NROTC unit and due to their Commissioning Ceremony, the timing worked out and he saw it as an opportunity for these young people to participate. Liz said she feels that that is commendable, but tradition should supersede. Discussion. Reminder that this is put on by the local Veterans and they saw aligning with the Commissioning Ceremony as a positive.

Past Actions: NONE.

Selectboard Comments: NONE.

Upcoming Mtgs:

Monday, 6/7/21 & Monday, 6/21/21 both at 4PM (In-Person & ZOOM) - Selectboard/Assessors & Overseers of the Poor Mtg.

Wednesday, 5/19/2021 at 8AM - T/G Mtg (ZOOM), no agenda items; CANCEL if MMA agrees.

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 4:45PM.

Minutes by Susan M Macomber, Town Clerk.



MEMORANDUM

To: Castine Selectboard
From: Shawn Blodgett
Date: May 17, 2021
Re: Town Manager Report

1. Castine Comprehensive Plan. The application period for volunteers for the Castine Comprehensive Plan Committee has closed and I am happy to report that we have received 10 very qualified, community minded applicants. Over the next few days, we will work with the Selectboard to finalize this committee for appointment at the next Selectboard meeting.

2. 2021 Crack Sealing and Street Striping. On the 7th of this month, we conducted our annual pavement crack sealing around town. This year we were able to emplace roughly 8,260 lbs of sealant which completed Battle Avenue, Pleasant Street, Court Street, State Street and Green and Spring Streets. Next up, will be street striping which will take place on the 24th of this month.

3. Congregation and Capacity Limits Eased. On May 13th, Governor Mills announced the easing of capacity and some distancing requirements. The most pertinent changes are as follows:

- Lifts all capacity limits and requirements to physically distance in all public outdoor settings.
- Face coverings must still be worn in indoor public settings.
- Lifts all capacity limits in public indoor venues. Physical distancing requirements are also eliminated, except in settings where people are eating and drinking and therefore, must remove their masks.

For Castine Town Government, this means that we can move toward in person meetings, though we will still conduct hybrid meetings to encourage participation by those that do not yet feel comfortable with an in-person venue. Citizens are encouraged to use Emerson Hall for events, but as historically been the case, it is still a requirement to have your event approved by the Selectboard and the space must be reserved to coordinate and deconflict the space. For front office transactions, we will continue to utilize the window service option, but there will be no problem if a patron wishes to come inside to conduct their business. This

method is in line with the way we have conducted routine governmental transactions through most of the pandemic. Every person that enters the building will still be required to sign in as a precautionary measure.

4. Town Dock Float Repair. We expect that the float repair will be completed no later than Thursday of this week and the repaired floats will be launched on in the morning Friday, the 21st. The town restrooms at the dock have had the water turned on and will also be re-opened no later than the 21st of May.

5. Backshore Beach Cleanup. We expect that the annual cleaning up of Backshore Beach will take place this week. In conjunction with this project, a stormwater swale will be installed in the southwestern corner of the swimming pond to fix a stormwater drainage problem.

6. Rust Abatement of Lighthouse Tower Stairs. The rust abatement project at the Lighthouse is continuing and the sandblasting should finish next weekend. Following the sandblasting, we will re-epoxy the stairs.

7. Memorial Day 2021. Veterans in Castine would like to respectfully request the use of the Town Common on Saturday the 29th of May at 8:30 a.m. to hold a Memorial Day Commemoration. This commemoration will be held on Saturday instead of the traditional Monday to coincide with the Maine Maritime Academy commissioning ceremony taking place later that morning at Fort Madison.

8. New Fire Station Phase II. I respectfully request that the Selectboard authorize me to enter a contract with Port City Architecture to move into Phase II of the new Fire Station project. This phase will provide the town with help in site selection, site evaluation, and engineering and architectural design work. Most importantly, this project will also enable Castine to refine the monetary rough order of magnitude planning numbers to truly gain a sense of project costs and define our fiscal shortfall. This Phase is broken down into 4 key tasks with multiple subordinate objectives. The five key tasks for this project will be:

- Identify and evaluate new site opportunities
- Provide a conceptual site design
- Provide a conceptual building design
- Provide a cost estimate for the new facility

The cost of this Phase will be \$25,995 of which Port City Architecture will rebate \$10,000 if we also utilize this firm for permitting, construction documenting and construction administration portions during follow on phases.

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