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

DATE: Tuesday, June 20, 2023

TIME: 4PM

PLACE: Emerson Hall

PRESENT: Colin Powell, Chair, Gordon MacArthur, Roberta Boczkiewicz, Selectboard members; Karen Motycka, Finance Officer and Susan Macomber, Town Clerk.

PUBLIC: Don Tenney, Scott Vogell, Bill Eisenhardt, Bill Corbett, Bobby & Ruth Ann Vagt, Tom Comiciotto, Gus Basile, JT Loomis, Zander Parker, Brooke Tenney, Marc Pelletier, Jimmy Goodson, Linda Murry, Deb Hamblen-Wood and David Avery, Castine Patriot.

Zoom: Penny Carlhian, Helen Miller and Bruce Boczkiewicz.

Colin Powell opened the meeting at 4PM. Colin Powell verified that there was a quorum. Colin asked if there were any additions or deletions to the Agenda: Colin mentioned taking a communication item out of order.

Colin Powell asked for a motion to approve the warrants, abatements, budget vs. actual and trial balance reports, bank reconciliations and excise tax collections; Gordon MacArthur made motion to approve the General Fund Warrant in the amount of \$44,055.90. Second by Roberta Boczkiewicz. Roberta pointed out that this warrant covers 68 bills including new books for the Library, the Lighthouse floor, and Transfer Station costs.

Colin asked for votes: General Fund Warrant approved 3-0.

Roberta Boczkiewicz made motion to approve the Water Warrant in the amount of \$1,000.02.

Second by Gordon MacArthur. With no discussion, Colin asked for votes:

Water Warrant approved 3-0.

Minutes: Gordon MacArthur made motion to approve the May 8, 2023, Selectboard Mtg minutes. Second by Roberta Boczkiewicz. With no discussion, Colin asked for votes:

5/8/23 Mtg minutes approved 3-0.

Roberta Boczkiewicz made motion to approve the June 5, 2023, Public Hearing minutes. Second by Gordon MacArthur. With no discussion, Colin asked for votes:

6/5/23 Public Hearing minutes approved 3-0.

Gordon MacArthur made motion to approve the June 5, 2023, Selectboard Mtg minutes.

Second by Roberta Boczkiewicz. With no discussion, Colin asked for votes:

6/5/23 Mtg minutes approved 3-0.

Roberta Boczkiewicz made motion to approve the June 12, 2023, Selectboard Mtg minutes. Second by Colin Powell. With no discussion, Colin asked for votes: 6/12/23 Mtg minutes approved 2-0 (Gordon was absent, therefore, he abstained).

Colin Powell introduced request from Castine Arts Association (CAA) to use the Town Dock and block off to parking as in the past for a Flash! In the Pans performance on Monday, 7/3 from 7-9:30PM. CAA will be responsible for blocking the Town Dock to vehicular traffic, traffic control and clean up. Gordon MacArthur made motion to approve the request. Second by Roberta Boczkiewicz. With no discussion, Colin asked for votes:

CAA request to use Town Dock approved 3-0.

Don Tenney, on behalf of CAA, thanked the Selectboard. He also mentioned that potholes on Wadsworth Cove Rd should be addressed especially with the Hincapie cycle club coming to town this coming Saturday, 6/24. Don said he felt the potholes are a safety hazard.

Item 1. Colin Powell introduced approving renewal Liquor License – The Castine Inn. Gordon MacArthur made motion to approve. Second by Roberta Bockiewicz. Deb Hamblen-Wood, Manager was present.

With no discussion, Colin asked for votes: Renewal Liquor License approved 3-0.

Item 2. Colin Powell introduced approving the annual Municipal Official appointments. Colin read the list (see attached). Gordon MacArthur made motion to approve. Second by Roberta Boczkiewicz. With no discussion, Colin asked for vote:

Municipal Official appointments approved 3-0.

Item 3. Colin Powell introduced approving annual appointments/reappointments to various Boards/Committees. Colin read the list (see attached). Roberta Boczkiewicz made motion to approve the appointments/reappointments from the list. Second by Gordon MacArthur.

With no discussion, Colin asked for votes:

Board/Committee appointments/reappointments approved 3-0. Colin thanked all the volunteers who serve for their work and dedication with each Board/Committee.

Item 4. Colin introduced approving the 2023-24 Snowplowing Contract.

Gordon MacArthur made motion to approve. Second by Colin Powell.

Gordon said the proposal was from Lanpher Excavating, LLC in the amount of \$91,719.14 to be paid over 9-months, beginning September 1st.

With no discussion, Colin asked for votes: 2023-24 Snowplowing Contract approved 3-0.

Item 5. Colin Powell introduced update from CARF (Castine Area Relief Fund). Jimmy Goodson, member, gave update starting off first with background and history of CARF, which began in April 2020 during the pandemic to address food insecurity concerns in the peninsula area. CARF is in its 4th year of operation and there is still a ripple effect from COVID. Todd Tobey, owner of T&C Mkt has been instrumental with the program. Over \$100,000 of food purchases have been made and this has helped Todd be able to keep two full-time employees during the pandemic and post-pandemic. CARF has also received two grants: one from LL Bean grandson, JT Gorman in the amount of \$6,000 and one from Catholic Charities. UU Church and the Town of Castine have both contributed which CARF is grateful. Castine Community Partners (CCP) is CARF's fiscal partnership. There remains a lot of need in Castine, Penobscot, Blue Hill, Orland and Bucksport. Many relationships have formed, and human contact has been a big part as well. We also see many people/families who have received help pay it forward as their need lessens and they wish to help others as they were helped. Jimmy thanked the Town for its support. He emphasized that CARF still needs money. Colin asked what the best way to reach CARF for volunteering or to make a donation. Jimmy gave the following members as good contacts: Bobby Vagt, Roberta Boczkiewicz, Pedrick Sweet, Todd Tobey Marc Pelletier suggested CARF do some fundraising efforts. Could help with raising the needed funds. Gordon thanked Jimmy and the other CARF volunteers for their time and commitment.

Item 6. Colin Powell introduced updates from Board/Committee Chairs or Members present. Colin said that Karen Cukierski, REC Chair, could not attend the mtg but emailed an outline of what REC has been working on. Colin read the report (see attached).

Item 7. Colin Powell introduced the Town Manager's Report. Town Manager, Shawn Blodgett was absent. Colin read Shawn's report (see attached): Gordon pointed out there were pictures available if anyone wished to see them.

Item 8. Other Business as Required = NONE.

Communications: -Request from Bernard Higgins, owner of Danny Murphy's Pub asking permission to grill in front of his establishment during 7/3rd Flash! In the Pans event on the Town Dock and during 4th of July as in the past. Gordon MacArthur made motion to approve request. Second by Roberta Boczkiewicz. With no discussion, Colin asked for votes: Request from Danny Murphy's Pub approved 3-0.

-Email from Kate Noel with proposed dates for MMA NSMV Informational Mtg in Emerson Hall once a month. These meetings will allow MMA to address questions/concerns that the public has submitted to the Academy, provide construction updates, and take in-person comments.

-Handout from Linda Murray regarding a Crop Hunger Walk on 9/16/23 at 9AM with approximately 20-30 people attending. They are requesting permission to use the Town Common for a celebration after the walk. 25% of the funds earned will be donated to CARF. Roberta Boczkiewicz made motion to approve the request. Second by Colin Powell. With no discussion, Colin asked for votes: Town Common use for celebration approved 3-0.

Colin acknowledged the public present: -Zander Parker, Harbor Committee Chair, said he thinks he was supposed to report back at agenda item 6. Zander reviewed annual activities, i.e. floats were put in; Public Works completed new decking on floats earlier this year; the Harbor Master has been evaluating the mooring field for relocation and new mooring requests, etc. It will be a busy 2023 with the MMA Pier Expansion & Improvement project. The relationship between the Town & MMA has been positive. Several Harbor Committee mtgs were scheduled to review, address, and come up with solutions concerning MMA's project and the effect on Castine's dock area. The Harbor Committee & Harbor Master feel the Town section of the waterfront will need attention and improvement because of MMA's project. Currently the Committee and Harbor Master have been working on design plans for improvement, funds for doing a project of this scope, test boring and permitting needed. There is no set plan yet of how it will look. Test boring must be completed first and there are unexpected time issues for getting this done. The Committee & Harbor Master are trying to get two other engineers to look at the scope for a Town project and get prices. Zander ended by saying they anticipate the Town's waterfront will operate safely for this season and we welcome all visitors, boats and pedestrians. Discussion.

Gus Basile asked if there will be additional slips in the planning. It was answered that there is the potential of having slips.

Scott Vogell, Harbor Master, requested the Selectboard waive the RFP process outlined in the Town's Purchasing Policy for test boring and engineering work. Scott said the reason why was due to time limitations. The goal is to try to piggyback with MMA's schedule of work, especially with pile driving, so that it allows us to save money. The RFP process takes time, time we will not have. MMA's engineering firm, GZA, gave the Town a proposal in the amount of \$120,000. We think that is too much. Engineering firm, Haley Ward in Bangor has been contacted and another in Camden. The hope is to get the \$120,000 to be a lower amount. Scott said two things would be extremely helpful with allowing the Town to move ahead:

- 1) waive the RFP process which will allow for quicker responses
- 2) schedule a Special Town Mtg to get the funds needed to move ahead

Discussion.

Gordon MacArthur made motion to waive the RFP requirement. Second by Roberta Boczkiewicz.

Marc Pelletier said he felt waiving the RFP process was not a good idea. He suggested the Town

engage in someone who writes RFPs for this and for ones in the future. Scott Vogell reminded the Selectboard and the public that waiving RFP's is not something new, it has been done in the past to accommodate for timing issues. With no other discussion, Colin asked for votes:
RFP waiver approved 3-0.

2023 Classic Yacht Event: The Harbor Committee addressed at their recent mtg and recommended the Selectboard waive the dockage fees for the event as they have in years past. Colin made motion to waive dockage fees for the annual Classic Yacht event. Second by Gordon MacArthur. With no discussion, Colin asked for votes:

Dockage fees waiver for the Classic Yacht event approved 3-0.

-Bobby Vagt, Maine200 member, gave a brief outline of what he recalls the Committee recommends at this point. He said in 2020 funds were raised but then the pandemic hit. In 2021-22 nothing happened. They investigated spending some of the funds having Tall Ships come visit but it was too much to take on. Currently the focus is to allocate the remaining funds to the Backshore Trail that has been talked about and make it in Memory of Women Suffrage or use funds for something on Spring St as a backup. Colin, Maine200 Committee Chair, said he is not ready to report on final details yet. It was suggested to put this as an agenda item for another mtg.

-Gus Basile asked for more details regarding Town Dock engineering study. A completed engineering study is not final yet or what is feasible is unknown at this point.

Brief discussion about logistics for a Special Town Mtg. Roberta said if she understands it correctly, we need to have an accepted engineering report first before funding and attempting to piggyback with MMA's work so that the Town can save money.

PAST ACTIONS: NONE.

Selectboard Comments: NONE.

Upcoming Mtg:

Monday, 6/26/23 – Selectboard Work Session at 9AM.

Friday, 6/30/23 – Selectboard Mtg to approve end of the fiscal year bills at 1PM.

Wednesday, 7/5/23 - Selectboard/Assessors & Overseers of the Poor Mtg at 4PM.

Monday, 7/17/23 - Selectboard/Assessors & Overseers of the Poor Mtg at 4PM.

Roberta Boczkiewicz made motion to adjourn. Second by Gordon MacArthur.

With no discussion, Colin asked for votes: approved 3-0.

Mtg adjourned at 4:53PM. Minutes by Susan Macomber, Town Clerk.



MEMORANDUM

To: Castine Selectboard
From: Shawn Blodgett
Date: June 20, 2023
Re: Town Manager's Report

1. Civil War Memorial to be cleaned. The Town has signed a contract with Tuckerbrook Conservation LLC to clean and restore the Civil War Memorial Statue on the Common. The project is being made possible by a generous donation from a Castine resident to the Castine Historical Society who will ultimately fund the work. A special Thank You is owed to Lisa Simpson Lutts at the Castine Historical Society and Mr. Jim Day. Their passion and support for historic preservation have been the key drivers for making this project happen. We expect the work to take place in the fall.

2. Town Dock Repairs. The reinforcing cement has been poured and set and the area is ready for a new asphalt overlay to be put on to finish this portion of the dock area repair. However, rain and now a doctors appointment are now delaying the pavement emplacement until Thursday of this week. This will conflict with street stripe painting which is also scheduled to take place on Thursday of this week. We will adjust and utilize Public Works to stripe any areas that the stripe painting crew can't get to because of the ongoing construction. Last to be completed at the town dock will be to replace roughly 2,150 SF of planking on primarily the town dock side of the area. Following this, all repairs from last year's December 23 storm will have been completed and the dock area will not only have been repaired but improved. As a reminder to the Selectboard, we have applied for a \$15,000 grant to defray a portion of the cost of this work.



3. Street Stripe Painting. As a reminder, the street striping for this year will take place on Thursday, the 21st of June starting in the early morning hours. This will be a one-day event and Castine Public Works will supervise.

4. Lighthouse Vestibule Reconstruction Completed. The construction portion for the connecting hallway between the lighthouse home and the light tower is finished and in front of the Selectboard are pictures of the work. Remaining to be done will be to touch up the paint on the baseboards and stairs and to stain and put varnish on the new floor which will be completed by Castine Public Works. This area will be ready to have opened by Bastille Day on July 14.

5. Community Action Grant Update. The transition to energy efficient LED lighting has been completed in the basement and upstairs of Emerson Hall. The fixtures are smaller than the previous models we had, but the new models will provide higher lumen output with less energy used. There will be some touch up work required on the ceilings to finish this portion of the project which will be completed by Castine Public Works. Lastly for lighting, the fixtures will be changing in the hallway on the main level of the building to a more historically fitting schoolhouse style fixture. For this portion of the project, we will utilize grant funding for the labor and the Emerson Hall account to buy the fixtures for the aesthetic upgrade. Once our contractor is finished with Emerson Hall, they will move to the Adams School and Witherle library. All told, the lighting upgrades will save the taxpayers of Castine an estimated \$4,000 a year in energy costs. CJ Insulation was here on Monday the 19th to bring the attic area of Emerson Hall up from R6 insulation value to R60 and dense pack other areas that are under insulated in the attic area of the building. This grant funded activity will also save taxpayer dollars, but we do not yet have an estimate on how much money will be saved for this portion. The last piece of this grant funded project will be to replace the non-code compliant fire escape doors on the ground floor of the building. The new doors

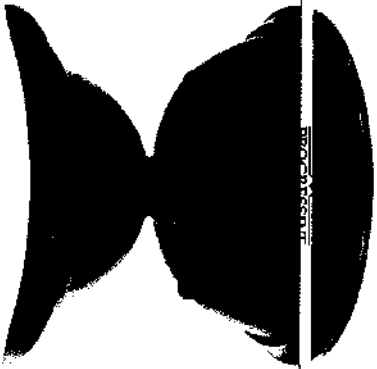


will be modern, but historically accurate replicas of what is there now. We do not have an estimate on the completion of this phase as we haven't received an update from the vendor on the production timeline. We intend to apply again for next year's CAG grant with a deadline for the grant submission being July 2. We are not optimistic that we will receive this grant money again because we have been informed that the priority for approval for this year will be to new applicants, but we will try again. Our focus for the next round will be on solar power.

6. Alternate CEO Appointed by the Selectboard. As the Town Manager/CEO will be out of town from the 19th through the 29th, the Selectboard have appointed Bryce Farnham as the alternate CEO so that no building permit activity will be delayed while the TM/CEO is out of town.

Free Shipping on all orders over \$49.

Item: Minka Schoolhouse Ceiling Light







CASTINE MAINE U.S.A.

June 16, 2023

Selectboard
Town of Castine
P.O. Box 204
Castine, Maine 04421

Reference: Appointment of Municipal Officials

Dear Selectboard:

Pursuant to Title 30A, M.R.S.A., § 2636, I request that you confirm the following appointments for the 2023-24 fiscal year (July 1, 2023 to June 30, 2024).

Municipal Officials

Finance Officer	Karen Motycka
Treasurer	Karen Motycka
Tax Collector	Karen Motycka
Town Clerk	Susan Macomber
Registrar of Voters	Susan Macomber
Code Enforcement Officer	Shawn Blodgett
Local Plumbing Inspector	Peter Vogell
Harbor Master	Scott Vogell
Animal Control Officer	Henry Erhard
Health Officer (3-year term ending June 30, 2024)	Ingrid Scott

Department Heads

Library Director	Nicholas Berry
Fire Chief	Randy Stearns

Sincerely,

Shawn Blodget, Town Manager

MEMORANDUM

TO: Castine Selectboard

FROM: Susan Macomber, Town Clerk

RE: Annual Board/Committee Appointments & Reappointments

June 16, 2023

Please consider the following appointments and/or reappointments:

Zoning Board of Appeals:

Bill Lyons, Alternate member, expires 6/2024

Mark Morgioni, Alternate member, expires 6/2024

Castine Historic Preservation Commission (CHPC):

Marc Pelletier, Regular member, expires 6/2026

Harbor Committee:

Tim Leach, Regular member, expires 6/2026

David Wyman, Regular member, expires 6/2026

Amelia Griffith, Alternate member, expires 6/2024

Dana Willis, MMA – Ex Officio member, expires 6/2026

Scott Vogell, Harbor Master – Ex Officio member, expires 6/2026

Recreation Committee:

Susan Macomber, Alternate member, expires 6/2024

Scott Vogell, Alternate member, expires 6/2024

Tree Committee:

Carl Olson, MMA – Ex Officio member, expires 6/2026

Cemetery Association:

Don Small, Regular member, expires 6/2026

Report from Castine RECREATION COMMITTEE

The Recreation Committee recently completed a Comp Plan questionnaire that they requested the Committee work on. The questionnaire addressed recreation items for the Town of Castine. Results were submitted to the Comp Plan for work on their REC Chapter.

1. How many programs are scheduled annually? 5
 - a. In these areas: youth activities, adult/senior activities, cultural activities, nature recreation - REC assists with dues, some programs/activities costs within budget for outside programs/activities that young/adult/seniors participate in, i.e. little league dues & uniforms/t-shirts, other sport program dues/uniforms/t-shirts, swimming lessons, etc if presented to the Committee.
2. What ages do the programs support? All ages
3. What is your annual budget? FY24: \$3000; FY23: \$2750
 - a. Where does your funding come from? Town budget. Do you receive/apply for any grant programs? No
4. Who holds Castine's Recreation insurance? Maine Municipal Risk Management
5. What facilities/equipment is owned by the Rec committee? None, as a town entity we have access to town properties; small equipment items i.e.: volleyball setup at Backshore; snowshoes, Halloween/Easter/Christmas decorations, etc.
6. Do you work in partnership? Do you see any opportunities for additional partnerships? In the past we've worked with MMA and the Community Hatch Fund.
7. What is your relationship with the Town? REC is a town committee with members appointed by the select board.
8. Are there any resources that you regularly use? Organizations, state agencies, etc. MMA and Hatch Fund
 - a. What guidance or additional resources would you find beneficial? Membership needed, money, people, facilities.
9. What are your goals over the next 3, 5, and 10 years? What are your top priorities? Playground equipment, dog park, bathroom/changing facilities, walking path.
10. What are your barriers to achieving these goals? Funding - specific insurance requirements are needed for public playground equipment which makes it more expensive; location for dog park; logistics and cost for changing facility.

11. What barriers do you see for Castine residents participating in recreational?
Age/mobility issues.
12. Will existing recreational facilities and programs in the community and region accommodate projected growth or changes in age groups in your community? We do not have facilities but MMA & Blue Hill Y. We don't know the projected growth.
13. Is there a need for certain types of services or facilities or to upgrade or enlarge present facilities to either add capacity or make them more usable? Opportunities? Not unless there is more membership and community participation.

Note: We'd also like to consider the idea of sponsoring employment at MMA to cover lifeguards/other employees to increase facility availability to the town.

Other items that REC has been working on:

Memorial Day: \$150 from REC operating budget for ice cream to Safe Harbor for Memorial Day parade participants.

4th of July: Castine Fire Rescue Dept, REC and Merchant's Assoc are working on this year's festivities; the Round School we be sponsoring its annual 1K/5K Walk-Run starting at 8AM on the Town Dock; Town Common parade, entertainment & refreshments; Town Band on the Town Common at 4PM; Band on the Dock from 7-9PM and Fireworks at dusk.

Misc: mowing of the Backshore Beach area; bought a new pickleball net to use at the MMA Fieldhouse; discussions regarding Pickleball in Castine and gym memberships.