



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

DATE: Monday, December 2, 2024

TIME: 4PM

PLACE: Emerson Hall

PRESENT: Roberta Boczkiewicz, Chair, Dan Leader & Amy Gutow, Selectboard members; Derik Goodine, Town Manager, Karen Motycka, Finance Officer, Susan Macomber, Town Clerk.

PUBLIC: Marc Pelletier, Gus Basile, Tom Comiciotto, Pat Bishop, Tom Gutow, Don Tenney, Jeff Ackermann, Ruth Ann & Bobby Vagt, Bob Beske, Brooke Tenney, Mark Morgioni, Josh Adam, Joe Slocum and David Avery of the Castine Patriot. NOTE: Mtg was streamed on YouTube.

Roberta Boczkiewicz opened the meeting at 4:00 PM and verified there was a quorum.

Roberta asked if there were any additions or deletions to the Agenda: None.

Roberta Boczkiewicz asked for a motion to approve the warrants, abatements, budget vs. actual and trial balance reports, bank reconciliations and excise tax collections. Dan Leader made motion to approve the General Fund Warrant in the amount of \$22,668.08. Second by Amy Gutow. Roberta said this warrant covers 23 vendors/36 bills, covering road maintenance, winterize the dock bathrooms, etc. With no other discussion, Roberta asked for votes: General Fund Warrant approved 3-0.

Dan Leader made a motion to approve the Water Warrant in the amount of \$2,205.34. Second by Amy Gutow. With no discussion, Roberta asked for votes: Water Warrant approved 3-0.

Minutes: Roberta Boczkiewicz made motion to approve the November 18, 2024, Selectboard Mtg minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes:

11/18/24 Selectboard Mtg minutes – approved 3-0.

Amy Gutow made motion to approve the November 26, 2024, Work Session minutes. Second by Roberta Boczkiewicz. With no discussion, Roberta asked for votes: 11/26/24 Work Session minutes approved 2-0 (Dan absent from mtg).

Amy Gutow made motion to approve the November 26, 2024, Selectboard Mtg minutes. Second by Roberta Boczkiewicz. Amy had one small correction. With no discussion, Roberta asked for votes: 11/26/24 Selectboard Mtg minutes approved 2-0 (Dan absent from mtg).

Old Business: NONE.

New Business:

Item 1. Roberta Boczkiewicz introduced discussion regarding Community Resiliency Grant proposal. Roberta gave update. Peninsula Tomorrow has asked that Castine join and partner in the effort to secure a \$150,000 grant so that an Administrative Director could be hired. To do this, Castine would be giving up the \$50,000 Resiliency grant opportunity for this round but can apply again next summer. Roberta said that at this time Castine does not have any projects planned for the \$50,000 Resiliency grant.

Roberta Boczkiewicz made motion to join and partner with Peninsula Tomorrow in pursuing the \$150,000 grant. Second by Dan Leader.

Dan said he thought this would be a great for building relationship with neighboring communities especially since many are experiencing the same problems as Castine. Amy agreed and added that often there is more success with group efforts. With no other discussion, Roberta asked for votes: Peninsula Tomorrow grant partnership – approved 3-0.

Item 2. Roberta Boczkiewicz introduced PFAS Source Testing on Battle Ave Site. Roberta said the report received reflects that we do more testing at the site. The Selectboard all agree it would be helpful to gather as much information on how PFAS got here. We will have to ask Town voters for funds to do the testing which is estimated at \$18,000. Dan said he feels the Town needs to do its due diligence. We might have to plan for some mitigation. Discussion. Gus asked if the Town has checked on the Golf Course property for PFAS. The Town will not as it is private property, but more discussion can take place in public comments.

Item 3. Roberta Boczkiewicz introduced the Town Manager's Report. Town Manager, Derik Goodine reviewed (see attached).

- Marc Pelletier reviewed an outline for hiring an OPM and suggested the Town hire one on an hourly basis with a cap "not to exceed" format. Marc said he could share his outline with Derik.
- Dan Leader asked about the FOIA request and if there are rules addressing frivolous requests. Derik said specific details are required going forward, i.e. actual documents, dates of meetings, list of items, etc will be required in requests.
- Derik asked the Selectboard to approve Town Office closure for Tuesday, 12/24, Christmas Eve. Also, Karen Motycka pointed out that the Town Office will be closed on Friday, 12/13 for the Emerson Hall annual carpet cleaning.

Roberta made motion to approve Town Office Christmas Eve closure. Second by Dan Leader. With no discussion, Roberta asked for votes: 12/24 office closure – approved 3-0.

Amy Gutow thanked Derik for sharing the updated IOS ratings. This is one of our best ratings thus far which is excellent. Amy thanked and recognized Asst. Chief, Jack Spratt, who does the bulk of this work.

Item 4. Other Business as Required: Roberta Boczkiewicz said she and Town Manager, Derik Goodine met with Hancock County Planning Commission (HCPC) and Dept of Economic & Community Development (DECD). A \$175,000 grant has been approved to Castine, Surry & Brooksville for looking into housing issues. One of the first tasks will be to develop a regional task force. HPCP will oversee the process since they know exactly what to do.

**Communications:** NONE.

**Roberta acknowledged the public present:**

- Josh Adam, member of the Utility Board (UB), reviewed the Castine Golf Club (CGC) PFAS question. He said the 2023 CGC application for pesticide use referred to 16 pesticide treatments used, 5 of those contained PFAS; there is no other evidence except their handwritten journal of applications in 2023. It has been a slow chain of communication and the CGC did not know of the presence of PFAS. They found alternatives to use in 2024. CGC is the largest landowner in Castine's Source Water Protection Zone. Partly because of this information is why annual testing was recommended by the UB instead of every 3-years.
- Gus said he still thought the Town should have the soil tested at the CGC. Gus also asked Amy Gutow if the IOS ratings reflected about 40 homes that are not protected, they are outside the 5-mile limit. Amy said she is not sure of the details. Tom Gutow answered that it does not include. It is the same scenario as before. The change is in the rating; it does not change on properties outside the 5-mile limit.
- Marc Pelletier brought up the Zoning Board of Appeals (ZBA) Mtg next Thurs, 12/12 which addresses an appeal made by the Library Board citing the Castine Historic Preservation Commission (CHPC) as the source of the appeal. He asked if there was text of the appeal? And if the Library Board had gained legal counsel? Derik said he was not aware of the Library Board having counsel and if Marc meant if there is an appeal application then yes there is. The Code Enforcement Officer's (CEO) has the application. Derik said that on Thurs, 12/5 the ZBA will meet to elect officers and to consult with the Town's attorney on procedural matters for this appeal. Discussion.

**PAST ACTIONS:** NONE.

**Selectboard Comments:** Dan Leader said he had visited France recently which included several small towns. He was mindful of how they dealt with traffic. They use many speed bumps, and it

was amazing how they were spaced, forced vehicular traffic to slow down and how effective it was. Dan feels we need to invest time and money to study what is appropriate measures for Castine.

Next Mtgs:

Fri, 12/6/24 – T/G Mtg at 9AM in Emerson Hall.

Tues, 12/9/24 – Selectboard Work Session at 4PM.

Mon, 12/16/24 – Selectboard/Assessors & Overseers of the Poor Mtg at 4PM.

Amy Gutow made motion to adjourn the mtg. Second by Dan Leader.

Approved 3-0. Mtg adjourned at 5:07 PM.

Minutes Susan Macomber, Town Clerk.

**Been a short time since our last meeting when it comes to work days, so my report is not as long this meeting. Pretty busy with plenty to do though.**

-ISO/PPC Ratings I emailed these to you last week. We have a 03/3Y. This is for properties within the 5 mile radius of a station with water within 1000 feet/without water source within 1000 feet.

\*-OPM and Fire Department Budget - Should have an RFP ready by our next meeting for this once I get a minute to start filling it out the details. I met with project managers from Colliers a couple weeks ago, and it was very informative. They have also supplied a much wordier template RFP. One of the keys to this RFP and others I have seen for a OPM is an expected estimated costs for a fire station. We need to discuss what that cost is going to be because I need it for the RFP for hiring an OPM; since their bids are apparently tied to total project costs. With that said, we are going to also need a Special Town Meeting to authorize money for the Pre-Engineering and Design which is also roughly based off the total expected project costs.

\*-Battle Avenue Fire Station Property Study and PFAS - Basically, what was said at the work session last week was that we are carrying forward with the Fire Station as a Project for Battle Avenue, and we will look at the costs of the PFAS source or identification as a special warrant article at annual town meeting. I am not sure if the Board wants to vote on that position or not, but it would put it to bed, or rather make it clear how the two issues will be handled.

\*-Waterfront Study RFPs - We voted to award this to GEL. I expect a contract from them for the study this week and I will sign it as authorized last week. I expect we will have a ramp-up meeting sometime next week with GEL. I will coordinate with Zander Parker on the date once I get the contract in hand.

-Sent an invitation out to all the various Boards and Committee Chair and in some cases all members for the workshop asking them to attend the December 10 ZBA and Planning Board Training Workshop. Sent a reminder today as only have 4 responses thus far. 2 Yes, 1 maybe, and 1 can't attend.

-Fire Danger is now normal to low according to the State website, but we are not allowing burning of brush right now, but Fire Department is allowing fire pit permits.

-Cyber Security Grant - I signed this agreement and have webinars about it over the next few weeks as an introduction to the various resources of this grant.

that we will need to approve on November 26 once I get a chance to review it. No one recalls applying for it, but got an email about the grant Friday. I need to figure out the parameters of the grant, what it is paying for etc.

\*-CEDD Job Description - I have a draft, but what I don't have is a Job Description yet. Need your input on the draft and the traits and duties you would like to see for this person.

~~-Pedestrian Crossing Devices - Actually got 4 instead of 2 of these, and they have the bases on them also.~~

\*-Wildfire Protection Plan Grant Startup - This is for a Peninsula-wide Urban Interface Project. I will serve on it, and the Fire Chief, and I reached out to Don Tenney about getting a Tree Committee members to serve as our 3rd on this project.

\*-Solar Study update - As you know, there We need to discuss this and what our next steps are still. They have made their recommendations in the study. I am attaching them to this report. I have sent out additional questions to Dana Ware about the study, and hope to hear back soon. I also reached out to the person I dealt with in NH that owned panels on top of our fire station there. He is also behind the Brewer Lowes Solar Field.

<https://fox23maine.com/news/local/brewer-approves-12-acre-solar-farm-behind-lowes-store>. Before I got to Castine, he has contacted me about some federal programs and incentives that I didn't see in our study, and I am curious to hear what he has to say. Potentially, even invite him to zoom in for discussion of what is out there from a developer's perspective. Finally, there is a lunch and learn session through Maine Power Options in January entitled "Solar on Landfills with Solect Energy and Maine DEP" which I want to listen to before we make any next moves. Some of the work may have already been done for us, or not.

\*-Got Sea Street Congressional Grant Info - Finally got this working last week, but then it didn't work. It is one of my main goals this week to get into this and also try and find out about the Floating Dock Grant also which has been crickets thus far.

-Acadia Dock's, Still waiting for them to get back to complete the strengthening of that dock under structures similar to the Tower Dock. I was reading an article this week about how a lot of towns are unable to get their storm damage fixed because of lack of contractors and damage.

\*-Still working on this with FEMA. I will let you know more when I know more. Need to hire engineers to look at waterfront erosion below Water Street and Fort Madison? I think we will need to hire someone for this at least for permitting. I will talk to GEI when they come to town.

-FOIA - I think I got the requestor all of the documents requested. I have not heard anything back yet. Including payment for 4 hours at \$25 per hour. I had at least 6 hours into this project.

-Reminder - Derik has a conflict on December 6 for Town and Gown Meeting and wont be attending. I will be attending the annual Joint Town Manager Conference with Maine and New Hampshire in New Castle, New Hampshire. I think I already mentioned it, but I will be staying over in the area in hotel much less than the Wentworth were the event is being held.

#### **-Things for the Future Date**

-Meeting with -Affordable Housing Committee after Comp Plan is approved, perhaps create a housing authority or development corporation.

-Question HCPC about hazard waste day and towns contributing \$500 or more towards fixed costs for future collection events 2025/ 2026 Budget

Pesticide Policy find Redundancies in Policy and in Zoning Ordinance, Planning Board?, and Utility Board? Need to do this is my "spare time"

Salt Shed Cracking and Weeping

Roof Inspection for Emerson Hall and Weathervane still needs straightening

#### **My Schedule**

12-2-24 Housing Grant (Blue Hill Peninsula) 2:45PM

12-2-24 BOS Meeting 4PM

12-4-24 State and Local Government Grant Webinar Noon to 1PM

12-5-24 Derik leaving at 230 to head to NH.

12-6-24 BOS Town and Gown but I will be at TM Workshop in NH 9AM

12-9-24 BOS Work Session 3PM

12-9-24 Forest Fire Grant Committee 4:30-5pm

12-10-24 Project Canopy Grant Meeting 1130am to 1230PM

12-10-24 Planning and Zoning Grant Meeting 4pm-730PM

12-11 Utility Committee Meeting 9AM

12-11 MRC Annual Meeting in Orono 3PM will leave at 130PM

12-13-24 SLG Grant on Cyber Security Webinar Training Noon-1PM