



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

RB
aj
Daniel Leader
(Boon)

DATE: Monday, December 16, 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, Pat Bishop, Don Tenney, Ruth Ann & Bobby Vagt, Bob Friedlander, Brooke Tenney, Josh Adam, and David Avery of the Castine Patriot.

NOTE: Mtg was streamed on YouTube.

Roberta Boczkiewicz opened the meeting at 4:06PM (setting up YouTube) 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. Amy Gutow made motion to approve the General Fund Warrant in the amount of \$78,193.49. Second by Dan Leader. Roberta said this warrant covers 53 vendors/77 bills, including deposit for our 2025 fireworks display on 4th of July, \$4,900 for Transfer Station vendor Pine Tree Waste and other monthly expenses.

With no other discussion, Roberta asked for votes: General Fund Warrant approved 3-0.

Amy Gutow made a motion to approve the Water Warrant in the amount of \$14,262.67.

Second by Dan Leader.

With no discussion, Roberta asked for votes: Water Warrant approved 3-0.

Minutes: Roberta Boczkiewicz made motion to approve the December 6, 2024, Selectboard Mtg minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes:

12/6/24 Selectboard Mtg minutes – approved 3-0.

Amy Gutow made motion to approve the December 2, 2024, Selectboard Mtg minutes. Second by Dan Leader. Amy pointed out small correction on page 2. With no other discussion, Roberta asked for votes: 12/2/24 Selectboard Mtg minutes approved 3-0.

Old Business: NONE.

New Business:

Item 1. Roberta Boczkiewicz introduced appointing Road Commissioner and Road Agent. Derik Goodine, Town Manager = Road Commissioner; PW Manager, Mark Boyd = Road Agent. These appointments will go until 6/30/25 when all Municipal Official appointments are done annually. Roberta Boczkiewicz made motion to appoint Derik Goodine, Town Manager, as Road Commissioner and PW Manager, Mark Boyd as Road Agent through 6/30/25. Second by Dan Leader. With no discussion, Roberta asked for votes: Road Commissioner/Road Agent appointments – approved 3-0.

Item 2. Roberta Boczkiewicz introduced approving the FY25 Water Dept Budget. The Utility Board met on 12/11/24 and recommends FY25 budget in the amount \$571,669. This is about a 3.2% increase over last years budget.

Amy Gutow made motion to approve the FY25 Water Dept Budget in the amount of \$571,669 as recommended by the Utility Board. Second by Dan Leader.

Amy Gutow had a few questions: How does this budget work? Karen answered it is paid by users not taxpayers; Amy also asked about an amount in the current year Budget vs Actual report that is over budget. Karen said she had to double check but thought it was for meters. Karen said she suspects it was for larger meters needed that MMA uses. Dan Leader asked how long a meter typically lasts? Karen answered they last an average of about 10yrs. We keep a close eye on for function and usage. The newer meters we now purchase have about a 20yr life expectancy.

With no other discussion, Roberta asked for votes: FY25 Water Budget – approved 3-0.

Item 3. Roberta Boczkiewicz introduced updates from Board/Committees – Utility Board. Kirk Langford, Chair, not present, therefore item tabled until a future mtg.

Item 4. Roberta Boczkiewicz introduced the Town Manager's Report. Town Manager, Derik Goodine reviewed (see attached).

- Public Works (PW), Henry Erhard, retired last week on Wed, 12/11/24 after 30 years of Town of Castine employment. Employees, Selectboard and current plus past Town Manager's attended a recognition lunch to wish Henry all the best in his future endeavors.
- Dan Leader made motion to approve, Town Manager, Derik Goodine to be the authorized signer for the Congressional Grant agreement. Second by Amy Gutow. With no discussion, Roberta asked for votes: Derik Goodine authorized signer for Congressional Grant – approved 3-0.

Item 5. Other Business as Required: NONE.

Communications: Letter from Pat Bishop requesting to use the Town Common for a Trinitarian Church "Art Under the Elms" event on Saturday, 7/26/25 from 10AM to 4PM. It will be a day of various artists showcasing and selling their products with lunch will be offered to the public. Dan Leader made motion to approve the request. Second by Amy Gutow. With no discussion, Roberta asked for votes: 7/26/25 Trinitarian Church event – approved 2-0 (Roberta Boczkiewicz recused herself as she is member of the Trinitarian Church counsel).

Amy asked if events like this gets listed on the Town calendar to keep track and help prevent conflicts, etc. Sue Macomber, Town Clerk, explained events & activities mainly involving Town properties get listed on the office calendar to keep track.

Roberta acknowledged the public present:

- Gus Basile asked about the Christmas Tree on the Town Common. He said the lights look a bit shabby and the tree needs more lights.
- Marc Pelletier said he mentioned a 3-way stop sign traffic control suggestion, at several locations, at a previous mtg. These types of changes fall under the Town's Traffic Ordinance and requires a Public Hearing which needs to be posted 7-days prior to the Hearing. Derik said he contacted MDOT for some information. They are a good resource for all things road related. A Public Hearing may be scheduled in January; Marc also asked if there was any consideration given for a wind turbine power option at the Transfer Station instead of solar energy. It is windy often and specifically at the Transfer Station. Roberta said the Town has run into a snag with solar energy at the Transfer Station, so if it cannot be worked out wind turbine might be a good alternative. Derik said wind turbine could have the same snag. Karen Motycka pointed out that wind turbines can be very loud. The sound could be an issue with property owners near the Transfer Station.
- Bobby Vagt informed that there have been health issues with the person who is working on the Town Clock adjustment project causing a delay.
- Gus Basile thanked Finance Officer, Karen Motycka, for supplying costs he requested at the last mtg regarding Fire Dept expenditures spent above and beyond the purchase of the Battle Ave land pertaining to a new fire station. Gus asked if there were any future Fire Station mtgs scheduled? Answer was none at this time. Gus said with reading the Source Water Protection Ordinance the Utility Board should be having mtgs addressing a proposed fire station within the Source Water Protection zone and that the Utility Board makes the decision of whether a Fire Station can or cannot be in that zone. Derik said the Utility Board met last week and mtgs are open to the public. Derik said the target property for a new fire station is the Battle Ave site for the pre-engineering process and it has been under Utility Board review with no issues.

PAST ACTIONS: NONE.

Selectboard Comments: Dan Leader said in the light of a letter received by Kevin Coady he would like to make sure the Town clarifies and gets facts out to the public regarding PFAS and the Battle Ave site. He said he would like to have concrete facts that our Fire Dept does not use any PFAS chemicals. PERIOD. Let's get the facts out. Discussion. Amy Gutow asked Dan what exactly he had in mind for obtaining facts as our Fire Dept officials have said at numerous mtgs including the 12/14/23 Public Mtg that they do not use PFAS chemicals. Sue Macomber said she was going to say the same. Do we not believe the word from our Fire Dept officials?

-Gus Basile referred to Derik, Town Manager and a letter published recommending that when the Town hires a position, it hire a person that could serve on the Fire Dept; Gus requested the Utility Board have mtgs regarding the Battle Ave site to allow for different opinions.

-Roberta Boczkiewicz pointed out a few items:

- She thanked everyone who attended last week's Board/Committee training session. There were 18 who attended, and it was an informative session.
- She said the Town receives monthly reports from the Sheriff's Dept and pointed out that in November, on 11/7 between 4:30PM – 9:30PM there were 4 traffic stops. They are doing their jobs, and we are appreciative.
- We had a win with the push notification process during last week's snow event. It worked and there were no student vehicles parked on streets overnight with help from MMA notifying the students.

-Gus Basile said the Castine Golf Club (CGC) should have their property tested for PFAS. No body knows what's in the soil especially the soil that's been removed during their big pond project. Morally the CGC should test the soil and fill, and their contractor should not sell any of the fill removed until it is tested. Discussion.

It is not Town property, so the Selectboard have no control over what the CGC does. The Selectboard all agreed to write a letter to CGC in the spirit of being good neighbors.

Next Mtgs:

Fri, 12/27/24 – Selectboard Mtg at 11AM to approve end of the year Warrants.

Mon, 1/6/25 – Selectboard/Assessors & Overseers of the Poor Mtg at 4PM.

Fri, 1/10/25 – T/G Mtg at 9AM at MMA.

Mon, 1/13/25 – Selectboard Work Session at 4PM.

Tues, 1/21/25 – Selectboard/Assessors & Overseers of the Poor Mtg at 4PM.

Roberta Boczkiewicz made motion to adjourn the mtg. Second by Amy Gutow.

Approved 3-0. Mtg adjourned at 5:06 PM.

Minutes Susan Macomber, Town Clerk.

an engineer for some of the Water Street and Fort Madison projects?

FOIA - This was paid for.

-Joint Town Manager Conference with Maine and New Hampshire in New Castle, New Hampshire. This was a great workshop, and I am glad I attended. The post traumatic stress presentation was well worth the price of admission, and the Facebook and first amendment training was good also. And the assessing tools and market values was interesting and informative.

-Fire Department Grant for PTSD Training-The Resilient Responder training to take place on February 3, 2025. This is funded through the MMA Risk Management Ed MacDonald Safety Scholarship Program. Amount of grant is \$1,200. Way to go Fire Department and hopefully they have room for the BOS and myself.

-Need to do appointments of me as Road Commissioner and Mark Boyd as Road Agent and ACO.

-Windstorm and Rain from last Wednesday. Trying to get Main Street Lights on. I contacted CMP last Thursday, and waiting from Gary B on whether we may have to do something on the underground utility transformer boxes; since the breakers weren't doing anything Thursday or Friday. I was told by our County EMD that streetlights would be the last on their repair list if its CMP, and CMP told me it is on their list last week.

Otherwise, our roads and power held up pretty well with very few downed trees.

Although we lost power due to towns on the way here suffering line damage.

-NBRC Grant - No word yet on Court Street infrastructure grant.

-Project Canopy Grant Meeting - Had another meeting and are honing in on what tracts of land we will be looking at for this grant. We looked at lidar and other GIS maps at the meeting.

-T-Mobile Grant is due and going to be submitted at the end of the month for the story walk.

-Community Resilience Partnership - Got our renewal in today which will make us eligible for the grant you approved last week that Alan Kratz is working on.

-Had my General Assistance Review today and for the most part did well and our program is in compliance.

-The Library Landscaping Project was remanded back to the Historic Preservation Commission to clarify their findings of fact. I am meeting with the CHPC Friday to discuss how to do this with them.

-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

12-16-24 Bos Meeting 4PM

12-18-24 Planning Board 4PM

12-19-24 BOS and Harbor Committee on Town Dock Resilience Feasibility Study

12-20-24 Meeting with the Castine Historic Preservation Commission 4PM

12-24-24 Closed Xmas Eve

12-25-24 Closed for Xmas

- *-OPM and Fire Department Budget - Still need to work on a bigger RFP. Marc Pelletier is supposed to send me a couple of examples based on what he said at our last meeting, and I reminded him last week. Fire Chief Sterns was also going to set up another meeting with Colliers to discuss some details of our discussion with them and RFPs for the project. I am waiting for an update from Randy on when that will be.
- Another fire in the pit in Withlerle Woods this past week. Randy and Corey Sterns went in and cleaned up the area.
- Battle Avenue Fire Station Property Study and PFAS - The final report that clearly states that the PFAS didn't come from the Golf Course and also states that the PFAS or any other drainage from this site won't affect our reservoirs was given to the Utility Committee and also put up on the website.
- *-Waterfront/Town Dock Study- We have a joint meeting with the BOS and the Harbor Committee, and GEI and Musson Group this Thursday, December 19, 2024 at 4:30pm. This meeting is the first ramp up meeting to discuss the study and our expectations. It will be open to the public and on Youtube. Public Discussion will be limited as Public discussion will be taken at a meeting most likely to be held in January.
- ZBA and Planning Board Training Workshop was a success I think. 18 people attended this webinar made up from several of the Boards and employees.
- Cyber Security Grant - I attended the grant webinars and need to rewatch two of them about the programs as I missed some pieces as I was distracted. They are only 30 minutes long, so it won't be much time.
- *-CEDD Job Description - Roberta is going to give me a copy of finetuned job ad, and I continue to collect information for job description.

Wildfire Protection Plan Grant Startup - Randy Stearns, Don Tenney and myself attended the first meeting. The next step is for a sub-committee to develop and RFP for a program administrator, then in a couple months we will hire the Administrator and get to work.

*--Solar Study update - I discussed our study a couple times over the last week with a solar developer, and also discussed various energy saving programs with a person from Maine Power Options. I am meeting another person hired by MPO to discuss solar tomorrow. 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. A person from Solect is who I am meeting with Wednesday.

*Congressional Grant Info - So while I finally got the grant portal working a couple weeks ago, I found that this is not the Sea Street Pump Station Grant, but the Town Dock Study Grant Funds that I am pecking away at filling out the dozens of documents and information that they are looking for. This is going to take up much of my time this week. Anyway, the program times out easily and still takes forever to load except for today it loaded faster. I also reached out again to Senator Collins Office again inquiring who I need to contact about the Sea Street Pump Station Grant. That is going to take a while to do that paperwork also. With that said, I want. It is one of my main goals this week to get into this and get the paperwork done. I need you to authorize me to sign the grant agreement and support all paperwork for the Grant number b-24-CP-ME-1092.

-Acadia Dock's, Still waiting for them to get back to complete the strengthening of that dock under structures similar to the Town Dock.

-Still working on this with FEMA. They continue to process work done and consider our other projects at Water Street and Fort Madison. As stated before, we may need to hire