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

DATE: Monday, February 3, 2025

TIME: 4PM

PLACE: Emerson Hall

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

PUBLIC: Scott Vogell, Marc Pelletier, Gus Basile, Tom Comiciotto, Brooke Tenney, Johanna Barrett, Bill Corbett, Pat Bishop, Helen Miller, Bobby Vagt, Josh Adam, Jeff Ackerman and David Avery of the Castine Patriot.

ZOOM: Liz Parish and Ruth Ann Vagt.

NOTE: Zoom was active due to Selectboard member, Dan Leader, out of Town and mtg was streamed on YouTube.

Roberta Boczkiewicz opened the meeting at 4:03PM and verified there was a quorum.

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

Warrants: 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 \$78,633.67.

Second by Dan Leader. Roberta said this warrant covers 40 vendors/65 bills, which included new Harbormaster boat, Fire Dept technology, and Emerson Hall office supplies.

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

Roberta Boczkiewicz made a motion to approve the Water Warrant in the amount of \$18,171.07. Second by Amy Gutow.

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

Minutes: Amy Gutow made motion to approve the January 28, 2025, Selectboard Budget Work Session minutes. Second by Dan Leader. With no discussion, Roberta asked for votes:

1/28/25 Selectboard Budget Work Session minutes – approved 3-0.

Roberta Boczkiewicz made motion to approve the January 27, 2025, Selectboard Work Session minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes:

1/27/25 Selectboard Work Session minutes – approved 3-0.

Amy Gutow made motion to approve the January 21, 2025, Selectboard Mtg minutes. Second by Dan Leader. With no discussion, Roberta asked for votes: 1/21/25 Selectboard Mtg minutes – approved 3-0.

Old Business: Roberta Boczkiewicz said that due to Gus Basile's suggestion she had read the Source Water Protection Ordinance and the State of Maine's Best Practices for Groundwater Protection guide in their entirety. Roberta said she is from New Mexico which always experiences water shortages; therefore, she reiterated that she would never do anything to endanger the water source in Castine. Roberta said what stood out to her reading the State Best Practices for Groundwater Protection guide is that fire stations are never mentioned on their list of building items that you cannot do. A single-family house is on the list, but fire stations are not. Roberta pointed out there are a few DEP studies that the Selectboard was not aware of and will likely inquire to have done.

Gus Basile said it does list other elements that makes one think it is not a good idea to put a fire station within certain areas. Roberta said they were not going to debate this matter now but Gus is more than welcome to reach out and schedule a meeting with the Selectboard.

Bill Corbett said he understands that the new Castine Golf Club (CGC) "lake" and pump will draw off the aquifer, is that correct? No one had a confirmed answer.

Josh Adam asked if the Town ever received a response from their letter to the CGC? The answer was no. Dan suggested inviting the CGC to a Selectboard Mtg. Roberta pointed out that these questions and discussions can be brought to the Utility Board as well.

New Business:

Item 1. Roberta Boczkiewicz introduced approving MVU – This Lil Piggy.

Roberta said it is BBQ type food, and they've applied for 3-four-day permits and plan to be here on 5/28 & 5/30, 6/18 & 6/20 and 7/16 & 7/18 of those four-day periods.

Amy Gutow asked about the location. It is for the Town Dock. The Backshore area is only for holidays. With no other discussion, Roberta asked for votes: MVU – approved 3-0.

Item 2. Roberta Boczkiewicz introduced scheduling the May 2025 Town Mtg for Saturday, 5/10/25 at 8:30AM.

Roberta Boczkiewicz made motion to schedule 5/10/25 for May Town Mtg. Second by Amy Gutow. Dan Leader said he will be out of the country and will be able to attend.

With no other discussion, Roberta asked for votes:

5/10/25 May Town Mtg date – approved 3-0.



Item 3. Roberta Boczkiewicz introduced updates from Boards/Committees – School Board & Harbor Committee. Johanna Barrett, School Board Chair reported.

- Current enrollment = 46 students; Principal Fred Cole is talking with a few other families that are associated with MMA employment as possible students to enroll.
- Twenty-three 9-12 grade students that we pay secondary school tuition for.
- Teacher negotiations should conclude next week.
- 5.8% budget increase compared to last year as of the 3rd draft. They will know more once the teacher negotiations are completed, and part of the increase is to cover a calculation error with secondary school tuition that the State made that we must budget for.
- Haley Ward, engineers, have said Adams School building is a sound structure even though it's 187 years old. It was well built. The attic is the biggest issue, and the School Board & staff are trying to figure out how to use that space and the cost to repurpose it; stairwell joists & drainage/gutter work also need addressing. Most of the funds needed are in surplus but there will be an article at May Town Mtg asking to move funds from surplus to reserve acct to pay for the expenses.

Discussion.

Bill Corbett, Harbor Committee member reported:

- HC meets once a month on the 2nd Wednesday of the month.
- There are a few things left to do on the Town Dock/Acadia Dock but gave commendation to Harbormaster, Scott Vogell for taking the lead on the new Town Dock project and all repairs.
- GEI was at recent Community Forum getting feedback from citizens. They will put together short-term & long-term options dealing with resilience and 100yrs planning for our waterfront; they will report on options and recommendations for funding in March.
- HC is working on budget request.
- New Harbormaster boat purchased. The last boat served well but it was failing. The HC have been searching for a few years now.

Discussion. Mark Pelletier asked about plans for the gazebo. Derik said he has to meet with Harbormaster Scott Vogell and Public Works crew to build, make it portable and possibly a little wider. It will be built the same as the old one. FEMA funds have been approved for a replacement, but those funds are on hold (US Presidential Executive Order). Marc suggested a slightly different design for the roof to help protect from rain.

Bobby Vagt said that at the Community Forum GEI outlined geographical data of Town owned portion of the waterfront. He asked if the Town has any ideas to go larger and include private properties? Roberta said the Selectboard have discussed but have not yet created a Waterfront Master Plan at this time. Dan said in his opinion it is important to wait until we receive GEI's

study first then work on Town goals. Amy added she anticipates the Town will hold frequent Community Forums for discussing a Waterfront Master Plan.

Item 4. Roberta Boczkiewicz introduced recommending Resilient Works as Project Administrator for Wildfire Plan.

Amy Gutow made motion to recommend Resilient Works as Project Administrator for Wildfire Plan. Second by Dan Leader. With no discussion, Roberta asked for votes: Recommendation for Resilient Works as Wildfire Plan Project Administrator – approved 3-0.

Item 5. Roberta Boczkiewicz introduced discussion regarding Safe Harbor on the Town Dock. Discussions were tabled due to Safe Harbor owner, Julia Cooper not present. Derik will see if she can attend the next meeting.

Item 6. Roberta Boczkiewicz introduced the Town Manager's Report. Town Manager, Derik Goodine reviewed (see attached).

- LD 2003 Leftover Funds = Roberta Boczkiewicz made motion to approve having CEO Shawn Blodgett work on changes to our Rental Ordinance making it a Short-term Rental Ordinance and update the Water & Sewer Ordinances to address LD 2003 changes with leftover funds. Second by Amy Gutow. With no discussion, Roberta asked for votes: Use leftover funds for Short-term Rental, Water & Sewer Ordinances – approved 3-0.
- Heating Unit at Transfer Station (TS) Attendant's Bldg = Renai heater needs replacement. Coastal Energy will be doing the work within the next week. Discussion regarding Town Dock flagpole that came down in a windstorm in December. It was brought up that the existing damaged flagpole is at the TS and might be repairable. Amy Gutow made motion to establish whether the existing damaged flagpole can be repaired and if it would be tall enough once repaired. If so, repair existing one and use it. Second by Roberta Boczkiewicz. With no other discussion, Roberta asked for votes: Use existing flagpole if repaired and tall enough – approved 3-0. If the flagpole is not repairable and/or is too short, Dan has a contact number for someone who deals with flagpoles.
- Offshore Windmill = Roberta made motion to allow UMaine to use the Town seal on a 4'X8' visual board thanking contributing vendors & partners. Second by Amy Gutow. With no discussion, Roberta asked for votes: Town seal to UMaine – approved 3-0.
- Streetlight on Perkins St request = Roberta made motion to approve request to remove streetlight in area of 168 Perkins St. Second by Amy Gutow. Cost to shut off streetlight will be paid by homeowner at 168 Perkins St. Discussion.

As a result, Roberta and Amy rescinded their motions and Selectboard decided to explore other options first to deal with shielding the light.

Item 7. Other Business as Required: Schedule Listening Sessions = Thurs, 2/13/25 at 7PM for discussions on Sidewalks & Traffic Calming; Sat, 2/22 at 9-11AM for discussions Round School & Solar (Roberta will confirm).

Communications: -wedding request from Mary Reed for 7/26/25 at Fort Madison for 120 guests. Roberta Boczkiewicz made motion to approve. Second by Amy Gutow.

With no discussion, Roberta asked for votes: 7/26/25 wedding request at Fort Madison – approved 3-0.

-email from Court St property owner, Bryan Carey expressing his concerns regarding the Selectboard & citizen concerns on competitive effects for existing businesses if a winter MVU was to be approved for the Town Dock. He suggested getting legal advice.

-email from Michelle Robinson giving housing index info.

-email from Brock Muir regarding CHPC.

Selectboard Comments: Roberta Boczkiewicz said the Selectboard are going to submit a letter to Senators Collins' & King's offices and Congressman Golden's office regarding concerns for congressional grants approved on hold due to the US Presidential Executive Orders and that it is problematic to cities/towns, especially small ones, relying on those funds. Writing these letters was suggested by Senator King's office.

Roberta acknowledged the public present:

- Scott Vogell, Traffic Enforcement Officer, said he has a couple of issues with inconsistencies and discrepancies in the Traffic Ordinance regarding the winter snowplowing restrictions. He will submit in writing to the Town Office for the Selectboard to review.
- Marc Pelletier asked that the Town leaders' letter to the congressional leaders be made available to the community. Community members can submit letters as well and it would be helpful to get a sample of our Town leaders' letter.
- Gus Basile thanked the Selectboard for reading the Town's Source Water Protection Ordinance and the State's Best Practices for Groundwater Protection guide per his request. He said that he would like to meet with the Selectboard sometime soon.

PAST ACTIONS: NONE.

Next Mtgs:

Tues, 2/4/25 – Selectboard Budget Work Session at 4PM.

Fri, 2/7/25 – T/G Mtg at 9AM in EH.

Mon, 2/10/25 – Selectboard Work Session (Solar 4-5PM; FD leadership 5-6PM).

Tues, 2/11/25 - Selectboard Budget Work Session at 4PM.

Tues, 2/18/25 – Selectboard/Assessors & Overseers of the Poor Mtg at 4PM.

Roberta Boczkiewicz made motion enter into Executive Session pursuant to Title 1 MRS Chapter 13 §405 (6)(A) for Personnel Matters. Second by Amy Gutow. Approved 3-0.

Executive Session In: 5:25PM

Roberta Boczkiewicz made motion to leave Executive Session. Second by Amy Gutow.

Approved 2-0. Dan Leader logged out of Zoom before the end of mtg.

Executive Session Out: 6:38PM.

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

Approved 2-0. Mtg adjourned at 6:39PM.

Minutes Susan Macomber, Town Clerk.

Town Manager's Report February 3, 2025

- Boy Scouts Klondike Event was this past weekend in Witherle Woods and Fort George
- LD 2003 Grant Left over funds - I need to know if the Board desires us to have CEO Blodgett do changes to our rental ordinance to make it a Short Term Rental Ordinance which would include registration fees and penalties, and also update sewer and water ordinances to address LD 2003 changes with the left over funds from the grant we were given to update the ordinances.
- *Wildfire Protection Grant - We need to approve the hiring of Resilience Works LLC for the Wildfire Administrator for Wildfire Grant. Sue has the Resolve for you to approve and sign.
- *Solar Update - We will review the information that Solect sends us for Performa documents on February 10, 2025 at work session with Solect Energy, and then chart a course from there from there. Do we do a letter of intent or do we wait will be part of discussion.
- *OPM and Fire Station Budget - Met with Colliers again last week with the Fire Chief. We do need to have a meeting with the Fire leadership and the Board, and may I suggest a couple other members of the public. Gordon McArthur would like to be involved in the discussions. Subject of discussion should be how big is big enough, and the estimated cost of the station. Whether or not some of the 11,500 could be done in phases or not or to just bite the bullet and build it as it will eventually be needed. The RFQ for and OPM is now my main project for the next week or so. I will prepare an RFQ for an OPM. I will build contingency language in it that is basically a non-appropriation clause. That means should town meeting not appropriate funds at any given level, then the contract at that point become null and void. This will allow us to advertise and have chosen the OPM, so that once funding is approved, then they can go right to work on getting pre-engineering completed, and that will lead us towards a path to having that completed around Decemberish.
- Waterfront/Town Dock Study- GEI and Musson did public forum last Thursday evening, and I think it was well attended. I was glad that people shared what they valued at the town dock and also what they would like to see for improvements or services at the location. I am thinking it would almost be appropriate to do another one where people "dotted" their favorite things. Need to have that discussion with Noel and Lisa and well, the Selectboard.
- Cyber Security Grant - I have some workshops for this program coming up in next few weeks, and have asked for 6 Yubikeys se3curioty keys.
- *CEDD Job Description - I think this is just about done and sent to Karen and Sue who may have some minor changes and then I am posting it up on in the various places either tonight or tomorrow.
- *Congressional Grant Info - Dock Grant - I have various upcoming Cohort training and training with my personal administrator this week and over the next few weeks.
- *CDS Grant for Sea St Pump Station- Need to have Annaleis Hafford come in and discussion the project with you. For instance, what do you want the building to look like.
- *Infrastructure Plan Update Costs with Annaleis Hafford March 3, 2025
- *Acadia Dock and Docks - The shimming of the Titan X and the metal brackets are completed for the Docks. I need to talk to or listen to Scott's next update to Harbor Committee to see what is next. I want to know if the Board wants to start construction of the gazebo or not once I have the new PW person in place.
- I will give you a personnel update in Executive Session related to Public Works.
- Still working on this with FEMA. Apparently, Water Street and Fort Madison projects have been switched to initial engineering money requests which will give us money for engineering and design of the projects. Once that is complete it will apparently pivot to a funding request for the actual solution. I went and looked at Water Street from the shoreline last Thursday, and then

along the road. I am concerned that there may not be enough to hold new guardrails on Water Street shoulders even when completed, and perhaps we may want to consider making Water Street one way and place rails further into the paved area possibly. I think this would still allow traffic flow but also possibly allow parking on street still too, but depending on how far we need to go. Also we also got approved for payback of some of our costs for the dock debris removal, dock parking lot paving, and generator use for pump stations. Totaled about \$62,000.

-NBRC Grant - We did not get the grant for Court Street infrastructure grant. I do not intend to apply again at this time. We should think of potentially other projects for a grant that has more of an economic driver set forth as part of it, or come around again, when the Fire Station becomes vacant and build the project into whatever that may or may not become.

-TMobile Grant - We await word on whether we got the Story Walk Grant

-Julia Cooper should be at our meeting to discuss Safe Harbors

-Community Resilience Partnership - We await whether we will get Demographics Grant as part of three town study.

-Project Canopy Grant - The following sites have been chosen for demonstration projects the town transfer station site, the 'Greenbee' property, and the BHHT site (on neck) abutting Hatch Cove. Also land behind Wilson Museum.

-Governors Waste Diversion Grant - This grant went in last Friday for backyard compost bin program.

*General Assistance Ordinance- We need to schedule the approval of the new ordinance at a future meeting soon. Basically, notice, ad I think, Public Hearing and the BOS approves and signs it.

*-Historic Preservation Commission and Library Appeal- ZBA will meet February 19 for the appeal next round

*MDOT Traffic Calming- Next steps? Listening Session. I still need to find a trailer and get instructions on solar panel etc. for speed sign

-Affordable Housing - Nothing new on this at this time.

*Offshore Windmill - I have a request to provide Town Seal to UMaine for a 4'x8' visual to attach to the hull thanking contributing vendors and partners

*Heat Pump Water Heaters for Safe Harbor and Water Heater for Safe Harbors and Town Hall?

*Street Light on Perkins Street Request -Larry Rosen Shut off Street light at 168 Perkins He would pay any costs to shut off.

-Main St. Historic Light repairs I have sent a list to Hampden Electric to fix nonworking lamps and outlets on approximately 6 or 7 of the historic Lights

*Flag Pole for Town Dock

-Things for the Future Date

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

-Put PFAS Follow-up Test Funding in Budget for Battle Avenue

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 Inspection and repairs

Roof Inspection for Emerson Hall and Weathervane still needs straightening

My Schedule

2/03/25 BOS Meeting 4PM

2/04/25 BOS Budget Meeting 4PM

02/04/25 Planning Board 4PM?

2/05/25 Webinar on Housing 8am-9am

02/05/25 Derik will be out of office from 8am to 10am and unavailable from 11am to 1pm. Dr Appointment

02/06/25 Cyber Security Webinar 10:30am to 11:30am

02/06/25 NRCM Webinar Noon to 1PM

02/07/25 Town and Gown 9AM
02/07/25 CDS Grant Administrative Meeting 1-2pm
02/11/25 CDS Cohort Training 2-3PM
02/11/25 CHCP Meeting 4PM
02/11/25 BOS Budget Work Session
02/12/25 Derik out at 1:00PM for Dentist Appointment Probably won't be back that day
02/13/25 Derik Meeting with MMA Risk Management Town Property and Building Surveys
02/14/25 Happy Valentines Day
02/19/25 ZBA Meeting

