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**Selectboard
Meeting Minutes
Monday, March 3, 2025, 4 PM, following Selectboard Work Session
Emerson Hall**

Present: Roberta Boczkiewicz, Chair, Dan Leader and Amy Gutow, Selectboard; Derik Goodine, Town Manager and Karen Motycka, Finance Officer.

Public: Brooke Tenney, Marc Pelletier, David Avery "Castine Patriot", Don Tenney, Annaleis Hafford form Olver Associates, Gus Basile, Tom Comiciotto, Lawrence Rosen, Bob Friedlander, Jeff Ackerman, Sam Buchanan, Will MacArthur, Josh Adam, Marvin Merritt of Isle Theatre, Georgia Zildjian and Kathy MacArthur.

Roberta called the meeting to order at 4:00 PM. It was verified that a quorum was present.

Roberta asked if there were any additions, deletions or corrections to the agenda. There were none.

Roberta asked for a motion to approve the General Fund Warrant in the amount of \$70,211.78. Dan made the motion to approve the warrant in the stated amount. Amy Gutow seconded the motion. Roberta pointed out that payments to volunteer fire rescue were on this warrant as was work done on streetlights. Amy questioned whether she should vote as there was a check payable to her husband Tom on the warrant. Karen explained that Amy could vote on the warrant, abstaining from that payment. Roberta called for a vote. Approved 3 – 0 (Amy abstained from payment made to Tom Gutow).

Roberta made a motion to approve the Water Warrant in the amount of \$89,660.60. Dan seconded the motion. Roberta explained that the Water Warrant included a payment to the Bond Bank. Roberta called for a vote. Approved 3 – 0.

Roberta asked for a motion on the 02/18/25 Public Hearing Minutes on the Parking Ordinance. Dan made a motion to approve. Roberta seconded the motion. Roberta called for a vote. Approved 3 – 0.

Roberta asked for a motion on the 02/18/25 Selectboard Meeting Minutes. Dan made a motion to approve. Amy seconded the motion. Roberta called for a vote. Approved 3 – 0.

Roberta asked for a motion on the 02/18/25 Public Listening Session regarding Sidewalks and Traffic Calming. Amy made a motion to approve. Dan seconded the motion. Roberta called for a vote. Approved 3 – 0.

Roberta made a motion to approve the 02/21/25 Town Gown Notes. Dan seconded the motion. Roberta called for a vote. Approved 2 – 0 (Amy abstained as she was not present).

Roberta made a motion to approve the 02/24/25 Work Session Minutes. Dan seconded the motion. Roberta called for a vote. Approved 2 – 0 (Amy abstained as she was not present).

Roberta made a motion on the 02/25/25 Budget Work Session Minutes. Dan seconded the motion. Roberta called for a vote. Approved 2 – 0 (Amy abstained as she was not present).

Old Business: Roberta read the pertinent part of correspondence from Jeff Stammen having to do with the Castine Golf Club pond and how it is filled. It is being filled with rainwater and snow melt. No water is being pumped from the well. The well is available and may be used at some point in time, however if the Town issues water conservation measures, they will not use it. Any further questions can be directed to info@castinegolfclub.com.

Item 1.

Update on Sea Street Pump Station upgrade by Annaleis Hafford of Olver Associates. Annaleis reminded the group that the town had received grant funding to upgrade the nearly 50-year-old pump station on the town dock. She wanted to reach out to the community to get ideas on what they would like the building to look like. All of the equipment will be located inside, and the building will need to be raised for sea level rise. The building will be approximately 20' x 16'. Annaleis showed three different renderings, one brick, one cedar shakes and the other clapboards.

Dan asked about building a larger building, tying together bathrooms, showers, laundry and possibly retail space along with the pump station. Agreed that the town should look at the “not to future needs” of that area and see what could be done.

Annaleis said the plan is to get the design done this year and be able to go out to bid early 2026. Equipment takes approximately a year to get, so it will most likely not be completed until 2027. The grant will require all equipment to be USA made. Not a bad thing, it may just be a bit more expensive and take more time to get.

Don Tenney asked about the tree that is next to the existing pumpstation and whether it would need to be removed. Most likely it will need to be removed.

Item 2.

Roberta introduced the streetlight at 168 Perkins Street and the request to have it shut off or removed. Larry Rosen is the resident who asked for the streetlight to be shut off. It shines directly onto his house and into his windows. The next closest neighbor, Clif Crais and Pam Scully have said they have no objection to it being turned off. Hedstrom Electric looked at the light to see if a shield would help. They said it would help a bit but would not solve the problem. Larry drove around town the other evening and pointed out other stretches on streets without streetlights that are longer than this portion of Perkins, without the light. He also stated that the light was not at an intersection, so does not see that it would be public safety hazard if it were turned off. Dan made a motion to turn the light off for a couple months and then reevaluate the situation. Roberta seconded the motion. Approved 3 – 0. Derik will contact Hedstrom Electric to turn the light off.

Item 3.

Roberta introduced Castine Fire Rescue Volunteer Association Donation. Roberta read a letter from Jack Spratt. CFRVA has specked out an ATV, Trailer and EMS Skid with pump and hose reel that could be used in forest fire/emergency situations. They would like to donate the funds to the town for the items to be purchased. Roberta made a motion to accept funds to purchase the ATV, Trailer and Skid. Dan seconded the motion. Roberta called for a vote. Approved 2 – 0 (Amy abstained as her husband Tom is an Assistant Fire Chief and member of the Association). Dan suggested contacting Maine Coast Heritage Trust to let them know of the purchase. Maine Cost Heritage Trust has been made aware.

Item 4.

Roberta introduced designating a parking space for the Visitor's Center on the Town Dock. The Merchant's Association has requested this on several occasions as most of their volunteers are elderly and have a hard time walking distance and hills. A little more research needs to be done. Roberta suggested more discussion at the next Selectboard Work Session.

Item 5.

Roberta introduced the concept of creating an Early Childhood Education Committee and a Housing Committee. Roberta made a motion to create an Early Childhood Education Committee to work with the Round School. Dan seconded the motion. Amy agreed that this was a good direction to start. Roberta called for a vote. Approved 3 – 0.

Roberta said that she had made a draft with goals for a committee. She was giving a copy to the other Selectboard members to work on a draft for the next Selectboard Work Session. The Selectboard envisions the Committee having 5 – 9 members. Discussion on how to get the word out for volunteers - website, Facebook, newspaper ad.

Roberta introduced the concept of creating a Housing Committee including one member of the Selectboard. The committee may end up sliding into the Comprehensive Plan Implementation Committee. Roberta made the motion to create a Housing Committee. Dan seconded the motion. Roberta called for a vote. Approved 3 – 0. Dan agreed to be the Selectboard member on the Committee. The plan is for this committee to have 5 – 9 members as well.

Item 6.

Roberta introduced To Change Town Meeting Date. Roberta apologized but said that not all three of the Selectboard were available on May 10th for the Town Meeting. Looking at their schedules and Town Hall's schedule, the soonest it could happen would be Saturday, June 7th. Roberta made a motion to change the Town Meeting date to Saturday, June 7, 2025, beginning at 8:30 AM at Town Hall. Dan seconded the motion. Approve 3 – 0. Roberta will check with the School Board/Superintendent and Library Trustees to make sure the date will work for them.

Item 7.

Derik went through his Town Manager's Report (attached to these minutes).

Dan said he had a conversation with Revision and they would like to submit a Solar Proposal to the Town.

Roberta made a motion to approve spending \$44,294.48 (the amount that FEMA approved) on engineering for Fort Madison banks. Amy seconded the motion. Roberta called for a vote. Approved 3 – 0.

Roberta made a motion for Derik and Ina to apply for an AARP Grant. Dan seconded the motion. Roberta called for a vote. Approved 3 – 0.

Roberta made a motion to approve applying for Congressionally Directed Funds for the new Fire House. Dan seconded the motion. Roberta called for a vote. Approved 3 -0.

Correspondence

Email from Sam Friedlander of Castine Arts Association to use the Town Dock on July 28, 2025 for Flash in the Pans. She had requested to shut off dock parking from 2:30 – 9 PM. The Selectboard thought 2:30 was too early. They can shut down from 5 -9 PM. Dan made a motion to approve. Amy seconded the motion. Roberta called for a vote. Approved 3 – 0.

Marvin Merritt of the Isle Theater Company was present to request the use of Fort Madison in August for an original play written by Georgia Zildjian. Submitted request in writing. The play would run 2 weekends in a row – weekend performances. They realize parking is a problem. Maine Maritime Academy has offered any parking they have available at the time. Marvin will work with Sue and Karen, and they will take any additional items back to the Selectboard, if needed. Dan made a motion to approve for Isle Theater Company to use Fort Madison in August. Amy seconded the motion. Roberta called for a vote. Approved 3 – 0.

Other Business – None**Communications**

Jared Golden had written the Selectboard acknowledging their letter on the freezing of Federal Funds.

Acknowledge Public

Josh Adam asked whether the Castine Golf Club had tested the soil that was removed from the pond project for PFAS? Roberta suggested that Josh contact the Golf Club at info@castinegolfclub.com. Josh said he was under the impression that the Selectboard had sent a letter requesting the soil be tested for PFAS. Roberta said they did not have that authority. Josh asked if he could get a copy of the letter sent. A copy of the letter will be provided to Josh.

Don Tenney asked about the lights upstairs. Derik found another box on the stage which controls the lights. Don can stop by and see Derik if he would like a lesson.

Gus Basile asked about the Castine Golf Club. Gus said he understands that the Castine Zoning Ordinance requires fences around ponds. Roberta said they would check the Ordinance.

Selectboard Comments - None

Schedule Next Meetings

Selectboard Work Session, Monday March 10, 2025 at 4PM.

Budget Work Session, Tuesday, March 11, 2025 at 4PM.

With no other business, Roberta made a motion to adjourn. Amy seconded the motion. Roberta called for a vote.

Approved 3-0.

The meeting adjourned at 5:35 PM.

Minutes by Karen Motycka.

Town Manager's Report March 3, 2025

*FEMA Stuff and Gazebo Design - Will discuss gazebo design as we have been approved for funding for a total of \$18,065.69 Our Share is \$1,807 if state kicks in their share; otherwise, \$4,516.25. The money we received includes the cost to remove the old gazebo remnants. I also have Fort Madison Engineering approved at \$44,294.48. Our share as long as State pays their share would be \$4,429. If state doesn't pay their share, then \$11,073.62.

*Wells across from Transfer Station - On my radar but no action yet.

*26 Water Street Michelle Robinson Plan for closing Water Street - I am reviewing plans for closing down Water Street for a few weeks to get the restaurant water lines and electric installed underground. This will require street closure and alternate traffic patterns during that time.

*Heat Pumps for Town Hall and Safe Harbors - On radar

-Met with SJ Rollins to discuss Servers, Networking, Phone Systems. Will be meeting again to discuss what they found for budgeting and planning purposes for future.

*Housing Opportunity Program Municipal Grant Contract - Need to authorize me to sign this.

-School - Met with School leadership today on drainage in and around school. We will meet again as more information is collected. Will determine if we have a block in our drainage or if it is just service line to our pipe.

-Library request to put power in ground, I said it was not a priority at this time for Town as we have millions in infrastructure to do, but they could pay for that if they chose.

-Sweeping, Striping, Catch Basin - It appears that we have had contracts with the companies doing these things for a while now, and they do a good job. We did have problems with the striping last year as the crew was new workers. I don't intend to RFP these services for 2025. Crack filling needs to be done, and I will be assessing the road and soliciting quotes.

*LD 2003 Grant Left over funds - Shawn is working on Ordinance changes for water, sewer and rental/short term rental ordinances to comply with LD 2003. May have them ready this week Round School Listening Session was well attended with online and in house numbering about 25 people.

Passport Parking System - Roberta and I met with this company, and I found it to be a possible idea for the future, but it is paid parking, even if after the first 2 hours.

-Wildfire Protection Grant -Met last week to discuss RFP for doing study. I agreed that I would serve on review team subcommittee to recommend firm to larger group.

*Solar Update - I sent you Performa documents. We now await snow to melt for Solect to have someone come look at the site and also go to town meeting for a contract depending on the Board's decision.

*OPM and Fire Station Budget - I hope to get a draft of this completed soon, so we can have proposals back in time for town meeting vote on the money to do preliminary design. I also have a meeting with Senator Collins Office this week to discuss CDS grants, and whether three will be such funds this year. Ina will be joining me. I plan to go for what I believe is going to be half our cost based on what I have seen other fire stations go for and be successful. Ina and I will be working on support letters and language for application which may or may not be wasted time depending on our conversation with the Senator's office. If there is going to be CDS this year, the timeline is going to be quick; thus why I have spent some time on this over the last week.

-Waterfront/Town Dock Study- I await a proposal for a second public forum. GEI and Musson and I went back and forth on this, and whether to do it or not. Noel and I thought it would be useful. A proposal is being drafted for it.

-Cyber Security Grant - I will continue to look at the Cyber Security Training though as part of

the grant.

-CEDD Job Description - Got about 8 applicants thus far.

-Dock CDS Grant Funds-Met with Environmental Review person and Zander Parker this past week about this grant and plans for it. I have Cohorts about the funds coming up this week and following weeks. Really can't do too much with this until we get the Dock Study findings and after town meeting anyway.

*CDS Grant for Sea St Pump Station- will discuss this tonight.

*Infrastructure Plan Update Costs with Annaleis Hafford tonight. She won't have the costs tonight but we can discuss concepts.

*T-Mobile Grant - We didn't get this grant but will resubmit in the next round, but also Ina is working on a grant through AARP to do a phase one of the project. That project is limited to mostly cutting trails for a larger project for the future on the site. AKA the Tmobile original concept (\$50k). The budget for the grant is \$24,460. You should approve applying for the grant.

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

-Project Canopy Grant - This project continues to move forward.

-Governors Waste Diversion Grant - No word yet.

*General Assistance Ordinance- Let's get this done for our next meeting. Basically, notice, ad I think, Public Hearing and the BOS approves and signs it. Like the Traffic Ordinance we are doing today.

-Historic Preservation Commission and Library Appeal- ZBA ruled in favor of the library and approved the project.

*MDOT Traffic Calming- We listened and learned and now will devise a budget plan for town meeting. What is that plan? I continue to look at speed trailer concepts, and Pete Coughlin sent me a few examples of what other towns have done which can work.

-Affordable Housing - Dan will head up this from information that I have.

*Street Light on Perkins Street Request -I have left several messages for the company that installed these lights for us asking them to get back to me, but so far, crickets. Not sure what is up with that. Regardless I think we should disconnect the light but not remove it.

*Main St. Historic Light Repairs I await a proposal from Hampden Electric on repalcing pigtail plugs or putting external plugs on the poles.

-Flag Pole - Besides a mast being donated, I have no update on this at this time.

-Sander on Town Truck - It is still working and the spare parts are in for when it finally stops working, so it can be quickly repaired.

-Backhoe Loader Tire and Wheel- I authorized the replacement of a wheel and tire for backhoe loader. I want to say this is \$3,100. Apparently we have had a leak in the tire for a while, and the tire was severely cracked and leaking air, so we brough it in for service and found it needed a wheel too.

-Harbor Committee They have some ideas and budget numbers for our next Budget Meeting.

-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

I will send you this tomorrow.