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

DATE: Monday, April 7, 2025

TIME: 4PM

PLACE: Emerson Hall

PRESENT: Roberta Boczkiewicz, Chair, Amy Gutow, Dan Leader, Selectboard members; Derik Goodine, Town Manager; Karen Motycka, Finance Officer; Susan Macomber, Town Clerk.
PUBLIC: Scott Vogell, Kathy Eaton, Lawrence Rosen, Julia Gray, David Adams, Danielle Mutty, Ted Coladarci, Curtis Jaffray, Bobby Vagt & Ruth Ann Vagt, Don Tenney, Gil Tenney & Brooke Tenney, Liz Schanker, Penny Carlhian, Hope McNally and David Avery, Castine Patriot.
Mtg was live streamed on YouTube.

Roberta Boczkiewicz opened the meeting at 4PM and verified there was a quorum.
Roberta asked if there were any additions or deletions to the Agenda: Roberta added; 1) Food Truck and 2) REC Committee request.

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. Dan Leader made motion to approve the General Fund Warrant in the amount of \$103,087.10. Second by Amy Gutow.

With no 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 \$14,589.61. Second by Amy Gutow.

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

Minutes:

- Amy Gutow made motion to approve the March 31, 2025, Selectboard Mtg minutes. Second by Dan Leader. With no discussion, Roberta asked for votes: 3/31/25 Selectboard Mtg minutes – approved 3-0.
- Roberta Boczkiewicz made motion to approve the April 1, 2025, Budget Work Session minutes. Second by Dan Leader. With no discussion, Roberta asked for votes: 4/1/25 Budget Work Session minutes – approved 3-0.

- Dan Leader made motion to approve the March 25, 2025, Budget Work Session minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes: 3/25/25 Budget Work Session minutes – approved 3-0.
- Roberta Boczkiewicz made motion to approve the March 24, 2025, Selectboard Executive Session minutes. Second by Dan Leader. With no discussion, Roberta asked for votes: 3/24/25 Executive Session minutes – approved 3-0.
- Dan Leader made motion to approve the March 24, 2025, Budget Work Session minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes: 3/24/25 Budget Work Session minutes – approved 3-0.
- Dan Leader made motion to approve the March 18, 2025, Budget Work Session minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes: 3/18/25 Budget Work Session minutes – approved 3-0.
- Roberta Boczkiewicz made motion to approve the March 17, 2025, Selectboard Mtg minutes. Second by Dan Leader. With no discussion, Roberta asked for votes: 3/17/25 Selectboard Mtg minutes – approved 3-0.

Old Business: None.

New Business:

Item 1. Roberta Boczkiewicz introduced Public Hearing & Approve Renewal Liquor and Amusement Licenses – The Pentagoet Inn.

Matt Powell, owner was present.

Roberta Boczkiewicz made motion to approve renewal of the Liquor License. Second by Dan Leader. Matt pointed out that the State now requires Liquor Licenses to be processed online. This application was submitted in the old written format. From what Matt was told by the State they would send an email to the Town to document the Selectboard’s decision. Matt also informed that the Pentagoet Inn has requested the State move their renewal date from July to May since May is a better month for them to deal with paperwork and other chores like this instead of in July when its during their peak season.

With no other discussion, Roberta asked for votes: Pentagoet Liquor License renewal – approved 3-0.

Amy Gutow made motion to approve renewal Amusement License – The Pentagoet Inn. Second by Roberta Boczkiewicz.

With no discussion, Roberta asked for votes: Pentagoet Amusement License renewal – approved 3-0.

Item 2. Roberta Boczkiewicz introduced Public Hearing & Approve Renewal Bottle Club Licenses – CGC and CYC.

Liz Schanker, a member of the CGC Board, was present.

Dan Leader made motion to approve the CGC renewal Bottle Club License. Second by Roberta Boczkiewicz.

With no discussion, Roberta asked for votes: CGC Bottle Club License renewal - approved 3-0.

Dan Leader made motion to approve the CYC renewal Bottle Club License. Second by Amy Gutow. With no discussion, Roberta asked for votes: CYC Bottle Club License renewal - approved 3-0.

Item 3. Roberta Boczkiewicz introduced Public Hearing & Adoption of the Updated General Assistance Ordinance (September 2024 version). Derik Goodine addressed. Castine approves the yearly appendices, but the GA Ordinance has not been updated in about 10 years.

No discussion. Dan Leader made motion to approve the updated GA Ordinance. Second by Amy Gutow. Sue Macomber informed that most Ordinances can only be adopted, revised or amended by the Town voters. The GA Ordinance is one where the State gives authority to the Selectboard. With no other discussion, Roberta asked for votes: Updated GA Ordinance – approved 3-0.

Item 4. Roberta Boczkiewicz introduced Approving the 2025 Mooring Site, Dinghy & Launch Ramp Rules and Fees Policy as recommended by the Harbor Committee.

Dan Leader made motion to approve. Second by Amy Gutow.

Sue Macomber read the memo from the Harbor Committee outlining increasing fees as follows:

- Resident Mooring = \$150 from \$125
- Non-resident Mooring = \$400 from \$375
- Resident Dinghy (storage on Town floats) = \$150 from \$125
- Non-resident Dinghy = \$250 from \$225
- Resident Commercial = \$150 from \$125

Overnight dockage fees stay the same as last year as well as the rules in the Policy.

With no other discussion, Roberta asked for votes: 2025 Mooring Site, Dinghy & Launch Ramp Rules and Fees Policy – approved 3-0.

Item 5. Roberta Boczkiewicz introduced Appointments to the Housing Ad-Hoc Committee:

Roberta read the list (see attached).

Roberta Boczkiewicz made motion to approve. Seconded by Amy Gutow.

With no discussion, Roberta asked for votes: Appointments to the Housing Ad-Hoc Committee – approved 3-0 (Dan Leader abstained from himself as Selectboard liaison on the Committee).

Item 6. Roberta Boczkiewicz introduced Updates from Board/Committees:

- 1) CHPC – Brooke Tenney, CHPC member, gave report.

- CHPC addressed two recent projects: the Library landscaping & Manning house on Main St for foundation work
- CHPC is looking for members; there are two regular member vacancies and one alternate
- When CHPC doesn't have applications before them, they are working on updates to the CHP Ordinance and the Design Review Manual

Roberta thanked Brooke for the report and the CHPC members for their dedicated work.

2) 2026-2029 Celebrations – Julia Gray, Wilson Museum, gave report.

- 2026 celebration = 250th Anniversary for signing of Declaration of Independence; and 2029 celebration = 250th Anniversary of the Penobscot Expedition
- The goal for the 2026 Castine celebration here in Castine is to honor the value of service. A list of stakeholders will be invited to be involved with the planning including the Adams School and MMA. This is a nationwide celebration. Currently, the plan includes having a series of exhibits scattered around Town in public spaces, planning process based out of the Museum, and have a Town representative and community input at a later date
- The 2029 Castine celebration, as of now, will likely be scaled back but Castine will do something. We had a resident who was going to be lead on the planning process but recently they had to step down due to employment

Item 7. Roberta Boczkiewicz introduced Approving Resolution Declaring Support for the Preservation of Federal Tax Exemption of Municipal Bonds.

Roberta read the Resolution (see attached).

Dan Leader made motion to approve. Second by Amy Gutow.

With no discussion, Roberta asked for votes: Resolution – approved 3-0.

Item 8. Roberta Boczkiewicz introduced Approving to Apply for Congressionally Directed Spending Grant. Derik Goodine addressed.

This is for a new Castine Fire Station. We will be applying through both Senator Collins and King offices. One is due by 4/14 and the other by 4/15. We are asking for \$2.5 million. The preliminary design for the new Fire Station will be underway after the 6/7/25 Town Mtg.

Dan Leader made motion to approve applying for Congressionally Directed Spending Grant.

Second by Amy Gutow. With no other discussion, Roberta asked for votes: Congressionally Directed Spending Grant – approved 3-0.

Item 9. Roberta Boczkiewicz introduced the Town Manager's Report. Town Manager, Derik Goodine reviewed (see attached).

- Brooke Tenney asked for clarification on The Shore Road wells. Derik explained that this is to see if the Town can turn over the well to the property owners or for them to return to their own wells.
- David Adams gave input regarding the Town Dock gazebo and recommended a weathervane be considered for on top of the structure. In his opinion, it would make the Town Dock more welcoming. David showed a design he put together with it built out of cooper.
- Curtis Jaffray (Contractor) and Ted Coladarci (Water St property owner) said they had big concerns regarding the deteriorated guardrail on Water St. What is the Town's standpoint for addressing this issue? If someone went off the road around Ted Coladarci's newly built boathouse they would end up in the boathouse. It is a dangerous situation. Someone could get hurt and it's a liability for the Town. Discussion about temporary guardrail until a permanent decision can be made. Roberta said this was a public safety concern and the Selectboard should discuss at their next Work Session. The road needs to be safe. Danielle Mutty recommended this part of Water St be one-way, seasonally. Scott Vogell suggested using the jersey barriers the Town has at the Transfer Station as a temporary measure or potentially a be a permanent fix. The jersey barriers can be spaced out, but the Town may need to purchase or rent a few more. The Selectboard will also consider this section of Water Street as a seasonal one-way.

Item 10. Other Business as Required: 1) Food Truck -- MVU application from Hungry Momma's Tacos on the Town Dock, 7/11-7/14.

Amy Gutow made motion to approve. Second by Dan Leader. With no discussion, Roberta asked for votes: Hungry Momma's Tacos Food Truck – approved 3-0.

2) REC Committee request – The REC Committee is planning a Backshore Bash event in August and wish to have a Food Truck at the event. The MVU Ordinance does not allow Food Trucks at the Backshore except for on Holidays or Holiday weekends. The Selectboard recognized that the event would be great for the community, but because the Ordinance does not allow, they suggest the REC Committee look into other options.

Communications: -Letter from the Castine Garden Club requesting if they can install four planters on the Town Dock rather than the traditional window boxes they maintain. These planters would be self-watering and would be located near the Harbormaster Shack, two in the middle area of the docks and the Town Dock ramp.

Roberta Boczkiewicz made motion to approve the request. Second by Amy Gutow.

With no discussion, Roberta asked for votes: Garden Club planters on the Town Dock – approved 3-0.

- Letter stating the Battle Ave Water Dept PFAS testing was negative.

Roberta acknowledged the public present: None.

Selectboard Comments/Past Actions:

- Dan Leader said the Selectboard, Finance Officer and Town Manager recently finished the budget process. He said it hasn't been easy, but he feels the Selectboard are bringing to the voters what they can and what's best for the Town. Dan thanked Karen, Derik and Sue for all they do and contribute, especially Karen Motycka who does a great job putting the budget together and puts in a tremendous amount of work and thought in doing so.
- Roberta said the Town Office has received several volunteer requests for serving on Castine Board/Committees. The Selectboard will review these at their upcoming Work Session and do appointments at their 4/21 Selectboard Mtg.

Next Mtgs:

Fri, 4/11/25 – T/G Mtg at 9AM in EH.

Tues, 4/15/25 – Selectboard Work Session at 4PM.

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

Roberta Boczkiewicz made motion to enter into Executive Session pursuant to Title 1 MRSA Chapter 13 §405 (6)(A) Personnel Matters. Second by Dan Leader. Approved 3-0.
Executive Session in: 5:10PM

Dan Leader made motion to leave Executive Session. Second by Roberta Boczkiewicz.
Approved 3-0.
Executive Session out: 6:40PM

Dan Leader made motion to accept Scott Vogell's resignation as Castine Traffic Enforcement Officer with regret. Second by Roberta Boczkiewicz. Resignation accepted 3-0.

Roberta Boczkiewicz made motion to adjourn the mtg. Second by Amy Gutow.
Approved 3-0. Mtg adjourned at 6:42PM.
Minutes Susan Macomber, Town Clerk.

Susan Macomber

From: Derik Goodine <derik@castine.me.us>
Sent: Thursday, April 3, 2025 2:31 PM
To: robertaboczs@castine.me.us; Susan Macomber; karen@castine.me.us
Subject: Re: BOS Agenda 4/7/25

Agenda Items

- 2nd Public Forum for Dock Study. I haven't heard back still hopefully will by Monday
- Congressional Directed Spending Grant Application Authorization to apply
- Community Water Well Shore Road - This is for you to authorize moving forward with this which will be a need to hire a consultant and do testing of wells. This project is going to end up being \$10K at least and no guarantee that we will be turning over the well or getting away from this. DEP needs to PFAS Test Well and well, we will fail because there is literally PFAS joint tape on the fitting for the testing spigot. I have Joe S working to remove and replace it so we can test without that getting us a hit. I hope.
- Parking Issues which will include discussions of new signage and pavement marking templates
- Executive Session for two Personnel Matters

Housing Ad Hoc Committee

Dan Leader
Deborah Neve
Patrick Haugen
Charlotte Brownlee
Penny Carlhian
Ted Lameyer
Tony Politano
Tom Aston
Kevin Coady
Craig Johnson, MMA

Sarah Carey

Sincerely,
Derik Goodine
Castine Town Manager
POB 204
Castine, ME 04421
207-326-4502
derik@castine.me.us

On 4/3/2025 1:50 PM, robertaboczs@castine.me.us wrote:

Hi Sue,

The only things I have for next Monday's agenda are:

- CEDD Director (though maybe Derik wants to put this in his report?)
- Appoint the Housing Committee - Derik has the list

Town Manager's Report 040725

-Water Department Management Letter Completed 032625

Selectboard/ Town Manager Report for town report- need to add to what you have all put together and submit it to Karen and Sue

-Fort Madison Engineering RFP - I need to make sure we have green light on this and then draft RFP for it

-Certified Local Government Report - Need to do this, this week with Shawn.

-MMA Risk Management Assessment Checklist - Need to review with Joe and submit to MMA Assn.

-Battle Ave Work on Wallon property next to Dyce Head Lighthouse. The neighbor needs to access their wall from our property to shore up their rock wall. This will entail cutting back sumac and weeds to get into there to the left of the trail down to the cliffs.

*FEMA Stuff and Gazebo Design - Have met with Scotty, Ted Lameyer, and Marc Pelletier to get their ideas. Have read a few emails and online about people's desires (didn't help much as it was split between keep it the same or almost the same, or make changes) Anyway, I am hoping to meet with all three of them together this Wednesday, and come up with agreement on what would be best, and whether we can do it within budget etc. Some seem to think that people would donate money for the project. I hope so, as I think making it stronger is key to the whole thing. Whether it is movable or not, seems to also be debatable. We have been approved for funding for a total of \$18,065.69 Our Share is \$1,807 if state kicks in their share; Other paperwork continues each week.

*Wells across from Transfer Station - Met with DEP on this and visited the site. DEP will be doing PFAS Testing, and we will need to do water testing on well we have and the private wells. DEP says we will need to probably hire a consultant at a cost of \$10,000 for this project. There are two properties that are on the well that were part of the agreement when salt contaminated their wells, and one person that connected to this joint well. If we turn back the well, they have two choices. Stay on the joint well, or go back to their private wells. That will be an issue for the third person that connected to the well, and that I don't think has a private well to reattach to; meaning they will need to stay attached to the joint well, or dig their own well. This project will not be done by the end of the fiscal year, and I think it is going to lumber on for a while before we know our options.

*26 Water Street Michelle Robinson Plan for closing Water Street - I will be finalizing this permit this week, and the work should start the week after next is my assumption. I will be issuing the permit for 30 days, and it asks for as limited of full road closures as possible and notifying fire department of any full closure days, and limited closure and opening days.

-School - Do we want to look at doing school Street Sidewalk elimination at top of Town Common for 2025? Depends on the costs, and what other priorities there are ahead of it. It doesn't rise to my top priority right now.

-Water Street Guardrails. This eventually needs to be done, but we need to shore up the banks to the ocean before this is possible, or the other option is that reduce the width of the road and put rails in the pavement section of the road. Still awaiting FEMA determination if they will pay off engineering for the project. I also discussed with UMaine, Engineering Program about a Capstone Project for the road which would mean students studying the issues and offering possible solutions to the eroded banks and stabilizing them for the future. If no FEMA money, then this may be something we should do possibly, if UMaine is on board. It is what they are looking for, for their senior engineers. Otherwise, we could explore whether MDOT has old guardrail they will donate, and regardless get a price from CA Newcomb on used guardrail that they have salvaged off other jobs. This will mean making the width of road narrower due to

installing rail into the pavement currently in place and making the road one way from Dyer to Court Street. Parking will not be allowed wherever the guardrail would be located. My assumption is this is a cheaper solution than using the wooden type of rail Shawn had priced out before.

-Sweeping, Striping, Catch Basin - I have talked to Joe about needing to do sweeping and striping and catch basins.

-Traffic and Parking Issues - I have Joe working on pavement marking stencils and also the sign package that Scott mentioned.

-Wildfire Protection Grant - I have a couple meetings in Blue Hill about choosing the consultant this week and next week.

*Solar Update - Waiting on Revision for their proposal and Solar bills to work their way through the legislature. Select is waiting for these results of these bills also.

-Budget -We are pretty much done with this except costs of the dry hydrant which is going to be at least double what we estimated because of building up of the Access Road. At least that is what I think at this time although I have not seen estimate yet.

*OPM and Fire Station Budget - I put this on hold the last couple of weeks as we have been working on Congressionally Directed Spending. I have actually opened it a few times, but haven't gotten to filling in the blanks. We have a webinar with King's Office tomorrow about CDS spending and grants. I am going for \$2.5 Million and the Board should authorize us to apply for CDS at Tonight's Meeting as the deadline is next Monday and Tuesday.

-Waterfront/Town Dock Study- I heard from the State but don't have an answer on second public forum.

-Cyber Security Grant - Nothing new on this.

-CEDD Job Description - I have the CEDD on the line, and we just need to finalize some details that I will discuss with you this evening in Executive Session.

-Dock CDS Grant Funds- I continue to do the Cohort Trainings, and await the final dock study so I may be able to try and put some project wording together for it.

CDS Grant for Sea St Pump Station- Nothing new

Infrastructure Plan Update Costs - Annaleis provided the estimate for this and I will green light it soon.

*T-Mobile Grant - Ina is resubmitting this grant. -Community Resilience Partnership - Still await word on this three town study of demographics and challenges within those demographics.

-Project Canopy Grant - Had public forum and it was sparsely attended but informative. It continues to the next phase which is the forester study.

-Governors Waste Diversion Grant - We did not get this grant.

*General Assistance Ordinance- On agenda for tonight.

-Affordable Housing - Dan will head up this committee and we need to appoint the members.

*Street Light on Perkins Street Request - This was shut off and the bill was really high. I have asked for a better explanation, but I am guessing the truck and manpower and travel distance has a lot to do with it.

*Main St. Historic Light Repairs Still waiting for a proposal from Hampden Electric on replacing pigtail plugs or putting external plugs on the poles.

-Flag Pole - Awaiting an update on this from PW guys and Scotty.

Fire Department Dry Hydrant - Met with Fire Personnel today down at Rene Henderson. This is probably going to cost more than our initial budget estimate as work to access road will need to be done which will at least double the costs at least. Whatever the costs, I believe it should be an item budgeted from Unassigned Fund Balance as to not affect the mil rate.

*LD 2003 - Shawn continues to finalize proposals for Rental, sewer, and water ordinances.

-Special Selectboard Meeting - We will need a special one this week sometime to finalize budget and a few other issues.

-Things for the Future Date

-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?

Salt Shed Cracking and Weeping Inspection and repairs
Roof Inspection for Emerson Hall and Weathervane still needs straightening

Schedule

04-07-25 4pm BOS Meeting
04-08-25 10am Senator King Webinar on CDS funding
04-08-25 4pm Planning Board
04-09-25 3pm Wildfire Grant Meeting in Blue Hill
04-10-25 5pm Early Childhood Education Committee
04-11-25 9am Town and Gown Meeting
04-11-25 830AM GA Webinar until Noon
04-14-25 Office Closed
04-15-25 4pm CHCP Meeting
04-16-25 4:30PM Harbor Committee
04-17-25 2pm CDS Cohort Training

