

Roberta J Boczkiewicz
(Zoom)



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

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DATE: Monday, May 5, 2025

TIME: immediately following the Public Hearing

PLACE: Emerson Hall

PRESENT: Roberta Boczkiewicz, Chair, Amy Gutow, Selectboard member (Dan Leader absent); Derik Goodine, Town Manager; Karen Motycka, Finance Officer; Susan Macomber, Town Clerk; and Shawn Blodgett, CEO.

PUBLIC: Scott Vogell, Bob Friedlander, Josh Adam, Marc Pelletier, Don Tenney, Tom Comiciotto, Gus Basile, Doug Koos, Pat Bishop, Bob Beske, Jeff Ackerman, WG & Nancy Sayre, Bobby & Ruth Ann Vagt, Brooke Tenney, Liz Parish, Pete Musgrove and Kevin DeBeck.

Mtg was live streamed on YouTube.

Roberta Boczkiewicz opened the meeting at 4:36PM (immediately following the Public Hearing) and verified there was a quorum.

Roberta asked if there were any additions or deletions to the Agenda: Roberta deleted; 1) Main Street Church applications tabled until there is a full Board present, as Roberta also sits on the Church's board and will need to abstain on vote.

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 \$48,037.68. Second by Roberta Boczkiewicz.

Roberta pointed out that this warrant covers 49 bills/30 vendors covering opening the Dock bathrooms, elevator inspections (Town/Library), Emerson Hall & Library cleaning and ACO classes.

With no other discussion, Roberta asked for votes: General Fund Warrant approved 2-0.

Roberta Boczkiewicz made a motion to approve the Water Warrant in the amount of \$15,864.59. Second by Amy Gutow. With no discussion, Roberta asked for votes: Water Warrant approved 2-0.

Minutes:

- Amy Gutow made motion to approve the April 29, 2025, Selectboard Executive Session minutes. Second by Roberta Boczkiewicz. With no discussion, Roberta asked for votes: 4/29/25 Selectboard Executive Session minutes – approved 2-0.
- Amy Gutow made motion to approve the April 28, 2025, Work Session minutes. Second by Roberta Boczkiewicz. With no discussion, Roberta asked for votes: 4/28/25 Selectboard Work Session minutes– approved 2-0.
- Roberta Boczkiewicz made motion to approve the April 28, 2025, Selectboard Mtg minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes: 4/28/25 Selectboard Mtg minutes – approved 2-0.
- Roberta Boczkiewicz made motion to approve the April 14, 2025, Work Session minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes: 4/14/25 Selectboard Work Session minutes– approved 2-0.
- Roberta Boczkiewicz made motion to approve the April 23, 2025, Selectboard Mtg minutes. Second by Amy Gutow. With no discussion, Roberta asked for votes: 4/23/25 Selectboard Mtg minutes – approved 2-0.

Old Business: None.

New Business:

Item 1. Roberta Boczkiewicz introduced approving Traffic Ordinance Amendment(s).

After the Public Hearing and discussion, it was decided to make Water St one-way from Main St to Spring St instead of going up Spring St to Court St. Spring St will be posted as a “Dead End” street.

Amy Gutow made motion to make Water St from Main to Spring St eastbound one-way and to post Spring St a Dead End at the end of Court St. Second by Roberta Boczkiewicz.

With no discussion, Roberta asked for votes: Traffic Ordinance amendments – approved 2-0.

Item 2. Both applications for a License for an Incorporated Civic Organization – Trinitarian Congregational Parish of Castine – tabled until there is a full Board.

Item 3. Roberta Boczkiewicz introduced Resignation/Appointments to various Boards/Committees.

Roberta Boczkiewicz made motion to accept Michael Coughlin’s resignation from the ZBOA. Second by Amy Gutow. With no discussion, Roberta asked for votes: ZBOA resignation – approved 2-0.

Roberta Boczkiewicz made motion to appoint Bob Friedlander to the ZBOA to replace Michael Coughlin, expiring 6/2028. Second by Amy Gutow. With no discussion, Roberta asked for votes: ZBOA appointment – approved 2-0.

Item 4. Roberta Boczkiewicz introduced approving Revised Town Facilities Use, Collecting Fees for Liquor/Amusement Licenses and Catering Permits, and Town Office Fees Policies.

- Roberta Boczkiewicz made motion to the approve the revised Town Facilities Use Policy. Second by Amy Gutow. Discussion. The Selectboard wish to waive fees, under the Town Facilities Use Policy, for any resident who wishes to use the Town Common. It was decided to approve policies as written including the Town Facilities Use Policy and deal with Town Common requests on a case-by-case basis and/or amend the policy if there are an abundance of resident requests.

With no other discussion, Roberta asked for votes: Revised Town Facilities Use Policy – approved 2-0.

- Amy Gutow made motion to the approve the updated Collecting Fees for Liquor/Amusement Licenses and Catering Permits Policy. Second by Roberta Boczkiewicz. The Liquor, Amusement and Catering permit fees have not been changed in decades. With no other discussion, Roberta asked for votes: Updated Liquor/Amusement Licenses and Catering Permits Policy – approved 2-0.
- Roberta Boczkiewicz made motion to approve the updated Town Office Fees Policy. Second by Amy Gutow. With no discussion, Roberta asked for votes: Updated Town Office Fees Policy – approved 2-0.

Item 5. Roberta Boczkiewicz introduced approving a MVU – Stone Fox Creamery.

Stone Fox is coming back for another entire season and should arrive around 5/15/25 at the Town Dock. Amy Gutow made motion to approve. Second by Roberta Boczkiewicz.

With no discussion, Roberta asked for votes: MVU – Stone Fox Creamery – approved 2-0.

Item 6. Roberta Boczkiewicz introduced discussion regarding the Castine Harbor Bell Buoy.

Zander Parker, Harbor Committee (CH) Chair, addressed. He said there are 100's of buoys up and down the Maine coast that the Coast Guard are looking to do maintenance on or eliminating. The Coast Guard is doing evaluations and are taking public comments until June 13th. There are numerous concerns in Castine not just because of the historical factor but many do not use modern technology and rely on our harbor buoy for navigation. Amy Gutow also pointed out that MMA will be submitting a letter of concern as they use the buoy as part of the curriculum which the Coast Guard requires.

Item 7. Roberta Boczkiewicz introduced Updates from Board/Committees:

Harbor Committee (HC) – Zander Parker Chair, gave report.

- Town Dock floats were put into the water last month.

- New Harbormaster boat received. The HC feels this is going to be a good addition to our waterfront. The previous boat was bought in 1995.
- Town Dock consultants' work is ongoing with a 2nd public forum taking place on 5/15.
- Next HC Mtg on Wed, 5/21 to start prepping for the season.
- June 13th is the Coast Guard deadline for concerns regarding the harbor buoy.

Roberta thanked Zander for the updates and also to the HC for their evaluating waterfront & mooring fee structure recently. Zander pointed out that the HC are working on items to do with the waterfront and the Comprehensive Plan. Scott Vogell, Harbormaster has been extremely helpful with all that's happening.

Item 8. Roberta Boczkiewicz introduced the Town Manager's Report. Town Manager, Derik Goodine reviewed (see attached).

- Old Harbormaster Boat: Roberta said she feels it's the fair way to have a sealed bid process. Amy agreed. Roberta Boczkiewicz made motion to put the old Harbormaster boat out to sealed bid. Second by Amy Gutow.
With no other discussion, Roberta asked for votes: Old Harbormaster boat to Sealed Bid – approved 2-0.
- Water Dept Generator Grant: The grant, just about to be awarded, for \$112,500 has a \$37,500 Town match. Roberta Boczkiewicz made motion to authorization the Town Manager to sign the generator grant documents. Second by Amy Gutow.
With no other discussion, Roberta asked for votes: Town Manager Authorization to sign Generator Grant documents – approved 2-0.

Item 9. Other Business as Required: NONE.

Communications: -Letter from UMO informing that they would be deploying the research floating wind turbine on a barge from Mack Point in Searsport to Castine off Dyce's Head sometime between 5/9-5/16/25, dependent on the weather and vessel traffic.

Roberta acknowledged the public present:

-Jeff Ackerman asked about the proposed revised Rental Ordinance and if engineering studies will need to be done to see if our systems (water & sewer) can take on increase in capacity. He mentioned that about a year ago, Utility Board Chair Kirk Langford said our systems, especially Water Dept, won't be able to handle. Roberta explained. She said that any developments on-neck would need to be reviewed by our Water/Sewer Depts. Karen Motycka added that Olver Associates, who oversee our Water/Sewer Depts, and are our engineering consultants, know our systems and our streets. The Town would be getting input from Olver Associates on any potential developments.

-Brooke Tenney said she wanted to clarify after the previous PFAS discussion at the last Selectboard Mtg that plumber's tape has PFOE in it. This was not found in their well.

-Josh Adam asked about the status of a cautionary letter by Selectboard to be sent to on-neck residents with wells. Roberta read a statement (see attached). Roberta said when everything was completed, the Selectboard would inform of the next steps and thanked everyone for their patience. Josh asked if the Selectboard was working with the Town attorney. Roberta said yes.

-Don Tenney asked about the Town's Traffic Calming slogan contest. Roberta said the Selectboard is requesting slogans. So far there have been good results. The Selectboard and Town Manager will review, pick a slogan and announce the winner at the June 7th Town Mtg.

Selectboard Comments/Past Actions:

- Roberta updated it's been about a year that the MVU Ordinance was adopted. We saw a successful year. More MVU's are coming for the 2025 season. The Ordinance will remain in effect as is for now.
- Roberta also said this week was Municipal Clerk Week and gave a big thanks and recognition to Town Clerk Susan Macomber. Everyone applauded.

Next Mtgs:

Tues, 5/6/25 - Selectboard Work Session at 4PM.

Thurs, 5/15/25 – Town Dock GEI Public Forum 6-8:30PM.

Mon, 5/19/25 – Selectboard/Assessors & Overseers of the Poor Mtg at 4PM.

Sat, 6/7/25 – Town Mtg at 8:30AM.

Marc Pelletier asked if there were documents available for the GEI Public Forum. Derik said he would check and if so, the Town would post on the website, etc.

Roberta Boczkiewicz made motion to enter into Executive Session pursuant to Title 1 MRS §405(6) E to discuss a legal matter. Second by Amy Gutow. Approved 2-0.

Executive Session in: 5:19PM.

Roberta Boczkiewicz made motion to leave Executive Session at 7:08PM. Second by Amy Gutow. Approved 2-0.

Executive Session out: 7:08PM.

With no other business, Amy Gutow made motion to adjourn the mtg. Second by Roberta Boczkiewicz. Approved 2-0.

Mtg adjourned at 7:08PM.

Minutes Susan Macomber, Town Clerk; Executive Session notes via Derik Goodine, Town Manager.

Town Manager's Report 05-05-25

-MMA Windows and Environmental Review - In order to expedite a grant that MMA has to replace windows in one of its buildings, I agreed that we would review the Engineer's Environmental Review otherwise, the project could be delayed for months and not be ready for the next school year.

-PFAS - There was an article in the Castine Patriot about PFAS. I have also spent significant time researching the subject matter. I think we may want to have Peter Garrett discuss water flow and our wells in town in the near future as well as discussion of our SWPO lay out.

-Old Harbor Master Boat - Sale by bid or sale outright?

Water Street Engineering and Meet with Annaleis - I will be meeting with Annaleis this week to discuss a few different matters. The retaining wall on Water Street between Main and Green St., assistance on RFPs for Fort Madison and Water Street from Dyer Engineering. We have a FEMA Grant now for Fort Madison Engineering for \$44K and a pending grant \$104,401 for Water Street Embankment Engineering which should be approved in the next week or so.

-Water Department Generator Grant - This grant appears to be just about granted in the amount of \$112,500. This is a generator for the drinking water treatment plant. You should authorize me to sign the Acknowledgement of Programmatic Requirements and any future paperwork related to it. Our match will be \$37,500 for this grant(included in the total above).

-Water Street Guardrails - I met with Greg Bowden and also talked to CA Newcomb, the guardrail experts. This temporary solution is going to cost us at least \$14-\$20,000. I believe we are going to have to buy some 10 foot jersey barriers at \$422 apiece. 5 footers are \$293.00. I am also currently looking at 2 x 2 x 4 stackable blocks as a possibility. Greg and I talked about big rocks, which may work in a few locations, but not the perfect solution. If we buy blocks or barriers they can be used in the future and be considered an asset. I will also suggest that we change the parking when the time comes to parking on oceanside, and no parking on the land side. Also, if the Board makes it one-way from Green to Court Street, then the decision should be delayed for 60 days at least, so we can order the necessary do not enter, dead end, and one-way signs and posts. We would also order no parking this side of street signs. Slowly this is coming together.

-We now own www.castineme.gov as a domain, we will still want to maintain our old one even after we update our website and emails, so no one spoofs us, and so emails can make it to the new addresses by forwarding. I plan to do more tech research stuff in the upcoming months including at the MMA Technology Conference Coming up in a few weeks.

*PT Public Works/General Services Position- I worked on ad for this last week, and you will see it advertised online this week and probably in Ellsworth American or Patriot next week.

Congressionally Directed Spending Grants - Senator Kings Office informed me that our grant was very well done, when they called to get some letter of support PDF as the portal wouldn't print the ones we put there. Fingers crossed we get approved for submittal, and the Federal Budget includes such requests.

-Fort Madison Engineering RFP - See above.

-Certified Local Government Report -Report was submitted.

*Lighthouse Property Lease - Need to still decide what we are going to do with this. *Gazebo Design - Need to meet again and finetune it. Roof is going to be asphalt shingles as cedar and metal is too much. Same goes for the Harbor Master Shack. Currently, we have been approved for funding for a total of \$18,065.69 Our share is \$1,807, if state kicks in their share. This money is earmarked for us.

*Wells across from Transfer Station - I haven't heard back from DEP still, but emailed his officer looking to move to next steps....

-26 Water Street - Seems like this is moving along well. Pipes are in and sidewalk should be rebuilt in next week or so. Road should be paved back in after that. -School - They will be doing drainage work this summer. 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. I want to talk to Joe about this also and go take a look with him.

-Sweeping, Striping, Catch Basin - Sweeping this week, and striping will follow that. Still need to inspect and schedule Catch Basin Cleaning.

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

-Wildfire Protection Grant - Still working on getting some changes done and then there will be a contract with SWCA.

*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.

*OPM RFP and Fire Station - This week? I am hoping to finish it.

-Waterfront/Town Dock Study - Second Public Forum will be Thursday, May 15, 2025 from 6-830PM. Please get the word out to everyone!

-Cyber Security Grant - Nothing new on this.

-CEDD Job Description - Ina Schonberg is settling in and is keeping a busy schedule and absorbing information and meeting with stakeholders.

-Dock CDS Grant Funds- Ina is going to take a Cohort on this also starting in another week. Once Dock Study is down, we will see if we have a project for immediate future with these funds, or if we must wait for new ship and MMA dock completion. I think the later.

-CDS Grant for Sea St Pump Station- Nothing new from Olver at this time.

*-Infrastructure Plan Update Costs - Now we await the update, and I leave this here to keep it on my mind.

*T-Mobile Grant or AARP for Story-walk Park- No Update awaiting award news.

-Community Resilience Partnership Grant- No Update. It is called the Blue Hill Peninsula Tomorrow Climate Resilience Leadership Development Project. Four town study of demographics and challenges within those demographics and climate change. Surry, Brooklin, Castine and Sedgwick are the 4 towns.

-Project Canopy Grant - No Update

-Ad Hoc Affordable Housing Committee - Next Meeting Date?

*Main St. Historic Light Repairs -Waiting to hear from Hampden Electric. They say they are working on costs proposal.

-Flag Pole - No Update

Fire Department Dry Hydrant - Awaiting Funding

*LD 2003 - These changes are now all submitted for the Public Hearing tonight, then they need to go to town meeting of course.

-Ad Hoc Early Childhood Education Committee met last week. They met this past Friday and will be doing some more footwork and tasks about ECE for Castine. They meet again on June 3 at 5PM.

-Radar Trailer - Corey and Joe are working on fabricating brackets.

-Housing Opportunity Program Grant - No Update at this time

-Town Office is Closed on Tuesday this week as Sue and Karen will be doing final proof and closeout of Town Report in Ellsworth. I will be in and out of office though that day. Thursday, we will be completely closed as Sue and Karen have MTCTA Training all day. I will be taking a vacation day that day.

-Things for the Future Date

MMA Risk Management Assessment Checklist - Need to hire someone to do these things. I mentioned to contractor that is doing the garage door work, and so has Joe.

Pesticide Policy find Redundancies in Policy and in Zoning Ordinance, Planning Board?, and Utility Board?

Salt Shed Cracking and Weeping Inspection and repairs -See MMA list above
Roof Inspection for Emerson Hall and Weathervane still needs straightening

Schedule

05-05-25 BOS Meeting 4PM
05-06-25 Derik Doctors Appointment 1pm-330pm
05-06-25 BOS Work Session 4pm
05-08-25 Office Closed for Training and TM is out for Vacation Day
05-09-25 Meeting with Annaleis from Olver 3PM
05-12-25 BOS Work Session 4PM
05-13-25 CHCP Meeting
05-14-25 MMA Tech Conference All Day in Augusta
05-14-25 Harbor Committee (TM probably won't be in attendance due to Tech Conf.)
05-15-25 Town Dock Study Public Forum #2 6-830PM
05-19-25 BOS Meeting 4PM
05-20-25 Planning Board 4PM
05-26-25 Memorial Day - Office Closed
05-28-25 FEMA Training Northeast Harbor All Day
05-29-25 FEMA Training Northeast Harbor All Day
06-03-25 ECEC Meeting 5pm
06-07-25 Town Meeting Saturday

