

Selectboard
Meeting Minutes
Tuesday, September 2, 2025, 4 PM
Emerson Hall

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Present: Roberta Boczkiewicz, Chair, Dan Leader (zoom) and Amy Gutow, Selectboard; Derik Goodine, Town Manager, Karen Motycka, Finance Officer and Ina Schonberg, CEDD.

Public: Brooke Tenney, David Avery "Castine Patriot", Gus Basile, Pat Bishop, Liz Parish, Bobby Vagt, Ruth Anne Vagt, Tracy Lameyer, Lewis Cohn, Bob Friedlander, Gordon MacArthur, Lauri Lyman, and Joe Harman.

Roberta called the meeting to order at 4:10 PM (technical difficulties with zoom – Planning Board meeting at same time, needed two zoom meetings). It was verified that a quorum was present by roll call.

Roberta said Agenda Item #2, Lighthouse Lease would be tabled until a later meeting.

Roberta asked for a motion to approve the General Fund Warrant in the amount of \$36,127.61. Amy made a motion to approve the warrant. Dan seconded the motion. Roberta said there were 20 Vendors and 34 bills, including electricity charges, Fire Department equipment and the processing of 9.87 tons of municipal solid waste. Roberta called for a vote by roll call. Approved 3 – 0.

Roberta made a motion to approve the Water Warrant in the amount of \$751.35. Amy seconded the motion. Roberta called for a vote by roll call. Approved 3 – 0.

Roberta made a motion to approve the August 18, 2025 Selectboard Meeting Minutes. Dan seconded the motion. Roberta called for a vote by roll call. Approved 3 – 0.

Roberta made a motion to approve the August 25, 2025 Work Session and Regular Meeting Minutes and the August 28, 2025 Selectboard Meeting Minutes. Dan seconded the motion. Amy was not present at either meeting. Roberta called for a vote by roll call. Approved 2 – 0 (Dan and Roberta).

Old Business: Roberta stated at the last work session the Board said that an old Golf Club Report, prepared by Peter Garrett would be posted on the Town's website. However, as the report is the property of Castine Golf Club, it will not be posted on the website. The Town does have a copy of the report, so if anyone wants a copy, they can obtain one from the front office.

Item 1.

Roberta asked Derik to introduce SME Proposal for PFAS Investigation. SME has revised their proposal for additional PFAS testing on the Battle Ave Lot as MMA has declined testing on their property. SME will do a historical study to see if they can find any possible reasons for PFAS positive test and may retest well #3 to double check results. The cost for the revised proposal is \$6,700. Dan asked what would be next if we did find the PFAS cause? Should we do nothing?

Amy felt that the Town Meeting vote required due diligence to continue with the testing. Roberta made a motion to approve the revised proposal. Amy seconded the motion. Roberta called for a vote by roll call. Approved 3 – 0.

Item 2.

Approve and Sign Lighthouse Lease was tabled until a later meeting.

Item 3.

Roberta introduced new Volunteer Board/Committee Form. Sue had made up the form, which contained all good information. Amy made a motion to approve the Volunteer Board/Committee Form. Dan seconded the motion. Roberta called for a vote by roll call. Approved 3 – 0.

Item 4.

Roberta introduced Approving Contract with Revise Website Services. The Town Office staff have been looking at vendors for a new website design. It has been a dozen years or more since major revisions to the website have been made. Revise Website Services only does municipal websites, so they have a good grasp on information and design. The initial cost is \$4,370 and the annual fee, thereafter, is \$1,620. Dan made a motion to approve contract with Revise Website Services. Amy seconded the motion. Roberta called for a vote by roll call. Approved 3 – 0.

Item 5.

Roberta made a motion to authorize the Town of Surry to act as fiscal agent to execute the contract for the Peninsula Climate Resilience Coordinator. Amy seconded the motion. With no discussion, Roberta called for a vote by roll call. Approved 3 – 0.

Item 6.

Roberta asked Derik for the Town Manager's Report. Derik read from his report (attached to the minutes). There was one item requiring Selectboard approval.

Request for the Town to participate in Maine Lighthouse Days on Saturday, September 13, 2025. Ina will be coordinating. The Tower will be open from 10 am – 2pm, we have a few volunteers (Shawn Blodgett, Peter Vogell, Tracy Lameyer) but are looking for more. Roberta made a motion to participate in Maine Lighthouse Days. Amy seconded the motion. Roberta called for a vote by roll call. Approved 3 – 0.

As Derik had given an update on traffic calming, Dan remarked that he had seen "No Wake Buoys" along the business district in Brooksville. Several years ago, Castine did the same. The buoys disappeared within 24 hours.

Communications

Roberta said since the last meeting, the Selectboard had received several communications that they were currently working on. One of the communications had requested information on the Town's Purchasing Policy. The Purchasing Policy has been sent to the requestor.

Acknowledge Public

Gordon MacArthur requested the signs on the dock restrooms be refreshed. They are quite faded, and some people have walked into the wrong room. Gordon also commented on the dock eatery. There has been several Saturdays this summer, when it was not open at all. Gordon hopes that the next contract has better stipulations about open times. The Town is looked upon poorly with few to no places to eat.

Brooke Tenney asked if the balance from the SME proposal for PFAS testing would be used for other PFAS testing. Karen suggested it would depend upon how the article was written. If it specifically said PFAS testing for Battle Ave Lot, it could only be used to test on that lot. Derik looked at the Town Meeting Warrant and the Article was for "Battle Ave Lot PFAS Testing".

David Avery asked why the Lighthouse Lease was tabled. Roberta explained that the lessee did not get a copy of the lease until late last week and they had asked for more time to review.

Laurie Lyman commented that she echoed Gordon's remarks about food sources on the Town Dock. She hoped the Town could get more food Trucks to visit next year and the following years.

Selectboard Comments - None

Schedule Next Meetings

Selectboard Meeting, Monday, September 15, 2025 at 4PM. No Work Session scheduled at this time.

With no other regular business, Roberta made a motion to enter Executive Session pursuant to Title 1 MRSA Chapter 13 § 405 (6)C to discuss a Real Estate Matter. The Board will move to Derik's Office as an EMS Class will be starting in the meeting room shortly. Amy seconded the motion. Roberta called for a vote by roll call. Approved 3-0.

Executive session began at 4:42PM.

Roberta made motion to leave executive session and adjourn the meeting at 5:27PM. Amy seconded the motion. Roberta called for a vote by roll call. Approved 3 – 0.

The meeting adjourned at 5:27 PM.

Minutes by Karen Motycka, Finance Officer (Executive Session from notes provided by Derik Goodine, Town Manager).

Town Manager Report 09-02-25

Tuesday, September 2, 2025

4:00 PM

- Wildfire off Rt 116A - We will probably need a special town meeting eventually to pay for the costs of this fire. Right now, it is being handled by Contingency.
- Salt Sand Sheds Study Update - The Engineers have a concrete repair company coming to look at the sheds at our Tstation to recommend actions.
- Parking Signs and speed sign orders - Still working on additional signs for this order including a number of speed signs.
- Medical Director Contract - This is now with the Blue Hill Hospital to review some changes our attorney made to it.
- Story walk Park - Work continues on this project.
- Transfer Station, Recycling, Trash Pickup and Municipal Waste Hub - I await Michael Carroll to give me a date. He did respond in an email answers to many of the questions I asked about MWB and changes we may need to make at our facility.
- Historic Light Outlets on Poles. One of them is installed at the corner of Court and Main. I need to create a map of how to install them on each pole, as I don't want them sticking out into the walking path of people walking on sidewalks, so in some places they may be on the sides rather than the back.
- Water Street One Way - I haven't receive many complaints about this road being one way. I think people may be getting used to it.
- PFAS Study - I am waiting for a follow-up answer on whether a test to the north east of MW4 would matter or not which was asked at our last meeting. I am thinking it is too close.
- Traffic Calming and parking - I have about 4 days of data from Battle Avenue near Leavitt Hall. The average speeds or even the fastest speed seems to be below 40MPH for this area. Next, I will be looking to put it down, near water filtration plant, and also down beyond BSB adjacent to golf course, Main St. and Wadsworth Cove Road. It will take some time to gather data and analyze it, and starting to see trend data, and pinpointing the busiest times of the day is interesting and the number of guys and speeds.
- Senior Tax Relief Program - Need to get information from Cumberland Town Manager about the program there. He was in Cape Elizabeth and was their Assessor and Town Manager where they had a local tax relief program.
- School St. puddle is not being fixed as patching in the spot only puts water on top the broken concrete sidewalk. I decided, I will develop the same basic concept project for this spot that I had originally, but also meet with school representatives about their thoughts and issues on this matter, and how any related changes to their operations might be affected or enhanced, and then perhaps the Selectboard can have a public hearing and get ideas, and then eventually, I will develop a final project plan on what we decide we are going to do in this area. Other than that, the road was patched in where the trenches were installed, and the sidewalk pieced in that had to be cut due to electrical wires being found where they weren't supposed to be.
- *Granite Curbing Requirements, discussion of curbs vs berms and drainage swales - So I have now seen the warrant article that made Granite Curbing for use all over town. I think we should attempt to remove this requirement and only require it in the Historic District On-Neck. I am leaving this on here as a reminder to have an article repealing this and changing it to just in Historic District.

-Perkin Street Sewer and Storm Drainage- Grant was submitted to NBRC and also Community Action Grant.

*Harbor Master Boat - Proposal fell through, so up on Municibid it will go.

*School Bus Sale - I hope to put this up on Municibid once I get a chance to get into that and set it up.

-Water Street Wall - Sea Street Section. Olver will eventually take a look at this wall to determine if it has moved since they last inspected.

*FEMA Work - Hoping to get these done this week if nothing else pops up on radar. We got extensions for Water Street, and Fort Madison and for the gazebo for the Town Dock. I also got some great sample RFPs for shoreline stabilization, and I will draft them and then advertise for this work to happen in the Fall once vegetation starts to die. We are going to have to whack down the knotweed for the engineer

-Water Department Generator Grant - Awaiting next steps on this.

-PT -Public Works/General Services Position- I just reupped our ad on Indeed. I am exploring potential MMA student(s) as a possibility as I have one who has applied.

-Lighthouse Property Lease - Tenant asked to have more time to review the lease. So this will be done at the next meeting.

Gazebo Design - Plans need to be revised for seating area by Ted. Ted should be working on the changes soon, he told me last week.

-Wells across from Transfer Station - Awaiting contact from DEP again

-State Street water line - Talked to Bowden about getting this done after he is done with School Street. \$7500 is price tag

.-Catch Basin Cleaning - Joe S is supposed to be contacting the company and providing them a list of catch basins that need to be vacuumed out.

Parking Marking on Pavement - Need to get Joep to do more markings in various parking spots and areas.

New Sidewalk Machine came in last Wednesday and is at the highway garage. It is called a Ventrec SSV and has a snowblower, broom, and v-plow as attachments. I now need to measure the attachments and the machine and determine the size a shape of the shed and find one that matches our needs.

-Wildfire Protection Grant - Got a meeting this Wednesday Morning.

-Solar Update - I met with Solect to discuss possibility solar on the Sewer Plant. They are working up some numbers for power generation and costs.

-OPM RFP and Fire Station - These are due on September 15. I expect they will start rolling in another week.

-Waterfront/Town Dock Study - GEI checked in at the last Harbor Committee Meeting. They are working on the draft of the report still.

-Cyber Security Grant - I need to work to implement the Knowb4 Program which is a program to test and train for vulnerabilities we have for emails and sketchy websites.

-Dock CDS Grant Fund- We await the town study and the work on MMA's Dock to complete.

-CDS Grant for Sea St Pump Station- Olver continues to work on the design and the paperwork for this grant.

-Infrastructure Plan Update Costs - Olver is working on it, I will ask for an update.

-Blue Hill Peninsula Tomorrow Climate Resilience Leadership Development Project Grant- They are hiring a Community Resilience Coordinator. This grant involves Brooklin, Castine and Sedgwick.

-Project Canopy Grant -We now await the final reports for this grant program, and then we will need to look at the implementation step possibilities which include an ordinance.

-Flag Pole - Fall Project at this point.

-Fire Department Dry Hydrant - Still waiting for this to be installed.

-Housing Opportunity Program Grant - This grant is moving in the right direction and we continue to work on RFP for part of the grant projects.

-Penobscot Marine Museum - Tall Ships for 2026 , Remember the 4 Port Tour? Talked to Bucksport Eco Dev Director this past week about this. This is an extension of that kind of that was to take place in 2020 as part of Maine's 250th Birthday. I have not received any notice of their next meeting, but did talk to the Bucksport Eco Dev Director about it two weeks ago. Rental Ordinance was sent to Town Attorney weeks ago. She has basically said there is nothing wrong with the one submitted, but I asked her to also look at the marked up version based on complaints at Town Meeting about the ordinance, and whether there were any red flags. Once she gets back to me, then I will have it on a work session for us to discuss and finetune.

*Fire Pond on 116A by private land owner. We have been approached about a Fire Pond being built and the Town receiving easement to enter the property when it is complete. I think the Selectboard should entertain waiving building permit fees for the pond installation.

*Lighthouse Day is September 13. A motion would be in order to approve our participation and to open the lighthouse for that day.

-Things for the Future Date

Transition to Castineme.gov email domain and new website

MMA Risk Management Assessment Checklist - See the Salt Shed above.

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

-Roof Inspection for Emerson Hall and Weathervane still needs straightening

Schedule

09-2-25 Selectboard Meeting 4PM

09-3-25 Staff Meeting at 9am

09-3-25 Derik Wildfire Grant Meeting in Blue Hill 10am

09-3-25 Ad Hoc Housing Committee 5PM

09-4-25 Meeting with T-Mobile 11am

09-4-25 NRCM Climate Call 12pm

09-8-25 Housing Discussion with Roberta, Ina, Shawn

09-09-25 ICMA Webinar on Community Engagement and Heart and Soul Program

09-09-25 Planning Board 4PM

09-10-25 Staff Meeting 9AM

09-11-25 Harbor Committee Meeting 430PM

09-15-25 RFPs for Fire Station OPM due 1PM

09-17-25 Staff Meeting 130PM?

09-17-25 Ad Hoc Housing 5PM

