

**ROCKPORT SELECT BOARD
MEETING MINUTES
MONDAY, JANUARY 13, 2020
6:30 P.M.
GEOFFREY C. PARKER COMMUNITY MEETING ROOM
ROCKPORT OPERA HOUSE**

Present: Chair Debra Hall, Vice Chair Denise Kennedy-Munger, Douglas Cole, and Mark Kelley. Absent: Jeffrey Hamilton. Also, present: William Post, Town Manager; Randy Gagne, Police Chief; Ben Blackmon, Library Director; Jason Peasley, Fire Chief; the press and members of the public

I. CALL MEETING TO ORDER – Chair Hall called the meeting to order at 6:30 p.m.

II. ANNOUNCEMENTS – CHIEF GAGNE

Police Chief Gagne stepped forward and made a few remarks, recognizing, Detective Joel Neal of the Rockland Police Department, and Mark Kelley, former Rockport Police Chief. Jill Sprague, widow of Chief Perley Sprague was unable to attend the meeting because of inclement weather. On November 15, 1996, Chief Sprague, in a show of support joined the Rockport Patrolman Joel Neal in his last lap of training. The Chief suffered a cardiac event and passed away. Police Administrative Assistant Craig Cooley and former Chief Kelley tried to get former Chief Perley's name on the Maine Law Enforcement Memorial, but were denied as the Memorial Wall's Board said his passing while on duty do not meet the criteria. Chief Gagne read all the information available and noticed that former Chief Sprague's name was never submitted for consideration to be added to the National Law Enforcement Memorial Wall. Chief Gagne stated that he is proud to announce that Chief Perley's name will be formally added to the Federal Law Enforcement Memorial Wall on May 13, 2020 at the 32nd Annual Candlelight Vigil in Washington, D.C.

Rockport's newest Officer Jonathan Poole is in his third week at the Maine Police Academy.

Camden Officer Paul Thompson will be receiving an award for Bravery. While covering a shift for Rockport, Officer Thompson performed life saving measures on two people. In the first event, he administered Narcan to a drug overdose victim and in the second event, he entered a smoke-filled room at the fire scene at the Schooner Bay Motor Inn, took a person out of the room and took down a flight of stairs and performed CPR with a bystander.

III. TOWN MANAGER'S REPORT/UPDATE

Officer Poole was notified to report to training on December 31, 2019. He is in his third week.

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In March or April, the new streetlights should be installed. With the smart controls the Town will be notified immediately when streetlights are out and when they are fixed. The lights can be dimmed or brightened when needed. The smart controls also measure the tilt angle of the utility poles.

Select Board Kelley stated that we will also save up to \$45,000 a year over the costs of the current lights.

IV. PUBLIC INPUT ON NON-AGENDA ITEMS – None this Meeting

Board Member Cole displayed a sign stating, “Maine is changing get involved”. Join a committee and get involved rather than making comments in the local newspapers.

V. AMENDMENTS TO THE AGENDA

Chair Hall recommended that the Board hear the ZBA application after approving the applicants for the Comprehensive Plan Committee.

Board Member Kelley moved to approve the recommendation of Chair Hall. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

VI. CONSENT AGENDA

- a. Committee Resignations
 - ZBA – Emily Lusher
 - Rockport Parks and Beautification - Maggie Timmermann
- b. Meeting Minutes
 - December 9, 2019

Board Member Kelley moved that the Board approve the consent calendar as presented. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR - 0 OPPOSED

Chair Hall stated that she would like to thank Emily Lusher and Maggie Timmerman for their time and commitment.

VII. ACTION ITEMS

- a. Act on Safety Plan Mission Statement

Board Member Cole moved that the Board approve the Town of Rockport Safety Plan Mission Statement as presented. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED.

- b. Act on Comprehensive Plan Committee Applications

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The Board interviewed each applicant.

Board Member Cole moved that Board appoint Victoria Condon to the Comprehensive Plan Committee. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Board Member Cole moved that Board appoint Robert R. Young to the Comprehensive Plan Committee. Board Member Kelley seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Board Member Kelley moved that Board appoint Robert Duke to the Comprehensive Plan Committee. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Board Member Cole moved, with great pleasure, that Board appoint Taylor Allen to the Comprehensive Plan Committee. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Board Member Cole moved that Board appoint Dominic Cordisco to the Comprehensive Plan Committee. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Vice Chair Kennedy-Munger moved that Board appoint Sally Cook to the Comprehensive Plan Committee. Board Member Cole seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Board Member Cole moved that Board appoint Richard Anderson to the Comprehensive Plan Committee. Board Member Kelley seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Vice Chair Kennedy-Munger moved that Board appoint Louisa Van Baalen to the Comprehensive Plan Committee. Board Member Cole seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Board Member Kelley moved that Board appoint David Cockey to the Comprehensive Plan Committee. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Board Member Cole moved that the Board appoint Debra Hall and Jeffrey Hamilton as the Select Board liaisons to the Comprehensive Plan Committee. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Board Member Cole moved that the Board appoint Meggan Dwyer, Joe Sternowski and Nancy Albertson to the Comprehensive Plan Committee. Board Member Kelley seconded the motion. VOTE: 4 FOR – 0 OPPOSED

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Chair Hall stated that Meggan Dwyer represents the Conservation Commission, Joe Sternowski, Planning Board and Nancy Albertson, Harbor Committee.

Vice Chair Kennedy-Munger moved that the Board appoint Geoffrey Parker, Chair of the ZBA, to be the ZBA Representative to the Comprehensive Plan Committee. Board Member Kelley seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Town Manager Post and Planner Najpauer will be the Town Staff Members.

- c. Act on Application for the Zoning Board of Appeals (Item added as an amendment to the agenda)

The Board interviewed the applicant, Maxwell MacCoole

Vice Chair Kennedy-Munger moved to appoint Maxwell MacCoole to the ZBA. Board Member Kelley seconded the motion. VOTE: 4 FOR – 0 OPPOSED

- d. Act on Request from RES Redevelopment Committee to Re-open RES Redevelopment RFQ

Chair Hall stated that the Town only had one response to the earlier Request for Qualifications. She stated that the RES Redevelopment Committee recommended to the Select Board that the RFQ be re-opened with a deadline of February 28, 2020 for submittals.

Town Manager Post stated that other developers have expressed interest. He has heard from two others and Bill Najpauer has also heard from two others.

Board Member Cole stated that the Town will keep the one proposal received for consideration and the RES Redevelopment Committee will hear a presentation from that group at their January 30, 2020 meeting.

Board Member Kelly moved that the Board re-open the RFQ for the RES Redevelopment and set a new deadline of February 28, 2020 at 5:00 p.m. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR -0 OPPOSED

- e. Act on Public Safety Building Tower Upgrade

Town Manager Post stated that back in October the Board approved replacing the antennas on the Public Safety Building. However, after inspecting the tower in anticipating of installing the antennas, the company discovered that the tower needed to be replaced as well. The tower is over fifty years old and has several cracks in it. Post stated that there is funding in the radio reserve account to cover this upgrade.

Board Member Kelley asked what original intent of the radio reserve account was.

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Fire Chief Peasley stated that the account was originally created for the upgrade to digital radios when the county completes the project. However, at this point, there are only a few towns that could upgrade to digital, so it will be several years before the funding is needed. Meanwhile, funds can be added back into the reserve account.

Board Member Kelley moved that the Board approve replacing the tower on the Public Safety Building at a cost of \$8,232.67 with funding from the FD Radio Reserve Account. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

f. Act on Recommendations from Library Building Committee

Vice Chair Kennedy-Munger explained that the Town had hired an interior designer, Nadine Cole, funded by a generous donor. On November the 12th, Nadine brought the Library Building Committee the proposed materials. The colors are mostly neutral with some brightness and are all within the budgeted allowances. The designer has designed several libraries.

Chair Hall stated that the Library Building Committee gave unanimous approval of the recommendations and want to maintain the project within the budget.

Board Member Kelley moved that the Board approve the design finishes for the Library selected by the interior designer. Board Member Cole seconded the motion. VOTE: 4 FOR - 0 OPPOSED

Chair Hall stated that the Library Project is on budget.

Board Member Cole also stated that the project is on schedule and may be even a little ahead of schedule.

Vice Chair Kennedy-Munger stated the Foundation funding efforts are on track.

g. Act on Acceptance of two Anonymous donations for General Assistance

Board Member Cole moved that the Board approve the two anonymous donations for General Assistance. Vice Chair Kennedy-Munger seconded the motion.

Vice Chair Kennedy-Munger thanked the donors.

Town Manager Post stated that the funds are set up like a reserve account and are carried forward. There is over \$40,000 in that account. It can be used for general assistance for residents that do not meet the General Assistance guidelines for assistance.

VOTE: 4 FOR - 0 OPPOSED

VIII. DISCUSSION ITEMS

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a. Northeast Mobile Health Services Contract Extension

Town Manager Post stated that the contract expires on June 30th and that he recommends that the Town extend it one year to cover the time frame of July 1, 2020 to June 30, 2021. He recommends one change to the contract that being how the response time is measured. He recommends the response times be measured from when the call is sent from Knox County Regional Communication Center to NEMHS to when the ambulance arrives at the incident.

There was Board discussion about the response time measurement.

Town Manager Post stated that his sense is that the Board agrees with the proposed extension. The Board agreed.

b. Town Manager's six – month Performance Review Process

Chair Hall stated the Town Manager's probationary period ends on January 31, 2020. The Manager has developed a form for each Board member to complete. Each Board member should return the completed form to her, and she will aggregate the results.

Town Manager Post stated that he will complete his self-valuation as well.

Board Member Kelley stated that the Board typically does an annual review of the Town Manager in May. Town Manager Post stated that he is okay with another review in May if that is what the Board wants.

Chair Hall asked if the Board agrees with the form and when do they want to have them completed. The Board stated one week.

Vice Chair Kennedy-Munger thanked Town Manager Post for his time in putting this form together.

c. Downtown District Parking

Town Manager Post stated that Chief Randy Gagne, Planning Board Chair Joe Sternowski and Planning & Community Development Director Bill Najpauer have been tasked by him with reviewing and updating the parking survey from 2009 that were compiled by Tom Ford, former Planner and Community Developer for the Town. This group will update the survey and then provide some recommendations for future solutions for parking in the downtown district.

Vice Chair Kennedy-Munger stated that section 803.1 of the Land Use Ordinance requires off-street parking in the downtown business district, unless a waiver is provided. This requirement makes it impossible for any new business in the downtown district.

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Board Member Cole stated that all businesses in the downtown area have needed to have a waiver of the parking request from the Planning Board. Richard Remsen stated that the Ordinance Review Committee discussed this issue about ten years ago. Cole stated that he researched the minutes for a motion to eliminate the square footage for parking in the downtown business area. The ball got dropped and it never went to Town vote.

Vice Chair Kennedy-Munger moved that the Select Board would support the policy that the downtown zoning district not be subject to the off-street parking requirements of section 803 and as otherwise stated in the Land Use Ordinance.

Board Member Cole asked Kennedy-Munger if she intended the Board to request that the Ordinance Review Committee draft an ordinance that would reflect that policy. Kennedy-Munger agreed that was her intent.

Board Member Cole seconded the motion.

More discussion by the Board.

VOTE: 4 FOR – 0 OPPOSED

Board Member Kelley asked the Police Chief if the Town needs permission or input for the state for use of Pascal, Union or Central for parking. Police Chief Gagne stated that the group had discussed that question their meeting.

There was discussion about painting crosswalks. Board Member Kelley asked about the crosswalk by Maine Media on Camden Street. Police Chief Gagne stated that he did not know who did it.

Chair Hall stated that parking needs to be addressed.

Vice Chair Kennedy-Munger stated that the Town and businesses need to work on it.

IX. ANNOUNCE FUTURE MEEETINGS, OFFICE CLOSURERS, ETC.

- January 14, 2020 - Town Offices closed 8-2 Annual Employee Safety Training
- January 20, 2020 – Town Offices closed inobservance of Martin Luther King, Jr. Day
- January 27, 2020 – Regular Select Board Meeting
- February 10, 202 – Regular Select Board Meeting

X. SELECT BOARD LIAISON REPORTS

Board Member Cole stated the Planning Board has various small projects to review. The Library Committee met two times The Investment Committee has not met. The Parks and Beautification Committee has split up into two groups to work on the landscaping for

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the new Library. The bid will be going out 4-6 weeks from now. The bad news is that there isn't any money for the landscaping at the library. All open areas will be seeded by the contractor. Additional fundraising needs to occur in order to implement the landscaping plan. The eaves and soffits are pretty well completed, and the interior walls will be going in, in about two weeks.

Vice Chair Kennedy Munger stated that the Opera House Committee met, but she missed the meeting. The ZBA will be meeting on the 22nd regarding parking for the proposed hotel. Legacy Rockport has met, and they are working on plans for the March 15th Maine bicentennial celebration. Linda, our Town Clerk is very involved in this event.

Board Member Kelley stated the Parks Committee had already been touched on by Board Member Cole. He missed the Conservation Committee meeting and the Ambulance Review Committee will be meeting on Thursday.

Chair Hall stated that MCSWC have added Town Manager Post in on some of their efforts with the finance committee. A budget for MCSWC needs to be approved by the end of January. The Finance Committee met with Camden Wealth management last Friday and the invested funds have earned \$37,000. Before being invested, the funds were just sitting in a bank account with little interest. The Governance Committee is changing their bylaws and the Interlocal Agreement.

Board Member Cole asked how the operations at the facility is going. Town Manager Post stated that the operations are going well. But there are issues with organization and structure that need to be addressed.

XI EXECUTIVE SESSION

- a. Discussion of contracts connected with the use of real or personal property pursuant to 1 M.R.S. SECTION 405(6) (C)

At 8:29 p.m., Board Member Cole moved to enter Executive Session for a discussion of contracts connected with the use of real or personal property pursuant to 1 M.R.S. Section 405 (6) (C). Board Member Kelley seconded the motion. VOTE: 4 FOR – 0 OPPOSED

At 8:51 p.m., Board Member Kelley moved to exit the Executive Session. Vice Chair Kennedy-Munger seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Vice Chair Kennedy-Munger moved to approve a one-time only \$15,000 payment to Steve Smith Architects to reflect unanticipated engineering costs in return for his written agreement that there won't be any amounts additionally to his agreement upon the contract amount, to include his fees and all his contractors' fees for the Rockport Public Library.

XII. ADJOURNMENT

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Board Member Cole moved to adjourn the meeting at 8:52 p.m. Board Member Kelley seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Respectfully submitted,

LINDA M. GREENLAW
TOWN CLERK as RECORDING SECRETARY