

- PUBLIC MEETING -
Rockport Select Board
Monday, April 11, 2022
Geoffrey C. Parker Room – 6:00 p.m.
Streamed at <https://livestream.com/Rockportmaine>

AGENDA

I. Call Meeting to Order

II. Town Manager’s Report/Update

III. Public Input on Non-agenda Items

IV. Amendments to the Agenda

V. Consent Agenda

- a. Committee Resignation(s):
 - Thomas Kennedy – Zoning Board of Appeals
- b. Meeting Minute(s):
 - March 21, 2022
 - March 21, 2022, Executive Session
 - March 21, 2022, WW Executive Session

VI. Action Items

- a. Act on Committee Workplan(s):
 - Recreation Committee
 - Library Committee
 - Harbor Committee
 - Conservation Commission
- b. Act on Liquor License for Nina June
- c. Act on Annual Town Meeting Warrant – June 14-15, 2022
- d. Act on Annual Renewal of Special General Assistance Warrant Disbursement Policy
- e. Act on Election Clerk Appointment
- f. Act on F550 Super Duty Lease Purchase Agreement
- g. Act on Western Star 4700SF Lease Purchase Agreement
- h. Act on Utility Fire Truck Lease Purchase Agreement

VII. Select Board Liaison Reports

VIII. Wastewater Commissioners

- a. Convene in Executive Session Pursuant to 1 M.R.S. § 405 (6)(E) to Discuss a Legal Matter

IX. Adjourn

Future Meetings, Office Closures, Etc.

Wednesday, April 13, 2022 – Budget Committee Meeting

Thursday, April 14, 2022 – Nomination Papers due back
Monday, April 18, 2022 – Town Office Closed – Patriot’s Day
Friday, May 6, 2022 – Absentee Ballots Available
Monday, May 9, 2022 – Regular Select Board Meeting
Monday, May 30, 2022 – Town Office Closed – Memorial Day
Tuesday, June 14, 2022 – Election Day
Wednesday, June 15, 2022 – Annual Town Meeting/Select Board Organizational Meeting
Monday, June 20, 2022 – Town Office Closed – Juneteenth Day (observed)
Thursday, June 30, 2022 – Town Office close at NOON for year-end closure.



Town of Rockport, Maine

Town Manager's Office

Town Office
101 Main Street
Rockport, Maine 04856
Telephone: 207-236-0806 x3
Fax: 207-230-0112

Jonathan Duke, Town Manager

Email: jduke@rockportmaine.gov

Diane Hamilton, Executive Assistant and General Assistance Administrator

Email: dhamilton@rockportmaine.gov

Town Manager's Report & Update April 11, 2022

Assessing:

Letters were mailed out to taxpayers this week explaining the valuation equalization of all property for the April 1, 2022 tax rolls. KRT Appraisal was hired by the Town to conduct this project and residents with questions or concerns regarding these new values should schedule a phone hearing by contacting KRT Appraisal at 1-855-228-4033 thru April 13th.

Many residents who have called the office to ask questions as to why this process is happening and how it works. Assessor Kerry Leichtman has put together a section of the Town's website at <https://rockportmaine.gov/assessing> entitled "Statistical Update 2022 FAQs" which can answer so many of these questions. While I recommend contacting KRT Appraisal first and foremost, the Town Office and our Assessing Department remain ready to help.

CivicReady:

With residents receiving and consuming information in a variety of ways, it is important the Town of Rockport finds new methods to connect to our citizens. I urge each and every Rockport resident to sign up today for our new information alert system, CivicReady. All you have to do is navigate on the internet to rockportmaine.gov/civicready. From there residents can sign up to receive emergency alerts and severe weather warnings that could directly impact you and your family or less time sensitive notices concerning property tax due dates, road construction, voting information, harbor, or library alerts.

Those who sign up will have the option to decide not only what type of information they wish to receive but also how they want to receive it... text message, email, pager, or even calls to a landline phone.

CivicReady allows our emergency responders to contact residents in a given location to inform them of emergent situations in their neighborhood. Given our experiences in the October 31st storm from last fall, it is critical to be able to reach out to our residents to keep them informed of emergency situations. However for this system to work, we need as many residents as possible to sign up. Federal laws prevent such contact information to be used for any other use than intended. This information will not be used by anyone other than the Town of Rockport

Planning:

Wednesday evening the initial unveiling of the results from the survey on RES redevelopment was held at the Opera House. The New Height Group shared results from over 339 respondents which found strong public sentiment to maintain green space at the site and the development of residential housing ranging between 2 and 20 dwellings per unit. A series of stakeholder meetings will occur over the next few weeks and community outreach events held in each of the five neighborhoods are being organized. The Masonic Lodge in Simonton's Corner will hold the first such meeting on Monday, April 25th, time to be announced.

Planner Orion Thomas has been working diligently on a series of grant opportunities for sewer concerns from Northern Border Regional Commission, the U.S. Economic Development Agency, and working directly with our congressional offices.

Maine DEP awarded the Town with two stream crossing grants to address needs at Robinson Drive and West Street Extension. The total of these grants is \$250,000. The delays in gaining permit approval for these projects may delay their completion this year.

We have received five applications for the Administrative Assistant position and will begin conducting interviews in the days to come.

The building permit for the hotel at 20 Central Street was issued last week following the completion of the Planning Board's approval and a subsequent parking study.

Town Clerk:

We are sad to report that Deputy Clerk Wyatt Summers submitted his resignation and his last day of work was April 6th. For three years Wyatt has been a welcome and warm face at the Town Office and his absence will be felt for some time. Wyatt is returning to his family's construction business, and certainly all of us at the Town Office wish him well.

The Town has opened the position of Assistant Clerk for hire to fill the vacancy in the clerk's office. The ad is now posted on the Town's website and will remain open until the successful candidate has been hired.

The final property tax payment is due on Friday, April 15th.

Elections:

Nominations papers due back April 14th. Election day is on Tuesday, June 14th from 8 a.m. – 8 p.m.

Openings:

3-year term Select Board – Denise Munger

3-year term Budget Committee – Jeffrey Charland, Geoffrey Parker, and Mark Kelley

3-year term for Library Committee – William Chapman, and Stephan Kumble

3-year term for Director of SAD #28 – Brianna Gutierrez

Harbor:

With warm weather on the way, the floats have begun to be placed back into the water. First the commercial floats went in last week and this week efforts have turned to the other side of the harbor. We have expectations of constructing the new dinghy dock this spring as well.

The roof is currently being replaced at the Harbormaster's building. Assuming weather does not wreak havoc with the schedule, I would expect the roof should be complete by Monday's Select Board meeting. I would expect the roofs of the kiosks, picnic tables, and the largest of lime kilns to be completed by the end of April. New picnic tables are on the way as well.

As a reminder, mooring fees are due on May 1st.

Two seasonal harbor positions are open for applications. The full time deputy harbormaster position and a park attendant position are available. More information on each position is available on the Town's website.

Fire Department:

Following its annual inspection, the Town was informed that Engine 24's frame is cracked so significantly that we are unable to use the 34 year old vehicle any longer for the fire service needs. As a result, Engine 24 has been taken out of service and the department has been in discussions as to how to respond.

Engine 24 served as the department's primary forestry vehicle so those needs will be moved to other vehicles, but a replacement will be needed soon. The fire department officers are recommending the Town begin the process to purchase a utility vehicle which can accommodate the forestry needs of the prior vehicle but also address the shape of the department's calls in 2022 and beyond. A lighter, more flexible vehicle that can address a variety of needs and run on every call seems a wise investment.

Library:

A series of programs are kicking off at the library this spring. Please check the Library's website for more information.

Many thanks to the Friends of the Rockport Library to donating \$8,000 toward the purchase of additional shelving in the library. Part of moving into any new space is getting used to how to best take advantage of the new space and being able to access more shelving is critical!

The Rockport Library Foundation is assisting in the development of further author appearances at the library and Opera House. These should be tremendous events worth watching for in the weeks and months ahead.

Opera House:

Booking Agent Kari Luehman is working on a summer concert series for the Opera House, and we already have two acts booked. Booking Agent Nancy Albertson is working on scheduling weddings for the summer, and in a symmetrical fashion, we have two weddings booked over the past two months. Lighting upgrades in the auditorium are underway which not only upgrade to LED lighting but also replaces faulty wiring.

Public Works:

As part of the efforts to support Legacy Rockport's project to rehabilitate the Vulcan locomotive, Public Works was able to transport the locomotive to Rockport Steel for further work this spring. Rockport Steel is fabricating a new cab and saddle thanks to fundraising from Legacy Rockport

and will be completing the project by sandblasting and repainting the bottom of the train. The goal is for a ceremony in early June and to invite the 3rd grade students at Camden Rockport Elementary School whose research projects on the history of Rockport's lime industry served as a catalyst to moving this project forward. The efforts of these 3rd graders can be found in the lobby of the Town Office.

This is the season for brush cutting all around town with Rockville Street being among many roads getting some of this attention.

With the arrival of warm weather road posting signs have been removed.

Recreation Committee:

Five Town Little League softball and baseball fields are filling up fast for the spring. If you want to schedule the use of a field, email rockportrec@rockportmaine.gov.

Consent Agenda

- a. Committee Resignation(s):
 - Thomas Kennedy – Zoning Board of Appeals
- b. Meeting Minute(s):
 - March 21, 2022
 - March 21, 2022, Executive Session
 - March 21, 2022, WW Executive Session

Suggested Motion:

I move the Board approve the Consent Agenda as presented. (or amended)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Thomas A. Kennedy II
199 Main Street
Rockport, ME 04856
207-975-4585
tkenn91@yahoo.com

3/23/2022

Geoffrey Parker
Chair, Rockport Zoning Board of Appeals

Dear Mr. Parker,

I am writing to inform you that I am formally resigning from my position on the Zoning Board of Appeals.

I have somewhat enjoyed my time on the Zoning Board of Appeals and feel that I have learned many things about the town's government, and even the views of citizens in our great town.

The ultimate reason for my decision is the time commitment that it has turned into, specifically regarding the 20 Central LLC hotel project. This project has been brought to the board of appeals multiple times at this point and is coming before the ZBA again after the recent reapproval from the town Planning Board. In fairness to all parties, I feel I can no longer be unbiased, and quite frankly I am extremely disgusted at the amount of time and money this process has wasted for the entire town of Rockport. It is very discouraging to sit through multiple four plus hour meetings, as a volunteer, and watch the paid individuals continue to argue the same issues over and over, while our town and the people of Rockport ultimately suffer the consequences.

I would like to commend you, and all the other board members, for staying the process and their terms of service. Please accept my resignation.

Sincerely,

A handwritten signature in blue ink, appearing to read 'T. Kennedy II', with a stylized flourish at the end.

Thomas A. Kennedy II

Select Board Regular Meeting/Budget Workshop
March 21, 2022 – 6:00 p.m.
GCPR – Rockport Opera House

| NAME | ATTEND |
|-----------------------------|---------------|
| Michelle Hannan, Chair | ✓ |
| Mark Kelley, Vice-Chair | ✓ |
| Denise Munger | ✓ |
| Eric Boucher | ✓ |
| John Strand | ✓ |
| Jonathan Duke, Town Manager | ✓ |
| Rockport AV Staff | ✓ |
| General Public | |
| Mark Haley | ✓ |
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Consent Agenda

a. Meeting Minutes

- February 14, 2022
- March 7, 2022, Executive Session

Suggested Motion:

I move the Board approve the Consent Agenda as presented.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | ✓ | | |
| Mark Kelley, Vice-Chair | ✓ | | | ✓ | | |
| Denise Munger | | | | ✓ | | |
| Eric Boucher | | ✓ | | ✓ | | |
| John Strand | | | S | ✓ | | |

Action Item

- a. Act on Opera House Fee Schedule

Manager's Comments: Action item

Given feedback received from potential renters of the Opera House space, we are revising our fee schedule requests downward.

Suggested Motion:

I move the Board approve the Opera House Fee Schedule as presented (or amended)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|--------------|
| Michelle Hannan, Chair | | | | | | 6:23 p.m. |
| Mark Kelley, Vice-Chair | | | | ✓ | | |
| Denise Munger | ✓ | | | ✓ | | |
| Eric Boucher | | | | ✓ | | |
| John Strand | | ✓ | | ✓ | | |

Additional Comments:

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Action Items

- b. Act on Park Bench Policy

Manager's Comments: Action item

The Parks and Beautification Committee worked diligently on a revised policy for the Park Bench plan they first initiated years ago. The revised effort places more control in the hand of the committee and Town in the placement of each bench.

Suggested Motion:

I move the Board approve the Park Bench Policy as presented (or amended)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | ✓ | | 6:28 |
| Mark Kelley, Vice-Chair | | | | ✓ | | |
| Denise Munger | ✓ | | | ✓ | | |
| Eric Boucher | | ✓ | | ✓ | | |
| John Strand | | | | ✓ | | |

Additional Comments:

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Action Items

- c. Act on Accepting a Gift – Sally Cook

Manager's Comments: Action item

As the Town addressed the agreement with Memorial Park last fall, Sally Cook has graciously stepped forward to support the care and maintenance of Goodridge Park. Sally has offered a gift of \$2500 to fund a maintenance agreement the Town would have with Jackson Landscape Services, in kind with our previous Memorial Park agreement. I have attached a copy of the proposed agreement.

Suggested Motion:

I move the Board accept a gift from Sally Cook and thank her for her generosity.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|--------------|
| Michelle Hannan, Chair | | | | ✓ | | 6:31 p.m. |
| Mark Kelley, Vice-Chair | | | | ✓ | | |
| Denise Munger | ✓ | | | ✓ | | |
| Eric Boucher | | ✓ | | ✓ | | |
| John Strand | | | | ✓ | | |

Additional Comments:

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Action Item

d. Act on Parking Task Force Mission - Orion

Manager's Comments: Action item

Orion will be present to share the findings of the Parking Task Force which fell during his tenure and that of Bill Najpauer.

This information was in our previous agenda from when we tabled this conversation:

In the mix of establishing a new committee policy for the town, the Board also set up a procedure for task forces created to handle a specified topic. The Parking Task Force is one such task force for which there has been some significant work put in to answer the concerns regarding a shortage of available parking on and around Central Street. The mission and goals of this task force may have listed a bit with Debra's departure from the Board, so it seems wise for this Select Board to place this task force (as well as the RES Task Force in the agenda item below) in line with the new committee policy.

I would also add, however, the remand to the Planning Board of the 20 Central proposed hotel project is due to directly address parking needs of that proposal.

Suggested Motion:

I move the Board re-establish the Parking Task Force with the mission to identify the next steps in maximizing, improving, and maintaining parking in the Town of Rockport to serve the downtown/village area. The Task Force shall sunset December 31, 2022, and make a report to the Select Board prior to that date with recommendations for future action by the Select Board.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------------|
| Michelle Hannan, Chair | | | | | | 6:42 pm |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Additional Comments:

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| table to March or April - We need materials |
| from Orion. |
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Action Item

- a. Act on Committee Application

Manager's Comments: Action item

Mark will be at the meeting to answer any questions you may have.

Mark also serves on the Planning Board.

There has been a vacancy on the BAR for a while, so it will be nice to get a full board in advance of the property valuation equalization effort undertaken this spring.

Suggested Motion:

I move the Board approve Mark Haley to the Board of Assessing Review with a term ending June 2025.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|--------------|
| Michelle Hannan, Chair | | | | ✓ | | 6:18 p.m. |
| Mark Kelley, Vice-Chair | | | | ✓ | | |
| Denise Munger | ✓ | | | ✓ | | |
| Eric Boucher | | ✓ | | ✓ | | |
| John Strand | | | | ✓ | | |

Additional Comments:

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Action Items

- b. Act on MMA Workers' Compensation Safety Incentive Program

Manager's Comments: Action item

The Maine Municipal Association developed this Workers' Compensation Safety Incentive Program to help reduce the incidents and impact of workplace injuries by implementing workers compensation best practices. MMA provides necessary written program information and assistance to participants in this program. There are three tiers of compliance in the program, and each includes a percentage reduction in workers' compensation insurance rates.

Because of the Town's current safety plans and SHAPE compliance status, the Town is automatically qualified for tier 3, which provides the Town with a 10 % reduction in workers' compensation insurance premiums.

This annual paperwork needs signatures from the Select Board.

Suggested Motion:

***I move the Board approve the MMA Workers' Compensation Safety Incentive Program
Resolve as submitted.***

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | ✓ | | 6:20 |
| Mark Kelley, Vice-Chair | | ✓ | | ✓ | | |
| Denise Munger | ✓ | | | ✓ | | |
| Eric Boucher | | | | ✓ | | |
| John Strand | | | | ✓ | | |

Additional Comments:

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Action Item

c. Act on Rockport Parks and Beautification Committee Workplan

Manager's Comments: Action item

In your packet is the Rockport Parks and Beautification Committee Workplan for your approval.

Each committee is required to have a workplan approved by the Select Board each year so we can plan for any upcoming budgetary items. The Select Board has the opportunity to alter and adjust the committee's proposed workplan to account for items and priorities in line with the vision the Select Board has for the committee's efforts over the next year. This is the Board's opportunity ensure the direction the Board has in mind for this committee is memorialized into this document.

Suggested Motion:

I move the Board approve the Rockport Parks and Beautification Committee Workplan as presented (or amended)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | ✓ | | 6:45 |
| Mark Kelley, Vice-Chair | ✓ | | | ✓ | | |
| Denise Munger | | ✓ | | ✓ | | |
| Eric Boucher | | | | ✓ | | |
| John Strand | | | | ✓ | | |

Action Item

d. Act on Planning and Codes Fee Schedule Revisions

Manager's Comments: Action item

As part of the Board's FY 23 budget, increases to the fee schedule were proposed and these are the adjustments suggested. Overall, these adjustments amount to a 33% increase in permit fee income, but as the memo from Orion suggests, these changes now fall in line with neighboring communities. With 18 new housing starts in the last year, not to mention a series of renovations, it is important the Town is covering its own costs to meet the needs of town ordinances, the state building code, and explore grant opportunities in the future.

Suggested Motion:

I move the Board approve the revised Planning and Codes Fee Schedule as ~~presented~~.

with amended

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|---------|
| Michelle Hannan, Chair | | | | ✓ | | 6:33 PM |
| Mark Kelley, Vice-Chair | | | | ✓ | | |
| Denise Munger | ✓ | | | ✓ | | |
| Eric Boucher | | ✓ | | ✓ | | |
| John Strand | | | | ✓ | | |

Action Item

e. Act on Newsletter Policy Amendments

Manager's Comments: Action item

With adjustments in the proposed Select Board budget for FY 23, I've made necessary adjustments to the Newsletter Policy. We will move from publishing every other month to a seasonal publication and aim to get a newsletter out prior June 1 and the annual town meeting.

Suggested Motion:

I move the Board approve the amendments to the Newsletter Policy as presented.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | ✓ | | 6:49 |
| Mark Kelley, Vice-Chair | ✓ | | | ✓ | | |
| Denise Munger | | | | ✓ | | |
| Eric Boucher | | ✓ | | ✓ | | |
| John Strand | | | | ✓ | | |

Action Item

f. Act on Outdoor Seating Request – Sara Jenkins, Nina June

Manager's Comments: Action item

At the outset of the pandemic, Sara Jenkins, owner of Nina June, spoke with the Board to request the ability to utilize a portion of the sidewalk in front of her business on Central Street for streetside dining. Sara wishes to continue the use of this space while the Town eventually considers a change to the Land Use Ordinance for a more permanent solution.

Suggested Motion:

I move the Board approve the request of Sara Jenkins, on behalf of Nina June, to utilize a portion of the sidewalk in front of her business to offer street side seating so long as such seating does not encumber the use of the sidewalk by pedestrians.

Consistent with the attached memo.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | ✓ | | 6:56 |
| Mark Kelley, Vice-Chair | | | | ✓ | | |
| Denise Munger | ✓ | | | ✓ | | |
| Eric Boucher | | ✓ | | ✓ | | |
| John Strand | | | | ✓ | | |

Action Item

g. Act on Unassigned Fund Balance Policy Amendment

Manager's Comments: Action item

Again, in kind with the adjustments to the FY 23 budget, this is a proposed amendment to the Unassigned Fund Balance Policy. This proposal suggests using the Government Finance Officers Association's recommendation of withholding 3 months of the Town's expenses in reserve to ensure adequate cash flow, working capital to operate the municipality, and the ability to withstand "rainy days" when they occur. Further, the policy suggests solid fiscal recommendations as to where excess funds above the 3-month reserve can be spent including capital needs and reserve accounts.

Suggested Motion:

I move the Board approve the amended Unassigned Fund Balance Policy as presented. *to represent a 20% goal with a future goal of 25%.*

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|--------------|
| Michelle Hannan, Chair | | | | ✓ | | 7:05 p.m. |
| Mark Kelley, Vice-Chair | ✓ | | | ✓ | | |
| Denise Munger | | | | ✓ | | |
| Eric Boucher | | ✓ | | ✓ | | |
| John Strand | | | | ✓ | | |

Adjourn

Suggested Motion:

I move the Board adjourn the Regular Select Board Meeting

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | ✓ | | 7:15 |
| Mark Kelley, Vice-Chair | | ✓ | | ✓ | | |
| Denise Munger | | | | ✓ | | |
| Eric Boucher | ✓ | | | ✓ | | |
| John Strand | | | | ✓ | | |

**Executive Session
March 21, 2022
Green Room – Rockport Opera House**

| NAME | ATTEND |
|-----------------------------|--------|
| Michelle Hannan, Chair | ✓ |
| Mark Kelley, Vice-Chair | ✓ |
| Denise Munger | ✓ |
| Eric Boucher | ✓ |
| John Strand | ✓ |
| Jonathan Duke, Town Manager | ✓ |

Board Michelle Hannan, Chair called the meeting to order at 7:53 p.m.

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)

Suggested Motion:

I move the Board 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)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO |
|-------------------------|--------|--------|---------|-----|----|
| Michelle Hannan, Chair | | | | ✓ | |
| Mark Kelley, Vice-Chair | | | | ✓ | |
| Denise Munger | ✓ | | | ✓ | |
| Eric Boucher | | ✓ | | ✓ | |
| John Strand | | | | ✓ | |

7:56 p.m.

Suggested Motion:

I move the Board exit the executive session.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO |
|-------------------------|--------|--------|---------|-----|----|
| Michelle Hannan, Chair | | | | ✓ | |
| Mark Kelley, Vice-Chair | | | | ✓ | |
| Denise Munger | ✓ | | | ✓ | |
| Eric Boucher | | ✓ | | ✓ | |
| John Strand | | | | ✓ | |

8:15

**Wastewater Executive Session
March 21, 2022 – 5:00 p.m.
Green Room – Rockport Opera House**

| NAME | ATTEND |
|-----------------------------|--------|
| Michelle Hannan, Chair | ✓ |
| Mark Kelley, Vice-Chair | ✓ |
| Denise Munger | ✓ |
| Eric Boucher | ✓ |
| John Strand | ✓ |
| Jonathan Duke, Town Manager | ✓ |
| Phil Saucier | ✓ |
| Nate McLaughlin | ✓ |

Board Michelle Hannan, Chair called the meeting to order at 5:00 p.m.

Executive Session

- a. Convene in Executive Session Pursuant to 1 M.R.S. § 405 (6)(E) to Discuss a Legal Matter

I move the Board enter executive session Pursuant to 1 M.R.S. § 405 (6)(E) to Discuss a Legal Matter

| NAME | MOTION | SECOND | ABSTAIN | YES | NO |
|-------------------------|--------|--------|---------|-----|----|
| Michelle Hannan, Chair | | | | ✓ | |
| Mark Kelley, Vice-Chair | | ✓ | | ✓ | |
| Denise Munger | ✓ | | | ✓ | |
| Eric Boucher | | | ✓ | | |
| John Strand | | | | ✓ | |

Suggested Motion:

I move the Board exit the executive session.

5:59 p.m

| NAME | MOTION | SECOND | ABSTAIN | YES | NO |
|-------------------------|--------|--------|---------|-----|----|
| Michelle Hannan, Chair | | | | ✓ | |
| Mark Kelley, Vice-Chair | | ✓ | | ✓ | |
| Denise Munger | ✓ | | | ✓ | |
| Eric Boucher | | | | ✓ | |
| John Strand | | | | ✓ | |

Action Item

- a. Act on Committee Workplan(s):
- Recreation Committee
 - Library Committee
 - Harbor Committee
 - Conservation Commission

Manager's Comments: Action item

In your packet are workplans for five committees for your approval.

Each committee is required to have a workplan approved by the Select Board each year so we can plan for any upcoming budgetary items. The Select Board has the opportunity to alter and adjust the committee's proposed workplan to account for items and priorities in line with the vision the Select Board has for the committee's efforts over the next year. This is the Board's opportunity ensure the direction the Board has in mind for this committee is memorialized into this document.

Recreation Committee: This group has excelled at creating goal and achieving it. Urging this group to look a bit more broadly and beyond immediate needs would be beneficial. Additionally, looking for alternative sources for funding to fund large capital needs such as expansion of the fields or resurfaced courts would be helpful. A use policy for all fields would be a good use of time for this committee this summer.

Library Committee: The proposed work plan is sufficient in meeting the needs of the committee's base line. The relationship between the committee and the Select Board does not provide the Board oversight of their activities. However this process for adoption of a workplan is meant to support synergy between the Board and the various committees. Perhaps this occurs through a communication of goals through this process.

Harbor Committee: The Harbor Committee has a list of few words, but it is the mix of policies and projects which could be rather time consuming. The changing nature of our harbor puts this committee at the forefront of ensuring the culture remains unchanged while evolving with the times.

Conservation Commission: This proposed work plan is an outstanding example of identifying needs and establishing realistic strategies to achieve them. If we can maintain a regular November adoption cycle for workplans, budget needs will be easier to support and recognize. The Board mentioned a desire during the budget process to see the commission investigate pollution concerns at the beach at Glen Cove. This beach had been suitable for clamming decades ago. Further, the commission plans to share a powerpoint at the meeting with further details on their plan for the coming year and how the proposed sample municipal resolution attached to their work plan aids their efforts. Subsequent adoption of the resolution would be required to make the Town eligible for grant funding for climate resilience needs.

Suggested Motion:

I move the Board approve the Workplans as presented (or amended)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|---------------|---------------|----------------|------------|-----------|-------------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Additional Comments:

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Recreation committee Work Plan 2022

- Grade entire road and parking lots before opening gates for season, add new product to potholes
- Get new shed pads prepped, sheds built on site and painted
- Have entrance gate moved back 75' to small parking area
- Redo the surface of parking near RT 90 for overflow parking
 - Paint gate with new color and add reflective tape
- Complete 2 pickleball courts on tennis court
- Replace sheets of plywood on tennis court fence and paint
- Review plans for additional parking where current garden is located, to include three quotes from contractors

Yearly Work Plan – Library Committee

On a continuing bases the Library Committee shall be responsible to the residents of the Town of Rockport to:

- 1) Supervise investment and administer the Library Trust Fund.
- 2) Review annually the long-range fiscal and funding needs of the Library.
- 3) Maintain proper receipts, record keeping, depositor, deposits or investment of monies from gifts, contributions or legacies.
- 4) Maintain proper care, use or disposition of gifts of other kinds.
- 5) Review on a regular basis various physical and building needs to see that they meet the requirements of the total library program.
- 6) Consult and review with the Library Director policies governing, acquisition, organization, and use of the Library's books, non-print materials, and equipment. As well as the disposition of material no longer needed and the acceptance or refusal of large gifts.

Harbor Committee Work Plan 2022

- Empty mooring initiative
- Length limits for middle and outer harbor moorings
- Food truck secured for 2022 summer
- Sea level changes
- Fee Schedule and budget review
- Review commercial passenger vessel permit/policy

-

CONSERVATION COMMISSION – WORK PLANS (FY22-23)

PROJECT 1: Chickawaukie Lake and Watershed Management

Project Objective(s)

1. Monitor lake water quality
2. Encourage formation of a lake association

Brief Description

Supplement Lake Stewards of Maine (LSM) sampling with five in-situ profile samplings, and collection of epilimnetic core and near bottom water samples for chemical analyses. Collaborate with the City of Rockland and Maine DEP to encourage watershed residents to form a lake association.

Benefits

1. Allows an ongoing assessment of water quality conditions and the identification of trends
2. Provides a watershed-based advocacy organization to better address environmental, social and recreational concerns specific to Chickawaukie Lake

PROJECT 2: Water Quality Assessment of Rockport Harbor, Goose River and Selected Streams

Project Objective(s)

1. Assess current water quality conditions in Rockport Harbor and its tributary streams in the context of applicable State of Maine standards and criteria
2. Identify existing or potential threats to water quality
3. Establish a baseline for assessing potential future changes in water quality

Brief Description

Routinely collect seasonal (May through Sept) water quality information and water samples at three sites in Rockport Harbor, one site in West Penobscot Bay, and one site on each of four streams, including Goose River, that drain to Rockport Harbor. Physicochemical parameters recorded in the field include temperature, dissolved oxygen and either specific conductance (freshwater) or salinity (coastal waters). Laboratory analyses of water samples include fecal indicator bacteria, total phosphorus, and total nitrogen. In addition, coastal water samples are analyzed for algal pigments. Commission volunteers are trained and certified annually by Maine DEP staff as part of the Volunteer River Monitoring Program (VRMP). VRMP staff provides quality assurance of information submitted by the Commission for inclusion in the statewide Environmental and Geographic Analysis Database. The Commission also coordinates data collection efforts with other members of the Maine Coastal Observing Alliance.

Benefits

1. Provides the informational basis for informing the public and the Town Office of current water quality conditions, as well as alerting each to adverse changes
2. Provides informational context should new water quality issues emerge
3. Adds information to statewide and regional efforts to assess the quality of Maine's fresh and coastal waters

CONSERVATION COMMISSION – WORK PLANS (FY22-23)

PROJECT 3: Monitoring the Water Quality of Rockport’s Lakes and Ponds

Project Objective(s)

1. Support the efforts of Rockport’s Lake Stewards of Maine volunteers in monitoring lake and pond water quality

Brief Description

Provide support to Rockport’s Lake Stewards of Maine (LSM) volunteers, to include training expenses, reimbursement for sample delivery logistics and laboratory analyses for total phosphorus.

Benefits

1. Allows for an ongoing assessment of water quality conditions and the identification of trends
2. Provides information relative to local planning and development efforts
3. Adds information to statewide and regional efforts to assess the quality of Maine’s lakes

PROJECT 4: Supplemental Bacteria Sampling and Water Quality at Goodies Beach

March 2022 NOTE: The decision to removal \$1,575 from the water quality budget will eliminate further assessment of the potential source(s) of the observed bacterial impacts to Goodies Beach and the Harbor. Ongoing monitoring of the impacts (Projects 1, 2, and 3) will continue as in previous years; Project 4 was intended to further delineate the source(s) and potentially cut back on the ongoing maintenance monitoring in future years.

~~Project Objective(s)~~

- ~~1. Further refine probable source area(s) of the Fecal Indicator Bacteria (FIB) impacts noted at Goodies Beach~~
- ~~2. Revise, as indicated by the data, Best Management Practices (BMPs) currently in place~~
- ~~3. Support Maine Healthy Beaches and Rockport Harbormaster efforts as required~~

~~Brief Description~~

- ~~1. Assess the spatial distribution of FIB in Rockport Harbor following a rainfall/runoff event~~
- ~~2. Identify FIB reservoirs with the potential to adversely impact Goodies Beach water quality.~~

~~Benefits~~

- ~~1. Supports ongoing assessments of water quality conditions at Goodies Beach~~
- ~~2. Provides information relative to public safety~~
- ~~3. Adds information to statewide and regional efforts to assess the quality of Maine’s beaches~~

CONSERVATION COMMISSION – WORK PLANS (FY22-23)

PROJECT 5: Climate Change/Resilience Event

March 2022 NOTE: *It is uncertain on whether the budget cut decision (i.e., removal of \$2,600 in professional services) will impact RCC's ability to obtain professional opinions or input to development of the climate resilience work plan. RCC will endeavor to minimize any impact.*

Project Objective(s)

1. Develop an initial public outreach presentation outlining resilience/climate change impacts potentially affecting the Town of Rockport
2. Using the draft presentation/framework, hold forum(s) to solicit community input and participation
3. Consolidate results with the goal of formulating short- and long-term actions to address those issues identified

Brief Description

Communities worldwide (including Camden and Rockland) have begun to identify how climate change has the potential to impact town and community resources. These potential impacts (e.g., sea level rise) were noted in the RCC public survey results from 2021. Working with other TOR resources/committees, the RCC will develop a framework presentation of how climate change and resilience issues have the potential to impact Rockport and its resources. The framework will be presented in public forums (e.g., Opera House, Rockport Boat Club, etc.) to solicit public input. The input will be consolidated to guide future efforts at developing specific plans to address the identified issues.

Benefits

1. Allows the TOR to identify potential resilience and climate change impacts to town resources and its residents.
2. Allows for appropriate planning to address the impacts over the short- and longer-term, as appropriate.

PROJECT 6: Maine Coastal Observing Alliance Dues

Project Objective(s)

1. Support activities of the Maine Coastal Observing Alliance (MCOA)

Brief Description

Rockport's Conservation Commission (RCC) is a founding member of MCOA, the primary objective of which is to establish and maintain citizen-based efforts to collect and share water quality information for Maine's coastal and estuarine environments. Current members include municipalities and NGOs from Casco Bay to Penobscot Bay; staff of the University of Maine's Darling Marine Center (DMC) provides technical assistance when requested. MCOA facilitates scheduling, coordinates calibration sessions, consults with DMC and provides technical support to members.

Benefits

CONSERVATION COMMISSION – WORK PLANS (FY22-23)

1. MCOA’s synthesis of member-collected data provides a regional context for coastal water quality data collected by RCC.
2. Data collected by MCOA members expands understanding of coastal water quality in Maine and New England.

PROJECT 7: Maine Association of Conservation Commissions Dues

Project Objective(s)

1. Support activities of the Maine Association of Conservation Commissions (MEACC)

Brief Description

The Maine Association of Conservation Commissions connects communities and supports their efforts to conserve local natural resources. Member dues provide sustained funding for MEACC activities.

Benefits

1. Membership in MEACC expands RCC’s conservation expertise, provides access to technical information and support, and provides the means to share the results of RCC’s conservation efforts.

PROJECT 8: Conservation Display and Books for Library

Project Objective(s)

1. Supports the Rockport Public Library’s educational outreach efforts.

Brief Description

1. Purchase books to donate to the library dealing with conservation-related topics.
2. Work with library staff to display materials related to environmental conservation.

Benefits

1. Offers library patrons of all ages the opportunity to learn about current conservation issues.
2. Promotes dialog about current conservation issues.

Action Items

- b. Act on Liquor License for Nina June

Manager's Comments: Action item

As noted in your prior meeting to address sidewalk use for tableside service, Nina June's liquor license requires renewal. We have not received any complaints or concerns.

Will need to be signed by the Board

Suggested Motion:

I move the Board approve the Liquor License for Nina June as presented (or amended)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Additional Comments:

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STATE OF MAINE
 DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
 BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
 DIVISION OF LIQUOR LICENSING AND ENFORCEMENT



Request for Extension of License Privileges for an On-Premises Establishment

Section I: Licensee Information:

| | |
|--|---|
| Legal Business Entity Licensee Name (corporation, LLC): Insomma LLC | Business Name (D/B/A): Nina June |
| Individual or Sole Proprietor Licensee Name(s): Insomma LLC | Physical Location: 24 central st |
| License Number: CAR-2016-1077 | Mailing address, if different: po box 776 |
| Mailing address, if different from DBA address: po box 776, Rockport | Email Address: ninajune24@gmail.com |
| Telephone # Fax #: 917-856-5855 | Business Telephone # Fax #: 207-236-8880 |

Section II: Extension of Privileges Information:

1. Name, Address, and Contact Information of Property Owner (if property is rented or leased, please provide a copy of rental/lease agreement):

Name: STUART SMITH, 24 CENTRAL LLC

Complete mailing address: po box 812 CAMDEN, ME 04843

Telephone/Mobile Number: 207 293 6261

Email Address: smith@bayviewmanagement.net

2. Type of Extension of Privileges: (check only one)

- a. Temporary Inside Outside
- b. Permanent Inside Outside

continue to next page

3. Start Date: May 1, 2022 End Date (if applicable): October 1, 2022

4. Will dancing be permitted in this area? Yes No
a. If yes, does the establishment have a dance license? Yes No
b. If yes, please provide a copy of the license from the State's Fire Marshall's Office

5. Will there be live entertainment in this area? Yes No

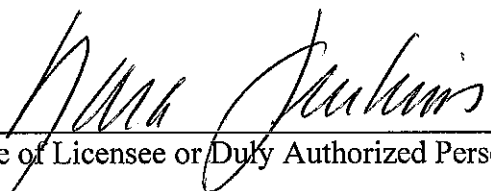
6. Reason for this request:
looking to continue casual outdoor dining as it was very appreciated last year 2021

Section III: Signature of Licensee

By signing this application, the licensee understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 03.25.2022


Signature of Licensee or Duly Authorized Person

SARA JENKINS
Printed Name of Licensee or Duly Authorized Person

Submit completed forms to: Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement

Mailing address: 8 SHS, Augusta, ME 04333-0008
Courier delivery: 19 Union Street, 3rd floor, Suite 301-B,
Augusta, ME 04330

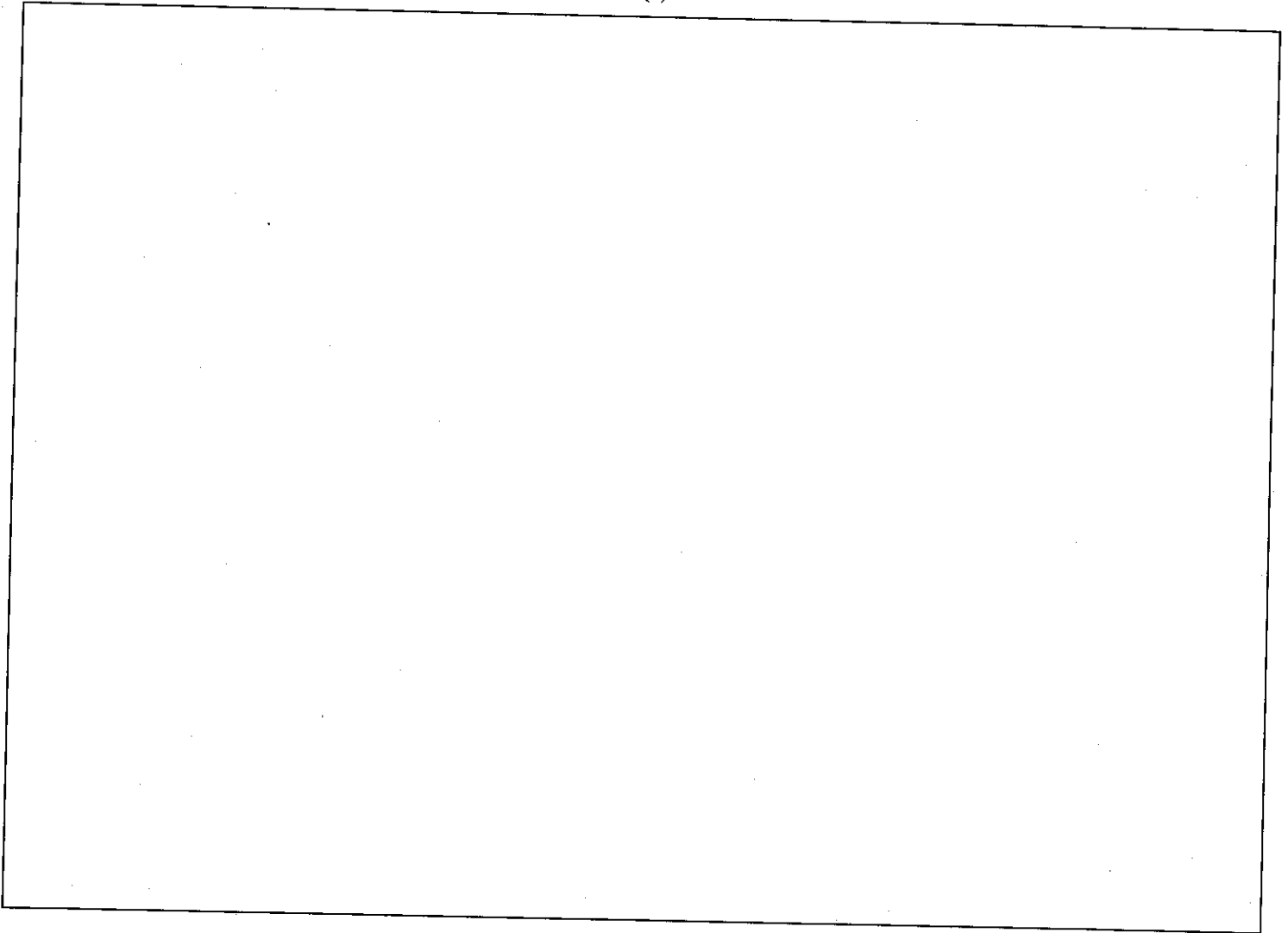
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Diagram for Extension of Privileges Area

The following restrictions apply to outdoor extension of privileges:

- There must be a stanchion or a fence completely enclosing the area.
- Signs must be posted stating "No alcohol beyond this point".
- There must be sufficient employees at the extension area of premises who would be able to control and monitor the area.

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your where consumption will occur including methods of monitoring and containment of the area(s).



For Office Use Only:

Date Filed: _____ Date Issued: _____ Issued By: _____

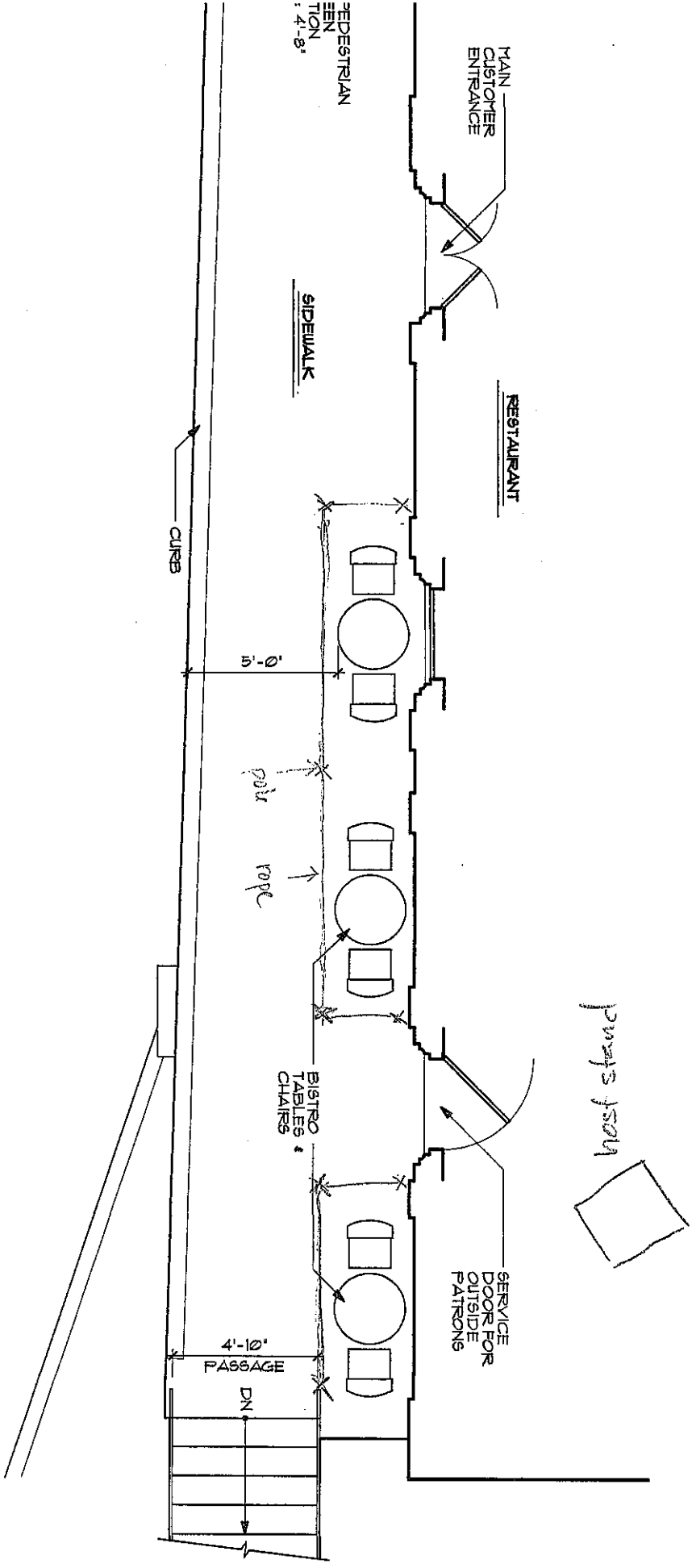
Approved Not Approved

JE

EXTERIOR SEATING PLAN

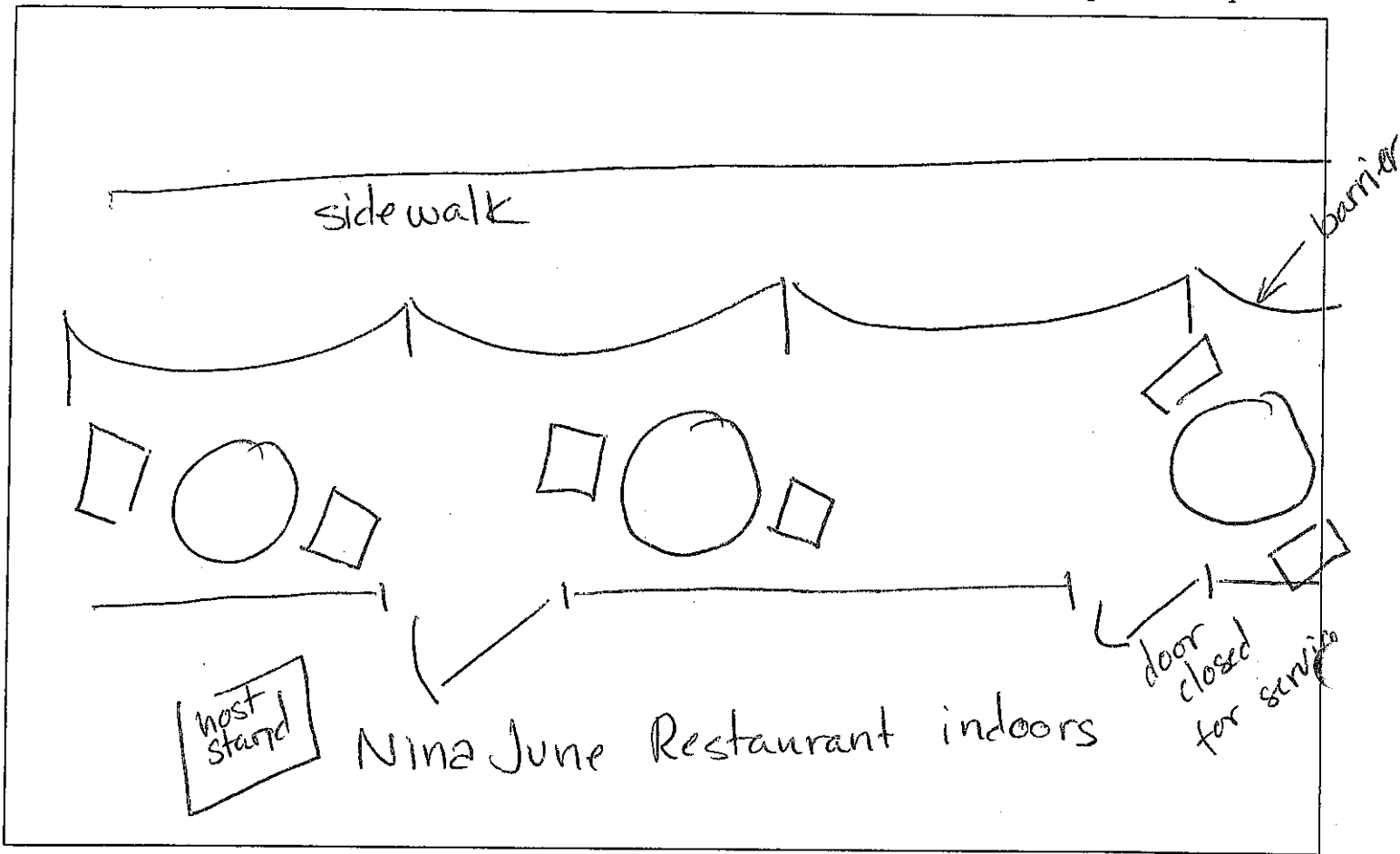
4/20/2021

A1



EXTENSION AREA PREMISE DIAGRAM

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including methods of monitoring and containment of certain area which you are requesting approval from the Division for liquor consumption.



For Office Use Only:

Date Filed: _____ Date Issued: _____ Issued By: _____

Approved Not Approved

Subchapter 1: GENERAL CONDITIONS

§1051. LICENSES GENERALLY

3. Liquor not to be consumed elsewhere. Except as provided in paragraphs A and B and in section 1207, no licensee for the sale of liquor to be consumed on the premises where sold may personally or by an agent or employee, sell, give, furnish or deliver any liquor to be consumed elsewhere than upon the licensed premises. The service and consumption of liquor must be limited to areas that are clearly defined and approved in the application process by the bureau as appropriate for the consumption of liquor. Outside areas must be controlled by barriers and by signs prohibiting consumption beyond the barriers.

Action Items

c. Act on Annual Town Meeting Warrant – June 14-15, 2022

Manager's Comments: Action item

The annual town meeting warrant as proposed marks the first in-person town meeting since 2019. Referendum questions stand on the warrant on articles 3 through 10 which are entirely consisting of ordinance amendments. Article 3 concerns the adjustment to the land use ordinance concerning wireless communication facilities, which include cell phone towers. The Board may recall being requested by a potential tower developer to adjust language in our ordinance because a gap in coverage area in Rockport could leave the Town open to a challenge in the court system under the existing ordinance language. The ORC reviewed this request and the proposed language reflects their efforts at your request. Planner Orion Thomas will be present to answer any questions you may have concerning these changes.

Article 11 establishes the authority for the Select Board and the Treasurer to borrow, on a short term basis, to cover repairs related to the October 31st storm. The goal is to allow the Town to repair the damage incurred from that storm permanently, such as the culvert on Robinson Drive, and move forward while FEMA moves through its process to reimburse the Town.

Articles 12 through 21 address the municipal budget and each Select Board member will be asked to vote whether they recommend each of these articles. The Budget Committee will meet later this week to make their own recommendation votes. The recommendation votes send a message to the voters at Town Meeting on the support for each department and votes made to not recommend will obviously draw questions from the audience to explain areas of disagreement and dispute.

The remainder of the warrant consists of the typical articles which provide the Select Board with the authority to manage the community for the remainder of the next year.

TOWN OF ROCKPORT
ANNUAL TOWN MEETING WARRANT
Tuesday, June 14, 2022 and
Wednesday, June 15, 2022

To: Randy Gagne, Constable of the Town of Rockport, in the County of Knox, State of Maine

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Rockport in said County, qualified by law to vote in Town affairs, to meet at the Rockport Town Office, of the said Town of Rockport, on Tuesday, the 14th day of June, 2022 at 8:00 o'clock in the forenoon to 8:00 o'clock in the evening to vote on Articles 1 through 10 at which time the meeting will adjourn. The adjourned meeting will be reopened on Wednesday, the 15th day of June 2022 at the Rockport Opera House, at 7:00 o'clock in the evening, then and there to act on the remaining articles in the warrant.

Article 1. To elect a moderator to preside at said meeting.

Article 2. To elect:

- a. One 3-year terms for Select Board and Overseer of the Poor;
- b. Three 3-year terms for the Budget Committee;
- c. Two 3 -year term for the Library Committee;
- d. One 3-year term for Director of SAD #28 and to also serve concurrently on the Five Town CSD School Board.

Article 3. Shall the following amendments to the Town of Rockport Lan Use Ordinance, Section 809.4 be enacted:

1. Location. A wireless telecommunications facility may be permitted only in the following locations:
 - a. Within 1,000 feet of the top of Ragged Mountain or within a Rural District;
 - b. Collocated on an existing facility;
 - c. Placed onto an existing structure when they are designed to blend harmoniously into the existing architecture and appearance of the original structure. Examples include, but are not limited to, a facility using a steeple which has the appearance of being part of the existing steeple or a facility atop a building which has the appearance of a chimney, vent, or other traditional appurtenance to the existing building.
 - d. Where there is no adverse effect on the health and safety of the public.

Planning Board Votes: 4 For, 0 Against, 0 Abstain RECOMMEND

2022 Annual Town Meeting Warrant – continued

Article 4. Shall the following amendments to the Town of Rockport Land Use Ordinance, Section 301 be enacted:

Structure: Anything built for the support, shelter or enclosure of persons, animals, goods or property of any kind, together with anything constructed or erected with a fixed location on or in the ground, exclusive of fences, foundation drains, poles, wiring and other aerial equipment normally associated with service drops as well as guying and guy anchors. The term includes structures temporarily or permanently located, such as decks, patios, wind turbines, wireless telecommunication facilities and satellite dishes.

Food Cart or Truck: A movable vehicle from which food and/or beverages are sold to the public who walk or drive up to the food cart.

Planning Board Votes: 4 For, 0 Against, 0 Abstain RECOMMEND

Article 5. Shall the following clean up amendments to the Town of Rockport Land Use Ordinance be enacted:

Section 503 to correct subsection references.

Section 505 to correct referencing that no longer exists.

Section 1304 to amend language from his to her and/or his

Planning Board Votes: 4 For, 0 Against, 0 Abstain RECOMMEND

Article 6. Shall the following clean up amendment to the Town of Rockport Land Use Ordinance be enacted:

Section 907.3 to be amended for clarity:

~~(A) All fully enclosed, private sport facilities (for example, hockey rinks and tennis or basketball courts) in excess of 10,000 sq. ft. that are more than 500 feet back from Routes 1, 17, and 90.~~

(A) Fully-enclosed, private sport/recreational facilities (for example, hockey rinks and tennis, gymnastics or basketball courts) with frontage on Routes 1, 17, and 90, may have a maximum building footprint larger than 10,000 Sq.ft., with front set back from the road of at least 200 feet, maximum footprint and side and rear setbacks subject to the approval of the Planning Board.

And,

To move 907.3(B) to section 907.2 for clarity.

Planning Board Votes: 4 For, 0 Against, 0 Abstain RECOMMEND

2022 Annual Town Meeting Warrant – continued

Article 7. Shall the following amendments to the Town of Rockport Land Use Ordinance, Section 1302 be enacted:

Every applicant applying for site plan review should submit two (2) hard copies and one (1) digital copy ~~thirteen copies (13)~~ of the application and supporting documentation to the Planning Office All copies shall be prepared in accordance with Section 1304 and accompanied by ~~a fee as determined by the Select Board~~ the associated cost included in the Fee Schedule.

And to add the following for abutter notices for Site Plan review applications:

For any application requiring Planning Board review, the Town will send notice to all abutters and abutting property owners, as currently listed by the Town Tax Assessor, by priority mail seven (7) days prior to submission of Application to the Planning Board. The applicant will be responsible for all associated costs included in the Fee Schedule.

Such notice shall include:

1. the address and map-lot number where the construction is proposed,
2. a general description of the proposed construction,
3. and instructions on how to obtain additional information regarding the project.

A list of all abutters notified will be supplied by the Town seven (7) days before the scheduled Planning Board meeting.

Planning Board Votes: 4 For, 0 Against, 0 Abstain RECOMMEND

Article 8. Shall the following amendments to the Town of Rockport Zoning Board of Appeals Ordinance be enacted:

II. Appointment

- A. Rockport Zoning Board of Appeals members shall be appointed by the ~~(Municipal Officers)~~ Select Board and sworn into office by the Town Clerk or other person authorized to administer oaths.
- E. When there is a permanent vacancy on the Rockport Zoning Board of Appeals, ~~the (Municipal Officers)~~ Select Board shall, within 60 days of a vacancy occurring, appoint a person to serve for the unexpired term. . . .
- F. A ~~(Municipal Officer)~~ member of the Select Board or spouse of a ~~(Municipal Officer)~~ member of the Select Board may not be a member of the Zoning Board of Appeals. *

*Note: Subsection F mirrors state law on point.

III. Organization and Rules

- C. The Chairperson shall call at least one meeting of the Board each ~~(month)~~ year and such other meetings as may be necessary to conduct the business of the Board.

Article 9. Planning Board Votes: 4 For, 0 Against, 0 Abstain RECOMMEND
Shall the Town enact the amendments to the Town of Rockport Land Use Ordinance as proposed by the Maine Department of Environmental Protection for sections 301 Definitions and 1400 Shoreland Zoning:

Planning Board Votes: 4 For, 0 Against, 0 Abstain RECOMMEND

Article 10. Shall the following amendment to the Town of Rockport Sewer Ordinance be enacted:

401. Required Use of Public Sewers

The owners of all houses, buildings, or other structures ~~(properties)~~ used for human occupancy, employment, commerce or recreation, situated within the Town and abutting on any street, alley, or right-of-way in which there is located a public sewer are hereby required, at their own expense, to connect to the public sewer in accordance with the provisions of this Ordinance, except that:

1. Any such existing houses, buildings, or other structures ~~(properties)~~ serviced by a private subsurface wastewater disposal system, shall not be required to connect to the public sewer until 90 days after the date when the subsurface wastewater disposal system fails to ~~(adequately treat the wastewater)~~ function in a satisfactory and sanitary manner in accordance with applicable law or ordinance as determined by the Local Plumbing Inspector; and
2. Owners shall not be required to connect to a public sewer if such houses, buildings or other structures ~~(at a location)~~ are more than ~~(100)~~ 200 feet from the property line.

Sewer Commissioners Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 11. To see if the Town will vote to:

(1) Approve certain road and sidewalk repair, reconstruction, and improvement projects, including all engineering, construction and site work as well as other reasonably related costs thereto (the “Projects”);

(2) Appropriate a sum not to exceed \$1,500,000 for the cost of the Projects.

(3) To fund the Projects, authorize the Treasurer and the Chairman of the Select Board to issue, at one time or from time to time, general obligation securities of the Town of Rockport, Maine, including temporary notes in anticipation of the sale thereof and future refunding obligations, in an aggregate principal amount not to exceed \$1,500,000, and to delegate to the Treasurer and Chairman of the Select Board the authority and discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s), places(s) of payment, call(s) for redemption, current or advance refunding(s) of the securities, form(s), and other details of said securities, including execution and delivery of said securities against payment therefore, execution of certificates, loan agreements and any other documents reasonably related thereto, and to provide for the sale thereof.

FINANCIAL STATEMENT

Total Town Indebtedness:

| | |
|--|---------------------|
| A. Bonds outstanding and unpaid: | \$ 5,300,647 |
| B. Bonds authorized and unissued: | \$ 4,500,000 |
| C. Bonds to be issued if this Article is approved: | <u>\$ 1,500,000</u> |
| Total: | \$ 11,300,647 |

Costs:

At an estimated interest rate of 2% for an estimated 5-year maturity, the estimated costs of this bond issue will be:

| | |
|---------------------|------------------|
| Principal: | \$ 1,500,000 |
| Interest: | <u>\$ 81,993</u> |
| Total Debt Service: | \$ 1,581,993 |

Validity: The validity of the bonds and the voters’ ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

S/ _____, Town Treasurer

| | | |
|-------------------------|-----------------------------|-----------|
| Budget Committee Votes: | 0 For, 0 Against, 0 Abstain | RECOMMEND |
| Select Board Votes: | 0 For, 0 Against, 0 Abstain | RECOMMEND |

2022 Annual Town Meeting Warrant – continued

Article 12. To see if the Town will vote to raise and appropriate the following for General Government for the 2022/2023 fiscal year:

| | | |
|----|--|-------------|
| A. | Administration..... | \$46,470 |
| B. | Town Manager..... | \$340,210 |
| C. | Town Clerk..... | \$288,453 |
| D. | Planning & Community Development | \$383,100 |
| E. | Finance | \$172,415 |
| F. | Assessing | \$235,897 |
| G. | Insurance..... | \$79,129 |
| | Total..... | \$1,545,674 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 13. To see if the Town will vote to raise and appropriate the following for Public Assistance for the 2022/2023 fiscal year:

| | | |
|----|--------------------------|----------|
| A. | General Assistance | \$23,560 |
| | Total..... | \$23,560 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 14. To see if the Town will vote to raise and appropriate the following for Public Safety for the 2022/2023 fiscal year:

| | | |
|----|------------------------------------|-------------|
| A. | Police Department | \$716,668 |
| B. | Fire Department..... | \$616,845 |
| C. | Other Public Safety Services | \$334,640 |
| D. | Animal Control..... | \$6,690 |
| E. | Harbormaster | \$238,449 |
| F. | Emergency Management | \$3,473 |
| | Total..... | \$1,916,765 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

2022 Annual Town Meeting Warrant – continued

Article 15. To see if the Town will vote to raise and appropriate the following for Public Works for the 2022/2023 fiscal year:

| | | |
|----|--------------------|-------------|
| A. | Public Works | \$2,338,536 |
| B. | Sanitation..... | \$172,812 |
| | Total..... | \$2,511,348 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 16. To see if the Town will vote to raise and appropriate the following for Culture and Recreation for the 2022/2023 fiscal year:

| | | |
|----|------------------------------|-----------|
| A. | Library | \$499,360 |
| B. | Conservation Commission..... | \$8,575 |
| C. | Parks | \$77,180 |
| D. | Opera House | \$159,111 |
| E. | Recreation..... | \$62,719 |
| | Total..... | \$806,945 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 17. To see if the Town will vote to raise and appropriate the following for Buildings and Grounds for the 2022/2023 fiscal year:

| | | |
|----|---|-----------|
| A. | Buildings and Grounds Administration..... | \$168,820 |
| B. | Town Office Building..... | \$208,585 |
| C. | Public Safety Building..... | \$39,265 |
| D. | West Rockport Fire Station | \$59,997 |
| | Total..... | \$476,667 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 18. To see if the Town will vote to raise and appropriate the following for Long Term Debt (Debt Payments) for the 2022/2023 fiscal year:

| | | |
|----|------------|-----------|
| A. | Debt | \$403,456 |
| | Total..... | \$403,456 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

2022 Annual Town Meeting Warrant – continued

Article 19. To see if the Town will vote to raise and appropriate the following for County Fees for the 2022/2023 fiscal year:

| | | |
|----|-------------------------------|-----------|
| A. | County Service, E-911..... | \$76,149 |
| B. | County Service, Dispatch..... | \$37,521 |
| | Total..... | \$113,670 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 20. To see if the Town will vote to raise and appropriate the following for Cemeteries and Special Assessments for the 2022/2023 fiscal year:

| | | |
|----|--------------------------|-----------|
| A. | Cemeteries..... | \$135,887 |
| B. | Special Assessments..... | \$6,800 |
| | Total..... | \$142,687 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 21. To see if the Town will vote to raise and appropriate the following as Revenue from the following sources to be used in reducing the property tax assessment for the 2022/2023 fiscal year:

| | | |
|----|------------------------------|-------------|
| A. | General Government..... | \$1,255,541 |
| B. | Public Assistance..... | \$14,950 |
| C. | Public Safety..... | \$347,750 |
| D. | Public Works..... | \$69,919 |
| E. | Culture and Recreation..... | \$175,095 |
| F. | Buildings and Grounds..... | \$20,270 |
| F. | All Other – Cemeteries..... | \$88,500 |
| G. | Schools..... | \$93,750 |
| H. | Unassigned Fund Balance..... | \$350,000 |
| I. | Special Assessments..... | \$477,500 |
| | Total..... | \$2,893,275 |

Budget Committee Votes: 0 For, 0 Against, 0 Abstain RECOMMEND
Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

2022 Annual Town Meeting Warrant – continued

Article 22. To see if the Town will vote to authorize the transfer of all unexpended balances to fund balance and to authorize the overdrafts that may occur in the Town operations in the 2022/2023 budget to be taken from fund balance?

Budget Committee Votes: 0 For, 0 Against, 0 Abstain **RECOMMEND**
Select Board Votes: 0 For, 0 Against, 0 Abstain **RECOMMEND**

Article 23. To see if the Town will vote to authorize the payment of tax abatements and applicable interest from the property tax overlay account?

Budget Committee Votes: 0 For, 0 Against, 0 Abstain **RECOMMEND**
Select Board Votes: 0 For, 0 Against, 0 Abstain **RECOMMEND**

Article 24. To see if the Town will vote to authorize the Select Board, on behalf of the Town to sell and dispose of any real estate acquired by the Town for non-payment of taxes thereon, on such terms as they deem advisable, and to execute quit claim deeds for the property. The sale or disposal shall be made only after consultation with the Planning Board and the Conservation Commission, except for the purpose of clearing title or of reconveyance of real estate to the original owner or in the case of time-share units, reconveyance back to the original owner or the time-share estates association of unit owners; property to be disposed of by written policy and on terms the Select Board deem advisable.

Select Board Votes: 0 For, 0 Against, 0 Abstain **RECOMMEND**

Article 25. To see if the Town will vote to authorize the Select Board, on behalf of the Town to sell and dispose of any real estate acquired by the Town for non-payment of wastewater thereon, on such terms as they deem advisable, and to execute quit claim deeds for the property. The sale or disposal shall be made only after consultation with the Planning Board and the Conservation Commission, except for the purpose of clearing title or of reconveyance of real estate to the original owner. Property to be disposed of by written policy and on terms the Select Board deem advisable.

Select Board Votes: 0 For, 0 Against, 0 Abstain **RECOMMEND**

Article 26. To see if the Town will vote to set October 17, 2022 and April 17, 2023 as the tax installment due dates.

Select Board Votes: 5 For, 0 Against, 0 Abstain **RECOMMEND**

2022 Annual Town Meeting Warrant – continued

Article 27. To see if the Town will vote to set October 18, 2022 and April 18, 2023 as the tax delinquency dates and to fix the rate of interest on delinquent taxes at 4.00% interest per year.

Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 28. To see if the Town will vote to fix the rate of interest on delinquent wastewater charges at 4.00% interest per year.

Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 29. To see if the Town will authorize the Select Board and Treasurer, on behalf of the Town, to accept gifts, real estate, and certain funds, including trust funds, that may be given or left to the Town.

Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 30. To see if the Town will vote to authorize the Select Board to accept those conservation easements which the Select Board deem appropriate in the name of the Town of Rockport, provided however, said conservation easements are first considered by the Rockport Conservation Commission and Planning Board.

Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 31. To see if the Town will authorize the Treasurer to waive the foreclosure of tax lien mortgages pursuant to 36 M.R.S.A. sec. 944 upon a finding by the Select Board that ownership of the property subject to the lien would be contrary to the Town's best interest.

Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

Article 32. To see if the Town will authorize the Select Board to enter into boundary line agreements with abutting property owners to establish the boundary line of any property of the Town, including the boundary lines of the rights-of-way of roads.

Select Board Votes: 0 For, 0 Against, 0 Abstain RECOMMEND

2022 Annual Town Meeting Warrant – continued

Article 33. To see if the Town will vote to authorize the Tax Collector to enter into a standard agreement with taxpayers establishing a "tax club" payment plan for commercial and/or residential real estate property taxes, whereby:

- (1) The taxpayer agrees to pay specified monthly payments to the Town based on his/her estimated and actual tax obligation for current year real estate property taxes;
- (2) The Town agrees not to charge interest on timely payments made pursuant to the tax club agreement;
- (3) The Town authorizes the collector to accept tax club payments for current year taxes which may be due prior to the commitment of those taxes;
- (4) The agreement is automatically terminated if a scheduled payment is late, and the taxpayer then becomes subject to the same due date(s) and interest date(s) and rate as other taxpayers who are not participating in the tax club;
- (5) Only taxpayers who do not have outstanding tax obligations for prior tax years are eligible to participate in the tax club program; and
- (6) Taxpayers wishing to participate in the tax club for a particular property tax year shall enter an agreement with the Town by a publicly-advertised deadline determined by the Tax Collector.

Select Board Votes: 0 For, 0 Against, 0 Abstain **RECOMMEND**

Date: April 11, 2022 _____
Delores Michelle Hannan, Chair

Mark Kelley, Vice-Chair

Eric Boucher

Denise Munger

John Strand

ROCKPORT SELECT BOARD

Attest:

Linda M. Greenlaw, Town Clerk

Action Items

- d. Act on Annual Renewal of Special General Assistance Warrant Disbursement Policy

Manager's Comments: Action item

We occasionally run into some issues with providing emergency housing to General Assistance clients. There is only one motel currently in Town that allows these individuals to stay, and they are seeking payment in advance by check or by having a credit card on file (which is not advisable). Staff have developed the Special General Assistance Warrant Disbursement Policy so that these payments can be made without a signature of a municipal official. This process shall only be used in emergency situations or when the vendor is requiring payment prior to rendering the service and shall only pertain to General Assistance issues.

When requested by the General Assistance Administrator, the Finance Director can issue and release the check without the signature of the Town Manager or Select Board designee on the warrant. The maximum amount for this process shall not exceed \$5,000 per occurrence. The request from the General Assistance Administrator to the Finance Director shall be in writing and shall be included with the warrant to be signed when the other regular warrants are signed.

This policy was last approved by the Select Board on April 26, 2021 and requires annual approval by the Board.

Suggested Motion:

I move the Board approve the Special General Assistance Warrant Disbursement Policy as presented. (or amended)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Additional Comments:

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TOWN OF ROCKPORT

Special General Assistance Warrant Disbursement Policy

Purpose. This policy authorizes the Finance Director to issue a Special Account Payable warrant, issue and release the check(s) outside of the normal procedures. This process shall only be used in emergency situations or when the vendor is requiring payment prior to rendering the service and shall only pertain to General Assistance issues. When requested by the General Assistance Administrator, the Finance Director can issue and release the check without the signature of the Town Manager or Select Board designee on the warrant.

The maximum approval amount for this process shall not exceed \$5,000 per occurrence. The request from the General Assistance Administrator to the Finance Director shall be in writing and shall be included with the warrant to be signed when the other regular warrants are signed.

Policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the current authority as outlined in the Town of Rockport Charter or state statute.

Current municipal officers. The municipal officers in office at the time of execution of this policy are: Delores Michelle Hannan, Mark Kelley, Denise Munger, Eric Boucher, and John Strand. Assigned municipal officers may review, approve, and sign such warrants.

Effective date. This policy becomes effective on the date indicated below. The Town Manager will furnish copies of this policy to the Municipal Town Clerk, Municipal Finance Director and General Assistance Administrator.

Lapse. This policy lapses one year after its effective date, if not sooner amended or canceled.

Renewal. This policy may be renewed at any time before its lapse. Thereafter, it may be readopted at any time. Any renewal is valid for one year from its effective date unless a sooner date of expiration is specified.

Reminder. The Municipal Finance Director shall remind the municipal officers to consider renewing this policy annually before it lapses.

Original. The Municipal Clerk shall maintain the original of this policy on file.

(Original Approval date: April 26, 2021) April 11, 2022 - Town of Rockport Select Board

D. Michelle Hannan, Chair

Mark Kelley, Vice Chair

Denise Munger

Eric Boucher

John Strand

Action Item

e. Act on Election Clerk Appointment

Manager's Comments: Action item

Every two years, state law requires municipalities to appoint ballot clerks to serve over that two-year window. The political party caucuses each March are meant to generate lists of willing members of each party willing to participate. Due to the nature of how ballots are counted, the process requires nearly equal representation from Republicans and Democrats, as it takes teams comprised of one of each party to count ballots.

Suggested Motion:

I move the Board approve the Election Clerks Appointments as presented (or amended)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Additional Comments:

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ELECTION/ BALLOT CLERKS
MAY 1, 2022 - APRIL 30, 2024

| | A | B |
|----|-----------------------------------|--------------------|
| 1 | NAME | PARTY AFFILIATIONS |
| 2 | AMES-CRUZ, CATHLEEN | DEMOCRAT |
| 3 | ANNIS, C. HERBERT | DEMOCRAT |
| 4 | BARTLETT, HEAVEN L.N. | DEMOCRAT |
| 5 | BATEMAN, MARY JO | DEMOCRAT |
| 6 | FISH, JAN | DEMOCRAT |
| 7 | STEARNS KOSKI, PAMELA | DEMOCRAT |
| 8 | MURPHY, TRACY | DEMOCRAT |
| 9 | RICHARDSON, BRENDA S. | DEMOCRAT |
| 10 | ROSENBAUM, JAN | DEMOCRAT |
| 11 | SALTONSTALL, ELIZABETH S. (BETSY) | DEMOCRAT |
| 12 | WHEATON, MARIETA E. | DEMOCRAT |
| 13 | WOODWARD, JENNIFER B. | DEMOCRAT |
| 14 | | |
| 15 | ST. LAURENT, SUSAN | GREEN INDEPENDENT |
| 16 | | |
| 17 | JULIA CLEMENT | REPUBLICAN |
| 18 | COX, THOMAS G. | REPUBLICAN |
| 19 | DOUCETTE, FAYE P. | REPUBLICAN |
| 20 | FOSSUM, WILLIAM | REPUBLICAN |
| 21 | FREEMAN, WILLIAM | REPUBLICAN |
| 22 | GREENLAW, WALTER G. | REPUBLICAN |
| 23 | HART, FRANCES C. | REPUBLICAN |
| 24 | HUNTER, VERNON B. | REPUBLICAN |
| 25 | MURPHY, TRACY L. | REPUBLICAN |
| 26 | SHIELDS, KEVIN C. | REPUBLICAN |
| 27 | SHIELDS, REBECCA | REPUBLICAN |
| 28 | WITT, PATRICIA A. | REPUBLICAN |

Action Item

f. Act on F550 Super Duty Lease Purchase Agreement

Manager's Comments: Action item

An RFP was circulated last month for financing on a F550 and a Western Star 4700. The Town received one bid from Androscoggin Savings Bank and I recommend we accept their bid. Unfortunately, interest rates have increased since our budget was approved last summer and thus the costs to finance these purchases is higher than anticipated.

Suggested Motion:

I move the Board approve the F550 Super Duty Lease Purchase Agreement with Androscoggin Bank as follows:

VOTED by the Select Board for the Town of Rockport, Maine as follows:

VOTED: (1) That a Capital Acquisition Project (the "Project") consisting of the lease purchase of new F550 Super Duty vehicle with associated equipment, is hereby approved; and

(2) That the financing for the Project in the principal amount of \$114,500.00 is awarded to Androscoggin Bank at an interest rate of 3.15%; and

(3) That the Town Manager is hereby authorized to execute a Lease Purchase Agreement for the Project, and all other documents reasonably necessary to accomplish the purpose of this vote in his capacity as Town Manager or in his capacity as Town Treasurer, as the documents may require; and

(4) That the Select Board hereby confirms its determination that the term of the Lease does not exceed 120% of the economic life of the Project; and

(5) That said Lease is hereby designated a "bank qualified tax-exempt obligation" of the Town for the 2022 calendar year under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Additional Comments:

Action Item

g. Act on Western Star 4700SF Lease Purchase Agreement

Manager's Comments: Action item

As noted above, the sole bidder for this lease purchase agreement is from Androscoggin Bank and I would recommend we accept this bid.

Suggested Motion:

I move the Board approve the Western Star 4700SF Purchase Agreement as presented. (or amended)

VOTED: (1) That a Capital Acquisition Project (the "Project") consisting of the lease purchase of 2023 Western Star 4700SF vehicle with associated equipment, is hereby approved; and

(2) That the financing for the Project in the principal amount of \$225,000.00 is awarded to Androscoggin Bank at an interest rate of 3.26%; and

(3) That the Town Manager is hereby authorized to execute a Lease Purchase Agreement for the Project, and all other documents reasonably necessary to accomplish the purpose of this vote in his capacity as Town Manager or in his capacity as Town Treasurer, as the documents may require; and

(4) That the Select Board hereby confirms its determination that the term of the Lease does not exceed 120% of the economic life of the Project; and

(5) That said Lease is hereby designated a "bank qualified tax-exempt obligation" of the Town for the 2022 calendar year under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Additional Comments:

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Action Item

h. Act on Utility Fire Truck Lease Purchase Agreement

Manager's Comments: Action item

As mentioned in my report, we received the unwelcome news at the inspection of engine 24 that the frame was cracked laterally in such a significant fashion that the vehicle is unable to be used as a fire truck. This vehicle was 34 years old, but we had hopes that it's responsibility as the Town's primary forestry truck would allow us to use it on a limited basis for a few more years, but that will not be possible.

As a result, the officers of the fire department have met several times over the last 10 days to investigate the options available to meet the department's needs in the near and long term. The officers have determined the best option would be the purchase of a utility vehicle with a 10–12-foot bed which will not only serve the prior forestry needs but also contain so much of the equipment and signage needed on the calls seen on a daily basis. Because this vehicle won't hold water, it will be able to be used even in the coldest temperatures and will serve as the Town's primary vehicle to respond to mutual aid concerns. Replacing 24 with this vehicle represents the changing character of the calls our department is responding to.

The list of items which will be included on this unit includes: a 4 man cab to move fire fighters to the scene, 4 air packs/spares/masks, 2 sets of tools for interior fire fighting, 4 portable radios, 4 handheld flashlights, an AED, basic EMS equipment for 'code' calls, a set of power tools, SpeedyDry and absorbent pads for car accidents, 8-10 traffic codes, traffic barricades, portable scene lights, and a chainsaw for trees. In addition, seasonal items for forestry needs include jackets, helmets, forestry hand tools, and "Indian" portable water tanks. In the winter months, the forestry items will be removed in favor of 4 cold water rescue suits/helmets, 2200' of floating rope, 6 life jackets, and a MARSAR rescue sled.

In terms of funding, we will be able to fund the first-year payment on a vehicle using our existing truck replacement schedule. However, we will be forced to adjust the funded amount in future years to account for filling that need now.

Chief Peasley will be present to answer any questions you may have.

Suggested Motion:

I move the Board approve the following:

VOTED by the Select Board for the Town of Rockport, Maine as follows:

VOTED: (1) That a Capital Acquisition Project (the "Project") consisting of the lease purchase of a new fire truck with associated equipment, is hereby approved; and

(2) That the financing for the Project in the principal amount of up to \$250,000.00 over a maximum 10-year term is hereby approved; and

(3) That to finance the first year’s payment for the Project, an expenditure in the amount equal to the first year’s payment, is hereby appropriated and authorized from the Fire Department Equipment Reserve Fund; and

(4) That the Town Manager is hereby authorized to execute a Lease Purchase Agreement for the Project, and all other documents reasonably necessary to accomplish the purpose of this vote in his capacity as Town Manager or in his capacity as Town Treasurer, as the documents may require; and

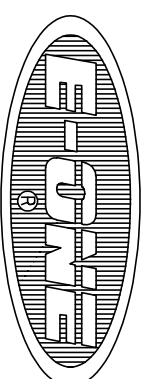
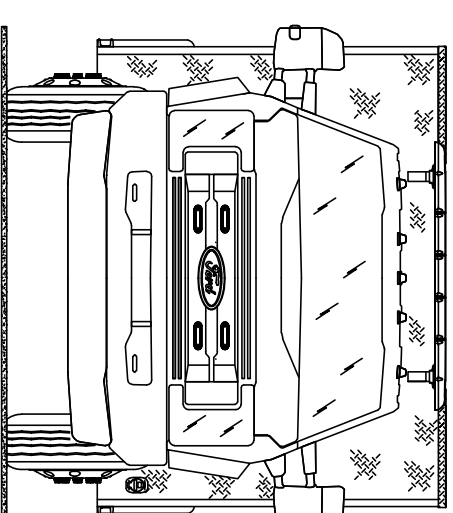
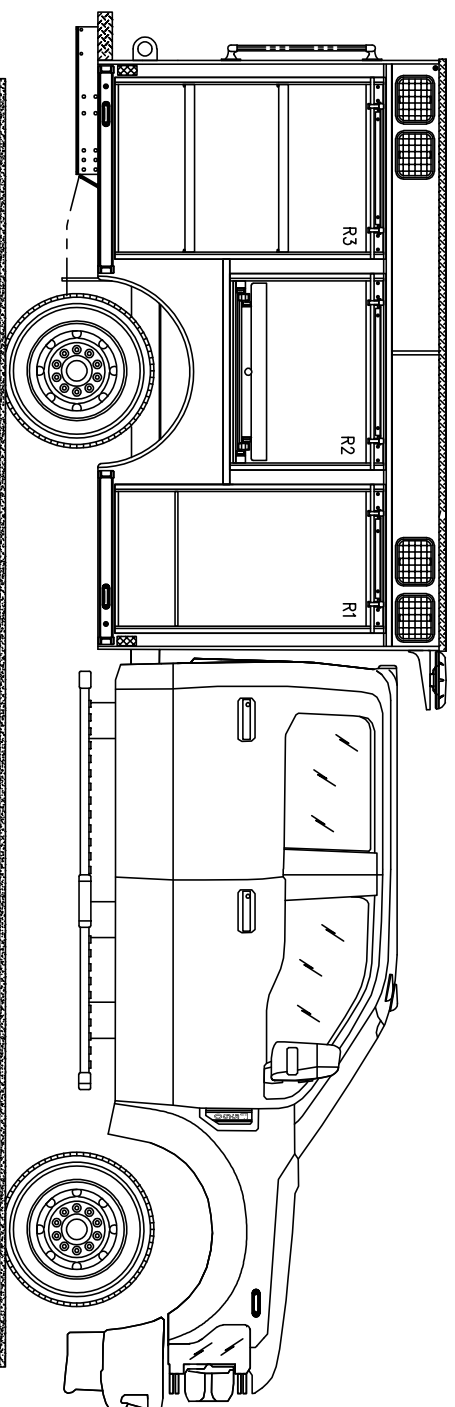
(5) That the Select Board hereby confirms its determination that the term of the Lease does not exceed 120% of the economic life of the Project; and

(6) That said Lease is hereby designated a “bank qualified tax-exempt obligation” of the Town for the 2022 calendar year under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Additional Comments:

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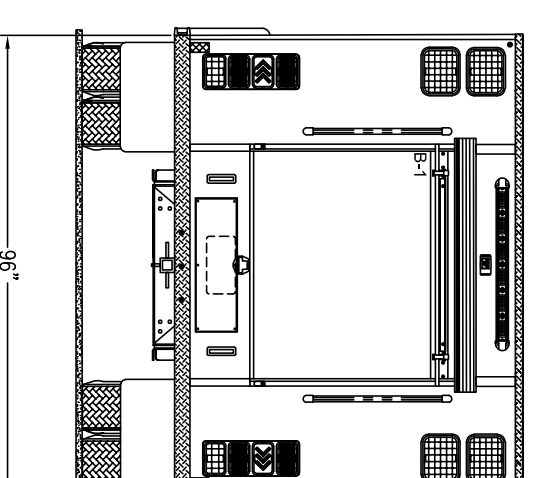
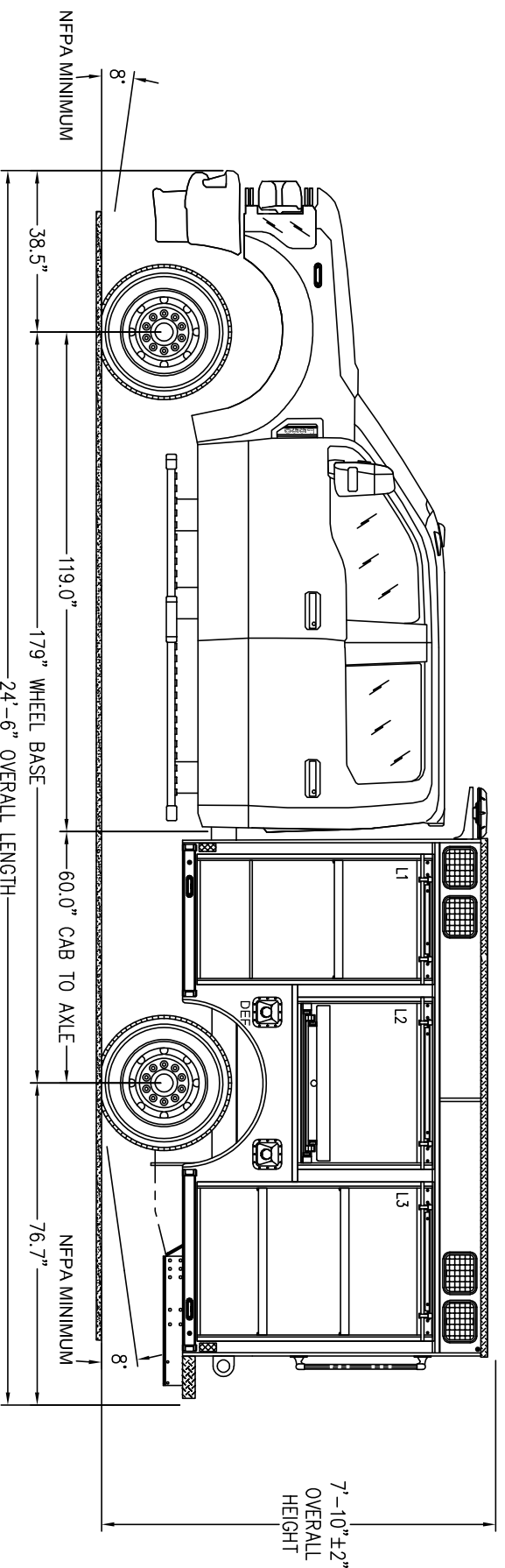


BUENA VISTA VFD

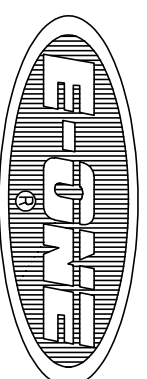
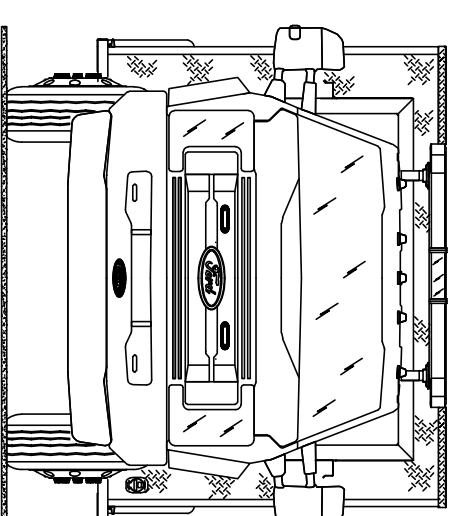
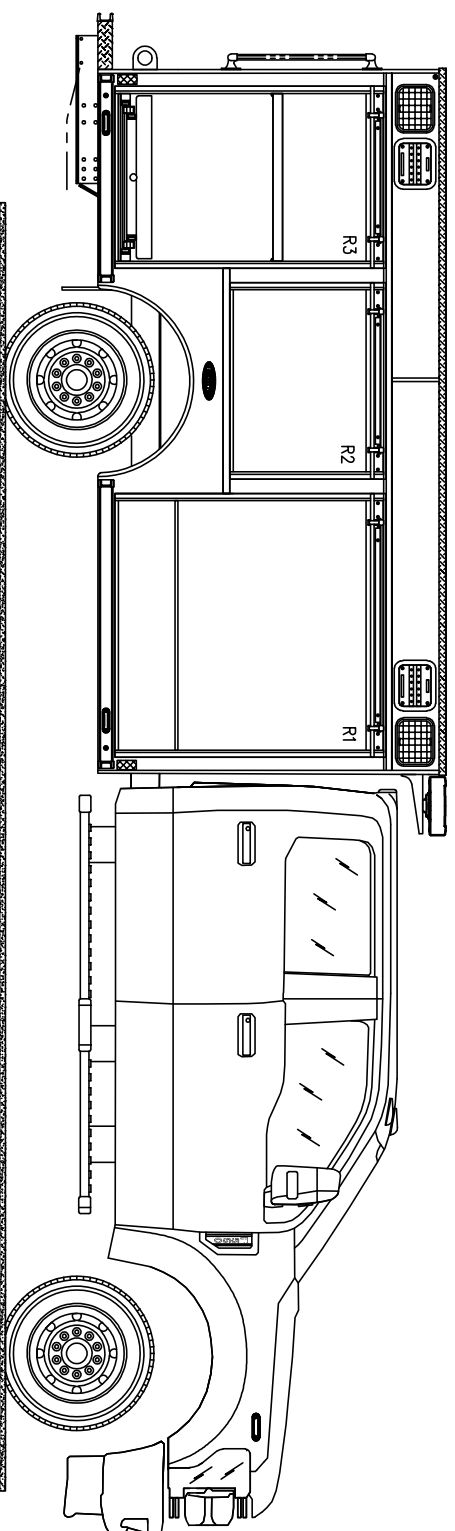
BUENA VISTA, VA
 SO.144183
 VM8 10FT MINI-RESCUE
 FORD F550 4 DOOR CAB 4X4 CHASSIS

| COMPT. | OPENING | INTERIOR DIMENSION |
|--------|-----------|---|
| L1/R1 | 28.5W 42H | 31W 52.5H 96.25D UPPER 31W 12.5H 21.5D LOWER |
| L2/R2 | 38.5W 25H | 46.5W 42.5H 96.25D |
| L3/R3 | 36.5W 42H | 38W 65H 21.5D |
| B1 | 47.5W 37H | 50W 52.5H 40D |

THIS DRAWING IS FOR REFERENCE PURPOSES. ALL DIMENSIONS ARE SUBJECT TO MINOR VARIATIONS DUE TO MANUFACTURING PROCESSES.



| | | | | |
|--------------------|-----|-----------------------------|-------------|--------------|
| DRAWN BY | REV | INITIAL RELEASE DESCRIPTION | DATE | APPROVED |
| | A | | 2021-JAN-25 | |
| APPROVAL REVISIONS | | | | SHEET 1 OF 1 |

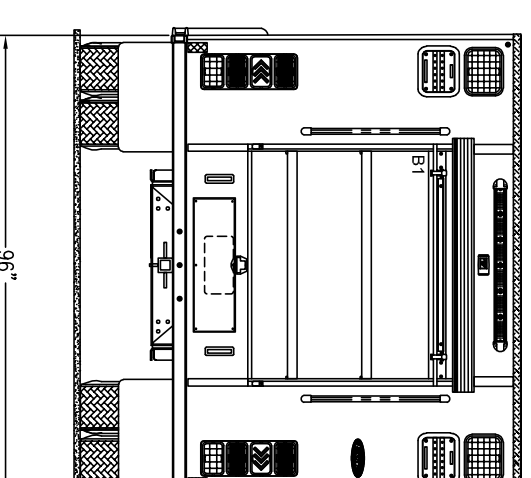
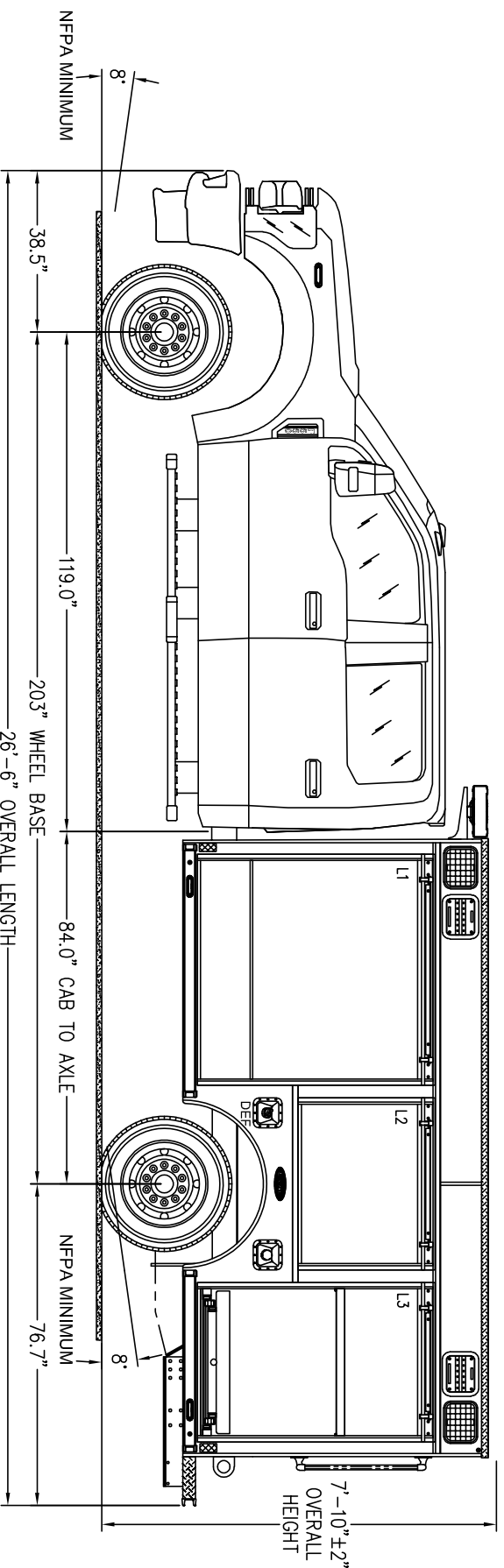


DENISON FD

DENISON, TX
 SO.144566
 VM8 12FT MINI-RESCUE
 FORD F550 4 DOOR CAB 4X4 CHASSIS

| COMPT. | OPENING | INTERIOR DIMENSION |
|--------|--------------|-------------------------------------|
| L1/R1 | 52.5W 42H | 55W 52.5H 96.25D 31W 12.5H 21.5D |
| L2/R2 | 38.5W 25H | 46.5W 42.5H 96.25D |
| L3/R3 | 36.5W 42H | 38W 65H 21.5D |
| B1 | 47.5W 37H | 50W 52.5H 40D |

THIS DRAWING IS FOR REFERENCE PURPOSES. ALL DIMENSIONS ARE SUBJECT TO MINOR VARIATIONS DUE TO MANUFACTURING PROCESSES.



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|--------------------|-----|-----------------------------|-------------|--------------|
| DRAWN BY | REV | INITIAL RELEASE DESCRIPTION | DATE | APPROVED |
| | A | | 2021-JAN-25 | |
| APPROVAL REVISIONS | | | | SHEET 1 OF 1 |



Wastewater Commissioners

- a. Convene in Executive Session Pursuant to 1 M.R.S. § 405 (6)(E) to Discuss a Legal Matter

Suggested Motion:

I move the Board suspend as the Select Board and enter as Wastewater Commissioners

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Suggested Motion:

I move the Board enter Executive Session to discuss a legal matter CITATION.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Suggested Motion:

I move the Board exit Executive Session to go back into regular session

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|--------|--------|---------|-----|----|------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |

Adjourn

Suggested Motion:

I move the Board adjourn the meeting.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-------------------------|---------------|---------------|----------------|------------|-----------|-------------|
| Michelle Hannan, Chair | | | | | | |
| Mark Kelley, Vice-Chair | | | | | | |
| Denise Munger | | | | | | |
| Eric Boucher | | | | | | |
| John Strand | | | | | | |