

**ROCKPORT SELECT BOARD
MEETING MINUTES
THURSDAY, JUNE 1, 2017
4:00 P.M.
ROCKPORT TOWN OFFICE
RICHARDSON ROOM**

Present: Chair William (Bill) Chapman, Vice Chair, Kenneth McKinley, Geoffrey Parker and Owen Casas. Also present: Richard C. Bates, Town Manager; Megan Brackett, Finance Director; James Francomano, Community Development Director and Planner; and Scott Bickford, Code Enforcement Officer

I. **CALL MEETING TO ORDER** – Bill Chapman, Chair called the meeting to order at 4:01 P.M.

a. Approval of the minutes of the previous meetings:

- Monday, November 9, 2015 meeting of the Select Board

Kenneth McKinley moved to approve the minutes of the Monday, November 9, 2015 meeting of the Select Board. Geoffrey Parker seconded the motion. VOTE: 4 FOR – 0 OPPOSED.

- Thursday, April 13, 2017, special meeting of the Select Board

Geoffrey Parker moved to approve the minutes of the Thursday, April 13, 2017 special meeting of the Select Board. Owen Casas seconded the motion. VOTE: 4 FOR – 0 OPPOSED.

- Monday, May 22, 2017, meeting of the Select Board

Geoffrey Parker moved to approve minutes of the Monday, May 22, 2017, meeting of the Select Board. Owen Casas seconded the motion. VOTE: 4 FOR – 0 OPPOSED

II. **UNFINISHED BUSINESS**

a. Emergency Operations Plan

Kenneth McKinley moved to approve the Emergency Operations Plan as presented and amended. Geoffrey Parker seconded the motion.

The Board briefly discussed the changes as presented. Please see attached.

VOTE: 4 FOR – 0 OPPOSED

III. **NEW BUSINESS**

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- a. Review and approval of Request for Proposal for Auditing Services

Kenneth McKinley moved to approve the Request for Proposals for Auditing Services to be distributed following our bidding procedures. Owen Casas seconded the motion.

Ken – on page 5 last paragraph it should be “in the opinion of the (“Select Board”) and not the (“Town Manager”). The buck stops at the Select Board regarding the audit.

Geoffrey Parker moved to replace, on page 5, the words “Town Manager” with “Select Board”. Owen Casas seconded the motion. VOTE: 4 FOR – 0 OPPOSED

VOTE ON THE MOTION: 4 FOR – 0 OPPOSED

- b. Review and approval of the proposal for the Library Research Project

Kenneth McKinley moved to accept the proposal from Bruce Lockwood of Portland Research Group for the Library Research Project in the amount of \$9,850 +/- 10%. Geoffrey Parker seconded the motion.

Rick – we only received one proposal. We sent out the RFP to others and it was also advertised with MMA.

Owen – it appears that some individuals reviewed our livestream.

Rick – there is a path. They will develop a survey and tabulate the results. John Viehman has some experience with Bruce Lockwood. The question was how we prevent people from responding to the survey more than once. The best way is to require the respondents to supply their address at the end of the survey. We can verify that they are registered voters at that address. If surveys do not have an address entered, it will reject it.

Ken – are we limiting this to our voters?

Rick – that is the way that it is set up.

Ken – we should include how and why they voted the way they did when we had the library questions on the ballot. We only need a reasonable protection and we don’t want to shut people out.

Owen – on page three it told us about Portland Group, but I am concerned with the impartial feel of it not saying that the survey is from the Town of Rockport.

The Board discussed how the process will work.

Rick – I would like to see 80% participation.

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The Board discussed the possibility of some minor adjustments to the survey.

Owen – asked if the timeline on page 6 was too “optimistic.”

Bill – we could have a flyer at the polls on Election Day.

VOTE: 4 FOR – 0 OPPOSED

IV. EXECUTIVE SESSION

- a. Consultation with Town Attorney pursuant to 1 M.R.S.A. Section 405 (6) (E) regarding land use enforcement issues

At 4:23 p.m. Kenneth McKinley moved to go into executive session pursuant to 1 M.R.S.A. Section 405 (6) (E) regarding land use enforcement issues. Owen Casas seconded the motion. VOTE: 4 FOR – 0 OPPOSED

At 5:15 p.m. Kenneth McKinley moved to exit executive session. Owen Casas seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Bill Chapman moved to authorize the Code Enforcement Officer to move forward with 479 Rockland Street under the dangerous building statutes. Geoffrey Parker seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Bill Chapman moved to authorize the Town Planner to work with the Town Attorney to initiate legal proceedings against the owners of 1091 Commercial Street under on-going Change of Use ordinance violations. Geoffrey Parker seconded the motion. VOTE: 4 FOR – 0 OPPOSED

V. ADJOURNMENT

Kenneth McKinley moved to adjourn the meeting at 5:16 p.m. Owen Casas seconded the motion. VOTE: 4 FOR – 0 OPPOSED

Respectfully submitted,

LINDA M. GREENLAW
TOWN CLERK as RECORDING SECRETARY