

**ROCKPORT SELECT BOARD  
MEETING MINUTES  
MONDAY JUNE 25, 2018  
7:00 P.M.  
ROCKPORT OPERA HOUSE**

Present: Chair Douglas Cole, Vice Chair Kenneth McKinley, Mark Kelley, Debra Hall and Jeffrey Hamilton. Also present: Richard C. Bates, Town Manager, Scott Bickford, Code Enforcement Officer and members of the public

- I. CALL MEETING TO ORDER – Douglas Hall, Chair called the meeting to order at 7:00 p.m. He welcomed the two new members Debra and Jeff.
- II. PUBLIC HEARING
  - a. None this meeting
- III. MINUTES, MEETINGS and ANNOUNCEMENTS
  - a. Approval of the minutes of previous meetings:
    - Thursday, December 7, 2017 meeting of the Select Board
    - Monday, December 12, 2017, meeting of the Select Board
    - Monday, December 18, 2017, meeting of the Select Board
    - Tuesday, June 5, 2018, meeting of the Select Board Emergency

**Mark Kelley moved to approve the minutes of the Thursday, December 7, 2017 Monday, December 12, 2017, Monday, December 18, 2017, and Tuesday, June 5, 2018, meeting of the Select Board. Kenneth McKinley seconded the motion. VOTE 3 FOR – 0 OPPOSED – 2 ABSTAINED (HALL & HAMILTON, NOT ELECTED YET)**

- Wednesday, June 13, 2018, Organizational Meeting of the Select Board

**Mark Kelley moved to approve the minutes of the Wednesday, June 13, 2018 organizational meeting of the Select Board. Jeffrey Hamilton seconded the motion. VOTE: 4 FOR – 0 OPPOSED – 1 ABSTAINED (MCKINLEY)**

Mark – in depth minutes are not required by law. The only things required are the motions votes and attendance. I would like to lessen Linda's work load. You do a fine job, but have better things to do with your time.

Ken – agreed.

Mark – if there is no live stream then we could have her to do more complete minutes.

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Rick – we are trying to get a backup for live stream. Gus is working on it.

Doug – we just need to record the motions, votes, attendance and any action taken at the meeting.

Debra – I would support it with some modifications.

Jeff – it should be straight forward with four or five bullet points but not verbatim.

Doug – you can fill in around the edges.

- b. Announcements of upcoming Select Board Meeting(s) – See Agenda
- c. Announcements of upcoming Select Board workshop(s) – See Agenda
- d. Announcements: - See Agenda
- e. Committee Openings: - See Agenda
- f. Agenda Changes –

**Ken McKinley moved to hear item I of New Business at the beginning of New Business. Mark Kelley seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

- g. Public Comment – None this evening

Doug – on July 23<sup>rd</sup>, we will have a workshop for non-voting taxpayers. We have never done this before. It has been done in Massachusetts. It gives people who pay taxes, but are not residents an opportunity to have a voice in what their tax dollars are paid on. It will be a workshop and no action will be taken.

Ken – I give credit to Doug for wanting to make them feel like a part of the community.

Mark – it is a spinoff of the business forum.

**IV. TOWN MANAGER’S REPORT – See attached**

Rick – the harbor event previously scheduled for the 28<sup>th</sup> will be rescheduled to June 30<sup>th</sup> at 3:00 p.m. We are expecting bad weather that day. On a daily basis, Megan is keeping a check on our account receivables. She has done very well to be able to get everything done without dipping into the capital reserves or the UFB. We have some funds left and some monies will move forward. At least \$50,000 will be left for the UFB.

Mark – it sounds like we are doing a good job with the computer issues.

Doug – when will the 1st auto registration be available online? I feel very strongly that we do this and come into the twenty first century.

The Board went back and forth about a date to start the process. They also discussed about the user fee and who to charge it to.

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Jeff – I recommend September 15<sup>th</sup> as the start date.

The Board agreed to the date and to charging the user any fees.

Doug – last budget, there were various items discussed – generator for Town Office, Central Street walls and the fog lines. The question is when this will happen.

Rick – we have developed a bid proposal for the generator.

Doug – next month, we will have an update on the rain water intrusion. I am hoping to have something implemented on September 1<sup>st</sup>. When will we have a vehicle use policy completed?

Rick – Mark has asked about how the vehicles are stored at night. When would you like to discuss this?

Mark – we could do it on July 9<sup>th</sup> or at the workshop on the 16<sup>th</sup> for the Internal Control Policy.

Ken – when will the Maine Sport pump station be done? It is difficult to see traffic coming from the left at the intersection by the Helm.

Rick – soon, but they have to test it first.

Mark – has a letter been sent to the High School Band for being in the parade? It has been awhile.

Rick – did I forget it again?

Doug – I was supposed to do it.

Jeff – when will we get an update on the street lights?

Discussion on how many lights need to be repaired, a report from Randy, lights out on Commercial Street, Spear Street and Warrenton Street. They asked for a report next month.

Mark – can you give us a date when an item will be done by, so we don't have to keep asking you about it?

Rick – sometimes it is difficult to give a date.

Debra – how many new emails did we receive?

Rick - about 150-200. Diane is pushing more information on Facebook.

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Mark – I saw the Oshkosh on a trailer. When will it be back?

Rick – I am not sure.

Jeff – could you get an estimated time for us?

Rick – I will do my best.

V. UNFINISHED BUSINESS – None this evening

VI. NEW BUSINESS

a. Acknowledgment of Gifts to the Town:

- Donation of a Rack at the Harbor from Ralph and Haunani Wallace

**Jeffrey Hamilton moved to accept the donation of a new dinghy/kayak rack from Ralph and Haunani Wallace. Debra Hall seconded the motion.**

Ken – we want to thank you for your generous donation. That space is always full.

**VOTE: 5 FOR – 0 OPPOSED**

b. Committee Resignation(s):

- Jeff Hamilton – Harbor Committee
- Peter E. van der Kieft – Harbor Committee

**Kenneth McKinley moved to accept the resignation of Jeff Hamilton and Peter E. van der Kieft from the Harbor Committee and to send them a letter of thanks. Debra Hall seconded the motion. VOTE: 4 FOR – 0 OPPOSED – 1 ABSTAINED (HAMILTON ON HIS RESIGNATION)**

c. Committee Application(s):

- Scott Whitman – Harbor Committee

Asked Scott if he would be okay being an alternate and his answer was yes. The Board anticipates another opening soon. Rick remarked on how he keeps the area on the commercial side of the harbor clean. The Board said that a letter was coming soon to thank him. He is always gracious and keeps the area tidy. Jeff asked if they sign a conflict of interest agreement. The answer was no.

**Kenneth McKinley moved to appoint Scott Whitman to the Harbor Committee as an alternate member with a term to expire on June 30, 2021. Mark Kelley seconded the motion. VOTE: 5 FOR -0**

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**Jeffrey Hamilton moved to appoint Peter Ralston and Parker Hackett as regular members with terms expiring on June 30 2021. Kenneth McKinley seconded the motion.** (This is item h and the Board addressed it here instead.)

Sam Temple, Chair works at Rockport Marine with Parker and recommends that he be approved. The Board discussed issues that have been ongoing with having a quorum at the meetings.

**VOTE: 5 FOR – 0 OPPOSED**

- d. Committee Presentation (s); - None this meeting
- e. Appoint Town Officers effective July 1, 2018 through June 30, 2019 – See attached list

**Kenneth McKinley moved to approve the list of annual reappointments of all town officials, as required by Charter, Section IV, Part A, Section 1, of the Town Charter as presented. Mark Kelley and Jeffrey Hamilton seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

- f. Appreciation letter from the Town of Islesboro

The Board took no action as it was not required. They accepted the letter as written.

- g. Letters from the Kids at Rockport Elementary School

This item is for informational purposes only.

Ken – We also received letters from the Middle School. This is great that the kids are getting involved with litter control.

Mark and Debra – we should encourage them.

Doug – Can we have Randy cite people when they litter?

Ken – I would love to see people cited for littering.

Rick – he is already doing that. There is only so much that we can do.

Mark - as a resident you can be the complainant and cite someone if you see them littering.

- h. Appoint new members to the Harbor Committee.

This was already acted on at item c. of the agenda.

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- i. 27 Calderwood Lane Corrective Action Consent Agreement – This item was discussed at the beginning of New Business

**Mark Kelley moved to approve the attached consent agreement as presented. Kenneth McKinley seconded the motion.**

Scott Bickford – the property owner has cut down too many trees in the Shoreland Zone located at 27 Calderwood Lane. He explained that a written notice was sent to the property owner on 3/13/2018 and that a formal notice of violation and order for correction action was sent on 4/25/2018. He has attached a copy of the signed, by the property owner, consent agreement. He sat down and discussed it with him and he agreed to pay the fine and to pay for the trees. It is not about the money, it is more important the lesson he learns.

**VOTE: 5 FOR – 0 OPPOSED**

- j. Review and assign Select Board Liaison assignments for 2018 – 2019.

Ken – Cemetery Committee, Legacy Rockport, Northeast Ambulance, and Ordinance Review Committee. I will give up the Zoning Board of Appeals

Doug – Investment Committee, Keep Rockport Beautiful Planning Board, MCSWC Board of Directors and Library Committee. I don't think that the Library committees needs two liaison will give up the Harbor Committee

Mark – Capital Improvement Committee, Parks Committee, Conservation Committee (Ad Hoc Water Quality Committee and Pesticide Advisory Board), Northeast Ambulance and Planning Board.

Debra – Ordinance Review Committee, Tech Committee, Economic Development Committee (need to set up) and the Comprehensive Plan Committee.

Jeffrey – Harbor Committee, Pathways Committee, Capital Improvement Committee and the Comprehensive Plan.

The Opera House and Recreation Committee are left. The Opera House Committee doesn't need anyone as there are two staff members on that committee and they can bring any updates or issues to the Board.

**Kenneth McKinley moved to appoint Owen Casas and Doug Cole as Rockport's representatives to the MCSW Board of Directors. Jeffrey Hamilton seconded the motion.**

**VOTE: 4 FOR – 0 OPPOSED -1 ABSTAINED (COLE)**

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- k. Maine Municipal Association's Legislative Policy Committee Ballot

**Kenneth McKinley moved to cast the Town of Rockport's Ballot for representative to the LPC for Rick Bates and Jay Feyler. Jeffrey Hamilton seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

1. Vote to authorize the expenditure of not to exceed \$20,000 from the reserve for design and engineering services.

After some discussion by the Board a motion was made.

**Kenneth McKinley moved to authorize the expenditure of an additional \$18,000 from the Design and Construction Reserve Fund for an architectural, engineering services and owner's representative services. Mark Kelley seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

- m. Recommend a date for Internal Control Policy Workshop

**Jeffrey Hamilton moved to set the date for the internal controls workshop for Monday, July 16<sup>th</sup> at 5:30 pm in the Richardson Room. Kenneth McKinley seconded the motion. VOTE: 5 FOR – 0 OPPOSED.**

- n. Approve the Fire Truck Lease Purchase Agreement

**Kenneth McKinley moved to approve the Fire Truck Lease Purchase Agreement as follows:**

- 1) That a Capital Acquisition Project (the "Project") consisting of the lease of a 2018 E-One Typhoon Pumper Truck and associated accessories is hereby approved and all actions of Town officials relating to such lease undertaken on June 1, 2018 are hereby ratified and approved; and**
- 2) That the award of the financing for the Project in the principal amount of \$600,000 to Androscoggin Bank at an interest rate of 4.19% is hereby ratified; and**
- 3) That the actions of the Treasurer and Chairman of the Select Board are hereby ratified and authorized, acting jointly or individually, in executing the Lease Purchase Agreement and all other documents reasonably necessary to accomplish the purpose of this vote, as the documents may require; and**
- 4) That we confirm that said Lease is hereby designated a "bank qualified tax-exempt obligation" of the Town for the 2018 calendar year under the provisions of Section 265(b) (3) of the Internal Revenue Code of 1986, as amended. Mark Kelley seconded the motion.**

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Doug – the interest rate seems a little high to me.

Rick - yes, it is, but Megan looked into it about fifteen times.

Jeffrey – what is the term of the lease?

Rick – the lease purchase agreement is for three years.

**VOTE: 5 FOR – 0 OPPOSED**

Doug – talked about a consent agenda for the next meeting on July 9<sup>th</sup>.

VII. Wastewater Commissioners – None this meeting

VIII. LIAISON REPORTS

Mark – the Conservation Commission is talking about doing more elaborate testing at the harbor. They are looking for more volunteers. He also talked about plastic products.

Ken – Legacy Rockport is reinvigorated. They are working on funding repairs for the Simonton Corner Hall and Andre'. They want to let people know what they do. They have applied for a 501 (3) (C). They helped to fund the safety rails at the Opera House balcony.

Mark – the “go fund me” has raised \$5,000. Mike reported that the work has been done and you wouldn't even know it had been repaired.

Ken – I am amazed at the “go fund me” monies that have been collected.

Jeff – if there is any money left maybe the power outlet could be relocated.

Doug – none of his committees meet.

Ken – the Ambulance Review Committee will meet in Augusta.

Debra – I need to resign from the Tech Committee. We need to talk about Fiber Optic again.

Mark – at the Harbor when exiting and you look right at the entrance, the rose bushes need to be cut. You cannot see by them.

IX. EXECUTIVE SESSION - None this meeting

X ADJOURNMENT

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**Jeffrey Hamilton moved to adjourn the meeting at 8:45 p.m. Kenneth McKinley seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

Respectfully submitted,

LINDA M. GREENLAW  
TOWN CLERK as RECORDING SECRETARY