

minutes

| NAME | ATTEND |
|-----------------------------|--------|
| Denise Munger, Chair | ✓ |
| Michelle Hannan, Vice-Chair | ✓ |
| Kim Graffam | ✓ |
| Michael Thompson | ✓ |
| John Viehman | ✓ |
| Jonathan Duke, Town Manager | ✓ |
| Rockport AV Staff | ✓ |
| General Public | ✓ |
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December 9, 2024 – 6:00 p.m.

GCPR – Opera House

Consent Agenda

- a. Approve Meeting Minutes
 - November 12, 2024

Suggested Motion:

I move to ^{table} ~~approve~~ Consent Agenda ~~as presented.~~

until the January 13, 2025 meeting.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | |
| Michelle Hannan, Vice-Chair | | | | | | |
| Kim Graffam | ✓ | | | | | |
| Michael Thompson | | ✓ | | | | |
| John Viehman | | | | | | |

Additional Comments:

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Action Item

- a. Act on Committee Workplan(s):
 - Harbor Committee

Manager's Comments: Action item

The Harbor Committee has presented a mildly amended list from the workplan proposed last year.

Suggested Motion:

I move to approve the Harbor Committee Workplan as ~~presented~~ (or amended) to include a provision that reviews use of Town property for winter

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | |
| Michelle Hannan, Vice-Chair | ✓ | | | | | |
| Kim Graffam | | ✓ | | | | |
| Michael Thompson | | | | | | |
| John Viehman | | | | | | |

Boat and float storage for 2026.

Additional Comments:

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Action Item

- b. Act on Committee Bylaw(s):
 - Budget Committee

Manager’s Comments: Action item

The Budget Committee made very small changes to their bylaws. Effectively making the adjustment to remove the former capital planning committee from their bylaws and placing them with sole responsibility for capital planning needs.

Suggested Motion:

I move to approve the Budget Committee Bylaws as presented. ~~(or amended)~~ with a recommendation that section 3 add a provision that

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | |
| Michelle Hannan, Vice-Chair | ✓ | | | | | |
| Kim Graffam | | | | | | |
| Michael Thompson | | | | | | |
| John Viehman | | ✓ | | | | |

excludes select Board members from becoming members of the Budget Committee.

Additional Comments:

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Action Item

- c. Act on 2025 Harbor Fee Schedule

Manager's Comments: Action item

Some minor adjustments to the fee schedule for 2025 include mooring fee increases for resident and non-resident alike and an increase to the launch ramp fee.

Suggested Motion:

I move to approve the Harbor Fee Schedule as presented. ~~(or amended)~~

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | |
| Michelle Hannan, Vice-Chair | | ✓ | | | | |
| Kim Graffam | ✓ | | | | | |
| Michael Thompson | | | | | | |
| John Viehman | | | | | | |

Additional Comments:

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Action Items

- d. Act on Personnel Policies and Procedures Amendment – Fire and EMS Personnel Appendix H

Managers Comments:

The proposed change to the personnel policies are focused solely on the full time fire fighters and paramedics who will work 24 hours at a time per shift and log between 24 and 48 hours a week. The Department of Labor allows employees using these jobs to accumulate up to 53 hours of work per week without triggering overtime rules. However, few departments in the state utilize that standard so we've struck a middle ground between the minimum the law allows and common practice in our region. From there there are a lot of policies which trigger from that overtime designation which is different for our standard work week employees.

Suggested Motion:

I move to approve the Personnel Policies and Procedures Amendment – Fire and EMS Personnel Appendix H as presented (or amended) to clarify PTO and incorporate Michael Thompson's non-substantive revisions.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | |
| Michelle Hannan, Vice-Chair | ✓ | | | | | |
| Kim Graffam | | | | | | |
| Michael Thompson | | | | | | |
| John Viehman | | ✓ | | | | |

Additional Comments:

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Action Items

e. Act on Five Town CSD Referendum – January 14, 2025

Managers Comments:

Five Town CSD's School Board has voted to set a referendum on Tuesday, January 14th for residents of the five town region to decide on a bond issue for improvements required at Camden Hills Regional High School. The bond package includes a replacement for the failed geothermal system installed when the school was built 25 years ago, new windows and siding which have failed, and a turf athletic field.

Suggested Motion:

placing
warrant as presented before the voters on
 I move to approve ~~the~~ Five Town CSD Referendum ~~on~~ January 14, 2025, ~~as presented (or amended)~~

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | |
| Michelle Hannan, Vice-Chair | | | | | | |
| Kim Graffam | | ✓ | | | | |
| Michael Thompson | | | | | | |
| John Viehman | ✓ | | | | | |

Additional Comments:

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Wastewater Commissioners

Suggested Motion:

I move to exit regular session and enter Wastewater Commissioners.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | 7:30 |
| Michelle Hannan, Vice-Chair | ✓ | | | | | |
| Kim Graffam | | ✓ | | | | |
| Michael Thompson | | | | | | |
| John Viehman | | | | | | |

- a. Act on Sewer Abatement – Alex Armentrout

Managers Comments:

Continued from your last meeting, this is the matter of Alex Armentrout’s abatement. Alex’s property has a sewer line running in front of it, but the line is a private line and exists on a private road.

Suggested Motion:

I move to ~~approve (or deny)~~ the sewer abatement for Alex Armentrout as presented. ~~(or amended)~~

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | |
| Michelle Hannan, Vice-Chair | ✓ | | | | | |
| Kim Graffam | | | | | | |
| Michael Thompson | | ✓ | | | | |
| John Viehman | | | | | | |

Suggested Motion:

I move to exit Wastewaters Commissioners back to regular session.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|----------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | |

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|-----------------------------|---|---|--|--|--|------|
| Michelle Hannan, Vice-Chair | ✓ | | | | | 7:50 |
| Kim Graffam | | | | | | |
| Michael Thompson | | | | | | |
| John Viehman | | ✓ | | | | |

Executive Session

Suggested Motion:

I move to exit regular session and enter Executive Session for discussion with Town Counsel pursuant to 1 M.R.S. Section 405(6)(E)

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | 8:30 |
| Michelle Hannan, Vice-Chair | ✓ | | | | | |
| Kim Graffam | | ✓ | | | | |
| Michael Thompson | | | | | | |
| John Viehman | | | | | | |

Suggested Motion:

I move to exit Executive Session back to regular session.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | 9:00 |
| Michelle Hannan, Vice-Chair | ✓ | | | | | |
| Kim Graffam | | | | | | |
| Michael Thompson | | ✓ | | | | |
| John Viehman | | | | | | |

Adjourn

Suggested Motion:

I move the Board adjourn the meeting.

| NAME | MOTION | SECOND | ABSTAIN | YES | NO | Time |
|-----------------------------|--------|--------|---------|-----|----|------|
| Denise Munger, Chair | | | | | | 9:00 |
| Michelle Hannan, Vice-Chair | ✓ | | | | | |
| Kim Graffam | | | | | | |
| Michael Thompson | | ✓ | | | | |
| John Viehman | | | | | | |