

**ROCKPORT SELECT BOARD  
MEETING MINUTES  
MONDAY, DECEMBER 14, 2020  
5:30 P.M.**

Streamed at <https://livestream.com/Rockportmaine>

**Please note: Due to pandemic, the Select Board has been authorized by the state to meet remotely. At this meeting, the Board used a videoconference format. Public comments or questions were received by the Town Manager at [wpost@rockportmaine.gov](mailto:wpost@rockportmaine.gov) or through the livestream of the meeting (if any).**

Board members remotely present: Chair Debra Hall, Vice-Chair Denise Munger, Delores M. Hannan, Mark Kelley and Jeffrey Hamilton. Also, present remotely: Town Manager William Post, Town Clerk Linda M. Greenlaw, Fire Chief Jason Peasley, Bill Lane of Gartley & Dorsky, Amanda Austin of 2A Architects and members of the public via Zoom.

- I. CALL MEETING TO ORDER** – Chair Hall called the meeting to order at 5:30 p.m.
- II. TOWN MANAGER’S REPORT/UPDATE** – see attached

In addition to the written report, the Town Manager reported verbally on some other topics.

Manager Post stated that the Library Project is on budget thanks to Charlie Frattini and Bettina Doulton of PHI Builders and Architects. Architect Steve Smith, engineer Will Gartley, Public Works Director Mike Young, Owner’s Representative Mary Beth Van Keuren, Library Director Ben Blackmon, and the Library Foundation also deserve a lot of credit.

Board Member Kelley asked about the tax acquired property on Route 17 and wanted to know if the Town has it posted for trespassing. Town Manager Post answered that the Town has not taken possession of the property, so the Town will not post it to trespassing. The Town will be putting the property out to bid again after the holidays.

Town Manager Post reported that the Town received three bids for a Western Star “wheeler” truck for the Public Works Department. The Public Works Director is reviewing the bids and will bring a recommendation to the Board in January.

Vice-Chair Munger thanked all of the people involved in the Library Project.

Chair Hall agreed that a lot of people deserve thanks for their hard work on the project.

- III. PUBLIC INPUT ON NON-AGENDA ITEMS** – None this Meeting
- IV. AMENDMENTS TO THE AGENDA** – None this Meeting
- V. CONSENT AGENDA**

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- a. Committee Resignation(s):
  - Parker Hackett – Harbor Committee
- b. General Assistance Donation(s):
  - Two Anonymous General Assistance Donations
- c. Meeting Minute(s):
  - November 9, 2020
  - November 23, 2020

**Board Member Kelley moved to approve the consent agenda as presented. Vice-Chair Munger seconded the motion.**

Board Member Hamilton thanked Parker Hackett and those who gave the anonymous donations for General Assistance.

**VOTE: 5 FOR – 0 OPPOSED**

**VI. ACTION ITEMS**

- a. Act on Committee Application(s):
  - Jennifer Lloyd Mirabile – Economic Development Committee

Jennifer Mirabile, Camden National Bank Employee, thanked the Board for an opportunity to serve on the committee and to give time back to the town. She stated that she has been a Rockport resident for fifteen years and understands the conflict of balancing businesses within all areas of the town. She has been in banking for thirty-five years including branch banking, commercial and business lending, and wealth management.

**Vice-Chair Munger moved that the Board appoint Jennifer Mirabile to the Economic Development Committee with a term ending June 30, 2023. Board Member Hannan seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

- Dominic Cordisco – Economic Development Committee

Dominic Cordisco stated that he is a part-time resident of Rockport and is a Land Use Attorney in New York, specializing in Economic Development. He became a Rockport homeowner in 2019. He stated that he is interested in helping to assist with plans for the future opportunities and trends to maintain Rockport's existing character and to remain economically vibrant. He thanked the Board for giving him the opportunity to serve on the Economic Development Committee.

**Vice-Chair Munger moved that the Board appoint Dominic Cordisco to the Economic Development Committee with a term ending June 30, 2023. Chair Hall seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

- Nancy Albertson, Alternate Member to Regular Member – Harbor Committee

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Chair Hall stated that Nancy Albertson did not need to attend the meeting as she was present at the last meeting and was appointed to the Opera House Committee.

Board Member Hamilton reported that she is a very active member of the Harbor Committee as an alternate and is a good choice for a regular position.

**Board Member Hannan moved that the Board approve Nancy Albertson to move from an Alternate Member to a Regular Member of the Harbor Committee with a term ending June 30, 2022. Board Member Kelley seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

- Kate Lee – Harbor Committee as Alternate Member

Kate Lee stated that she grew up in Rockport, moved away and moved back three years ago. She stated that she has a background in public health and would be honored to serve on the committee.

**Board Member Hannan moved that the Board appoint Kate Lee to the Harbor Committee as an Alternate Member with a term ending June 30, 2023. Board Member Hamilton seconded the motion. VOTE: 5 FOR – 0 OPPOSED.**

## **VII. DISCUSSION ITEMS**

### **a. West Rockport Fire Station Project (Amanda Austin & Bill Lane)**

Town Manager Post stated that the West Rockport Fire Station Building Committee has met several times to review the draft building and site designs. The George Parker Fire Station was built in 1973 and has space to house two trucks with a maximum length of 28 feet each. The new trucks today are at least 29 feet long and 10 feet high. They will not fit in the station.

Most of the Fire Department members live in the West Rockport area and when a call goes out, they must go to the Rockport station to get a truck and drive from that location to outlying areas of the Town to respond to a reported fire. This process causes a loss of time to get to a fire.

Within the next five years the Town will likely need to hire full or part-time members and possibly house Emergency Medical Services personnel. Two stations are necessary to keep the Town's current ISO rating which is linked to homeowner's insurance rates. The new building will be located back from Routes 17 and 90 so that the trucks, when parked outside, are not in the state's right-of-way.

Fire Chief Peasley stated that the basement on occasion floods. Last spring there was a flood that caused a loss of items several stored in the basement. There is no storage space in the current building and the trucks housed there takes up all the garage space and leaves no space on the sides and behind the vehicle which makes it difficult to do any work on the truck when necessary.

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Bill Lane of Gartley & Dorsky Engineers stated that the proposed new station will be placed further back from the state's right-of-way. When entering or exiting the current building, the present apparatus does not fit in the parking lot without being in the right-of-way. The building is not ADA compliant and does not have a sprinkler system. The proposed building will be built behind the present building. There will be a meeting/training room, staff space, underground power, backup power, a 12' by 20" storage shed and an eight-space parking lot.

Amanda Austin stated that the building will also have four bays, 16 feet high walls leaving ample space around the bays to work on trucks, sleeping quarters, office space, kitchen, ADA showers, utility room, meeting/training room and more storage. The exterior is designed to fit in the surrounding area and the building will be set further back from the street. The next step is to get a cost estimate, to meet with consulting engineers and to have a schematic design.

Chair Hall stated that it looks like the design has been thoughtfully done. The space for the meeting room looks great. She asked if the Building Committee was pleased with the design. Amanda replied that there is a consensus on the design.

Board Member Hannan stated that she is also on the Building Committee and she thanked the design team. She said that the process has been thorough, and it is a very good design. She also noted that she lives very close to the West Rockport Fire Station and, as a neighbor, believes this design will fit in well.

Board Member Hamilton stated that he was very impressed and feels that it is a very well-designed plan.

Town Manager Post stated that the committee consists of two residents, firefighters, and Board members Hannan and Kelley. The Committee has been concerned with the exterior of the building and have been trying hard to make it fit in the neighborhood and have it set back from the road. It must be a big building with a high roof but does not have many frills. He gave credit to the committee for the design and the architects for taking the ideas from the committee and working them into the design.

**b. Update on Short-Term Rental Registration Ordinance**

Town Manager Post reported that the draft ordinance is being reviewed by the Town's attorney. The Town has received several public comments and have added them to the web site and the comments have all been forwarded to the Select Board.

Board Member Kelley asked about a timeline. Town Manager Post responded that he has a timeline, and he will distribute that to the Board and post it on the Town's website.

**c. Discuss Appointment of Budget Committee Member**

Town Manager Post stated that Town Clerk Greenlaw sent letters to the ten possible candidates to gauge their interest and asking that they contact her or him. The Select Board has the authority to appoint someone to the Budget Committee. Two of the candidates declined being on

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the committee (R. Wallace and J. Foss) and two of the candidates (J. Enriquez and M. Turi) agreed to accept if offered the opportunity to be on the committee.

The Town Manager stated that he felt the Board should wait until staff hear back from the other eight possible candidates and asked the Board if they want to have those interested fill out an application or to send a letter expressing their interest.

Board Member Hannan asked if they should set a deadline.

Board Member Kelley suggested that phone numbers could be obtained for the Town to contact the potential candidates.

Vice-Chair Munger stated that she knows two of them and will reach out to them.

Board Members Hannan and Chair Hall stated that they do not know any of them. Chair Hall stated that she would find it helpful to have applications submitted.

Board Member Kelley stated that he knows a lot of them and that we should contact them sooner rather than later.

Town Manager Post said that he plans to have the information ready for the January meeting.

**d. Discuss Recommended Priorities for Ordinance Review Committee Consideration**

Town Manager Post stated that it is important to give the ORC some items to review. Code Enforcement and the Town's attorney have recommended that the sign standards in the ordinance need revision.

Chair Hall stated that in light of discussions that have taken place with the RES Task Force and the Economic Development Committee, the ORC should review density requirements.

Vice-Chair Munger suggested that the parking ordinance needs some work. Town Manager Post clarified that the parking ordinance is the responsibility of the Select Board and the Parking Task Force Group.

Town Manager Post will pass along these priority Select Board requests to the ORC.

**VIII. SELECT BOARD LIAISON REPORTS**

Chair Hall stated that the Parking Task Force met earlier that day. There are several areas that are being addressed for potential options. She stated that the Task Force is looking into the potential of one-way streets, as well as other options, in some areas to create additional parking. The MCSWC meeting is on Wednesday and that Board will be meeting every two months instead of monthly.

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Board Member Kelly stated that the Conservation Commission met on the 9<sup>th</sup>. They discussed sea level is rising, storm drain labeling and that purchasing needs to go through the Harbormaster, the department liaison. The next meeting will be on January 14<sup>th</sup>.

Board Member Hannan stated that he Planning Board is meeting on Thursday.

Board Member Hamilton stated that the Pathways Committee met on December 2<sup>nd</sup>. The Capital Improvement Committee will be meeting soon. The Harbor Committee met on December the 3<sup>rd</sup>. They discussed full time dock space rental.

Vice-Chair Munger stated that the Opera House Committee met via zoom and discussed lighting for the stage area and the front of the building. The estimate for the stage lighting has been decreased because of technology. There is a strong desire to have better lighting because currently renters sometimes must furnish their own lighting. She purchased photovoltaic light bulbs for the front of the building. It looks beautiful seeing it lit up at night. Legacy Rockport met on Monday. They are working on a video with Geoffrey Parker and it will be shown to the participants in January.

The ZBA has had three hearings on the hotel appeal. On December 9<sup>th</sup>, new submissions were allowed which lengthened the process. The Parks Committee did a yeoman's job on Memorial Park. It was discovered that back in 1965 the Town received a grant for Mary Lea Park. It is unknown what the grant funding was used for but there was discussion about an amphitheater at the park. The Committee also discussed the new benches and signage for the parks.

## **IX EXECUTIVE SESSION**

### **a. Discussion of Personal Matter pursuant to 1 M.R.S. Section 405 (6) (A)**

**At 7:00 p.m., Board Member Kelley moved that the Board convene in Executive Session pursuant to 1 M.R.S. 406 (6) (A) to discuss a personnel matter. Board Member Hannan seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

**At 7:10 p.m., Board Member Hannan moved that the Board convene in regular session. Board Member Hamilton seconded the motion. VOTE: 5 FOR -0 OPPOSED**

### **b. Action as a Result of Executive Session**

**Board Member Hamilton moved that the Board approve the Collective Bargaining Agreement, which is a three-year contract beginning July 1, 2020 and ending June 30, 2023, between the Town of Rockport and the Fraternal Order of Police for the Rockport Police Department Association. Board Member Kelley seconded the motion. VOTE 5 FOR – 0 OPPOSED**

**Board Member Hannan moved that the Board approve the following:**

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- a) **Provide Special Plan 2C to its full-time police officers who work 52 weeks per year and who are not part-time, seasonal, or temporary for service rendered after December 31, 2020. Service rendered prior to January 1, 2021 remains under Regular Plan AN.**
- b) **Continue to provide Regular Plan AN to all other full-time employees who work 52 weeks per year and who are not part-time, seasonal, or temporary. All other employees, including part-time, seasonal, and temporary employees and elected/appointed officials, are excluded from membership.**
- c) **To authorize Town Manager William S. Post to sign the Amended Agreement between the Town and the Maine Public Employees Retirement System.**

**Vice Chair Munger seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

**X. ADJOURNMENT**

**Vice Chair Munger moved to adjourn the meeting at 7:13 p.m. Board Member Hannan seconded the motion. VOTE: 5 FOR – 0 OPPOSED**

Respectfully submitted,

LINDA M. GREENLAW  
TOWN CLERK as RECORDING SECRETARY