

**ST. GEORGE SELECT BOARD & ASSESSORS  
MEETING MINUTES  
Monday, September 18, 2017**

The Select Board meeting was called to order at 7:00 p.m. Members present were: Richard Bates, Chairman, Randy Elwell, Jerry Hall, Wayne Sawyer and Tammy Willey. Also present were: Town Manager Tim Polky, Elizabeth Curtis, Robert Kelley, and Alane Kennedy.

PUBLIC COMMENTS: None.

**REGULAR SESSION:**

- Adjustments to Agenda: The following items were added to the agenda under New Business:
  - Select Board Policy Manual Schedule
  - Select Board's Action Plan to Work with the Town Committees and Boards
  - Scheduling a Public Hearing on the Marijuana Ordinance
- Minutes: The minutes of September 11, 2017 were amended as follows:
  - Page 2, first paragraph, line 7, change to read ...the cabling and its effect, but I...
  - Page 3, under Communications, first paragraph, line 3, change to read ...review the road Rt. 73, from Rt. 131 to Spruce Head village.
  - Page 4 corrections, under Conservation Committee, second bullet, line 2 change to read Willey suggested the CC talk with...
  - Page 4, Second bullet, line 3 and 4, change to read ...different restorations at the stream. They hope to...
  - Page 5, bullet 4, line one, delete trying to get the school involved. Change to read ...working hard on this issue.
  - Page 5, bullet 7, line 2, change to read ...Meadow Brook Preserve from Maine Coast Heritage Trust to the town.

On a motion by Selectperson Sawyer, seconded by Hall, it was voted 5-0 to approve the September 11, 2017 Select Board minutes, as amended.

- Communications: None.
- Warrant: The warrant for the week of September 28, 2017 was reviewed and signed. The total expenses were \$445,250.42 and included one week of payroll, the second half of the FY'18 County payment of \$407,386.20, a payment of \$ 3,748.00 for culvert and ditching on Long Cove Road and Hydroseed (Horse Point Road), a payment of \$11,918.49 for health insurance, a payment of \$8,695 on the compactor project and a payment of \$705.00 to Milone & MacBroom for a traffic study.

**TOWN MANAGER'S REPORT:**

- Committee Meetings:
  - Solid Waste Committee, Wednesday, September 20 at 7:30 a.m.
  - Comprehensive Plan Committee, Monday, September 25 at 6:30 p.m.

Planning Board, Tuesday, September 26 at 7 p.m., and a Planning Board on-site visitation at Rocky Point Road, Saturday, September 30 at 9 a.m.  
Harbor Committee, Monday, September 25, 2017

- Update on Comprehensive Plan: Polky said he anticipates that a completed, reformatted comp plan will be presented at the Comprehensive Plan meeting by Noel Musson. Musson had asked the committee to work on a vision statement, and per the State, the committee needs to decide on areas in town that should be considered growth areas. Polky thought the comp plan could be finalized Monday night. Chairperson Bates said the if the Comp Plan question got on November's ballot and was approved, the town would be eligible for Federal and State grants. He said getting grants would help in getting funds for 10 Cold Storage Road.

#### COMMITTEE REPORTS:

- Shellfish Committee: Selectperson Sawyer reported GRSSMO had met and discussed the highs and lows of their budget. He said an improvement in the budget was due to increased income from fines because the Sheriff's Department had taken over enforcement. He noted the committee is "hanging in there." Chairperson Bates asked if there had been any progress on how towns could restrict certain areas of the mudflats. Selectperson Sawyer said there had been some talk but the majority of the discussion (in restricting the clam flats) was that the nets being used in the seeding areas are not a deterrent to the green crabs. He said everyone is against the green crab, wormers included, and nobody knows what the solution to that is.

- Planning Board: Chairperson Bates reported there were five building permit applications.
  - To add stone drainage at 443 Island Avenue. The application was voted complete and, based on its function as storm-water abatement, and with the DEP Permit-by-Rule already issued, it was approved.
  - To replace the deck and install siding, as needed, at 93 Howards Head. The application was voted complete and, given it does not increase the building footprint, and improves safety, it was approved.
  - To replace the deck and piling and repair stonework at 20 Co-op Road. The application was voted complete and, given it improves safety, it was approved.
  - To add a dormer and change the second-floor layout at 126 Shumaker Lane. The application was voted complete and, given it does not increase the building footprint and improves safety, it was approved.
  - To install a fence at 35 Barter's Point Road. The application was voted complete and, given it will not disturb the soil, it was approved.

There was a pre-application discussion of a proposed sub-division off Seal Harbor Road, and the actual extent of a Resource Protection District on the property. The Board approved a small section of the proposed road accessing the sub-division to encroach into the Resource Protection Zone as allowed in Section 15.H.4 of the Shoreland Zoning Ordinance.

The application to create a 5' x 144' pile supported pier, a 3' x 50' aluminum ramp and a 12" x 24' wood float at 39 Rocky Point Road was reviewed. The necessary Federal and State permits and approvals have already been issued. An on-site visit was scheduled for 9:00 a.m. Saturday, September 30, 2017.

A workshop was held to discuss the issue of changing the town's Shoreland Zoning Ordinance. The Planning Board is considering whether the town should incorporate changes, and they are continuing to work on that point.

#### OLD BUSINESS:

- Retirement Benefits: Chairperson Bates presented an updated version of the January 2017 summary regarding the change in the retirement plan. Selectperson Hall said the new version was not substantially different; Chair Bates said it was not, just a little clearer to understand. Selectperson Willey asked if this version was agreed upon at the last meeting? Chair Bates said it was, and asked if his understanding was correct. Selectperson Hall said the paragraph stating all employees may make a change to their retirement plan once a year, was removed. There was a discussion whether this clause should be put back in the policy. Curtis said it was not a problem for her to administer employee's changes to their contributions more than once a year in terms of payroll and ICMA. Consensus of the Board was to put a clause in the policy manual that employees can change their contribution, up or down, once a year. Chair Bates will update the summary with the added enrollment clause and circulate another copy to the Board.
- Update on solar contract: Polky said the order was in place but he had not seen a projected date for the work to start. Selectperson Hall asked what the next step was and Chairperson Bates said this item could be removed from the agenda.

#### NEW BUSINESS:

- Supplemental Tax Warrants: A certificate and a warrant were issued to Andrew and Catherine Benner for a mobile home not originally assessed in 2017-2018 tax year.

On a motion by Selectperson Elwell, seconded by Willey, it was voted 5-0 to levy a tax bill in the amount of \$295.80 on Andrew and Catherine Benner on a mobile home which was not assessed.

A certificate and a warrant were issued to Thurin Benner for the addition of the mobile home which was not assessed to him but should have been since it was moved to his property.

On a motion by Selectperson Elwell, seconded by Willey, it was voted 5-0 to levy a tax bill in the amount of \$92.22 on Thurin Benner for the mobile home on his property which was not assessed.

Justin Long was levied a tax bill for \$214.89 on the Alice Estes estate which he had purchased but was not billed for.

- Abatement: An abatement of \$214.89 was issued to the Estate of Alice Estes on property she no longer owned but had been purchased by Justin Long along with another piece of property across the street. She should not have been billed for the property.

An abatement in the amount of \$92.22 was issued to Andrew and Catherine Benner for a mobile home that was moved from their property to Thurin Benner's property.

- Update on Community Development Corporation: Robert Kelley introduced himself and Alane Kennedy. Kelley explained that the Community Development Corporation (CDC) was basically formed as a nonprofit. He said it is a true public charity, so it has the broadest range of possibilities. It can own property. It can employ people, it can run programming, it can partner with for profit entities, including incubating them and supporting them. It can give grants and loans. He said Alane is the CDC employee and as the CDC's operations manager, she will be the

face of all of their programming and collaboration with the community. She is keeping open office hours at the CDC office at 47 Main St., Tenants Harbor.

Kelley said the CDC filed their 501(c)(3) paperwork to become a nonprofit and expects they will get it in about 30 days. There is currently, a small Board of Directors, that is the fiduciary of the nonprofit. It consists of Kelley who is serving as the Chair; Don Carpenter and Linda Small. Kelley said they are still looking to add two more Board members the next several months.

Kelley said his goal for the evening was to accomplish several things:

1. He wanted to make sure the Select Board was aware of what they were working on, since the collaboration with the town is a large part of what they need to be able to accomplish.
2. He wanted to give a quick snapshot of what was currently happening.
3. He wanted to turn the question back to the Select Board and ask how should the CDC be collaborating?

Kelley said the mission for the CDC is to be a partner to the community to strengthen all of the existing organizations that are doing nonprofit and volunteer work in the community and not to replace them or overtake them. The idea is to partner to the existing organizations, including town government but able to act in ways and access funding and access resources that a municipality cannot.

He said there are a huge number of volunteer organizations, nonprofits, and service groups already in the community, many of whom do not know what each other is doing. The first job of the CDC would be to expose all of that and to create a directory of all the existing services and opportunities, so at least there is one place to go. Secondly, to work on projects that support what they are calling community infrastructure; and to collaborate on issues like the broadband initiative, or on issues that may come out of the comprehensive plan such as workforce housing initiatives.

Kelley said they have had two public meetings, so far; one in May and one in July with pretty good turnout and good response. There have been a lot of one-on-one conversations with people in the community, both who are interested in seeing programs developed or interested in volunteering, but also potential folks or potential donors who are interested in supporting the cause.

Kelley said they created a community advisor committee, with basically as broad a collection of community representatives as they could assemble. People who are year-round, people who are multi-generational, people who are new to the community to generate ideas for projects they will run and to help prioritize them.

He said they have made the commitment in terms in how they are going to operate from a funding perspective. He said they will raise money for administrative costs, separately, and 100% of any money donated to a project will go to the project. Kelley said they think that is important, because one of the things they are talking about with Mike Felton is being a funding partner for non-profit programs affiliated with the school. Those would be restricted funds. Anything raised for that would only go to school activities, but is a way to get access to other kinds of grants and other kinds of funding that the school would not normally be able to access.

Kelley said Alane is identifying resources available in the community - ones already there, amplifying existing programs, and taking existing programs and making them more effective. Kelley gave an example of what the CDC would be working on – the backpack and the other food security programs the school runs. Another example is the Port Clyde Baptist Church diaper drive. Kelley said the diaper program is often a relatively small event, but the

CDC is helping them to get the word out. Another program they are going to coordinate on is a WIC sign up day in the community and Virginia Vaitones has agreed to run an ACA and Maine Care Sign-Up and Consulting Seminar during the enrollment period later in the year, and to be done on a regular basis.

Kelley said the CDC is interested in economic development, in access to health care, and in supporting education in the community. Kelley said they do not want to duplicate or circumvent the town's mission; they want to figure out if there are places they can fill in the gaps or the bridge beyond where the town can reasonably go with tax dollars and the constraints on government. Kelley said he came to night to start a dialogue and hoped to keep it going.

Chairperson Bates said he was hopeful that the comprehensive plan would bring forth some ideas, but he thought the immediate task in front of the Comprehensive Plan committee was to get something for the voters on the November ballot. Selectperson Hall said goal one is to get the comprehensive plan in compliance so the town would be eligible for grants.

Selectperson Sawyer said one of the Select Board's goals for this year is the issue of opiate abuse. Kelly thought that would be a great coordination plan because that is a huge interest area for the advisory committee of the CDC. Chair Bates said he and Sawyer should set up a meeting with Kelley in the next few weeks to discuss the opiate issue. Kelley said there is a subgroup inside the Advisory Committee that is beginning conversations, so they might want to put a fact-finding meeting together to get everybody in the room.

Alane is working on identifying and creating a list of County, State and Federal resources available through the nonprofit channels for running programs and getting matching dollars. Kelley said they are looking at every nonprofit in St. George. They would also like to offer capability development support, so as they need to fund raising, can they help them get fundraising resources. Depending on the IRS rules, the CDC is also looking into providing the nonprofits fiduciary support by doing their accounting and everything else.

Chairperson Bates said going forward this would have a great impact on the town, because there are so many causes which need help. Selectperson Elwell asked if they could keep the Select Board updated. Kelley said they have made a commitment to transparency and accountability; their mission is to serve the broader community.

Kelley said they have not published a newsletter yet, but they do have a mailing list and will continue to update it. They have a social media platform that is about ready to launch. They had not planned a paper newspaper because of the expense. Selectperson Elwell suggested they have a link on the town website after they get established.

- Select Board Policy Manual: Chairperson Bates said the policy manual was thoroughly reviewed and updated last year but must be reviewed, yearly. He said the review requires all Select Board members to be present and he proposed the following schedule, using the July 24, 2017 edition of the Policy Manual:

- October 2            pp. 3-26
- October 16        pp. 27-53
- November 6       pp. 54-76

- Select Board Action Plans from Boards and Committees: Chairperson Bates said the Boards and Committees need to create action plans, per the Select Board Policy Manual. He suggested the following: For the action plan, each Select Board member meet with their Board or Committee Chairs or where there is a town employee involved; for example, the Planning Board would be Bates, Cox and Brackett. They will put together an action plan for that Board or

Committee and submit them to Polky by October 9. Polky will collate the plans for the Select Board. Selectperson Willey noted that the Conservation Committee had already submitted their plan.

- Public Hearing on Marijuana Ordinance, October 2, 2017: Chairperson Bates said the Select Board talked about the marijuana ordinance on July 24, and handed out copies of the town's version of the MMA ordinance. Polky asked if the Select Board wanted this issue to be at the Select Board level or a Public Hearing at the Planning Board? Polky said he saw this as a Planning Board issue because it is an ordinance.

Selectperson Elwell asked how this ordinance would be enforced? Polky said if the Legislature passed the ordinance, it would be enforced the same as the town enforced all of its ordinances, by the CEO and due process. Chairperson Bates noted that a number of towns have used the MMA approach in writing their ordinances.

Consensus was the Select Board would hold a public hearing on the marijuana ordinance on October 2 at 7 p.m.

The Select Board will also hold a public hearing to receive comments for amendments to the General Assistance Ordinance at their October 2, 2017 meeting.

At 8:10 p.m., on a motion by Selectperson Hall, seconded by Sawyer, it was voted 5-0 to adjourn the meeting.

Respectfully submitted,

Marguerite R. Wilson  
Select Board Recording Secretary