

ST. GEORGE SELECT BOARD & ASSESSORS
MEETING MINUTES
Monday, February 26, 2018

The Select Board meeting was called to order at 6 p.m. Members present were: Richard Bates, Chairman; Randy Elwell, Jerry Hall, Wayne Sawyer, and Tammy Willey. Also present: Tim Polky, Elizabeth Curtis, Dan Paulsen, Ryan Cline, Chris Leavitt, Michael Smith, Joss Coggeshall, Dan Morris, Bill Mroz, Anita Siegenthaler, Ingrid Mroz, Tom Gorrill, David Schmanska, Dave Percival, Richard Cohen, Scott Vaitones, Michael Felton, Elizabeth May, Ben Norton and Peter Henderson.

PUBLIC COMMENTS: None.

REGULAR SESSION:

- Adjustments to Agenda:

- Special Education for Children under the Age of 5, was added to Regular Session
- 10 Cold Storage Road and Budget Items were moved from New Business to Regular Session
- Clark Island Contribution and Shelter Generator Financing were moved from Old Business to Regular Session
- Meadow Brook Management Plan was moved from Old Business to Regular Session

- Harbor Committee: Lt. Dan Morris of the Harbor Committee gave a short presentation on the planning process for the 10 Cold Storage Road property. As Morris explained, the work of the committee was to bring forward a recommendation to improve and develop the property into a facility that will have adequate infrastructure to adapt and support future commercial and recreation activities pursued by the town.

Morris discussed the planning parameters which included: Fiscal responsibility, consideration of varied commercial and recreational uses, improved safety for all users, construction methods to ensure longevity, and limiting maintenance, maximizing space and meeting the intent of the Comprehensive Plan.

Morris said Noel Musson would be applying for three different grants which would be applicable to the project. Morris said grants do not always line up when the money is needed. He said most are 50/50 grants, and the committee felt it was better to go ahead with the full town request, and then reduce the request as grants become available to the Harbor Committee.

The Select Board noted the property could be divided for recreation and commercial use, and as the needs of the town fluctuated over the years, the town could maintain both.

Schmanska said regarding fluctuation in use of the property, he felt that if the project was done and done right, the town would have that flexibility for a long time. He said this town had always extracted something from the ocean and he believed that would continue. He said this project would give the town the ability to have a plan (for the future) that was publicly held, as opposed to privately held. He felt that was an important aspect of the plan - a huge issue.

Norton said the committee had spent a lot of time trying to envision a better traffic pattern than what was at 10 Cold Storage Road, today. He said the added 9,000 square feet would help with the traffic issues and was one of the most important changes for that area.

An abridged copy of the presentation can be viewed following the Select Board minutes. A Public Hearing will be scheduled at a later date.

Schmanska commended the Harbor Committee for their labors on this project. He said they did a great job thinking it through in a logical manner and kept at it for the last 1 ½ years in order to get it done.

Budget Item Requests:

- Fire Department: Susan Ellis asked why the rescue tool was in this year's budget as she thought it was in last year's budget. Mike Smith explained that \$5,000 was put in the budget last year to buy a cutter. The department discovered that due to the age of the extrication equipment, it could no longer be serviced, and parts could not be found; the plan is to buy a new extrication system.

Chairperson Bates asked why dispatch increased. Curtis said it was due to the County budget. Polky said the largest cost was due to County Dispatch improving the system or the hardware. It is supposed to be a better service, though county dispatch is experiencing staffing issues, at this time.

Susan Ellis asked why dues and membership increased significantly. Smith said they were paying more of the dues as an incentive to get new volunteers. Polky said members of the St. George Volunteer Firefighters Association and the Fire Department had been paying, out of pocket, for their own dues to the State Federation of Fire Fighters and the National Volunteer Fire Council (NVFC). He said these organizations offer death benefits. The NVFC offers a \$10,000 death benefit and a \$20,000 death benefit, if the volunteer dies in the line of duty. Polky said the organizations also offer other benefits, as well. Dues are \$35 for per organization, per member and there are three, organizations. Elwell said because young people are joining, the department would like to have incentives to keep new members involved. Chairperson Bates said the increase was not due to adding on more fire fighters, it was because the department was increasing the incentives.

Ellis asked about the Water Hole Reserve account. Smith said water holes had not had work done on them in many years. There was \$12,000 in the reserve account and the department was requesting \$4,000. Smith said there were five or six primary source water holes. The Marsh needed to be reworked; Jim's Pond in Port Clyde needs a hydrant changed and several others need work. Smith felt \$16,000 would be adequate to do the work.

Hall asked if the budget would be significantly underrun this year. Smith said he would be spending money in approximately three months. He said the department liked to hold the money in reserve should a truck break down and \$50,000 was needed immediately to fix an engine. Selectperson Elwell said one major fire would drain the budget and equipment was expensive.

- Fuel tank proposal: Polky said the school gets their fuel at Riverside in So. Thomaston. He said there have been problems getting it, especially after hours. There is a proposal to purchase a fuel tank with the school and share the cost of installing it. Selectperson Elwell said he had talked with Dale O'Neal of Maine Coast Petroleum about buying fuel in bulk, purchasing a gas tank, a fuel tank and a card reader. Elwell said in his discussions with Polky and Smith, it was suggested the tanks be located at the Transfer Station. These would be 500-gallon tanks and would probably need to be filled twice a week. Elwell believed this would save the town money. The estimated initial cost of putting in the road access, a pad, a light, tanks, and a card reader would be \$19,000, split between the school and the town. Budget member Cohen asked if there were multiple suppliers who could be used. Elwell said yes, all would depend on who got the contract. Polky said that the town puts their fuel out to bid every three years, and the contract was renewed six months ago.

Chairperson Bates said \$9,500 would be added to the capital budget for public safety. Selectperson Hall asked if the numbers could be run to see what the projected savings would be. Selectperson Elwell will get the information and present it at the next Select Board meeting.

A motion was made by Selectperson Sawyer, seconded by Hall, to approve the Fire Department budget with the addition of the \$9,500 capital, 5-0. Motion carried.

- Meadow Brook Management Plan: Chairperson Bates said the Conservation Commission recognizes that taking on this plan would involve the expenditure, on average, of \$400 a year. Tom Gorrill explained that the plan was a standard agreement from Maine Coast Heritage Land Trust. The CC had reviewed it and made a few changes but are in favor of the agreement. Selectperson Willey reviewed the two cost tables and asked about the cost upfront actions. Was that something the town would have to take care of? Gorrill said there was a cost for the parking lot. Willey noted there were boundary lines, a parking lot, trail planning and development, signs and kiosk, included. Gorrill said all of those items had been requested in the budget which was given to the Select Board at the last meeting. Selectperson Willey asked about the cost of the boundary markers. MCHT wanted those done every five years, at a cost of \$500 every five years. She asked if that would be in addition to the \$400 estimated budget. Gorrill said yes but felt if the markers were clear and still there, he did not see a reason to resurvey every five years.

A motion was made by Selectperson Sawyer, seconded by Elwell, to approve the Conservation Commission signing of the management plan, 5-0.

- Clark Island Contribution: Chairperson Bates made a proposal that the town have a partnership with MCHT similar to the town's relationship with the library, the ambulance association, and Trekkers. He felt that over the years, the town had developed an informal but fairly strong relationship with MCHT. He said most recently, it was with the Bamford Property. The town gave them the adjacent property (the tax acquired property), and then after MCHT had acquired Meadow Brook, they gave that to the town. Bates said he used those two examples as a way that MCHT and the town have, over the years, unofficially developed a good relationship and have almost become partners. Chair Bates proposals:

- First, to think about a more formal partnership with MCHT and to view them as a partner and working out with them how they can be a town partner.
- Second, for this year, at least, the town has in the social and community services, along with the other organizations, an unrestricted payment to MCHT of \$10,000. What happens in subsequent years would be up to the taxpayers.

Chair Bates would like to see this as an explicit line item in the budget. He had talked with Steve Walker and David Warren who liked the idea of the town introducing the new category and were in favor of partnering with MCHT.

Ingrid Mroz said the Comprehensive Plan survey done in 2012, indicated that 82% of the residents wanted the town to provide or maintain public rights of way to the shore, 77% supported hiking trails, 70% supported more publicly owned shoreline areas, and promote retention and development of open space in waterfront areas.

Selectperson Willey pointed out that other towns were also talking about the loss of taxes from the result of these lands going into trusts. Chairperson Bates said that was on the other side of it. There was a discussion about how much would actually be lost in the tax base and how it could be looked at in two different ways.

Siegenthaler said, "Over time with amenities such as this, the tax base will go up. It makes the town more desirable for real estate, development and businesses. In the long run, it will probably be a plus. One thing about MCHT and with the GRLT which has helped with trails, is they give the town a lot of staffing time and they do not bill the town for it. It goes into their stewardship costs. They are working on trails on the Bamford property and work on grants that

benefit the properties in St. George. The town does not have to look for grants for some of these things. It's not just the property, it is the services that go with them."

Selectperson Elwell felt the town should preserve the waterfront. Selectperson Willey asked for clarification on the funding request. Selectperson Hall explained that the \$10,000 request to MCHT would be in lieu of the \$100,000, and the amount of funding would be discussed every year.

A motion was made by Selectperson Hall, seconded by Elwell, to appropriate \$10,000 in the Community Services Department, as a contribution to Maine Coast Heritage Trust. The vote was 5-0.

- Shelter Generator Financing: Finance Director Curtis said she spoke with one lease purchase company who gave the town two different quotes: one three-year quote and one four-year quote. The amounts the town would have to make for payments each year were shown on the handout. The Select Board reviewed the purchase options based. Curtis recommended purchasing the generator in full for \$70,000. Polky agreed. He said if 10 Cold Storage was voted through, that would create a debt service. If the generator was paid for this year, it would not have to be added onto the debt service next year. Selectperson Hall was concerned about the number of budget increases and said collectively it could be a pretty big jump next year when everything totaled up. Hall said he was looking at \$18,566 vs \$70,000, as helping ease that a little; but he understood the debt service and just paying for it.

Chairperson Bates asked Curtis to work out two sets of mil rate changes. One, where they would purchase the generator for \$70,000, and the other having a lease agreement for four years. It was noted that the town had a big increase in county taxes, but the school was flat, and the school was a big piece of the budget. Polky said he did not expect a large increase in the county budget, next year. Curtis asked the Board, when considering how many years to finance the generator, how many items was the town pushing out to the future. She said the town had committed \$10,000 a year to the solar panels, and committed to other items, and 10 Cold Storage Road would be for many years. Ellis said under one option plan, over a four-year period, it would cost an additional \$4,264 in interest. A vote on this item was postponed until the next Select Board meeting.

- Special Education: Chairperson Bates said Selectperson Willey reported to him that the Governor was trying to shift some costs associated with Special Education for children ages three to five onto the individual school districts. Superintendent Felton was in attendance and explained the current situation.

Superintendent Felton said an early childhood education group was formed, and included School Board members, parents, community members, and Gail Page from the Knox County Child Development Services (CDS). He said this group had been told that the Department of Education was planning to introduce legislation this year to move Special Education Services for three to five years (which is currently done by CDS) into public schools. Felton said CDS funding was cut by 30% and the fiscal concern was more costs would be pushed onto local towns. Felton felt this would be a radical change on how things were done in our town. For instance, what would that look like in St. George and how do we get the services and interventions needed to children from birth to five years old, essentially early childhood education?

Superintendent Felton said the group thought it would be good to gather as much information as possible before figuring out what to do. He said the group was interested in applying for a grant through the Maine Community Foundation. The grant would be up to \$25,000. It would allow 18 months for gathering data on the community, resources, birth to five population, what challenges do you have, what resources do you have, and you get technical assistance to gather

and collate the data to figure out what would make sense for our community and develop and action plan.

Chairperson Bates said the DOE proposal was to deal with Special Education, and not Pre-K. Felton said that was correct. The sentiment of the Select Board was to support the early childhood education group who plan to apply for a grant through the Maine Community Foundation.

Town Office Budget:

- Salaries: Ellis noted that salaries had increased. Curtis said that was the allocation of the Administrative Assistant. Last year it was 25% allocated. Ellis asked if there was a contract for the Software License fees and who was it with? Curtis said it was mostly with TRIO for the accounting and property tax programs. Property maintenance was increased for janitorial services as the large upstairs room needs to be stripped and waxed. Office equipment reserve decreased, and sick leave reserve was increased due to possible future retirements.

A motion was made by Selectperson Hall, seconded by Sawyer to accept the budget request, 4-1. Motion carried.

- Select Board/Assessors: Ellis asked if TRIO was the software licensing company; Curtis said yes. Curtis noted there was \$61,000 currently in the Revaluation Reserve. The Revaluation is expected to be \$100,000. Vaitones asked why there was no abatement expense. Curtis said overlay would be used to pay for abatement expenses.

A motion was made by Selectperson Hall, seconded by Sawyer, to accept the budget request, 5-0.

- Animal Control: A motion was made by Selectperson Hall, seconded by Sawyer, to accept the budget request, 5-0.

- Public Works – Road & Property Management: Summer maintenance – Polky said the budgeted request was what he anticipated before the road safety petition. He believed the amount would cover the signs and painting. Ellis asked about the \$1,000 property maintenance; Curtis said it was for Juniper Street. Curtis said the property manager does not do the mowing for Seaside Cemetery; it is contracted out to Granite Gardens. Polky said Jarrett does not have the time, because it sometimes takes two to three people to mow it.

A motion was made by Selectperson Elwell, seconded by Sawyer, to accept the budget request, 4-1.

- Public Works – Solid Waste: The Solid Waste committee recommended that the transfer attendants' budget be increased due to the extra work needed for composting. Ellis asked why benefits increased more than salaries. Curtis said if a fourth person was added, there would no longer be part time attendants (who were included in the personnel line); but the town offers benefits to full-time employees. Ellis asked what the \$2,500 composting expenses were. Polky said at times they have to buy sawdust, or rent a machine, at times buy chicken manure, and the compost has to be tested.

Hall asked, "The composting we do, is this worth it?" Chair Bates said for every pound you take out, you save sending it to Norridgewock, and it can be sold. He said when netted out, it does save money. Hall said, "Now we are adding part of a person, and the full benefits associated with a person, and it may still all make sense, but it seemed worth the question." Polky said it was probably breaking even and said, "If it works right and getting the material out of the waste stream, you are not dumping in the landfill. That is the goal. If the town cannot do that, it is not worth doing." Polky said a large part of the fourth person is for composting but also to work on brush, clean demo debris, glass, metals.

Susan Ellis felt Hall's question was legitimate and asked if the Solid Waste committee could look into the cost effectiveness of composting. Selectperson Sawyer thought this could be a

discussion for next year, but Hall said if you hire another full-time person, then the person has already been hired. Ellis felt another person should not be hired until the Boards knew if composting was cost effective. Chair Bates said the Board could move forward with the amounts but would check between now and July 1st with help of the Solid Waste committee on the economics of composting. Polky said with the budgeted amounts now, you could still have two part-time people, even if the town no longer did composting.

A motion was made by Selectperson Elwell, seconded by Hall, to accept the budget request with the stipulation that we don't need to spend it, if it does not make sense. The vote was 4-1. Motion carried.

- Minutes: The Select Board minutes of February 12, 2018 were amended as follows:
 - Page 1, last paragraph, line 3, correct spelling from aquaphor to **aquifer**
 - Page 5, first paragraph, line 3, change to Smith **said** it can't be...
 - Page 6, first paragraph, line 3, change to Pre-K program for **a** dozen...
 - Page 6, first paragraph, lines 4 & 5, change sentence to **The Library offers** book groups, poetry groups, games, and **they** have opened...
 - Page 6, paragraph 2, line 1, change to for an increase, **it** was the first...
 - Page 6, 4th full paragraph, line 3, change to Selectperson Hall **asked** how many years...
 - Page 7, 1st full paragraph, line 4, delete sentence: **Hall was not sure Saturday would work for people.**
 - Page 8, under Generator, line 10, remove word **to**, change to ... where they would go.
 - Page 9, 2nd paragraph, under Clark Island, line 2 add word, the Conservation **Commission**
 - Page 9, paragraph 6, under Clark Island, line 6, correct word from image to **imagine**
 - Page 10, paragraph 4, line, change to read, ...warrant with a dollar **amount on it**, if we...
 - Page 10, under Harbors, line 5 changes: delete word **that** and change it to **boat reserve**. Delete sentence: **There is \$45,000 in there.**
 - Page 11, under Island Fellow, lines 1 & 3, correct spelling of last name to **Ballinger**

On a motion by Selectperson Sawyer, seconded by Hall, it was voted 5-0 to approve the February 12, 2018, Select Board minutes, as amended.

At 8:01 p.m., on a motion by Selectperson Elwell, seconded by Willey, it was voted 5-0 to continue the meeting.

- Communications: There were no communications.

- Warrant: The warrant for the week of February 26, 2018 was reviewed and signed. The total expenses were \$59,805.00 and included two weeks of payroll, legal fees for the Board of Appeals Hearing of \$2,713 and two deliveries of salt for \$4,668.00.

TOWN MANAGER'S REPORT:

- Lease Agreement: Polky asked the Select Board to sign the lease agreement is between the Town of St. George and the St. George Volunteer Firefighters and Ambulance Association, so they could build the training facility. He said the Board voted to allow the Town Manager to sign the lease, but Polky was told the Select Board needed to sign it. The Select Board signed the lease on February 26, 2018.

- Collin's Park in Port Clyde: Polky said there had been a request to replace the old merry-go-round at the Collin's Park because it was old and in an unsafe condition. Ben Vail received four bids for just the replacement and the bids varied. Craig Wilgus was contacted, and he agreed to do the work. The total cost for the replacement and work will be approximately \$10,000. There

is money in the Recreation Department that had been allocated for children's expenses. It was passed on, Vail had said a small model lobster boat was donated, and it would be placed in Collin's Park.

On a motion by Selectperson Elwell, seconded by Hall, it was voted 5-0 to approve the use of the reserve funds to purchase a merry-go-round for the Collin's Park.

- Pedestrian and Road Safety Petition: Mr. Polky said he and Selectperson Hall met with Sandra and Joss Coggeshall on February 12, 2018. The purpose of the meeting was to better define some of the items in the petition and establish expectations, so that:

- The Select Board and Town Administration have a better understanding of the specific actions requested.
- Voters' questions on what the warrant article means and what will be done can be readily answered.
- A good estimate of anticipated costs can be prepared.

The eight points listed on the petition were reviewed, points were clarified, and several of the actions requested were better defined. Selectperson Hall, Polky and the Coggeshalls agreed to prepare a draft summary of their meeting conclusions. Selectperson Hall drafted the summary on February 25, 2018 and the Town Manager sent a copy of the draft to the Coggeshalls.

- Committee Meetings:

Planning Board to meet on February 27, 2018 at 7 p.m.

Conservation Commission to meet on March 1, 2018 at 4 p.m.

Beth Smith, Cherie Yattaw and Tim Polky will be attending training in Augusta on February 28 on town meetings and elections

COMMITTEE REPORTS:

- Shellfish Committee: Selectperson Sawyer said on Thursday, February 22, 2018, the Shellfish Committee reviewed three job applications for the shellfish warden position. They interviewed three candidates and decided on one person. The Sheriff's Department will no longer be involved, and Deputy Hills will be done, effective March 31, 2018.

- Harbor Committee: Selectperson Elwell said the Harbor Committee was doing a very good job.

- Comprehensive Plan Committee: The Comprehensive Plan was moving forward.

- Planning Board: They met at 7:00 p.m., February 13, 2018

The application to enlarge the second floor, remove a shed and expand the footprint of the house at 11 Waldron Circle was voted complete and was approved.

The application to renovate the ice cream shop and restore an outbuilding at 875 Port Clyde Road was voted complete; an onsite visit was deemed unnecessary; satisfying the Performance Standards in the Site Plan Review ordinance, the application was approved

The plan for a 9-lot subdivision application at 162 Seal Harbor Road was discussed; the proposal will be referred to the Fire Chief for comments on the design of the access road off Route 73.

The Board voted to send the amendments to the St. George Site Plan Review Ordinance and the Shoreland Zoning Ordinance, to Mr. Kelley for a legal review; these amendments

to the ordinances will be scheduled for public hearings, before going before the voters in May.

OLD BUSINESS:

- Select Board Policy Manual Investment & Trust Fund Policies Review: The Select Board reviewed the General Policy statement that read, "The Treasurer may retain and dispose outside investment counsel to manage part or all of the assets." It was the Consensus of the Board to rewrite the sentence to read, "The Treasurer may retain outside investment counsel to manage part or all of the assets. This policy change will be reviewed at the March 19th meeting.

NEW BUSINESS:

- Website Agreement: Mr. Polky said the town had been experiencing website problems and issues. A committee was formed, and it included Beth Smith, Cherie Yattaw, Richard Bates, Chris Cook and Tim Polky. Virtual Towns and Schools have been hired to re-do the town's entire website. Polky said the website would be user friendly, and he felt it would be easier for the public to access. He said the email system would be customized and easier to use. Selectperson Elwell asked about security issues, and Polky said the company addressed those. Polky said the fee was \$4,500 for the one-time setup, and annual hosting fees would be \$1,500. He said the town was currently paying about the same in fees, but the new system would be much more efficient.

- Planning Board Appointment: Paul Gill resigned as an alternate on the Planning Board, leaving a vacancy. Alan LeTourneau said he would be willing to serve. On a motion by Selectperson Elwell, seconded by Willey, it was voted 5-0 to approve the appointment of Alan LeTourneau, as an alternate, to the Planning Board.

- Certificate of Appointment: Tom Gorrill had been appointed to the Conservation Committee. The Select Board signed the Certificate of Appointment form.

- Application for Catering Permit: The Select Board received an application for a catering permit from the Waterfront Restaurant to be held at the St. George Corner Grange. The event is a fundraiser for Maine Scholarship Program. The Select Board approved and signed the catering permit.

At 8:50 p.m., on a motion by Selectperson Sawyer, seconded by Willey, it was voted 5-0 to adjourn the meeting.

Respectfully Submitted,

Marguerite R. Wilson
Select Board Recording Secretary