

ST. GEORGE SELECT BOARD & ASSESSORS
St. George Town Office
MEETING MINUTES
August 20, 2018

The Select Board meeting was called to order at 7 p.m. Members present were: Richard Bates, Chair; Randy Elwell (late), Jerry Hall, and Tammy Willey. (Wayne Sawyer was absent.) Also present: Tim Polky and Elizabeth Curtis.

PUBLIC COMMENTS: None.

REGULAR SESSION:

- Adjustments to Agenda: The following adjustment was made:

Website Issues was added to the agenda and placed under New Business

- Minutes: The Select Board minutes were amended as follows:

Page 2, under Utilities, line 1, Delete wording **had not yet paid off**,
then change to read: Ms. Curtis said the solar **savings had not begun** and the referred ...

Page 2, under Roads and Property, line 3, correct spelling: Kalloch **do** extra work...

Page 4, under Committee Meetings, paragraph 3, line 2, delete wording: **and the hole was being dug**.

Page 4, under Cemetery Committee, line 2, delete word and comma **and**,

Insert a period after word ordinance. Change to read: ... for the ordinance. John Falla ...

Page 5, under Improved Communications, the following corrections are:

Paragraph 3, line 4, change to read: ...on the website. Delete remaining sentence.

Paragraph 7, lines 2 & 3, change to read: uploaded to You Tube, **with a link from** the town website.

Paragraph 10, line 1, change to read: ... that most **of** the Department...

Paragraph 11, line 2, delete **comma** after as. Change to read..., as well as people...

Page 6 corrections:

5th full paragraph, line 1, remove **commas**. Change to read: Ms. Willey agreed with Ms. Curtis and did not...

Paragraph 6, line 2, correct word to **enumerate**

Under Gmail Calendar, line 4, correct spelling and remove hyphen: Google **iCal**

On a motion by Selectperson Willey, seconded by Hall, it was voted 3-0 (Elwell not present for the vote) to approve the Select Board minutes of August 6, 2018, as amended.

- Communications: The following communications were received.

1. An Invitation to attend the 25th Anniversary of the Knox County Fund (KCF) on September 6, 2018 from 5:30 to 7:30 p.m. in Rockland. Chair Bates explained that KCF was a part of the Maine Community Foundation and noted there was no one from St. George or So. Thomaston who sat on the committee. He thought it would be good to have someone from St. George on this committee who could explain what different organizations the town has (such as Neighbor to Neighbor). The invitation note stated, in

the last 25 years, the MCF has given away over \$500,000 to organizations in Knox County. Chair Bates would like to attend this meeting.

2. A note from Ken Oelberger on grant writing for Meadowbrook through Maine Outdoor Heritage Fund (MOHF). He sent the website link and the CC's information regarding the grant they are working on.
3. Michael Felton asked Selectperson Elwell to let the Board know that the school needs to replace a boiler which broke down in the spring of 2018. Replacement options being explored are the use of propane fuel for its efficiency. As far as the school budget, Ms. Curtis explained their budget was set the same as the town's and they would need to figure out how to pay for that expense.

- Warrant: The warrant for the week of August 20, 2018 was reviewed and signed. The total expenses were \$618,251.65 and included two weeks of payroll, 50% of the annual County payment (the balance will be paid on October 1st), 100% of the annual Knox County Dispatch payment, and 50% payment for property and casualty insurance.

Chair Bates asked about Hygrade Business Group. Ms. Curtis explained that group does the town's tax bill outsourcing. She said the payment includes the paper, the envelopes and the timeliness; but the town does pay additional for postage. The Chair asked about the payment to the University of Maine under Solid Waste. Ms. Curtis said it was for testing the compost.

TOWN MANAGER'S REPORT:

- Committee Meetings: Planning Board meets on August 28, 2018 at 7 p.m.
Cemetery Committee meets on August 22, 2018
Sally Long's Birthday Fundraiser is on August 25, 2018 at 5 p.m. She will be 95 years old. All are invited, and all proceeds go to the St. George Ambulance.

Mr. Polky reported that he will be in court on Tuesday, August 21st. He said the town has a tax acquired piece of property, and there has been no activity on this since 2007. He said there are adults and children residing at the property. Mr. Polky stated DEP has equipment inside the building and the property is not fit for habitation, which includes no running water. He will be going to court to complete the eviction process, and Mary Costigan from the law firm of Bernstein Shur, Sawyer & Nelson will be there also to represent the town.

Mr. Polky said they are still in the process of clearing up properties with unknown owners and tax acquired properties.

Mr. Polky said the crosswalk, curb cuts and landings are done. They have been painted and are complete. He said he is working on the sign issue.

Mr. Polky said paving on Turkey Cove and Glenmere Road is supposed to start August 27th. He said roads will not be closed during paving.

Mr. Polky said a contract was signed with the MDOT for the town to take over plowing Route 131, starting at the town line in St. George. He believed So. Thomaston would be doing the rest of Route 131, including Thomaston's one-half mile to Route 1. The contract is for one year.

Selectperson Willey asked if that contract would go out to bid or would Kalloch get the contract? Mr. Polky said an addendum would be added to J.K. Kalloch's contract because he has the contract for the town roads. He said he would like to have the addendum as part of the road contract on an ongoing basis. Kalloch's current contract will be up in 2020.

Mr. Polky said sand will put in the sand shed starting the middle of September.

Chair Bates said the work with First Advisors regarding the town's trust funds had been completed. Ms. Curtis said the process was now much easier. For example, she was able to take the donations received last week for the fishermen's fund to The First and have the money deposited into the town's trust fund.

COMMITTEE REPORTS:

- Planning Board: Chair Bates said the Planning Board met at 7:00 p.m. on August 14, 2018.

- The building permit application at 47 Main Street, Tenants Harbor (St. George Community Development Corporation) to develop a community food bank was accepted as complete and meeting the performance standards in the Site Plan Review ordinance, it was approved.
- The application on Scraggle Point Road, Clark Island (Map 229, lot 008) to do utility trenching was accepted as complete and satisfying the Land Use Standard 15-L-2 in the Shoreland Zoning Ordinance, and with the DEP permit already granted, it was approved.
- After reviewing the original Findings of Facts from the 2015 application, the building permit application for the Fire Department burn building at 274 Seal Harbor Road, previous granted in July 2015, was re-approved for another 2 years.
- The building permit application at 176 Wallston Road, Tenants Harbor (St. George Transfer Station) to install a fuel tank was tabled, while awaiting more details on the access road, lighting, etc.
- The building permit application at 75 Marina Road, Clark Island (Hurricane Island Outward Bound) to build a larger picnic table/rain shelter (20'x40' instead of the 16'x24' previously approved) was approved, as the changes were minor, and do not alter the essential nature of the original proposal.
- The application to install a seasonal 8'x8' float and 8' ramp in Harrington Cove, at 433 Seal Harbor Road, Spruce Head was considered; an onsite visit was scheduled for 5:00 p.m. on Monday, September 24, and the public hearing at 7:00 p.m., Tuesday, September 25, 2018.
- After adjourning, the Board continued their work on developing a sign ordinance.

- Solid Waste and Recycling Committee: Selectperson Willey reported on the SW&RC. They met on August 15 at 7:30 a.m. They thanked the Select Board for allowing them to be flexible with the committee's meeting times. SW&RC members said they would be flexible with anybody who would like to be part of the committee. If they need to change their times, they are willing to do that. Chair Bates said that was great and thanked the SW&RC.

Ms. Willey said the committee asked why the town website was changed, found it hard to navigate, to find information, and said they needed to have a Google account to access

information. They thought the last website was easier to use and the town should have added more "spark" to what was already in place.

Selectperson Willey said the SW&RC discussed holding an educational program on single stream versus how St. George recycles. The committee would like to explain how the recycling system works in a way people can understand, so they do not get confused. Selectperson Willey was not sure how they were going to set up the program. It could be a discussion panel or individual speakers. The committee discussed having someone from St. George speak on how the town recycles and also have someone who understands single sort speak.

Chair Bates thought many towns that went to single sort recycling would probably like to go back to sorting. When the Budget Committee looked at this, they had people from Ecomaine come and talk to them about it.

Selectperson Willey thought the SW&RC would like to make people understand why St. George does it the way they do. They want to educate people to make the system at the Transfer Station more refined, so people know what is going on and how it works. Chair Bates said people come up from Portland for the summer and all around who do not understand the economics of it and think it is outdated; whereas, in fact with the trends, it is actually better to do what the town is doing. The SW&RC want people to understand that single sort is not always the best way to do recycling.

Selectperson Willey said the SW&RC sent a suggestion to Mr. Polky. Transfer Station employees used to wear colored t-shirts, so people could identify them. The committee suggested having bright orange or bright green t-shirts with a logo printed on them. Mr. Polky thought it was a good idea, he had already talked with the staff about it, but the staff had not yet come up with anything.

The committee suggested the Select Board, along with the SW&RC, take an educational field trip to Norridgewock to see what actually happens to the town's trash. Ms. Willey said it is interesting to visit the site. She said Ray Emerson suggested going to Ecomaine to see what happens to people's trash. Chair Bates thought many of the SW&RC members had already gone to Norridgewock. Ms. Willey said they had. Mr. Polky said the only thing that goes to Norridgewock is the MSW (Municipal Solid Waste) (the garbage). He said all the recyclables go to other sites; whereas at Ecomaine, the garbage and the recycles both go there. Ms. Willey said she told the SW&RC that the whole town needed to visit Norridgewock to see what happens to the trash.

Selectperson Willey said the committee had a discussion about single use plastic bags; the foam clam shells that local businesses use and the foam cups. She said the committee discussed this issue. They voted to take it to the Select Board and ask that the town consider phasing out those products, as some other towns were doing that. The SW&RC would like the Select Board to look at this issue. Chair Bates said when the Select Board looks at their policy manual, they could review it.

Mr. Polky believed that issue had possible ramifications and thought it should be done as a public ordinance. Ms. Curtis asked if the committee was asking the people to recycle those items or asking to ban them from businesses. Selectperson Willey said they would like St. George to phase them out as well as town businesses who use plastic bags and the Styrofoam. Mr. Polky suggested the SW&RC have a public meeting to inform people of their concern and to get public input. He said maybe it could be done voluntarily rather than making it an ordinance. The Select Board thought this would be a good area to educate the public on. Ms. Willey suggested the SW&RC speak with the Business Alliance on this issue, and Mr. Polky agreed.

St. George School: Selectperson Elwell reported that the school had been out of power all day because they were installing the generator. He said CMP was at the school trying to get the power back on. Mr. Elwell thought they needed one more day to get the generator installed, connected, and then it would be ready to go.

OLD BUSINESS:

- Implementing Ideas for Improved Communications: The Select Board discussed the Town Newsletter. Selectpersons Hall and Willey and Chair Bates collaborated on the newsletter to create the final, edited copy. Selectperson Willey said she edited it to be less formal. Selectperson Hall thought Ms. Willey's changes were very positive and the modifications Chair Bates suggested were very good.

Chair Bates thought the Select Board liaisons would need to work with the Boards and committees to do the reporting for the newsletter and should look at this as a joint effort. Consensus of the Board was the newsletter was ready to be sent to Cherie Yattaw.

Chair Bates talked with Ms. Yattaw about her progress on getting the newsletter mailed to the zip codes. Ms. Yattaw talked with Alane Kennedy at CDC and with Staples in Rockland. Staples no longer does mass mailings and the CDC ended up hiring an out of state publisher for their mailing. Chair Bates said if the Select Board decides to do an informational card in October, then they could do what the CDC, but the newsletter mailing will go to the post office for distribution.

Mr. Polky asked if the newsletters were being sent to postal boxholders or were they going to be labeled and sent to everyone? Selectperson Elwell asked how would the newsletter get to people who reside out of state but are property owners in St. George? Chair Bates said that whatever they do, they will miss people. Of those people who have electronic copies, probably are more likely to be people out of state. Chair Bates' hope is by sending it to everyone locally, they will increase the proportion of locals who see it.

Selectperson Elwell suggested setting up an Email Sign Up table in the large room on Election Day, November 6th. Mr. Polky suggested having a sign on the table to draw attention to it. Mr. Elwell anticipates a large voter turnout in November and this would be a good time to share the email information with the public. The Board liked the idea. Chair Bates said the email information could not be sent out with absentee ballots but if people request ballots by phone or email, the staff could ask them if they would be interested in getting information via email or printed copy.

Ms. Curtis asked how the addresses would be put on the newsletters? Mr. Polky and Ms. Willey said it would go to the post office and sent out as boxholder or resident. Ms. Curtis asked how the postage would be handled? Mr. Polky said you pay per piece and it is a cheaper price.

He and Cherie worked to reduce the number of pages, by focusing on the most important information first and deciding what could be put off until the next newsletter but he said it is already five pages. Selectperson Willey said if these are sent to residents, they will not go out of state and will have to be labeled. If they do it once to get it out to everybody then after that maybe do another mailing in a year or so to just the zip codes. Mr. Polky thought it needed to go out to every taxpayer (Willey agreed), though he did not think they would get everybody.

Selectperson Elwell asked if the town had the ability to make the labels? Polky said yes, it could be done, but it is labor intensive. Mr. Polky noted it would be on the record that in September, the town mailed a newsletter out to everyone which said, "Let us know if you want to

keep getting this." Consensus of the Board was to have the newsletter sent out with printed labels to every taxpayer for this one time.

The Board discussed various ways of getting the newsletter prepared and labeled for mailing. Suggestions: See if there was an organization in town that could help. Was there a group looking to perform a public service or a group getting together for coffee? Would an organization such as Neighbor to Neighbor or Nick Lapham's volunteers on the Ambulance Association do that? Mr. Polky said there were groups out there looking for things to do. Ms. Curtis said they were running out of time to find anyone, other than staff.

Ms. Willey asked how many newsletters would be mailed out? Mr. Polky thought 1,200 to 1,500 and Ms. Curtis felt it would be around 2,200 mailings.

Ms. Curtis asked how this would be financed because the line will show it is over. Mr. Polky said between now and the end of June 2019, some adjustments will probably have to be made.

Chair Bates said the section he submitted about election candidates as well as all the questions could be removed since the newsletter was already five pages. Mr. Polky said they removed that. Chair Bates said that could go on the website but was reminded that one of the public comments was that in other states there is a notice to every household telling them who the elected candidates are and listing the ballot questions.

Mr. Polky said they had to make some decisions on what would go into the newsletter. He felt the most important items were about the newsletter sign up and a summary update on 10 Cold Storage Road.

- Update on 10 Cold Storage Renovations Bond Process: Ms. Curtis reported that they had a phone call today with S&P Global to get the town's rating for the bonds. She said that went very well. They had been sent a list of questions. The town's bond agent was present, he prepped them ahead of time and he let Chair Bates, Mr. Polky and herself speak. He spoke up when there was something he knew they should key in on. She said they talked about the relationship with the school, the fact that there is no anticipated debt coming up, what the town's budget process is, how the town had done in the previous fiscal years. Ms. Curtis said Chair Bates started the conversation with Standard & Poor's on a very positive note, saying this is why you want to come to St. George and this is how great the town is.

Chair Bates said the Preliminary Official Statement (document) would get issued by Dick Ranaghan on the August 30, 2018. He thought they would get the S&P rating by September 6, 2018, and then on September 12, 2018 there would be an opening of bids. Mr. Ranaghan said there may be between four and seven bids within the range of approximately 3%. Mr. Polky said the town rating was AA+, and Ms. Curtis said the calculations were based on 3.5%. The process was going well and is on schedule. She explained the bond money should be deposited into the bank account on September 28, 2018 and said it would be good to be able to reimburse the town for earlier expenses.

Selectperson Hall said he was also interested in what was physically happening at 10 Cold Storage Road. Mr. Polky said Dave Schmanska did a write up for the newsletter and it is now on the website.

- Update on Fuel Tank Installation: Mr. Elwell said they are supposed to be delivered anytime. Mr. Polky said they ran into a situation regarding the proximity of the fuel tanks to the well and need to talk with the Fire Marshall's office. Mr. Polky said they may have to change the location but thought they could make it work in that area.

Mr. Polky met with Jim Kalloch's crew about putting in a road at the transfer station. Kalloch will come up with a figure on cost. Mr. Polky said the tanks are 500-gallon, doubled walled and above ground. He said rules changed as in the past, it used to be anything under 660 gallons and you did not need to deal with the Fire Marshall's office. Mr. Polky said he was not aware of the change, but CEO Brackett discovered it, and Mr. Polky wanted to make sure the town was covered. He said the Fire Marshall's office would bring in DEP.

Mr. Polky said the permit application went before the Planning Board last week, but they did not have a site plan, so the item was tabled. Selectperson Elwell said the Planning Board did a good job and did what they were used to regarding the application. Mr. Polky said they had planned to go to the Planning Board on August 28, but he told Brackett it did not look like they could get back to them then. Mr. Polky said they would try to get the item on the agenda for the first meeting in September and have all the information ready by then. He said hopefully, they would get their permits. Ms. Willey said Ray Emerson brought it to the attention of the SW&RC, so they would know what was being planned at the transfer station.

- Update on Solar Panels, Savings to Town: Mr. Polky said if anyone goes on line to see what they are producing, they are down more than they are up. ReVision thought it was a computer problem. Mr. Polky said actually the breaker was being tripped (the 200-amp breaker). He thought the town was producing more electricity than they could handle, and it was kicking the breaker. He said early on in the process, they said they might have to upgrade the transformer and now they may end up having to do that. Selectperson Hall clarified that this was the CMP transformer on the pole.

Chair Bates said part of the dilemma is they do not want the town to be generating more electricity over the course of the year than the town uses. They basically designed the system so that the equipment should not be generating more than 200 amps. He thought it was and causing the switch to trip. Mr. Polky said that is not that unusual to have a dummy load to dump that excess.

Selectperson Elwell asked if the extra could be used to power something in the transfer station. Polky said no. Selectperson Hall said if the system is not running, then the town is having to buy more from CMP. Chair Bates said the power is purchased from ReVision and Polky said regardless of how much the town is making, the town is buying its electricity from ReVision. Selectperson Hall, "100% of the town's power from ReVision?" Bates said they need to fix it. Mr. Polky said it was in ReVision's best interest to get it running because they are selling that power to CMP. Chair Bates said they have a design problem.

The Transfer Station employees have been doing Revision a favor because when the switch tripped, it did not go all the way down, just partially, and they had been resetting the breaker. Mr. Polky said the town office was unaware of this or would have gotten it fixed. He said ReVision has been assuming that someone is going in at night and shutting the switch off. Mr. Polky said because the switch is not all the way down, he knows it is not malicious. Brian from Revision now knows what is going on and he will be down on Tuesday.

Selectperson Hall questioned whether the town purchases 100% of the power it uses from ReVision. Ms. Curtis said for the five meters that are on the contract. Chair Bates, "We pay ReVision for our electricity." Ms. Curtis and Selectperson Hall reviewed the plan. Curtis said it is not all meters that the town pays electricity on. Street lights are not part of that. Selectperson Hall said the town had gone past the 12-month demand charge period, so that went away and then asked, "But CMP was still sending the town bills?" They discussed why CMP was still

billing and what bills the town needed to pay CMP for. Curtis said CMP was still charging the town for electricity for everywhere, but the transfer station and the salt shed. ReVision had failed to contact CMP about the other four meters. Ms. Curtis will review CMP's bills again. Mr. Polky said it is in ReVision's best interest to fix the meter because the town is buying electricity from ReVision whether they are selling it to CMP or not. Selectperson Elwell said if the switch is tripped, ReVision is losing out.

Selectperson Hall noted that the system was designed to produce about 90-95% of the electricity for the six meters. He said, "You do not want to oversize the system and produce more than you use because you don't get reimbursed for that." He thought the number for the system was more like 93-94%. Mr. Polky said that was on paper but once it went on line, the town was over. Mr. Hall explained this was the time of year when they would run over. He said, "You run way over a portion of the year and then you run under the other. But they had based (it) on their experience, where you are, and the angle of the roof, etc., that it would produce 93-94% power of these six meters. On a year-round basis." He said in essence, the town was putting electricity in the bank. He was not sure how it would work but his understanding was that it got reconciled on an annual basis. He thought the difference got paid to CMP. Mr. Polky said right now, St. George is paying everybody. Chair Bates said Ms. Curtis will figure this out.

Selectperson Willey asked who would pay for the cost of the breaker for the solar panels? Would the town have to pay to change those? Would CMP or ReVision? Mr. Polky was not sure, but he would be getting more information soon.

NEW BUSINESS:

- Liquor License - Greg & Corinna Howland, DBA The Happy Clam: Ms. Curtis said The Happy Clam has been in business for 10 years, therefore, a Public Hearing is not necessary. A motion was made by Selectperson Elwell, seconded by Hall, to approve a liquor license for the Happy Clam, 4-0.

- Website Issues: Chair Bates said Selectperson Hall had issues about the calendar and Selectperson Willey had comments from the SW&RC and other people in the community asking why the website was changed.

Chair Bates said the website has a lot of good features. Some of them work and some of them don't. He gave an example on posting information: Ms. Yattaw has the schedule for the next Select Board meeting, in the process of posting it, she puts in the details of the date and it automatically gets added to the calendar. The system is integrated.

Chair Bates said another strong feature of this design is that a document is reachable from many different routes which was not easily done in the previous website. In the previous website there were a lot of duplicate documents which were not always saying the same thing.

Chair Bates said another feature is that the delegation of responsibilities is much more flexible. Different departments can have responsibilities for different areas without everything having to go through one person (Cherie).

Chair Bates felt there are a lot of advantages to the new site and it is different. The calendar (iCal interface) does not work and when the town office spoke to the company about it, they acknowledged there is an incompatibility. Chair Bates felt sooner or later the issue will get resolved.

Chair Bates said when the agenda is posted, he receives an email and he is able to download it. Selectperson Hall said he would try it again because he thought he signed up for a number of these but had not received anything. He said maybe he did it wrong or maybe the ones he signed up for haven't done anything. Ms. Curtis said she signed up for the Planning Board, Select Board and for Rec and is receiving the emails whenever they post something. Mr. Hall asked if there was a way to go in and see what he had selected. Ms. Curtis and Mr. Polky thought there was an option to edit.

Chair Bates asked Ms. Willey about the issue of people not being able to find things. She said they thought it was hard to navigate. She had not tried it herself. Selectperson Hall said this system was more database oriented and seemed to be set up in a better way. Chair Bates asked the Select Board if they needed to have a training session for the public? Selectperson Elwell did not think so. He said it was new, people needed to use it, and get used to it.

Chair Bates suggested if anyone had any trouble navigating the website, there is an option in the upper right-hand corner that says, "Contact Us." He said he would encourage people if they cannot find something or it takes them a long time to find something, then contact the office and let them know.

Chair Bates said website technology has changed. Mr. Elwell said the new website is easier to build off from, add to, take away or change anything. Ms. Curtis said it is good having one document on the website as opposed to multiples, so you do not have to worry updating where ever that was placed on the website. She said that is huge.

Ms. Willey asked if there would be more update items across the bottom of the screen? Would the website show the fuel tank update, communications updates like they did with 10 Cold Storage Road? Mr. Polky said the town can, but if someone wants something added, they need to write it up and send it to Cherie. Selectperson Elwell said it made sense if the Department Heads wrote the letter or information as Cherie should not have to write the articles. Ms. Willey agreed.

Phone numbers listed on the Let's Keep in Touch section of the newsletter were reviewed. Selectperson Elwell's telephone number was corrected to 372-0602 and Selectperson Hall said he will list his cell phone number rather than his home phone number. Cherie Yattaw will be notified of these changes.

At 8:40 p.m., on a motion by Selectperson Elwell, seconded by Willey, it was voted 4-0 to adjourn the meeting.

Respectfully Submitted,

Marguerite R. Wilson
Select Board Recording Secretary