



**SELECT BOARD
MEETING MINUTES
JANUARY 6, 2015**

1.0 COMMITTEE INTERVIEWS - 5:45PM

1.1 Pamela Sawyer - Conservation Commission

Ms. Sawyer failed to show up for the interview.

2.0 CALL TO ORDER: 6:00PM - 8:00PM

Meeting called to order at 6:00PM.

Members present: Barbara Dailey, Chair
 John Daley, Vice Chair
 David Barton
 Gary Latulippe
 Robert Winn, Jr.

Others present: Thomas A. Fortier, Town Manager

2.1 Pledge of Allegiance

The Pledge of Allegiance was led by Selectman Barton.

2.2 Approval of Select Board Minutes - December 2, 2014

The minutes of the December 2, 2014 Select Board meeting were accepted as presented.

3.0 TOWN MANAGER'S REPORT

Town Manager's Report to the Select Board - January 2015

A public meeting with the MDOT was held on 12/16/14 and you can view the meeting on video from our web page www.townofogunquit.org. The rebroadcast of the meeting can be seen on WOGT everyday at 5:00pm.

At this meeting we learned that the \$14 million project has now been consolidated into a 18- month project and is scheduled to begin this coming spring 2015.

Projects:

Devil's Kitchen construction started today and will be one to two weeks of activity. The path will be closed from the lighthouse to Frazier Pasture outlet path.

Perkins Cove Restrooms are close to completion and will be ready for the 2015 season.

Main Beach Bathrooms: Staff has replaced the ceiling, a new roof was completed, the ventilation system was repaired and many other improvements have been made. The footbath was removed from the front of the building. This will eliminate a lot of sand being carried into the restroom; we expect that this will improve the overall cleanliness of the restrooms.

North Beach Bathrooms: Staff has provided new shingle siding, new fiberglass doors, a new footbath, painted the rafters and much more.

Veterans Park: A new monument is in place. The project will be completed this spring. The David Von Schlegell sculpture will be inscribed to heighten the awareness of the prominence it deserves. It has also been moved closer to the center of town.

Trolley Contract: The Select Board continues to negotiate a new contract and address some of the concerns from past experiences. Some of the issues addressed are the lack of consistency and availability of trolleys, rude and angry drivers, trolley stops and pricing.

Visitor Services:

A friendly reminder that Dogs "off leash" (especially on the beach) must be under voice command. The ordinance does not say that dogs can unequivocally be off leash on our beaches. We have had several complaints from beachgoers that they have experienced unruly dog behavior. Also, dog owners need to be aware of their dog off leash and pick up after their pets. Several owners have reported that they have seen an increase of dog waste on the beach. This is not acceptable.

Also, the estuary and mouth of the river are off limits to dogs. Please help us protect water quality and the natural environment of our sand dunes.

Finance/Budget:

Governor LePage intends to propose legislation this year that would require all motor vehicle excise tax revenue to be dedicated to transportation infrastructure. The Governor indicated that his intent, if this declared proposal fails, would be to propose that all motor vehicle excise tax revenue be sent to Augusta.

What does this mean to our local economy? It means it will be another shift of revenues to the State and increased expenses to the local taxpayer. Local taxpayers already have seen a reduction in State Local Revenue Sharing, a decrease in school funding, Homestead Exemptions and so on.

We have reached the 50% mark for FY14-15. Revenues are on target and expenditures are in line. The FY15-16 budget season is upon us. Please let your Select Board and Budget Committee members know what projects are important. Please plan on participating in the town budget meetings.

- Tuesday, February 3rd, 5:00pm - Town Manager delivers CIP and operating budget to Select Board and Budget Committee.
- Saturday, February 7th, 9:00am-12:00pm - Budget Workshop, Public Meeting

Town Clerk:

There are several Committee openings: the W-OCSD is looking for a candidate to represent Ogunquit; the Planning Board & Budget Review Committee is also in need of members to serve.

The Town staff is transitioning from a manual motor vehicle registration system to an electronic motor vehicle registration system. This upgrade will be completed by the end of January. The benefit to having this upgrade is as follows:

- Registrants will be able to complete their registrations here at the Dunaway Center. (Currently when someone buys a new vehicle out of state, private sale or needs new plates they must go to a Bureau of Motor Vehicle Branch Office in Kennebunk).
- Plates will be issued here. This will include all Passenger, Commercial, Vanity and Trailer plates.
- Registrants will be able to complete their registrations on line.

Business Registrations: In 2013 the Town had 101 unregistered businesses. In 2014 there were only 9 unregistered businesses. We are in the process of sending out a notice to all businesses in Town, form included, reminding them of the increase in fee and filing requirements.

Marriages continued to increase in 2014 with 188 licenses being issued. This is an increase of 45 licenses over the 2013 amount, which was a record year.

Land Use/Code Enforcement:

Building and remodeling projects around town remains brisk and the Land Use Office and Planning Board has been very busy.

At the November Election all requirements were met regarding the Pesticide Ordinance and it is now in place, effective January 1, 2015.

Police Department:

There have been burglaries on Berwick Road and adjacent neighborhoods. Please be sure to lock and secure your residence as well as report any suspicious activity to the Police Department.

The Town is advertising for the hiring of Reserve Officers for the upcoming summer season.

Our Police Department ended 2014 calendar year with 10,400 calls for service, 150 arrests, 100 motor vehicle crashes. Our officer's have responded to fatal shootings, suicide calls, OUI arrests, possession of drugs and narcotics; they have initiated life support/CPR procedures, been involved in high speed chases, investigated home robberies and assaults, managed large crowds, dealt with intoxicated patrons... and the list goes on and on.

Thank You Ogunquit Police Department!

Fire Department:

The Fire Department, along with Code Enforcement Officer, will be implementing an inspection program starting with Bed & Breakfast establishments first. We will be conducting Life Safety 101 inspections for safety. We will be trying to do onsite inspections of business's that have owners available to assist and to allow entry. We will then start on motels, then 2-family or more dwellings. This will require an enormous amount of time and energy.

This is a positive intervention for the safety of our residents and visitors. It will allow our staff to become familiar with the buildings, update any code violations and develop a relationship with owners.

Our Fire Department men and women, just like our Police, are involved in day-to-day operations that are at times traumatic, and not routine. Most recently, Firefighter Bob Bernard and Brian Roy responded to a tri-town incident resulting in a high speed chase and ultimately a woman being shot by a Police Officer. Paramedic Bernard provided medical attention to the woman along with Paramedic Roy, needing to administer life supporting measures at the scene while transporting to a Portsmouth Hospital. The woman died from her wounds. Paramedics, this past year, were first on the scene of head-on collisions, attended to head trauma of bicyclist hit by a vehicle, residents and visitors having heart attacks, and the list goes on. The purpose of writing about these is to point out how important our Fire Department is to our community. It is not always "just another day on the job." Thank You, Ogunquit Fire Department.

Public Works:

Public Works staff has been working on returning old stock like oil filters, belts and parts to reduce inventory. A lot of the stock we are returning is for vehicles that we no longer own. The Town will receive credit for all items returned.

Staff has also been busy cleaning the inside and outside of the old public works building. It looks great! The building will be used for storage and the Harbormaster will use one of the vehicle bays to work on his boats, floats etc. The Select Board will discuss future uses for this property in the near future.

Cheryl Emery, Cliff Marchant and Steve Shepard have been certified as Local Project Administrator(s). This certification allows staff to partner with MDOT and share costs on mutual projects.

Reminder: household trash does not belong in public trash cans around town. We have experienced an increase in household trash being improperly disposed of in public trash cans. Please refrain from this inappropriate action and do your part in our community. The fine for illegally disposing your trash carries a \$50 fine.

There is sand available to residents for slippery walkways etc, the sand supply is located in Obeds Parking Lot. Please limit to one bucket at a time and as needed.

Harbormaster:

Moorings: Bills went out in early January 2014. Second notices were sent in October of 2014. The remaining unpaid moorings (6), per the Harbormaster, will forfeit their moorings. Notices to that effect will go out early January 2015.

With the cold weather finally here the "CRUSHER" has been put to service breaking the ice in Perkins cove at "dark:30" every morning .This service allows lobstermen access to their boats by daylight.

There is a limited amount of tide calendars available at the Harbormaster office. Stop by, say hello, and pick one up as long as supply last!

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

4.1 Pamela Sawyer – *Appointment, Conservation Commission*

This item was tabled.

4.2 Robert Joyner – *Resignation, Budget Review Committee*

010615-01 Motion made by Robert Winn and second by David Barton to accept the resignation of Robert Joyner as a Member of the Budget Review Committee; approved 5-0.

4.3 David Fazzina – *Resignation, Wells-Ogunquit Community School District Trustee*

010615-02 Motion made by Robert Winn and second by David Barton to accept the resignation of David Fazzina as Trustee of the Wells-Ogunquit School Committee; approved 5-0.

4.4 Christine L. Murphy - *Reappointment, Registrar, Town of Ogunquit*

010615-03 Motion made by Robert Winn and second by David Barton to Reappoint Christine L. Murphy as Registrar for the Town of Ogunquit, term ending December 31, 2016; approved 5-0.

Motion made by Robert Winn and second by David Barton to open the Public Hearing at 6:18pm; approved 5-0.

5.0 PUBLIC HEARING - LICENSE RENEWALS

6.0 PUBLIC INPUT (Any Topic)

Martin Crosby, representing the Dog Park

- Informed the fundraiser Beachmere for the Dog Park- give back dinner series \$14.99, 1/2 to fundraiser, 1-19, 5-9pm.
- Comments regarding attendance of residents at the Select Board meeting.

Gary Latulippe

- Read letter from Erica Mixon - re: naming of street off Bourne Lane, change from Erica's Way to Hartwig's Lane.

7.0 PUBLIC HEARINGS - PRESENTATIONS

7.1 Transfer of Funds to Reconcile the FY 2013-2014 Budget - *Thomas A. Fortier, Town Manager*

John Quartararo, Treasurer, was in attendance to explain the request for transfer of funds. This transfer represents departments that were over budget and the need to reconcile with funds from under budget departments.

Transfers In

Police Department	\$180.00
Public Works Department	<u>\$15,680.00</u>
	\$15,860.00

Transfers Out

Transfer Station	\$9,871.00
Insurance & Benefits	\$955.00
Administrative Services	\$3,424.00
Information Services	\$1,814.00
Clam Warden	<u>\$1,610.00</u>
	\$15,860.00

Motion made by Robert Winn and second by David Barton to close the Public Hearing at 6:26pm; approved 5-0.

8.0 ADMINISTRATIVE ITEMS - UNFINISHED BUSINESS

**8.1 Beach Parking Pass/Transfer Program – *Thomas A. Fortier, Town Manager*
Select Board Discussion on 2015 Beach Parking Pass/Transfer Program**

This agenda item pertains to drop-off impact fees. Town Manager Fortier proposed the following fees:

\$3,000.00	Out of Town Business	Season Pass
\$1,500.00	Ogunquit Hotels	Season Pass
\$500.00	Ogunquit Business/Other	Season Pass
\$250.00	Non-motorized (i.e. Bicycle Taxi, Golf Cart Taxi)	Season Pass

Selectman Latulippe suggested that the \$3,000 Season Pass be removed and charge out-of-town Businesses the daily fee of \$50.

Selectman Daley suggested that the process be kept simple; in favor of the current system. But would like to ignore the \$250 Season Pass, keep it vague, fall under “Other”.

Selectman Barton stated that he is in agreement with Selectman Daley and remove the fourth option of \$250 Season Pass.

010615-04 Motion made by Robert Winn and second by David Barton to accept the fee schedule of \$3,000 for Out-of-Town Businesses for a Season Pass, \$1,500 for Ogunquit Hotels for a Season Pass and \$300 for Ogunquit Business/Other and eliminate the Non-motorized (Bicycle Taxi, Golf Cart) Season Pass for 2015 and keep an eye on Out-of-Town Business to modify in the future.

Previous motion was retracted.

010615-05 Motion made by Robert Winn and second by David Barton to add a third category to the proposed fee schedule to be the \$300 for Ogunquit Business/Other Season Pass; approved 5-0.

**8.2 Beach Erosion RFP– *Thomas A. Fortier, Town Manager*
Select Board Review of Beach Erosion Committee Proposed RFP**

Town Manager Fortier submitted a proposed RFP from the Beach Erosion Committee for an Engineering Study to Define the Degree of Erosion at Main Beach and Alternative Solutions and Related Costs for Corrective Action.

Selectman Winn, liaison to the Beach Erosion Committee, stated that the document has been reworked many times to provide what is needed.

Once the RFP is finalized, the Town Manager, will move forward with the process.

Selectman Daley would like to see some proposals when it is next brought before the Select Board.

Chair Dailey spoke of very detailed information regarding vegetation, seaweed and raking in an earlier report.

- 8.3 ECOMaine Withdrawal – *Thomas A. Fortier, Town Manager*
Select Board Action on the Town of Ogunquit Withdrawal from ECOMaine

John Fusco, Transfer Station Manager, was in attendance to explain what the withdrawal from ECOMaine will mean to the Town of Ogunquit.

The Select Board, due to the late receipt of the proposed withdrawal contract, will meet tomorrow (January 7, 2015) to vote on the item at 6:00pm.

- 8.4 Name Change Request - Erica's Way

Erica Mixon submitted a letter requesting that the Select Board change "Erica's Way" to "Hartwig's Lane".

010615-06 Motion made by Gary Latulippe and second by John Daley to change the name of Erica's Way to Hartwig's Lane; approved 5-0.

9.0 ADMINISTRATIVE ITEMS - NEW BUSINESS

- 9.1 Sale of 1980 Pumper Engine – *Mark O'Brien, Fire-Rescue Chief*
Select Board Action on the Sale of the 1980 Pumper Engine

010615-07 Motion made by Robert Winn and second by David Barton to allow the Town to sell the 1980 Ford C-800 Pumper Truck for the bid of \$5,000; approved 5-0.

- 9.2 Transfer of Funds to Reconcile the FY 2013-2014 Budget – *Thomas A. Fortier, Town Manager*
Select Board Action on the Request to Transfer Funds to Reconcile the FY 2013-2014 Budget

010615-08 Motion by Robert Winn and second by David Barton to transfer funds in the amount of \$15,860.00 to reconcile the 2013-2014 budgets; approved 5-0

- 9.3 Acceptance of Contributions and Authorization to Expend Contributions on the Devil's Kitchen Project – *Thomas A. Fortier, Town Manager*
Select Board Action, Pursuant to Article 62 of the June 10, 2014 Annual Town Meeting, to Accept \$50,000 from the Marginal Way Beautification Fund and \$50,000 from the Marginal Way Preservation Fund

010615-09 Motion by Robert Winn and second by David Barton to accept \$100,000 in total contributions from the Marginal Way Beautification Fund and the Marginal Way Preservation Fund for Devil’s Kitchen; approved 5-0.

9.4 Request to Set Rates for Police Special Details – *Thomas A. Fortier, Town Manager*
Select Board Action on a Request to Set Rates for Police Special Details

The request from Treasurer Quartararo is as follows:

- Officer only, \$78.00/hour, 3 hour minimum;
- Officer and cruiser, \$93.00/hour, 3 hour minimum;
- Minimum 24 hour notice to cancel in writing by fax to Police Department or the 3 hour minimum will be due and payable; and
- Authorize Town Manager and/or Police Chief to negotiate an hourly or flat rate for a special event or for other public agencies.

010615-10 Motion by Robert Winn and second by David Barton to accept the following request to set rates for Police Special Details: Officer only, \$78.00/hour, 3 hour minimum; Officer and cruiser, \$93.00/hour, 3 hour minimum; Minimum 24 hour notice to cancel in writing by fax to Police Department or the 3 hour minimum will be due and payable; and authorize Town Manager and/or Police Chief to negotiate an hourly or flat rate for a special event or for other public agencies; approved 5-0.

9.5 Wells-Ogunquit Senior Center Fundraiser – *Thomas A. Fortier, Town Manager*
Select Board Review and Action on a Fundraiser Request from the Wells Ogunquit Senior Center

Town Manager Fortier explained that the Wells-Ogunquit Senior Center is requesting funding to reach their goal of \$7,500 as a matching grant for a Cyber Grant from Kennebunk Savings Bank.

9.6 Time Warner Allocation of \$20,000 PEG Grant for WOGT-TV- *Thomas A. Fortier, Town Manager*
Select Board Action on the \$20,000 PEG Capital Grant Pursuant to the Time Warner Cable Franchise Agreement

010615-11 Motion by Robert Winn and second by David Barton to accept the \$20,000 PEG Capital Grant pursuant to the Time Warner Cable Franchise Agreement with the Town of Ogunquit; approved 5-0.

10.0 **MISCELLANEOUS BUSINESS – ORAL & WRITTEN COMMUNICATIONS – FOLLOW-UP**

10.1 Select Board

Selectman Barton

- Apologized to Town Manager and colleagues if his passion was overzealous regarding the ECOMaine subject.

Chair Dailey

- Reminded all of the vacancies that are available for town Boards & Committees.

11.0 EXECUTIVE SESSION

Motion made by Robert Winn and second by David Barton go into Executive Session at 8:24pm to discuss Personnel, Pursuant to Title 1, Chapter 13, Subsection 1§405.6.A; approved 5-0.

11.1 Personnel [Pursuant to Title 1, Chapter 13, Subsection 1§405.6.A]

Motion made by Robert Winn and second by David Barton come out of Executive Session; approved 5-0.

No action was taken during Executive Session.

12.0 ADJOURNMENT

Motion made and seconded to adjourn the meeting, unanimous vote to adjourn.

Respectfully submitted,

Cheryl L. Emery, Administrative Assistant to the Town Manager