

Town of Blue Hill
Select Board Meeting
Monday, August 21, 2023
Minutes

Called the meeting to Order at 5:30pm

1. **Quorum and meeting attendance** - B. Smythe; S. Miller; S. Dooley; J. Dow; K. Herrick, Town Clerk; Carrie Jeffrey, Press from Weekly Packet.
Not Present: E. Best - Approved Absence.
2. **Approve Select Board Meeting Minutes of August 14th** - S. Miller recommended changes to the minutes, B. Smythe moved to approve the Minutes for August 14th with changes, S. Dooley seconded. Vote: 4-0 Approved. B. Smythe moved to approve the Minutes for August 16th meeting, J. Dow seconded. Vote: 4-0 Approved.
3. **Public Comment** – There was no public comment.

Business

1. **Town Hall front steps painting** – Two quotes have been received by the same contractor. A quote for \$4,000 was provided for painting the steps. The second quote was an additional \$3,000. At the time of the meeting, the board was unsure what the additional cost covers. The motion was amended to give E. Best authority to contract at the \$4,000 price after she has a discussion with the contractor on whether staining would be a better alternative. S. Miller moved to approve the motion, S. Dooley seconded. Vote: 4-0 Approved.
2. **Potential refund for 2005 cemetery plot purchase** – A refund was requested on a Seaside cemetery plot that was purchased in 2005. J. Dow said a reimbursement had been issued in the past to another party. J. Dow motioned to repurchase the Anderson Lot #28 at Seaside Cemetery in the amount of \$800.00, B. Smythe seconded. Vote 4-0 Approved.
3. **State Representative “Meet and Greet” October 7 at Town Park** – J. Dow asked if the Parks & Recreation Reservation System was still being used. S. Miller stated yes, we still have a license for the program. It is unknown what time and how many people are expected to attend. J. Dow asked K. Herrick, Town Clerk, to get in touch with the State Representative to find out these details as well as ask her to go online and fill out the reservation form. J. Dow Tabled pending further information.
4. **Tree Warden re: responsible parties for Dutch Elm Disease treatment (TBD)** – The Tree Warden did not attend the meeting. There are follow-up questions the board would like answered before making any decisions. J. Dow will invite Mr. Norris to next week’s meeting. J. Dow Tabled pending further information.
5. **Road Commissioner—salt/sand bids (TBD)** – The Road Commissioner did not attend the meeting. He previously told B. Smythe & J. Dow that he was still waiting to hear back on bids. He is hoping to get them before the next meeting. J. Dow Tabled pending further information.

Department Status Reports (Sound Bites)

1. Seaside Cemetery update: J. Dow and Sexton B. Carter walked the cemetery this past weekend. They discussed a maintenance plan which included tree trimming/removal work. He said there is concern on who takes care of these cemetery plots once family members pass away. Does that responsibility fall to the town? There are also issues with plastic

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flowers and trying to mow around them. J. Dow will prepare a draft Cemetery Policy for the Select Board to review. J. Dow shared there was a question from a resident on how tall a monument can be. After a discussion with the Sexton, it was decided the maximum height to be allowed is 3.5 feet. S. Miller said a policy for this should be voted on so this rule can be reinforced. J. Dow moved to approve a policy of 3.5 feet maximum monument height allowed at Seaside Cemetery, B. Smythe seconded. Vote 4-0 Approved.

2. S. Miller announced the Town Administrator position has been filled by Julie Atwell who is the current Town Administrator in Jackson, NH. Her approximate start date is September 29, 2023.
3. B. Smythe met with the furnace repair man. The circuit board is missing from the furnace. The repair man thinks the furnace will be repairable. He will install a circuit board and then test the furnace to see if it can be repaired. B. Smythe said he was concerned that the two offices downstairs do not have heat radiators and the doors would have to be left open. S. Miller stated the whole purpose of the doors was to be able to lock the Treasurer's office. B. Smythe said he believes registers can be installed if needed. S. Miller said we should wait until winter to see if temperature is an issue.
4. J. Dow spoke to Public Works Director C. Kowalski about creating a mowing schedule for the cemeteries, parks, and recreation fields. There has been so much rain this summer that it has been difficult to keep up with the mowing. Mowing at the cemetery is taking up so much time. The board may need to discuss hiring additional Public Works staff. H. Pearson-Ellis has been assisting C. Kowalski this season with the mowing. Board is unsure if H. Pearson-Ellis is seasonal or full-time. B. Smythe will inquire. Once fall sports start up, mowing needs to be focused on the fields.

Executive Session (Pursuant to 1 M.R.S. § 405(6)(C) – Real Estate Matter) - S. Miller made a motion to go into Executive Session at 6:13pm; J. Dow seconded. Vote: 4-0 Approved. Exited Executive Session at 6:25pm. No action was taken during Executive Session.

Adjourn - The meeting was adjourned at 6:39 pm.