

Town of Blue Hill
Select Board Meeting
Monday, August 28, 2023
Minutes

Called the meeting to Order at 5:00pm

1. **Quorum and meeting attendance** - E. Best, B. Smythe; S. Miller; S. Dooley; J. Dow; K. Herrick, Town Clerk; B. Adams, Road Commissioner; P. Norris, Tree Warden; S. Brookman & J. Milliken, Residents; Carrie Jeffrey, Press from Weekly Packet.

Executive Session (Pursuant to 1 M.R.S. § 405(6)(E) – Consultation with Town Attorney) S. Miller made a motion to go into Executive Session at 5:00 pm; S. Dooley seconded. Vote: 5-0 Approved. Exited Executive Session at 5:35pm. No action taken.

2. **Approve Select Board Meeting Minutes of August 21st** - B. Smythe moved to approve the Minutes for August 21st, S. Miller seconded. Vote: 5-0 Approved.
3. **Public Comment** – Steve Brookman thanked the board for getting the floats in. The festival was a success, and they will hold it again next year. They are requesting to hold the event on August 3rd, 2024, due to the tide schedule and hope the floats will be in earlier next year. Ellen asked Steve to remind the town of the event a few months before next year's takes place.

Business

1. Next Select Board Meeting falls on Labor Day – The board determined they will hold the next meeting a day later on Tuesday, September 5th, at 5:30pm.
2. Liquor License Hearings (5:45p)
 - a) Hikade Enterprises, LLC DBA: Arborvine (renewal) – When reviewing the liquor license application, it was noticed the diagram did not reflect the courtyard limits. S. Miller moved to approve, subject to the applicant providing the town clerk with an updated diagram showing the courtyard limits, B. Smythe second. Vote: 5-0 Approved.
3. Review Cemetery Plot Sales – Town Clerk, K. Herrick provided sale documentation for a plot at Seaside and a plot at Mountain View. She informed the board of her process. Sexton, B. Carter gives her a few options of which plots to sell next, depending on which cemetery and the size of the plots that the person is interested in. Once a purchaser decides on which plot, K. Herrick asks the sexton to visually inspect the plot and approve the sale. Once done, she provides the board with a Deed Receipt for them to sign. The name of the purchaser is added to the cemetery map, a copy of the deed is added to the cemetery book and a copy is sent to the purchaser. S. Miller has concerns that a double sale mistake could possibly happen again. J. Dow is working on cemetery regulations that will hopefully address how the town can “mark” the location of sold plots. J. Dow will send out the draft to the board to review. J. Dow moved to approve the sale of the two plots, B. Smythe seconded. Vote: 5-0 Approved.
4. Music Performance Reservation Request September 3 at Town Park – A request was made on the Parks & Recreation site to hold a music performance at the town park. The town's policy states if a group of 20 or more are gathering, liability insurance is required. The application did not specify how many people are expected to attend. E. Best asked the town clerk to contact the applicant and advise him if more than 20 people are attending, he will

need to provide proof of insurance. S. Miller stated the applicant needs to provide the number of attendees and as long as the insurance is provided if over 20 people, it will be approved. Additionally, J. Dow has concern for the neighbors with the continuous “pan” performances. E. Best said the board should address the concerns next year.

5. State Representative “Meet and Greet” October 7 at Town Park – Last week the board was presented with a request to use the town park. J. Dow asked for the applicant to complete the online request and for them to submit the number of attendees. The applicant completed the application and feels the attendance will be less than 20 people. Therefore, insurance liability is not required, and the board approved her request.
6. Tree Warden re: responsible parties for Dutch Elm Disease treatment – P. Norris stated this year he is way over budget. He said he has an agreement with GSA to split the cost of tree removal/trimming. There is a resident who has a tree on his property that is infected, and P. Norris asked him to take care of it. The resident does not want to pay to have the tree taken care of. P. Norris feels the town should take care of it because it is hard to leave it up to homeowners. He said speed matters when trying to stop the disease. If you can remove the limb within 48 hours, it will stop the spread. The hotter it is outside, the faster the fungus will grow. The disease is spread by beetles and if not stopped within two days the fungus can travel down the limb. Thankfully, there has not been an outbreak like this in prior years. There are four trees that need to be taken care of. They are located on Tenney Hill, Mill Street, at Barncastle and the above-mentioned resident property. It costs about \$1,000 to \$2,000 to remove a smaller tree. J. Lepper previously spotted the disease on a tree at the town hall, and he returned the next day to take care of it and charged only \$400.00 to remove the infected limb. P. Norris recommends the town take care of the trees within the town village. E. Best stated she believed in the past, the town took care of the expense for trees in the village because of the aesthetic appeal. In addition to the elm tree density, the risk of infection spreads more easily. S. Dooley asked what area is defined as the town village because he would not consider Barncastle to be in the village. He said this could be a slippery slope when it comes to what area the town will pay for. J. Dow suggests a special town meeting to discuss Dutch Elm Disease and ask permission to use undesignated/unassigned funds. E. Best proposed the town use money from the discretionary fund or from the parks line item to take care of the trees at this time up to a certain amount and then hold a special town meeting. E. Best motioned to approve spending up to \$18,000 from the select board emergency fund and/or parks and recreation fund to treat and take action on Dutch Elm Disease at the Tree Warden’s discretion. B. Smythe seconded. Vote: 5-0 Approved.
7. Road Commissioner - salt/sand bids – B. Adams informed the board he spoke with three contractors about salt/sand bids. Paul Carter proposed screening, loading, hauling, and allowing the town to use our own backhoe for piling at \$15.00 yd/\$52,500. Mike Astbury proposed \$18.00 yd/\$63,000. MacQuinn’s proposed \$8.75 yd, but they are unable to do the trucking because they do not have the staff. B. Adams stated there is a clause in B. Astbury contract about doing hauling. B. Adams said B. Astbury is only half of the town’s contract. He recommends for the ease of it, the town should have everyone plowing/sanding, buy from MacQuinn’s. Our contracted staff are able to use the town backhoe to pile the sand, but he is unclear if B. Astbury’s contract states something different. By using the town backhoe, we would be able to save approximately \$90.00 hr. B. Astbury’s contract states he charges that fee for the use of his own machine. E. Best would like to look over the plowing/sanding contract/minutes before a decision is made due to questions on M. Cook, prior contractor, and B. Astbury’s contract being a packaged deal when it came to the contract extension. It is believed M. Cook did not sign off on the agreement. S. Miller stated he felt P. Carter got a raw deal last year and asked how difficult it would be for B. Astbury to pile up his half and then

have P. Carter deliver and we will pile up the other half? B. Adams stated the issue that could arise is if everyone showed up at the same time. If multiple people are there with multiple pieces of equipment, there is not room for that. As long as that is addressed, he does not see an issue with splitting the work up. The board will look into B. Astbury's contract and vote next week. No action taken.

8. Town Hall Security – The board discussed updating town security procedures and equipment. Action taken: S. Dooley has been tasked with contacting and overseeing a locksmith to rekey locks throughout the building. K. Herrick is tasked with assigning new passcodes to the alarm system for those who need access to the building. E. Best said the Fire Marshall should be contacted to see if the back door can be locked with a deadbolt and no longer used as one of the emergency exits.

Department Status Reports (Sound Bites)

1. Road Commissioner – B. Adams gave an update on the Public Works Department:
 - a. B. Adams discussed extending the parking spaces in front of the town office building. He said the project should cost approximately a few thousand dollars. E. Best said we should get that done.
 - b. B. Adams discussed the South Blue Hill Wharf parking lot paving with D. Robertson, Harbormaster. They feel the budget for this project should come from Marine Resources since it is the wharf's parking lot and not a town road. B. Adams suggested the town budget to pave the whole parking lot next year and for now he will touch up the patches.
 - c. B. Adams said they have been working on the town trail by the AA Field and it is about half done. The machine they were using broke down, so they are currently using the sidewalk machine which has been working great. The project should be done next week.
 - d. B. Adams said he will donate time after the fair to put the basketball hoops in.
 - e. B. Astbury has a few small routes and he discussed with B. Adams switching those routes so that C. Kowalski could plow these in town areas.
 - f. B. Adams is recommending a sander for the public works truck. The truck will be used in town for plowing/sanding the town office, fire department and a few other locations.
 - g. B. Adams proposed having a new plow/sanding contractor, G. Runnells, who mowed for the town before we hired C. Kowalski, to take over the rest of M. Cooks routes. G. Runnells cost is very similar to M. Cooks & B. Astbury's. He has half of the equipment that he needs and with a contract from the town, his bank will approve the loan he needs to purchase the rest. B. Adams will work on figures for the next select board meeting.
 - h. B. Adams reported C. Kowalski did his first road project with the backhoe, and he did a great job with it.

Executive Session (Pursuant to 1 M.R.S. § 405(6)(C) – Real Estate Matter) – J. Dow made a motion to go into Executive Session at 7:05 pm; S. Miller seconded. Vote: 5-0 Approved. Exited Executive Session at 7:16pm.

Adjourn - The meeting was adjourned after warrant signing at 7:25pm.