

**Town of Blue Hill
Select Board Meeting Minutes
Monday, March 4, 2024**

Called the meeting to order at 5:31pm

1. **Determine Quorum and Meeting Attendance** – E. Best (Chair), S. Miller (Acting Chair), S. Dooley, J. Dow, J. Atwell (Town Administrator), M. Rockwell (Treasurer). Prior to E. Best’s arrival, J. Dow moved to authorize S. Miller as acting chair for the March 4 Select Board meeting; S. Dooley seconded. Vote: 3/0 Approved.
2. **Approve Select Board Meeting Minutes of February 26 and 28, 2024** – J. Dow moved to accept the Minutes from February 26 & 28 as amended; S. Dooley seconded. Vote: 4/0 Approved.
3. **Public Comment** – Blue Hill Maritime Festival will be August 3 this year. Steve Brookman requested support from the Town and inquired if the floats and other Town facilities would be available for the event.

Business

1. **Letter of Support – Land for Maine’s Future Grant – BHHT** – Chrissy Beardsley Allen requested the Board sign a letter of support for the Land for Maine’s Future grant. E. Best moved to sign; S. Dooley seconded. 4/0 Approved. Chrissy also inquired about access to the Mountain Road for the August 3 Trail Run which, she indicated, is a major fund raiser for the non-profit. The Board informed them that there are plans for construction on the Mountain Road this year and that it is believed the construction will take between 6 – 8 weeks. At this point, the specific timing for construction is uncertain. Allen also inquired about a vendor tent at the event and the Board informed her to apply for a mobile vendor permit with the Town.
2. **Bond Resolution – Mountain Road** – E. Best moved to authorize the bond resolution as drafted by bond counsel; J. Dow seconded. Vote: 4/0 Approved. The Maine Municipal Bond Bank financing is set to close on May 23. There was discussion concerning the risk that the financing is not completed as expected, since it is in the Town’s interest to execute the construction contract as soon as possible. E. Best will follow up to confirm whether there are any further actions on the Town’s part necessary to complete our part of the transaction or whether the remaining actions are all the MMBB’s responsibility.
3. **WWTP – Interim Financing** – The Board tabled this item. E. Best will follow up with bond counsel (Bernstein/Shur) to confirm that no further Town vote is required before entering into an interim financing facility.
4. **Write in Candidates** – The state statute requires write-in candidates to declare 70 days before an election. J. Dow will contact Maine Municipal Association to determine whether a corresponding Town resolution to require write-in candidates to declare their candidacy must also meet this 70-day threshold. The Board would like to recommend that the Town consider require submission of a write-in declaration only five days prior to elections if possible.
5. **Town Hall – Rental Agreement Request** – A political party has requested access to the Town Hall for a caucus. Typically, there are fees associated with this sort of rental; however, another political party was given access previously at no cost. S. Dooley moved

to authorize the rental at no fee on a one-time basis, given the precedent set earlier in this election cycle. E. Best seconded. Vote: 4/0 Approved.

6. **Town Attorney – Education Session Dates** – At the time the Town appointed its Town Attorney, a free introductory/educational session was offered. The Board discussed who should attend and what date might be appropriate. They agreed that the Planning Board, Select Board, and Code Enforcement should attend, that the Appeals Board would be notified, and that, as a public meeting, members of the public could also attend. The Town Attorney would prefer a Tuesday or Thursday in March or April and suggested that all be thinking of questions they would like answered.
7. **Town Office Hours** – The Town Office hours have been changed effective Monday, March 4. The office will be open to the public (with staff ending a half hour later) from:
 - a. **Monday** – 8:00 – 5:30
 - b. **Tuesday – Friday** – 8:00 – 3:00
8. **Organizations’ Use of Town Facilities (Parks)** – There will be a calendar on the Town’s website with scheduled reservations. Organizations required to notify the Town of a planned event will need to complete an application and provide proof of insurance for the event requested to reserve facilities owned by the Town. The Select Board will consider each request on a case-by-case basis. (The Board and Town Administrator will need to revisit the existing policy to determine which types of events require prior approval.)
9. **Warrant Articles – Final Review** – S. Dooley completed the letter from the Select Board that will be in the Annual Report. The articles on the written ballot need to be completed and posted to the public by Wednesday, March 6th. There was discussion on the wording for the article concerning excess tuition charge for George Stevens Academy. Since most of the articles in the draft warrant require further review, an abbreviated warrant, covering only election of the moderator, the election and the GSA ballot question was drafted. S. Dooley moved to execute and sign the 2024 annual Town Warrant; J. Dow seconded. Vote: 4/0 Approved.

Other Business

1. **Marine Resources Update** – Miller reported that a boat either sunk or is missing off of its mooring in South Blue Hill. Harbormaster Nick Niehoff has been informed. Additionally, it appears that the floats ordered at the end of 2023 are not yet being constructed. J. Atwell will contact the selected contractor to check on progress. Floats are typically installed in April. Lastly, Miller reported that he had spoken with both N. Niehoff and B. Adams (Road Commissioner) about their plans for making the South Blue Hill pier and access ramp repairs. Adams plans to make a temporary patch to the facility soon; he will coordinate with Niehoff to get the permanent repairs scheduled. The Board discussed needing a plan before the Town Meeting.
2. **Infrastructure Grant** – The Town has been informed that the grant request from the Maine Infrastructure Adaptation Fund, which was intended to subsidize the cost of replacing and improving the Bragdon Brook culver, was “unfunded.”
3. **Code Enforcement Updates** – The Select Board discussed that there are currently three sub-division applications in front of the Planning Board. They would like to be updated occasionally by Code Enforcement to know about significant development or land use activities in the Town.

4. **School Bus** – There was discussion about which organization owns the school buses for the Blue Hill School Department, and who the YMCA should be coordinating with for their use as part of the summer camp program. J. Atwell will follow up.
5. **Maine Department of Economic & Community Development Funding** – The state has a housing initiative providing grants of \$175,000 for multi-town proposals, with a small to no local match, to study demand and supply of housing. J. Dow moved to have E. Best sign a letter of support to access this funding; S. Dooley seconded. Vote: 4/0 Approved.

Adjournment

The meeting was adjourned at 7:20pm.