



**SELECT BOARD
MEETING MINUTES
JUNE 18, 2013**

1.0 CALL TO ORDER – 6:00PM

Meeting was called to order at 6:00pm.

Members present: David Barton
Barbara Dailey
John Daley
Christopher Jarochym
Robert Winn, Jr.

Others present: Thomas A. Fortier, Town Manager

1.1 Swearing-in of Newly Elected Select Board Members – *Judy Shaw-Kagiliery, Town Clerk*

Town Clerk Judy Shaw-Kagiliery was present to swear in newly elected Select Board Member David Barton.

1.2 Election of Select Board Officers – *Judy Shaw-Kagiliery, Town*

The Annual Election of Select Board Officers (Chair and Vice-Chair) by Secret Ballot

Motion made by David Barton and second by Chris Jarochym to nominate Barbara Dailey as Select Board Chair. There were no other nominations; nominations were closed. Board members cast their ballots; Barbara Dailey was elected Chairwoman.

Motion made by John Daley and second by Barbara Dailey to nominate David Barton as Vice Chair. Motion made by Robert Winn and second by John Daley to nominate Chris Jarochym as Vice Chair. There were no other nominations, nominations were closed. Board members cast their ballots; Chris Jarochym was elected Vice Chair.

2.0 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Jarochym.

3.0 REQUEST TO APPROVE SELECT BOARD MINUTES

3.1 April 16, 2013 - the minutes of the April 16, 2013 Select Board Meeting were approved as amended.

3.2 May 21, 2013 - the minutes of the May 21, 2013 Select Board Meeting were approved as submitted.

4.0 TOWN MANAGER'S REPORT

- **Annual Town Meeting** – Mr. Fortier reported that there was only a 33% turnout of voters for the election.
- **Swap Shop** – the new swap shop is open at the Transfer Station.
- **Police Department** – will be qualifying firearms at the range tomorrow, June 19th.
- **Police Department** – will be hosting a Fraud Protection workshop on June 20th at the Dunaway Community Center at 10:00am; the Secret Service will be present at this workshop.
- **Public Works Building RFP** - Bids for the new building (only) have been received, the Select Board will act on this later in the meeting.
- **Public Works Department** – a new schedule has been implemented for the summer months (two shifts, which cover 7 days a week, will have a fulltime employee).
- **Winn House** – was cleaned by Public Works staff, this hasn't been done for years because of the Public Works schedule.
- Credit Cards – have shown an increase in use.
- **Parking Lot Revenues** – were budgeted for \$1.325M, have taken in at this time \$1.616M.
- **Ongoing Projects:**
 - Public Works Building
 - Public Works Building Site Plan
 - Winn House Roof
 - Dunaway Community Center Downstairs Bathrooms
 - Beach Fencing Project
 - Outsourcing of Payroll through PayChex
 - Union Negotiations in progress thanks to Barbara Dailey, David Barton, John Daley and Bob Joyner for the time they are putting in.
 - In-house Cleaning of Bathrooms
 - July 4th fireworks, with a rain date of July 5th. Chamber of Commerce is sponsoring \$20,000 for Fireworks and \$5,000 for staffing

5.0 PUBLIC INPUT

There were no public comments or questions.

6.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS**6.1a Recognition of Stuart Nudelman – Dedication and Service to Ogunquit Performing Arts – Barbara Dailey, Selectwoman**

Chairwoman Dailey spoke about Stuart Nudelman's achievements and presented a certificate of appreciation to him.

6.1b Recognition of Judy Shaw-Kagiliery, Town Clerk – 30 Years of Dedication and Service to the Town of Ogunquit - Thomas A. Fortier, Town Manager

Town Manager Fortier spoke a few words about Judy Shaw, her background and achievements while employed with the Town Ogunquit. He invited all to attend her Retirement Reception on Wednesday, June 26th from 5:00pm-7:00pm at the Dunaway Community Center.

6.2 Appointment of Christine L. Murphy - Town Clerk

Select Board Action on the new appointment of Christine L. Murphy as Town Clerk for the Town of Ogunquit, effective July 1, 2013

061813-01 Motion made by Robert Winn and second by Chris Jarochoym to appoint Christine L. Murphy as Town Clerk for the Town of Ogunquit, effective July 1, 2013; approved 5-0.

6.3 Appointment of Christine L. Murphy – Hunting and Fish Agent

Select Board Action on the new Appointment of Christine L. Murphy as Hunting and Fishing Agent for the Town of Ogunquit, effective July 1, 2013.

061813-02 Motion made by Robert Winn and second by Chris Jarochoym to appoint Christine L. Murphy as Hunting and Fishing Agent for the Town of Ogunquit, effective July 1, 2013; approved 5-0.

6.4 Appointment of Christine L. Murphy – Registrar of Voters

Select Board Action on the new appointment of Christine L. Murphy as Registrar of Voters for the Town of Ogunquit, effective July 1, 2013.

061813-03 Motion made by Robert Winn and second by Chris Jarochoym to appoint Christine L. Murphy as Registrar of Voters, effective July 1, 2013; approved 5-0.

6.5 Town Manager Appointments- Thomas A. Fortier, Town Manager

Select Board Confirmation of the Town Manager's Department Head Appointments

061813-04 Motion made by Chris Jarochoym and second by John Daley to confirm the Town Manager's appointments from July 1, 2013 to June 30, 2014 for:

Judith A. Yates	Treasurer
Scott Heyland	Code Enforcement Officer
Scott Heyland	Licensed Plumbing Inspector
Patricia Arnaudin	Police Chief
Mark O'Brien	Fire-Rescue Chief
John Fusco	Transfer Station Manager
Fred Mayo, III	Harbormaster
Clifford Marchant	Administrative Services Director
Jordan Freedman	Information Services Director
Robert Gingras	Assessing Agent [Parker Appraisal]

Approved 5-0

6.6 Committee Resignation - Joan Sakey

Select Board Action on the Resignation from Joan Sakey as a member of the Recycling Committee

The Select Board accepted, with regrets, the resignation of Joan Sakey from the Recycling Committee. A letter of appreciation will be sent.

6.7 Committee Appointments - Thomas A. Fortier, Town Manager

Select Board Review and Action on Re-appointment of Applicants for Town Committees

061813-05 Motion made by Robert Winn and second by Chris Jarochoym to appoint the following:

Applicant	Board/Committee		Term
Stanley Baer	Board of Assessment Review	Full Member	June 30, 2016
Everett Leach	Budget Review Committee	1 st Alternate	June 30, 2014
Madeline Brown	Conservation Commission	Full Member	June 30, 2016
Steve Perkins	Harbor Committee	Full Member	June 30, 2016
William Tower, III	Harbor Committee	Full Member	June 30, 2016
Susan Levenson	Heritage Museum Committee	Full Member	June 30, 2016
Stuart Nudelman	Heritage Museum Committee	Full Member	June 30, 2016
Louise Tragard	Heritage Museum Committee	1 st Alternate	June 30, 2014
Helen Horn	Historic Preservation Commission	Full Member	June 30, 2016
Leonard Wyman	Historic Preservation Commission	Full Member	June 30, 2016
Diana Joyner	Marginal Way Committee	Full Member	June 30, 2016

Marilyn Eimon	Marginal Way Committee	Full Member	June 30, 2016
Margaret Hanscom	Marginal Way Committee	1 st Alternate	June 30, 2014
Lesley Mathews	Performing Arts Committee	Full Member	June 30, 2016
Janel Lundgren	Performing Arts Committee	Full Member	June 30, 2016
Michael Lynch	Recycling Committee	Full Member	June 30, 2016
Barbara Early	Recycling Committee	Full Member	June 30, 2015
Mary Breen	Recycling Committee	1 st Alternate	June 30, 2014
Barbara Dailey	Southern Maine Regional Planning Commission	Representative	June 30, 2014
Donald Simpson	Southern Maine Regional Planning Commission	Representative	June 30, 2014
J. Douglas Mayer	Zoning Board of Appeals	Full Member	June 30, 2016
Peter Griswold	Zoning Board of Appeals	Full Member	June 30, 2016

Approved 5-0

7.0 PUBLIC HEARINGS, PRESENTATION

Motion made by Robert Winn and second by John Daley to open the Public Hearing at 6:43pm; approved 5-0.

7.1 Chowder’s Café – Malt & Vinous License Application Renewal

Recommend for approval by the Police Chief, Fire Chief and Code Enforcement Officer, there were no questions from the public in attendance.

Robert Varas was present for the meeting.

061813-06 Motion made by Robert Winn and second by John Daley to approve the Malt & Vinous License Renewal for Chowder’s Café; approved 5-0.

7.2 Inicio – Malt, Spirituous & Vinous License Application Renewal

Recommend for approval by the Police Chief, Fire Chief and Code Enforcement Officer, there were no questions from the public in attendance.

061813-07 Motion made by Robert Winn and second by John Daley to approve the Malt, Spirituous & Vinous License Renewal for Inicio Bistro; approved 5-0

7.3 MC Perkins Cove – Malt, Spirituous & Vinous License Application Renewal

Recommend for approval by the Police Chief, Fire Chief and Code Enforcement Officer, there were no questions from the public in attendance.

Representation from MC Perkins Cove was in attendance.

061813-08 Motion made by Robert Winn and second by Chris Jarochoym to approve the Malt, Spirituous & Vinous License Renewal for MC Perkins Cove; approved 5-0.

7.4 MC Perkins Cove – Amusement License Application Renewal

061813-08 Motion made by Robert Winn and second by Chris Jarochoym to approve the Amusement License Renewal for MC Perkins Cove; approved 5-0.

7.5 Ogunquit, Maine – Class of 2013 – Selectman Jarochoym

Selectman Jarochoym recognized three recent Ogunquit graduates of Wells High School Class of 2013:

Jillian Dinmore
Alicia Hartigan
Jason Pelletier

Motion made by Robert Winn and second by Chris Jarochoym to close the Public Hearing at 6:48pm; approved 5-0.

8.0 ADMINISTRATIVE ITEMS – UNFINISHED BUSINESS

There was no unfinished business before the Select Board.

9.0 ADMINISTRATIVE ITEMS – NEW BUSINESS

9.1 Amendment to the Town of Ogunquit Personnel Policy – Thomas A. Fortier, Town Manager

Select Board Action to Delete Section 10.2.2 of the Town of Ogunquit Personnel Policy regarding Insurance “Opt-out”, change to be effective 6-18-2013 for New Employees.

Town Manager Fortier explained the reasoning for this amendment to the Personnel Policy.

“10.2.2 The Town shall provide eligible employees who “opt-out” of medical insurance coverage with a weekly stipend equal to a percentage of the total premium for a single plan as set forth in Appendix C. This stipend will be considered income for tax purposes but not for base wage, retirement or overtime pay calculations. Payments shall begin during the first complete pay period of the calendar month following appointment.”

061813-09 Motion made by Robert Winn and second by John Daley to eliminate Section 10.2.2 of the Town of Ogunquit Personnel Policy, effective 06/18/2013 for new hires; approved 5-0.

9.2 Public Works Building RFP Bids – *Thomas A. Fortier, Town Manager*
 Select Board Review and Action on the Bids received for the New Public Works Building

Ten bid packets were picked up by contractors; five bids were received and opened on June 7th, 2013:

Littlefield Brothers, Inc.	\$555,555
Sheridan Corp.	\$556,500
H. L. Patten Construction	\$572,000
Benchmark	\$575,201
Doten Construction	\$585,360

061813-10 Motion made by John Daley and second by Robert Winn to accept the bid from Littlefield Bros., Inc. for \$555,555; approve 5-0.

10.0 MISCELLANEOUS BUSINESS – ORAL & WRITTEN COMMUNICATION FOLLOW-UP

10.1 Public

Muriel Freedman

- Disappointed with the cancellation of the June 3, 2013 Select Board meeting.
- Memorial Day Parade – no Select Board Members, thank you to Town Manager Fortier for attending the parade and passing out flags.

10.2 Select Board

Selectman Daley

- There were two CIP items that didn't get approved by the voters. Need to discuss repairs and maintenance of the fire truck.

Selectman Jarochym

- Thank you Judy Shaw-Kagiliery.
- Thank you to all volunteers and voters.
- Thank you to the Conservation Commission, especially to Doug Mayer and his work regarding the Payeur Land Trust.

Selectman Barton

- Thank you to Jim Oliver for his service on Marginal Way Committee, he provided a significant amount of help with the grant.

- Thank to Craig Capone for his service on the Planning Board.

Chairwoman Dailey

- Thank you for vote of confidence.
- Thanks to all those that have served on town boards & committees.
- The July 2nd meeting will not be held, the next meeting of the Select Board will be on July 16th.
- Appreciation to Chamber of Commerce for all the work they do.

Motion made by Robert Winn and second by Chris Jarochym to move out of the public session at 7:09 to the workshop session; approved 5-0.

11.0 WORKSHOP – SELECT BOARD PRIORITIES

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