



**SELECT BOARD
MEETING MINUTES
SEPTEMBER 7, 2011**

1.0 INTERVIEW OF COMMITTEE APPLICANTS – 5:30PM

An interview was held with an applicant for the Parks & Recreation Committee.

2.0 CALL TO ORDER – 6:00PM

Meeting called to order at 6:00pm

Members present: Donato Tramuto, Chairman
 Christopher Jarochym, Vice Chairman
 David Barton
 Barbara Dailey
 Robert Winn, Jr.

Others present: Thomas A. Fortier, Town Manager

3.0 PLEDGE OF ALLEGIANCE

A moment of silence was observed for two of Ogunquit's residents, Isabel Lewando and Joseph Littlefield, who passed away recently.

A moment of silence was observed in memory of those who were lost on 9-11-01.

Those in attendance recited the Pledge of Allegiance

4.0 REQUEST TO APPROVE SELECT BOARD MINUTES

4.1 **July 14, 2011** – The minutes of the July 14, 2011 Select Board meeting were accepted as written.

5.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

5.1 Annual Departmental Appointments - *Thomas A. Fortier, Town Manager*
Annual Appointment of Ogunquit Department Heads by the Town Manager

090711-01 Motion made by Robert Winn and second by Barbara Daily to accept the Town Manager's decision of staff appointments:

Judy Shaw-Kagiliery	Town Clerk
Judith A. Yates	Treasurer
Paul Lempicki	Code Enforcement Officer

Paul Lempicki	License Plumbing Inspector
Paul Lempicki	Certified CEO/80K Representative
Patricia Arnaudin	Police Chief
Edward Smith	Fire/Rescue Chief
Edward Smith	Emergency Management Director
Fred Mayo, III	Harbormaster
Robert Gingras/Parker Appraisal	Assessing Agent

Approved 5-0

5.2 Committee Resignation - *Historic Preservation Commission*

Acceptance of a member resignation from the Historic Preservation Commission

090711-02 Motion made by Barbara Dailey and second by Robert Winn to accept the resignation of Donald Simpson as a member of the Historic Preservation Commission; approved 5-0.

Town Manager Fortier was instructed to send a letter of appreciation to Mr. Simpson.

5.3 Committee Appointment – *Parks & Recreation Committee*

090711-03 Motion made by David Barton and second by Robert Winn to approve the appointment of Kate Sevigney as a Full Member of the Parks & Recreation Committee; approved 5-0.

6.0 PUBLIC HEARINGS, PRESENTATION

Motion made by Barbara Dailey and second by Christopher Jarochoym to open the public hearing at 6:10pm; approved 5-0.

6.1 Maxwell's Pub - *Malt, Spirituous and Vinous License Renewal*

Recommended for approval by the Police Chief, Fire Chief and the Code Enforcement Officer, there were no comments or questions from the Select Board or the public in attendance.

090711-04 Motion made by David Barton and second by Robert Winn to renew the Malt, Spirituous and Vinous License and Amusement License for Maxwell's Pub; approved 5-0.

6.2 Maxwell's Pub – *Amusement License Renewal*

Recommended for approval by the Police Chief, Fire Chief and the Code Enforcement Officer, there were no comments or questions from the Select Board or the public in attendance.

090711-04 Motion made by David Barton and second by Robert Winn to renew the Malt, Spirituous and Vinous License and Amusement License for Maxwell's Pub; approved 5-0.

6.3 Transfer Station Update – *John Fusco, Transfer Station Manager*

John Fusco, Transfer Station Manager was in attendance to give a power point presentation to the Select Board regarding the status of the Transfer Station.

6.4 GIS Presentation- *Thomas Burns (GIS Mapping & Analysis) & Barbara Kinsman, Assessor's Agent*

Tom Burns, GIS Mapping & Analysis, gave a brief power point presentation regarding the Ogunquit GIS information that is available on the Town's website.

6.5 E-911 Update – *Barbara Kinsman, E-911 Addressing Officer*

Barbara Kinsman, E-911 Addressing Officer, was present to report on the status of the task she was requested to complete at the beginning of the year. Ms. Kinsman stated there are 250 properties in Ogunquit that do not have the address number on the residence. Barbara will work with the Town Manager to implement the next step of the process.

Motion made by Robert Winn and second by Christopher Jarochym to close the public hearing at 7:00pm; approved 5-0.

7.0 ADMINISTRATIVE ITEMS – UNFINISHED BUSINESS

7.1 FY 2011-2012 Select Board Priority Update - *Donato Tramuto, Select Board Chair*

A power point presentation was presented by Robert Winn and Donato Tramuto regarding Ogunquit Beach.

A power point presentation was presented by Robert Winn and Christopher Jarochym regarding the infrastructure of the town.

Chairman Tramuto asked that the Select Board develop Time Horizons for the various action steps within their committees (i.e. 1, 2 and 3 year projections).

Chairman Tramuto suggested that the Select Board postpone the remaining presentations until the September 20th meeting of the board.

7.2 Status of Berwick Road Project - *Thomas A. Fortier, Town Manager*

An update on the bid results received for the Berwick Road Project

Town Manager Fortier reviewed the bids that had been received regarding this project:

D & C Construction	\$415,259.00
Foglio, Inc.	\$461,156.00
Gorham Sand & Gravel	\$568,000.00

8.0 ADMINISTRATIVE ITEMS – NEW BUSINESS

8.1 FY 2011-2012 Tax Commitment – *Barbara Kinsman, Assessor’s Agent & Robert Gingras, Contract Assessor (Parker Appraisal Company)*

To set the Property Tax Mil Rate for FY 2011-2012

090711-05 Motion made by David Barton and second by Barbara Dailey to set the Overlay at \$25,000 with a Tax Mil Rate of 0.0073.

Motion and second were withdrawn.

090711-06 Motion made by David Barton to set the Overlay at \$5,000 with a Tax Mil Rate of 0.007285, there was no second to the motion.

090711-07 Motion made by David Barton and second by Donato Tramuto, for discussion, to set the Overlay at \$10,000 with a Tax Mil Rate of 0.007289.

090711-08 Motion made by David Barton and second by Barbara Dailey to amend the motion (090711-07) to set the Overlay at \$5,000 with a Tax Mil Rate of 0.007285; approved 5-0.

9.0 MISCELLANEOUS BUSINESS – ORAL & WRITTEN COMMUNICATIONS – FOLLOW-UP

8.1 Public

John Daley, 3 Woodcrest Avenue

- Tax rate and budget discussion

Martin Crosby,

- Changing tables needed in restroom at Perkins Cove

8.2 Select Board

Selectman Barton – no comments.

Selectman Dailey – no comments.

Selectman Winn – stated that he appreciated the comments and dialogue during the meeting.

Selectman Jarochym – “healthy” conversation was held by the Board. Thanked Mike Horn and the Conservation Commission for their beach clean-up day last weekend.

Selectman Tramuto – stated that this summer ran exceptionally smooth. Town Manager did a remarkable job with the resources available. Thanked the Town Manager, Department Heads and all that make this town a remarkable place to live.

8.3 Town Manager

Finance

- Tax Liens were sent out last week (195)

- Revenues are stable; Parking Revenues at \$1.2M YTD
- The Undesignated Fund sits at \$2.1M
- Expenditures are in line. Accrued Liability YTD \$153K, it was \$194,920 in FY09.
- In an effort to take advantage of high metal prices and “clean up” our grounds; staff effort at “Metal collection” has netted \$5,000 of unanticipated income to date.

Protecting our assets /Beach, Rivers

- Maine Healthy Beaches reports water quality testing of our beaches and rivers each day.
- A “No Smoking Policy” has recently been enforced.
- A “Carry in - Carry Out” Trash Policy was put in place last year and the beach trash has seen significant improvement/reduction.
- Defined a Natural Beach area /town management policy to improve health of sand dunes, beach and habitat.
- Engaging in an education campaign to address public urination on River Side.
- The Conservation Commission has conducted educational workshops, Beach Cleanup events/Clean up of Josias River Park, fencing and sand dune projects, consultation with Stephen M. Dickson, Ph.D., State Marine Geologist, Maine Geological Survey, Department of Conservation, waterless urinals and Bio Skirts/Snouts added to culverts/many changes made to plumbing throughout town.
- We have data from 1972 to present, which includes aerial snap shots from each year, documenting erosion and or stability. Geologists look at these changes in 100-year spans, when we tend to look at it “in the moment”.

On the Boiler Plate

- Defining a downtown district.
- Purchase of Archival Computer and software to begin saving our documents and town history.
- Allowing the Ogunquit Sewer District to purchase gas from the Town.

Police Department

- OUI arrests every weekend
- Four separate fights broke out on Main Street this past weekend, all caught on cruiser video.
- A hate crime against a local resident in Jacob’s lot a few weeks ago; the assailant was arrested and has received jail sentence.
- An increase of Graffiti has been occurring around town.
- Officer Tony Dumont has been hired by the Police Department. Officer Dumont is a seasoned officer with great customer service skills.

Parks and Recreation

- Activities and participation has increased.
- Staff have been directed to apply for a USTA grant to develop our Tennis courts and programs.
- Winter programming will focus on building a new adult size ice rink in Cottage Street parking lot to supplement the “Kid” size rink at OVS; donations from “Paddle to the Point” will fund this purchase.
- The Ogunquit Village School playground was inspected by the playground equipment manufacturer this week.

Transfer Station

- New security cameras have been purchased and will be installed this week at the Transfer Station/Dog Park.
- A special thank you to resident Joan Sakey for her recycling efforts.

Land Use

- Code Enforcement Officer Paul Lempicki is very busy due to reduction of staff.
- Plan in motion, with Select Board approval, to move Land Use to Dunaway

Harbor Master/Perkins Cove

- The Perkins Cove Bridge is experiencing rot on its support spans. An engineering analysis has been conducted and a pending report on the stability will dictate next move.
- Harbormaster Mayo is working with State of Maine on repairing the boat launch at Footbridge.
- He is also looking into the Portsmouth River dredging project and access to “free sand” for our beaches.
- Harbormaster Mayo and the maintenance staff is planning major gutting and repair of the Perkins Cove bathroom this coming winter.
- Revenues are up considerably in this due to the Harbormaster being present on weekends.
- Mooring chains are being replaced. This project will come in under budget.
- 300 Lobsters were donated to the *Run For the Fallen* by our local lobstermen.

Public Works

- Myrtle Circle, Stearns Road, Obeds Lane, Berwick Road will be paved this fall. RFP’s have gone out.
- Berwick Road Drainage Project has come in way over the budgeted amount.
- North Village Road will not be done this year due to budget constraints, it is in dire need of reconstruction but will be out there patching.
- Waterless urinals have been purchased and will be installed at Main Beach and Dunaway for testing purposes.
- The Salt Shed roof is leaking significantly.
- The Town Garage still needs a new septic system, new roof, furnace, etc.
- Painting of the street light posts on Main Street will occur soon.

Fire Department

- The Fire Department has two openings; we will be soliciting applications for 2 new hires.
- The new ambulance is set to arrive mid-October.
- Fire/Rescue calls average 10-12 calls each summer weekend day

8.4 **Boards & Committees**

Michael Horn, Conservation Commission – Reported on the Ogunquit Beach Clean-up that was held on September 3, 2011.

10.0 EXECUTIVE SESSION

10.1 **Legal (Pursuant to M.R.S.A. Title 1, Chapter 13 § 405.6.E)**

Motion made by Robert Winn and second by Christopher Jarochym to go into Executive Session at 9:09pm regarding Legal, pursuant to M.R.S.A. Title 1, Chapter 13 § 405.6.E; approved 5-0.

Motion made by Robert Winn and second by Barbara Dailey to come out of Executive Session at 9:45pm; approved 5-0.

No decision was made during Executive Session.

11.0 ADJOURNMENT

Motion made and seconded to adjourn the meeting at 9:46pm; unanimous vote to adjourn.

Respectfully submitted,

Cheryl L. Emery, Administrative Assistant to the Town Manager