



**SELECT BOARD  
MEETING MINUTES  
JUNE 21, 2016**

**1.0 COMMITTEE INTERVIEW - 5:30PM**

**1.1 Performing Arts Committee Applicant**

The Select Board met with an applicant for the Performing Arts Committee.

**2.0 CALL TO ORDER: 6:00PM**

Meeting called to order at 6:01pm.

Members present: Barbara Dailey  
John Daley  
Richard Dolliver  
Gary Latulippe  
Robert Winn, Jr.

Town Manager Fortier was excused from attendance at the meeting due to medical issues.

**2.1 Pledge of Allegiance**

Selectman Dolliver led the Pledge of Allegiance.

**2.2 Swearing in of Newly Elected Select Board Member**

Christine Murphy, Town Clerk, was present to swear in the newly elected member of the Select Board, Richard Dolliver. The Oath of Office was administered to Mr. Dolliver.

**2.3 Election of Select Board Chair**

Motion made by Richard Dolliver and second by Gary Latulippe to nominate Barbara Dailey as Chair.

There were no other nominations.

Town Clerk, Christine Murphy distributed the ballots to the member of the Select Board. Votes were cast, 4-1, electing Barbara Dailey as Chair.

**2.4 Election of Select Board Vice-Chair**

Motion made by Gary Latulippe and second by Robert Winn to nominate John Daley as Vice Chair.

There were no other nominations.

Town Clerk, Christine Murphy distributed the ballots to the member of the Select Board. Votes were cast, 5-0, electing John Daley as Vice Chair.

**2.5 Select Board Minutes - June 7, 2016**

The minutes of the June 7, 2016 were accepted as presented.

**3.0 TOWN MANAGER'S REPORT**

There was no Town Manager's Report, due to the absence of the Town Manager.

Chair Dailey clarified that all but one article passed at the Annual Town Meeting, the article that did not pass was for the Natural Resources Coordinator.

**4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS**

**4.1 Committee Appointments**

Select Board Approval of Appointments of Town Board and Committee Members

**Board of Assessment Review**

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Stanley Baer as a Full Member of the Board of Assessment Review, term to expire June 30, 2019; approved 5-0.

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Paul Breen as 1<sup>st</sup> Alternate to the Board of Assessment Review, term to expire June 30, 2017; approved 5-0.

Cable TV Regulatory Committee

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Carole Aaron as a Full Member of the Cable TV Regulatory Committee, term to expire June 30, 2018; approved 5-0.

Conservation Commission

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint William Lee as a Full Member of the Conservation Commission, term to expire June 30, 2019; approved 5-0.

Harbor Committee

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Steven Perkins as a Full Member of the Harbor Committee, term to expire June 30, 2019; approved 5-0.

Heritage Museum Committee

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Charlotte Tragard as a Full Member of the Heritage Museum Committee, term to expire June 30, 2019

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Norman West as a Full Member of the Heritage Museum Committee, term to expire June 30, 2019; approved 5-0.

Historic Preservation Commission

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Helen Horn as a Full Member of the Historic Preservation Commission, term to expire June 30, 2019; approved 5-0.

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Leonard Wyman as a Full Member of the Historic Preservation Commission, term to expire June 30, 2019; approved 5-0.

Marginal Way Committee

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Margaret Hanscom as 1<sup>st</sup> Alternate of the Marginal Way Committee, term to expire June 30, 2017; approved 5-0.

Performing Arts Committee

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Janel Lundgren as a Full Member of the Performing Arts Committee, term to expire June 30, 2019; approved 5-0.

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Lori Martin as a Full Member of the Performing Arts Committee, term to expire June 30, 2017; approved 5-0.

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Lesley Mathews as a Full Member of the Performing Arts Committee, term to expire June 30, 2019; approved 5-0.

Planning Board

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Albert (Rusty) Hayes as a Full Member of the Planning Board, term to expire June 30, 2019; approved 5-0.

Shellfish Conservation Commission

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Leonard Wyman as a Full Member of the Shellfish Conservation Commission, term to expire June 30, 2019; approved 5-0.

Zoning Board of Appeals

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint Peter Griswold as a Full Member of the Zoning Board of Appeals, term to expire June 30, 2019; approved 5-0.

**062116-01** Motion by Robert Winn and second by Gary Latulippe to appoint J. Douglas Mayer as a Full Member of the Zoning Board of Appeals, term to expire June 30, 2019; approved 5-0.

## 5.0 PUBLIC INPUT (CURRENT AGENDA ONLY)

There were no questions or comments on agenda items from the public in attendance.

## 6.0 PUBLIC HEARING - LICENSE APPLICATIONS

Public Hearing called to order at 6:11pm.

- 6.1 Funk-A-Deli & Bar - *New Malt, Spirituous & Vinous Liquor License Application*  
Recommended for approval by the Police Chief, Fire Chief and Code Enforcement Officer, there were no comments or questions from the public in attendance.

Representation was in attendance from Funk-A-Deli & Bar.

**062116-02** Motion made by Robert Winn and second by Gary Latulippe to approve the New Malt, Spirituous & Vinous License Application for Funk-A-Deli & Bar; approved 5-0.

- 6.2 Hamburger Harry's - *Malt, Spirituous & Vinous Liquor License Renewal*  
Recommended for approval by the Police Chief, Fire Chief and Code Enforcement Officer, there were no comments or questions from the public in attendance.

Representation was in attendance from Hamburger Harry's.

**062116-02** Motion made by Robert Winn and second by Gary Latulippe to approve the Malt, Spirituous & Vinous License Renewal Application for Hamburger Harry's; approved 5-0.

- 6.3 Hamburger Harry's - *Amusement License Renewal*  
Recommended for approval by the Police Chief, Fire Chief and Code Enforcement Officer, there were no comments or questions from the public in attendance.

**062116-03** Motion made by Robert Winn and second by Gary Latulippe to approve the Amusement License Renewal Application for Hamburger Harry's; approved 5-0.

## 7.0 PUBLIC HEARINGS & PRESENTATIONS

There were no public hearings or presentations before the Select Board.

## 8.0 ADMINISTRATIVE ITEMS - UNFINISHED BUSINESS

Motion made by Robert Winn and second by Gary Latulippe to open the public session at 6:14pm; approved 5-0.

### 8.1 Proposal for Resident Only Parking - Thomas A. Fortier

Select Board Discussion of Designated Resident Only Parking in Select Locations

Selectman Winn voiced his concern about elderly people who may have difficulty walking to town and the availability to have parking spaces for them. He stated that he is favor of a few spots for residents.

Selectman Latulippe before make too many decisions or changes should see how the reconfiguration of Route One is going to play out. He suggested that a couple of spots that are being created with the Cumberland Farms reconfiguration be designated for residents. Mr. Latulippe stated that he likes the use of town employee spots being used for residents on weekends. He suggested that the town take small steps at first.

Selectman Daley agrees with taking baby steps at first, he agreed with Selectman Latulippe to start with a few spaces.

Ray Hamlin spoke about the use of the alleyway (employee parking area) on weekends for residents only.

Rich Burgess stated that an issue is the enforcement of parking in the proposed lots; this would have to be done by Police Department staff.

Chair Dailey stated that any proposal would have to go to a public hearing (to amend Title V). The Ogunquit Residents Alliance is planning to present to the Select Board on July 19<sup>th</sup>, they may have some recommendations or proposals to present.

Selectman Dolliver commented on whether this would be a sticker requirement.

## 9.0 ADMINISTRATIVE ITEMS - NEW BUSINESS

### 9.1 Request from the Treasurer to Write-Off Uncollectible 2014 Personal Property Taxes - John Quartararo, Treasurer

Select Board Review and Action on the Request from the Town Treasurer to Write-Off Uncollectible 2014 Personal Property Taxes

<b>PP Tax Acct</b>	<b>Billed Owner</b>	<b>Balance Due</b>	<b>Comment</b>
103780	Brunell, Mark	\$ 77.70	Sold Puffin Inn, have not able to locate assessed owner
101660	Steele, Beverly	19.05	Out of business
101770	Valdez, Dean	18.60	Out of business
104510	Portside Realty	192.00	Unable to locate renter responsible
104750	Warren, Mike	51.70	Supplemental tax-out of business
<b>Total</b>		<b><u>\$359.05</u></b>	

**062116-04** Motion made by Robert Winn and second by Richard Dolliver to approve the write-off of uncollectible personal property taxes for 2014 in the total of \$359.05; approved 5-0.

9.2 Rules and Procedures Protocol for Communication among Board and Committee Members - Robert Winn, Selectman

Discussion on developing proper Protocol to Disseminate Information among Board and Committee Members

Selectman Winn stated that he would like to have some discussion with possibly moving forward with some kind of policy or procedure that all boards and committees would follow, not only digital communications but all communications; not only amongst the Select Board but to the public also.

Selectman Winn read a policy that he had from another town and an excerpt from a Maine Townsman article.

Selectman Daley reviewed what is currently in the MMA Municipal Officers Manual.

Chair Dailey suggested that the board hold a workshop with Attorney Peter Lowe to review communication protocol.

Selectman Dolliver commented on technology and the affect it has on communication between board members.

**10.0 MISCELLANEOUS BUSINESS - ORAL & WRITTEN COMMUNICATIONS - FOLLOW-UP**

10.1 Public Input

**Paul Breen, 33 Youngs Crossing South**

- President of the Marginal Way Preservation Fund.

- Explained that the Fund had received a grant of \$37,000.
- Present to give the Select Board a head's up on the results of the Marginal Way Erosion RFP.
- Two bids received: Grondin \$96,475.00 and Shaw Bros. \$71,987.00.
- Mr. Breen explained that Marginal Way Preservation Fund will review this at their meeting on July 9<sup>th</sup> and vote on the award of the bid.
- He hopes to come before the Select Board at their next meeting to make the presentation.

**Amy Forbes, 103 Perkins Cove Road**

- Owns business in Perkins Cove, Perkins Cove Candies.
- Town looks wonderful in the downtown area, but now the town needs to focus on updating Perkins Cove.
- Bridge needs to be repainted; this is not something the Harbormaster can do, need to hire professionals to do this.
- Need lighting and better trash cans by the bathrooms.
- Asked that monies collected be used to revitalize Perkins Cove.

**Lesley Mathews, 13 High Ridge Lane**

- Commented about speed on Berwick Road, no speed limit sign on the Route One entrance.
- Comments about signs and the need to have some (re: skate boarding).
- Suggested that the Reserve Officers hand out information to children on skateboards

**Kirk Lavoie, 17 Glen Avenue**

- Communication Liaison on the Route One Project between Grondin, MDOT, Chamber of Commerce and others on the e-mail list.
- Shared feedback from people regarding the project, which is currently on summer break.
- Utility pole in middle of sidewalk at Kingfield Lane, poles in the middle of sidewalks on Route One south from Post Office, parking spaces on Main Street lined according current state criteria, parking in front of Alexandre's shops, light poles bases have been covered with cones and barrels and wanted to know if planters could be placed to rid of cones and barrels, light poles in middle of new sidewalk (near Laura Rose), no curb cut out in front of Post Office, 4x4 poles installed but no signs on them yet and the signage is not expected to be installed until September.
- Selectman Latulippe asked Mr. Lavoie if there was going to be a meeting with MDOT and Grondin to review the issues.

**Ben Hershenson, 3 Myrtle Circle**

- Commented on the Charter and Comprehensive Plan that are in review, should look at a Code of Ethics, willing to help.

**Kirsten Ross**

- Is workshop with Attorney Peter Lowe open to the public next week as she would like to attend?
- Comments on Freedom and Access and Right to Know Laws.

10.2 Select Board

**Selectman Dolliver**

- Thanks for the opportunity, will always try and make the right decision for the Town of Ogunquit.

**Selectman Winn**

- Stated that he had received public comments on trash issues at the beach.

**Selectman Latulippe**

- Thanked all the people who went out to vote at the Annual Town Meeting.
- Thanked all committee members, they are the life-blood of the town
- Welcome Selectman Dolliver.
- Parks & Rec: ordered Gazebo for OVS Playground.
- Park s & Rec: Sand Castle Contest on the beach July 30<sup>th</sup>.

**Chair Dailey**

- Thank you to Town Clerk Christine Murphy for handling the events this evening.
- Welcome Selectman Dolliver.
- A shout out and thank to David Barton for his service.

**11.0 ADJOURNMENT**

Motion made by Robert Winn and second by John Daley to adjourn the meeting at 7:18pm; unanimous vote to adjourn.

Respectfully submitted,

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Cheryl L. Emery, Administrative Assistant to the Town Manager