



**SELECT BOARD
MEETING MINUTES
MAY 2, 2017**

5:00pm - BUDGET REVIEW COMMITTEE

The Select Board met with the Budget Review Committee to review Town Meeting Warrant Articles 50 and 51 regarding the Ogunquit Village School. Discussion was held on the wording of Article 50.

Members of the Budget Review Committee in attendance:

William Sawyer, Chair
Carole Aaron
Jackie Bevins
Everett Leach
Michael Lynch

The Budget Review Committee voted on the wording for Article 50:

"Shall the town vote to appropriate a sum not to exceed \$120,000 from the Undesignated Fund Balance to Fund Professionals to provide design, building costs and other associated costs to re-purpose the Ogunquit Village School"; approved 5-0.

1.0 TOWN MANAGER SEARCH COMMITTEE - 5:15PM

1.1 Review of Candidate Questionnaire

The Select Board met with the Town Manager Search Committee to review the questionnaire that will be given to the semi-finalists for the Town Manager position.

The purpose of the meeting is for the Select Board to review and approve the proposed questionnaire.

It was the consensus of the Select Board to approve the proposed questionnaire.

Members of the TMSC in attendance:

Fred Lynk, Chair
Steve Wilkos
Pamela Sawyer

Jerry DeHart
Jeffrey Low
Wes Elliott

2.0 CALL TO ORDER

Meeting called to order at 6:03PM.

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

Others present: Don Gerrish, Interim Town Manager

2.1 Pledge of Allegiance

The Pledge of Allegiance was led by Selectman Daley.

2.2 Select Board Minutes - April 11, 2017

The minutes of the April 11, 2017 were accepted as presented.

2.3 Select Board Minutes - April 18, 2017

The minutes of the April 18, 2017 were accepted as amended.

3.0 TOWN MANAGER'S REPORT

Interim Town Manager Don Gerrish reported that the Planning Board will be holding a workshop on May 8, 2017 to start to look at the marijuana issue.

The Town Clerk asked that Mr. Gerrish advise the public that Absentee Ballots would be available on May 12th.

The Footbridge Beach project looks like it will be substantially completed by May 12th. There will be an official ribbon cutting ceremony on June 2, 2017, more details to follow.

Mr. Gerrish reported that when the company (Atlantic Mechanical) finishes at the Footbridge, they will move to the Perkins Cove Footbridge and start work on May 15th. The anticipated work time is approximately two weeks.

Shore Road work should be completed this week, patching has been done to replace the concrete which was in place over the winter. Final paving will not be done until fall 2017. Striping of the road and crosswalks will be done for the summer.

The town has requested that the right hand turning radius from Beach Street onto Maine Street be reviewed by the MDOT.

On May 25th at 6:00pm there will be a presentation from CES Engineering, who is doing the Beach Street design project. They will be presenting the preliminary design for public comments and questions.

The town opened bids on April 13th for parking machines for our parking lots. It has been narrowed down to two companies. Visitor Services has met with both companies and is still reviewing the proposals. The hope is to do two lots this year, then phase in all lots in the future.

Selectman Latulippe asked to have on record that if the town is dissatisfied with the quality of work on Shore Road over the summer, then would like to revisit the issue.

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

There were no appointments, resignations, proclamations or resolutions before the Select Board.

5.0 PUBLIC INPUT (CURRENT AGENDA ONLY)

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

6.0 PUBLIC HEARING - LICENSE APPLICATIONS

Liquor License Public Hearing opened at 6:13pm.

6.1 Backyard - Malt & Vinous Liquor License Renewal 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 for Backyard.

050217-01 Motion made by Gary Latulippe and second by Robert Winn, Jr. to approve the Malt & Vinous Liquor License Renewal Application for Backyard; approved 5-0.

- 6.2 Hooks Chill and Grille - Malt, Spirituous & Vinous Liquor License Renewal 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 for Hooks Chill and Grille.

Rachael Anastas, owner, commented on the status of her inspection.

050217-02 Motion made by Robert Winn and second by Richard Dolliver to approve the Malt, Spirituous & Vinous Liquor License Renewal Application, pending the Fire Chief's approval, for Hooks Chill and Grille; approved 5-0.

- 6.3 Hooks Chill and Grille - Amusement License Renewal 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.

050217-03 Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the Amusement License Renewal Application for Hooks Chill and Grille; approved 5-0.

- 6.4 La Orilla - Malt, Spirituous & Vinous Liquor License Renewal 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 for La Orilla.

050217-04 Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the Malt, Spirituous & Vinous Liquor License Renewal Application for La Orilla; approved 5-0.

- 6.5 Norseman Resort - Malt, Spirituous & Vinous Liquor License Renewal 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 for the Norseman Resort.

050217-05 Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the Malt, Spirituous & Vinous Liquor License Renewal Application for the Norseman Resort; approved 5-0.

- 6.6 Northern Union - Malt, Spirituous & Vinous Liquor License Renewal 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 for Northern Union.

050217-06 Motion made by Robert Winn, Jr. and second by Gary Latulippe to approve the Malt, Spirituous & Vinous Liquor License Renewal Application for the Northern Union; approved 5-0.

- 6.7 Rose Cove Restaurant - Malt & Vinous Liquor License Renewal 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 for Rose Cove Restaurant.

050217-07 Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the Malt & Vinous Liquor License Renewal Application for Rose Cove Restaurant; approved 5-0.

- 6.8 Rose Cove Restaurant - Amusement License Renewal 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.

050217-07 Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the Amusement License Renewal Application for Rose Cove Restaurant; approved 5-0.

- 6.9 That Place in Ogunquit - Malt, Spirituous & Vinous Liquor License Renewal 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.

Selectman Dolliver recused himself from action on this agenda item.

Representation was in attendance for That Place in Ogunquit.

050217-08 Motion made by Robert Winn, Jr. and second by Gary Latulippe to approve the Malt, Spirituous & Vinous Liquor License Renewal Application for That Place in Ogunquit; approved 4-0, Dolliver recused.

6.10 That Place in Ogunquit - Amusement License Renewal 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.

050217-08 Motion made by Robert Winn, Jr. and second by Gary Latulippe to approve the Amusement License Renewal Application for That Place in Ogunquit; approved 4-0, Dolliver recused.

7.0 PUBLIC HEARINGS & PRESENTATIONS

Public hearing opened at 6:23pm.

7.1 Public Hearing to consider the transfer of up to \$2,500 from the "Natural Disaster Emergency Repair Fund" for repairs to the Perkins Cove Boat Ramp pursuant to Referendum #7 of the July 26, 2005 Special Town Meeting - Don Gerrish, Interim Town Manager

Mr. Gerrish explained that during the blizzard of March 13 & 14, 2017 there was damage to the ramps off the dock, the estimate is \$2,500 to repair the damage. This is the public hearing to be able to utilize funds from the Natural Disaster Emergency Repair Fund.

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

Public hearing closed at 6:24pm.

8.0 ADMINISTRATIVE ITEMS - UNFINISHED BUSINESS

8.1 Funding of Capital Improvement Project Articles- Don Gerrish, Interim Town Manager
Select Board Review and Action on the Funding of Capital Improvement Projects for Fiscal Year 2017-2018

Mr. Gerrish explained that information in the Select Board packet is for the Capital Projects and how they would be funded. The recommendations are based on utilizing Undesignated Fund Balance, Reserve Funds or borrowing funds (Bonds).

Article 43	Land Conservation Reserve	25,000	Undesignated Fund Balance
Article 44	ECOMaine Reserve Account	20,000	Undesignated Fund Balance
Article 46	Town Manager Search Committee	20,000	Undesignated Fund Balance
Article 49	Re-codification of Town Ordinances	17,000	Undesignated Fund Balance
Article 50	OVS Community Center - Phase 1 Architectural Design Review	120,000	Undesignated Fund Balance
Article 51	OVS Community Center	1,800,000	Bond, 20 Year
Article 52	Improvements to Parking Lots	60,000	Bond, 5 Year
Article 53	Installation of Multi Space Parking Meters in all Town Lots	204,000	Bond, 5 Year
Article 54	Ambulance Replacement	45,000	Undesignated Fund Balance
		155,000	Ambulance Reserve Account
Article 55	Fire Station Kitchen Rehab	30,000	Undesignated Fund Balance
Article 56	Repair Tennis Courts	25,000	Undesignated Fund Balance
Article 57	Replace Ramp Decking - Main Beach Ramps	10,000	Undesignated Fund Balance
Article 58	Tractor w/mower	25,100	Bond, 5 Year
Article 59	Plow Truck w/Wing & Sander	170,000	Bond, 10 Year
Article 60	Overhead Heaters for Garage	15,000	Undesignated Fund Balance
Article 61	Agamenticus Road Engineering	15,000	Undesignated Fund Balance
Article 62	Cherry Lane - Overlay Pavement	50,000	Bond, 5 Year
Article 63	Boatways - Perkins Cove	50,000	Bond, 5 Year
Article 64	2017 Ford Transit Van	25,000	Bond, 5 Year

The Select Board will approve these funding sources when they approve the Warrant for the Annual Town Meeting on June 13, 2017.

9.0 ADMINISTRATIVE ITEMS - NEW BUSINESS

9.1 The transfer of up to \$2,500 from the "Natural Disaster Emergency Repair Fund" for repairs to the Perkins Cove Boat Ramp pursuant to Referendum #7 of the July 26, 2005 Special Town Meeting - Don Gerrish, Interim Town Manager
 Select Board Action on the Transfer of up to \$2,500 from the Natural Disaster Emergency Repair Fund for Repairs to the Perkins Cove Ramp

050217-09 Motion made by Gary Latulippe and second by Robert Winn, Jr. to authorize the expenditure of up to \$2,500 from the Natural Disaster Emergency Repair Fund for immediate repairs to the pedestrian ramps at Perkins Cove. Such funds as are actually expended will be reimbursed to the Natural Disaster Emergency Repair Fund from the General Fund per the Town Charter at the next regular Town Meeting; approved 5-0.

9.2 Warrant Article for Natural Disaster Emergency Repair Fund Replenishment- Don Gerrish, Interim Town Manager

Select Board Action on the Placement of an Article on the June 13, 2017 Annual Town Meeting Warrant to Approve the Replenishment of \$65,000 from Undesignated Fund Balance to the Natural Disaster Emergency Repair Fund

050217-10 Motion made by Gary Latulippe and second by Robert Winn, Jr. to utilize Undesignated Fund Balance in the amount of \$65,000 to replenish the Natural Disaster Emergency Repair Fund by placing an article on the June 13, 2017 Annual Town Meeting Warrant; approved 5-0.

9.3 Warrant Article for Natural Disaster Emergency Repair Fund Replenishment- Don Gerrish, Interim Town Manager

Select Board Action on the Placement of an Article on the June 13, 2017 Annual Town Meeting Warrant to Approve the Replenishment of \$2,500 from Undesignated Fund Balance to the Natural Disaster Emergency Repair Fund

050217-11 Motion made by Gary Latulippe and second by Robert Winn, Jr. to utilize Undesignated Fund Balance in the amount of \$2,500 to replenish the Natural Disaster Emergency Repair Fund by placing an article on the June 13, 2017 Annual Town Meeting Warrant; approved 5-0.

9.4 Order and Municipal Officers Certification of Official Text of Secret Ballot Referendum Questions - Don Gerrish, Interim Town Manager

Select Board Action on the Order and Certification for the June 13, 2017 Annual Town Meeting

Mr. Gerrish stated that this is to approve the actual wording on the warrant for each of the articles.

One article that needs to be changed is Article 50. A motion would be in order to amend Article 50 to read "Shall the town vote to appropriate a sum not to exceed \$120,000 from the Undesignated Fund Balance to Fund Professionals to provide design, building costs and other associated costs to re-purpose the Ogunquit Village School".

050217-12 Motion made Richard Dolliver and second by Robert Winn, Jr. to amend Article 50 to read "Shall the town vote to appropriate a sum not to exceed \$120,000 from the Undesignated Fund Balance to Fund

Professionals to provide design, building costs and other associated costs to re-purpose the Ogunquit Village School"; approved 5-0.

050217-13 Motion made Richard Dolliver and second by Robert Winn, Jr. to approve the Order and Municipal Officers Certification of Official Text of Secret Ballot Referendum Questions for the June 13, 2017 Annual Town Meeting as amended; approved 5-0.

9.5 Annual Town Meeting Warrant, June 13, 2017 - Don Gerrish, Interim Town Manager
Select Board Action on the June 13, 2017 Annual Town Meeting Warrant

050217-14 Motion made Richard Dolliver and second by Robert Winn, Jr. to approve the June 13, 2017 Annual Town Meeting Warrant as amended; approved 5-0.

9.6 Annual Town Meeting Information Packet- Don Gerrish, Interim Town Manager
Select Board Review and Action on the Annual Town Meeting Voter Information Packet

The Select Board approved the Annual Town Meeting Informational Packet with the amendment to Article 50. The summary will be re-written and presented to the Select Board this week for review.

10.0 OTHER BUSINESS

Selectman Dolliver - comments regarding the loading zone on Beach Street and the sidewalk in front of the Village Food Market. This is a safety issue; need to discuss this with the MDOT.

Interim Town Manager Gerrish stated that there are 2-3 issues that the Board needs to be aware of: 1) warranties/guarantees on the project go on for two years so do not want to do anything that would cause the town to lose those guarantees; 2) anything that is done on that corner should be looked at by a traffic engineer so that changes would be based on state and federal standards; 3) a loading zone has been created on that lane that is used for the right-hand turn only from Beach Street. There are some confusing issues that need to be reviewed.

Selectman Latulippe - would like MDOT to look at real world traffic issues as they exist now.

11.0 MISCELLANEOUS BUSINESS - ORAL & WRITTEN COMMUNICATIONS - FOLLOW-UP

11.1 Public Input

Phil Cavaretta, 74 Main Street

- Comments regarding the Route One - Beach Street corner.
- Feels that this area will be a problem this summer.
- Would like this issue addressed right away.

Marjorie Katz, 7 Lilywood Lane

- Comments Dog Park tick spraying.
- Commented that a lot of very large branches hanging over Berwick Road due to the winter weather, concern that this is a safety issue.
- Comments regarding the Beach Street Engineering project.

Peter Kahn, 3 Tern Lane

- Invited everybody in town to a Candidates Night sponsored by the Ogunquit Residents Alliance at the Dunaway Community Center on Tuesday, May 23rd at 5:00pm. This meeting will be televised. The moderator for the evening will be Interim Town Manager Don Gerrish. The exact format will be announced at a later date. Invitations will be sent to Select Board candidates.

Kirsten Ross, resident

- Comments regarding the Beach Street Engineering project and the award of the bid.
- Asked about the commitment to CES, Inc. for the Beach Street Engineering project.

Milt Vargelis, 125 Beach Street

- Stated that he agreed with Marjorie and Kirsten, need more public input.
- Comments regarding the Route One/Beach Street issue.

Doug Gaines, 416 Littlefield Road, Wells, Maine

- In attendance to make an official complaint against the Ogunquit Historic Preservation Commission. This complaint is regarding the Blue Water Inn review by the OHPC.
- Stated that he is looking for guidance on what steps should be taken next.

Interim Town Manager Gerrish stated that he will look into the issue and report back to the Select Board.

11.2 Select Board

Selectman Winn

- Comments regarding the Lobster Dash and Charlie Farrington. Mr. Farrington would like to be put on the agenda for the next meeting to get approval for the event.
- Commented on the Beach Street Engineering Project and need to have the project approved by the Select Board.

Selectman Daley

- Stated that Frannie Peabody Center will be doing their fundraising event (5K) at the beach this Saturday (May 6th).

Interim Town Manager *Gerrish* commented on the process on how events are approved in town.

12.0 ADJOURNMENT

Motion made by Robert Winn, Jr. and second by Richard Dolliver to adjourn the meeting at 7:11pm; approved 5-0.

Respectfully submitted,

Cheryl L. Emery, Administrative Assistant to the Town Manager