



**SELECT BOARD  
MEETING MINUTES  
JUNE 5, 2018**

**Workshop - 5:15pm**

- a. Discussion to Establish a Beach Committee

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

**1.1 Roll Call of Members**

Meeting called to order at 6:00pm.

Members present: Charles L. Waite, III, Chair  
Robert N. Winn, Jr., Vice Chair  
John M. Daley  
Richard A. Dolliver  
Madeline S. Mooney

Others present: Patricia A. Finnigan, Town Manager

**1.2 Pledge of Allegiance**

The Pledge of Allegiance was recited by those in attendance.

**1.3 Select Board Minutes - April 3, 2018**

Motion made by Robert Winn, Jr. and second by Madeline Mooney to approve the minutes of the April 3, 2018 Select Board meeting as presented; approved 5-0.

**2.0 LIQUOR AND AMUSEMENT LICENSE PUBLIC HEARINGS**

Public hearing called to order at 6:02pm.

Public hearing closed at 6:04pm.

**2.1 Black Sushi House - 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 from Black Sushi House.

**060518-02** Motion made Robert Winn, Jr. and second by Richard Dolliver to approve the Malt & Vinous Liquor License Renewal Application for Black Sushi House; approved 5-0.

- 2.2 Colonial Village Resort - *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 the Colonial Village Resort.

**060518-01** Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the New Malt, Spirituous & Vinous License for the Colonial Village Resort; approved 5-0.

- 2.3 M.C. Perkins Cove - *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 from M. C. Perkins Cove.

**060518-02** Motion made Robert Winn, Jr. and second by Richard Dolliver to approve the Malt, Spirituous & Vinous Liquor License Renewal Application for M. C. Perkins Cove; approved 5-0.

- 2.4 M.C. Perkins Cove - *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.

**060518-03** Motion made by Richard Dolliver and second by Robert Winn, Jr. to approve the Amusement License Renewal Application for M.C. Perkins Cove; approved 5-0.

### **3.0 TOWN MANAGER'S REPORT**

This is a very busy time for us; we just completed celebrating Memorial Day and are pre-planning for July 4<sup>th</sup>.

Commented on the lack of painting done on the crosswalks, motorists and pedestrians need to be careful. Expect the crosswalks to be done in a couple of weeks.

Staff is insuring that the public facilities are in good shape as well as the cemeteries in town.

The Town has contracted Interim Public Works Director Carol Murray. She is working in both Wells and Ogunquit looking at the infrastructure, public facilities and equipment.

River Road has developed a sink hole and one in Perkins Cove; there is an engineer looking at these issues and will complete a temporary fix.

Town Meeting is coming up a week from today; polls open 8:00am to 8:00pm on June 12<sup>th</sup>.

Sergeant Shawn Fahy was in attendance to comment on the Annual Torch Run for Special Olympics, which will take place tomorrow, June 6<sup>th</sup>.

#### 4.0 PUBLIC HEARINGS

Public hearing opened at 6:10pm.

##### 4.1 Public Hearing on the Referendum and Budget Warrant Articles for the 2018-2019 Fiscal Year

*Public Comments and Questions on the Proposed Budget and Referendum Articles for the June 12, 2018 Annual Town Meeting*

This will be the last public hearing prior to the Annual Town Meeting. Town Manager Finnigan gave an overview of the budget priorities for the next fiscal year.

##### **Kirsten Ross**

- Comments regarding the petitioned article regarding the Bike Share Kiosks. Since have been told a few different things, wanted to make sure that it is clear what it is. It is not a pilot program; it is an exemption to the Town's Outside Sales Ordinance.
- Comments regarding the definition of bicycle.

*Article 8: Shall "An Ordinance to Amend the Ogunquit Zoning Ordinance, Article 2 – Definitions, Page 43, Amended with Changes Effective June 12, 2018" be enacted?*

*Note: Underlines indicate proposed language to add, and ~~strikeout~~ indicated proposed removals of language.*

*Vending or Buyer Operated Retail Device*

*All coin operated or buyer operated devices including, but not limited to, soda vending machines, ice machines, gum ball dispenser, snack vending machines and the like. For the purposes of this Ordinance, buyer operated newspaper machines, gasoline pumps, automatic teller machines that are connected to a building, pay telephones, ~~and~~ automated multispace parking meters, and bike share kiosks are exempted from this definition, and therefore are not regulated by section 9.19. (Amended 6/12/12, ATM; Amended 6-12-18 Effective ~~6-13-17~~ 6-12-18)*

**Neil DeLuca, Berwick Road**

- Stated that had sent an e-mail to Town Manager and Select Board about debris on the corner of River Road and Beach Street and was disappointed that he had not heard back from anyone.
- Really need to find a DPW Director as soon as possible, would like to know what the status is on this position.

**Mark MacLeod, 57 Bayview Avenue**

- Asked that the public vote wisely on the items at the Annual Town Meeting to allow the Town to move forward with its needs.

**5.0 COMMITTEE APPOINTMENTS & RESIGNATIONS**

There were no appointments or resignations before the Select Board.

**6.0 PRESENTATIONS, PROCLAMATIONS, RESOLUTIONS & COMMUNICATIONS**

**060518-04** Motion made by Robert Winn, Jr. and second by Richard Dolliver to take "6.2 Music in the Park" out of order as "6.1"; approved 5-0.

**6.21 Music in the Park - Jason Corbin, Parks & Recreation Committee**

Jason gave an overview of the concert series this summer at the Dorothea Jacobs Grant Common.

Last year they held the concerts on Monday, but after receiving input, they have changed it to Sunday afternoons at 4:00pm.

Mr. Corbin gave an overview of the special show that they will be having at the Leavitt Theatre featuring "The Platters" on September 1, 2018.

**MUSIC in the PARK**  
OGUNQUIT, ME

**THE 2018 CONCERT SERIES**  
www.ogtparksrec.com

<b>JULY 1, 2018</b> SUNDAY, 4PM-6PM LEX & JOE	<b>AUGUST 5, 2018</b> SUNDAY, 4PM-6PM JIM DOZET Guitar Solo
<b>JULY 8, 2018</b> SUNDAY, 4PM-6PM DON PRIDE BAND Yesterdays Hits Jazz & Much More	<b>AUGUST 12, 2018</b> SUNDAY, 4PM-6PM WINDMILLS BAND
<b>JULY 15, 2018</b> SUNDAY, 4PM-6PM AFTER HOURS BAND Swing Band	<b>AUGUST 19, 2018</b> SUNDAY, 4PM-6PM FINEST KIND COUNTRY BAND
<b>JULY 22, 2018</b> SUNDAY, 4PM-6PM SOMETHING IN THE WATER	<b>AUGUST 26, 2018</b> SUNDAY, 4PM-6PM STEALING NORTH BAND
<b>JULY 29, 2018</b> SUNDAY, 4PM-6PM ELVIS BAND Charles Denault	<b>SEPT. 2, 2018</b> SUNDAY, 4PM-6PM WHAT'S UP DOC

\* Bands are subject to change

**MUSIC IN THE PARK**  
DOROTHEA JACOBS  
GRANT COMMON  
At: The Ogunquit Heritage Museum  
85 Obed's Lane, Ogunquit, ME  
(Between RT1 & Shore Road)

**SPECIAL SHOW!**  
**SATURDAY, SEPT. 1, 2018**  
THE PLATTERS of the LEAVITT THEATER  
TWO SHOWS! • 5PM & 8PM  
**GET TICKETS AT:** www.ogtparksrec.com

6.12 Designating June 2018 as Pride Month in Ogunquit

Chairman Waite gave an overview of the origin of Pride Month in June of each year.

*Proclamation Designating June 2018 as  
Pride Month*

**WHEREAS:** *The Town of Ogunquit is committed to being a safe, welcoming, and equitable community for all people regardless of race, ethnicity, socioeconomic status, age, sexual orientation, gender identification, country of origin, religion: and*

**WHEREAS:** *Ogunquit is fortunate to have residents, town employees, committee volunteers, business owners, and others who are part of the lesbian, gay, bisexual, transgender (LGBT) community and contribute to the history, civic life, cultural enrichment, and overall character of Ogunquit; and*

**WHEREAS:** *The Town of Ogunquit is proud of the meaningful, long-lasting impacts the LGBT community has made and continues to have on our community*

**WHEREAS:** *The LGBT Community has worked tirelessly for equality and inclusivity; and*

**WHEREAS:** *We as a Town wish to promote awareness and increase understanding among all people in Ogunquit;*

**WHEREAS:** *The Town joins with the LGBT community in a celebration of diversity and unity and remains committed to treating all people with fairness, dignity, and respect,*

*WHEREAS: The Stonewall Riots which took place in June 1969 are regarded as a catalyst for the LGBT movement for civil rights in the United States;*

*WHEREAS: The month of June is celebrated as Pride Month throughout the United States;*

*NOW, THEREFORE, BE IT RESOLVED, THAT the Ogunquit Select Board does hereby designate and proclaim June 2018 as Pride Month in Ogunquit and invites all people to reflect on the struggle for equality that the LGBT community has faced, celebrate their contributions that enhance us as a community and society, and recognize the distance yet to go.*

**060518-05** Motion made by Charles Waite and second by Robert Winn, Jr. to designate June 2018 as Pride Month in Ogunquit; approved 5-0.

## 7.0 UNFINISHED BUSINESS

There was no unfinished business for the Select Board to act on.

## 8.0 NEW BUSINESS

- 8.1 Public Hearing to Amend Title V, Chapter 12, Section 1203.7.5.1.e (Motor Vehicle Traffic & Parking Ordinance) regarding Parking Hours at Perkins Cove for Commercial Mooring Permit Holders in the Boat Ways Lot from 5:00am to 9:00am; to 5:00am to 10:00am (recommendation by the Harbor Committee)  
Select Board Review and Action on the Amendment to Title V, Chapter 12, Section 1203.7.5.1.e

Public hearing opened and closed at 6:43pm, there were no comments or questions from the public in attendance.

**060518-06** Motion made by Richard Dolliver and second by Robert Winn, Jr. to amend Title V, Chapter 12, Section 1203.7.5.1.e (Motor Vehicle Traffic & Parking Ordinance) regarding Parking Hours at Perkins Cove for Commercial Mooring Permit Holders in the Boat Ways Lot from 5:00am to 9:00am to 5:00am to 10:00am; approved 5-0.

- 8.2 Bicycle Pedestrian Committee By-Laws

Select Board Review and Action on the Bicycle Pedestrian Committee By-Laws

The Select Board met with the Bicycle Pedestrian Committee earlier this year to discuss their purpose, work plans and membership needs. Also discussed their bylaws to see what needed to be updated. The committee met to update their bylaws which are presented to the Select Board at this meeting. Committee Chair LaFlamme gave credit to John Cavaretta and Bruce Byorkman for reviewing and updating these bylaws.

**060518-07** Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the Bicycle-Pedestrian Committee By-Laws as presented; approved 5-0.

8.3 Consideration of Complete Streets Policy (Recommended by the Bicycle Pedestrian Committee)

Select Board Review and Action on the proposed Complete Streets Policy

This policy has been recommended by the Bicycle-Pedestrian Committee. This policy is intended to have the town consider design standards for neighborhoods and streets and take into account safe spaces and travel ways for pedestrians, bicyclists and motorists. Though recommended by the Bicycle-Pedestrian Committee, its affect on planning and development, the policy should be reviewed by the Planning Board.

**Muriel Freedman, Grasshopper Lane**

- Question about "what is complete streets policy"?

**060518-08** Motion made by Richard Dolliver and second by Madeline Mooney to refer the proposed policy to the Planning Board for review and recommendation; approved 5-0.

8.4 Naming a New Private Street: Sunset Ridge (off Berwick Rd)

Select Board Review and Action on the Naming of a New Private Street as submitted by the E911 Addressing Officer

There is a property across Berwick Road from the Transfer Station that will be developed into house lots; there is no street built yet...it will be a private street. It is far enough off the road that it needs a street address different from Berwick Road. The Town's E-911 Addressing Officer, Barbara Kinsman, has recommended that the street be called "Sunset Ridge". This name will not conflict with other street names.

**060518-09** Motion made by Richard Dolliver and second by Madeline Mooney to name the street located off Berwick Road as "Sunset Ridge"; approved 5-0.

8.5 Consideration of Amendments to the Select Board Rules

Select Board Review and Action on Proposed Amendments to the Select Board Rules

The Select Board has rules which pertain to how meetings are conducted and other protocols. When adopted, it was determined to see how the rules are working and

make changes as necessary to help conduct business more efficiently. One change is the housekeeping change of the order of agenda items (Section 6). The other proposed amendments are substantive and open for discussion.

Select Board Member Mooney explained the proposed changes, the first two were a result of the meeting with legal counsel and the third was proposed for discussion on electronic devices.

Section 10.c - Public Comments at Select Board Meetings

Section 14 - Correspondence to the Select Board

Section 15 - Electronic Devices

**Rebecca Fox, Marginal Avenue**

- Comments regarding a Select Board Member reading a letter from a citizen.
- Comments regarding computers used by the Select Board and the citizens not being able to see what they are looking at on their screens.

**Mark MacLeod, resident**

- Comments regarding the use of electronic devices and reduction of waste stream by not having paper used by the Select Board, this is a step back in time to use paper.

**Kirk Lavoie, Glen Avenue**

- Comments on the amendment to Section 14.
- Comments on the use of laptops during the Comprehensive Plan process, leverage technology where you can.

**Barbara Ferraro**

- Commented on information coming across laptops that is not shared by all members of the board.

**Peter Kahn, Tern Street**

- Comments regarding use of phones and incoming e-mails during Select Board meeting.

**Gary Latulippe, resident**

- Comments about use of computers at Select Board meetings, as a prior Select Board member. Stated that his phone was in his pocket for emergencies.

Selectperson Mooney had revised language to Section 15:

Members of the Select Board may use an electronic device for the purpose of viewing the information packet for the meeting and doing research as required. Phones must not be on the table and the electronic device must not be used for communications such as e-mailing, messaging or texting.

Another revision:

Members of the Select Board may use one electronic device for the purpose of viewing the information packet or research as requested at the Select Board meeting. No e-mailing, texting or messaging is permitted except in case of emergency.

**060518-10** Motion made by Robert Winn, Jr. and second by Madeline Mooney to approve the amendment to Section 6; approved 5-0.

**060518-11** Motion made by Madeline Mooney to make a change to Section 14 - Correspondence to the Select Board by deleting the current information and instead adding "member of the public would like to address the Select Board and is unable to attend the meeting they may ask another member of the public to read a written statement on their behalf"; approved 5-0.

**060518-12** Motion made by Madeline Mooney and second by Robert Winn, Jr. to add a statement under Section 15 - Electronic Devices "Members of the Select Board may use one electronic device for the purpose of viewing the information packet or research as needed at the Select Board meeting. No e-mailing, texting or messaging is permitted except in case of an emergency"; approved 4-1, Dolliver in opposition.

#### 8.6 Select Board Meeting Schedule for July

Review of the Select Board Meeting Schedule for July (scheduled dates are July 3<sup>rd</sup> and July 17<sup>th</sup>)

**060518-13** Motion made by Robert Winn, Jr. and second by Richard Dolliver to set the meetings for July on the 17<sup>th</sup> and the 31<sup>st</sup>; approved 5-0.

#### 9.0 **CITIZEN COMMENTS (For town topics not on the agenda)**

*The Select Board welcomes public comments and questions about Town-related issues that are not on the agenda. We ask that people keep comments on point and within 3 minutes.*

**Chris Prudente, resident**

- Comments regarding Memorial Day Weekend and the 24<sup>th</sup> Annual Aids Quilt Display.

**Neal DeLuca, Berwick Road**

- Follow up to the clean up that took place, asked if the town runs any community clean up days.
- Stated that it is disappointing when e-mail is sent that does not get response back.

**Gary Latulippe, Blue Heron**

- Read statement about his withdrawal from the Ogunquit Sewer District election/vote. (*Chair Waite questioned Mr. Latulippe since the meeting and stated that it was Mr. Latulippe's intent to withdraw even though it is not reflected in the letter.*)

**Letter: Zito for Ogunquit Sewer District**

<http://www.seacoastonline.com/YorkStar/letters?start=2>

Posted [at 2:11 PM](#)

To the Editor:

Dear Ogunquit voter,

*I submitted nomination papers for the position of trustee of the Ogunquit Sewer District. My name will appear on the ballot at our town meeting on June 12. Currently, I'm very busy with my businesses as well as my active growing family. I fear I couldn't give the necessary time and attention that will be required to be an effective trustee. I will be supporting Mr. Frank Zito as I feel he would be an excellent choice to represent Ogunquit as a trustee and encourage your support of Mr. Zito as well.*

*I have had conversations with Mr. Zito and he is aware of the challenges that lie ahead for the Sewer District. He is an open-minded individual committed to transparency and fairness. His professional background and experience will be valuable to all of us as we move forward in this process.*

*I look forward to serving the Ogunquit community in some capacity in the future.*

*Thank you for your time and consideration.*

*Respectfully;*

*Gary Latulippe  
Ogunquit*

**Bruce Roy, business owner**

- Thanked the Select Board for renewing the Black Sushi Liquor License.
- Stated that his business will be getting rid of straws and all plastic stirrers; hopefully the town can start moving in that direction also.
- Wished Jasper Roy, who is 8 today, a happy birthday.

**Mark MacLeod, resident**

- Comments regarding the Town Warrant Articles coming up on Tuesday, it also the statewide primary also. Please vote on Tuesday!

**Kirsten Ross, Highland Avenue**

- Comments regarding the Piping Plovers...11 nests on the beach, eggs are hatching.

**10.0 OTHER BUSINESS****10.1 Select Board Reports and Announcements****Selectman Winn**

- Comments regarding the Special Olympics.
- Commented on the start of Gay Pride Month event.

**Chair Waite**

- Comments regarding the numbers of nests on the beach.
- Comments regarding the Performing Arts Chamber Music Festival.
- Commented on the highlight of marching in the Memorial Day Parade.
- Comments regarding the NAMES Project, AIDS Quilt, thank you to Chris Prudente.
- Comments regarding his office hours at the Dunaway Center.

**11.0 ADJOURNMENT**

Motion made by Robert Winn, Jr. and second by Madeline Mooney to adjourn the meeting at 8:06pm; approved 5-0.

Respectfully submitted,

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Cheryl L. Emery, Administrative Assistant to the Town Manager