



**SELECT BOARD
MEETING MINUTES
JUNE 19, 2018**

Interviews - 5:15PM

- *Conservation Commission*
- *Parks & Recreation Committee*

Interviews were held with applicants for the Conservation Commission and the Parks & Recreation Committee.

1.0 CALL TO ORDER: 6:00PM

Meeting called to order at 6:00pm.

1.1 Roll Call of Members

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

1.2 Pledge of Allegiance

Those in attendance recited the Pledge of Allegiance.

1.3 Swearing in of Newly Elected Select Board Members

Town Clerk Christine L. Murphy was in attendance to swear in John Daley and Robert Winn, Jr. as newly elected members of the Ogunquit Select Board.

1.4 Election of Select Board Chair

Town Clerk Christine Murphy opened nominations for Select Board Chair.

Motion made by Richard Dolliver and second by Robert Winn, Jr. to nominate Charles Waite, III as Chair.

There were no other nominations.

Town Clerk Christine Murphy called for a vote, Charles Waite, III was elected Chair; approved 5-0.

1.5 Election of Select Board Vice-Chair

Town Clerk Christine Murphy opened nominations for Select Board Vice-Chair.

Motion made by Robert Winn, Jr. to nominate Madeline Mooney for Vice-Chair and second by Madeline Mooney.

Motion made by Richard Dolliver to nominate John Daley as Vice-Chair and second by Charles Waite, III.

Motion made by Richard Dolliver and second by Robert Winn, Jr. to close nominations; approved 5-0.

The vote was called for the nomination of Madeline Mooney; 2 in favor (Winn/Mooney) and 3 opposed (Daley/Dolliver/Waite), therefore motion fails.

The vote was called for the nomination of John Daley; 3 in favor (Daley/Dolliver/Waite) and 2 opposed (Winn/Mooney), therefore the motion is approved.

1.6 Code of Ethics

The Select Board will review these at the end of the meeting.

1.7 Select Board Minutes - May 1, 2018

Motion made by Robert Winn, Jr. and second by Madeline Mooney to approve the minutes of the May 1, 2018 Select Board meeting as written; approved 5-0.

1.8 Select Board Minutes - May 15, 2018

Motion made by Robert Winn, Jr. and second by John Daley to approve the minutes of the May 15, 2018 Select Board meeting as amended; approved 5-0.

2.0 LIQUOR AND AMUSEMENT LICENSE PUBLIC HEARINGS

Public Hearing called to order at 6:10pm.

Public Hearing closed at 6:11pm.

- 2.1 Beach House Lobster - *Malt, Spirituous & Vinous 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.

There was no representation in attendance for Beach House Lobster.

- 2.2 Hamburger Harry's - *Malt, Spirituous & Vinous 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 for Hamburger Harry's.

061918-01 Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the Malt, Spirituous & Vinous License Renewal for Hamburger Harry's; approved 5-0.

- 2.3 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.

061918-02 Motion made by Richard Dolliver and second by Robert Winn, Jr. to approve the Amusement License Renewal for Hamburger Harry's; approved 5-0.

- 2.4 Jackie's Too - *Malt, Spirituous & Vinous 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 for Jackie's Too.

061918-01 Motion made by Robert Winn, Jr. and second by Richard Dolliver to approve the Malt, Spirituous & Vinous License Renewal for Jackie's Too; approved 5-0.

3.0 TOWN MANAGER'S REPORT

- A week ago in the room people were casting ballots at the Annual Town Meeting; thank you to those who took the time to vote either in person or by absentee ballot.
- Congratulations to the new members of the Select Board.

- Thank you to the candidates who ran as well, it is a very important part of the community's success.
- We had a very good town meeting, as well as leading up to the town meeting. This was the first experience with rank choice voting.
- Thank you to Town Clerk Christine Murphy and her election staff; the Warden and the Clerks, they put in very long hours leading up to election day and of course election day itself.
- Comments regarding the articles that were approved at town meeting, both zoning and budgetary. It is important for the residents to know that funding that was approved will be carried through thoughtfully and appropriately and that you get what you paid for. The new budget starts July 1st and already working to get things in place to make sure that the priorities get down in a timely fashion.
- Of the 1,238 registered voters in Ogunquit, 567 people voted. This is about a 46% turnout which is very good. 182 people vote absentee this year, 243 voted absentee last year.
- Had a very successful weekend, first ever "Ogunquit Day in the Park" which took place at the Dorothea Jacobs Grant Common. This was a joint effort with the Ogunquit Parks & Recreation and the Ogunquit Chamber of Commerce.
- Wrapped up the Ogunquit Performing Arts Chamber Music Festival which is a two weekend event.
- The Bike-Ped Committee hosted a "Pit Stop" event at Main Beach to help people get their bikes in shape and be safe.
- At "Ogunquit Day in the Park" Gay Pride Month was recognized; Selectman John Daley read the proclamation passed by the Select Board recognizing June as Gay Pride Month in Ogunquit.
- 4th of July is two weeks away and staff is gearing up for that already.

4.0 PUBLIC HEARINGS

There were no public hearings for the Select Board.

5.0 COMMITTEE APPOINTMENTS & RESIGNATIONS

5.2 Appointment to Conservation Commission

061918-03 Motion made by Robert Winn, Jr. and second by Madeline Mooney to appoint Bill Woods to the Conservation Commission, term to expire June 30, 2019; approved 5-0.

5.3 Appointment to Parks & Recreation Committee

061918-04 Motion made by Richard Dolliver and second by Madeline Mooney to appoint Charlene Taubert to the Parks & Recreation Committee, term to expire June 30, 2019; approved 5-0.

6.0 PRESENTATIONS, PROCLAMATIONS, RESOLUTIONS & COMMUNICATIONS

There were no presentations, proclamations, resolutions or communications to be acted upon by the Select Board.

7.0 UNFINISHED BUSINESS

There was no unfinished business for the Select Board action.

8.0 NEW BUSINESS

8.1 Authorize the Town Manager to enter into a Contract with DeStefano Associates of Portsmouth, NH as the Construction Manager of the Main Beach Bathroom Improvements (funding approved at the June 12th Annual Town Meeting, Article 14)

At last Tuesday's Town Meeting voters approved Article 14 which provided funds to improve the ventilation, moisture air quality improvements needed at the Main Beach Bathroom. Article 14 approved transferring \$33,850 in unspent Capital Project monies to be used to do these improvements.

John DeStefano, President and Owner for DeStefano Associates in Portsmouth, NH was in attendance. He stated that they are professional construction managers; the company has been in existence for over 20 years. He is a Civil Engineer, registered P. E. and has his Masters in Construction Management.

Mr. DeStefano outlined the ventilation project for the Main Beach Bathhouse.

Marjorie Katz, Lilywood Lane

- Stated that she was a little confused regarding this project, is it supposed to start next year because can't do anything over the summer or is it starting immediately?

Mr. DeStefano stated that once the vote is taken at this meeting, then it would be two weeks and the ventilation project would be complete. Work will start early in the morning within the bathroom areas but during the day will be working in the attic areas.

Madeline Mooney asked if this should have been an RFP project.

Town Manager Finnigan stated that we have a really outdated procurement policy, but yes usually this would go out to bid but due to the time constraints needed to be done.

061918-05 Motion made by Richard Dolliver and second by Robert Winn, Jr. to authorize the Town Manager to enter into an agreement with DeStefano Associates to do the ventilation improvements at the Main Beach bathrooms at a sum not to exceed \$27,260; approved 5-0.

8.2 Appointment of RHR Smith & Company, CPA's, Buxton, Maine as Auditors for the FY 2017-2018 Audit

In 2017 the Town entered into a three-year contract with RHR Smith & Company to conduct the annual audit each year. Each year the Town signs an engagement letter for the company to perform the audit.

Treasurer John Quartararo was in attendance for comments and questions. He stated that the engagement letter serves as a one-year contract. He recommended the appointment of RHR Smith & Company.

061918-06 Motion made by Madeline Mooney and second by Robert Winn, Jr. to appoint RHR Smith & Company, CPA's, Buxton, Maine as Auditors for FY2017-2018 for the sum of \$10,200; approved 5-0.

8.3 Consideration of Establishing an Adhoc Beach Committee

This was discussed at the last meeting of the Select Board. The committee would focus on various beach related issues as they relate to the people and their experiences at the beaches such as maintenance, signage, pedestrian and traffic circulation, bathrooms and similar issues. The committee would be distinct from the Conservation Committee which focuses on natural environment. Further, the Conservation Commission responsibilities cover far more than the beaches. At this point, the mission statement has not been drafted yet. Town Manager Finnigan stated that she would have the mission statement at the next meeting of the Select Board on July 17th.

061918-07 Motion made Robert Winn, Jr. and second by Madeline Mooney to table this agenda item until the next meeting; approved 5-0.

8.4 Authorize the Town Manager to Enter into a 3-year Lease Agreement for a John Deere Tractor (Beach Cleaning Equipment)

This is the beach cleaning equipment that is necessary to clean the beach. The town has leased the tractor to primarily clean the beach and the lease expires on June 30th. This will allow the town to replace the tractor to rake the beach in according with the Beach Management Agreement, State and Federal Government.

Town Treasurer John Quartararo was in attendance for comments or questions regarding this agenda item.

061918-08 Motion made by Robert Winn, Jr. and second by Madeline Mooney to authorize the Town Manager to sign a 3-year lease for a tractor to be used primarily for beach management; approved 5-0.

8.5 Acceptance of the Gift of a 2000 Saab for Use by the Fire Department for Training Exercises

Robert and Nancy McNiven have offered to donate a car to the Fire Department; their son, who recently became a firefighter, suggested this. The car will be used as a training vehicle for firefighters to practice extrication and use of the Jaws of Life. This gesture is truly appreciated.

061918-08 Motion made by Richard Dolliver and second by John Daley to accept a 2000 Saab as a gift for the Fire Department to use for training exercises; 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.

Peter Kahn, Tern Street

- Stated that the Comprehensive Plan has completed the work on the new Comprehensive Plan. The proposed plan is on the website for the public to review. There are two public hearings scheduled, one on July 11th and one on July 25th.

Marjorie Katz, Lilywood Lane

- Comments regarding an article in the newspaper about FEMA funding.
- Comments regarding a severe erosion problem on Norseman Lane.

Rebecca Fox, Marginal Avenue

- Comments regarding the erosion issue, the Conservation Commission and Public Works are working on this.

Chris Prudente, 444 Main Street

- Congratulations to everybody on the election.
- Comments regarding Agamenticus Park, the Tennis Courts, taxes & ownership.

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

- Comments regarding the Select Board Rules.

Selectman Daley

- Comments regarding the election and support by the voters.
- Comments regarding the tennis courts and Agamenticus Park.
- Comments regarding improvements to the Town Charter and Town Manager Search Committee.
- Comments regarding Term Limits of the Select Board.

Selectman Winn

- Thanked people for supporting candidates, was an interesting campaign.
- Comments regarding infrastructure, following the process and involving the community.

Selectwoman Mooney

- Stated that Building Committee was on her short list.
- Comments about items for agendas, any member of the board can put something on an agenda.
- Comments about Select Board Rules.

Chair Waite

- Thank you again, served as Chair last year, and honored to serve this coming year.
- Comments regarding Plovers at the beach, 22 chicks this year.
- Impressed that Parks & Facilities passed.
- Commented about his "Office Hours" at the town hall on Thursdays; he will be continuing through the summer.

11.0 ADJOURNMENT

Motion made by Richard Dolliver and second by Madeline Mooney to adjourn the meeting at 7:30pm; approved 5-0.

Respectfully submitted,

Cheryl L. Emery, Administrative Assistant to the Town Manager