



**SELECT BOARD
MEETING MINUTES
MAY 5, 2020**

1.0 Welcome and Call to Order

Meeting called to order at 6:00pm.

Members present: Madeline S. Mooney, Chair
Robert N. Winn, Jr., Vice Chair
Heath Ouellette

Members absent: John Daley
Lindsey Perry

Motion made by Robert Winn, Jr. and second by Heath Ouellette to excuse the absence of Lindsey Perry from the May 5th Select Board meeting; approved 3-0.

Motion made by Robert Winn, Jr. and second by Heath Ouellette to excuse the absence of John Daley from the May 5th Select Board meeting; approved 3-0.

Others present: Town Manager Patricia A. Finnigan

Sterling Roop, Partnership Specialist, Southern Maine, New York Regional Census Center, Field Division, U.S. Census Bureau

Robert Whitelaw, COVID-19 Task Force Chair

A moment of silence was observed for all the people that have been harmed by the COVID-19 virus, whether it be sadness, sickness, anxiety, fear or financial.

2.0 Meeting Minutes

2.1 April 21, 2020

Motion made by Robert Winn, Jr. and second by Heath Ouellette to approve the minutes of the April 21, 2020 Select Board meeting as presented; approved 3-0, Daley and Perry absent.

2.2 April 27, 2020

Motion made by Robert Winn, Jr. and second by Heath Ouellette to approve the minutes of the April 27, 2020 Select Board meeting as presented; approved 3-0, Daley and Perry absent.

2.3 April 28, 2020

Motion made by Robert Winn, Jr. and second by Heath Ouellette to approve the minutes of the April 28, 2020 Select Board meeting as presented; approved 3-0, Daley and Perry absent.

3.0 Liquor and Amusement Licenses

- 3.1 Backyard - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.2 Bandito's - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.3 Beachmere - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.4 Beachmere - *Amusement License Renewal*
- 3.5 Caffè Prego - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.6 Caffè Prego - *Amusement License Renewal*
- 3.7 Hook's Chill & Grille - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.8 Hook's Chill & Grille - *Amusement License Renewal*
- 3.9 Nikanos - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.10 Nikanos - *Amusement License Renewal*
- 3.11 The Colonial Inn - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.12 The Trellis House - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.13 Treehouse Taqueria - *Malt, Spirituous & Vinous Liquor License Renewal*
- 3.14 Treehouse Taqueria - *Amusement License Renewal*

All applications have been reviewed and signed off by the Police Chief, Fire Chief and Code Enforcement Officer.

050520-01 Motion made by Robert Winn, Jr. and second by Heath Ouellette to approve the following Malt, Spirituous & Vinous Liquor Licenses:

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Backyard
Bandito's
Beachmere
Caffe Prego
Hook's Chill & Grille
Nikanos
The Colonial Inn
The Trellis House
Treehouse Taqueria

Approved 3-0, Daley and Perry absent.

050520-02 Motion made by Robert Winn, Jr. and second by Heath Ouellette to approve the Amusement License Renewal applications for:

Beachmere
Caffe Prego
Hook's Chill & Grille
Nikanos
Treehouse Taqueria

Approved 3-0, Daley and Perry absent.

4.0 Presentations, Proclamations, Resolutions & Communications

4.1 2020 U.S. Census

Sterling Roop, Partnership Specialist, Southern Maine, New York Regional Census Center, Field Division, U.S. Census Bureau

Mr. Roop was in attendance to explain the importance of the census for the Town of Ogunquit. He stated that he covers both York and Cumberland counties.

Ogunquit's response rate of households as of today was at 9.7%, which is not particularly good. Maine is ranked 48th in the nation with a 43.7% response rate.

Mr. Roop asked to have the information about Census 2020 posted on the Town's web page and Facebook™ page.

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He stated that it is important to complete the census, including seasonal homes. This can be done online at www.my2020census.gov. Mr. Roop explained the process to complete the survey.

Comments and questions:

- Heath Ouellette

Chat line comments and questions were fielded by Mr. Roop.

4.2 Main Beach Bathhouse & Lifeguard Station Update

Member of the oversight team, Robert Winn, Jr., gave an update on the status of the Main Beach Bathhouse and Lifeguard Station building construction progress. The project is on schedule and on budget.

Estimated completion date of the project is May 20th.

4.3 Community COVID-19 Task Force Update

Robert Whitelaw, Chair of the Community COVID-19 Task Force, was in attendance to give an update to the Select Board.

Chair Mooney read the charge that was given to the Task Force:

The Task Force is not intended to be a local medical or scientific authority on COVID-19. The purpose of the Task Force is to look specifically at Ogunquit's circumstances and develop a planned course of action to gradually reopen public and private facilities based on the recommendation of the Federal and State experts and in compliance with CDC guidelines.

They will make recommendations that include how to observe and enforce social distancing in the town, including the Marginal Way, the beaches, the village, Main Street, Shore Road, Beach Street, Perkins Cove, lines for take-out, etc. and adopting "Best Practices" protocols for the restaurants, lodging and businesses.

The committee was appointed last week and have had two meetings already.

Mr. Whitelaw stated that the Task Force has met two times and participation from the public has been outstanding.

The key outcome so far:

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1. Input from all sectors of Ogunquit society.
2. Safety first and how to resuscitate the economy.
3. Creation of subgroups (working groups).
 - a. Public Safety group.
 - b. Business group.
 - c. Data Collection group.
 - d. At-Risk Population group.
4. Management of the Beaches and the Marginal Way.
5. The charge to the subgroups is to have specific recommendations regarding their topic by next Monday (05/11/2020).
6. Once the recommendations are evaluated by the Task Force, they will forward them onto the Select Board.

Comments/Questions:

- Selectman Ouellette
- Selectman Winn
- Chair Mooney

5.0 Town Manager Report

Town Manager Finnigan reported on the following:

5.1 Finance Report FY20 Year-to-Date

- Getting into the final months of the fiscal year which ends June 30th. Because of the economic conditions that are facing, there are a couple areas of concern. On the expenditure side, a spending freeze on non-essential items has been put in place. On the revenue side, generally doing well.
- Expenses are at 87.5%.
- Revenues are at 97.9%.
- Taxes are due May 15th, taxes can be paid through July 15th with penalties on the late payment of taxes.
- In the process of revising the FY 20-21 Budget.
- Commented on the emergency legislation from the State that would allow the town, if did not complete budget by June 30th, then town would be allowed to continue until a budget was passed. Goal is to have the budget ready for the July 14th Election/Town Meeting.
- Reviewed the letter written by Maine's Congressional Delegation to the President regarding the economic situation of the State and Towns.
- Reviewed the re-opening the Ogunquit Town Hall.
- Thanked all the employees for their hard work during this situation.

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Comments/Questions:

- Selectman Ouellette

6.0 Appointments and Resignations

6.1 Appointment of Election Clerks

Town Clerk Murphy informed the Select Board that postcards had been sent out to all the registered voters explaining the Town Meeting/Absentee Ballot process.

Pursuant to MRSA Title 21-A § 503.A and MRSA Title 30-A § 2528.8, the municipal officers shall appoint election/ballot clerks no later than May 1 of each general election year to serve at said town's voting place(s). Town Clerk Murphy asked that the Select Board accept this request to appoint the following registered voters to serve as election/ballot clerks for the Town of Ogunquit during 2020-2022:

<u>Democrat</u>	<u>Republican</u>	<u>Green Independent</u>	<u>Unenrolled</u>
Carole Aaron	Marjorie Esau	No one has	Tracey-Ann Leach
Blanche Feinberg	Kay Hamlin	Indicated interest	Linda Blake
Nina Forsdick-LaFlamme			
Muriel Freedman			
Paul Jean			
Mark MacLeod			
Robin Millward			

050520-03 Motion made by Robert Winn, Jr. and second by Heath Ouellette to approve the registered voters listed in the memorandum from Town Clerk Chris Murphy to the Select Board dated May 1, 2020 to serve as Election Ballot Clerks for the Town of Ogunquit during 2020-2022; approved 3-0, Daley and Perry absent.

Comments/Questions:

- Selectman Ouellette
- Chair Mooney
- Selectman Winn

7.0 New Business

There was no New Business for Select Board action.

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8.0 Citizens 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.

Comments/Questions:

- Bill Sawyer, Budget Review Committee Chair
- Jane O'Donnell
- Peter Kahn
- Bill _____
- Anthony DiLuzio
- Wendy Levine
- Neil DeLuca
- Tom Sellers
- Barbara Ferraro
- Joan Cramer
- Josh DeSalvo
- Ogunquit Police Chief Patricia Arnaudin
- Selectman Ouellette
- Bob Whitelaw
- Stacy _____
- Cat Anderson
- Susan Noble
- Mike MacDonald

9.0 Select Board Comments

Comments/Questions:

- Selectman Winn
- Selectman Ouellette
- Chair Mooney

10.0 Adjourn

The meeting was adjourned at 8:36pm.

Respectfully submitted,

Cheryl L. Emery, Administrative Assistant to the Town Manager

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