



**SELECT BOARD
MEETING MINUTES
NOVEMBER 17, 2015**

1.0 EXECUTIVE SESSION - 4:30PM

1.1 Personnel [Pursuant to Title 1, Chapter 13, Subchapter1§405.6.A]

Motion made by Gary Latulippe and second by Robert Winn to go into Executive Session pursuant to Title 1, Chapter 13, Subchapter1§405.6.A to discuss Personnel; approved 5-0.

Motion made by Robert Winn and second by Gary Latulippe to close Executive Session at 5:58pm; approved 5-0.

No action was taken during Executive Session.

2.0 CALL TO ORDER: 6:00-8:00PM

Meeting called to order at 6:05pm.

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

Others present: Thomas A. Fortier, Town Manager

2.1 Pledge of Allegiance

The Pledge of Allegiance was led by Selectman Barton.

2.2 Select Board Minutes - October 20, 2015

The minutes of the October 20, 2015 Select Board meeting were accepted as presented.

3.0 TOWN MANAGER'S REPORT

The Seaside Garden at Devil's Kitchen has been prepared for the winter; irrigation system has been shut down for the winter, perennials have been cut back, entire garden has been weeded and cultivated and fresh crushed gravel has been added along the pathway. Thank you to Tom Lynch and all who have been involved in this very successful project.

Currently in the process of reorganizing Visitor Services in the spirit of providing efficient and streamlined services; in addition Mr. Fortier will be reaching out to the Chamber of Commerce for discussion on the issue of Business/Employee passes. This past season showed an increase in the number issued.

The Town Clerk's Office is in the process of computerizing the Business Registration Program.

Thank you to all who donated food for the York County Food Pantry; the effort was spearheaded by the Land Use Office.

The Route One project has other projects that are ancillary to the work done by MDOT; the Ogunquit Sewer District and the Kennebunk, Kennebunkport & Wells Water District are upgrading their infrastructure in conjunction with MDOT. Thank you to all business owners and residents for their patience and support.

Shout out to Phil Pickering, Superintendent of the Ogunquit Sewer District, who was recently awarded the "Charles Perry Award" for going above and beyond in his profession. Congratulations!

There are flags located near the footbridge; these are for test borings for the engineering project on the Footbridge.

The Transfer Station will be open on the Friday after Thanksgiving. Typically this is a paid holiday for staff but since the facility will be closed on Wednesday and Thursday, it was decided that there was a need to stay open during this busy time.

Notice today in the mail regarding a grant the town will be receiving regarding a pollution based, watershed based grant. Thank you to staff for pursuing these grants.

Comments regarding the Planning Board and the work they do for the residents of this town. Thanked the Planning Board for all their volunteer hours on behalf of the town.

4.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

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

5.0 PUBLIC INPUT (CURRENT AGENDA ONLY)

Doug Mayer, 87 Dixons Run Road

- Comments regarding the letter received regarding the plowing of private easement roads.

6.0 PUBLIC HEARING - LICENSE RENEWALS

There were no License Renewals before the Select Board.

7.0 PUBLIC HEARINGS & PRESENTATIONS

7.1 Lobster Dash 2015 - Charlie Farrington

Select Board Acceptance of Donation from the 2015 Lobster Dash

Charlie Farrington was in attendance to present a monetary donation to the Town of Ogunquit Parks & Recreation Department in the amount of \$750.00. An additional \$750.00 will be donated to the Gumbinner Scholarship Fund and to the Ogunquit Playhouse for their summer program scholarship. This is the fifteenth year of the Lobster Dash. Thanked the Town for its continued support.

The Select Board accepted the \$750.00 donation from the 2015 Lobster Dash for use by the Ogunquit Parks & Recreation Department.

Motion made by Robert Winn and second by David Barton to close the public session at 6:28pm; approved 5-0.

8.0 ADMINISTRATIVE ITEMS - UNFINISHED BUSINESS

- 8.1 Plowing of Private Roads - *Thomas A. Fortier, Town Manager*
Select Board Policy Review of the Plowing of Private Roads; Update

Town Manager Fortier presented an update regarding the letters that were sent out to the homeowners who live on the sixteen (16) private roads that have current plowing easements. Mr. Fortier also reviewed the standards for private roads to be plowed.

9.0 ADMINISTRATIVE ITEMS - NEW BUSINESS

- 9.1 Police Department Statewide Authority Request - *Lt. Matt Buttrick*
Request from the Ogunquit Police Department to grant Full-time Members of the Department Statewide Jurisdiction

Lieutenant Matt Buttrick was in attendance to explain the request for Statewide Jurisdiction for Ogunquit Police Officers.

This has been an option that was available for the Police Department since 2003. The reason that this is being presented to the Select Board at this time is because over the last couple of years this has been an issue for the department, mostly administratively in court. Lt. Buttrick presented a model policy to the Select Board for review. This policy would have to be adopted by the Select Board, a "one time only" vote.

111715-01 Motion made by Robert Winn and second by David Barton to grant Academy Certified Full-Time Officers Statewide Authority in accordance with the provision in Maine law, Title 30§2671; approved 5-0.

- 9.2 Ogunquit Trolley - *Jason Howe, Company Attorney*
Annual Report of the Ogunquit Trolley Company

One of the provisions of the new contract was that at the end of the service year the Trolley Company come before the Select Board for review of the past season.

Jason Howe, Attorney for the Ogunquit Trolley Company, was in attendance to address comments, concerns and questions.

Selectman Latulippe comments regarding the trolley company servicing properties in Wells, passenger capacity and its effect on Ogunquit businesses. Mr. Latulippe

also commented on poor customer service and lack of response from the Trolley Company with concerns.

Attorney Howe addressed the issues presented.

Selectman Daley commented that in the years that he has been in office; he has never met Mr. Chaves.

Chair Dailey commented on the number of trolleys that were parked in the lot during heavy tourist times in prime time (i.e. Friday afternoon/evening). Mr. Howe reported that the total number carried on the trolley this season was about 120,000.

Selectman Winn asked if there was a breakdown on the number of riders that came from Wells.

Attorney Howe stated that, also present at this meeting, were shareholders of the company.

9.3 Comprehensive Plan - *Select Board Chair Barbara Dailey*

Discussion on the Plan to Update the 2004 Town of Ogunquit Comprehensive Plan

Chair Dailey stated that she and Chair of the Planning, Steve Wilkos, have been in conversation about how to get some energy around an update to this plan.

It is recommend by the State that the Comprehensive Plan be updated every 10 years, and should be reviewed every 5 years. The Town is overdue in updating the document.

Having a current, accepted plan gives the town legal protection for some of the ordinances, it helps the town to qualify for certain state grant and loan programs and most importantly, good planning makes for good communities.

Chair Dailey stated that some of the data updates could be done by Southern Maine Planning & Development Commission and they are currently looking into the cost.

Ms. Dailey and Mr. Wilkos would like to have a workshop with the Planning Board, Select Board and representation from other Boards & Committees to review the 30 policy statements.

Selectman Latulippe suggested that the board look into utilizing a student from YCCC for intern work, which could help pare down the costs for SMPDC.

Chair Dailey will look into setting up a date for the workshop.

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

10.1 Public Input

Rich Kunze - 739 Main Street

- Noticed the condition of the American flag in Veteran's Park, brought a donation of a new flag for the park.
- Comments regarding the issue before the Planning Board about seasonal rentals.
- Mr. Kunze voiced concerns regarding due process as it pertains to the giving notice to land owners. Requested that the section of the code that covers due process be reviewed.

Kathleen Smith, Office Manager, Ogunquit Trolley Company

- Ms. Smith stated that she is available during the season seven days a week as she lives where the trolleys are parked. If there are any issues at all, please do not hesitate to call or contact her at ogunquittrolley@maine.rr.com.

Doug Mayer, 87 Dixons Run Road

- Reviewed a couple of points regarding private roads and public easements.

10.2 Select Board Comments

Selectman Barton

- Comments regarding the 2003 Comprehensive Plan and the list of participants who worked on it.
- Comments on Historic Preservation as it pertains to the town's Comprehensive Plan.

Selectman Daley

- Comments on the contents of the Comprehensive Plan.

Chair Dailey

- Commented on the need for a succinct Executive Summary in the next Comprehensive Plan, looks forward to a more workable and usable document.

11.0 ADJOURNMENT

Motion made by Robert Winn and second by David Barton to adjourn the meeting at 8:01pm; unanimous vote to adjourn.

Respectfully submitted,

Cheryl L. Emery, Administrative Assistant to the Town Manager