



**SELECT BOARD
MEETING MINUTES
JULY 1, 2014**

1.0 COMMITTEE INTERVIEWS – 4:45PM

1.1 Performing Arts

The Select Board met with Edwin Seppa regarding his application to the Ogunquit Performing Arts Committee.

1.2 Planning Board

The Select Board met with Muriel Freedman regarding her application to the Ogunquit Planning Board.

2.0 SELECT BOARD WORKSHOP – 5:00PM

2.1 Revised Standards for the Protection & Preservation of the Marginal Way - Joan Griswold, Marginal Way Committee Member

The workshop between the Marginal Way Committee and the Select Board was to explain the new initiative to fulfill the mandate given to the committee by the Town of Ogunquit, as well as address the serious issue of invasive plant species causing harm to the native plant community on the Marginal Way. The Committee is concerned about the silent invasion of non-native plants into the local habitat, the guide will be used to set up a management plan to deal with this challenge.

3.0 CALL TO ORDER – 6:00PM

The meeting was called to order at 6:05pm.

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

Others present: Thomas A. Fortier, Town Manager

4.0 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair John Daley.

5.0 REQUEST TO APPROVE SELECT BOARD MINUTES

5.1 June 17, 2014 – The minutes of the June 17, 2014 Select Board meeting were accepted as presented.

6.0 TOWN MANAGER’S REPORT

Town Manager’s Report to the Select Board July 2014

Congratulations to resident Goldie Abbott! Goldie became a US Citizen recently and voted in her first Town Election!

Town Hall/Dunaway Community Center Office - Hours of Operation are 8:00am-4:00pm.

Parks and Recreation:

Did you know that every morning at 8:00am, WOGT broadcasts a Tai Chi exercise program? Get active right in your own living room!

Have you ever heard of Pickle Ball? It’s coming soon to Agamenticus Park. Stay tuned!

A group of tennis players meet every morning at Agamenticus tennis courts. Everyone is welcome so come and join the fun!

Visitor Services:

Visitors to North Beach will notice a brand new sign that was installed this past week.

The Great Race was a huge success. Vintage car aficionado’s mingled with owners of over 100 vintage and antique cars leading up to their grand departure from Main Beach the morning of Saturday, June 21. The lots were full and Beach Street was lined 3-deep with spectators, all the way to the Route 1 intersection.

Fireworks will be on July 4th at Main Beach, 9:15pm start time; rain date July 5th. The Fireworks show and all staffing associated with that evening event is paid for by the Chamber of Commerce (approximately \$30,000). Enjoy!

Finance/Budget:

The Fiscal Year ends on June 30th. We will close the books in the black. We continue to enjoy a healthy fiscal position while at the same time maintain an aggressive Capital Improvement Plan.

The Town of Ogunquit was recently awarded a SEI Grant for \$45,000! The funds will be used to upgrade the electrical and lighting fixtures at the Dunaway Community Center. The Town has estimated a yearly return of \$4,000 in electrical savings secondary to the upgrades. Staff recognized a unique opportunity to access the grant funds that originated with a grant to Seacoast Energy Initiative from ARRA funds. The Town of Ogunquit was an original member of this 5 town initiative (2012).

Town Clerk:

Business registrations were due May 31st, the fine for ordinance violations is \$25 per day. Effective July 1, 2014, business registration will be \$150 per year.

Congratulations to newly elected Select Board member Gary Latulippe.

Land Use/Code Enforcement:

Staff is formulating a new design for Veterans Park. The new design is meant to complement the Route 1 project. We hope to present the plans to the public soon and start the project in the fall.

Congratulations to staff member Barbara Kinsman who has recently been certified as an Assessor. There is a rigorous certification and testing process to become an Assessor and we are all very proud of Barbara's accomplishment.

Comprehensive Plan: The last Comprehensive Plan was completed in 2003. We are looking for members of our community to serve on a committee that will create a vision for our town over the next ten to twenty years. Please contact the Town Manager if you are interested in participating in planning for Ogunquit's future.

Marginal Way/Devil's Kitchen erosion update: Engineering analyses, a Request for Proposal (Bids) are due back July 8th. We have received some welcomed flexibility on timelines, and the project will most likely be pushed to October. Town staff has been working closely with the Maine Department of Environmental Services on obtaining permitting for the project. A personal thank you to resident Paul Breen for his dedication, time and efforts put forth for this project.

Police Department:

This coming summer season, there will be a renewed emphasis on parking regulations (time), especially on Main Street, Upper Lot, and Jacobs lot. Adherence to time limits on free parking assures turnover and is in the best interest for all trying to enjoy our town.

There will be increased enforcement of the beach rules, such rules as no trespassing on the sand dunes, no consumption of alcohol, no smoking and no dogs will be enforced. Once again, the intent is that we all enjoy our community

without compromising public safety. You will notice a Visitor's Service staff person walking up and down the beach. Please feel free to say hello! This staff person will have all the resources to contact Police, Fire, Life Guards, Public Works and Maintenance staff to assure Ogunquit Beach can be enjoyed by all.

Fire Department:

The Town will solicit bids for a new fire truck. The new truck will replace Engine 5 (1980) and Rescue 51 (1991).

Public Works:

We will have an Open House on Saturday, June 28th 10:00-2:00pm at the new Public Works building.

The MDOT has completed a drainage swale from Yardarm Way down Shore Road to the nearest catch basin, along with area in front 371 Shore Road. This will improve the water issue in both locations, and the Town staff paved the trenched area to help keep most of the water flow on that side of the street. The Town and State have enjoyed a newly found collaborative and productive relationship.

The Public Works crew goes to a summer schedule this week (7- day coverage). This assures that we have experienced staffing on 7 days a week. Thank you to the crew for their flexibility and dedication to our community.

Projects:***Here is a typical day in the life of Public Works and Maintenance Departments:***

- Marginal Way: trim and mow the 1.5 mile path,
- Paint the Main Beach bathroom, North Beach too!
- Admin Services went through all bath houses this past week doing maintenance such as repairing locks, replacing or tightening toilet seats as necessary, and touching up paint. They painted the Dunaway Center recreation room, re-burnished the auditorium floors and the floors downstairs too; washed all partitions in all the bathrooms,
- Trash run!
- Install the ramps at North Beach and then remove the aging playground equipment from Agamenticus Park,
- The trash truck is down for service and the mechanic needs to get the Fire Department's 4-wheeler back in operation by tomorrow,
- The Bourne Ave Island needs to be weeded as does the front entrance to Main Beach, Veterans Park, and the island in the Obeds Lot,
- Painting and trim work in the Dunaway Center as time permits!
- A Request for Proposals for the Perkins Cove Bathrooms and another RFP for an 18,000 lb rotary lift for new PWD building,

- Prepare RFP paperwork for a generator installation,
- Finish dragging the infield at Agamenticus softball/baseball field,
- Cut back the bamboo at Wharf Lane Bridge, and repair the loose boards,
- Cut back the bamboo on Beach Street at bridge and at River Road, bushes at the benches need trimming too!
- Mow the cemetery behind the Playhouse please,
- Have you seen the new Cupola at Main Beach?
- Have you noticed how nice the Jacob's Lot Bathroom looks on the outside?
- Trash run,
- Get all the public bathrooms cleaned again,
- Install the fence on river side and watch out for those plovers,
- Install sign at Main Beach, Footbridge and North Beach,
- Sweep Route 1 and Shore Road,
- Put up the trolley stop signs,
- Clean the public restrooms again!
- Trash run,
- Woodbury Lane easement paperwork,
- Send Berwick road plans and surveys to Corner Post Land Survey,
- Railing on stairway Marginal Way,
- Get flowers for pots in the center of town,
- Repair and paint all benches and trash can containers, replace or repaint bench at River Road and Route 1,
- Stripe new PWD lot, Main Beach, Lower Lot, Footbridge and North Beach,
- Hurry!
- Cut back bushes in right-of-way by 148 Frasier Pasture Road,
- Rebecca Road ditching and rip rap,
- Install new guardrails at Agamenticus field,
- Repair guard rail in back lot of Obeds,
- Repair lights that are out in back Obeds lot,
- Weed whack, weed islands, mow and trim Obeds lot,
- Order Stencils for new paint sprayer,
- Repaint the handicap spaces at Main Beach,
- Order new Pedestrian crosswalk signs and get those crosswalks done on Route 1!
- Order 2 Slow Children playing signs for 64 Berwick Road,
- Start cataloging roads for the new roads software program,
- Did we mention that we have an open house from 10:a.m. - 12:p.m. at the New PWD Building?
- We will be there, please come say hello!

Transfer Station:

The Town will terminate its contract with ECOMaine effective June 30th 2014. We are always looking for ways to be efficient and to reduce our costs, and we feel that it will be advantageous to end our contractual agreement with ECOMaine. In the best interest of our town, we feel we can solicit the spot market for our trash and recycling needs and not be bound by a contract.

Did you know?

- Our Transfer Station operating budget has been reduced by over \$300,000 in the last 5 years.
- We have reduced our waste from 2,713 tons in FY2000 to 600 tons FY2013!
- We are getting \$70 a ton for Cardboard (revenue) as opposed to spending monies to dispose of it as trash (expense).

The credit goes to our residents, whom recycle 55% of their trash, therefore saving the town in disposal fees. Trash costs money and recycling generates revenues.

Upcoming policy items to consider:

- Vacation Rentals: Business Registration, Code and Safety, Lodging Tax, Liquor Licensing, Impact Fees,
- Use of Former Land Use Office/Winn House/Dorothea Jacobs Park,
- Use for Old PWD Garage on Captain Thomas Road,
- Street Opening Permit Policy: To protect recent infrastructure projects (Berwick Road/North Village Road) and future investments (Route 1 Project),
- Taxes need to be paid in full before any permits, passes, use of Town Property are granted,
- Ogunquit Village School - policy on future use of property.
- Ogunquit Land Use Office – proposal to create a one-stop shopping center for the arts, an Art Collaborative.
- Thank “Paddle to the Point” which donated \$3,269 to the Parks & Recreation program.

Very busy in town:

- Bicycle hit and run on Tatnic Road, woman in critical condition,
- Cardiac arrest at on Main Street, Officers Owens and Dumont resuscitated woman,
- Five OUI this past weekend,
- Explosion at Captain’s Catch this past week, one employee in critical condition,
- Cardiac call Grasshopper Lane,
- Trolley accident at Main Beach, woman’s foot caught under trolley.

7.0 PUBLIC INPUT

Janice Hanson, 7 Cottage Wood Lane, Kennebunk

- Ms. Hanson is part of group that is concerned about fluoride in the water, would like to have an article on the November Special Town Meeting

Warrant to have the Kennebunk, Kennebunkport and Wells Water District remove fluoride from the water.

- Ms. Hanson requested that she be put on the next agenda to explain in more detail.

Marjorie Katz, 7 Lilywood Lane

- Concerns regarding the beach and beach maintenance.
- Concerns about planting Rosa Rugosa at the beach and the beach entrance.

8.0 APPOINTMENTS, RESIGNATIONS, PROCLAMATIONS, RESOLUTIONS

8.1 Town Manager's Appointments – Thomas A. Fortier

- Christine L. Murphy, Town Clerk
- John Quartararo, Treasurer
- Scott Heyland, Code Enforcement Officer & LPI
- Patricia Arnaudin, Police Chief
- Mark O'Brien, Fire-Rescue Chief
- John Fusco, Transfer Station Manager
- Fred Mayo, Harbormaster
- Clifford Marchant, Administrative Services Director
- Jordan Freedman, Information Services Director

070114-01 Motion made by David Barton and second by Robert Winn to confirm the Town Manager's Appointments of Christine L. Murphy, Town Clerk, John Quartararo, Treasurer, Scott Heyland, Code Enforcement Officer & LPI, Patricia Arnaudin, Police Chief, Mark O'Brien, Fire-Rescue Chief, John Fusco, Transfer Station Manager, Fred Mayo, Harbormaster, Clifford Marchant, Administrative Services Director and Jordan Freedman, Information Services Director, terms to expire June 30, 2015; approved 5-0.

8.2 Select Board Appointments

- Robert Gingras, Parker Appraisal – Assessing Agent
- Scott Heyland, Local Health Officer
- Mark O'Brien, Emergency Management Director for Ogunquit

070114-02 Motion made by David Barton and second by Robert Winn to appoint Robert Gingras, Parker Appraisal as Assessing Agent for a one-year term to expire June 30, 2015; approved 5-0.

070114-03 Motion made by David Barton and second by Robert Winn to appoint Scott Heyland as Local Health Officer for a one-year term to expire June 30, 2015; approved 5-0.

070114-04 Motion made by David Barton and second by Robert Winn to appoint Mark O'Brien as Emergency Management Director for a one-year term to expire June 30, 2015; approved 5-0.

8.3 Committee & Board Appointments

Bike –Pedestrian Committee

070114-05 Motion made by David Barton and second by Robert Winn to appoint Mary Breen to a 2-year term as a Full Member of the Bike-Ped Committee, term to expire June 30, 2016; approved 5-0.

070114-06 Motion made by David Barton and second by Robert Winn to appoint John Cavaretta to a 2-year term as a Full Member of the Bike-Ped Committee, term to expire June 30, 2016; approved 5-0.

Board of Assessment Review

070114-07 Motion made by David Barton and second by Robert Winn to appoint Donald Simpson to a 3-year term as a Full Member of the Board of Assessment Review, term to expire June 30, 2017; approved 5-0.

070114-08 Motion made by David Barton and second by Robert Winn to appoint Paul Breen to a 1-year term as 1st Alternate Member of the Board of Assessment Review, term to expire June 30, 2015; approved 5-0.

Budget Review Committee

070114-09 Motion made by David Barton and second by Robert Winn to appoint Everett Leach to a 1-year term as 1st Alternate Member of the Budget Review Committee, term to expire June 30, 2015; approved 5-0.

Conservation Commission

070114-10 Motion made by David Barton and second by Robert Winn to appoint J. Douglas Mayer to a 3-year term as a Full Member of the Conservation Commission, term to expire June 30, 2017; approved 5-0.

070114-11 Motion made by David Barton and second by Robert Winn to appoint William Baker to a 3-year term as a Full Member of the Conservation Commission, term to expire June 30, 2017; approved 5-0.

Harbor Committee

070114-12 Motion made by David Barton and second by Robert Winn to appoint Percy Stevens, Jr. to a 3-year term as a Full Member of the Harbor Committee, term to expire June 30, 2017; approved 5-0.

Heritage Museum Committee

070114-13 Motion made by David Barton and second by Robert Winn to appoint Gary Littlefield to a 3-year term as a Full Member of the Heritage Museum Committee, term to expire June 30, 2017; approved 5-0.

070114-14 Motion made by David Barton and second by Robert Winn to appoint Eva Nudelman to a 3-year term as a Full Member of the Heritage Museum Committee, term to expire June 30, 2017; approved 5-0.

070114-15 Motion made by David Barton and second by Robert Winn to appoint Peter Woodbury to a 3-year term as a Full Member of the Heritage Museum Committee, term to expire June 30, 2017; approved 5-0.

070114-16 Motion made by David Barton and second by Robert Winn to appoint Louise Tragard to a 1-year term as 1st Alternate Member of the Board of Assessment Review, term to expire June 30, 2015; approved 5-0.

Historic Preservation Commission

070114-17 Motion made by David Barton and second by Robert Winn to appoint Newell Perkins to a 3-year term as a Full Member of the Historic Preservation Commission, term to expire June 30, 2017; approved 5-0.

Marginal Way Committee

070114-18 Motion made by David Barton and second by Robert Winn to appoint Louesa Gillespie to a 3-year term as a Full Member of the Marginal Way Committee, term to expire June 30, 2017; approved 5-0.

070114-19 Motion made by David Barton and second by Robert Winn to appoint Joan Griswold to a 3-year term as a Full Member of the Marginal Way Committee, term to expire June 30, 2017; approved 5-0.

070114-20 Motion made by David Barton and second by Robert Winn to appoint Lucien Rioux to a 3-year term as a Full Member of the Marginal Way Committee, term to expire June 30, 2017; approved 5-0.

Performing Arts Committee

070114-21 Motion made by David Barton and second by Robert Winn to appoint Miki Ann Boyd to a 3-year term as a Full Member of the Performing Arts Committee, term to expire June 30, 2017; approved 5-0.

070114-22 Motion made by David Barton and second by Robert Winn to appoint Patricia Mason to a 3-year term as a Full Member of the Performing Arts Committee, term to expire June 30, 2017; approved 5-0.

070114-23 Motion made by David Barton and second by Robert Winn to appoint Eva Nudelman to a 3-year term as a Full Member of the Performing Arts Committee, term to expire June 30, 2017; approved 5-0.

Planning Board

070114-24 Motion made by David Barton and second by Robert Winn to appoint Donald Simpson to a 3-year term as a Full Member of the Planning Board, term to expire June 30, 2017; approved 5-0.

Recycling Committee

070114-25 Motion made by David Barton and second by Robert Winn to appoint Mary Breen to a 1-year term as 1st Alternate Member of the Recycling Committee, term to expire June 30, 2015; approved 5-0.

Shellfish Conservation Commission

070114-26 Motion made by David Barton and second by Robert Winn to appoint Everett Leach to a 3-year term as a Full Member of the Shellfish Conservation Commission, term to expire June 30, 2017; approved 5-0.

Southern Maine Planning and Development (formerly SMRPC)

070114-27 Motion made by David Barton and second by Robert Winn to appoint Barbara Dailey, Select Board Chair, to a 1-year term as Representative to Southern Maine Planning and Development, term to expire June 30, 2015; approved 5-0.

070114-28 Motion made by David Barton and second by Robert Winn to appoint Donald Simpson, Planning Board Chair, to a 1-year term as Representative to Southern Maine Planning and Development, term to expire June 30, 2015; approved 5-0.

Zoning Board of Appeals

070114-29 Motion made by David Barton and second by Robert Winn to appoint Glenn Deletetsky to a 3-year term as a Full Member of the Zoning Board of Appeals, term to expire June 30, 2017; approved 5-0.

070114-30 Motion made by David Barton and second by Robert Winn to appoint Jay Smith to a 3-year term as a Full Member of the Zoning Board of Appeals, term to expire June 30, 2017; approved 5-0.

NEW APPLICATIONS

Ogunquit Performing Arts

070114-31 Motion made by David Barton and second by Robert Winn to appoint Edwin Seppa to a one-year term as a Full Member of the Performing Arts Committee, term to expire June 30, 2015; approved 5-0.

Planning Board

070114-32 Motion made by David Barton and second by Robert Winn to appoint Muriel Freedman to a three-year term as a Full Member of the Planning Board, term to expire June 30, 2017; approved 5-0.

9.0 PUBLIC HEARINGS, PRESENTATIONS

Motion made by Robert Winn and second by Gary Latulippe to open the Public Hearing at 6:40pm; approved 5-0.

9.1 Admiral's Inn – **New Malt, Spirituous & Vinous Liquor License Application**

There was no representation present for the Admiral's Inn; this item was tabled until the next meeting of the Select Board.

Phil Grow, 89 & 91 Main Street – comments regarding past issues with the noise from the amplified music.

Occupancy load was missing from the application.

9.2 Admiral's Inn – **New Amusement License Application**

There was no representation present for the Admiral's Inn; this item was tabled until the next meeting of the Select Board.

9.3 Hook's, LLC – *Malt, Spirituous & Vinous Liquor License Renewal Application*
Recommended for approval by the Police Chief, Fire Chief and Code Enforcement Officer; there was no comments or questions from the public in attendance.

Shannon Baker was present to represent Hook's.

David Barton – question about Planning Board application and the transportation of liquor to the fire pits.

Mr. Baker explained that alcohol is not included in the expansion application. The application is still before the Planning Board (application tabled). Addressing issues to make sure abutters are happy.

070114-33 Motion made by John Daley and second by Robert Winn to approve the Malt, Spirituous & Vinous Liquor License Renewal Application for Hook's LLC, approved 5-0.

9.4 Hook's, LLC – *Amusement License Renewal Application*

070114-34 Motion made by John Daley and second by Robert Winn to approve the Amusement License Renewal Application for Hook's LLC, approved 5-0.

9.5 Public Input on the June 17th, 2014 Beach Erosion Committee Proposal – *Chairwoman Dailey*

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

Motion made by Gary Latulippe and second by Robert Winn to close the public hearing at 6:54pm; approved 5-0.

10.0 ADMINISTRATIVE ITEMS – UNFINISHED BUSINESS

10.1 Update on the Pesticide Ordinance – *Michael Horn, Conservation Commission*
Status of Pesticide Ordinance Compliance

Mr. Horn explained that due to an administration oversight, the State was not notified seven (7) days prior to the town meeting that the town was considering adoption of an updated pesticide ordinance, the ordinance was ruled not in compliance and therefore unacceptable.

The Conservation Commission and Town Clerk will be meeting on July 10, 2014 to consider options and/or strategies to: 1.) rewrite the ordinance with

certain exemptions to bring it into compliance and meet State notification requirements; or 2.) present the ordinance as a policy to be adopted by the Select Board (which would lack enforcement authority).

It is the hope that the outcome of the July 10th meeting will be to put it back before the voters at the November Special Town Meeting.

Mr. Horn will present the recommendations of the July 10th meeting to the Select Board at their July 15th meeting.

11.0 ADMINISTRATIVE ITEMS – NEW BUSINESS

11.0 Issuance of Municipal Quit Claim Deeds for Foreclosed Tax Lien – *Thomas A. Fortier, Town Manager*

Select Board Action to Authorize the Town Manager to Issue a Municipal Quit Claim Deed to Ralph & Sheelagh McClean, Map 24, Block 002-023.

070114-35 Motion made by Robert Winn and second by Gary Latulippe to authorize the Town Manager to issue a Municipal Quit Claim Deed to Ralph & Sheelagh McClean, Map 24, Block 002-023; approved 5-0.

12.0 MISCELLANEOUS BUSINESS – ORAL & WRITTEN COMMUNICATIONS – FOLLOW-UP

12.1 Public Comments

Michael Marin, Berwick Road

- Impressed by this Select Board listening to feedback and the “will of the people” regarding the Beach Pass program.

12.2 Select Board Comments

Selectman Latulippe

- No comments.

Selectman Winn

- Congratulations to Gary Latulippe and Diana Allen on their recent election.
- Public input on the beach erosion, what is the next step in the process?

Selectman Daley

- Attended the Public Works Building open house on Saturday, nice addition to the town’s infrastructure.

Selectman Barton

- Great Race – nationwide recognition, positive image of being a host town.

Chairwoman Dailey

- Read a letter from Karen Arel, Executive Director of the Ogunquit Chamber of Commerce regarding the Great Race Event.

13.0 ADJOURNMENT

Motion made by Robert Winn and second by David Barton to adjourn the meeting at 7:25pm, unanimous vote to adjourn.

Respectfully submitted,

Cheryl L. Emery, Administrative Assistant to the Town Manager