

Robert M. Whitelaw, Chair
Carole J. Aaron, Vice Chair
Richard A. Dolliver
Heath R. Ouellette
Scott A. Vogel



Ogunquit Select Board
September 6, 2022
5:30 pm – Committee Interviews
6:00 pm – Meeting
Dunaway Community Center
23 School Street, Ogunquit, Maine

This meeting is being held at the Dunaway Community Center. Members of the public may attend in person, watch on Town Hall Streams (https://townhallstreams.com/towns/ogunquit_maine), or participate remotely via Zoom using the link below.

Connecting by computer or mobile device:

Register in advance or at the time of the meeting:

https://ogunquitpd-org.zoom.us/webinar/register/WN_KeqPns1IQkuTDU5fmy5auQ

After registering, you will receive a confirmation e-mail with information to join the meeting.

Connecting by landline/telephone:

If you want to call into the meeting, dial:1-312-626-6799 or 1-929-436-2866

Webinar ID: 816 0835 9304

Password: 641577

Agenda

5:30 pm **COMMITTEE INTERVIEWS**

- a. Ogunquit Performing Arts Committee – Sheryl Peters (5:30 pm)
- b. Ogunquit Performing Arts Committee – Mark Thallander (5:45 pm)

6:00 pm **MEETING**

1.0 **WELCOME AND CALL TO ORDER**

- *1.1 Roll Call
- *1.2 Pledge of Allegiance
- *1.3 Duties of the Select Board according to the Ogunquit Town Charter – Article III

The duty of the Select Board is to execute the will of the people, protect and maintain the assets of the Town and provide leadership and oversight on issues of importance to the Town. The Select Board will abide by and enforce all applicable codes, statutes, and procedural rules. As a policy-making board, the Select Board needs to be responsive to the citizens they serve, the staff they approve, and the Boards they appoint.

2.0 **FINANCE REPORT**, Mandy Cummings, Treasurer/Assistant Town Manager

- 2.1 Treasurer to update the community and the Select Board on the revenues and expenditures for the Town
 - a. Auto Parts Expenses
 - b. Auto Repair Expenses
- 2.2 Donations – August 2022
 - a. Recognition and acceptance of donations for August 2022

MOTION: *To accept donations received by the Town during August 2022*

3.0 **CONSENT AGENDA**

- *3.1 Approve Draft Minutes
 - a. August 9, 2022
 - b. August 23, 2022
- *3.2 Approve Payroll Warrants
 - a. August 25, 2022
 - b. September 1, 2022
- *3.3 Approve Accounts Payable Warrant
 - a. September 6, 2022
- *3.4 Approve Liquor Licenses – Renewal
 - a. Black Boar Inn – Malt, Spirits, and Vinous
- *3.5 Boards/Committees/Commissions Appointments
 - a. Appoint Jim Oliver – Board of Assessment Review – Full Member – Term to expire 2025
 - b. Appoint Paul Breen – Marginal Way Committee – Full Member – Term to expire 2025
 - c. Appoint Gail Brother – Marginal Way Committee – Full Member – Term to expire 2025
 - d. Appoint Jane Greene – Marginal Way Committee – 1st Alternate Member – Term to expire 2023
 - e. Appoint Joanne Resta – Marginal Way Committee – 2nd Alternate Member – Term to expire 2023
 - f. Appoint Sheryl Peters – Ogunquit Performing Arts Committee – Full Member – Term to expire 2025
 - g. Appoint Mark Thallander – Ogunquit Performing Arts Committee – Full Member – Term to expire 2024

MOTION: *To Approve the Consent Agenda items 3.1 through 3.5 excluding items _____ (if removed).*

4.0 **PUBLIC HEARING AND SELECT BOARD VOTE**

- 4.1 Special Town Meeting – Referendum Election
 - a. To set the date, location, and polling hours for the Special Town Meeting Referendum Election

MOTION: *To hold a Special Town Meeting – Referendum Election on Tuesday, November 8, 2022, at the Dunaway Community Center with polling hours from 8:00am – 8:00pm.*

- b. Receipt and Acceptance of Certified Citizens Petition – *“Shall the Town vote to appropriate the sum of \$150,000 from the Unassigned Fund Balance to provide for pre-construction costs to Expand and Upgrade the Police Department Headquarters on the lower level of the Dunaway Community Center for the Police Department”.*

MOTION: *Move to accept and place the Citizen Petition - “Shall the Town vote to appropriate the sum of \$150,000 from the Unassigned Fund Balance to provide for pre-construction costs to Expand and Upgrade the Police Department Headquarters on the lower level of the Dunaway Community Center for the Police Department” on the ballot for the Special Town Meeting, November 8, 2022.*

- c. To move items on the Draft Warrant to the Special Town Meeting vote (Select Board to vote on individual Warrant Articles)

MOTION: To move the items on the Draft Warrant to the Special Town Meeting vote.

4.2 Bid Award

- a. Award bid for a Sidewalk/Mowing Tractor and authorize the expenditure of \$20,500 from the Public Works Equipment Reserve Account and the bonding of \$145,000 per Annual Town Meeting, June 8, 2022, Article 47.

MOTION: To award the bid to Chadwick and Baross and approve the expenditure of \$20,500 from the Public Works Equipment Reserve Account and \$145,000 authorized at the Annual Town Meeting, June 8, 2022, Article 47 for the purchase of a Sidewalk/Mowing Tractor.

5.0 **PRESENTATIONS, PROCLAMATIONS, RESOLUTIONS & COMMUNICATIONS**

5.1 Historical Society of Wells & Ogunquit, Robin Millward, Board of Directors & Bryce Waldrop, Executive Director

- a. Presentation on the Mission of the Historical Society of Wells & Ogunquit

5.2 Special Delivery, Russell Osgood, Fire Chief

- a. Recognition and awards to members of the Ogunquit Fire Department for a *Special Delivery* in Ogunquit this summer

6.0 **TOWN MANAGER REPORT**, Matthew Buttrick, Town Manager

7.0 **UNFINISHED BUSINESS**

8.0 **NEW BUSINESS**

8.1 Select Board Priorities

- a. Select Board to discuss and set the Budget Process Schedule for the upcoming 2023 – 2024 Budget

MOTION: Move to approve the Budget Process Schedule for the 2023-2024 Budget

8.2 Boards/Committees/Commissions Appointments

- a. Appoint Zoning Board of Appeals – Full Member – Term to expire 2025
 - b. Appoint Zoning Board of Appeals – Full Member – Term to expire 2025
 - c. Appoint Zoning Board of Appeals – 1st Alternate Member – Term to expire 2023
- Applicants: Glenn Deletetsky, Peter Griswold, and J. Douglas Mayer

MOTION: Move to appoint _____ a Full Member – Term to expire 2025

MOTION: Move to appoint _____ a Full Member – Term to expire 2025

MOTION: Move to appoint _____ a 1st Alternate Member – Term to expire 2023

8.3 Employee Appreciation, Matthew Buttrick, Town Manager

- a. Town to hold an Employee Appreciation Luncheon on September 16, 2022

MOTION: Move to approve Employee Appreciation Event on September 16, 2022, and close the Town Office at noon also authorize employees to use their Paid Time Off

9.0 **SELECT BOARD UPDATES**

*9.1 Prior Meeting Unanswered Questions

Select Board will address any unanswered questions from the prior meeting.

*9.2 Committee Liaison Updates

*9.3 Select Board Priorities (Items listed below are in no particular order of importance)

- a. Main Beach Revetment
- c. Estuary
- d. Marginal Way
- e. Main Campus
- f. Comprehensive Plan
- g. Review committees' effectiveness

10.0 **PUBLIC COMMENTS**

The Select Board welcomes the public to comment and ask questions about Town related matters, and any items on the agenda including license renewals during public comment. Questions are not always answered immediately; the Select Board has agreed to answer questions by the next regularly scheduled meeting whenever possible. We ask that people keep comments brief and to the point (no more than three minutes and one time per meeting, except when public comment is solicited on specific agenda items) and that your comments be respectful of the community we aspire to. We also ask that if you have a complaint or concern, it would be most helpful if you also offer a solution or solutions. Please begin your comments by stating your name and your affiliation with Ogunquit (i.e., resident, taxpayer, voter, business owner, etc.) or state the Town you are from.

*11.0 **SELECT BOARD COMMENTS**

*12.0 **ADJOURN**

Agenda items with an asterisk () indicate when public comment is not planned for that specific item.
CONSENT AGENDA – Note: Public comment on the Consent Agenda will be taken at the start of the Consent Agenda.