

Ogunquit Select Board
February 1, 2022
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Heath R. Ouellette, Chair
Robert M. Whitelaw, Vice Chair
Richard A. Dolliver
Scott A. Vogel
Carole J. Aaron



**Ogunquit Select Board
February 1, 2022
5:00pm – Workshop
6:00pm – 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 the 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_KegPns1IQkuTDU5fmy5auQ

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

Connecting by land line/telephone:

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

Webinar ID: 816 0835 9304

Password: 641577

Minutes

5:00pm

WORKSHOP

1.0

Trolley Operations – 2022 Season

Discuss Trolley Operations for the upcoming 2022 Season. Discussion to include fees, routes, schedules, and general operations. Public input maybe sought by the Select Board.

Workshop called to order at 5:00 pm.

Select Board members present:

Heath R. Ouellette
Robert M. Whitelaw
Richard A. Dolliver
Scott A. Vogel (via Zoom)
Robert M. Whitelaw
Carole J. Aaron (via Zoom)

Town employees present:

Matthew Buttrick, Town Manager

Workshop adjourned at 5:59 pm.

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6:00pm

MEETING

1.0 WELCOME AND CALL TO ORDER

Meeting called to order at 6:07 pm.

*1.1

Roll Call

Select Board members present: Heath R. Ouellette
Robert M. Whitelaw
Richard A. Dolliver
Scott A. Vogel (via Zoom)
Robert M. Whitelaw
Carole J. Aaron (via Zoom)

Town employees present: Matthew Buttrick, Town Manager

*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, to manage Town affairs, to protect and maintain the assets of the Town and to provide leadership and oversight on issues of importance to the Town.

2.0 FINANCE REPORT, Mandy Cummings, Treasurer

Treasurer to update the community and the Select Board on the revenues and expenditures for the Town.

Ms. Cummings (via Zoom) presented the following:

- Expenses should be at 58% at this time (they are 60%).
- Revenue collections are slow this time of year.
- Spending is normal for this time of year.
- End-of-year tax forms have been sent out.
- Bond applications for \$450,000 started and are due on the 9th.
- March happenings including Real Estate Tax reminder notices via postcard and foreclosure process for FY20 (8 properties on list)

Comments/questions:

Mr. Dolliver

3.0 CONSENT AGENDA

*3.1

Approve Draft Minutes

a. January 18, 2022

*3.2

Approve Payroll Warrants

a. January 20, 2022

b. January 27, 2022

*3.3

Approve Accounts Payable Warrant

a. February 1, 2022

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- *3.4 Approve Remote Participation Policies
 - a. Comprehensive Plan Committee-2022 Remote Participation Policy
- *3.5 Approve Liquor Licenses – Renewals
 - a. Barnacle Billy’s, Etc. – Malt, Wine & Spirits
 - b. Barnacle Billy’s, Inc. – Malt, Wine & Spirits
 - c. Oarweed Cove Restaurant – Malt, Wine & Spirits
 - d. Perkins Cove Lobster Shack, Inc. – Malt & Wine
 - e. The Trap, Inc. – Malt, Wine & Spirits
- *3.6 Approve Amusement Licenses – Renewals
 - a. Barnacle Billy’s, Etc.

Motion 3.0 Select Member Whitelaw made a motion to approve the Consent Agenda.
Motion seconded by Select Member Vogel.

Motion passed 5:0.

4.0 PUBLIC HEARING AND SELECT BOARD VOTE

4.1 Public Hearings

- a. Chapter 210 (Vehicles & Traffic), Appendix A – Fee Schedule
Public Hearing started at 6:18 pm.
Comments/questions from the public: None
Public Hearing ended at 6:19pm.
Present: Ray Hamlin and Gene McSweeney, Visitor Services to answer questions.
Select Board members comments/questions:
 - Mr. Dolliver
 - Mr. Whitelaw
 - Mr. Vogel
 - Ms. Aaron
 - Chair Ouellette
- b. Building Improvement Reserve Account Expenditure – Proposed expenditure of \$14,000 to repair Town gas pumps at the Transfer Station (available balance - \$110,000)
Public Hearing started at 6:49 pm.
Comments/questions:
 - Mr. Buttrick
 - Peter KahnPublic Hearing ended at 6:53 pm.
Comments/questions:
 - Mr. Buttrick
 - Ms. Cummings
 - Mr. Dolliver

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- c. Perkins Cove Bridge Repair and Maintenance Account Expenditure – Proposed expenditure of \$19,150 to replace Ball Valves on the Perkins Cove Pedestrian Bridge (available balance - \$29,400)
Public Hearing started at 7:00 pm.
Comments/questions:
Erin Gott, Harbormaster
Public Hearing ended at 7:02 pm.
Comments/questions:
Mr. Dolliver

Motion 4.0 Select Member Dolliver made a motion to approve items 4.1.a. through 4.1.c. as proposed in the Select Board packet. Motion seconded by Select Member Vogel.

Motion passed 5:0.

5.0 PRESENTATIONS, PROCLAMATIONS, RESOLUTIONS & COMMUNICATIONS

- 5.1 Special Event Permit Applications - 2022 – Chamber of Commerce – Alice Pearce
a. Splash into Spring (formerly Patriot’s Day)
b. Bonaire (formerly Day in the Park)
c. Fall into Ogunquit/OgunquitFest
d. Christmas by the Sea
- 5.2 Special Event Permit Application – 2022 – Town of Ogunquit, Parks & Recreation Committee
a. Ogunquit Plein Aire Event (in conjunction with the Ogunquit Chamber of Commerce)

Motion 5.0 Select Member Dolliver made a motion to table 5.1 and 5.2 to the next meeting. Motion seconded by Select Member Vogel.

Motion passed 5:0.

- 5.3 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Information – Russ Osgood, Fire Chief

The SAFER Grant Program was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained “front line” firefighters available in their communities.

Chief Osgood presented the following:

- This is a federal grant program for 3-years’ worth of funding (salaries and benefits).
- Requires 90% compliance with certain regulations concerning staffing (OSHA, NFPA)
- Would allow the department to do more inspections and other items.
- At the end of the grant, the Town will be asked to absorb the new positions in their budget (the Town can decline).

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Comments/questions:

Mr. Whitelaw

Mr. Dolliver

Chair Ouellette

Motion 5.3 Select Member Vogel made a motion to support the Fire Chief in applying for a Safer Grant. Motion seconded by Select Member Dolliver for discussion. There was discussion between Mr. Dolliver and Chief Osgood.

Motion passed 5:0.

Comments/questions from the public:

Weston Elliot

Mark Duffy

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

6.1 Town Manager Report

a. Perkins Cove Dredge

The Town, through a letter sent by Senator Susan Collins, is being awarded \$3.425 million in FY22. The Town will not have to pay for any of this project.

b. Beach Mobi Mat

For those with mobility issues.

c. River Road – Construction Update

On schedule and within budget.

d. Introduction of Tyler McOsker, new Code Enforcement Officer

Mr. Buttrick also mentioned:

- Agamenticus Park, including the survey about the park and its future.
- Marginal Way Preservation Fund members who voted to give the Town \$70,000 for the Marginal Way.
- Jordan Freedman, Information Services Director, will be retiring effective February 11th after over 20 years of service.
- Dedication of Town employees.

Comments/questions:

Mr. Whitelaw

Mr. Dolliver

Ms. Aaron

Chair Ouellette

7.0 **UNFINISHED BUSINESS**

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7.1 Revisit vote from Select Board Meeting January 18, 2022 – FY Budget 2022/2023 Land Conservation Appropriation

Select Board voted on \$25,000 – 2-2 vote failed

Select Board voted on \$0 –2-2 vote failed

A passing vote must occur for the Annual Town Meeting Ballot

Motion 7.1 Select Member Vogel made a motion to allocate \$0 for the Land Conservation Appropriation. Motion seconded by Select Member Whitelaw for discussion.

There was discussion among Select Board members.

Motion passed: 3:2 (Dolliver, Ouellette).

Comments/questions from the public (before the vote):

Peter Kahn

7.2 Approve Select Board Committee Application and Interview Policy

Comments/questions:

Ms. Aaron

Chair Ouellette

Mr. Buttrick

Mr. Whitelaw

Mr. Dolliver

Comments/questions from the public: None

Motion 7.2 Select Member Whitelaw made a motion to approve the policy titled “Ogunquit Select Board Appointments.” Motion seconded by Select Member Vogel.

Motion passed: 5:0.

7.3 Revisit COVID-19 Vaccination, Testing and Face Covering Policy – Matthew Buttrick, Town Manager

Mr. Buttrick indicated that because it’s no longer a federal mandate, the Town would have to pay for testing and the time to take the test.

Comments/questions:

Mr. Vogel

Chair Ouellette

Mr. Whitelaw

Ms. Aaron

Mr. Dolliver

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Comments/questions from the public: None

Motion 7.3 Select Member Dolliver made a motion to rescind the COVID-19 Vaccination, Testing, and Face Covering Policy adopted at the January 4, 2022, Select Board meeting. Motion seconded by Select Member Vogel.

Motion passed: 4:1 (Ouellette).

7.4 Discussion/Questions on New Employee Handbook – Matthew Buttrick, Town Manager
Employee Handbook submitted to Select Board at their January 4, 2022, Select Board Meeting

Comments/questions:

Ms. Aaron

Chair Ouellette (Mr. Vogel appears to have left the meeting).

Comments/questions from the public: None

8.0 NEW BUSINESS

8.1 Approve Liquor License – Renewal

a. The Front Porch – Malt, Wine & Spirits

8.2 Approve Amusement License – Renewal

b. The Front Porch

Note: These license renewals are not on the Consent Agenda to allow Select Board Member Vogel to vote on the Consent Agenda and recuse himself from voting on the licenses in 8.1 and 8.2.

Comments/questions: None from the Select Board or the public.

Motion 8.0 Select Member Dolliver made a motion to approve the Liquor and Amusement Licenses for The Front Porch. Motion seconded by Select Member Aaron.

Motion passed: 4:0.

9.0 SELECT BOARD UPDATES

9.1 Prior Meeting Unanswered Questions

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

There were no questions asked.

*9.2 Committee Liaison Updates

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Select Board member	Committee	Report
Dolliver	Charter Review	Meet on February 10 th to go over legal review.
	Shellfish	Sold 46 one-day permits. Average of 8 clambers per day.
Aaron	Parks & Recreation	Agamenticus Park survey is still available for input.
Ouellette	Facilities and Space Needs	Held 2 listening sessions with the public.
	Comprehensive Plan	Kicked off today with election of officers and remote participation policy. First official meeting on February 23 rd at 5:00 pm.
Whitelaw	Sustainability	Meets on the 17th and would like to meet with the Select Board during its first meeting in March.
	OPA	Kicks off its 43 rd year. February is Marilyn Monroe month.

9.3 Discuss Select Board Priorities

Select Board to discuss priorities for the upcoming year

These include:

- Election-related items, including a public hearing
- Outside sales
- Trolley
- Estuary
- Improving Town operations/policies
- Bonaire event to celebrate Ogunquit's 40th year anniversary
- Marginal Way
- Main Campus
- Improvements to Beach Street including sidewalks on both sides and beautification
- Perkins Cove
- Comprehensive Plan
- Review committees in Town and open seats
- Goal setting with Town Manager

Comments/questions:

Mr. Dolliver

Ms. Aaron

Mr. Whitelaw

Chair Ouellette

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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), as well as that your comments be respectful of the community we aspire. 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.

Comments/questions:

Peter Kahn

Mark Duffy

***11.0 SELECT BOARD COMMENTS**

Mr. Dolliver

***12.0 ADJOURN**

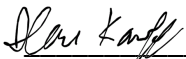
Motion 12.0 Select Member Dolliver made a motion to adjourn. Motion seconded by Select Member Aaron.

Motion passed 4:0.

The meeting was adjourned at 9:01 pm.

***Agenda items with an (*) indicate when public input is not planned for that specific item**

Respectfully submitted,



Ilene Kanoff, Recording Secretary