

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



Ogunquit Select Board
May 30, 2023
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

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. **1st Meeting of the Month Only.**

***3.0 CONSENT AGENDA**

*3.1 Approve Payroll Warrants

a. May 18, 2023

b. May 25, 2023

*3.2 Approve Accounts Payable Warrant

a. May 30, 2023

- *3.3 Approve Liquor Licenses (Renewal)
 - a. Brickyard Brewing Co. – Malt, Wine, and Spirits
 - b. Hooks Chill & Grille – Malt, Wine, and Spirits
 - c. Rose Cove Ogunquit, LLC – Malt, Wine, and Spirits
- *3.4 Approve Amusement Licenses (Renewal)
 - a. Hooks Chill & Grille
- *3.5 Approve the Wells-Ogunquit Community School District #18 Budget Validation Referendum
 - a. Approve and sign the Wells-Ogunquit Community School District #18 Budget Validation Referendum Warrant (Select Board set the date, time, and location for the Election on March 28, 2023.)
- *3.6 Compact Tractor Bid
 - a. Award the bid for a Compact Tractor in the amount of \$29,454.00 to MB Tractor & Equipment, Eliot, ME
- *3.7 Front-End Loader Bid
 - a. Award the bid for a Front-End Loader in the amount of \$210,210.78 to Milton CAT, Scarborough, ME
- *3.8 Community Action Grant
 - a. Approve and authorize the Town Manager, or designee, to apply for a Community Action Grant for the Dunaway Community Center Roof as a site for solar power.
- *3.9 Coastal Community Grant
 - a. Approve and authorize the Town Manager, or designee, to apply for a Coastal Community Grant for Stormwater Erosion at the Main Beach.

MOTION: *To Approve the Consent Agenda items 3.1 through 3.9 excluding items _____ (if removed).*

4.0 PUBLIC HEARING AND SELECT BOARD VOTE

- 4.1 Annual Town Meeting – Candidate/Referendum Election
 - a. Warrant for the 2023 Annual Town Meeting, Tuesday, June 13, 2023.

MOTION: *No motion is required.*

- 4.2 Natural Disaster Reserve Account
 - a. To receive public input and Select Board vote on expenditure in the amount of \$6,016.30 from the Natural Disaster Reserve Account to repave the Perkins Cove walkway of the Marginal Way, balance in Natural Disaster Reserve Account - \$339,100.00. The prior approved expense of \$20,000.00 for the pier assessment has not been expended.

MOTION: *To approve the expenditure from the Natural Disaster Reserve Account in the amount of \$6,016.30 to repave the Perkins Cove walkway of the Marginal Way.*

- b. To receive public input and Select Board vote on expenditure in the amount of \$900.00 from the Natural Disaster Reserve Account to repair the Wharf Lane walkway due to storm damage, balance in Natural Disaster Reserve Account - \$339,100.00. The prior the approved expense of \$20,000.00 for the pier assessment has not been expended.

MOTION: *To approve the expenditure from the Natural Disaster Reserve Account in the amount of \$900.00 to repair the Wharf Lane walkway.*

5.0 PRESENTATIONS, PROCLAMATIONS, RESOLUTIONS & COMMUNICATIONS

5.1 LGBTQ+ Pride Month & BonAire, Alice Pearce, Ogunquit Chamber of Commerce Executive Director

- a. Select Board to Proclaim June as LGBTQ+ Pride Month 2023 in Ogunquit.

MOTION: *To Proclaim June 2023 as LGBTQ+ Pride Month in Ogunquit.*

- b. Overview of BonAire activities and events.

MOTION: *No motion is required.*

5.2 Employee Recognition, Robert Whitelaw, Select Board Chair

- a. Nathanael Pierce, Ogunquit Firefighter for lifesaving efforts.

MOTION: *No motion is required.*

5.3 Select Board Member Recognition, Robert Whitelaw, Select Board Chair

- a. Heath Ouellette – Select Board Member years of service.

MOTION: *No motion is required.*

***6.0 UNFINISHED BUSINESS**

*6.1 Prior Meeting Unanswered Questions

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

7.0 TOWN MANAGER REPORT, Matthew Buttrick, Town Manager

7.1 Town Manager to update the community and the Select Board on the status of projects and departmental achievements. **1st Meeting of the Month Only.**

8.0 NEW BUSINESS

8.1 Employee Handbook, Matthew Buttrick, Town Manager

- a. Update Employee Handbook.

MOTION: *To approve the Employee Handbook, effective July 1, 2023.*

8.2 Approve Liquor License (Renewal)

- a. Front Porch, The – Malt, Wine, and Spirits
b. Crew OGT – Malt, Wine, and Spirits

8.3 Approve Amusement License (Renewal)

- a. Front Porch, The
b. Crew OGT

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 8.2 and 8.3.

MOTION: *To approve the Liquor License Renewal and Amusement License Renewal for The Front Porch and Crew OGT*

- 8.4 Disposal of Town-owned Property, John Lizanecz, Chief of Police
a. Request for disposal of town-owned bicycles.

MOTION: *To approve the disposal of Town-owned bicycles per M.R.S.A. Title 25, §3503.*

- 8.5 Safety Committee Training, John Lizanecz, Chief of Police
a. Discussion of training staff relative to an active shooter and stop the bleed.

MOTION: *To approve the closure of Town Hall on August 10, 2023, from 8:00 am – 10:00 am and the Transfer Station from 7:00 am – 10:00 am to conduct staff training on an active shooter and stop the bleed.*

- 8.6 PPE and SCBA Donation, Russell Osgood, Fire Chief
a. Request for donation of Personal Protective Equipment (PPE) and Self-contained Breathing Apparatus (SCBA) to Ukrainian Firefighters.

MOTION: *To approve the donation of PPE and SCBA to the Ukrainian Firefighters.*

- 8.7 Committee Appointments
a. Board to discuss upcoming committee appointments.

MOTION: *No motion is required.*

- 8.8 Blue Heron Place, Matthew Buttrick, Town Manager
a. Discussion on Winter Maintenance and Public Easement of Blue Heron Place.

MOTION: *To discontinue winter maintenance of Blue Heron Place.*

- 8.9 Marginal Way Preservation Fund, Allison Ramsey, Executive Director, Marginal Way Preservation Fund
a. Acceptance of donations from the Marginal Way Preservation Fund for the Beautification and Part-Time Laborers for the Marginal Way.

MOTION: *To accept a donation from the Marginal Way Preservation Fund in the amount of \$25,000.00 for Beautification and \$25,000.00 to fund Part-Time Laborers for the Marginal Way.*

- 8.10 Alcoholics Anonymous Insurance Waiver, Matthew Buttrick, Town Manager
a. Discussion of insurance waiver, with conditions, for Alcoholics Anonymous.

MOTION: *To authorize an insurance waiver for Alcoholics Anonymous, with conditions being met prior to the waiver being issued.*

- 8.11 Biomeme Water Quality Testing – ARPA Funds, Matthew Buttrick, Town Manager
- a. Discussion on expenditure from Biomeme Water Quality Testing, balance \$8,353.00, for the purchase of a Biomeme testing instrument, a total cost of \$12,490.00. The remaining \$4,137.00 comes from the Sustainability Committee Budget.

MOTION: *To approve the expenditure of \$8,353.00 from ARPA Funds – Biomeme Water Quality Testing and \$4,137.00 from the Sustainability Committee Budget.*

9.0 PUBLIC COMMENTS

During the public comment period, the Select Board invites the public to share their thoughts and inquiries on Town-related topics, including items on the agenda and license renewals. While immediate responses may not always be possible, when feasible, the Select Board commits to addressing questions at the subsequent regularly scheduled meeting. We request that participants keep their remarks concise and relevant (limited to three minutes and one instance per meeting, except when public input is sought for specific agenda items) and maintain a respectful tone towards our shared community aspirations. If you have any grievances or concerns, we encourage you also to propose possible solutions. Kindly begin your remarks by stating your name and relationship with Ogunquit (e.g., resident, taxpayer, voter, business owner, etc.) or mentioning the town you represent.

***10.0 SELECT BOARD COMMENTS & LIAISON UPDATES**

***11.0 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.