

## ***SELECTMEN'S MEETING –TUESDAY, MARCH 20, 2018***

Present: Chairman Karl Ekstedt, Selectmen Tim Roche, Daniel Hobbs and John Howarth, Town Manager Jon Carter

Excused: Selectman Kathy Chase

### ***WORKSHOPS***

#### ***1. FY'19 Municipal Budget Reconciliation Meeting***

Budget Committee members present: Ron Schneider, Bob Subilia, Marisa Caputo, William Wade, Russ Markgren, Bruce Bjork, Richard DeBold, Brian Toomey

Staff present: Finance Director Jodie Sanborn, Accountant Casey Welch, Fire Chief Wayne Vetre, Police Chief Jo-Ann Putnam, Meeting Recorder Cinndi Davidson

Budget Committee Minutes: February 14, 2018

Motion by William, seconded by Richard, to approve the minutes as written. Passed unanimously.

Jodie reviewed her memo outlining the items that were adjusted:

1. An additional \$50,000 for EMA supplies and equipment. This is a regular budget line item with the funds coming from surplus, not from tax dollars. The number and intensity of storms this fall and winter and situations in today's world indicate the need for emergency preparedness.

Motion by Bob, seconded by Marisa, to approve the increase of \$50,000 from surplus. Passed unanimously.

2. Funding for an additional School Resource Officer (Article 14). The plan is for 2 more SRO's so there will be one in each school. Ogunquit is meeting tonight to vote on funding one officer; Wells would fund the other from taxation. To be determined: if Ogunquit approves the funding, would it cover a Wells officer or an Ogunquit officer?

The officers' primary responsibility is the safety of the students. Tim mentioned their role in educating students and getting to know them on a friendly basis. The officers are PD employees assigned to the schools. During school vacations and the summer they would have other PD duties. The Town and school will share the cost of the Wells officer.

Ron noted that the Town voted against this 2 years ago and was concerned about the law enforcement aspect in the schools.

Motion by Russ, seconded by Brian, to approve \$47,505 for the SRO. Passed 6-1 with Ron opposed.

***Warrant Articles Requiring Recommendations by BC and BOS:***

Article 3. Estimated Revenues

Motion by Brian, seconded by Marisa, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 4. Pass through Accounts

Motion by Bruce, seconded by Brian, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 5. Salaries

Motion by Brian, seconded by Marisa, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 6. Operations

Motion by Russ, seconded by Bob, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 7. Potential Employee-Related Expenses

Motion by Brian, seconded by Bob, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 8. Potential Town Liabilities

Motion by Russ, seconded by Marisa, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 9. Capital Improvement Plan

Motion by Bruce, seconded by Russ, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 10. Capital Expenditures

Motion by Marisa, seconded by Brian, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 11. Expenditures from Specific CIP Reserve Accounts

Motion by Bill, seconded by Bruce, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 12. General Assistance

Motion by Russ, seconded by Bill, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 13. Town Clerk Compensation

Motion by Marisa, seconded by Brian, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 14. Funding for Town Share of One School Resource Officer

Motion by Russ, seconded by Brian, to recommend passage. Passed 6-1

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 15. Street Light Conversion to LED Lights

Motion by Brian, seconded by Marisa, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 16. Open Space Purchase

Motion by Marisa, seconded by Russ, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 17. Repair to the Recreation Multipurpose Field

Motion by Brian, seconded by Bob, to recommend passage. Passed 7-0

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

Article 18. Conveyance of Utility Easements (BOS Only)

Motion by John, seconded by Tim, to recommend passage. Passed 4-0

The Joint Budget Public Hearing will be held Tuesday, April 3, 2018 at 7 PM.

**3. *Workshop March 2-3, 7 and 13<sup>th</sup> Storm Damage and Beach Condition report, discussion and direction of repairs and cost and sources of preliminary funding.***

We are \$100,000 over our estimate for winter storm expenditures and the governor is expected to declare York County a disaster area. Jon has walked the sea walls with Geoff Aleva, Jodine Adams and Mike Livingston. The estimate is \$200,000 to repair the damage from the 3 storms including Ocean Avenue, Crescent Beach, Eldridge Road, Eastern Shore Parking and Drakes Island: \$158,890 for pavement repairs, \$25,000 for seawall repairs and \$8,760 for beach railings. An additional \$120,000 is estimated for subcontractors, materials and removal of debris. We have filed a claim with FEMA for the October storm and they will be here Thursday to review the damage. In addition to damage to the Town's infrastructure, FEMA is gathering information from homeowners along the beaches with flood insurance claims. Wayne mentioned that we are able to claim reimbursement for the people who were on regularly scheduled duty during the storms, as well as the additional people who were called in. Wells Reserve was especially helpful to our emergency responders with data about wind velocity and direction and the rapidly changing water levels.

One issue to address during the next storm is the need to keep the public out of the way for their own safety and to allow the emergency responders to work. Jon said we are putting up anchor fence along the public ways ASAP because of the hazard. The emergency notification system is in place with York County EMA. In the event of a disaster, Jo-Ann, Jon and the BOS can invoke Chapter 22 and close the roads. We are going to add more barricades and stronger ones. The priorities now are the sea wall repairs and repairing the roads as soon as the paving plants open.

**4. *Workshop on Interim PWD Director and MRI Contract.***

Jon and the Ogunquit Town Manager have been working with MRI for an interim director. Carol Murray will be available part time until April 15, then 4 days per week at Wells and Fridays at Ogunquit. Terry is still with us part-time. Tim and Karl noted that at \$750 per day for an interim director, we should expedite the search for a new director. The consensus was that we should conduct our own search rather than paying MRI an additional \$5,000.

The ad is out until April 5 for an HR Director. Jon has a consultant helping with summer hires.

**5. *Workshop: Discussion and action on PAC and Town Manager's Recommendations on upgrading three positions. Also present: Devin Burritt, Library Director, Jodie Sanborn, Finance Director, and Stephanie Weaver, HR Director.***

The proposal is to add hours to 2 current Library employees and eliminate the part-time summer positions. The benefits will increase as one person goes from ½ time to ¾ time. It would be \$4800 if she takes health insurance and \$400 if she does not.

The other change involves the custodian who cleans the restrooms at the Library, Train Station and seasonal restrooms at the beach. Work at the Library will increase once the new addition is online. The custodian’s seasonal parking related duties at the beach will be transferred to the PD. The cost to the Town is about neutral since he will go from part-time to a 40 hour week, and decreasing the seasonal overtime will offset the increase in benefits. This is a non-union position.

**6. *Workshop-Discussion and update on the 2016 Tax Foreclosures remaining parcels listed.***

The foreclosure date was March 2, and there is a 60 day buy-back period. Jon and Jodie reviewed the efforts to contact the owners and set up payment plans. Five on the list are now paid up. Campground owners have been notified about the travel trailers on the list and the police will stop by when the parks are open. Ideally, the taxes would be included in the site rental fees and the park owners would pay the Town.

**7. *Workshop: Review and discussion on award of the Webhannet Marsh Trail Bid.***

Wells Reserve, NOAA and the Town are funding the trail adjacent to Harbor Park. The following bids were received:

Green Shadow	OBP Trailworks	Linkel Const.	R.E.Coleman	Sum Co.
\$53,437.90	\$57,530.00	\$69,294.57	\$75,875.00	\$98,794.50

The low bidder Green Shadow does more landscaping and golf course work, while the other bidders do more trail development. Green Shadow was recommended by Paul Dest at Wells Reserve. The work will be done this fall and a member of the Conservation Commission will oversee the work.

***SELECTMEN’S MEETING***

***Special Presentation: WOCSD FY’19 Budget Presentation-Superintendent James Daly and Operations Director Jay Moore.***

Mr. Daly thanked the Police and Fire Departments for their efforts during the recent storms and with incidents at the schools. Mr. Moore discussed the 5 year capital improvement plan for each school. Mr. Daly reviewed the proposed budget revenues and expenditures and capital improvements. Staff salaries are expected to increase 3% in FY19. The District has requested 2 additional SRO’s. The tax impact is estimated at \$45 per household per year in Wells.

Mr. Roche mentioned the pride we have in the appearance of our schools and the grounds. The high school has a high graduation rate. The SRO’s build rapport with the students and help with education in addition to law enforcement. He urged the voters to fund the 2 additional positions. He thanked the Central Office for doing a great job for our students.

There will be a public forum with the School Committee on March 28.

**MUNICIPAL OFFICERS BUSINESS/PUBLIC HEARINGS**

**1. Public Hearing to release up to \$43,808.05 from the Harbor Improvement Fund (0012) for 6 pilings with 2 damaged during the Blizzard, 7 helical anchors and chains with installation and the purchase of an ice machine and its installation.**

Harbor Master Chris Mayo has prepared an estimate to repair the storm damage. The insurance company has paid us for the loss of \$48,563 less depreciation.

Public comment was solicited and there was none.

Motion by Mr. Howarth, seconded by Mr. Roche, to close the public hearing and release up to \$43,808.05 from the Float Replacement Fund to replace harbor floats damaged in the Blizzard. Passed unanimously.

**2. Joseph Ryan, dba: Feile Restaurant & Pub, 1619 Post Road, Wells, application for a full-time Malt, Spirituous and Vinous Liquor License. (R )**

Public comment was solicited and there was none.

Motion by Mr. Howarth, seconded by Mr. Roche, to close the public hearing and grant the license. Passed unanimously.

**3. Joseph Ryan, dba: Feile Restaurant & Pub, 1619 Post Road, Wells, application for a Special Entertainment Permit. (R )**

Public comment was solicited and there was none.

Motion by Mr. Howarth, seconded by Mr. Roche, to close the public hearing and grant the permit. Passed unanimously.

**4. Daniel Petlon and Nancy Ezzo, dba: Haven by the Sea, 59 Church Street, Wells, application for a full-time Malt, Vinous and Spirituous Liquor License. (R )**

Public comment was solicited and there was none.

Motion by Mr. Howarth, seconded by Mr. Roche, to close the public hearing and grant the license. Passed unanimously.

**5. Daniel Petlon and Nancy Ezzo, dba: Haven by the Sea, 59 Church Street, Wells, application for a Special Entertainment Permit. ( R )**

Public comment was solicited and there was none.

Motion by Mr. Howarth, seconded by Mr. Roche, to close the public hearing and grant the permit. Passed unanimously.

**6. Good News**

~At last night's meeting the Planning Board approved the public safety complex. Demolition of the old buildings has started. The Fire Substation will come before the Planning Board soon.

~Joan Mooney, former Selectman and Chairman of the Personnel Advisory Committee, is out of the hospital. She thanks everyone for their support during her illness.

~Superintendent Jim Daly thanked the Police Department for helping our students conduct their walk out safely.

**7. Open to the Public**

Public comment was solicited and there was none.

**CURRENT AGENDA ITEMS**

**1. Review and action on Accounts Payable and Payroll Warrants.**

There is a Warrant dated March 20, 2018 with expenses of \$258,576.29, school payment of \$1,610,295.00, net payroll for the week ending 3/8/18 in the amount of \$78,329.45, net payroll for the week ending 3/15/18 in the amount of \$77,076.36, and state and federal withholding taxes, plus FICA, Medicare and federal taxes filed electronically in the amount of \$63,132.05 for total expenses of \$2,088,409.15.

Motion by Mr. Howarth, seconded by Mr. Roche, to approve and sign the Warrant dated March 20, 2018 in the amount of \$2,088,409.15. Passed unanimously.

There is a General Assistance Warrant dated March 20, 2018 in the amount of \$1,525.99 for General Assistance and \$876.90 from the Special Fuel Fund for a total of \$2,402.89. The balance in the fund is \$44,527.72.

Motion by Mr. Howarth, seconded by Mr. Roche, to approve and sign the General Assistance Warrant dated March 20, 2018 in the amount of \$2,402.89. Passed unanimously.

**2. Update, discussion and action on Committees, Projects, Issues, Purchases and Personnel:**

**a. Update and discussion on the status of the FY'19 Budget.**

Thank you to the Budget Committee, Finance Director Jodie Sanborn, Accountant Casey Welch and Town staff for their work in putting the budget together. The Selectmen held a reconciliation meeting with the Budget Committee earlier this evening and there will be a joint

public hearing on April 3. The budget has increased with the 3 year labor contracts, capital costs and debt service. Taxes are expected to increase slightly.

***b. Discussion and action on awarding the Webhannet Marsh Trail bid.***

The bids were reviewed in a workshop this evening and the low bidder was Green Shadow Property Maintenance. Wells Reserve is our partner in this project and helped obtain a grant from NOAA for the project. The trail will be constructed this fall from Harbor Road leading out into the marsh and ending at a small platform.

Motion by Mr. Howarth, seconded by Mr. Roche, to award the Webhannet Marsh Trail bid to Green Shadow Property Maintenance for the bid price of \$53,473.90. Passed unanimously.

***c. Discussion and action on a pathway forward to address the March Storm Damages.***

The damage from the last 3 storms has been assessed at a total cost of \$300,000-350,000. Chief Vetre is coordinating the paperwork to file our claims. Chief Putnam said that these storms are a strain on our emergency responders and people should stay at home and be safe. Taking selfies during a storm puts them and our Town employees at risk and creates extra work. Pictures are posted on the Police Department Facebook page and Town website.

***d. Discussion and action on upgrading three positions per recommendation of the Town Manager and Personnel Advisory Committee.***

At an earlier workshop there was a discussion on upgrading two positions at the Library and the part-time Custodian's position.

Motion by Mr. Howarth, seconded by Mr. Hobbs to 1) make the part-time Custodian that services the Library, Train Station and in summer the public restrooms full-time from part-time; 2) eliminate the Library Seasonal Positions and use the funds to increase the hours of the Library Administrative Assistant from 28 to 31 hours per week and increase the Library Assistant-Patron and Technical Services from 14 to 16 hours per week that will include additional duties for that position. Passed unanimously.

***e. Discussion and action on authorizing the Town Manager to sign the MRI Interim Public Works Director's Agreement.***

At an earlier workshop Mr. Carter discussed a contract with Municipal Resources Inc. to provide an Interim PWD to be shared with Ogunquit. We have opted not to have MRI do the search for a permanent replacement.

Motion by Mr. Howarth, seconded by Mr. Roche, to authorize the Town Manager to sign the MRI Professional Services agreement for the Interim Public Works Director. Passed unanimously.

***f. Discussion and action to approve Quitclaim Deeds for the following properties:***

~Caron, Richard & Caron, Patricia. Property is known as parcel number 0144/004-27T. Payment was received to pay FY16, FY17 and FY18 taxes on March 14, 2018.

~Cofferen, Arthur F. Sr. & Cofferen, Arthur AKA. Property is known as parcel number 0060/020-000. Payment was received to pay FY16 taxes on March 7, 2018.

~Keirstead, Tara & Keirstead, Gail. Property is known as parcel number 0153/019-00A.3T. Payment was received to pay FY16, FY17 and FY18 taxes on March 9, 2018.

~Sassu, Greg. Property is known as parcel number 0101/019-B41. Payment was received to pay FY16, FY17 and FY18 taxes on March 14, 2018.

Motion by Mr. Howarth, seconded by Mr. Roche, to approve and sign the Quitclaim Deeds to release the liens on the properties listed above. Passed unanimously.

***g. Central Maine Power Company, application for a Pole Location Permit for one pole to be installed 145 ft. northwesterly on Tatnic Road.***

Motion by Mr. Howarth, seconded by Mr. Roche, to approve the Pole Location Permit for Central Maine Power Company. Passed unanimously.

***h. Discussion and action on submitting support letters for Federal Funding to continue to the Wells Reserve.***

Funding for National Estuarine Research Reserves has been removed from NOAA's budget in the federal budget currently under review. Support letters to Maine's Congressional Delegation are in tonight's packet, urging continued funding of the Reserves.

Motion by Mr. Howarth, seconded by Mr. Roche, to authorize Chairman Ekstedt and the Town Manager to sign the funding support letters to the Congressional Delegation. Passed unanimously.

***i. Discussion and action on Updates, Personnel and committee Assignments, Resignations and Issues:***

***i. Selectmen***

1. Motion by Mr. Howarth, seconded by Mr. Roche, to appoint the Republican and Democratic Election Clerks for the Municipality of Wells for the ensuing term which will expire on April 30, 2020. Passed unanimously.

2. Motion by Mr. Howarth, seconded by Mr. Roche, to reappoint William Spiller as a regular member to the Conservation Commission, term to expire March 2021. Passed unanimously.

3. Motion by Mr. Howarth, seconded by Mr. Roche, to reappoint Steve Brennick as a regular member to the Conservation Commission, term to expire March 2021. Passed unanimously.

*j. Discussion and action to accept donations and bequests:*

**1. \$250.00 donation from United Way of York County to the Town of Wells for the Fuel Assistance Program Fund.**

Motion by Mr. Howarth, seconded by Mr. Roche, to accept the generous donation and write a letter of thanks to the donor. Passed unanimously.

**2. \$10.00 donation from Sarah Windle to the Town of Wells for the Fuel Assistance Program Fund.**

Motion by Mr. Howarth, seconded by Mr. Roche, to accept the generous donation and write a letter of thanks to the donor. Passed unanimously.

*k. Discussion and action on approving the minutes of the March 6, 2018 Selectmen's meeting.*

Motion by Mr. Howarth, seconded by Mr. Roche, to accept the March 6, 2018 minutes as written. Passed unanimously.

**NEW BUSINESS**

**1. Open to the Public**

~The Festival of the Arts will be held tomorrow night at the high school.

~The Portland Press Herald had a front page article on the high school's production of Grease.

**2. Town Manager's Report**

DOT has reduced the speed limit on some of our roads:

Route 9 from 109 to Littlefield Road: from 109 to the overpass is now 45 MPH and from there to Littlefield Road is now 50 MPH.

Some of the side roads in developments (Birch Lane, El Pond Road, Elm Lane, Green Road, Sarah Land and Thompson Street) have been lowered from 25 to 20 MPH.

We have asked DOT to look at 9A from 109 down to Hobbs Pond Road and reduce the speed. DOT is the only agency in the State that can change speed limits.

**3. *Adjournment***

Motion by Mr. Howarth, seconded by Mr. Roche, to adjourn. Passed unanimously.

Respectfully submitted,

Accepted by,

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Cinndi Davidson,  
Meeting Recorder

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