

July 13, 2017

**Minutes of the Washington County Commissioners'
Unorganized Territories Regular Meeting
held July 13, 2017
in the Washington County Probate Courtroom
Machias, Maine**

**Attending the meeting were:
Commissioner Christopher Gardner
Commissioner John Crowley, Sr.
Commissioner Vinton Cassidy
Betsy Fitzgerald, County Manager
Carla Manchester, Administration
Barry Curtis, Sheriff
Mike Crabtree, Chief Deputy
Paula Johnson-Rolfe, Sheriff's Office
Joshua Rolfe, Regional Communications Center
Mike Hinerman, Emergency Management Agency
John Cox, Edmunds Twp.
Joseph McPhail, Dennysville Snowmobile and ATV Club
Susan Hatton, Sunrise County Economic Council
Sharon D. Strout, Registry of Deeds
Jill C. Holmes, Treasurer
Charles Rudelitch, Sunrise County Economic Council
Dean Preston, Unorganized Territories
Gayle Sprague, Machias**

The meeting was called to order at 4:00 p.m.

**Approval of the U.T. meeting minutes of June 15, 2017
(Crowley/Cassidy, 3-0)**

AGENDA ITEM: Monthly Report

Unorganized Territories Supervisor Dean Preston's monthly report was submitted and accepted under the gavel. (See attached)

Dean reported interviews were held for the new Animal Control Officer/Shellfish Warden/Program Manager position. A candidate was selected and Dean is prepared to make a recommendation for hire.

Dean stated the new Animal Control Officer/Shellfish Warden/Program Manager position is in its infancy stage. Research will continue to determine the feasibility of developing a Regional ACO service for

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several communities to include the U.T. and Dean has begun conversations with communities to establish service needs for ACO services.

Dean reported the crab trapping initiative for the conservation program will be engaged within the next few weeks.

Dean stated the summer maintenance projects are in full swing. The complete lists of the projects are listed in his written report.

Dean reported the hardcopy of the Septage Spreading Site License from DEP for the Marion Twp. site has been received. The expiration date for this license is June 27, 2022.

Dean stated a bid opening for snow removal contract #6 was held. Contract #6 covers snow removal for 8.93 miles of County roads in Edmunds Twp. The four-year contract would begin on October 15, 2017 and end May 15, 2021. After reviewing all required documents, work history and equipment plan, Dean recommends the Commissioners award snow removal contract #6 to John Cox of Edmunds Twp. John Cox submitted the low bid of \$46,000.00 annually. Mr. Cox would also need to meet the following conditions:

1. Provide a copy of Contractor's Insurance Policy in the amount of no less than \$500,000 no later than August 1, 2017;
2. Provide a copy of Contractor's 100% performance bond no later than August 1, 2017; and
3. Provide location, time and proof of ownership of equipment inspection no later than August 15, 2017.

Commissioner Gardner inquired if it would be a problem for John Cox to meet any three of these requirements. Mr. Cox responded that it would not be a problem.

***MOTION* Commissioner Cassidy moved to award Snow Removal Contract #6 to John Cox for the annual amount of \$46,000 with a term of 10/15/17 - 05/15/21. The award of the bid is contingent on meeting the three conditions listed above. Commissioner Crowley seconded the motion which passed 3-0.**

Dean presented a request for an approval of a new hire. Interviews were conducted to fill the new position of ACO/Shellfish Warden/Program Manager. Dean stated the interview board was made up of County Manager Betsy Fitzgerald, Emergency Management Agency Director Mike Hinerman and Treasurer Jill Holmes. After reviewing

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the information and considering the interview boards' recommendation, Dean requested the Commissioners approve the hire of Heron Weston.

***MOTION* Commissioner Cassidy moved to hire Heron Weston as part-time ACO/Shellfish Warden/Program Manager effective 07/10/17 with a rate of \$17.50 per hour. Commissioner Crowley seconded the motion which passed 3-0.**

Commissioner Gardner asked how many hours a week the position will require. Dean anticipated Heron will work an average of 28 hours per week. Commissioner Gardner commented that Heron has filled in many times for Dean during his absence and is well known by the Commissioners. Dean thanked the interview board for their involvement.

AGENDA ITEM: TIF Grant Committee Update

A report was submitted and is attached. Grant updates were provided and accepted under the gavel.

Program Manager Susan Hatton presented at a TIF Loan and Grant request by the Dennysville Snowmobile and ATV Club. The loan request of \$10,000 and grant request of \$4,000 is to be used to purchase equipment necessary to maintain the trail systems in Edmunds, Cathance and Marion. Susan noted that 77% of these trails are in the U.T. Two years ago the Club purchased a Tucker trail groomer and drag with assistance from the TIF program. Susan reported the Tucker trail groomer works great for grooming trails during the winter months but does not work well on the gravel trails. The Club would like to purchase a 2017 Polaris Ranger 900XP. The UTV would be used for trail maintenance, such as mowing, signage, tree and brush removal and surface maintenance. Washington County will hold 1st security interest in the 2017 Polaris Ranger 900XP. The Loan Committee recommended approval of this loan request by a 6-0-0 vote. Commissioners Gardner noted the U.T. owns half of the groomer and asked Dean Preston if the groomer would be of any value to the U.T. Dean responded he does not have a use for the groomer. When the UTV is not in use for trail grooming, it will be available for use by the Fire Department. Commissioner Gardner stated the purpose of the loan for the UTV has a strong component to meet the mission for recreational development. Commissioner Cassidy added the Dennysville Snowmobile and ATV Club has done a wonderful job enhancing recreational opportunities to the community.

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MOTION Commissioner Crowley moved to approve Loan #DSAC-TIF-06-29-17 in the amount of \$10,000.00 for the Dennysville Snowmobile and ATV Club. Commissioner Cassidy seconded the motion which passed 3-0.

The term of the loan is for six years with an annual payment each year.

MOTION Commissioner Crowley moved to approve a Nature-Based Tourism Grant of \$4,000.00 for the Dennysville Snowmobile and ATV Club. Commissioner Cassidy seconded the motion which passed 3-0.

Commissioner Gardner expressed some concern with the grant up-dated from Leslie Robinson, Riverbend Ranch. Leslie has been giving horse riding lessons and parties. The grant was to establish a horse arena. Leslie has had some problems with the location she had chosen for the horse arena so that is still on hold. Commissioner Gardner stated the grant was for the purpose of establishing an arena. Due to the age of the grant, Commissioner Gardner would like Leslie Robinson to provide an explanation on the delay in accomplishing the goal of the grant.

AGENDA ITEM: Signatures on Community Guided Planning & Zoning Petition

There were two petitions for the Community Guided Planning & Zoning as a follow-up from the presentation given at the June 15th Commissioners' meeting. The petitions represent the final product of work by Judy East for prospective zoning for the Unorganized Territories of Washington County. The petitions were signed by the Commissioners as presented.

AGENDA ITEM: Public Comment

None.

ADJOURNMENT

4:18 p.m.

ATTEST:

Carla J.R. Manchester, Admin. Asst.