

February 15, 2024

**Minutes of the Washington County Commissioners'
Unorganized Territories Regular Meeting
Held February 15, 2024
in the Washington County Probate Courtroom
Machias, Maine**

**Attending the meeting were:
Commissioner Christopher Gardner
Commissioner John Crowley, Sr.
Commissioner Vinton Cassidy
Renée Gray, County Manager
Carla Manchester, Administrative Assistant
Kevin Brodie, Machias CEO / Whiting
Jill C. Holmes, Treasurer
Susan Sullivan, D.A.'s Office
Susan Hatton, SCEC
Megan Huffman, Finance
Paula Johnson-Rolfe, WCSO
Aiden Francis, Washington County Jail
Dean Preston, Unorganized Territories
Tammy Gay, Deeds
Lisa M. Hanscom, Emergency Management Agency
Heather Green, Deeds
Josh Rolfe, RCC/WCSO
Barry Curtis, Sheriff
Mike Crabtree, Chief Deputy
Darlene Perry, Probate
Rich Rolfe, Jail Administrator**

The meeting was called to order at 3:58.

**Approval of the U.T. regular meeting minutes of January 11, 2024
(Cassidy / Gardner, 2-0-1)**

AGENDA ITEM: Monthly Report

Unorganized Territories Supervisor Dean Preston's monthly report was submitted. (See attached)

Dean reported on Animal Control Activities for the month of January.

February 15, 2024

10

Dean presented the 2024 Shellfish Conservation Ordinance to the Commissioners for their review, approval and signatures. Dean noted suggested updates were made to the ordinance.

***MOTION* Commissioner Cassidy moved to approve and sign the 2024 Shellfish Conservation Ordinance as presented. (Cassidy / Crowley, 3-0.)**

Dean also presented the 2024 Shellfish Management Plan to the Commissioners for their review, approval and signatures. Dean stated the management plan highlights goals as a community, and includes a description of the management plan the municipality intends to use to reach those goals.

***MOTION* Commissioner Cassidy moved to approve and sign the 2024 Shellfish Management Plan as presented. (Cassidy / Crowley, 3-0.)**

Dean reported he continues to have requests for street naming and confirmation of E911 addresses. The requests are driven by the need for structure insurance requirements.

Dean listed several ongoing highway maintenance projects for the 2024 season:

- Cross pipes on County Roads, and
- Improvements on three crossings in the Barrens (partnering with SHARE Project and Wyman's for these improvements).

Dean stated he was approached by Cobscook Institute expressing interest in enrolling Trescott Twp. in the Community Resilience Partnership. Dean submitted a letter of support. The letter of support is attached.

Dean also submitted a letter of support to Maine Department of Agriculture, Conservation and Forestry addressing LUPC requirements for a building permit for the Center for Ecological Teaching and Learning (former Friedman Field Station). The letter of support is attached.

Commissioner Gardner inquired about an issue regarding a snowplow turn-around on the Jones Road in Trescott Twp. Dean reported the snowplow issue was resolved. He stated there may be a civil matter on

February 15, 2024

the Jones Road in the future, and as a civil matter, the U.T. is not affected.

11

AGENDA ITEM: TIF Grant Committee Update

A report was submitted and is attached.

Ms. Hatton presented the 2024 Annual Allocation of TIF Funds. The total 2024 allocation is \$125,718. The allocation to each individual line is as follows:

- TIF-Loan Revolving Loan Program 56% \$18,718
- TIF-UTPI UT Public Infrastructure 44% \$15,000
- County Match \$25,000
- Administration \$67,000

Ms. Hatton noted the County Match is always \$25,000.00. The Administrative costs are 67,000.00. The remaining balance is allocated to the two referenced TIF lines. Ms. Hatton reported the new TIF account balance is \$1,453,449.00. The allocations were recommended and approved by the Grant Committee.

***MOTION* Commissioner Cassidy moved to ratify the fund allocations as presented. (Cassidy / Crowley, 3-0.)**

Commissioner Gardner asked for an update on the matter of Michael Griffin's delinquency. Ms. Hatton stated a Demand Letter has been sent. Commissioner Gardner requested an update on the account each month until the matter is resolved.

AGENDA ITEM: Public Comment

None.

ADJOURNMENT

4:09 p.m.

ATTEST:

Carla J.R. Manchester, Admin. Asst.

February 15, 2024

12