

## SELECTBOARD MEETING MINUTES

SEPTEMBER 19, 2023

### Members Present:

Hatch, Rapp, Leighton

### Others Present:

Maggie Williams, Allen Kranz, Heidi Rheinhard, Bailey Bowden, John Allen

### Business:

Meeting commenced @ 7:00 PM.

Maggie and Bailey were asked to come in to the meeting in order for the Board to express their expectations regarding the completion of the Comprehensive Plan (CP). Ensuing discussion made it clear that the Board holds the CP Chair (Bailey), responsible for making the milestone deadlines during the final stages of the Plan's submission for Town vote; and Maggie left the meeting with a clear understanding that teamwork and compliance with the CP Chair's meeting orders, by all members of the committee are essential for achieving that goal.

John announced that the Mason's Lodge will contribute \$10,000 towards the cost of the new roof re-shingling project.

Heidi spoke to the need of a complete make-over/overhaul of the website and was seeking approval to proceed. Board suggested working with Rickie Leighton to refine strategies.

Allen announced that the application for the \$50,000 Community Action Grant, for the Mill Creek project was not selected for funding by the Governor's Office of Policy Innovation.

Received the certificate of insurance from Door Roofing. The job has been rescheduled for this Saturday 9/23. Copy attached.

Allen and Bailey reported that they met with Ciona Ulrich and Bob Blunt (P.E. with VBH Engineers) to look at the culvert at Mill Creek. Bob will provide an engineering report on the condition to accompany any further pursuit of MDOT placing Mill Creek on their project list. Bob requested that an ariel drone photo survey (conducted by others) would serve essential in this report. Ciona has a licensed drone pilot who MCHT uses for their surveys, etc. The anticipated cost of that drone survey is \$500.

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Reviewed the invoice for the cost of building the Wallamatogus trail parking lot. The total cost is \$9,133.50, the BHHT portion of that is \$4,566.75. Copy attached.

Hatch reported that Lindsey attempted to get State approval for issuing license plates here at the town office. That request was denied based upon the number of trained employees, of which Lindsey is the only one. Board agreed ask Elizabeth Hutchins and Sally Austin to take the training. The State requires a minimum of two trained employees.

Bailey reported that the Town is now eligible for grant funding to cover the cost of third-party review of draft housing ordinances now required by the State.

Bailey will draft a letter of support for the Narramissic Watershed Coalition for the Board's review & approval.

The Comprehensive Plan needs to include in their report the number of permits issued by the Town for residential & commercial building permits over the last ten years. Hatch will ask Amy to get those numbers from Trio.

Provided capital cost estimates for the draft CP.

Reviewed the Easement Monitoring Report conducted by Joe Taft (Conservation Easement Steward - MCHT) for the Western County Road property acquired by the Town from MCHT. His report has no negative findings.

Eric notified Hatch that he will be taking time off from Transfer station duty in October. Board discussed substitute options of Joe McGraw and Kenny Reynolds. Hatch will reach out to both.

Board voted to commit the Town's ARPA funding for the Mill Creek Tidal Marsh Resilience project. This will allow us to proceed with an engineering feasibility study and the continuation of project management services from Resilience Works, Allen Kranz.

Rapp will prepare the footing for the absentee voting ballot box. The box will be located outside at the fire station.

Planning Board issued one permit to Bailey Bowden – Map 14, Lot 3; 24' X 32' garage.

Reviewed and approved Warrant #19 in the amount of \$95,574.55.

Meeting adjourned at 9:50 PM.



**TOWN OF PENOBSCOT**

**PO Box 4  
Penobscot, ME 04476**

**Invoice Date: 9/19/2023**

**Invoice #: TOP001**

**TO: Blue Hill Heritage Trust  
PO Box 222  
Blue Hill, ME 04614**

**Wallamotogus Walking Trail - Gate & Parking Area Expenses**

**Williams & Taplin**

20' 6" Well Casing @ \$25/ft \$ 500.00

**Wardwell Construction & Trucking**

4 Yds of 3,000# Mix w/ Fiber \$ 540.00

Fiber Additive \$ 40.00

**William Hutchins**

Materials - See Attached \$ 6,930.00

Labor - See Attached \$ 1,123.50

**Total Expenses \$ 9,133.50**

**Split with the Town of Penobscot \$ 4,566.75**

\*\*\* Copies of Invoices attached.