Town of Lubec
Board of Selectmen Meeting
Minutes
January 29, 2025, 5:00 PM

Board Members Present: Carol Dennison, Daniel Daley, Nancy Harrison, and Daniel Wagner and Mark Kelley

Absent: None

Quorum present? Yes

Others Present: Suzette Francis, Town Administrator

Open Select board meeting at 4:57 pm by Carol.

□ **Sign Warrants**

Motion: Made by Dan Wagner to sign the warrants, 2nd Nancy, Vote: 5-0. All in favor.

❑ **Approve Minutes from January 15, 2025, Select board meeting minutes.**

Motion: Made by Dan Wagner to approve the minutes from January 15, 2025, 2nd Mark, Vote: 5-0. All in favor.

Old Business:

1) **Town Website**

Discussion:

Motion: Made by Carol to table to next meeting, 2nd Dan Wagner, Vote: 5-0. All in favor

2) **Street Lights/Versant**

Discussion:

Motion: Made by Carol to table to next meeting, 2nd Dan Wagner, Vote: 5-0. All in favor

New Business:

1) Water District Discussion

Discussion: Water District board members Randy Hall and Dallas Hood were present to answer any questions. It was asked about their revenues from the antennas on the water towner and the rental property on Pumping Station Rd. There are three company antennas on the tower. Wireless partners, Verizon, and the one in limbo (gone out of business). The revenue received is as follows: Wireless partners $1,500 per month, Verizon $1,650 per month and limbo was $1,500 per month. Rental income on the Pumping Station house is $500 per month. Citizens are invited to attend the Water District meetings. These are monthly on the 2nd Thursday of each month at 6:30 pm at the Water District Office. It is noted that the failure of Lubec Water District to meet state law requirement to submit to rate payors a treasurer report. No action taken by the select board.

2) Alex Henry

Discussion: Alex is working on his CEO certification. Part 1 of the legal exam is next week. Part 2 will be right after that.

The planning board had its second Land Use Ordinance meeting. They are holding public workshops reviewing other town's Land Use ordinances for guidance/examples.

The Shoreland Zoning Ordinance does not list fees. The Intent to Build Ordinance does list a fee. Some towns have 2 fee schedules, commercial and residential. The select board can create the Shoreland Zone and/or Land Use fees. Some towns have a CEO visit fee. It is possible to have an inspection fee. It was asked if the applications would have an expiration date. It was suggested that 60% complete within 2 years.

3) Building Permits – Sq, Ft.

Discussion: If the town had a square foot fee for building permits it would bring in revenue. A suggestion of .20 to .25 per square foot was suggested. This will be revisited by the planning board in the future.

4) Short Term Rental Permits

Discussion: It was asked if we enacted these permits who would enforce them. The CEO would be responsible for it.

5) Aquaculture

Discussion: The board would like to schedule a meeting with Cooke Aquaculture, Department of Marine Patrol, and the Protect Maine Fisheries group before the DMR public hearing date. The planning board and harbor master should be included in this meeting.

6) Road Manager Updates

Discussion: During sidewalk snow removal on Water St two properties were damaged. Property owners were notified and are working with the town. It is possible to require property owners in the commercial district to keep sidewalks in front of their business cleared of snow of ice. Most businesses are closed during the winter months.

7) Revaluation Recoup

Discussion: Tabled until next meeting

8) Rogers Island Committee Update-Mike Scrivani

Discussion: Mike Scrivani provided a sample of the survey he would like to distribute to the residents to gain information on Rodgers Island Access site.

9) OHRV/UTV Use/Access

Discussion: Tabled until next meeting

Other Business

1) Planning Board Letter

Discussion: John Nielsen presented a letter for the board to review. It covers the creation of a Land Use committee.

2) Appointment Papers

Discussion:

Motion: Made by Dan Daley to sign the Lubec Land Use Ad-Hoc committee appointment papers, 2nd Dan Wagner, Vote: 5-0. All in favor.

Committee Updates:

Shellfish meeting is February 3rd at 6pm. Carl Winslow from MCHT will be here with a Federal Harbor update.

Marathon is taking off. Advertising is starting.

Public Comment:

Adjourn:

Motion: Made by Carol to enter executive session per 1 MRSA § 405 (6)(A) Personnel Matters, 2nd Dan Daley, Vote: 5-0. All in favor.

Motion: Made by Carol to exit executive session, 2nd Dan, Vote: 5-0. All in favor. No decision/vote taken.

Motion: Made by Carol to adjourn, 2nd Nancy, Vote: 5-0. All in favor.

Meeting adjourned at 6:36 pm
Minutes submitted by: Suzette Francis