Town of Lubec
Board of Selectmen Meeting
Minutes
July 17, 2024, 6:00 PM

Board Members Present: Carol Dennison, Rachel Rubeor, Nancy Harrison, and Daniel Daley

Absent: Jason Evasius

Quorum present? Yes

Others Present: Suzette Francis, Town Administrator

Open Select board meeting at 6:00 pm by Carol.

- **Sign Warrants**

Motion: Made by Nancy to sign the warrants, 2nd Rachel, Vote: 4-0. All in favor.

- **Approve Minutes from July 2, 2024, Select board meeting minutes.**

Motion: Made by Carol to approve the minutes from July 2, 2024, 2nd Rachel, Vote: 4-0. All in favor.

- **Approve Minutes from July 10, 2024, Select board meeting minutes.**

Motion: Made by Carol to approve the minutes from July 10, 2024, 2nd Rachel, Vote: 4-0. All in favor.

Old Business:

1) **None**

New Business:

1) **American Legion Liquor License Renewal**

Discussion:

Motion: Made by Nancy to approve the liquor license, 2nd Rachel, Vote: 4-0. All in favor.

2) **Playground Celebration**

Discussion: Nicole Lyons updated the board on repairs and fund raising. They would like to move the money to a town fund. There was a time capsule buried on the playground in 1999.

Motion: Made by Nancy to move playground funds to a town account, 2nd Rachel, Vote: 4-0. All in favor.

3) Playground Grant Request

Discussion: There are grants available, but the organization needs to be tax exempt, such as the town.

4) Carrying Place Cove Beach Clean-up

Discussion:

Motion: Made by Carol, to follow-up with Jason, 2nd Nancy, Vote: 4-0. All in favor.

5) Appointment Papers

Discussion: These appointment papers are for the town office positions.

Motion: Made by Carol to sign the town office appointment papers, 2nd Rachel, Vote: 4-0. All in favor.

6) Administrator Training/Certification

Discussion:

Motion: Made by Rachel to continue certification training, 2nd Nancy, Vote: 3-1-0 in favor.

Other Business

1) DMR Grant Award

Discussion: Carol informed the board of the resiliency grant we have been awarded. This will go towards repairing the town pier.

2) Rogers Island Committee

Discussion: Rogers Island can assist with clean-up/repairs of the pull off/access point for Rogers Island. There needs to be a three-member committee to accomplish this per the agreement two appointed by the select board and one by Downeast Coastal Conservancy board of directors.

Motion: Made by Carol to sign appointment papers for the Rogers Island committee, 2nd Nancy, Vote 4-0. All in favor.

3) Gartmayer Grant Bid Ad

Discussion: A septic replacement bid will be going in the Quoddy Tides 7/26/2024 edition.

4) CEO - Ordinance Change updates

Discussion: Alex updated the board on the Shoreland and DEP zoning edits. The fee will be removed from the Intent to build notification ordinance and placed into the fee policy.

5) Memorandum of Understanding - Code Enforcement and Animal Control

Discussion:

Motion: Made by Dan to accept and authorize Suzette to sign the MOU for CEO and ACO, 2nd Rachel, Vote: 4-0. All in favor.

6) Certificate of Appreciation

Discussion:

Motion: Made by Rachel to sign the certificate of appreciation, 2nd Carol, Vote: 4-0. All in favor.

7) Adult Education CD

Discussion: Ruby needs authorization to transfer $17,900 from the Adult Ed CD into the general fund to cover the adult ed yearly invoice.

Motion: Made by Nancy to authorize Ruby to transfer $17,900 from the adult ed cd into the general fund, 2nd Rachel, Vote: 4-0. All in favor.

8) Warning Signs

Discussion: Carol found some informational signs on a brochure. They provide water safety and spotty cell service information.

Motion: Made by Carol to copy and post signs in the Lubec area, 2nd Rachel, Vote: 4-0. All in favor.

9) School Street Sidewalk

Discussion: There was discussion on the total cost to complete the sidewalk. Previous experiences have not been good. Repeatedly additional funds were requested to complete the project.

Motion: Made by Carol to table signing the engineering contract until the new board is elected in August 2024, 2nd Dan, Vote: 4-0. All in favor.

10) Road Manager Updates

Discussion: Public Works installed the stop sign on the corner of School and Water Streets. The DEP completed a site inspection of the town pit. They will provide the results in about 3-4 weeks. The grader broke down. Due to that public works has been moving work plans accordingly.

Committee Updates

Wanda Matthews said the celebration committee will have rained out 4th activities at Stockford park on July 20th. Pirate fest is the next committee function.

Public Comment:

Anna Carter is concerned with the length of the aquaculture lease, 20 years. The only ad is in the Quoddy Tides. Towns can have aquaculture ordinances. Possibility of limiting the term of the lease. Wanda stated the bay isn't big enough for pens.

11) Executive session 1 MRSA § 405 (6)(A) Personnel Matters

Motion: Made by Carol to enter into executive session 1 MRSA §405 (6) (A) Personnel matters, 2nd Rachel, Vote: 4-0. All in favor.

Motion: Made by Carol to exit executive session 1 MRSA §405 (6) (A) Personnel matters, 2nd Rachel, Vote: 4-0. All in favor.

Adjourn:

Motion: Made by Nancy to adjourn, 2nd Dan, Vote: 4-0. All in favor.

Meeting adjourned at 7:12 pm
Minutes submitted by: Suzette Francis