Town of Lubec
Board of Selectmen Meeting
Minutes
December 18, 2024, 5:00 PM

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

Absent: Daniel Daley, Daniel Wagner

Quorum present? Yes

Others Present: Suzette Francis, Town Administrator

Open Board of Assessors' meeting at 5:02 pm

1) Abatement. 24-1 2155, 24-2 462, 24-3 pp43, 24-4 555, 24-5 1680, 24-6 1375

Discussion:

Motion: Made by Mark to approve 2024-2025 abatements for act # RE 2155, RE 462, PP 43, RE 555, RE 1680, RE 1375, 2nd Nancy, Vote: 3-0. All in favor.

Motion: Made by Nancy to approve 2024-2025 abatements for act # PP 237, RE 749, RE 1180, RE 730, RE 1079, PP 250, 2nd Mark, Vote: 3-0. All in favor.

2) Supplemental Tax

Discussion:

Motion: Made by Nancy to approve the 2024-2025 supplementals for Act # RE 730, RE 2268, 2nd Mark, Vote: 3-0. All in favor.

Motion: Made by Nancy to exit assessors' meeting, 2nd Mark, Vote: 3-0. All in favor.

Open Select board meeting at 5:33 pm by Carol.

- **Sign Warrants**

Motion: Made by Mark to sign the warrants, 2nd Nancy, Vote: 3-0. All in favor.

▫ **Approve Minutes from November 20, 2024, Select board meeting minutes.**

Motion: Tabled until next meeting.

Old Business:

1) **Personal Property Tax(s) Small Claims**

Discussion: Marc discussed the process of collecting through small claims court. Suzette and Ruby are not confident there are sufficient records on personal property to effectively file in court.

New Business:

1) **Alex Henry**

Discussion: Alex provided the CEO report as follows: He has received three Shoreland zoning applications for rip rap. The locations are on South Lubec Rd, Jim's Head Rd and Spark Plug Lane. He needs a Shoreland zoning application for the Town owned lot in conjunction with the North Lubec Sewer repair. He received a parking lot application for Federal Harbor. He has received one demo application.

January 2025 Alex will be taking 2 exams towards his CEO certification. Alex is working on updating the Shoreland Zone map and the ordinance. He is planning a land use workshop in the future. Alex will be out of the office for the next 2 weeks.

Alex spoke as a citizen not the CEO. Alex has been contacted by citizens with concerns on the aquaculture lease applications from Cooke Aquaculture. He did some research and presented a packet to the select board that shows both sides of the issue.

2) **Recycling Glass**

Discussion: Suzette has been in contact with a company called Klaw Industries that may be interested in our crushed glass product. More information is needed from both parties before any decisions can be made.

3) **ARPA Funds**

Discussion: We have $2,584.22 remaining ARPA funds that must be obligated by 12/31/2024. There was discussion on using it to replace or repair the town sign at Flat Iron Corner.

Motion: Made by Nancy to dedicate the ARPA funds to replace or repair the town sign at Flat Iron Corner, 2nd Carol, Vote: 2-1 in favor. Not passed.

Further discussion of the funds Loring Munson asked if helmet lights for the firefighters qualifies under ARPA. Nancy said it does. He suggested the funds be dedicated to purchase the helmets lights. It is better to have both hands available during an emergency call.

Motion: Made by Mark to obligate the remaining ARPA fund to Safety equipment, 2nd Carol, Vote: 3-0. All in favor.

4) Road Manager Update

Discussion: Dickie is concerned with the mild winter we are having; he will need to post the weight limit sooner than usual. He also reminded people that a parking ban is in effect from November 15, 2024, through April 15, 2025, from 6:00 pm to 6: am. This covers ALL town roads. Vehicles parked on the side of the roads make it hard for plow trucks to pass.

5) Sewer Commitment

Discussion: Mark would like an amount of past due sewer.

Motion: Made by Nancy, to sign the sewer commitment, 2nd Mark, Vote: 3-0. All in favor.

6) Town Office Closed 12/25 & 12/26

Discussion:

Motion: Made by Carol, to close the town office December 25 & 26, 2nd Mark, Vote: 3-0. All in favor.

7) Pilot Letters

Discussion: Carol sent Pilot letter to Down East Coastal Conservancy, Cobscook Shores and Maine Coast Heritage Trust requesting funds for Safe Harbor Maintenance Fund. Mark is hesitant to request a specific amount.

8) Select Board Meeting 12/30/2024

Discussion: The next select board meeting will be on December 30, 2024, at 5 pm due to the holiday on 1/1/2025.

9) Sewer Abatements

Discussion: Act # 418600 is a seasonal residence and was over billed. Act # 232402 pressure washed the building, and that water did not pass through the sewer system.

Motion: Made by Nancy, to sign the sewer abatement for act # 418600 and 232402, 2nd Mark, Vote: 3-0. All in favor.

Other Business

1) Fireworks Contract 2025

Discussion: The cost of the firework display will be $7,000 next year.

2) Resiliency Grant

Discussion: Melissa Lee applied for a grant in the amount of $38,000. The application was signed and submitted on 12/17/2024.

3) Cemetery Update

Discussion: Loring Munson was asked to rate town cemeteries. He rated them fair at best. The town mows 9 cemeteries about 12 acres. Bayview Cemetery has 350 graves. Some have multiple stones in them. To date the Historical society has cleaned 583 head stones, reset 309 and 342 are on the to do list. Loring said it is too early to focus on the other cemeteries right now. Public works is helping by repairing the road. This is very helpful as it prevents grave damage. There have been some recent changes to Cemetery laws. Mark Kelley would like a cemetery maintenance line in the budget next year.

4) Record Board Meetings

Discussion: David Aldrich contacted Suzette inquiring if we need a camera person to record the select board meetings. It would be nice to have a camera operator to pan the camera when someone in the audience is speaking.

Motion: Made by Nancy, to pay David to record the meetings, 2nd Carol, Vote: 3-0. All in favor.

Committee Updates:

Shellfish- the next meeting is January 6, 2025, at 6 pm.

Marathon Committee- they are looking for safety and medical personnel.

Public Comment:

Mike Scrivani said Maine Coast Heritage Trust is very helpful with the Federal Harbor Project.

Adjourn:

Motion: Made by Carol to adjourn, 2nd Nancy, Vote: 3-0. All in favor.

Meeting adjourned at 6:31 pm
Minutes submitted by: Suzette Francis