

**Town of Blue Hill
Select Board Meeting
Monday, November 25, 2024
Minutes**

Special Town Meeting

Special Town Meeting was called to order at 5:30pm

Adjournment of Special Town Meeting was at 6:03pm

Select Board Meeting - Called the meeting to order at 6:04pm

Determine quorum and meeting attendance – S. Miller, B. Adams, J. Dow, J. Wootten, J. Atwell (Town Administrator), S. Lavallee (Town Clerk), Z. Pulitzer (Minute Taker).

Approval of Minutes

S. Miller moved to approve the minutes of November 12, 2024, as edited, and to table the minutes of November 15, 2024; B. Adams seconded. Vote passed 4/0.

Public Comments

No public comments.

Business

1 Wildfire Protection Oversight Committee – Appointments

Randall Curtis from the Blue Hill Climate Resilience Committee confirmed John Chapman, Alice Cockerham, and Stefan Blanchard would accept appointment to the Oversight Committee for the Wildfire Protection Grant and that they understand the workload and time involvement. B. Adams moved to appoint John Chapman, Alice Cockerham, and Stefan Blanchard as the Blue Hill representatives on the Wildfire Protection Oversight Committee; J. Wootten seconded. Vote passed 4/0.

2 Sealoft Update

This has been tabled until next week.

3 Review Appointed Positions

J. Atwell presented to the Board a list of appointed positions that needed updating or renewal. The confirmed appointments:

Appointment	Term	Appointee	Term Dates
Animal Control Officer	(1 Year Term)	Morgan Lawson	1/1/2025-12/31/2025

S. Miller moved to appoint the above as ACO; B. Adams seconded. Vote passed 4/0

Board of Appeals	(5 Year Term)	David Dillon	1/1/2025-12/31/2030
		Randy Curtis	1/1/2025-12/31/2029
		Nina Milliken	1/1/2025-12/31/2028
		Stephen Rappaport	1/1/2025-12/31/2027

James Church 1/1/2025-12/31/2026

B. Adams moved to appoint the above as the Board of Appeals; J. Wootten seconded. Vote passed 4/0

Budget Committee (3 Year Term)

Aran Lawrence 1/1/2025-12/31/2026

John Richardson 1/1/2024-12/31/2027

Carolyn Mor 1/1/2024-12/31/2027

Amanda Woog 1/1/2025-12/31/2026

Sean Dooley 1/1/2025-12/31/2028

S. Miller moved to appoint the above as the Budget Committee; B. Adams seconded. Vote passed 4/0

Building Official (1 Year Term) John Chapman 1/1/2025-12/31/2025

B. Adams moved to appoint the above as Building Official; J. Wootten seconded. Vote passed 4/0

Civil Emergency Director (1 Year Term) John Chapman 1/1/2025-12/31/2025

B. Adams moved to appoint the above as Civil Emergency Director; J. Wootten seconded. Vote passed 4/0

Code Enforcement Officer (1 Year Term) Bryce Emerson 1/1/2025-12/31/2025

B. Adams moved to appoint the above as Code Enforcement Officer; J. Wootten seconded. Vote passed 4/0

Harbor Master (1 Year Term) Nick Niehoff 1/1/2025-12/31/2025

J. Wooten moved to appoint the above as Health Officer; B. Adams seconded. Vote passed 4/0

Marine Resource Committee (3 Year Term) Sean Guinness 1/1/2025-12/31/2025

Tabor Horton 1/1/2025-12/31/2025

Sean Walsh 1/1/2025-12/31/2025

Geoffrey Anthony 1/1/2025-12/31/2026

John Gulliver 1/1/2025-12/31/2027

Kipp Quinby 1/1/2025-12/31/2026

J. Wooten moved to appoint the above as the Marine Resource Committee; B. Adams seconded. Vote passed 4/0

Plumbing Inspector (1 Year Term) Bryce Emerson 1/1/2025-12/31/2025

J. Wooten moved to appoint the above as Plumbing Inspector; B. Adams seconded. Vote passed 4/0

Public Access Officer (1 Year Term) Julie Atwell 1/1/2025-12/31/2025

B. Adams moved to appoint the above as Public Access Officer; J. Wootten seconded. Vote passed 4/0

Registrar of Voters	(1 Year Term)	Michael Laundry	1/1/2025-12/31/2025
Deputy		Sarah Lavallee	1/1/2025-12/31/2025
Deputy		Dana Goettler	1/1/2025-12/31/2025

B. Adams moved to appoint the above as Registrar and Deputy Registrar of Voters; J. Wootten seconded.
Vote passed 4/0

Sexton	(1 Year Term)	Robert Carter	1/1/2025-12/31/2025
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J. Dow moved to appoint the above as Sexton; J. Wootten seconded. Vote passed 4/0

Shellfish Warden	(1 Year Term)	Steve Bechard	1/1/2025-12/31/2025
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B. Adams moved to appoint the above as Shellfish Warden; J. Wootten seconded. Vote passed 4/0

Tax Collector	(1 Year Term)	Lori Sitzabee	1/1/2025-12/31/2025
Deputy		Sarah Lavallee	1/1/2025-12/31/2025

J. Wooten moved to appoint the above as Tax Collector and Deputy Tax Collector; J. Dow seconded.
Vote passed 4/0

Town Clerk	(1 Year Term)	Sarah Lavallee	1/1/2025-12/31/2025
Deputy		Michael Laundry	1/1/2025-12/31/2025
Deputy		Dana Goettler	1/1/2025-12/31/2025
Deputy		Bryce Emerson	1/1/2025-12/31/2025

B. Adams moved to appoint the above as Town Clerk and Deputy Town Clerk; J. Wootten seconded.
Vote passed 4/0

Treasurer	(1 Year Term)	Julie Atwell	1/1/2025-12/31/2025
Deputy Treasurer		Lori Sitzabee	1/1/2025-12/31/2025

B. Adams moved to appoint the above as Treasurer and Deputy Treasurer; J. Wootten seconded. Vote passed 4/0

Tree Warden	(1 Year Term)	Phil Norris	1/1/2025-12/31/2025
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J. Dow moved to appoint the above as Tree Warden; J. Wootten seconded. Vote passed 4/0

Water District	(3 Year Term)	Vaughn Leach	1/1/2025-12/31/2025
		Sarah Pebworth	1/1/2025-12/31/2026
		Peter O'Brien	1/1/2025-12/31/2027

J. Dow moved to appoint the above as the Water District Committee; J. Wootten seconded. Vote passed 4/0

911 Addressing Officer	(1 Year Term)	Bryce Emerson	1/1/2025-12/31/2025
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B. Adams moved to appoint the above as 911 Addressing Office; J. Wootten seconded. Vote passed 4/0

4 Assessment of Personal Property Taxes

There was discussion about the town's assessment of Personal Property tax. This was regarding needed confirmation it does/does not need to be assessed and collected, as well as the role the town's Assessors Agent, RJD Appraisal, plays in the process. S. Miller to reach out to the town's attorney for clarification and discuss at a future meeting. The discussion will include potential changes to the contract with RJD Appraisals and town staff involvement. Currently, the town does not receive notice when properties or assets are sold.

5 Adopt Annual Appendices Update for General Assistance

The General Assistance Ordinance will not change; only the appendices being amended for annual update of State set maximums. For the next meeting, the Board will set a public hearing date that will fall after public notice is given.

6 Wharf Climate Change Contract – GEI

The town has received the contract for the Wharf Climate Change grant totaling \$92,000. Initially this was proposed as a lump sum, but it is now understood it can be divided into 2 separate projects for 2 different payouts. S. Miller suggested the two projects could be divided into phases, one for conceptual design and another for schematic design. He mentioned that the schematic design could potentially cost around \$50,000 but may not be immediately necessary and could be put on hold. Having a second project would allow a portion of the money to be used as needed. The Marine Resources Committee confirmed that was feasible. GEI acknowledged that they could adjust the contract with the two subprojects, categorizing the schematic design in the "Task 6" section and "Tasks 1-5 and 7" for conceptual design. B. Adams moved to authorize J. Atwell to sign the contract with GEI, provided it includes the two subprojects and that Tasks 1-5 and 7, for conceptual design project be approved for a sum not to exceed \$46,000; J. Wootten seconded. Vote passed 4/0.

7 Toddy Pond Dam Legal Costs

S. Miller received the first invoice from Norman Hanson & DeTroy, the counsel representing the towns with property at Toddy Pond. The town's portion, around 5%, was \$43.00. S. Miller stated there needs to be a monetary level at which Blue Hill is willing to proceed at since costs are more likely to go up as more counsel involvement is needed. B. Adams moved to approve up to \$500.00 for legal expenses; J. Wootten seconded. Vote passed 4/0.

The Select Board has agreed to contribute up to this amount for now, with the understanding that further discussion will take place if additional costs arise in the future.

8 Treatment of Transfer Station Employees under Town Programs

S. Miller would like to confirm if the Transfer Station has its Employer Identification Number (EIN) with it being a separate business entity. He expressed interest in transitioning employees, including setting up a Simple IRA, managing checking accounts, and ultimately removing these operations from the Blue Hill umbrella if so. This would be a step toward giving the Transfer Station more autonomy. The Board will discuss this more at a later date.

Adjournment

S. Miller moved to adjourn the meeting at 7:31 subject to signing Disbursement Warrants; B. Adams seconded. Vote passed 4/0.

The Disbursement Warrants were signed.