

TOWN OF CHINA

571 Lakeview Drive
China, ME 04358
www.china.govoffice.com



Telephone 207-445-2014
Fax 207-445-3208
E-mail info@chinamaine.org

Select Board Meeting

Wednesday – 09/06/2017 – Town Office Meeting Room

8:00 A.M.

Minutes

The Chair opened the meeting and welcomed all in attendance at 8:00 a.m. Board members present were Irene L. Belanger, Neil Farrington, Ronald R. Breton, and Joann C. Austin. Others present were Tom Michaud, Robert MacFarland, Mary Grow and the Town Manager. All present recited the Pledge of Allegiance to the American Flag.

On a motion by Selectperson Irene L. Belanger and a second by Selectperson Ronald R. Breton, the Board voted 4-0 to accept the minutes of the 08/21/2017 Select Board meeting as presented.

On a motion by Selectperson Ronald R. Breton and a second by Irene L. Belanger, the Board voted 4-0 to accept and sign China Payroll Warrant #13 for \$24,857.94 and CBY/YCC Payroll Warrant #14 for \$181.93 as presented. On a motion by Selectperson Irene L. Belanger and a second by Selectperson Ronald R. Breton, the Board voted 4-0 to accept and sign Town Payables Warrant #15 for \$863,031.50 as presented.

Unfinished Business:

- **Transfer Station Co-Coordinators' Conversation and Organization/Other Reports:**

Selectperson Irene L. Belanger reported the on the current events relating to respective organizations, e.g. the news from the MRC about the anticipated start of the Fiberright Plant accepting municipal solid waste in April of 2018. Selectperson Irene L. Belanger commented about a Household Hazardous Waste program offering and a Drug Take-Back program for China to participate in, again this year. Irene also commented about the MRRA office move to Newport, Maine and the efficiencies created by the move.

Selectperson Ronald R. Breton commented about the recycling commodities markets and how pricing of commodities is impacting the operational costs of the China transfer station. The Board felt it to be important to have the Transfer Station Committee review the revenue trends and make recommendations relating to any potential fee structure changes.

Selectperson Irene L. Belanger noted that the KVCOG will be celebrating a 50th anniversary on September 25, 2017 at the Lakewood Theater in Madison.

On a motion by Selectperson Joann C. Austin and a second by Selectperson Irene L. Belanger, the Board voted 4-0 to appoint Betty Glidden, Sherwood Glidden, Eric Austin, Bob Bennett and Selectpersons Farrington and Belanger to the Bicentennial Committee.

- **Rental of the Office in the Old Town Hall – Town Line News Papers:** On a motion by Selectperson Ronald R. Breton and a second by Selectperson Irene L. Belanger, the Board voted 2-0-2(Austin, Farrington) to approve of the rental of the basement of the Old Town Hall to the Town Line Newspapers, a

TOWN OF CHINA

571 Lakeview Drive
China, ME 04358
www.china.govoffice.com



Telephone 207-445-2014
Fax 207-445-3208
E-mail info@chinamaine.org

501c 3 entity for \$1.00 annually, with 5-year renewable agreements and with a proration of the utilities costs for the office/building. The Board agreed to have the office and surrounding areas made safe and appealing to the proposed tenant. There was a conversation about the improvements needed, e.g. handicap accessibility and parking at the lower level behind the building.

New Business:

- **Public Comment:** There was not any public comment at this time.
- **Policies and Procedures:** The Board will continually review policies and procedures with the intent of updating any and all that need attention.
- **China Local Food and Community Self-Governance Ordinance (Food Sovereignty Ordinance):** On a motion by Selectperson Ronald R. Breton and a second by Selectperson Joann C. Austin, the Board voted 4-0 to include a question on the November ballot, with a recommendation of “yes”, asking voters to enact a China Local Food and Community Self-Governance Ordinance (Food Sovereignty Ordinance). The SB directed the Town Manager to prepare such a question for the Warrant for the November election to present to the Board for approval and signing at the next SB meeting.
- **November Ballot Items – Fire Pond on the Neck Road; Non-Profit Financial Statements; Tower Rental Space:** On a motion by Selectperson Irene L. Belanger and a second by Selectperson Ronald R. Breton, the Board voted 4-0 to include a question on the November ballot, with a recommendation of “yes”, asking voters to appropriate funds up to \$8,500.00 from the Unrestricted Fund Balance to build a fire pond and parking area off the Neck Road and further authorize the Select Board to negotiate any and all easements/agreements they deem to be in the best interest of the town to accomplish such a project. The SB directed the Town Manager to prepare such a question for the Warrant for the November election to present to the Board for approval and signing at the next SB meeting.

On a motion by Selectperson Joann C. Austin and a second by Selectperson Irene L. Belanger, the Board voted 4-0 to include a question on the November ballot, with a recommendation of “yes”, asking voters obligate non-profits to submit current financial statements as conditions of application for funds from the town and for approval of appropriation of funds from the town. The SB directed the Town Manager to prepare such a question for the Warrant for the November election to present to the Board for approval and signing at the next SB meeting.

On a motion by Selectperson Ronald R. Breton and a second by Selectperson Irene L. Belanger, the Board voted 4-0 to include a question on the November ballot, with a recommendation of “yes”, asking voters to authorize the SB Municipal Officers/Select Board to enter into agreements with organizations/entities for rental of tower space on the town’s communication tower at the town office under such terms and conditions as they deem to be in the best interests of the Town of China. The SB directed the Town Manager to prepare such a question for the Warrant for the November election to present to the Board for approval and signing at the next SB meeting.

(The Warrant for the November election would look like the following as understood by the Town Manager):

TOWN OF CHINA

571 Lakeview Drive
China, ME 04358
www.china.govoffice.com



Telephone 207-445-2014
Fax 207-445-3208
E-mail info@chinamaine.org

1. Shall an ordinance entitled Town of China Local Food and Community Self-Governance Ordinance (Food Sovereignty Ordinance) be enacted?

Select Board Recommends: YES

An attested copy of the full text of this Ordinance with amendments/revisions has been posted together with this warrant and is hereby incorporated into this warrant by reference. Copies are available from the town office or at www.china.govoffice.com.

2. To see if the Town will vote to appropriate an amount up to \$8500 from Unassigned/Unrestricted Fund Balance for the purpose of constructing a "Fire Pond" off the Neck Road in China and further to authorize the Select Board to execute all easements/agreements on behalf of the Town to accomplish this undertaking as they deem to be in the best interest of the Town of China.

Select Board Recommends: YES
Budget Committee Recommends: YES

3. To see if the Town will vote to require that all non-profit organizations requesting appropriations from the Town shall provide their most current respective financial statements as an absolute condition of the application for such appropriation requests and also as an absolute consideration for approval of granting such appropriations.

Select Board Recommends: YES
Budget Committee Recommends: YES

4. To see if the Town will vote to authorize the Municipal Officers/Select Board to enter into agreements with organizations/entities for rental of tower space on the town's communication tower at the town office under such terms and conditions as they deem to be in the best interests of the Town of China.

Select Board Recommends: YES
Budget Committee Recommends: YES

The China Budget Committee met on September 11, 2017 and unanimously recommended voters approve the items to possibly include monetary considerations.

Manager's Communications (Non-Action Items):

- **Committees – Meetings Announced/Updates:** The respective dates, times, and places of the meetings were announced.
- **TIF Information/Conversations:** The Board agreed to have this item on the agenda for continued conversation and clarification. TIF Committee member Tom Michaud, again, updated the Board on the progress of the TIF Sub-committee relative to the bridge replacement on the Causeway Road. He said the Sub-committee will be prepared to recommend an engineering firm at the next TIF Committee meeting to be used in the design phase of the replacement initiative.

TOWN OF CHINA

571 Lakeview Drive
China, ME 04358
www.china.govoffice.com



Telephone 207-445-2014
Fax 207-445-3208
E-mail info@chinamaine.org

- **Strategic Planning Session – Next Steps:** This appears on the agenda for potential discussion as other projects in the planning process mature.
- **Time-Line to the November 2017 Referendum Election:** The Town Manager noted the handout provided earlier on which the specific dates by which actions are needed to be taken, e.g. the last date to accept nomination papers at the town office if a resident wanted to be included on the November ballot for a respective open position.
- **Foreclosed Upon Property:** The Town Manager noted that he had attempted many times to communicate with the former owner about the status of the property at 619 Pleasant View Ridge Road. He went on to say that he planned on visiting the site in the near future and attempting to assess what might be happening with the property, e.g. if the former owner is still occupying the dwelling. He will report back to the Select Board by e-mail prior to the next regular SB meeting. Selectperson Ronald R. Breton asked if it would be possible for the former owner to remain in the residence for the rest of her life, e.g. Life Tenancy. It was understood that there could possibly too many variables to consider with public property and such an arrangement.
- **Committee Vacancies, e.g. Budget Committee Position, Bicentennial Committee, and etc.:** The vacancies were again noted and the Select Board wanted residents to take advantage of volunteering for the respective positions.

In other business:

The Board decided not to waive permitting fees for the S. C. Library Association for the moving/installation of the portable classroom the town intends to sell the Association.

On a motion by Selectperson Ronald R. Breton and a second by Selectperson Irene L. Belanger, the Board voted 3-1(Austin) to direct the Town Manager to proceed with the purchase and installation of the identification part of the sign at the town office. Select Board Chair Neil Farrington asked to have "Incorporated in 1818" included on the top ID portion of the sign.

Selectperson Irene L. Belanger suggested that the town of China ask to have words included in the Maine Townsman referencing the passing of long-term firefighter and Chief George Studley.

More about the office rental at the Old Town Hall: The Board had a conversation about the Town Line Newspapers and rental of space in the basement of the Old Town Hall. The Town Manager was directed at an earlier Board meeting to prepare the office space for rental to non-profits and in this case for the Town Line Newspapers. There were discussions about having a roof structure installed over the lower entrance to shed rain and snow, and about parking, and about drainage near the lower level door entryway. The Board agreed to rent the office area to the Town Line Newspapers for a nominal fee after the planned cleanings and renovations are completed.

Tom Michaud updated the Board on the Causeway Road bridge replacement initiative for the TIF Committee.

TOWN OF CHINA



571 Lakeview Drive
China, ME 04358
www.china.govoffice.com

Telephone 207-445-2014
Fax 207-445-3208
E-mail info@chinamaine.org

The Board noted the need to have a paved driveway and a handicapped accessible ramp installed at the rear entrance and acknowledged the Town Manager would handle those tasks. The one room school house will be used in the bicentennial initiative.

On a motion by Ronald R. Breton and a second by Selectperson Joann C. Austin, the Board voted 4-0 to adjourn at 8:37 a.m.

Respectfully submitted,

Irene L. Belanger
Irene L. Belanger, Secretary
China Select Board