

# GREENWOOD SELECTMEN'S MEETING MINUTES

January 23, 2024

5:00 pm

**Item 1:** Call Meeting to Order - Chair Chapman called the meeting to order at 5:00 pm.

Roll Call: Chair Amy Chapman, Selectman Norman A. Milliard, Selectman Robert Oickle, and Kim Sparks, Town Manager.

**Item 2:** Pledge of Allegiance

**Item 3:** Review and approve:

**Expenditure Warrant # 29 - \$ 137,855.10**, Covering period Jan. 3 – Jan. 8, 2024

**Expenditure Warrant # 30 - \$ 46,080.72**, Covering period Jan. 9– Jan. 16, 2024

**Expenditure Warrant # 31 - \$ 26,364.24**, Covering period Jan. 17– Jan. 22, 2024

The Board reviewed Warrant # 29, Warrant # 30, and Warrant # 31.

Selectman Milliard motioned and Selectman Oickle seconded to approve Warrant # 29, Warrant # 30, and Warrant # 31 as read. Vote: 3-0. Warrants are approved.

**Item 4:** Review and approve minutes of January 02, 2024

The Board reviewed the minutes of January 02, 2024.

Selectman Oickle motioned and Selectman Milliard seconded to approve the minutes as read. Vote: 3-0. Minutes are approved.

**Item 5:** Comments from the Public - None

A. Selectmen contacted outside of meeting – No contact

**Item 6:** Discuss request from Fire Chief, Ken Cole to do Fire Dept. payroll monthly

Kim explained that Chief Cole is asking if we can switch the Fire Department payroll from quarterly to monthly. Kim stated that Ken said it would be less work and some of the firemen will then not have to wait two months to get paid. Kim stated that she would have to check to see if we needed to update the Personnel Policy. Selectman Milliard asked what was the process to update the Policy. Kim explained that it is a policy written by the Selectmen so the Selectmen would review and approve any changes. Selectman Milliard stated that he would approve of the change as long as it was easier in Kim's and Ken's estimation. Chair Chapman agreed and stated that there would be less work with a smaller timeframe. Selectman Oickle agreed. Kim stated that she would check to see if the Personnel Policy needed to be updated and if so, she would bring it to the next Selectmen's meeting for review.

**Item 7:** Review and sign Resolution for Oxford County Hazard Mitigation Plan

The Board reviewed and signed the resolution for Oxford County Hazard Mitigation Plan. Kim will send this to the Oxford County EMA Office.

**Item 8:** Discuss request to install kayak/canoe storage at the Town Beach

Kim explained that seasonal resident, Nan Boucher had contacted her about donating a kayak rack to the Town to be located at the Town Beach. Kim stated that Selectman Oickle had mentioned to her that he thought that the Town of Readfield rents out rack space on their Kayak racks. Kim gave copies of the Town of Readfield's and Town of Bowdoinham's policy on kayak rack rental. Chair Chapman asked if we would rent the spaces to specific people for the season. Kim answered that the Town could if that was what the Board would like to do. Chair Chapman stated that she thinks that Nan is suggesting that whomever needs to use the rack would have their kayak locked on the rack for the weekend or for those who are visiting. Selectmen Oickle stated that he thought the premise is that it is much easier to leave your kayak at the beach locked on the rack then to have to load it back and forth on your vehicle all summer long. Selectman Milliard stated that makes a lot of sense but his question is she is donating the rack so are we going to require people to rent the space. Selectman Oickle stated that was the case for the communities that he looked up that offer this. Selectman Oickle stated that there are many folks who use kayaks at the Town Beach who would be interested in doing this. Selectman Oickle stated that he didn't think that one rack would be enough, that this offer wouldn't be enough to satisfy the demand, and we need to make sure this is well planned as there could be security issues. Chair Chapman stated that we could do a trial run with Nan's donated rack with six spaces and if we find that it is popular, we will have to get another rack and see about renting. Selectman Milliard stated presuming that we have people who are interested in renting a space, how are they assured that their kayak would be secured. Chair Chapman stated that the other towns policies state that watercraft has to be secured in its assigned rack space and owner must provide locking mechanism. Selectman Milliard asked what's to prevent anyone from coming along and taking the rack. Chair Chapman stated that there is nothing and the policy states watercraft rental spaces are at renter's own risk. Selectman Oickle stated that the one that he looked at, the racks were more comprehensive and wasn't something that you would pick up and take. Selectman Oickle stated that he didn't think it would be that difficult to secure the rack. Selectman Milliard stated that where it is being donated, we should go for it. Chair Chapman asked if they wanted to have registrations. Selectman Milliard stated that they could have that discussion at a later time.

Selectman Oickle asked if they would do this without charging. Selectman Milliard stated that they could discuss this at a later meeting and thought we had to accept the donation. Selectman Oickle stated that he didn't want to give the false impression that we are not going to charge, we will accept the donation, and maybe charge later. Selectman Oickle stated that he has two kayaks, would take up two spaces, and feels that there will be a lot more demand than six spaces. Brian Letourneau stated that maybe this one rack could just be a trial run to see how it goes and if there is a need for more racks. Ann Litchfield asked if these racks were for people who owned their

own kayak or if it was for rental kayaks. Chair Chapman answered that this storage would be for kayaks that were owned and not rented. Chair Chapman stated that they may arrive and find that the rack is already full with six other kayaks on it. Selectman Oickle stated that was his concern. Selectman Milliard stated that it would be a first come first served situation. Chair Chapman stated that a lot of people might not want a seasonal spot. Selectman Oickle stated that he thinks it would be both. Selectman Oickle stated that he has concerns, that they are donating a rack that they can put their kayaks on when they are here and he isn't sure that fits the Town and our needs. Chair Chapman stated that people might start coming to the Town Office saying that they can never get a space on the kayak rack. Chair Chapman stated that if she is going to donate it then it should be first come first served and we see how it goes with the understanding that she might not get a spot for herself. Selectman Oickle stated that he doesn't like that with no one there to regulate it he sees some issues. Chair Chapman stated that she doesn't see too much difference between putting your kayak on a rack or stashing it in the bushes.

Selectman Milliard stated that he is ok with accepting the rack, let's see what happens this coming summer, and he is not against trying to gain some revenue for the Town by creating a rental process. Chair Chapman stated if that is the case, she thinks the Town needs to build the racks. Selectman Milliard asked how do we regulate, if we do rent it would it be a particular location on the rack, and what is to say that someone sees an empty spot that anyone would put their kayak there. Chair Chapman stated that it sounds like the Readfield Town Beach has staff to monitor their racks. Selectman Milliard suggested that they accept the rack and then keep everything open for the time being. Selectman Oickle stated that wouldn't work for him. Selectman Oickle stated that as a frequent user of the beach, he understands what they want to do, but he isn't sure they should allow them to do that. Selectman Oickle stated that they want to donate a rack that they want to put their kayaks on at the Town Beach. Chair Chapman asked if they were willing to let other people use it.

Selectman Milliard motioned and Chair Chapman seconded to accept the donation of the kayak rack offered by Nan Boucher, to be installed at the Town Beach at an appropriate location.

Selectman Oickle stated that he has concerns that without some type of understanding of how it is going to work and how it is going to be used he sees all kinds of issues. Selectman Milliard stated that he is ok with that conception and asked what Selectman Oickle suggests to monitor it or regulate it. Selectman Oickle answered that he doesn't and that is part of the problem. Selectman Milliard asked Selectman Oickle if he was suggesting that we don't accept the rack until we come up with a plan on how to go forward with it. Selectman Oickle stated we need a plan on how it is going to be used. Joelle asked who would be responsible if someone steals all of the kayaks off of the rack. Chair Chapman stated that they will need to be signage that the kayak owner accepts all responsibility. Selectman Milliard asked if they are presently liable when they bring their kayaks to the beach and leave them there. Selectman Milliard asked if people are leaving their kayaks at the beach overnight. Selectman Oickle stated that he has never seen kayaks

at the beach after hours. Selectman Milliard asked when she made this proposal to us, did she want an answer within a period of time. Kim stated that Nan needs an answer by Spring to prepare for the kayak season.

Selectman Milliard stated that we should table this until we have more time to think about this and developing a way to make it work. Selectman Oickle suggested that we reach out to Nan Boucher and see what her thoughts and ideas were about this.

Selectman Milliard motioned and Chair Chapman seconded to rescind the original motion to accept the donation of the kayak rack. Vote: 3-0. Original motion is rescinded.

Selectman Milliard motioned and Selectman Oickle seconded that we table this issue for a future discussion. Vote: 3-0. Item 8 is tabled.

**Item 9:** Schedule 2024/2025 Budget Meetings

Tuesday, February 13<sup>th</sup> & Tuesday, February 27<sup>th</sup> – 5:30pm

Kim stated that February 13<sup>th</sup> and February 27<sup>th</sup> works for everyone but the start time would need to be 5:30pm to work for Bill Bickford. Chair Chapman stated that would work for her and asked Norman and Bob if that would work for them. Selectman Milliard stated that would work for him and asked Bob if that would work for him. Selectman Oickle stated that would work. Kim stated that she would let the Budget Committee and Department Heads know.

**Item 10:** Discuss request from Legion for Town to sponsor application to MEMA/FEMA for installation of commercial generator for both facilities.

Kim explained that the Legion had applied for a grant with MEMA/FEMA to install a commercial generator that we both could use. Kim stated that the Legion heard back from MEMA that they would need to have the Town sponsor their application to be considered for the Grant. Kim asked the Board if they would be willing for the Town to be a sponsor. Selectman Milliard asked what would that entail. Kim stated that there is paperwork that the Town would have to complete. Selectman Oickle asked what amount would the Town be paying. Kim explained that the remaining estimate that the Legion and Town would split was \$ 10,000.00. Selectman Oickle asked if we already have that in the current budget and could be carry forwarded. Kim answered yes, that the Town would carry forward \$ 5,000.

The Board agreed that the Town could sponsor the application to MEMA/FEMA for the installation of a commercial generator for both the Town Office and Legion Hall.

**Item 11:** Distribute copies of amended draft Cannabis Ordinances from Town Attorney

Kim handed out copies of the amended draft Cannabis Ordinances to the Board and explained that she is working on scheduling a meeting with the Ordinance Review Committee to go over these along with the noise ordinance submitted by Ann Litchfield. Selectman Milliard asked if we are going to get these to our voters when do we need to have a draft available. Kim explained that we would need to have a public hearing on these drafts at least 30 days before our Annual Town Meeting. Selectman Oickle asked what is going to happen after the Ordinance Committee reviews these. Kim explained that the Committee might have some suggested changes that would go back to the Attorney for his review and then to the Selectmen so ask that they be placed on the Town Meeting Warrant. Ann Litchfield asked when was our Town Meeting. Selectman Milliard stated that it will be the 18<sup>th</sup> of May.

**Item 12:** Distribute copy of LD2003 Model Ordinance Language from AVCOG

Kim gave copies of the LD2003 Model Ordinance Language to the Board and explained that this is what will need to be added to our Land Use Ordinance to be in compliance with the new State law. Kim stated that AVCOG has several training sessions that she will need to attend and she will share this with our Ordinance Review Committee. Chair Chapman stated that this will also need to be on the Annual Town Meeting Warrant.

**Item 13:** Comments from the Public

Ann Litchfield asked if the Town currently has an Animal Control Officer. Kim stated that presently we do not but we have Robert Larabee who is covering if we have an emergency. Ms. Litchfield stated that she would reach out to the State.

**Item 14:** Executive Session, per 1 M.R.S.A. §405 (6) (E) – Consultation with Legal Counsel and Codes Enforcement Officer, Joelle Corey

Selectman Milliard motioned and Selectman Oickle seconded to go into Executive Session, per 1 M.R.S.A. §405 (6) (E) – Consultation with Legal Counsel and Codes Enforcement Officer, Joelle Corey at 5:30pm. Vote: 3-0. In Executive Session.

Selectman Milliard motioned and Selectman Oickle seconded to come out of Executive Session, Executive Session, per 1 M.R.S.A. §405 (6) (E) – Consultation with Legal Counsel and Codes Enforcement Officer, Joelle Corey at 6:30pm. Vote: 3-0. Out of Executive Session.

Chair Chapman stated that no votes were needed as no decisions were made in Executive Session.

**Item 15:** Meetings and Events

Feb. 5<sup>th</sup> – Planning Board Mtg. 5:30 pm GTO  
Feb. 6<sup>th</sup> – Selectmen Meeting, 5:00 pm GTO  
Feb. 13<sup>th</sup> – Budget Meeting, 5:30 pm GTO  
Feb. 20<sup>th</sup> – Selectmen Meeting, 5:00 pm GTO  
Feb. 27<sup>th</sup> – Budget Meeting, 5:30 pm. GTO  
Mar. 4<sup>th</sup> Planning Board Meeting. 5:30 pm GTO  
Mar. 5<sup>th</sup> – Presidential Primary, 8 am to 8 pm GTO  
Mar. 12<sup>th</sup> – Selectmen Meeting, 5:00 pm GTO  
Mar. 26<sup>th</sup> – Selectmen Meeting, 5:00 pm GTO

**Item 16:** Adjourn - Having no further business, Selectman Milliard motioned and Selectman Oickle seconded to adjourn the meeting at 6:35 pm. Vote: 3-0. Meeting is adjourned.