# MINUTES TOWN COUNCIL MEETING STANDISH, MAINE TUESDAY, FEBRUARY 8, 2022 STANDISH MUNICIPAL CENTER 6:00 PM

# UNDER THE PROVISIONS OF THE STANDISH TOWN COUNCIL REMOTE AND HYBRID MEETING POLICY SOME MEETING ATTENDEES MAY JOIN THE MEETING REMOTELY

#### **CALL TO ORDER**

The meeting was called to order by Chair LeClerc and Pledge of Allegiance was recited.

#### **ROLL CALL**

Councilors attending the meeting in person: Gaba, LeClerc, Libby and Macri. Councilor Paul attended the meeting remotely.

Councilor Delcourt was excused.

Five Councilors present.

#### MINUTES OF PREVIOUS MEETING (S)

Moved by Libby seconded by Gaba and voted to approve the of minutes from the January 11<sup>th</sup> and 25<sup>th</sup>, 2022 Town Council meetings.

**VOTE:** 5 Yeas

Councilor Butler arrived at the meeting.

#### PETITIONS AND COMMUNICATIONS

There were no petitions or communications at this meeting.

#### REPORT OF THE TOWN MANAGER

Mr. Giroux announced that he did not have a report this evening.

#### **PUBLIC HEARINGS**

# 111-21 Amendments to Standish Town Code, Chapter 123, Dogs and Other Animals, Animal Noise [LeClerc]

Chair LeClerc called for Council comments on the order, hearing none, he called for public comments.

Anthony Folsom – Resident - Dolloff Road – said that his concern is gun range that is before the Planning Board. He said that he has spoken with the Town Planner regarding this and his view that there is a conflict of interest with the gun range project and a Town Councilor.

Chair LeClerc interjected that in terms of the item before them now, it is regarding animal noise.

Mr. Folsom said that he wanted to talk about noise in general.

Chair LeClerc said that in terms in terms of staying on the agenda, there is a section towards the end agenda for input on items that are not on the agenda. This matter could be discussed at that time.

Mr. Folsom said that he thinks there's a conflict of interest in having this order tonight. He said that his concern is the conflict of interest and noise from the gun range. He said that he didn't understand why we're trying to limit dogs' noise, but not continuous noise from a gun range.

Chair LeClerc said that's certainly an issue that that could be brought up at a later point in time. So, if you wanted to discuss it further today, it can be done in the Public Items part of the agenda.

Mr. Folsom said I'm only asking about this but you're asking me to step aside until the vote is done on this?

Chair LeClerc said the discussion is not relevant to this particular amendment, because this is about a noise ordinance related to animals and you're talking about a noise ordinance related to a proposed gun range.

Town Manager, Bill Giroux said that he would be happy to speak with Mr. Folsom regarding this either on the phone or in person.

Chair LeClerc said that he appreciated that he attended the meeting and if he can stay until the end of the meeting the matter can be discussed at that time.

Mr. Folsom said that if I have questions, I should be able to ask them here.

Chair LeClerc agreed and noted that during the Public Items section of the agenda, his questions can be discussed.

Chair LeClerc called for additional public comments on the ordinance, hearing none, he called for the roll call vote, and public hearing was closed.

The Town of Standish hereby ordains as follows (additions are <u>underlined</u> and deletions are <del>struck out</del>), effective immediately upon adoption:

AMENDMENTS TO STANDISH TOWN CODE, CHAPTER 123, DOGS AND OTHER ANIMALS, ANIMAL NOISE (Additions are <u>underlined</u>; deletions are <u>struck out.</u>)

CHAPTER 123 – DOGS AND OTHER ANIMALS
ARTICLE 1
Dogs and Other Animals

§123-2 Violations

A. Barking dogs-Animal Noise. No person shall own, keep, or harbor any dog-animal which, by loud, frequent, or habitual barking, howling, or yelping other sounds common to its species, shall disturb the peace of any person or persons for more than 30 continuous minutes. This section shall not apply to farm animals kept on a property, a use of which is the commercial production of farm products and is either a conforming use or a lawful nonconforming use under the Standish Land Use Code. For purposes of this exception, dogs are not "farm animals" and kennels, as defined in 7 M.R.S.A §3807(17) as may be amended, are not "farms."

**VOTE: 6 YEAS** 

### 112-21 Amendments to Standish Town Code, Chapter 181, Land Use, FBCVD SCD TC Allowed Uses — Auto Repair/Sales [LeClerc]

Chair LeClerc called for Council comments on the order.

Chair LeClerc said that these amendments are not for a specific person. These amendments will give more flexibility to the area for other uses. He said that if someone wanted to open an auto repair business at the corner of Routes 25 and 35, which was a former al use of that property at one time, so, it's not a question or unthinkable that it could be used for that again. He said that these amendments can bring jobs to the community and use the building at Standish Corner that have been vacant. He said that it be nice to see businesses up and running there and the opportunity for jobs

Chair LeClerc called for other public comments or questions on the proposed ordinance, hearing none, he called for the roll call vote, and public hearing was closed.

The Town of Standish herby ordains the as follows (Additions are underlined; deletions are struck out.):

CHAPTER 181 – LAND USE
PART 1
ZONING
ARTICLE III
District Regulations

§181-7.1. Form Based Code Village Districts (FBCVD).

- C. Standish Corner District Standards.
  - (1) Town Center (TC) standards.
    - (i) Town Center (TC) allowed land uses and permit requirements (TC).
      - [5] Permitted uses requiring site plan or subdivision review shall be as follows. Such uses shall require Planning Board approval, in accordance with Part 2 or Part 3 of this chapter:

[i] Mechanical Repair Garage.

[j] Motor Vehicle Sales.

[i][k] Municipal uses.

fil[1] Public utility.

[k][m] Restaurant (includes outdoor dining).

[H][n] Retail businesses.

[m][o] Schools.

#### **VOTE: 6 YEAS**

#### 3-22 Annual Recommendation to Adopt 10-Year Capital Plan [Paul]

Councilor Paul explained that the Capital Improvements Committee has met and tonight's public hearing is for Council and public discussion regarding the Capital Improvements Plan. Councilor Paul turned the overview of the Capital Improvements Plan to the Town Manager.

Mr. Giroux explained that the Charter requires that the council adopt a 10-year capital plan. He explained that the plan is updated every year. He said that the department heads put it together, it then is reviewed with him and then presented to the Capital Improvement Committee. He said that the way to look at this is the 10-year plan is a long-term plan. It shows FEMA and anyone who we're trying to borrow money from, that we're thinking about our capital items with a long-term vision. Items like expensive fire trucks, public works equipment, field improvements and building improvements. He explained that the plan does not bind them to anything, items are considered all the time as the plan is developed, this is a planning exercise. He noted that as the budget is developed in the next few months, you will be looking at the part of the plan that for capital items that move to the voters to authorize the borrowing of the money to fund the items. He said keep in mind that this is the 10-year plan but moving forward the capital items that will go to the voters will be approved during the budget process. He noted the department heads that have capital items are present tonight to answer questions.

Chair LeClerc called for other any public comments or questions on the proposed order hearing none, he called for the roll call vote, and public hearing was closed.

WHEREAS the Standish Charter requires annual presentation, revision and adoption of a Capital Plan for the Town of Standish, now be it

ORDERED that the attached Capital Plan including the 10-year road plan is hereby adopted.

#### **VOTE: 6 YEAS**

#### **COMMITTEE REPORTS**

Councilor Butler - Economic Development Committee - has been continuing his review of expenses that we may be able to help cover with the ARPA funds. He noted that there is an ARPA order on the agenda tonight.

Councilor Gaba – Appointments Committee – has not met since they have not received any applications. She noted that upcoming openings will be posted soon.

Councilor LeClerc- Ordinance Committee - continues to review the form-based code, noting that the committee will present their recommendation to the full Town Council within the next few months. He said that they also have briefly touched upon an ordinance that would deal with the sale of town owned property. He explained that a few months ago Council authorized putting out some properties out to bid, he said that they feel that it is in the best interest of the town to work with it with a realtor, so the Ordinance Committee briefly touched upon potential language, they only had a discussion, they did not review a draft of an ordinance. In addition, a text amendment to the Land Use Ordinance in the Moody Road area was submitted by a business owner, Mr. Goodwin. Chair LeClerc said that it was his understanding that Mr. Goodwin is looking for an amendment to allow forprofit dispensaries. He said that the Ordinance Committee wants it to be abundantly clear the this would be for the medical side and that there is Council support moving forward.

Councilor Libby – Finance Committee – meets next week.

Councilor Macri - PWD Steering Committee - he had been in Contact with Bill Lunt at Portland Water District and plan to schedule a meeting soon.

Councilor Macri – Public Safety Committee - has not met.

# Jen DeRice — Parks and Recreation — Update to beach the management plan, sublease agreement and overview of the facility.

Jen DeRice explained that the beach has been open now for five years and it's been a while since a report has been presented. As a reminder, we lease the beach property on Newbegin Way from the Portland Water District. The Parks and Recreation Department is in charge of managing that property there during the summer months. The in the summer months, the beach is open for going to the beach, swimming, boating, kayaking, paddleboarding, and in the winter months open for ice fishing. She noted that the Town subleases a portion of that beach to the Sebago Boating Club. She explained that plan has recently been updated. She then highlighted the changes in the Beach Management Plan including the beach membership provisions, water quality testing, tracking beach usage and membership sales. She noted that there have been some difficult situations to deal with especially non-residents wanting to use the beach or on street parking on Harmon's Beach Road. The Town Public Works Department moved the gate, posted informational signage and parking signage. In addition, the Boating Club has communicated to their members that the beach/parking is for Standish residents, this has helped reduce the calls on the matter.

Councilor Macri questioned if beach is closed for swimming, is it also closed to boats landing there?

Jen DeRice said that they post signage regarding the water quality.

Chair LeClerc thanked Jen DeRice for the presentation.

#### **CONSENT CALENDAR**

There are no Consent Calendar items on this agenda.

#### **UNFINISHED BUSINESS**

54-21 Road Acceptance Request Submitted by JKH, Inc. for a Portion of Quail Ridge in the Hartwell Subdivision (Postponed to the February meeting on January 11, 2022) [LeClerc]

Town Manager, Bill Giroux noted that legal counsel has discovered some snags that will not be clarified for some time. He suggested that they no longer postpone the order and table it indefinitely.

Councilor Macri questioned if the plowing of the road would stop?

Bill Giroux said that we already own part of the road so the plowing will continue. It will take some time for the matter to be ironed out.

Moved by Libby seconded by Gaba and voted to Indefinitely Postpone this order.

ORDERED, that the Town, pursuant to 23 M.R.S. § 3025 and Chapter 252 of the Standish Town Code, hereby accepts and establishes as a town road (more precisely referred to in State law as a "town way") a portion of Quail Ridge that is more particularly described as the 50 foot wide strip of land commencing at the northeasterly terminus of the section of Quail Ridge accepted by the Town Council by Order #74-2010 and extending easterly approximately 597 feet and including a turnaround as shown on the plan of Hartwell Subdivision recorded in the Cumberland County Registry of Deeds in Plan Book 206, Page 366, being a portion of property described in a deed from Jocelia K. Hartwell and Jane Sinclair, as Trustees of the Jeannette D. Knight Residuary Trust, to JKH, Inc. dated November 3, 2004 and recorded in the Cumberland County Registry to Deeds in Book 22002, Page 67, with said acceptance subject to

existing utilities and made upon JKH, Inc.'s dedication of said public improvements to the Town without claim for any compensation or money damages;

BE IT FURTHER ORDERED, that the Town Manager is hereby authorized to accept delivery on behalf of the Town of a warranty deed from JKH, Inc. to the Town conveying said road parcel set forth above and the 50 foot wide strip of land that extends from the easterly terminus of the road parcel above to the northwesterly boundary of land now or formerly of School Administrative District No. 6, which deed is subject to the prior review and approval of the Town Attorney and shall be recorded in the Cumberland County Registry of Deeds;

BE IT FURTHER ORDERED, that JKH, Inc. shall provide the Town with a street acceptance guaranty in such form and amount as is acceptable to the Finance Director for the repair of defects or unsatisfactory conditions in accordance with Section 252-22(L) of the Standish Town Code; and

BE IT FURTHER ORDERED, that the Standish Town Council requests that the Maine Department of Transportation review and establish the appropriate speed limit for this road if it has not already been established.

#### **VOTE TO INDEFINITELY POSTPONE ORDER 54-21: 6 YES**

# 100-21 Amendment to Standish Town Code, Chapter 181, Land Use, Regarding Orchard Road Solar Contract Zone (First Reading) [LeClerc]

The Clerk explained that this ordinance was scheduled to go to the Planning Board Public Hearing last evening, however the meeting was rescheduled due to inclement weather. The Clerk noted this ordinance should be moved to First Reading at the March Town Council meeting to provide time for the Planning Board to hold their Public Hearing.

Moved by Leclerc seconded by Libby and voted to move this ordinance amendment to First Reading at the March Town Council meeting.

#### **VOTE TO MOVE TO FIRST READING: 6 YEAS**

#### **NEW BUSINESS**

# 4-22 Call for Public Hearing for the FY 2023 Municipal Budget to be held at the March 8, 2022 Town Council Meeting [LeClerc]

Chair LeClerc said this is the kick-off to the budget season.

Chair LeClerc called for other any public comments or questions on the order hearing none, he called for the roll call vote.

WHEREAS the Standish Charter requires annual presentation, revision and adoption of a Capital Plan for the Town of Standish, now be it

ORDERED that the attached Capital Plan including the 10-year road plan is hereby adopted.

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# 5-22 Scheduling the Date of the Public Hearing on the 60 Standish Neck Road Dangerous Building and Authorizing Service of the Public Hearing Notice on the Parties-In-Possession and the Recording of the notices of Public Hearing as Required by Statute [LeClerc]

Town Manager, Bill Giroux explained that he'd try not to get, and we shouldn't get, into too much detail tonight. He said that all you're doing tonight is scheduling a public hearing which will be held on March 22, 2022. The Town Attorney will be here that night to guide you through the dangerous building process in Maine law. You have an extensive memo from the Town Attorney in your packets. This building this a dangerous building and had been an issue since before I came. He explained that the Town had tried different ways to deal with this. He said that they think that the people who live in it are in danger. This is the legal process that we have to go through. He said they all should feel welcome to go look at this property before that public hearing. He continued to say it's not meant that you would debate it in any significant way tonight, because that should be done during the public hearing. He suggested that they review the memo and contact him if they have any questions. This order is just to schedule the public hearing to consider declaring this dangerous building.

Chair LeClerc asked if there were any Council comments or questions?

Chair LeClerc said that this is a tough situation and at the heart of it you don't want anyone to get hurt. He said that it's his understanding from reading the information that there's potentially a mother or daughter living there. He said that there are some signs that potentially that roof could cave in or if EMS had to go there it may be difficult for them being in a dangerous situation. He said that he completely understands that, but at the same time I was just curious if there was another letter sent to occupants regarding the matter in addition to the letter dated January 12?

Bill Giroux said that there been a few letters and meetings with one of the occupants. He said that we've offered to relocate them. He said that he didn't want to get too far into it the matter.

Chair LeClerc called for other any Council or public comments or questions on the order, hearing none, he called for the roll call vote.

ORDERED, that a public hearing be held on March 22, 2022, starting at 6:00 p.m., at the Standish Municipal Building, 175 Northeast Road, Standish, for the purpose of hearing all persons interested in the condition of the structure located at 60 Standish Neck Road (Tax Map 19, Lot 27), and determining whether the said structure is a nuisance and/or dangerous building within the meaning of 17 M.R.S. § 2851; and

BE IT FURTHER ORDERED, that the Chair shall be authorized to sign Notices of Public Hearing to be served upon the two parties-in-possession at 60 Standish Neck Road; and

BE IT FURTHER ORDERED, that the Town Clerk shall cause attested copies of the Notices of Public Hearing to be recorded in the Cumberland County Registry of Deeds in accordance with the requirements set forth in 17 M.R.S. § 2857.

**VOTE: 5 YEAS – 1 NAY, LECLERC** 

#### 6-22 Adopt Amendments to the Town of Standish Personnel Policy [Delcourt]

Chair LeClerc said that since Council Delcourt is not here to speak to this order he asked that a member of the Personnel Committee speak on these amendments.

Councilor Macri stated that he reviewed his meeting notes and confirmed that the discussed items had been amended. He said that many of the changes reflect the language regarding changing terminology from days to hours to mirror the workweek. He said there were other minor things, but for the most part, it stayed the same.

Chair LeClerc called for other any Council or public comments or questions on the order, hearing none, he called for the roll call vote.

ORDERED that the Town of Standish hereby adopts the following amendments to the Town of Standish Personnel Policy, effective immediately upon adoption:

The Personnel Policy of the Town of Standish shall be amended as follows (additions are underlined and deletions are struck out):

NOTE: A Copy of the Personnel Policy is on file in the Town Manager's Office.

#### **VOTE: 6 YEAS**

#### 7-22 Approval of an Additional Allocation of American Rescue Plan Act Funds [Butler]

Councilor Butler said that it is well explained in the order. He said that this order will allocate additional funding from the ARPA funds will be spent on activities we felt would benefit everyone in the community. The additional funding for Parks Recreation provides additional programming available for anyone in the community. In addition, with Wi Fi that we're proposing the added to the town park areas, it gives everyone an access to that as well.

Recreation Director, Jen DeRice offered to answer questions that they might have.

Councilor Macri voiced his concern with free public Wi-Fi, questioning responsibility, if any, if the Wi-Fi was used for non-legal purposes, such as downloading movies? Will there be any security measures?

Jen DeRice said that the Wi-Fi will be provided by Spectrum under the same provisions that are provided by use at the Municipal Center.

Bill Giroux said that it will be similar to access at a library, people just sign-on.

Chair LeClerc said that he supported the installation of surveillance cameras at the fields to protect our properties. He also supported the employment funding.

Chair LeClerc called for other any Council or public comments or questions on the order, hearing none, he called for the roll call vote.

WHEREAS, the American Rescue Plan Act (ARPA) authorizes federal funding for the Town of Standish in the amount of approximately \$1,066,549.73; and

WHEREAS, there are several authorized spending categories of ARPA funds by municipalities, including, without limitation, (1) to respond to the far-reaching public health emergency and its negative economic impacts (*e.g.*, restoring pre-pandemic employment by hiring employees to fill pre-pandemic positions and using ARPA funds to

cover payroll and covered benefits for those positions); and (2) to expand affordable access to broadband internet; and

WHEREAS, the Town Manager offered a proposed spending plan to the Town Council for an initial portion of the Town's ARPA funds in the amount of \$195,000, which the Town Council adopted by Order #102-21 on December 14, 2021; and

WHEREAS, the Town Council's Economic Development Committee is offering a proposed spending plan for consideration by the full Council for an additional portion of the Town's ARPA funds in the amount of \$78,633; and

WHEREAS, an opportunity for public input on this proposed spending plan for an additional portion of the Town's ARPA funds has been provided;

NOW, THEREFORE, BE IT ORDERED, that the Economic Development Committee's proposed spending plan for \$78,633 in ARPA funds be approved as follows:

- (1) \$58,633 to fund Parks and Recreation Department employee positions that existed on January 27, 2020 but that were unfilled or eliminated as of March 3, 2021; and
- \$20,000 to fund the installation of free public wifi and security cameras at three Town properties overseen by the Parks and Recreation Department, namely Johnson Field, Mill Street Park, and Standish Memorial Park.

#### **VOTE: 6 YEAS**

### 8-22 Authorize Standish Memorial Post 128 of the American Legion to Hold Charity Toll on Moody Road in August [LeClerc]

Chair LeClerc said that this is a wonderful organization, they raise money and it goes to a good cause. He said that he was in total support of this order.

WHEREAS, the Standish Memorial Post 128 is a non-profit organization whose fundraising efforts serve the residents of Standish, and

WHEREAS, the Standish Memorial Post 128 desires to hold a charity toll on Moody Road as a fundraiser for their organization, and now be it

ORDERED, that the Standish Town Council authorizes the Standish Memorial Post 128 to hold a charity toll on the Moody Road on August  $6^{th}$  and  $7^{th}$ , 2022, and

FURTHER ORDERED, that the Director of Public Works will direct the Legion members where they can set up in the area of the Transfer Station.

Chair LeClerc called for other any Council or public comments or questions on the order, hearing none, he called for the roll call vote.

#### **VOTE: 6 YEAS**

#### **PUBLIC ITEMS**

Community discussion and input for hiring next Town Manager

Chair LeClerc said that as many in the community are aware of, we've started the process of looking for a new Town Manager. Mr. Giroux has put forward a letter resignation, leaving employment in a mid-April. LeClerc explained that the hiring process has started, the Town has selected Maine Municipal Association (MMA)to help the Town with the process. One workshop has been held with MMA, now and going forward, at Town Council meetings and workshops, the Council wants to carve out an opportunity for members of the community that come to the meeting the opportunity give

their input about what they feel would be a good, not good, or an excellent candidate for our community, what characteristics what qualities, just any input is important, the community's import input. He said Council wants the people in the community to feel like they're part of the process as well.

Chair LeClerc asked Mr. Folsom if wanted to discuss the noise matter further at this time.

Mr. Folsom said that town officials should not be involved in any projects that are happening in town. He said that he was really concerned about this matter.

Chair LeClerc thanked him for bringing this forward. He said that certainly, if there's anyone on the Council that has any perceived or real conflict of interest hey would have to recuse themselves from a vote on the matter.

Michelle Guilford – Resident – Pinetree Estates – voiced her concerns regarding a proposed expansion plan at Pinetree Estates. She stated that she has read the federal, state and Standish regulations regarding housing earmarked for those over 55 years of age and was certain that the guidelines could not be followed.

#### **ANNOUNCEMENTS**

The Clerk highlighted the upcoming nomination paper process for the upcoming election.

#### **EXECUTIVE SESSION**

A motion may be made to go into executive session at any time during the meeting in accordance with state law to discuss, personnel, real estate, labor negotiations, or legal matters.

Moved by LeClerc seconded by Gaba and voted to move into an Executive Session as provided under Title 1 MRS Statues, Section 405 (6)(A) to discuss the new manager search, he announced the no unauthorized person will be present; or have access to any executive session being conducted by remote means. He announced that no Town Council action will take place after the Executive Session.

Moved seconded and voted to arise from the Executive Session. The Town Council arose from the Executive Session at 8:00 p.m. by unanimous consent and the meeting adjourned.

Submitted by: \_ Clerk/Secretary