

Town of Northport
Community Workshop and Select Board Meeting
June 12, 2023 @ 6:00 pm

Chair: Shelly Patten

Vice Chair: Jeanine Tucker

Municipal Officer: Breanna Pinkham Bebb

Town Administrator: James Kossuth

Finance Director: Vicki Eugley

Town Clerk: Amy Eldridge

Road Commissioner: Amon Morse

NVC Representative: Janae Novotny

Present: Shelly Patten, Jeanine Tucker, Breanna Pinkham Bebb, James Kossuth, Vicki Eugley, Amy Eldridge, Amon Morse, Adi Philson, Celine Bewsher, Molly Schaffler, Peter Spollett, Connie Rea, Steven Rea, Gordon Fuller, Ann Frenning Kossuth, Susan Conard, Rachel Rosa, Janae Novotny, Michael Tirrell, Beanie Einstein, Dan Webster, Lynda Webster, Mary Hanrahan, Beverly Crofoot, Patricia Campbell, Victoria Matthews, Tamra Wilt, Maureen O'Keefe, Bill Cressey, Mike Lannan, Carlton Smith, Linda Elliott, Martha Reeve, Grainna Shaw, Gail Witherill, Paul Overgaag, Bryan Lhuillier, Colleen Oberg, Carl Oberg, Jojo Brigham, Jim Facey, Mark Lynch, Frederick Einstein.

Public Workshop: Community Resilience Partnership Planning- Kossuth began the meeting at 6:09 pm. He introduced Adi Philson, from the Midcoast Council of Governments, who then explained what the Community Resilience Partnership Plan is and how it was developed. She explained that the goal for this workshop was to determine the community's vulnerabilities to climate- and weather-related events, as well as its strengths. The Community Resilience Partnership Plan is funded by the State and there is \$4.75 million dollars that is disbursed through grants. Community Action Grants can provide up to \$50,000.00 to the Town to help increase its resilience to natural disasters and weather related events.

Kossuth reported on the results of the Northport/Bayside resilience survey, which had been distributed two weeks before the workshop. Appendix A shows the top 25 responses received as part of the survey. He then explained that each table of attendees would be a breakout group with the objective that each group will review the community actions provided and list their top 5 priorities per category.

Upon further discussion, each table provided their top 5 priority actions or strategy areas from the list provided below (Appendix A). Kossuth made notice that F1/G1 was suggested to be combined together because they both encompass some of the same actions.

Celine Bewsher reported that if the Town decides to apply for a Community Action Grant in this round, the application is due July 7, 2023. While waiting to hear if the Town won the grant, we can begin to start up programs that don't require funding to establish.

Grainne Shaw, from the Kennebec Valley Council of Governments, stated that she can help the Town determine what can be completed. She can help with finding funding for projects and also provide assistance with the Town's resilience projects. Bewsher thanked all for being at the workshop and appreciates all the residents that completed the survey.

7:22 pm the workshop ended.

Citizen Concerns: None at this time.

Northport Village Corporation (NVC): Novotny reported NVC just completed the same Community Resilience Partnership Planning experience workshop, and was pleased with the feedback. She also stated the Overseers approved extending the moratorium for sewer connections in the Village. The Village is hoping this will be the last extension needed for the moratorium. She stated originally when wastewater was provided in the Village, the maximum system capacity was determined by the number of lots. Over the years, lots have been sold, divided, and added onto, which has pushed the system close to its capacity.

Road Commissioner: Morse reported he has been marking all the roads for the paving and ditching. Bids will be due by noon on Friday, July 7, 2023, and will be awarded at the Select Board meeting on July 10, 2023. The Board reviewed the specs and provided feedback. Novotny asked if the Village roads were going to be swept. Morse stated the Town is on a waiting list but should be done soon.

Town Administrator: Employee Policies and Procedures revisions- Kossuth presented on the revised Employee Policies and Procedures. He provided the Board with a review of changes. See Appendix B. The revised Employee Policies and Procedure was approved by the Select Board.

Town Clerk: Eldridge provided the May 8, 2023 and May 22, 2023 minutes to the Board to review. The Board approved the May 8, 2023 with corrections and tabled the May 22, 2023 minutes for further review. Eldridge informed the Board that liens would be processed in the next few days and requested approval to add the filing fees to the next warrant. The Board provided approval.

Finance Director: Warrants - Eugley provided the Board with the Payroll & Account Payable warrants to the Board for review and approval. The Board approved the Payroll & Account Payable warrants.

MEPERS Funds - Eugley asked to transfer \$100,000.00 from the MEPERS Education Special Reserve Fund to the General Fund per the request of the School Board.

Patten motioned to authorize the transfer of \$100,000.00 from the MEPERS Education Special Reserve Fund to the General Fund, seconded by Bebb. Board voted 3-0, motion passed.

Transfer Station cell phone allowance - Eugley ask the Board if Richie Taylor, interim Chief Attendant at the transfer station, should receive the stipend for cell phone. The Board approved providing the cell phone stipend to Richie Taylor.

Old Business: Nothing at this time.

New Business: Nothing at this time.

Adjourn: ***Patten motioned to adjourn the meeting at 8:15 pm, seconded by Tucker. Board voted 3-0, motion passed.***

Respectfully submitted by,

Amy Eldridge

Appendix A

Community Resilience Partnership		
List of Community Actions		
Revised April 2023		
		Northport / Bayside Progress, Status, or Priority
Strategy Area G: Invest in Climate-Ready Infrastructure		
Assess climate vulnerability of infrastructure		
G1	Conduct a vulnerability assessment for critical community infrastructure that includes: 1) the climate hazards to which infrastructure assets are exposed and how the intensity and likelihood will change over time; 2) the susceptibility to damage or failure given location, design, age, condition, and state of repair; and 3) the consequences that impairment or failure of the infrastructure will have on the community.	
G2	Develop a Capital Investment Plan that a) identifies vulnerable municipal/tribal facilities and assets, and b) prioritizes resilience in improvements and/or new construction.	
Utilize climate-ready standards, designs, and practices to improve infrastructure		
G3	Improve and protect drinking water, wastewater treatment, and stormwater facilities to reduce physical damage and sustain function during extreme weather events.	
G4	Adopt a policy that prioritizes green infrastructure to manage stormwater in developed areas.	
Strategy Area F: Build Healthy & Resilient Communities		
Plan for Community Resilience		
F1	Conduct a community vulnerability assessment that identifies climate risks and vulnerable populations and includes a review of existing plans and policies. Adopt a climate resilience plan that describes high priority strategies for reducing risk and vulnerabilities (may be a standalone plan or included in a comprehensive plan).	
F2	Update the local or county EMA (Emergency Management Agency) hazard mitigation plan to address changing/future conditions and identify specific strategies to reduce vulnerability and increase resilience to climate change impacts.	
F3	Develop or enhance early warning systems and community evacuation plans.	
F4	Develop a storm debris management plan.	
Reduce Flood Risk		
F5	Complete the Maine Flood Resilience Checklist.	
F12	Adopt a low-impact design (LID) standard for stormwater management.	
Strengthen Public Health		
F13	Identify and plan to reduce public health threats in the community that are exacerbated by climate change.	
F14	Develop and implement an extreme temperatures emergency plan, including strategies that increase use of cooling centers by residents.	
F15	Establish a peer-to-peer program for checking in on vulnerable community members during extreme heat or cold events.	
Strategy Area C: Reduce Emissions through Clean Energy Innovation		
Advance Clean Energy Adoption		
C4	Adopt a renewable energy ordinance(s) that allows, enables, or encourages community-appropriate renewable energy and energy storage installations.	
Transition to Clean Energy		
C7	Install a renewable energy project (solar, wind, geothermal, anaerobic digestion, etc.) on municipal/tribal property (e.g. school rooftop, wellhead protection area, landfill, brownfield site, etc.).	
Strategy Area H: Engage Maine People		
Increase public awareness of climate change impacts and opportunities to take action		
H2	Create a climate change education, outreach, and engagement program, focusing on mitigation and adaptation for residents and businesses.	
H3	Amplify public health advisories for climate-related health and weather events, such as air quality advisories, extreme heat or cold events, extreme storms, power outages, waterborne disease outbreaks, harmful algal blooms, vectorborne disease trends, etc.	
H4	Engage youth in resilience, clean energy, and energy use reduction.	
H5	Engage populations that are vulnerable to climate impacts in resilience, clean energy, and GHG emissions reduction.	
Engage the business community and recognize climate leadership		
H6	Create and support an energy reduction campaign or challenge among businesses.	
H7	Initiate a community bulk purchasing program with a vendor, or vendors, to provide low cost equipment such as heat pumps and solar for interested residents and businesses.	
Strategy Area E: Protect the Environment & Promote Natural Climate Solutions		
Protect Natural and Working Lands and Waters		
E1	Set targets for increasing green space and tree planting to increase shade and water access in public spaces and carbon sequestration.	
E2	Incorporate a goal into conservation plans of conserving 30% of land in the community by 2030 (including undeveloped town property), with a priority on addressing conservation gaps related to high biodiversity areas, undeveloped blocks, and land and water connectivity.	
E3	Create or update a watershed plan to identify flooding and water quality priorities and adaptation options.	
E7	Implement a source water protection program.	
E8	Adopt policies that prioritize natural, nature-based or ecologically enhanced shoreline protection for coastlines, rivers, and lakes.	

Appendix B

Summary of Changes to Employee Policies and Procedures

Section 4.2 – Edited to allow permanent part-time employees who work more than 28 hours per week to accrue PTO at the same rate as full-time employees. See also Section 8.1.

Section 5.5 – Deleted, because with everyone (except Town Admin) on hourly pay, this Section does not apply

Section 6.1 and 6.4 – Edited for clarification

Section 7.2 – Edited to make December 24 a full day off whenever it falls on a Saturday

Section 8.1(a)-(d) – Edited to show specific rates at which PTO accrues for part-time employees who work more than 28 hours per week.

Section 8.5(a) – Added to allow employees to receive annual payout of up to 40 hours of PTO.

Section 9.1 – Edited to follow current practice of allowing full-time hourly non-exempt employees to participate in health insurance.

Section 9.5(f) – Added to provide longevity bonus for employees with more than 25 years of service.

Section 9.6 – Added new Employee Retirement Plan section.

Section 10.2 – Edited to allow for non-consecutive days taken as Bereavement Leave

Section 15.2 – Added prohibition on vaping in Town buildings

Throughout:

- “Board of Selectmen” and “Selectman” replaced with “Select Board” and “Municipal Officer”
- Typographical errors fixed