

Select Board & Board of Assessors Meeting - Agenda
January 22, 2024 @ 7:00 p.m.
Fire Station Community Room, 86 River Rd.

Present Board Members: Karen Paz, Joel Lind, Tor Glendinning, Thomas Kostenbader, Rufus Percy
Staff: Kevin Sutherland, Town Manager

Minutes transcribed by Emma McKearney, Deputy Town Clerk

- 1. Call to Order:** Meeting started at 7pm.
- 2. Amendments to the Agenda**
 - a. Town Manager requested an addition to the agenda under New Business regarding the Volunteer Fire Assistant Grant. *Joel made a motion to add Volunteer Fire Assistant Grant to New Business. Motion was seconded by Rufus. Motion passed unanimously.*
- 3. Minutes of the previous meeting**
 - a. **January 8th, 2024:** Joel made a motion to approve the minutes of the January 8, 2023, meeting as written. Motion was seconded by Thomas. Motion was passed 4-0, 1 abstain.
- 4. Public Comments on Items Not on the Agenda**
- 5. New Business**
 - a. **Shoreland Zoning Ordinance:** The Planning Board has been working on reviewing the Shoreland Zoning Ordinance to comply with the Maine Department of Environmental Protection Chapter 1000. Suggested changes have been made by the State. Recently, the Planning Board had a meeting to discuss additional changes, The Planning Board is planning to review and approve the additional changes to be moved to the Select Board for review.
 - b. **Comprehensive Plan State Approval:** The Town is continuing to work to complete the necessary changes in the Town's Comprehensive Plan for State approval to include additional data requested. The Select Board took comments from the public with desire to have a public hearing prior to sending the revised comprehensive plan back to the State and wanting to ensure that the code follows the comprehensive plan once approved. Once the plan is approved by the State, there will be a Town Meeting to vote on adopting the plan.
 - c. **LD 2003 – Core Zoning Code Amendments:** There is a deadline of June 2024 to change the Core Zoning Code to be in compliance with LD 2003. These changes will impact zoning districts with density requirements. For Newcastle, the rural district will be impacted. There is a \$10,000 funding opportunity available to support making the necessary changes.
 - d. **Volunteer Fire Assistant Grant:** The Newcastle Fire Company was awarded a matching grant of about \$5,000 for hoses and jackets for wildland firefighting through the Volunteer Fire Assistant Grant. This is to purchase equipment that would have been purchased by the Fire Company at some point regardless of the grant. *Joel made a motion to accept the Volunteer Fire Assistant Grant. Motion was seconded by Rufus. Motion passed unanimously.*
- 6. Unfinished Business**
 - a. **Historic Preservation Ordinance:** Tor states that the ordinance would probably need a complete rewrite in order to move forward with the Historic Preservation Ordinance or that we should explore taking a different approach. *Joel made a motion to postpone the consideration of the drafted Historic Preservation Ordinance*

indefinitely. Motion was seconded by Thomas. Tor made a motion to amend the motion to include the disbandment of the ad-hoc committee. Thomas made a motion to accept the amendment to the motion. Motions passed unanimously.

- b. Village Partnership Initiative:** On January 11, Town Staff met with Wright-Pierce, pre-engineering services firm, to complete the documentation to initiate services. A large part of the project is centered around traffic data collection. The Town is looking to engage the public, Newcastle and nearby residents, through newspaper notifications, doing surveys, and holding workshops and public input sessions. The Town is looking to collaborate on some of the public outreach efforts with Lincoln County Regional Planning Commission. Residents had questions and ideas regarding the project: large trucks through the downtown impacting pedestrian safety and vehicle traffic. The Board and Town Manager would like to take public comment about questions, ideas, and concerns that would support Wright-Pierce in addressing the needs of the area during their assessment. *Joel made a motion to schedule a Select Board Workshop to discuss the Village Partnership Initiative on February 8, 2024, at 6pm at the Fire Station Community Room. Motion was seconded by Rufus. Motion passed unanimously.*

- 7. Town Manager Report and Communications:** Town Manager reviewed his report. Topics discussed were: the Town not pursuing the Municipal Stream Crossing Grant due to the impact it may have on obtaining other funding for the Lynch Road minor span, damages from the two most recent wind storms, the auditors finishing up the 2022 audit, VHB conducting a stress on the Dyer Neck Bridge, the Joint Harbor Committee Meeting and the ordinance, securing a partner for the Community Resilience Partnership with Bristol through the Lincoln County Regional Planning Commission and Coastal Rivers Conservation Trust, reviewing the Harriet G. Bird Playground and Clubhouse, and property tax stabilization.

8. Fiscal Warrants

- a. FY24 Fourteenth AP Warrant: \$304,574.79:** Joel made a motion to approve the Fourteenth AP Warrant for \$304,574.79. Motion was seconded by Tor. Motion passed unanimously. The Chair mentioned that there's a line item for janitorial services for the Fire Station but it's all being lumped into the Town Office. Town Manager will have a journal entry to correct.

- 9. Executive Session:** No executive session.

10. Future Agenda Items

- a. Posted Road Application**
- b. Ground Lease Agreement**
- c. Fish Ladder Agreement**

- 11. Adjournment of Meeting:** Tor made a motion to adjourn the meeting at 8:11p. Motion was seconded by Joel. Motion passed unanimously.