

# QUEENSTOWN COMMISSIONERS

February 8, 2022

**PRESENT:** President Al Hardee, Commissioner Tom Willis, Commissioner Bryon Callahan, Town Manager Amy Moore, Town Clerk Aaron Horney, Town Attorney Lyndsey Ryan

## REGULAR MEETING CALLED TO ORDER AT 4:00 PM

**GUESTS** ( *none present* )

### PUBLIC WORKS

- Lywood Electric performed an infrared inspection on electric panels at the wastewater treatment plant to identify loose connections that may pose hazards. Inspection report identifies several areas in need of attention. Lywood recommends retorquing of all connections to address concerns. Will be submitting proposal to perform work with cost in next few days.
- David Sears quoted sidewalk work to be done in several areas of town to address various issues. Originally quoted in October. Other areas have been noted since then- will add to quote. All sidewalk areas identified are within the Town's right-of-way except a Comegy Lane portion- will need to verify if within ROW or not. Town would cover 100% cost of areas within ROW – 50% outside of ROW.
- WWTP recently sent a high-level alarm to operator. Operator investigated and found levels were actually too low with membranes slightly exposed. Cause of faulty alarm was malfunctioning lever transducer due to freezing temps. Lywood Electric replaced faulty device and is ordering spares to keep on hand at plant.
- Operator planning a recovery cleaning on the membranes at the plant on Feb. 21.

### PLANNING

- February's Planning meeting was cancelled due to posted Zoom link not functioning. Will resume with next meeting in March. No other updates.

### FINANCE COMMITTEE

- Finance Chair Pat Bowell is currently working on the tax set-off report to submit to QAC.

**HARBORMASTER** ( *no updates* )

### TOWN CLERK

1. Treasurers/Finance Report  
General - \$114,216.69 / Water-Sewer - \$248,169.68 / ARPA - \$342,474.29
2. Minutes
  - January 26, 2022 (Regular Meeting)  
Callahan motion to approve. Willis second. VOTE: 3 aye – 0 nay.
  - February 2, 2022 (Work Session)  
Will review at following meeting.
3. Correspondence/Requests/Info – Sent and Received  
Letters sent out to all Thompson Ave. residents informing of service difficulties due to on-street parking. Requests avoiding parking on-street when possible to help with service vehicles access on the street.

## **TOWN MANAGER UPDATES**

- AT&T accepted term agreement negotiated by Town tower consultant Hugh Odom. Reviewed by Town Attorney Ryan- sent back to Odom with minor changes for signing by AT&T.
- COG meeting will be held on Feb. 9. Ms. Moore to attend.

## **OLD BUSINESS**

### **INFRASTRUCTURE**

1. I & I project  
Grant application package to do all I&I work sent off by Town Engineer Bob Rauch. Rauch working on RFP for Old Wharf Lane I&I work.
2. New Water Tower & Infrastructure Project  
Rauch ready to submit plans with permit app to MDE and USDA for review.
  - a. Interim Financing  
No updates- waiting on bond counsel.
  - b. Bond Counsel  
Still waiting for response from MDE.
3. Wall St. Water Tower Maintenance  
Revised PER provided by Rauch forwarded to USDA by Ms. Ryan.
4. Old Wharf Lane Stormwater  
Currently scheduling meeting with Urquharts and Simmondses to discuss.
5. Control Room Renovation  
Still in progress. Wall framing done. Door has been installed.
6. Wall St. Water Line Replacement  
Town Plumber Steve Roberson estimates cost to put drawings/bid docs together around \$1,200.

### **MARINE PROJECTS**

1. Boat Ramp Improvements  
Still waiting on MDE to issue permit- still within required timeframe to do so. Inquired with contractor about depth of ramp after work- no real increase in depth expected. Will see if depth can be increased at all.  
Dredge work to be completed on Feb. 9. Verification survey to be done on Feb. 10. Large amounts of razor clam shells found in dock area during dredging. Possibly address with slip lessees regarding not dumping shells in dock areas.
2. Town Dock projects
  - a. Construction/Dredging Updates  
Pre-bid meeting for construction work held today. Big Island Ventures present for meeting. Bids due Feb. 22. Work should be completed by June 1.  
Pilings did not need to be pulled during dredging- grant funds were included for piling work. Find pilings to replace to use up funds or give leftover funds back?
3. Federal Channel Dredging  
No updates.

### **POLICY**

1. Review and Updates to Town Codes and Ordinances (2022)  
Rauch provided proposed applications for water meter and water/sewer connections. Working on checklist to go with- make sure matches what is in the Code.
2. Water/Sewer Connections Code – proposed clarifications & revisions  
No updates.

## **DEVELOPMENT PROJECTS**

1. Wheatland's Project
  - a. Impact study

Letter sent to Greenlee Group / Barry Waterman regarding concerns with figures in study discussed in work session. Copies sent to Planning Comm. as well. Mr. Waterman response- would like to meet to discuss concerns noted. Commissioners decide to schedule meeting with Greenlee Group to discuss concerns first, then meet with Mr. Waterman.

## **OTHER**

1. Speeding on Main St  
No updates.
2. American Rescue Plan Act  
No updates.

## **NEW BUSINESS**

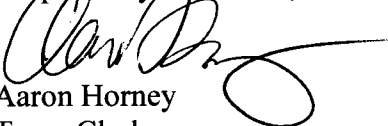
1. Proposals to acquire telecom leases  
Proposals received from Landmark and Towerpoint. After reviewing both proposals, Commissioners decide not interested in selling tower cell leases at this time.
2. Talkie High-Speed Internet Service  
Comm. Hardee discussed possibly approaching Talkie Communications regarding interest in providing services in Town. Does current agreement with Breezeline (Atlantic Broadband) allow other service providers to be present in Town? Ms. Ryan stated the current agreement is non-exclusive. Town may enter into a franchise agreement with another service provider if agreement is as restrictive as current agreement with Breezeline. Should reach out to Breezeline informing of upcoming agreement renewal period- public hearing requirements and interest in exploring additional providers. Can also contact Talkie expressing interest in bringing their service to town.
3. Comm. Callahan discussed HOA agreements. Since Queenstown Village HOA went defunct should Town be collecting HOA dues since Town now maintains infrastructure of previous HOA? Ms. Ryan stated Town has no authority to collect dues because Town is not the successor of the former HOA. Former HOA open space areas were deeded to Town ownership- now Town's responsibility to maintain. Believes possibly the Town could require any HOA agreements in future developments to state that dues be paid to Town upon dissolution of an HOA.

## **ATTORNEY UPDATES ( no updates )**

## **PUBLIC COMMENT ( no public comments )**

There being no further business, Hardee motion to adjourn the meeting at 5:39 pm. Callahan second. VOTE: 3 aye – 0 nay.

Respectfully submitted,



Aaron Horney  
Town Clerk