



Town of Camden
Minutes of the Select Board Meeting
April 17, 2012
7:00pm

6

7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

PRESENT: Chairperson Martin Cates, Vice Chairperson Morgan Laidlaw, John French, Jr., James Heard, Donald White, and Town Manager Finnigan. Also present were members of the press and public.

1. Call to Order

Chairperson Cates called the meeting to order at 7:00 p.m.

2. Citizen Comments

There were no Citizen Comments, so the Chair opened the floor to comments from the Board.

Donald White noted that the group exploring direct bus service between Camden and Thomaston plans to meet with a transportation consultant for a full day on May 8th to look at ways to increase awareness and raise money for the project.

3. Approval of Board Minutes

John French made a motion to approve the minutes of the April 3, 2012 meeting.

Donald White suggested that on page 4, item c, the words “to the warrant” should be added to the motion following the word “forward.”

Donald White seconded the motion with corrections and it passed unanimously.

5. Consent Agenda

- a) Approval of application of Downtown Business Group for a sidewalk sale on Friday, May 18th through May 20th;
- b) Communication from Chief Farley re: Fire Dept Training Exercise at 450 Molyneaux Road;
- c) Countersignature of the annual meeting warrants for the Five Town Community School District Budget Referendum and the Maine School Administrative District #28 Budget Referendum;
- d) Designation of the Registrar of Voters’ office hours for the upcoming June 12-13, 2012 Annual Town Meeting;
- e) Confirmation of the Town Clerk’s appointment of Election Warden for the June 12-13, 2012 elections.
- f) Confirmation of appointments for Voter Registration Appeals Board.

52 The Town Manager asked that item a) Approval of application of Downtown Business Group for
53 a sidewalk sale on Friday, May 18th through May 20th be removed from the Consent Agenda.

54
55 *John French made a motion to remove Item a) from the Consent Agenda to be considered later in*
56 *the meeting. The motion was seconded by James Heard. It was unanimously approved.*

57
58 The Town Manager also requested that the Consent Agenda be moved forward on the agenda.

59
60 *Morgan Laidlaw made a motion that the Consent Agenda be moved forward on the agenda. The*
61 *motion was seconded by Donald White. It was unanimously approved.*

62
63 The Town Manager suggested that item b) Communication from Chief Farley re: Fire Dept
64 Training Exercise at 450 Molyneaux Road, be removed from the Consent Agenda to be
65 considered separately since the Chief was present.

66
67 *John French made a motion that Item b) of the Consent Agenda be removed to be considered later*
68 *in the meeting. The motion was seconded by Donald White. It was unanimously approved.*

69
70 The Board then considered the remaining items on the Consent Agenda.

71
72 *Donald White made a motion that items c) through f) of the Consent Agenda be approved. James*
73 *Heard seconded the motion.*

74
75 Discussion: John French asked if the designated wardens and nominations for the Voter
76 Registration Appeals Board would be named. Pat Finnigan said that the Election Warden will be
77 Peter Gross and that Frank Stearns will be the Deputy Warden, and that moderator would be
78 elected at the Town Meeting. Nominations for the Voter Registration Board of Appeals were
79 John Kuhl and Nancy Laite (Republicans); for Democratic nominations, Philip Woods and Steve
80 Melchiskey; and Clerk's nomination, David Miramant. The Town Manager also told the Board
81 that the Clerk had asked that election day office hours be set at 8am – 8pm to allow people to
82 register to vote.

83
84 John French requested that we include that the parking lot near the public safety building
85 would be closed on election day to make it available for voters.

86
87 *The motion to approve the Consent Agenda was unanimously approved.*

88
89 **Item b) Communication from Chief Farley re: Fire Dept Training Exercise at 450**
90 **Molyneaux Road**

91
92 Fire Chief Chris Farley asked for permission to use a structure located at 450 Molyneaux Road
93 for purposes of training fire department staff. Chief Farley said he had talked with the one
94 neighbor close to the property, and that she had given her consent for the burning of the
95 structure. He said that four area fire departments would be involved. No date has been picked
96 yet.

97
98 *John French made a motion to approve the Chief's request. Morgan Laidlaw seconded the motion.*
99 *It was unanimously approved.*

101 **Authorize the Town Manager to enter into a Revocable License with Matthew Orne for**
102 **the use of a portion of the Knox Mill Parking Lot for Public Parking**
103

104 The Town Manager told the Board that the owner of the Knox Mill complex, Matt Orne, had
105 recognized the Town's need for public parking and had stepped forward to offer 90 surplus
106 parking spaces at the mill to the Town for use by the public. She said that Orne was willing to
107 enter into a revocable license for a three-year term at the cost of \$1 per year. Current users of
108 the lot such as the Farmer's Market would be able to continue their use of the space. She added
109 that signage would be added to indicate the section of the Knox Mill lot that was available to the
110 public. She also noted that the Town would add Orne would be added as an additional insured
111 so that everyone would be protected.
112

113 Chairperson Cates thanked Matt Orne for his offer. Orne stated that they had decided on a 3-
114 year term to see if the spaces get used.
115

116 *Donald White made a motion that the Select Board authorize the Town Manager to sign a*
117 *revocable license agreement with Matt Orne for use of the parking lot at the Knox Mill for three*
118 *years, at the cost of \$1 per year. Morgan Laidlaw seconded the motion.*
119

120 Discussion: John French noted that employers need to send their employees up to the lot to
121 park so that they don't take up spaces in town that could be used by visitors and customers who
122 need access to downtown businesses.
123

124 Matt Orne clarified for the Board and staff that the number of spaces available to the Town
125 would be 120.
126

127 The Town Manager recognized Steve Wilson who had worked very hard on the project, as well
128 as Rick Seibel who plotted out the lot to determine what the plowing requirements would be.
129

130 *The motion concerning the parking lot at the Knox Mill was unanimously approved.*
131

132 **6. Communications, Presentations, and Recognitions -- Presentation of the Camden**
133 **Downtown Master Plan**
134

135 Morgan Cates welcomed the members of the team that had worked with the Town to develop
136 the Downtown Master Plan. He said the presentation was informational in nature and that the
137 Select Board would be officially receiving the report that evening. He added that the team will
138 continue to engage the public in the process moving forward, and that a meeting would be set
139 for the following month to invite comments and dialogue.
140

141 Brian Hodges, Development Director for the Town of Camden introduced Denis Lachman of
142 Lachman Architects and Planners, the firm based in Portland that had been hired by the Town
143 to guide the process of putting the Downtown Master Plan together. He said that Lachman
144 would be presenting the plan and that other members of the Downtown Master Plan Work
145 Group would be part of the presentation, including Peter Gross, Chair of the Economic
146 Development and Community Development Advisory Committee; Dan Bookham, Executive
147 Director of the Penobscot Bay Regional Chamber of Commerce; and Oscar Verest, Chair of the
148 Downtown Business Group. Hodges thanked members of CEDAC, the Executive Committee of
149 the Downtown Business Group, Steve Wilson, and others including the Town Manager who had
150 worked very hard on the project. He also spoke about how important community engagement

151 has been in the formulation of the Downtown Business Plan.

152
153 Hodges said that while projects such as this often require a year to complete, Camden’s process
154 had been completed in six months and had come in at a lower cost than is typical for projects
155 like these. He noted that only a small quantity of paper copies of the Plan had been produced,
156 that it was available at the Library and the Town Office as well as on the Town’s website, and
157 that it could be obtained electronically on a memory stick for anyone who would like to have a
158 copy.

159
160 Peter Gross of CEDAC provided an overview on events that had led up to the decision to pursue
161 a Downtown Master Plan. He detailed the committees and written documents that had
162 preceded the project such as the Economic Vision for Camden written in 2009 and modified
163 over the past year, the Blue Ribbon Committee created by CEDAC, and the establishment of the
164 Downtown and TIF Districts in 2010. He said the vision of those involved is to look to the
165 Master Plan as a roadmap to vitality and prosperity for our town. He noted that keys to
166 fostering a dynamic economic climate will be: creating jobs within walking distance of the
167 downtown area, attracting a good mix of businesses, and ensuring that we continue to support
168 and shape our sense of place. Gross finished by saying that he was very pleased with the
169 collaboration evident in forming the Downtown Master Plan and pleased with the consultants’
170 work, as well as the recommendations that have grown out of the process.

171
172 Dan Bookham, Executive Director of the Penobscot Bay Chamber of Commerce, described the
173 process as having been an ongoing conversation involving multiple parties, adding that he
174 hopes that those involved would remain a part of it as that conversation moves forward. Oscar
175 Verest, Chair of the Downtown Business Group, spoke about steps toward future
176 implementation of the plan if it is approved next month.

177
178 Denis Lachman of Lochman Architects and Planners presented the Downtown Master Plan to
179 the Board. He said that the level of engagement among people in our community had been very
180 high and that having the plan in place will be important for Camden to qualify for funding
181 opportunities that come up. The goal of his firm’s involvement, he continued, was to help set the
182 stage for economic prosperity by highlighting challenges that need to be addressed, such as
183 parking, traffic flow, and rehabilitation of existing buildings.

184
185 Lachman then walked the Board through the sections of the Downtown Master Plan. His
186 associate Regina Leonard spoke about the Streetscape section that addresses circulation
187 problems and opportunities, costs, concepts and action items. Lachman concluded by noting
188 that the top hope that had grown out of the project was to increase and maintain Camden’s
189 quality of life, and that the top concern had been creating jobs. He closed by commenting that
190 communities make their greatest progress when political, economic and social alignments
191 occur, saying that when those elements move in different directions the community can become
192 scattered and unable to move forward. In contrast, he said, when those elements are aligned it’s
193 almost unlimited what communities can do. The Plan is a tool to help bring those elements
194 together and move them in the same direction, he said.

195
196 Donald White commended Lachman for his team’s excellent work, saying that he felt the report
197 will enlighten us as to what we can do with what we have, and where there may be money to
198 fund the Town’s vision.

199

200 Chairperson Cates thanked the Lachman team as well as the Steering Committee who had
201 spearheaded the effort. Cates said it would not have been possible without the involvement of
202 the Community Economic Development Advisory Committee (CEDAC), the Downtown Business
203 Group and the Chamber of Commerce. He thanked the small group facilitators who helped at
204 the community meetings, and made note of the fact that the support of the staff, specifically
205 Town Manager Pat Finnigan, Development Director Brian Hodges and COE Steve Wilson, had
206 been invaluable in bringing the process to this point.

207
208 **7. Set Meeting Date to Consider the Downtown Master Plan and Receive Public**
209 **Comment**

210
211 *Donald White made a motion to place the Downtown Master Plan on the Select Board's May 15,*
212 *2012 agenda to seek input from the citizens of the Town of Camden. Morgan Laidlaw seconded the*
213 *motion.*

214
215 John French suggested that the meeting begin at 6pm.

216
217 *Don White amended the motion to include that the meeting on May 15th would be held at 6:00pm.*
218 *James Heard seconded the amended motion. It was approved unanimously.*

219
220 **8. Approval of application of Downtown Business Group for a sidewalk sale on Friday,**
221 **May 18th through May 20th**

222
223 Flint Decker spoke to the Board about an event being planned for mid-May to welcome new
224 businesses to town, to recognize new owners of current businesses, and to acknowledge retail
225 stores that have moved to new locations. He said that the event would be called, "Business is
226 Blooming in Camden," and asked the Board's permission for use of the Town of Camden's seal
227 on promotional materials and for permission to hold sidewalk sales on the weekend of May 18 –
228 20, 2012.

229
230 *John French made a motion to support the "Business is Blooming" event planned by downtown*
231 *businesses for the weekend of May 18-20, 2012, to approve sidewalk sales for that weekend, and to*
232 *allow the use of the Town seal for promotional purposes. The motion was seconded by Donald*
233 *White. It was unanimously approved.*

234
235 **9. Select Board Member Reports**

236
237 Donald White reported that he had attended the April 5th meeting of the Trustees of the
238 Camden Public Library and that at the meeting, Dave Jackson had told the Board that he is still
239 hopeful that the historic designation of the Amphitheatre will be awarded by the National Park
240 Service sometime in the fall. White said that also, Jean Belair had been nominated as a library
241 trustee pending Select Board approval.

242
243 On April 5th there was a Planning Board meeting that White had attended where the review of
244 the Major Subdivision Landmark Corporation, Maple Grove Subdivision, Maine Farmland Trust
245 was continued. Both the Camden and Rockport Planning Boards will meet jointly on May 8th for
246 a site walk and will hold an informational hearing at that time, he said. The Planning Board
247 had also addressed non-conforming expansions and will continue that discussion at the next
248 meeting.

249

250 White reported that the Opera House Committee which met on April 10th had decided to
251 establish a 501(c)3 in preparation for launching a fundraising campaign to raise money for the
252 renovation of third floor and other Opera House improvements. Opera House Manager Kerry
253 Hadley will be meeting with the Town Manager to discuss a timetable. White said that the
254 committee had also heard from Manager Hadley about a graduate assistant from UMO, Sara
255 Morehead, who will work this summer to perform an evaluation aimed at improving the Opera
256 House ticketing services and making it more user-friendly.

257
258 At the April 10th meeting of the Historic Resources Committee, the possibility of a walking tour
259 of the downtown had been discussed, White said. The committee had also decided to explore
260 how they could assist with newspaper archives of old issues of the Camden Herald newspaper.

261
262 Lastly, White said that the Sign Work Group met on April 17th and is still looking at kiosks and
263 directional signs as well as changes to the present sign ordinance.

264
265 Martin Cates reported that he had attended the CEDAC meeting and that it had covered the
266 Downtown Master Plan which had already been presented.

267
268 **10. Town Manager Report**

269
270 Pat Finnigan congratulated and thanked everyone who had been involved with putting together
271 the Downtown Master Plan. She said that our downtown is vital to us and to our visitors, and
272 that the project had succeeded in bringing people together to formulate a roadmap for the
273 town's future.

274
275 **11. Old Business**

276
277 There was no Old Business.

278
279 **New Business**

280
281 **A. Approval of application of Ryan & Alyson Flemming, d/b/a Fromviandoux at**
282 **20 Washington Street for a victualer license**

283
284 Ryan Fleming spoke about plans to open a new restaurant called "Fromviandoux" at the site of
285 the old Zaddick's building. He described the renovations that are underway and said they hope
286 to be open by the end of May. The restaurant will feature afternoon tea and fine dining.

287
288 *Morgan Laidlaw made a motion to approve the victualers license for Ryan & Alyson Flemming.*
289 *James Heard seconded the motion. It was unanimously approved.*

290
291 **B. Appointment of Steve Wilson as Building Official**

292
293 Pat Finnigan told the Board that it is required of municipalities with a population of 2,000 or
294 more that they appoint a building official who is certified in state building standards that meet
295 law. Steve Wilson is qualified to meet this requirement.

296
297 *John French made a motion to appoint Steve Wilson as the Town's Building Official. Morgan*
298 *Laidlaw seconded the motion. It was unanimously approved.*
299

300 **C. Public Hearings**

301

302 Chairperson Cates read the procedures for Public Hearings and opened a hearing to consider
303 the following items:

304

305 1. Penobscot Bay Ice Company, Inc. d/b/a Graffam Bros Harborside Restaurant (formerly
306 Bay View Lobster) at 16 Bay View Landing Malt, Spirituous & Vinous Liquor License
307

308

309 2. Asian Gourmet at 133 Elm Street for a Class 1 Restaurant Malt & Vinous Liquor License

310

311 3. Elm Street Grill, Inc. at 115 Elm Street Class I Restaurant Malt, Spirituous & Vinous
312 License

313

314 4. Elm Street Grill, Inc. at 115 Elm Street for a Special Amusement Permit

315

316 5. Breda, LLC d/b/a Camden Harbour Inn at 83 Bay View Street for a Class I Hotel & Mini
317 Bar Malt, Spirituous & Vinous Liquor License

318

319 6. Breda, LLC d/b/a Camden Harbour Inn at 83 Bay View Street for a Special Amusement
320 Permit

321

322 Chairperson Cates opened the floor to public comments. There were no public comments.

323

324 *John French made a motion to approve items 1 through 6. James Heard seconded the motion. It
325 was unanimously approved.*

326

327 **D. Consideration of License Agreement with Megunticook Lake Cottages at 139 Beaucaire
328 Avenue for Underground Utilities**

329

330 Steve Wilson briefed the Board on details of the project to place underground utilities under the
331 street at this site.

332

333 *Donald White made a motion to approve the License Agreement with Megunticook Lake Cottages
334 at 139 Beaucaire Avenue and to authorize the Town Manager to sign the necessary documents.*

335

336 *John French seconded this motion. The motion passed unanimously.*

337

338 **12. Select Board Closing Comments**

339

340 John French noted that it had been an exciting evening with the donation of parking spaces to
341 the Town and the presentation of the Downtown Master Plan.

342

343 **13. Adjourn**

344

345 *Donald White made a motion to adjourn the meeting. James Heard seconded this motion. The
346 motion passed unanimously and the Board adjourned at 8:31 pm.*

347

348 Respectfully submitted,

349

Karen Brace
Recording Secretary