

# Town of Manchester – SELECT BOARD

## MINUTES

06/23/2020  
ZOOM MEETNG

6:00 PM

TOWN OFFICE

MEMBERS PRESENT	Robert Gasper, Paula Thomas, Dawn Kliphan, Garry Hinkley, Doug Ide
MEMBERS ABSENT	
MEETING TYPE	SELECT BOARD
NOTE TAKER	Debora Southiere
ATTENDEES	Town Manager – E. Patrick Gilbert

	<b>#2 DISCUSSION – PUBLIC HEARING HIGHBROW RETAIL MARIJUANA LICENSE</b>	<b>TOWN MANAGER</b>
DISCUSSION	<ul style="list-style-type: none"> <li>Selectman Robert Gasper opened the public hearing at 6:20 for HighBrow’s application for a Retail Marijuana License.</li> <li>No one from the public attended meeting. There has not been any comments from the public.</li> <li>HighBrow has met all criteria.</li> <li>Selectman Gasper, closed Public Hearing at 7:00</li> </ul>	
MOTION	Motion by Selectman Garry Hinkley to approve the application for Retail Marijuana License for HighBrow	
SECOND	Second by Selectman Dawn Kliphan	
PASS/FAIL	Motion passes 4-0 Selectman Ide left meeting before this vote	

	<b>#3 DISCUSSION – APPROVE ADDITIONAL (FINAL) WARRANT ARTICLES</b>	<b>TOWN MANAGER</b>
DISCUSSION	<ul style="list-style-type: none"> <li>The Board discussed the Ordinance changes on Article 46 Wetlands and Article 45 Marijuana Cultivation Facilities.</li> <li>The Board would like both to go on the Warrant.</li> <li>The Board also discussed the Article 44, Definitions for the potential Sign changes.</li> <li>The Board felt the definitions should not be included in the warrant without the sign ordinance changes which the Planning Board has tabled until next fiscal year.</li> </ul>	
MOTION	Motion by Selectman Doug Ide to not include Article 44 on the warrant	
SECOND	Second by Selectman Paula Thomas	
PASS/FAIL	Motion passes 5-0	

	<b>#4 DISCUSSION – LIEN PROCESS</b>	<b>TOWN MANAGER</b>
DISCUSSION	<ul style="list-style-type: none"> <li>The Board discussed Governor’s Executive order #53 which allows the Town to extended the Lien process time period.</li> <li>The Board decided to not extend the time period.</li> </ul>	
MOTION	NO MOTION NEEDED	
SECOND		
PASS/FAIL		

	<b>#5 DISCUSSION – ELECTION DAY CLOSURE OF OFFICE (IF NEEDED)</b>	<b>TOWN MANAGER</b>
DISCUSSION	<ul style="list-style-type: none"> <li>Pat Gilbert, Town Manager and Debbie Southiere, Clerk discussed with the Board an alternative plan should Election Workers become unavailable due to pandemic fears.</li> <li>If this should happen, the Town office will close and the staff will help out over at elections at the fire station.</li> </ul>	
MOTION	Motion by Selectman Doug Ide to approve closure if necessary	
SECOND	Second by Selectman Garry Hinkley	
PASS/FAIL	Motion passes 5-0	

	<b>#6 OTHER BUSINESS</b>	
DISCUSSION	<ul style="list-style-type: none"> <li>Pat Gilbert, Town Manager discussed the complaints he has received concerning the outlet bridge.</li> <li>Pat will be setting up a meeting with the Kennebec Sheriff and Sy Adams to discuss what can be done about this hazardous situation at the outlet. Pat will also include Keith Edwards from the KJ.</li> <li>Selectman Garry Hinkley report the work at Allen Whitney Trails is going great.</li> <li>Pat Gilbert stated he will not be opening the ballfields at this time.</li> <li>Town Manager, Pat Gilbert also stated he has gotten a complaint about the tennis courts.</li> </ul>	

	<ul style="list-style-type: none"> <li>Pat will look into changing the sign at the Tennis courts to read play time should be 90 minutes instead of 1 hour.</li> <li>The Board will further discuss this matter next meeting.</li> <li></li> </ul>
MOTION	
SECOND	
PASS/FAIL	

	CONSENT AGENDA	TOWN MANAGER
DISCUSSION	All items with an (*) are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a member of the board or a citizen so requests, in which event, the item will be removed from the consent Agenda and considered in its normal sequence on the Agenda.	
MOTION	Motion by Selectman Garry Hinkley to approve the Consent Agenda and Minutes	
SECOND	Second by Selectman Dawn Kliphan	
PASS/FAIL	Motion passes: 4-0 Selectman Ide before this vote	

**ADJOURN**

MOTION	Motion by Selectman Garry Hinkley
SECOND	Second by Selectman Dawn Kliphan
PASS/FAIL	Motion passes: 4 -0 Selectman Ide left meeting early

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Robert Gasper, Chairman

\_\_\_\_\_  
Paula Thomas, Vice Chairman

\_\_\_\_\_  
Doug Ide

\_\_\_\_\_  
Dawn Kliphan

\_\_\_\_\_  
Garry Hinkley

Submitted by \_\_\_\_\_ Debora Southiere, Secretary