

**SELECT BOARD MEETING**

**July 22, 2021 5:30PM**

**(Remote)**

**Quorum noted**

**A. 5:30 PM:** Meeting called to order by Chairperson Orestis.

**B. Roll Call:** Mr. Orestis, Mr. Donhauser, Mr. McPherson, Mr. Widi, and Ms. Dow.

**C. Public Hearings:**

**5:32 PM 1) Application for License for Incorporated Civic Organization – Raitt Homestead Farm on September 25, 2021.**

**Mr. Orestis moved, second by Mr. Donhauser, that the Select Board open the Public Hearing for the application for License for Incorporated Civic Organization – Raitt Homestead Farm on September 25, 2021.**

**Roll Call Vote:**

**Mr. Orestis – Yes**

**Mr. Donhauser – Yes**

**Mr. McPherson - Yes**

**Mr. Widi – Yes**

**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

Ms. (Lisa) Raitt said that we are doing limited tickets and we will do the alcohol ourselves. We have lots of wing vendors so people will be eating a lot and, just in case anyone wants to know, we are going to let all the ticketholders know to not go through downtown Eliot because it is Eliot Festival Day and we want to mitigate any issues. We want to make ticketholders aware and, hopefully, they will go to Eliot Festival Day before they come out.

Mr. Orestis said that the Fire Chief had reviewed this and had no issues.

There was no public comment.

**5:34 PM Public Hearing closed by the Chair.**

**Mr. Widi moved, second by Mr. Donhauser, that the Select Board approve the application for the Incorporated Civic Organization License for the Raitt Farm Museum on September 25, 2021 from 12PM to 6PM for the Seacoast Festival Wing Event.**

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**Roll Call Vote:**

**Mr. Orestis – Yes**

**Mr. Donhauser – Yes**

**Mr. McPherson - Yes**

**Mr. Widi – Yes**

**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

**5:36 PM            2) Application for Adult Use Marijuana, Tier 11 Cultivation License for Sweet Dirt 2, LLC, located at 483 Harold L. Dow Highway.**

**Mr. Orestis moved, second by Mr. Donhauser, that the Select Board open the Public Hearing for Adult Use Marijuana, Tier 11 Cultivation License for Sweet Dirt 2, LLC, located at 483 Harold L. Dow Highway.**

Mr. (Justice) Ryan said that we are expanding our footprint down at 495 and 483. This will be a Tier II Facility. We have, through the Planning Board, preserved medical permission on the site, too, because we may end up co-locating this site, which will be down through the normal channels with the Office of Marijuana Policy (OMP). This is roughly two 2,700-square-foot greenhouses, a total of 5,400 square feet. If you look at the diagram of the first building, that first bay consists of cultivation support for those greenhouses, storage of pots, planters, wash-down stations, fertilizers, things of that sort. The second is for further support; that we will be doing a drying facility in there, as well. The demising wall is the limit of our adult use license; so, it's just the greenhouses and those two. The two bays in the front will be storage and support for, basically, our entire facility. We will store soil amendments, things like fish emulsion, things that we use in our cultivation practices. That is all non-cannabis; that everything will be controlled, security access, typical camera array that we are required to do from the State. It is in keeping with what you've seen we have produced before in these applications. We have a pretty high bar to meet with the State and we tend to give you, like, 99% of basically what we give to the State. Are there any questions.

**5:38 PM            Mr. Donhauser said that on the application you have indicated, under License Fees, Tier II Cultivation and it states 2,000 square feet.**

Mr. Rines said that the 2,000 square-foot canopy is flowering canopy. You can have 2,000 square feet of flowering plants but the rest is you might be growing from seed, or cloning, that you are then growing into a vegetated state approximately 18" to 24" tall. The law is being revised so that everything under 2'X2', or 24"X24", is called an immature plant. That's basically an unlimited

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canopy we are permitted to have. The restriction on the canopy is actually on plants that are in flower and that doesn't happen until we force them to do that by changing light cycles. That moves into a different footprint. We take the clones, then the vegetative plants, grow them to a certain height, then we move them into the flowering canopy, which is where that limitation comes into play. And you can't have more than 2,000 square feet of flowering plants, not including vegetative, clones, or seedlings.

**5:40 PM** Mr. Donhauser asked if all those would be in one building.

Mr. Rines said that they would be between the two greenhouses.

Mr. Donhauser said that the two greenhouses far and exceed 2,000 square feet.

Mr. Rines said that the total square feet of the greenhouses, yes, but you need to take away approximately 20% of the space inside of one of those greenhouses. That's the footprint you are really left with. It probably is a little less than 2,000 square feet at the end of the day. Those two greenhouses comprise the entire facility but the State limitation of 2,000 square feet would apply to one of those facilities. One greenhouse on one side is a feeder greenhouse and then, when they go into flower, they are put in that other greenhouse with a maximum capacity of 2,000 square feet. The limitation is based on the growth phase of where the plants are. It's not plants throughout the entire life cycle. It's only plants that are flowering and that only occurs when we get them to a certain height and we actually put them into another building and change the light cycle.

Mr. Donhauser asked if it was possible that they could be in excess of 2,000 square feet at any time.

Mr. Rines said no. I certainly hope not as Chief Compliance Officer. We are subject to regular audits. We've had OMP come in a couple of times. I run 95% to 99% accuracy on our compliance, which is among the best in the State, I believe, and we don't intend to violate those. That's our bread and butter, our ability to operate.

**5:41 PM** Mr. Donhauser asked how long a plant stays mature.

Mr. Rines said that it depends. We operate with 8-week strains, 10-week strains, and 12-week strains. Based on the cultivars we are growing at the time, they will be adjusted accordingly.

Mr. Orestis said that most everyone on the SB has seen this facility grow from the beginning and it will be nice to see the next step.

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Mr. Donhauser asked if they have any plans to make it larger.

Mr. Rines said not that particular facility at this time, no, discussing the tight limitations imposed by the State once a facility is licensed.

Mr. Donhauser said that it is a very impressive facility. I actually had an opportunity to go through that facility and it was quite interesting and very impressive.

**5:42 PM      Public Hearing closed by the Chair.**

**Mr. Orestis moved, second by Mr. Donhauser, that the Select Board approve the application for Sweet Dirt 2, LLC Adult Use Marijuana, Tier II Cultivation Facility, located at 483 H.L. Dow Highway, Eliot, Maine (M54/L2).**

**Roll Call Vote:**

**Mr. Orestis – Yes**

**Mr. Donhauser – Yes**

**Mr. McPherson - Yes**

**Mr. Widi – Yes**

**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

Ms. Albert said that I just want to say that there is a lot that goes into these applications before they come to you and I want to give kudos to the Planning Department and CEO and to Sweet Dirt to making sure they are all in compliance. I just wanted to make sure that everybody is aware that there is a lot that goes into it and I appreciate all their time and effort.

**5:45 PM      3) Select Board Remote Participation Policy**

**Mr. Orestis moved, second by Mr. Donhauser, that the Select Board open the public hearing for the Select Board Remote Participation Policy.**

**DISCUSSION**

Ms. Granfield said that we have talked about this for several weeks. This is the final conclusion with the presented policy that's been approved by MMA and our attorneys; that what it basically does is to allow you to have a hybrid meeting. The

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SB is required to meet in person unless, under certain circumstances, you could be remote. The public can participate remotely, as well as others. With adopting this, your next meeting would be in person in August. We're getting the equipment installed in the next few days so we will do a trial run to make sure it's working. My understanding is that each board that wants to do this has to adopt the same type of policy; that the PB has it on their agenda on the 27<sup>th</sup>. I'm not aware of other boards that are moving forth but they can do it at any time down the road. You can move forth with this and you don't have to read it off. It will be in the minutes to adopt it, as presented.

DISCUSSION ENDED

**Roll Call Vote:**

**Mr. Orestis – Yes**

**Mr. Donhauser – Yes**

**Mr. McPherson - Yes**

**Mr. Widi – Yes**

**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

**5:47 PM** Mr. Orestis said that there was one thing I wanted to note that I thought was particularly interesting. It says that we have to be here in person, for the most part, but there was one line, and it leaves it rather ambiguous, saying "temporary absence of a member that causes significant difficulty traveling to the meeting location." That does give the opportunity to join the meeting from a location if you aren't in Eliot, so, it gives an out for that should we need it. I read this as, if you are unable to get to the meeting or, if you are sick, then stay home. I think that's a great option.

There was no one from the public in attendance.

**5:48 PM** **Public Hearing closed by the Chair.**

**Mr. McPherson moved, second by Ms. Dow, that the Select Board adopt the Remote Participation Policy for the Eliot Select Board, as presented.**

**Roll Call Vote:**

**Mr. Orestis – Yes**

**Mr. Donhauser – Yes**

**Mr. McPherson - Yes**

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**Mr. Widi – Yes**  
**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

**D. Public Comment:**

There was no one from the public in attendance.

**E. Approval of Minutes of Previous Meeting(s)**

**5:49 PM Motion by Mr. Donhauser, second by Mr. McPherson, to approve the regular Select Board minutes of July 8, 2021, as written.**

**Roll Call Vote:**

**Mr. Orestis – Yes**  
**Mr. Donhauser – Yes**  
**Mr. McPherson - Yes**  
**Mr. Widi – Yes**  
**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

**F. Department Head/Committee Reports**

**5:50 PM 1) Town Manager Report**

Ms. Granfield said that I want to note that I have started a wage study for non-union wages in the Town and we will also be looking at the staffing. Ultimately, we'll have a report presented to the SB and Budget Committee on the analysis and findings of that. This week I met with the **Port City Architecture** who is conducting the feasibility study and they are ready to move forth. Next week they will start meeting with the folks in the Town Office facility and look at the makeup of that. They will be coming back to measure and go over everything. We're in the process of locating the plans for the building and one day all their engineers will be coming and going through all that. They will be meeting with all the employees in the building and, also, ECSD because I think it's important to evaluate if those groups need to be there, or some variation; and Public Works because they will be handling the plowing. The next priority is that, in two weeks, they would like to have a meeting to have a building committee assigned to assist them with the process. I think that first meeting is August 9<sup>th</sup> at 4PM and we would like the SB to develop that committee with the Town Manager, a SB

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representative, and then a group of people. It was suggested that the CIP Committee also be designated the Building Committee based on some of their past work but there could be other people. They recommend having no more than 5 to 8 people. We have a **new employee** that has started, David Ross-Lyons, as an assistant clerk in the Clerk's Office. He's a great addition to the team and suggested stopping by the next time you are in to say hello. We talked about the **Recovery Fee** with the Fire Department and the Chief is going to be meeting with the leading cost recovery company in the nation and once we have additional information we'll report back to see if that is something you want to move forth with.

**5:53 PM** Mr. Widi said that awhile back Mr. Brubaker came to the SB and we mentioned that we wanted to know about **marijuana fees in other communities**; that that was agreed to and I haven't seen anything about that.

Ms. Granfield said that I wasn't aware of that so I will check into that.

Mr. Orestis asked if Ms. Granfield wanted us to talk about developing the **Building Committee** at this meeting or put it on another agenda; that I don't know their turn-around time.

Ms. Granfield said probably this meeting because they want to meet, preliminarily, with this group at their meeting on August 9<sup>th</sup>, and that's before your next meeting. I did speak to the Chair to give them a head's up that it would be discussed and he was willing to do that, as a group, but it's up to the SB.

Mr. Orestis said that, to me, that just makes sense. They are the ones who put the search together to begin with. They are the ones who went out with Request for Proposal. They are the ones who made the final selections for us to review. To me, it only makes sense that the project is the capital improvement of the Town Hall that they continue. I don't know if we even need to designate them as such or just have them carry on as they have been doing. How does the SB feel.

**5:56 PM** Mr. Donhauser and Ms. Dow agreed with Mr. Orestis.

Mr. Orestis asked if Ms. Granfield needed us to designate that, as well. To me, it falls within the guardrails of when we put that committee together, as it was renamed from the Energy Commission for a long time.

Ms. Granfield said that I think it can be referred to in this capacity as one of the duties because generally, when you have a project like this, you wouldn't be saying to bring it to the CIP Committee but the Building Committee met and said 'X'; that it would be a sub-duty of the CIP Committee to act as the Building

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Committee. That way, when they are working on the Feasibility Study, any reference to it would be the Building Committee endorses that and recommends this versus the CIP. If that's the direction you want to go, a motion might be to expand their duty or have that as an additional duty to work as the Building Committee as part of the CIP group. That way you wouldn't have to reassign everything.

**5:58 PM      Mr. Orestis moved, second by Mr. Widi, that the Select Board expand the duties of the CIP Committee to work as the Building Committee with anything to do with the Feasibility Study under the CIP Committee.**

**Roll Call Vote:**

**Mr. Orestis – Yes**  
**Mr. Donhauser – Yes**  
**Mr. McPherson - Yes**  
**Mr. Widi – Yes**  
**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

Mr. Orestis said that I really like this format for the Town Manager Report. I like the bulleted items and then you walk through them a little more. It helps the process, speeds up the process. It draws our attention to what we feel is important and then it gives you an opportunity to add more throughout the course of the week as things happen. I also want to say that the outlines you provide in the staff reports are super helpful, as well. So, hopefully, those are some things that will continue into the future. I'm seeing a lot of nodding heads, here, so it seems like everyone is in agreement.

**5:59 PM      Ms. Granfield said thank you. It helps the SB and helps with the departments, now that they are used to it, because they kind of consolidate everything and gives you the highlights of what you need to be aware of.**

Mr. McPherson added that the motions written out is very nice.

**6:01 PM      2) Certified Budget Approval FYE 2022**

**Mr. Orestis moved, second by Ms. Dow, that the Select Board approve the FYE22 Certified Town Budget approved by the voters.**

**Roll Call Vote:**



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**(Remote)**

**Mr. Orestis – Yes**  
**Mr. Donhauser – Yes**  
**Mr. McPherson - Yes**  
**Mr. Widi – Yes**  
**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

**G. New Business:**

There was no new business.

**H. Old Business:**

There was no old business.

**I. Approval of Warrant(s):**

**6:03 PM**      **Mr. Donhauser moved, second by Mr. Orestis, that the Select Board approve A/P Warrant #1 in the amount of \$241,433.94, dated July 1, 2021; A/P Warrant #3 in the amount of \$67,398.26, dated July 9, 2021; 2021; A/P Warrant #138 in the amount of \$17,683.60, dated June 30, 2021; 2021; A/P Warrant #139 in the amount of \$56,298.87, dated June 30, 2021; 2021; A/P Warrant #140 in the amount of \$18,620.91, dated July 9, 2021.**

**Roll Call Vote:**

**Mr. Orestis – Yes**  
**Mr. Donhauser – Yes**  
**Mr. McPherson - Yes**  
**Mr. Widi – Yes**  
**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

**J. Selectmen's Report:**

**6:04 PM**      **Mr. Orestis said, for anyone watching out there, we are always seeking committee members. So, feel free to reach out to the Town Hall**

There were no Selectmen's reports tonight.

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**K. Executive Session**

There was no executive session.

**L. Adjourn**

**Mr. McPherson moved, second by Mr. Widi, that the Select Board adjourn.**

**Roll Call Vote:**

**Mr. Orestis – Yes**

**Mr. Donhauser – Yes**

**Mr. McPherson - Yes**

**Mr. Widi – Yes**

**Ms. Dow - Yes**

**Unanimous vote to approve motion.**

The meeting adjourned at 6:05 PM.

**Respectfully submitted,**

**Ellen Lemire, Recording Secretary**

**S/ Robert McPherson, Secretary**

**Date approved: August 12, 2021**