

NAME	ATTEND
Denise Munger, Chair	
Eric Boucher, Vice-Chair	
Jim Annis	
Kim Graffam	
Michael Thompson	
Jonathan Duke, Town Manager	
Rockport AV Staff	
General Public	
Bob Kollmar	



**October 10, 2023 – 6:00 p.m.**

**Library**

**- PUBLIC MEETING -  
Rockport Select Board**

Tuesday, October 10, 2023

Rockport Room at the Library - 6:00 p.m.

[https://www.youtube.com/playlist?list=PLa\\_oEsFzrKUU4-MMNdCIVf-1-7HXDeqF](https://www.youtube.com/playlist?list=PLa_oEsFzrKUU4-MMNdCIVf-1-7HXDeqF)

---

**AGENDA**

**I. Call Meeting to Order**

**II. Public Hearing**

- a. Public Hearing for November 7, 2023, Warrant Articles

**III. Town Manager's Report/Update**

**IV. Public Input on Non-Agenda Items**

**V. Amendments to the Agenda**

**VI. Consent Agenda**

- a. Committee Resignation(s):
  - Bob Kennedy – Conservation Commission
  - Bob Kennedy - WRRF
- b. Approve Meeting Minute(s):
  - September 11, 2023

**VII. Action Items**

- a. Committee Application(s):
  - Bob Kollmar – WWRF
- b. Act on Abatement 360PP
- c. Act on Abatement 2374RE
- d. Act on Park Street Property
- e. Act on Harbor Kayak Policy
- f. Act on Bond Anticipation Note for Short Term Financing – West Rockport Fire Station
- g. Act on SAD 28 School Warrant

**VIII. Discussion Items**

- a. Knox County Budget – Bob Duke, Rockport Rep. Knox County Budget Committee
- b. Committee Workplan Scheduling
- c. Parking Ordinance Implementation – Central/Union/Main Streets

**IX. Select Board Liaison Reports**

**X. Adjourn**

**Future Meetings, Office Closures, Etc.**

Tuesday, October 17, 2023 Workshop – Philbrick Project - Rockland

Tuesday, November 7, 2023 – Election Day – Town Office Closed

Friday, November 10, 2023 – Veterans’ Day (observed)

Monday, November 13, 2023 – Select Board Meeting

Thursday, November 23, 2023 – Thanksgiving Day

Friday, November 24, 2023 – Thanksgiving Friday

Monday, December 11, 2023 – Select Board Meeting

## **Public Hearing**

- a. Special Town Meeting Warrant Referendum Election – November 7, 2023

### **Manager's Comments: Action Item**

This hearing is meant to provide the community the opportunity to discuss and learn more about the 16 articles it will vote upon on November 7<sup>th</sup>. A copy of the warrant and the exact language of each amendment is also available.

**Those speaking in favor of the article.**

**Those speaking against the article**

**Those speaking neither for/nor against the article**

Following the end of all articles...

**The Public Hearing is closed.**

**TOWN OF ROCKPORT**  
**\*\*\*\*\* PUBLIC HEARING NOTICE \*\*\*\*\***  
**WARRANT ARTICLES**

The Select Board of the Town of Rockport will hold a public hearing on Tuesday, October 10, 2023, at 6:00 p.m. at the library to give interested members of the public an opportunity to comment on the warrant articles that will be voted on on November 7, 2023.

The warrant articles are available for review at the Rockport Town Office, 8:00 a.m. to 4:00 p.m., Monday through Friday.

# TOWN OF ROCKPORT

## SPECIAL TOWN MEETING WARRANT

### Tuesday, November 7, 2023

---

To: Randy Gagne, Constable of the Town of Rockport, in the County of Knox, State of Maine

*Greetings:*

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Rockport in said County, qualified by law to vote in Town affairs, to meet at the Rockport Opera House, of the said Town of Rockport, on Tuesday, the 7th day of November, 2023 from 8:00 a.m. to 8:00 p.m. to vote on Articles 1 through 17 at which time the meeting will adjourn.

**Article 1.** To elect a moderator to preside at said meeting.

**Article 2.** Shall the Town approve the amendment to the Town of Rockport Charter summarized below?

Summary of amendment: miscellaneous changes to the Town of Rockport Charter that revise pronouns, update terminology, remove inapplicable language, make language use consistent throughout the Charter, and add clarifying language, but make no substantive change in the operation of the Charter with respect to these revised sections, be enacted?

A copy of the proposed amendments is available on file in the Office of the Town Clerk.

**Article 3.** Shall the Town approve an amendment to Article II Select Board, Section 17 of the Town of Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 4.** Shall the Town approve an amendment to Article II Select Board, Section 7 of the Town of Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 5.** Shall the town approve the amendment to Article III Town Manager, Sections 5 and 6 of the Town of Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 6.** Shall the Town approve the amendment to Article IV Administrative Organization, Part B. Section 4 of the Town of Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 7.** Shall the Town approve the amendments to Article IV Administrative Organization, Part C, and Article VIII, Section 10(D) of the Town of Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 8.** Shall the Town approve the amendments to Article VI Financial Procedures, Sections 3, 4, 5, 6, 8 and 9 of the Town of Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 9.** Shall the Town approve the amendments to Article VIII General Provisions, Sections 1, 2 and 3 the Town of Rockport Charter reprinted below?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 10.** Shall the Town approve the amendments to Article VIII General Provisions, Section 4 of the Town of Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 11.** Shall the Town approve the amendment Article VIII General Provisions, with a new Section 11, to the Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 12.** Shall the Town approve the amendment Article VIII General Provisions, with a new Section 12, to the Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town

**November 7, 2023 Special Town Meeting Warrant – continued**

Clerk.

**Article 13.** Shall the Town approve the amendment Article VIII General Provisions, with a new Section 13, to the Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 14.** Shall the Town approve the amendment Article VIII General Provisions, with a new Section 14, to the Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 15.** Shall the Town approve the amendment Article VIII General Provisions, with a new Section 15, to the Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 16.** Shall the Town approve the amendment Article VIII General Provisions, with a new Section 16, to the Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.

**Article 17.** Shall the Town approve the amendment Article VIII General Provisions, with a new Section 17, to the Rockport Charter?

A copy of the proposed amendment is available on file in the Office of the Town Clerk.



**November 7, 2023 Special Town Meeting Warrant – continued**

Date: September 11, 2023

\_\_\_\_\_  
Denise Munger, Chair

\_\_\_\_\_  
Eric Boucher, Vice-Chair

\_\_\_\_\_  
James Annis

\_\_\_\_\_  
Kimberlee Graffam

\_\_\_\_\_  
Michael Thompson

**ROCKPORT SELECT BOARD**

Attest:

\_\_\_\_\_  
Elizabeth Lowe, Town Clerk

---

## Town of Rockport, Maine

---



### Town Manager's Office

Town Office  
101 Main Street  
Rockport, Maine 04856  
Telephone: 207-236-0806 x3  
Fax: 207-230-0112

### Jonathan Duke, Town Manager

Email: [jduke@rockportmaine.gov](mailto:jduke@rockportmaine.gov)

### Diane Hamilton, Executive Assistant and General Assistance Administrator

Email: [dhamilton@rockportmaine.gov](mailto:dhamilton@rockportmaine.gov)

---

## Town Manager's Report & Update October 10, 2023

### Storm Update:

Rockport was impacted by a significant storm formerly named Hurricane Lee on Saturday, September 16<sup>th</sup>. At the storm's height, we experienced high winds and rain which caused tree damage throughout the town and knocked out power to more than half of the Town's residents. Downed trees and limbs leaning on power lines closed many streets, but within 24 hours power was restored and roads were re-opened. Many thanks go out to our public works crew and our fire department volunteers who worked through the storm to protect our residents. Further, town staff were deeply engaged with this storm event with extensive planning the week prior to the storm to ensure the Town's response was as effective and efficient as it can be.

A big help with this event as compared to the Halloween 2021 storm was the use of the Civic Ready emergency alert system. While we utilize the Town's Facebook and Twitter accounts to inform the public, the ability through Civic Ready for our residents to receive text or email alerts on issues in their neighborhoods is incredibly useful. None of the contact information gathered to use this service can or will be used for any other reason than for town alerts. We are trying to help our residents be informed about everything from big events like a hurricane hitting Rockport to even a road construction impacting their street to reminding residents about tax due dates or election times. The best part of the service is that you select what information you wish to receive. If you don't know how to sign up, call our office and we can either walk you through it over the phone or do so when you come in to pay taxes or register your car.

### Knox County Dispatch Update:

Knox County Commissioners Ed Glaser and Sharyn Pohlman visited the Select Board's meeting last month to provide an update on the status of the Knox County Regional Communications Center. The Commissioners outlined how the county is addressing this matter and when the county expects to return to stable footing in terms of the center's operations. The Board voted following the discussion to release the funds for the dispatch services.

The county commissioners and Select Board agreed conversation must continue to incorporate the municipalities and county. Through this saga, experienced public safety officials and municipal leaders have reached out to help avert catastrophe as the municipalities recognize the value of the dispatch service. Time will tell if these offers to help will be welcomed and true collaboration can begin to flourish.

**Upcoming Town Office Closures:**

Monday, October 9<sup>th</sup> town buildings will be closed to observe Indigenous Peoples' Day.

**Town Clerk:**

Tax Due Date. The first property tax payment is due on Tuesday, October 17<sup>th</sup>. Our online tax payment system is now live on the Town website. Reminder letters have recently gone to those who have not yet paid property taxes and we have already received over 230 payments online. The tax bills sent out last month included information about how to use this service.

Election Day. Rockport's polling place will be open Tuesday, November 7<sup>th</sup> from 8 AM – 8 PM at the Rockport Town Office in the Richardson Room. Please enter through the side door which will be clearly marked. All ballot information will be available on our town website at [rockportmaine.gov](http://rockportmaine.gov). Absentee ballots will be available next Tuesday, October 17<sup>th</sup> but residents are able to request their ballots now. Those without extenuating circumstances must request an absentee ballot by November 2<sup>nd</sup>.

Dog Licenses. Will be available in a couple of weeks to register your dog.

**Planning and Community Development:**

New Hire. Sierra Lary started on September 25<sup>th</sup> as our new Office Assistant for the Planning and Community Development Office. Some in the community may know Sierra from her role teaching fitness classes at the Penobscot Bay YMCA, but Sierra has spent many years working in title and law offices.

Comprehensive Plan. Following direction from the Select Board, the process for a new Comprehensive Plan has moved into a new gear. Planning and Community Development Director Orion Thomas is working to draft the varied sections of the plan before placing those drafts before our Comp Plan committee.

**Fire Department:**

Calls. We are once again on pace to set a record for calls for the department for a year with 215 calls thus far this calendar year.

West Rockport Fire Station Updates: Construction has begun at the corner of Route 90 and Route 17 toward a new fire station. Farley Inc. has begun their site work and preparing the ground for the pouring of the foundation. The dumpster on the corner is not the ideal spot to welcome travelers to West Rockport but the tight lot layout doesn't provide better options. Maine Coast Construction is proceeding with an aggressive timeline to help us get this building constructed in use.

For those interested in learning more about joining the fire department, please contact Chief Peasley at [jpeasley@rockportmaine.gov](mailto:jpeasley@rockportmaine.gov)

### **Buildings and Grounds:**

With our mowing season slowing down, our Buildings and Grounds staff are now preparing for the change in seasons and tackling some of the projects that are too time-consuming to tackle in the summer. Most notably, Glen and Matt will be assisting in building a 10 x 18 shed at the Town Office for additional storage space.

### **Police Department:**

New Hire. Officer Philip D'Ariano started on September 25<sup>th</sup>. He will be our newest Patrol Officer and will be attending Phase 2 Law Enforcement training at the Criminal Justice Academy in Vassalboro before hitting the road under the supervision of more seasoned officers.

Training. In kind with Officer D'Ariano's arrival, Officer Celjeta Bixhaku will be attending Field Officer training to provide our department with yet another officer who can support the training of new officers. With so many job vacancies in law enforcement, Rockport has to be as well prepared as possible to support prospective officers who have are new to this field.

### **Public Works:**

Retirement. After 35 years of service to the Town of Rockport, Greg Howard will finally be able to avoid those early morning phone calls to come in and plow. As of October 1, Greg is retiring from our public works department. While we were able to hire Greg's replacement, earlier this fall, his departure and his wide smile will be missed by all of us. Congratulations Greg and enjoy your newly found time hiking and spending time in the woods.

Our public works department has lost over 100 years of experience over the last few months, but our newly promoted crew leaders, Devin Field and Keith Massengale, are helping to fill that void. Also, I want to welcome our aforementioned new hire, Greg Bowman, to our public works crew. "New Greg" as he has been aptly named, lives in Washington with his family and has been a great addition to our team.

Projects. Public Works will be working on Kathy's Lane, Amsbury, Birch Street, Pine Street, and Camden Street over the next couple of weeks to prepare paving in the middle of October. We are hoping to use our Civic Ready alert system to update residents of those roads all as those on Forrest Street West, Forrest Glen, and Winding Way on the status of those projects. We are trying to make a greater attempt to reach out to residents prior to work commencing on town roads and sending letters to homeowners on each of those roads with maps of the areas we are working so they can better understand where the Town's ownership of the road begins and ends. In most cases, the town's right of way extends well into what most homeowners consider as part of their property, so the better residents understand what they do, or don't, own the easier it is for the Town to complete projects efficiently.

Parking: Additional painting and signage will soon be installed through the densest portion of Rockport Village in the aftermath of the Select Board's recently approved Parking Traffic Ordinance. Unless otherwise marked, all parking will be 2-hour parking, and No Parking locations will be clearly marked. The fall is usually a time when parking spots are more abundant in the Village and therefore, we will provide time for this adjustment for our residents, employees of businesses in this area, or patrons of our businesses. This is not a situation where the Town is eager to jump to enforcement but rather hopes for compliance with these new rules.

## **Harbor:**

With fall here and boats beginning to be removed from their moorings, our Deputy Harbormaster Jared Cummings will be departing as of October 15<sup>th</sup>. This means after this date, Harbormaster Abbie Leonard will be a one woman show at the harbor. Though Abbie is a full time employee, that frequently does not let someone be available at all times at the harbor. Please contact me via phone or email if you need to reach Abbie or set up a time to meet, if necessary.

## **Assessing:**

Announcement. Maine Association of Assessor's presented our Kerry Leichtman the Maine Assessor's Award. A plaque was given to both Camden and Rockport towns to display at the town offices. Though my initial experiences with Kerry came through his long-term role as chair of the Planning Board over two decades ago, most of our residents are most familiar with Kerry's recent role as Rockport's assessor. Though Kerry is officially an employee of the Town of Camden with whom Rockport has a contract, there is no doubt in my mind how deeply cares for Rockport and its people. That Kerry's colleagues across Maine see his professionalism and the strong role he played in fixing a very troubling property tax stabilization law to give him this award is a testament to how good Kerry is at his craft. However, Rockport residents have, for many years, recognized how good we've had it with Kerry at the controls. Being an assessor is not without challenges, certainly rapidly increasing property values amplify those challenges, but from those of us around Rockport town government from two decades ago, a good assessor is invaluable, and we certainly have one in Kerry Leichtman.

Training. Kerry, Caitlin and Rebecca attended the Maine Association of Assessor's conference for three days.

## **Library:**

Closed. The Rockport Public Library experienced a burst sprinkler pipe during the brief but brutal cold snap on the first weekend of February 2023. Thankfully, emergency responders were on the scene within minutes, and the flood was quickly contained. While the library's book collection was spared, the wooden floors took the brunt of the damage and need to be replaced.

In order to make repairs, the Rockport Library will be closed to the public during the month of October, beginning Monday, October 2. The anticipated date for reopening is in early November. Patrons are encouraged to check the library's website ([rockportlibrary.net](http://rockportlibrary.net)) and **Facebook** page for construction updates and service announcements.

The book drop will be locked at 4:30 p.m. on Saturday, September 30. If you are not ready (or are unable) to return the books you have checked out by that time, please hold onto the books, and return them once the library reopens in November. There will be no fines or overdue penalties. The library urges you to stop in soon and stock up so that you have plenty of material to enjoy during the closure.

Rockport Library members can also bring their library cards to nearby Camden and Rockland libraries to check out books, DVDs, and audiobooks. A physical card must be presented at these libraries. **Please come by the Rockport Library before September 30 if you need a replacement card.**

Patrons will not be able to request books through interlibrary loan after September 20 and through the duration of the closure. Library staff will not be onsite during the closure to answer telephone calls. However, staff can be reached by emailing questions to: **rpl@rockport.lib.me.us**.

The staff of the library appreciates your patience and will work diligently to return to regular operating hours and services as soon as possible.

#### Outside Events.

**Saturday October 21<sup>st</sup> - 10:30 AM - 11:30 AM - Pumpkin Painting in Memorial Park (Across from the Library)** Get into the spirit of the season with a family pumpkin painting event in Memorial Park (across from the Rockport Library). One pumpkin will be provided to each child participating. Stephanie will have all the paint and supplies needed for kids to create their perfect Halloween pumpkin. The rain date will be October 24 at 4pm.

**Wednesday, October 25<sup>th</sup> - 4:00 PM - 5:00 PM - Halloween Costume Parade in Memorial Park (Across from the Library)** Families are invited to dress up and join Stephanie in Memorial Park (across from the Rockport Library) for a Halloween parade through Rockport Village. At the conclusion of the parade, families can gather back in Memorial Park to enjoy a cup of cider or hot chocolate and a homemade treat. Stephanie will also be reading a special Halloween story. The rain date for this event is October 26 at 4pm.

Keep an eye on the Rockport Public Library website and Facebook page. We will also provide a list of events in our Rockport Resource Newsletter.

#### **Opera House:**

Good News - the Opera House is open!

Events. **Saturday, October 21<sup>st</sup> - 7:00 PM – 9:00 PM - A Dancer’s Journey to Live!** A one-woman show with dancer Korinn Mowrey. A performance about the art of manifestation through the power of intention. Korinn Mowrey has created a new work about the art of manifestation, her journey overcoming addiction, and the power of intention. Through dance, story, and humor, Korinn lifts the audience, and teaches us the power to prevail.

Founder of Makin’ Waves in Health and Fitness, Korinn specializes in coaching clients on whole-food nutrition, personal training, and shifting personal narratives of struggle into intentional living with meaning and gratitude. Korinn’s work centers on empowerment as she delivers a unique dance performance, guiding the audience on an interactive journey. Join us for this open-hearted, important event! Show will be 90 minutes followed by a Q and A

The Town will also be hosting a New Years Eve Party with the outstanding local band Creatures of Habit. More information soon.

#### **Civic Ready:**

We encourage all residents to sign up for this, if you are interested in knowing what is happening in the Town of Rockport. What is great about this system is that you decide which types of information you receive whether it is a reminder when property taxes are due to information on an upcoming event at the Opera House or when a public works project is happening in your neighborhood; Civic Alert can keep you informed. Those interested can also sign up for alerts on our website at <https://rockportmaine.gov/civicready>

#### **Employment Opportunities:**

We have several job openings with the Town of Rockport, stop by the Town Office for an application or call and we can email you an application. Also, job applications are available on our town website, along with a detailed job description. <https://rockportmaine.gov/jobs>

All applications will be accepted until the positions are filled. The Town of Rockport is an Equal Opportunity Employer.

- **Opera House - Marketing and Booking Agent** – The Marketing/Booking Agent is responsible for marketing the Opera House to any individual or group for private events. The House Marketing/Booking Agent will be involved with the renter on all aspects of the event, including but not limited to, rental contracts and licensing, logistics and table floor plans. The Marketing/Booking Agent will be present during events as needed, quite often this requires working evenings and weekends. The Marketing/Booking Agent collaborates with local organizations for Community events, as needed. The Marketing/Booking Agent is responsible for developing and implementing a marketing strategy, materials, and advertisements, for the Opera House, and other events as needed.
- **Video Technician** – This position’s primary responsibilities are to operate the video and audio equipment at the Rockport Opera House for recording and Livestreaming meetings and events. This is a part-time year-round position with a lot of flexibility (most hours are evenings with some occasional weekends needed).

**Wastewater:**

Maine Water Assistance Program. Is a federally funded program to help support eligible households in having access to drinking water and wastewater utility services. Households will be required to have water liability in order to be eligible for the drinking water/wastewater program. To receive an application, you can call 888-623-6762 or email [water@mainehousing.org](mailto:water@mainehousing.org).

**Recreation Committee:**

If you want to schedule the use of a field for next year, email [rockportrec@rockportmaine.gov](mailto:rockportrec@rockportmaine.gov).

**Rockport Resource Newsletter:**

If you would like to receive the Rockport Resource Newsletter via email you can sign up through our website. Our next edition will be coming out in the next few weeks!

## Consent Agenda

- a. Committee Resignation(s):
  - Bob Kennedy – Conservation Commission and WRRF
- b. Approve Meeting Minute(s):
  - September 11, 2023, Meeting Minutes

### *Suggested Motion:*

*I move the Board Approve the Consent Agenda as presented (or amended)*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						



NAME	ATTEND
Denise Munger, Chair	✓
Eric Boucher, Vice-Chair	✓
Jim Annis	✓
Kim Graffam	✓
Michael Thompson	✓
Jonathan Duke, Town Manager	✓
Rockport AV Staff	✓
General Public	✓



**September 11, 2023 – 6:00 p.m.**

**Library**

## Consent Agenda

- a. Approve Meeting Minute(s):  
August 28, 2023, Meeting Minutes

***Suggested Motion:***

***I move the Board Approve the Consent Agenda as presented (or amended)***

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				X		
Eric Boucher, Vice-Chair				X		
Jim Annis				X		
Kim Graffam	✓			X		
Michael Thompson		✓		X		

**Action Item**

- a. Act on Committee Workplan(s):
  - Library Committee

**Manager’s Comments: Action item**

In your packet is a work plan for your approval.

Each committee is required to have a work plan approved by the Select Board each year so we can plan for any upcoming budgetary items. The Select Board has the opportunity to alter and adjust the committee’s proposed workplan to account for items and priorities in line with the vision the Select Board has for the committee’s efforts over the next year. This is the Board’s opportunity to ensure the direction the Board has in mind for this committee is memorialized in this document.

Certainly the availability of parking is a significant issue for patrons of the library and the town at large. It would seem reasonable to request of the Library Committee an amendment of their workplan to assist in this pursuit.

Library Committee: The proposed work plan is sufficient to meet the needs of the committee’s base line. The relationship between the committee and the Select Board does not provide the Board with oversight of their activities. However, this process for adoption of a work plan is meant to support synergy between the Board and the various committees. Perhaps this occurs through a communication of goals through this process.

**Suggested Motion:**

*I move the Board approve the workplan(s) as presented (or amended).*

*W/ a recommendation to consider parking additional for the budget*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair				↓		
Eric Boucher, Vice-Chair						
Jim Annis		✓				
Kim Graffam	✓					
Michael Thompson					✓	

**Additional Comments:**

## Action Item


b. Act on General Assistance Ordinance

### Manager's Comments: Action item

Following the completion of the public hearing at the outset of Tuesday's meeting, the Board will need to approve the General Assistance Maximums for Knox County for the Town to use these figures in our calculations for general assistance eligibility. This process is mandated by state law.

### Suggested Motion:

*I move the Board adopt the 2023 General Assistance Ordinance as presented.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair		✓				
Jim Annis	✓					
Kim Graffam						
Michael Thompson						

Additional Comments:


## Action Item

c. Act on Vulcan Sign Eagle Scout Project

### Manager's Comments: Action item

For well over a year, Legacy Rockport <sup>new</sup> has been working with a Rockport Eagle Scout candidate, James Lent, concerning ~~improving the~~ signage around the Vulcan locomotive at Marine Park. Last summer saw a tremendous undertaking as Legacy Rockport fundraised to restore the Vulcan and with the support of town staff, Rockport Steel and Rockport Marine... that project became a reality. James noticed the need for more information in and around the Vulcan ~~wanted to be part of telling the story of the locomotive and of the role trains played in Rockport's past.~~ <sup>and</sup>

*+ Bill Chapman*

The Board will be asked to approve the placement of a new sign at Marine Park for this purpose.

### Suggested Motion:

*I move the Board approve the Vulcan Sign <sup>statement w/ potential changes to the text</sup> as presented (or amended)*

*as approved by the Town mgmt*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair	✓					
Jim Annis						
Kim Graffam						
Michael Thompson		✓				

### Additional Comments:


## Action Item

d. Act on Special Town Meeting Warrant

### Manager's Comments: Action item

The warrant for the November 7, 2023 Special Town Meeting referendum election is attached. This is a very complicated matter as each article impacts the charter but we have to present each item individually to reflect these are separate ideas which may or may not be combined to alter the charter following the vote.

All items presented are not considered impactful items which alter the form of government Rockport operates under. Instead, these changes are largely items which are brought about by the fact that time has marched on since the 2005 adoption of the initial charter. The most impactful of these, is in Article 2 which provides changes to the grammar, gender neutral pronouns, and simple updates to law changes over the last 18 years. These changes are reflected in the draft of the charter which falls first in this section of your packet. For each article after article 2, there is an individual proposal which shows all edits for that article. The Town Attorney has reviewed all of these amendments and the structure of the warrant.

### *Suggested Motion:*

*I move the Board approved the Special Town Meeting Warrant as presented. (or amended)*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair	X					
Jim Annis		X				
Kim Graffam						
Michael Thompson						

### Additional Comments:


## Adjourn

*Suggested Motion:*

*I move the Board adjourn the meeting.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis		×				
Kim Graffam	×					
Michael Thompson						

## Action Item

- a. Act on Committee Application(s):  
➤ Bob Kollmar - WWRF

### Manager's Comments: Action item

Bob will be in attendance to answer any questions you may have about him.

### *Suggested Motion:*

*I move the Board approve Bob Kollmar's application for the Water Resource Advisory Task Force. There are no terms on the task force.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						

Additional Comments:




**APPLICATION FOR COMMITTEE SERVICE**  
**Town of Rockport • 101 Main Street • Rockport, ME 04856**

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ Work Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Phone Number: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Committee you wish to serve on: \_\_\_\_\_

Why do you want to serve on this committee?

---

---

---

---

---

---

Do you have any background that would be helpful to this committee?

---

---

---

---

---

---

Land Use philosophy: (if applicable)

---

---

---

---

**APPLICATION FOR COMMITTEE SERVICE – continued**

---

Are there objectives you wish to see accomplished?

---

---

---

---

Are you interested in serving on other committees?

---

---

---

Interview comments:

---

---

---

---

---

Appointment Date: \_\_\_\_\_

## Action Item

b. Act on Abatement 360PP

### Manager's Comments: Action item

This is a simple matter where the owner of this personal property had already sold the assets taxed and therefore should not have been taxed for this tax year.

### *Suggested Motion:*

*I move the Board approve the Abatement for 360PP.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						

Additional Comments:


**TOWN OF ROCKPORT, MAINE**  
**CERTIFICATE OF ABATEMENT**  
Title 36 M.R.S.A. §841

File Number: **MO1-2022**  
Tax Year: **2022**  
Account: **360 PP**

Location: Various  
MAP/LOT: N/A  
TIF District: N/A

Property Owner: Yamaha Motor Finance Corporation  
PO BOX 24770  
Nashville, TN 37202

<b>2022</b>			
<i>Total Value Abated</i>	\$	6,000	
<i>Tax Rate</i>	X	15.45	
<b>Abatement</b>	<b>\$</b>	<b>92.70</b>	<b>+ Interest</b>

Reason: Assessment Error – Business disposed of assets on 3/15/2022 but did not file notice with the town until 4/18/2023

I hereby certify to Elizabeth Lowe, Tax Collector for the Town of Rockport, Maine, that an abatement of property tax has been granted by me to the above-named property owner in the amount of **\$92.70**.

You are hereby discharged from any further obligation to collect the amount abated as provided by law.

Given under my hand this **tenth** day of **October, 2023**.

\_\_\_\_\_  
Denise Munger  
Select Board Chair

\_\_\_\_\_  
Jim Annis  
Select Board

\_\_\_\_\_  
Eric Boucher  
Select Board Vice-Chair

\_\_\_\_\_  
Kimberlee Graffam  
Select Board

\_\_\_\_\_  
Michael Thompson  
Select Board

*Original to be affixed to the 2022 commitment book*

Rockport Town Assessor  
 101 Main Street  
 DORCHESTER ME 04556-0010

Maine Revenue Services - Property Tax Division  
**Business Equipment Tax Exemption Application**  
 (36 M.R.S. §§ 691 – 700-B)

This application must be filed every year with the municipal assessor no later than May 1

Name of Business: \_\_\_\_\_ Type of Business: Specialty - Leasing Account # 0360

Business Address: 6555 Katella Avenue, Cypress, CA 90630 5101

Name of Owner: Yamaha Motor Corporation USA ~D~

(See instructions on reverse page)

	Description of the Exempt Equipment (please be specific)	Purchased / Placed in Service in Maine (Month / Year)	Current Age	Cost or Value New	Estimate of Current Value	Physical Address of Equipment (Leased Equipment Only)	To be Completed by the Assessor	
							TIF (Y / N)	BETE Eligible (Y / N)
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

SEE ATTACHED

Applicant (or property owner) signature: Under penalties of perjury, I declare that I have examined this application and accompanying schedules and, to the best of my knowledge and belief, they are true, correct and complete. Declaration of preparer (other than applicant) is based on all the information of which the preparer has knowledge.

Applicant Signature: Matt But Date: 04/13/2022  
 Preparer Signature: Matt But Date: 04/13/2022

Assessor (or agent of the assessor) signature: Under penalties of perjury, I declare that I have examined this application and accompanying schedules and, to the best of my knowledge and belief, they are true, correct and complete.

Assessor (Agent) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 2023 Disposed Assets

Account Number: 0360

Tax Payer Name: Yamaha Motor Corporation USA ~D~

Location Address: Various Locations, ME

Acq. Date	Disp. Date	Asset Number	Asset Description	Cost (\$)
04/01/2015	03/15/2022	29371	2 YT2AN	13,717.17
<b>Grand Total</b>				<b>13,717.17</b>

**From:** [Liz Lowe](#)  
**To:** [Caitlin Thompson](#); [matt.burket@ryan.com](mailto:matt.burket@ryan.com)  
**Subject:** 360PP  
**Date:** Friday, April 14, 2023 11:44:39 AM

---

Hi Caitlin,  
Matt just called and asked about his April tax payment. The business officially closed on 4/15/22 and he sent the town a letter stating so on 4/13/22 and can provide proof of the postmarked letter. I told him I would reach out to you to guide us if there is anything he needs to do. I do see that he still owes the second half. His number is 615-514-6403.  
Thanks,

*Liz Lowe*

**Town of Rockport**

101 Main St

Rockport, ME 04856

207-236-9648 207-236-0112 (fax)





# Certificate of Mailing — Firm (Domestic)



ZIP 37219 \$ 002.35<sup>0</sup>  
02.4W  
0000361957 APR 13 2022

Name and Address of Sender  
 Yamaha Motor Finance Corporation  
 c/o Ryan, LLC  
 PO Box 24770  
 Nashville, TN 37202

TOTAL NO. of Pieces Listed by Sender: 4

TOTAL NO. of Pieces Received at Post Office: H

Postmaster, per (name of receiving employee): J. Swa

Affix Stamp Here  
 Postmark with Date of Receipt:  
 NASHVILLE TN ARCADE STA  
 APR 13 2022  
 USPS - 37219

USPS Tracking Number Firm-specific Identifier	Address (Name, Street, City, State, and ZIP Code™)	Postage	Fee	Special Handling	Parcel/Airfit
RP1349250 2022 Personal Property Tax Returns	Rockport Town Assessor 101 Main Street Rockport, ME 04856-0010		\$0.47		
RP1349256 2022 Personal Property Tax Returns	Town of Bristol Assessor PO Box 339 Bristol, ME 04530		\$0.47		
RP1349259 2022 Personal Property Tax Returns	Town of Bristol Assessor 200 Hammett Road Bristol, ME 04530		\$0.47		
RP1349261 2022 Personal Property Tax Returns	Town of Jonesboro PO Box 96 Jonesboro, ME 04848		\$0.47		
RP1349252 2022 Personal Property Tax Returns	Town of Litchfield Assessor 2400 Hollowell Rd Litchfield, ME 04350		\$0.47		
RP1349263 2022 Personal Property Tax Returns	Wilton Town Assessor 156 Weld Road Wilton, ME 04294		\$0.47		



## Action Item

c. Act on Abatement 2374RE

### Manager's Comments: Action item

This abatement concerns an error in the assessment because the parcel was missed during a transfer in 2021.

### *Suggested Motion:*

*I move the Board approve the Abatement for 2374RE.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						

Additional Comments:


CURRENT OWNER		TOPO TYPE	UTILITY	STREET	LOCATION	CURRENT ASSESSMENT	
SUSCA, PETER M		3 Below Street				Description	Assessed
POLLOCK, BETSY G		TOPO WET	EASEMENT	TRAFFIC	CORNER	RES LAND	14,400
111 WEST OLMOS DRIVE		5 Steep	2 Suburban			Code	Appraised
				VIEW	COMMUNITY	1320	14400
							Assessed
							14,400
SAN ANTONIO TX 78212		SUPPLEMENTAL DATA					
GIS ID 014-069		3 Unpaved					
		SUBDIVISIO					
		TIF					
		LD-290					
		Parcel User					
		Parcel User					
		Assoc Pid#					
		NOTES					

RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	Q/U	VI	SALE PRICE	VC	PREVIOUS ASSESSMENTS (HISTORY)					
SUSCA, PETER M	4776	0202	02-27-2014	U	V	310,000	1	Year	Code	Assessed	Year	Code	Assessed
HALLIGAN, BEATRICE P	3868	0001	10-03-2007	Q	V	23,000		2021	1320	19,300	2020	1320	19,300
WEAVER, DORIS SNOW	0491	0223		U	V	0		Total	Total	14,400	Total	Total	14,400

EXEMPTIONS		Amount	Description	Number	Amount	Comm Int
Total Exemption		0.00				

ASSESSING NEIGHBORHOOD		Street Index Name	Tracing	Batch
Nbhd	0001			

BUILDING PERMIT RECORD		Amount	Insp Date	% C	Date Comp	Date	Type	Is	Id	Cd	Purpose/Result
Permit						10-25-2004			FD	99	Vacant Land
Issue Date											
Type											
Comments											

NET PARCEL VALUE		VISIT / CHANGE HISTORY									
NET PARCEL VALUE		14,400									
Appraised Bldg. Value (Card)		0									
Appraised Xf (B) Value (Bldg)		0									
Appraised Ob (B) Value (Bldg)		0									
Appraised Land Value (Bldg)		14,400									
Special Land Value		0									
Total Appraised Parcel Value		14,400									
Valuation Method		C									
Exemption		0									
Adjustment											

LAND LINE VALUATION SECTION																			
B Use Co	Description	Zone	D	Fronta	Depth	Land Units	Unit Price	I. Fact	S.A.	Ac Di	C. Fact	St. Idx	Adj	Notes	Special Pricing	Size A	Adj Unit Pric	Land Value	
1	1320 Res Land Und					8,826 SF	4.35	1,500	3	1,000	0.20	70	1.25	SIZE		0	1,000	1.63	14,400
Total Card Land Units												0.20	AC	Parcel Total Land Area: 0.20		Total Land Value		14,400	

This signature acknowledges a visit by a Data Collector or Assessor

CONSTRUCTION DETAIL		CONSTRUCTION DETAIL (CONTINUED)										
Element	Code	Description	Description									
Style	99	Vacant Land										
Model	00	Vacant										
Grade												
Stories												
Occupancy												
Ext Wall 1												
Ext Condition												
Roof Struct												
Roof Cov												
Int Wall 1												
Int Condition												
Int Fir												
Int Fir 2												
Heat Fuel												
Heat Type												
AC Type												
# Bedrooms												
# Bath												
# Half Baths												
Xtra Fixtures												
# Rooms												
Bath Style												
Kit Style												
# Kitchens												
Condition												
Usrflid 103												
Usrflid 104												
Usrflid 105												
Usrflid 106												
Basement												
# Park												
Fireplaces												
Fndtn Cond												
<b>OB - OUTBUILDING &amp; YARD ITEMS(L) / XF - BUILDING EXTRA FEATURES(B)</b>												
Code	Description	Su	Sub Type	Units	Unit Price	Yr Bit	%	Dep.	Cond	Gra	Qual	Apprais Va
<b>BUILDING SUB-AREA SUMMARY SECTION</b>												
Subarea	Description	Living	Gross	Eff Area	Unit Cost	Undeprec Value						
		Total Liv / Gross / Eff Area	0	0	0	0						

No Sketch

**TOWN OF ROCKPORT, MAINE  
CERTIFICATE OF ABATEMENT**

Title 36 M.R.S.A. §841

File Number: **MO2-2022**  
Tax Year: **2022**  
Account: **2374 RE**

Location: Wildwood Lane  
MAP/LOT: 014-069  
TIF District: N/A

Property Owner: Peter Susca & Betsy Pollock  
111 West Olmos Drive  
San Antonio, TX 78212

<b>2022</b>		
<i>Total Value Abated</i>	\$	14,400
<i>Tax Rate</i>	X	.01545
<b>Abatement</b>	<b>\$</b>	<b>222.48 + Interest</b>

Reason: Assessment Error – Second parcel was missed when transferred 5/19/21

I hereby certify to Elizabeth Lowe, Tax Collector for the Town of Rockport, Maine, that an abatement of property tax has been granted by me to the above-named property owner in the amount of **\$222.48**.

You are hereby discharged from any further obligation to collect the amount abated as provided by law.

Given under my hand this **tenth** day of **October, 2023**.

\_\_\_\_\_  
Denise Munger  
Select Board Chair

\_\_\_\_\_  
Jim Annis  
Select Board

\_\_\_\_\_  
Eric Boucher  
Select Board Vice-Chair

\_\_\_\_\_  
Kimberlee Graffam  
Select Board

\_\_\_\_\_  
Michael Thompson  
Select Board

*Original to be affixed to the 2022 commitment book*

Real Estate Transfer Tax Paid

Receipt # 129447 KNOX SS: RECEIVED  
VOL 5775 PG 72  
ERECORDED 08/16/2021 08:09:49 AM  
3 Pages  
Instr # 2021-8920  
ATTEST: Madelene F. Cole, Knox Co Registry of Deeds

**DLN:1002140149354**

**WARRANTY DEED  
Short Form**

WE, PETER N. SUSCA and BETSY G. POLLOCK of San Antonio, Texas, for consideration paid, give, grant, bargain, sell and convey unto RICHARD KREMENTZ and BARBARA KREMENTZ whose mailing address is PO Box 1184, Rockport, ME 04856, their heirs and assigns, as joint tenants with *WARRANTY COVENANTS*, a certain lots or parcels of land with the buildings and improvements thereon situated in the Town of Rockport, County of Knox and State of Maine, said premises being more particularly bound and described as follows:

Parcel One

BEGINNING on the westerly side of Ballard Avenue, so called, and at a brass marker in the ledge which is 218 feet, southwesterly from a stone wall, said stone wall running from the Atlantic Highway to the shore of Penobscot Bay on a bearing South 22° East; then North 55° West 288 feet more or less to a point, then South 36° West 300 feet more or less to a point. Then South 55° East 270 feet more or less to the westerly side of Ballard Avenue. Then northeasterly following Ballard Avenue to place of beginning containing 2 acres more or less.

EXCEPTING a certain lot or parcel of land conveyed by Beatrice P. Halligan to Jon A. Bauer and Katherine H.K. Bauer in a deed dated April 24, 1998, and recorded at the Knox County Registry of Deeds in Book 2222, Page 179, bounded and described as follows:

BEGINNING in the common boundary between land of Halligan and land of Bauer at a point lying North 73° 44' 41" West and forty-five (45) feet from a brass circle in ledge at the northeasterly corner of land of Halligan; thence North 73° 44' 41" West by other land of Bauer forty (40) feet; thence southerly at a right angle to the first course herein and by other land of Halligan five (5) feet; thence South 73° 44' 41" East by other land of Halligan forty (40) feet; thence at a right angle to the last described course and by other land of Halligan five (5) feet to the place of beginning.

FOR REFERENCE see the plan entitled "Rockport Ledges Master Plan, Made for Northland Investment Corporation" by Main-Land Development Consultants, Inc., dated September 3, 1980, approved by the Town of Rockport Planning Board, September 15, 1980, and recorded at said Registry in Cabinet 3, Sheet 196.

ALSO CONVEYING a right of way for foot and vehicular traffic and for electric transmission lines and all other utility lines or pipes from the first described lot to the second described lot in a deed from Gilbert Harmon and Harold F. Halligan, Executors under the Will of

Olive L. Halligan, dated September 12, 1979 and recorded at the Knox County Registry of Deeds in Book 768, Page 155, over Ballard Avenue as shown on a plan by Adin L. Hopkins for George E. Allen, and over Wildwood Avenue as shown on said plan and over a strip of land twenty (20) feet in width running from Wildwood Avenue along the westerly boundary of Radloff to the northeast corner of the second described lot described in said deed at Book 768, Page 155. Also conveying a right of way in common with others for foot and vehicular traffic and for electric transmission lines and all other utility lines or pipes from U. S. Route 1 to the first and second parcels described in said deed recorded at said Registry in Book 768, Page 155, over Wildwood Avenue as shown on the plan by Adin L. Hopkins for George E. Allen. For reference see deed Pamela G. Terry, Personal Representative of the Estate of Harold F. Halligan to Beatrice P. Halligan dated February 27, 2014 and at the Knox County Registry of Deeds in Book 4776, Page 201.

Parcel Two

BEGINNING on the easterly side of the private way on the southwest corner of Sarah L. Pascal's cottage lot; thence South 69½° East one hundred ten (110) feet to a stake and stone; thence South 20° West eighty (80) feet to a stake and stone; thence North 69½° West one hundred ten (110) feet to a stake and stone; thence North 20° East eighty (80) feet to a stake and stone, to the place of beginning.

The last-described course bounds on the private way.


Together with the right of way from said lot to the Rockland Road.

MEANING AND INTENDING to describe and to convey herein the same premises described in a deed from Beatrice P. Halligan to Peter N. Susca and Betsy G. Pollock, dated February 27, 2014, and recorded in the Knox County Registry of Deeds in Book 4776, Page 202.

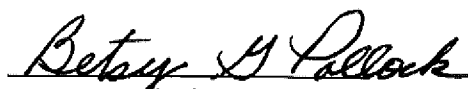
WITNESS our hands and seals this 19<sup>th</sup> day of May, 2021.

Signed, Sealed and Delivered  
in the Presence of:

\_\_\_\_\_  
Witness

  
Peter N. Susca

\_\_\_\_\_  
Witness

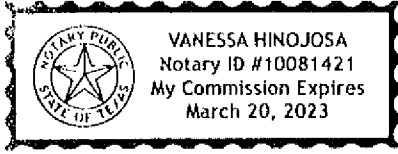
  
Betsy G. Pollock

STATE OF TEXAS

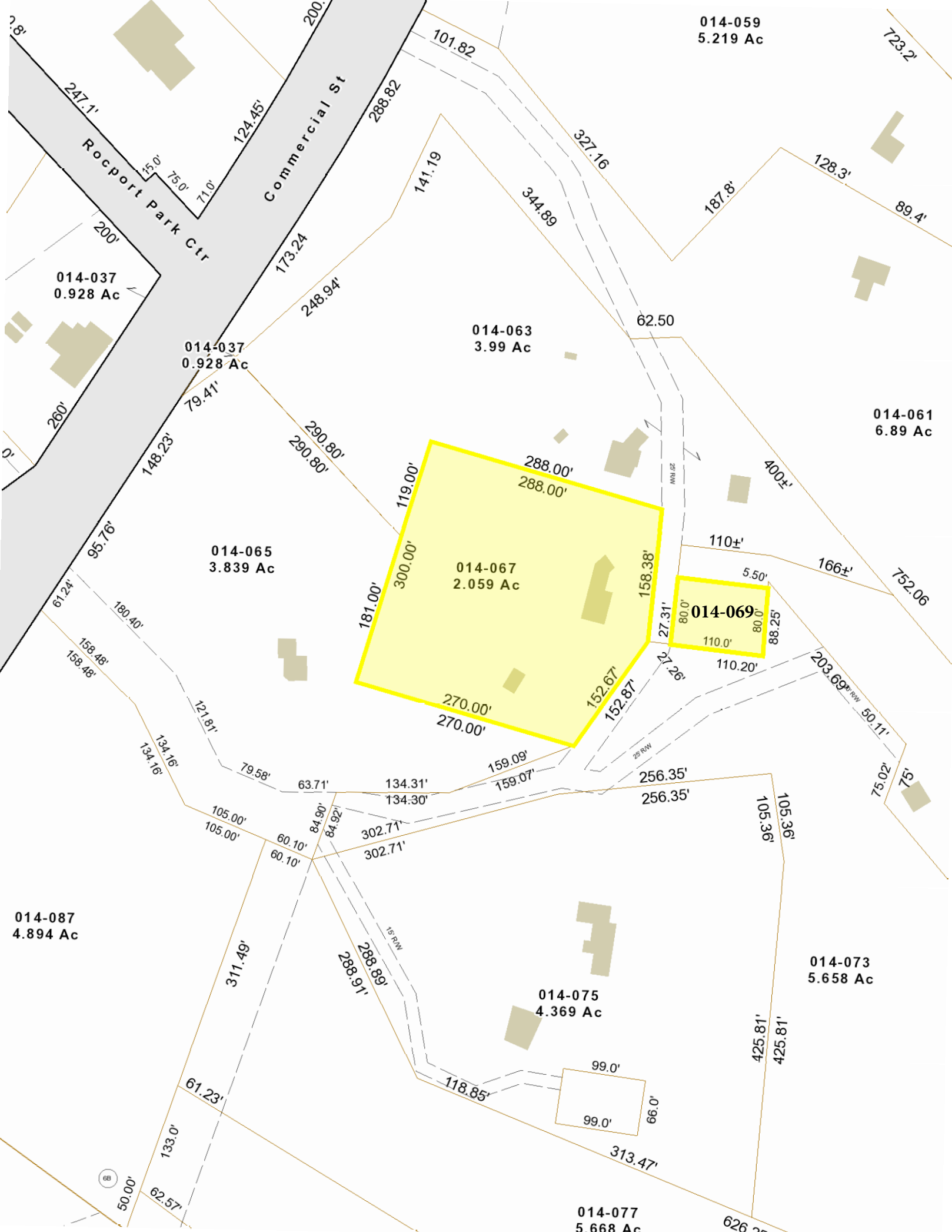
COUNTY OF BEXAR, SS

Dated: May 19, 2021

Then personally appeared before me, the above-named Peter N. Susca and Betsy G. Pollock and acknowledged the above instrument to be their free act and deed.



Vanessa Hinojosa  
Notary Public  
Vanessa Hinojosa  
(Stamp or Print Name of Notary)



014-059  
5.219 Ac

014-037  
0.928 Ac

014-037  
0.928 Ac

014-063  
3.99 Ac

014-061  
6.89 Ac

014-065  
3.839 Ac

014-067  
2.059 Ac

014-069

014-087  
4.894 Ac

014-075  
4.369 Ac

014-073  
5.658 Ac

014-077  
5.668 Ac

Commercial St

Rocport Park Ctr

15' RW

25' RW

6B

247.1'

124.45'

173.24'

101.82'

327.16'

128.3'

723.2'

89.4'

187.8'

62.50'

248.94'

141.19'

344.89'

200'

260'

79.41'

148.23'

290.80'

290.80'

181.00'

300.00'

119.00'

288.00'

288.00'

62.50'

110±'

400±'

166±'

752.06'

61.24'

180.40'

158.48'

158.48'

121.81'

134.16'

134.16'

79.58'

63.71'

134.31'

134.30'

159.09'

159.07'

256.35'

256.35'

203.69' RW

50.11'

75.02'

75'

105.00'

105.00'

60.10'

60.10'

84.90'

84.92'

302.71'

302.71'

105.36'

105.36'

014-087  
4.894 Ac

311.49'

288.91'

288.89'

014-075  
4.369 Ac

425.81'

425.81'

61.23'

133.0'

62.57'

118.85'

99.0'

99.0'

66.0'

313.47'

626.25'



## Action Item

d. Act on Park Street Property

### Manager's Comments: Action item

Attached is a letter from Code Enforcement Officer Scott Bickford asking for the Board to decide as to how it wishes to move forward regarding the property at 150 Park Street. The Town has received complaints regarding the dilapidated status of the home at this location and the Code Enforcement Officer was asked to investigate. Scott's letter describes the options available to the Board to consider.

The owner of the property and her engineer are expected to be present.

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						

Additional Comments:


**Table of Contents**

Overview – Page 2

Rockport Land Use Ordinance and Maine State Statute - Page 3

Findings and Order – Page 5

Drawings and GIS Maps of Land – Page 7

Mike Sabatini Survey – Page 11

Initial Letter Sent October 7, 2022 – Page 12

December Email Giving Feb 1 Deadline and Follow Ups – Page 13

March Email Regarding Tear Down – Page 19

April Email Giving Deadline of April 17 – Page 23

May Email Notifying that Notice of Violation is Forthcoming – Page 24

May through June Emails Regarding Where to Rebuild – Page 26

**Overview:**

Ms. Hart has been given multiple opportunities over the past year to either tear down her building, which has been deemed by Scott Bickford as a “Danger and a Nuisance” according to our Land Use Ordinance, or to rehabilitate the building where it stands. Both the Maine State Statute and Rockport's Land Use Ordinance state that dangerous buildings are prohibited. The Maine State Statute specifically details how the Town may take action should an agreement between the Town and the homeowner not be reached. (see the statute and ordinance on the following pages.) As no response or positive steps have been taken by Ms. Hart in favor of either option for over a year, the Select Board needs to become involved. The result of the Select Board's involvement may be the commencement of legal action by issuing a Findings and Order (as seen on the following page). This issue will be discussed and subsequently voted on by the Select Board on October 10, 2023.

Scott Bickford recommends steps as follows, which would negate the necessity of legal action being taken and a Findings and Order being issued:

1. Receipt of a letter of intent from Mike Sabatini and Liz Hart stating what they plan to do with the building, and their exact timeline. This timeline would need to have an immediate start date.
2. Receipt of a permit application with the exact dates and times that construction would take place. The dates would need to be within the month, if not sooner.

If these steps were not taken, recourse would be for the Select Board to vote to take legal action and issue a Findings and Order. The Town Manager and Select Board may possibly work together to find alternative options.

**Background:**

Prior to October 7, 2022, when official correspondence was sent to Ms. Hart regarding her property, Scott Bickford, the Code Enforcement Officer, had spoken with her multiple times. It had come to his attention that the building at 150 Park Street was vacant, had openings, and had considerable rot. These reasons, among others, are why the building was deemed “Dangerous, and a Nuisance”. He offered Ms. Hart options to tear down or rehabilitate, however no decision was made, and no steps were taken within a reasonable time. Scott also offered her the option of hiring, at her expense, a Structural Engineer who could assess the property and deem it sound, which would help in reducing the urgency of the situation, however that step was not taken. The lack of overall action is what led to the October 7, 2022 letter.

After the October 2022 letter was sent out, Jon Duke, the Town Manager, spoke with Ms. Hart and offered multiple ways in which to move the process forward. These options were to apply for a permit for tear down or rehabilitation, and to have her hired surveyor, Mike Sabatini, contact Jon with information on the property, a plan for a new dwelling to be built on the land, and a timeline of when the work would commence and conclude. None of these options were taken, or have been taken, to date. Ms. Hart still has Mr. Sabatini in her employ, however no communication from him regarding steps forward has been given to the Town since Jon's request. Both Jon and Scott let Ms. Hart know from the beginning that should no action be taken; the Select Board would need to become involved.

Please note that instances of these types of buildings have occurred previously in Rockport. However, in the most recent two cases, these instances did not need to be brought to the Select Board. The reason being is that within a reasonable amount of time, the owner worked with the Town to reach a consent agreement and either rehabilitated the structure or had it torn down. If Ms. Hart had provided concrete evidence by receiving a permit for tear down or construction, hired a structural engineer if needed, or had presented to Scott Bickford steps to either tear down or rebuild, the situation could have been resolved within 1-2 months, if not less.

The following documents support the series of events thus far. As of October 5, 2023, no decision has been communicated to the town as to her plans for the building by either Ms. Hart, or Mr. Sabatini.

**801.3. Water Quality**

1. No new building, structure, activity or use shall discharge untreated wastewater directly to a water body.
2. Where a use or activity presently discharges untreated or improperly treated waste water directly to a water body, there shall be no increase or change in that use that will increase the volume or pollution load of the untreated waste water so discharged.
3. There shall be no storage of materials that by their volume, toxicity, temperature or obnoxiousness or by their location will run off from or percolate into the soils and pollute surface or ground waters.

**801.4. Surface and Stormwater Drainage**

Adequate provision shall be made for surface drainage so that removal of such waters will not adversely affect neighborhood properties, downstream water quality, soil erosion or the public storm drain system.

**801.5. Clearcutting**

1. There shall be no clearcutting of trees within 75 feet of any public right-of-way.
2. Before trees are clear-cut elsewhere within the Town, a written plan endorsing the clear-cut and prescribing steps and a timetable for the revegetation of the land to retard erosion and preserve natural beauty shall be obtained from a professional forester registered in the State of Maine and filed with the Code Enforcement Officer. The plan shall be carried out by the property owner according to the timetable in the plan.

**801.6. Nuisances**

Uses or structures judged to be dangerous, unsightly, noisy, bad smelling, contributing to air pollution, or otherwise offensive to the surroundings or the community as a whole are prohibited.

No person shall make or cause to be made repetitive loud noises which disturb, injure or endanger the comfort, health, peace or safety of others.

The playing of amplified music that can be heard beyond the property line is prohibited after 10 P.M., except that events on Town owned property may extend the playing of music that can be heard beyond the property line to no later than 11 P.M. if:

1. The event proceeds shall be primarily for the benefit of one or more non-profit organizations serving Knox County; and
2. The event received prior approval from the Select Board.

Commercial construction, including the movement of earth-moving equipment, dump trucks, and construction equipment, is prohibited between 6:30 P.M. and 6:30 A.M.

**801.7. Lighting**

1. No lights shall be placed in view of any public roadway or street so that its beams or rays are directed at any portion of the roadway when the light is of such brilliance and so positioned as to impair the vision of the driver of any motor vehicle upon said roadway.  
  
Lighting with a lumen output equal to or greater than a 200-watt mercury light shall not be directed toward the sky or adjacent to properties.
2. No rotating or flashing lights or signals, except safety signaling devices as required by law, are permitted.
3. Adequate buffers using either the natural landscape or artificial screening

**Title 17: CRIMES**  
**Chapter 91: NUISANCES**  
Subchapter 4: DANGEROUS BUILDINGS

**§2851. Dangerous buildings**

The municipal officers in the case of a municipality or the county commissioners in the case of the unorganized or deorganized areas in their county may after notice pursuant to [section 2857](#) ([../17/title17sec2857.html](#)) and hearing adjudge a building to be a nuisance or dangerous, in accordance with [subsection 2-A](#) ([../17/title17sec2851.html](#)), and may make and record an order, in accordance with [subsection 3](#) ([../17/title17sec2851.html](#)), prescribing what disposal must be made of that building. The order may allow for delay of disposal if the owner or party in interest has demonstrated the ability and willingness to satisfactorily rehabilitate the building. If an appeal pursuant to [section 2852](#) ([../17/title17sec2852.html](#)) is not filed or, if an appeal pursuant to [section 2852](#) ([../17/title17sec2852.html](#)) is filed and the Superior Court does not order, stay or overturn the order to dispose of the building, the municipal officers or the county commissioners shall cause the nuisance to be abated or removed in compliance with the order. After recording an attested copy of the notice required by [section 2857](#) ([../17/title17sec2857.html](#)) in the registry of deeds located within the county where the building is situated, the municipality or the county may seek a writ of attachment of the property on which the building is located in accordance with [Title 14, chapter 507](#) ([../14/title14ch507sec0.html](#)) and the Maine Rules of Civil Procedure. [PL 2019, c. 557, §1 (AMD).]

For the purposes of this subchapter, "building" means a building or structure or any portion of a building or structure or any wharf, pier, pilings or any portion of a wharf, pier or pilings thereof that is or was located on or extending from land within the boundaries of the municipality or the unorganized or deorganized area, as measured from low water mark, and "parties in interest" has the same meaning as in [Title 14, section 6321](#) ([../14/title14sec6321.html](#)). [PL 2017, c. 136, §1 (NEW).]

**1. Notice.**

[PL 2017, c. 136, §1 (RP).]

**2. Notice; how published.**

[PL 2017, c. 136, §1 (RP).]

**2-A. Standard.** To adjudge a building to be a nuisance or dangerous, the municipal officers or county commissioners must find that the building is structurally unsafe, unstable or unsanitary; constitutes a fire hazard; is unsuitable or improper for the use or occupancy to which it is put; constitutes a hazard to health or safety because of inadequate maintenance, dilapidation, obsolescence or abandonment; or is otherwise dangerous to life or property.

**FINDINGS AND ORDER** Pursuant  
to 17 M.R.S.A. §§ 2851-2859  
(Dangerous Buildings)

TO: (owner's name) \_\_\_\_\_  
(address) \_\_\_\_\_

On \_\_\_\_\_ (date) at \_\_\_\_\_ (time) at \_\_\_\_\_ (place), the Municipal Officers of the City/Town of \_\_\_\_\_, Maine held a hearing to determine whether the (insert type of building/structure, i.e., residential, commercial) building/structure owned by you and located on land owned by \_\_\_\_\_ and shown on Map \_\_\_\_\_, Lot \_\_\_\_\_ of the current Tax Maps of the City/Town of \_\_\_\_\_, Maine on file at \_\_\_\_\_ (place) is dangerous or a nuisance within the meaning of 17 M.R.S.A. § 2851. Notice of this hearing was duly served on you as the owner and on all parties in interest.

The following persons were present and testified:

\_\_\_\_\_. Based on their testimony and other evidence presented and made part of the record, the Municipal Officers find the following facts:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

Based on the foregoing findings, the Municipal Officers conclude that the building/structure is dangerous or a nuisance because (specify applicable conditions as described in 17 M.R.S.A. § 2851):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

Therefore, pursuant to 17 M.R.S.A. § 2851, you are hereby ORDERED to (specify action):

\_\_\_\_\_.

to be completed within \_\_\_\_\_ days of service of this order.

This decision may be appealed to Superior Court under the Maine Rules of Civil Procedure, Rule 80B. If this order is not timely complied with and no timely appeal is taken, the Municipal Officers may undertake the ordered corrective action at municipal expense and recover all expenses, including reasonable attorney's fees, by means of a special tax or civil action.

Dated: \_\_\_\_\_ Municipal Officers City/Town of \_\_\_\_\_, Maine

/s/ \_\_\_\_\_ /s/ \_\_\_\_\_

/s/ \_\_\_\_\_

STATE OF MAINE

\_\_\_\_\_ County, ss. Date: \_\_\_\_\_

Personally appeared before me the above-named \_\_\_\_\_,  
\_\_\_\_\_, and \_\_\_\_\_ and each acknowledged the  
foregoing instrument to be his/her free act and deed.

\_\_\_\_\_  
Notary Public/Attorney at Law

8/08 revision



MAP 35 LOT 45 (2)



10.11.2022 11:34



3

MAP 35 45  
LOT



10 11 2022 11 34



035-061  
0.269 AC  
11707 SQFT

132' 59'

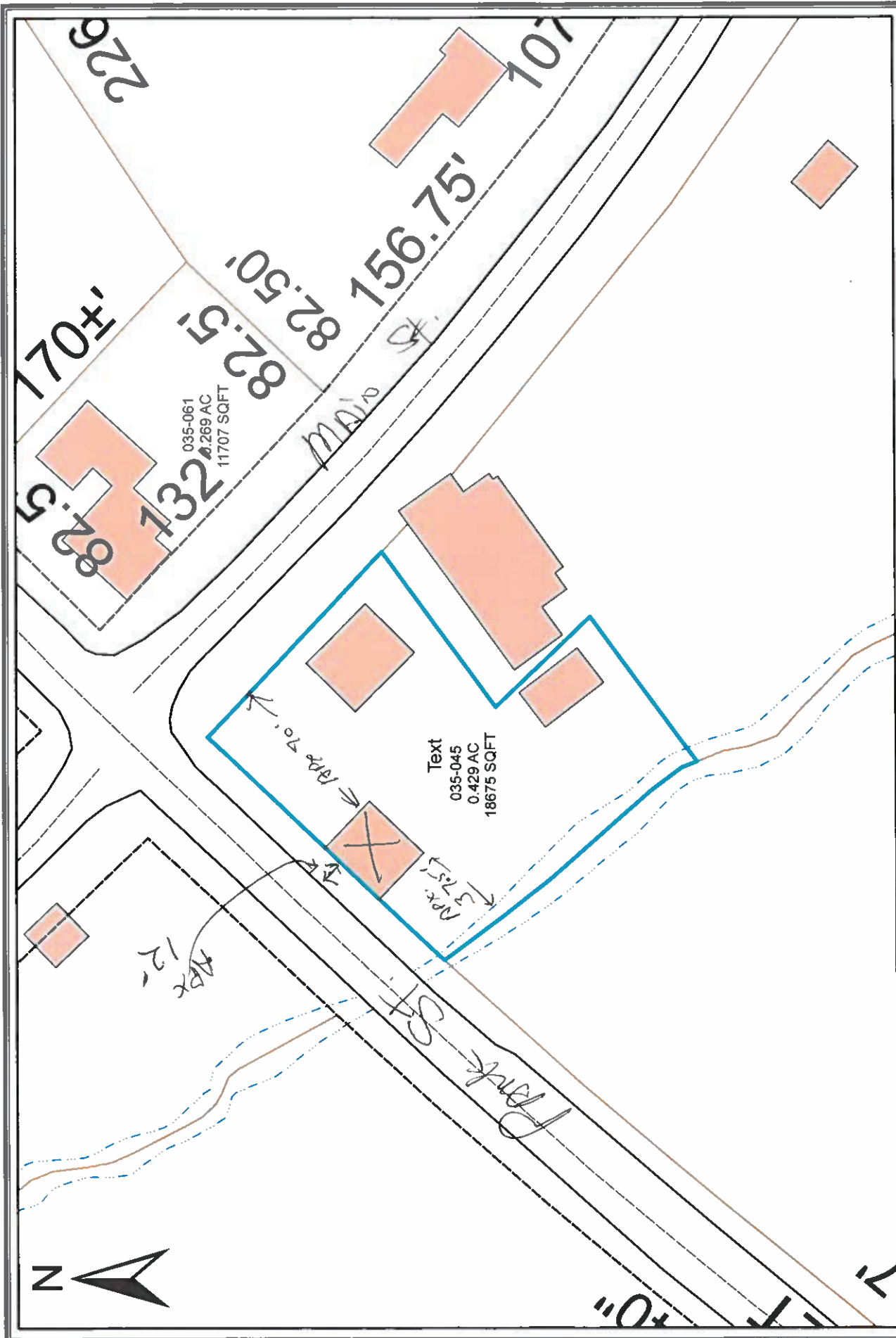
MAKLE STREET

035-055  
0.229 AC  
18875 SQFT

PARK ST



3



Parcel: 035-045  
 Owner: HART, ELIZABETH A  
 Address: 150 PARK ST

TOWN OF  
**ROCKPORT**  
 KNOX COUNTY  
 MAINE

**DISCLAIMER**  
 Parcel maps are compiled from  
 2001 aerial photography and assessment information.  
 They are not for legal use.



101 Main Street,  
Rockport, Maine 04856  
[www.town.rockport.me.us](http://www.town.rockport.me.us)  
(207) 236-0989



Office Hours  
Monday to Friday  
8:00 a.m. until 5:00 p.m.

①

## PLANNING AND COMMUNITY DEVELOPMENT OFFICE

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)

Shenley Neely, MURP  
Administrative Assistant  
Planning and Codes  
[sneely@rockportmaine.gov](mailto:sneely@rockportmaine.gov)

Orion Thomas, MCRP  
Planning and Community Development Director  
[planning@rockportmaine.gov](mailto:planning@rockportmaine.gov)

October 7, 2022

Elizabeth A. Hart  
150 Richards Road  
Lincolntonville, ME, 04849

RE: Map 035 Lot 045 Old House on Park Street

Dear Ms. Hart,

The building previously lived in, now looks vacated and unstable.

I have received calls about its condition and concerns questioning its safety. The building may currently be considered a Dangerous Structure and Nuisance.

Please contact me 236-0989x2 as soon as possible about your intent with this structure. If you have any evidence that the structure has been reviewed by a Structural Engineer or equivalent professional and is found sound, I would appreciate that information for consideration moving forward.

I am willing to meet with you at the structure to discuss the potential problem if you would like.

If you do not respond within two weeks of receipt of this letter, I will consider action to secure or remove the structure.

Sincerely,

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector

c-c Town Manager, J. Duke  
Planner, Orion Thomas  
File

Σ- 6

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Thursday, December 29, 2022 9:37 AM  
**To:** lizamberhart@yahoo.com  
**Subject:** 150 Park Street

Good Morning Liz,

Here's hoping for a Great New Year!

Thank You for you response.

There is interest from the town to have a plan and date of action from you. Your ideas all make good sense but have no time frame and time is important. I will restrain until February 1st to give you the chance to determine the best and quickest way that you think works for you.

After February 1st, I will not have any reasonable options except to declare the building dangerous. Then I will send you the "Notice of a Dangerous Structure" allowing a short time period for your response with action to fix or tear down. If

there is no favorable response then the Select Board will be notified of my actions by way of the Town Manager. They will be the ones to pursue the notice with their decision to agree and start the court proceedings.

If you can't afford the cost of removal of the structure, the town may be willing to enter a consent agreement to remove the structure with a payment system. I have only encountered that once but it save us all from the court.

Please feel free to contact me at any time that there are questions I may be able to answer.

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856  
207-236-0989  
207-236-0112 – Fax  
[www.town.rockport.me.us](http://www.town.rockport.me.us)

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Tuesday, February 21, 2023 1:50 PM  
**To:** Liz Hart  
**Subject:** Building at Park Street

Hi Liz,

My other problem Has been fixed but that allows me to follow up with you.

Warm weather is coming soon. What's your thoughts? Demo, Save, or Sell perhaps?

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street





**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Tuesday, March 07, 2023 11:22 AM  
**To:** Liz Hart  
**Subject:** FW: Building at Park Street

Sorry if I already sent this.

---

**From:** Scott Bickford  
**Sent:** Tuesday, March 07, 2023 9:43 AM  
**To:** Liz Hart <lizamberhart@yahoo.com>  
**Subject:** RE: Building at Park Street

Good Morning Liz,

First, I don't find a Simonton Road in Rockport.

The Select Board takes the final action for Nuisances and Dangerous buildings as based in the Maine Statutes, but I usually get a violation notice resolved before it gets to them. If there are penalties involved, a consent decree is the



first option before court action. The Select Board need to approve and sign Consent Agreements and the penalty that is being agreed to. They can change its contents and penalties if they chose to do so (they never have with me).

When I was in Owls Head, the Select Board had me do a list of structures and they voted on the entire list to take the final action of teardown or fix. One of the structures was across the road from the Fire Station and had a big hole through the door, probably from rodents, and a hole through the roof. The structure was used by the Historical Committee (I believe) but owned by the town----so the Select Board also got a letter from me. The building was repaired.

I suggest you have a surveyed plan if you don't. Have one showing the existing footprint and size with setbacks from the Road R.O.W. and stream. I can draw something up on the G.I.S. if you want and it would likely be accepted by any board review here but you still might prefer a local surveyor which is fine.

All of the lot is in Shoreland Zoning and will require some reviews. If your plan is to replace the structure you will need Planning Board Approval or they might make it their designee to review your application. I'll meet with you at any time available to discuss what is yea or nay. There are time frames so it would be helpful to have an idea of what you want to do.

To demolish requires a permit as does filling and excavation. Both are flat rate fees.

Hope this helps, keep me posted and feel free to ask any questions that come up to help this along.

Thanks,

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856  
207-236-0989  
207-236-0112 – Fax  
[www.town.rockport.me.us](http://www.town.rockport.me.us)  
[www.rockportmaine.com](http://www.rockportmaine.com)  
<http://livestream.com/Rockportmaine>

**Confidentiality Notice:** This e-mail message, including any attachments, is for the sole use of the intended\_recipient(s) and may contain\_confidential and privileged information. If you are not the intended recipient, or an authorized agent of the intended recipient, please immediately contact the sender by reply email and destroy/delete all copies of the original message. Any unauthorized review, use, coping, forwarding, disclosure, or distribution by other than the intended recipient or authorized agent is prohibited.

---

**From:** Liz Hart <[lizamberhart@yahoo.com](mailto:lizamberhart@yahoo.com)>  
**Sent:** Monday, March 06, 2023 7:52 PM  
**To:** Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)>  
**Subject:** Re: Building at Park Street

Hi Scott,

I have been in contact with Craig Luce, who has given me a quote to remove the building. We don't have a definite date yet. It will happen sometime this spring. I'm curious what I need as far as permitting, with the river there, and also, see no sense in having it filled where I plan to build. I need some information about town rules for a foundation at that place and if I can move the building away from the road.

Also, I'm curious why I this is so important when there is a building on Simonton Road that has collapsed? I checked out the windows you mentioned that were open, and it appears to be one upstairs window cracked.

On Tuesday, February 21, 2023 at 01:50:29 PM EST, Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)> wrote:

Hi Liz,

My other problem Has been fixed but that allows me to follow up with you.

Warm weather is coming soon. What's your thoughts? Demo, Save, or Sell perhaps?

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856  
207-236-0989  
207-236-0112 - Fax  
[www.town.rockport.me.us](http://www.town.rockport.me.us)

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Wednesday, March 08, 2023 4:37 PM  
**To:** Liz Hart

Liz,

I heard you were in. I tried to call but your machine wouldn't take a message. Feel free to call Ann 236-0989 and she will set up a time for you to stop by at a convenient time.

Thanks,

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Tuesday, April 04, 2023 3:45 PM  
**To:** Liz Hart  
**Subject:** Dangerous Structure

Shane told me he has the deed just as you had told me. That was a small complication if the court gave it to you but the deed was still to Shane.

Today I found the deed to you at the Registry as Book 5764 and Page330 recorded 6/25/21. It appears the separation was actually on 7/23/21.

Hopefully, you will give me a solid action response before 4/17/2023 when I will start the paper work for the Select Board.

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Tuesday, April 04, 2023 3:45 PM  
**To:** Liz Hart  
**Subject:** Dangerous Structure

Shane told me he has the deed just as you had told me. That was a small complication if the court gave it to you but the deed was still to Shane.

Today I found the deed to you at the Registry as Book 5764 and Page330 recorded 6/25/21. It appears the separation was actually on 7/23/21.

Hopefully, you will give me a solid action response before 4/17/2023 when I will start the paper work for the Select Board.

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer



**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Monday, May 08, 2023 10:56 AM  
**To:** Liz Hart  
**Subject:** Upcoming NOV

Ms. Hart,

The property addressed as 150 Park Street and identified as Map 35 Lot 45 that is situated approximately 35' from the stream and is now considered dangerous. A Notice is forth coming and will be sent to you, the Town Manager and the Select Board for removal of the structure and a penalty if not completed within 30 days after notice.

Once the Notice of Violation is issued, there will be a penalty for each day a violation exists. The notice will give you the opportunity to Appeal as it moves towards the Selectmen to determine the legal fate of the structure.

I do wish I could find more time but the building is drawing unwanted attention as to its safety. I anticipate the Notice will follow within two weeks.

If there is reason not to continue ,you should notify me now.

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856  
207-236-0989  
207-236-0112 – Fax  
[www.town.rockport.me.us](http://www.town.rockport.me.us)  
[www.rockportmaine.com](http://www.rockportmaine.com)  
<http://livestream.com/Rockportmaine>

Confidentiality Notice: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, or an authorized agent of the intended recipient, please immediately contact the sender by reply email and destroy/delete all copies of the original message. Any unauthorized review, use, coping, forwarding, disclosure, or distribution by other than the intended recipient or authorized agent is prohibited.

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Wednesday, May 24, 2023 11:05 AM  
**To:** Liz Hart  
**Subject:** house removal

Got a date yet? I'm starting to get pressured.  
Scott

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856  
207-236-0989  
207-236-0112 – Fax  
[www.town.rockport.me.us](http://www.town.rockport.me.us)

1

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Friday, May 26, 2023 8:18 AM  
**To:** Liz Hart  
**Subject:** RE: house removal

Can you send me a copy and add your drawing of the new footprint for the replacement?  
Scott

---

**From:** Liz Hart <lizamberhart@yahoo.com>  
**Sent:** Wednesday, May 24, 2023 4:30 PM  
**To:** Scott Bickford <sbickford@rockportmaine.gov>  
**Subject:** Re: house removal

That's so funny, I didn't even know you emailed and I've been working on this today. We must be on the same vibe. I just sent you the survey from Landmark. What do I need to do to ensure I can build after tear down?

On Wednesday, May 24, 2023 at 11:05:24 AM EDT, Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)> wrote:

1

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Tuesday, May 30, 2023 9:40 AM  
**To:** Liz Hart  
**Subject:** RE: house removal

The The surveyor can print the property plan then you can draw on it.  
Scott

---

**From:** Liz Hart <lizamberhart@yahoo.com>  
**Sent:** Saturday, May 27, 2023 2:33 PM  
**To:** Scott Bickford <sbickford@rockportmaine.gov>  
**Subject:** Re: house removal

I don't have one; do you know who I could contact to have one drawn?

Also, I only have the email attachment of the survey I sent you.

**To:** Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)>  
**Subject:** Re: tear it down

Hey Scott,

Sorry, I just got this. Are you available this afternoon?

On Thursday, June 1, 2023 at 04:41:21 PM EDT, Scott Bickford  
<[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)> wrote:

Liz,

I really need to move on your structure.

5

Hey Scott, I'm checking in to see where you're at in researching the zoning laws regarding rebuilding 150 Park St.

I really want to make sure I make an informed decision before tearing the building down and need reassurance that I can rebuild.

Let me know what you find out.

Liz

On Monday, June 5, 2023 at 08:08:39 AM EDT, Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)> wrote:

Anytime after 1 is open.

Scott

---

**From:** Liz Hart <[lizamberhart@yahoo.com](mailto:lizamberhart@yahoo.com)>

**Sent:** Monday, June 05, 2023 6:39 AM

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Monday, June 05, 2023 8:09 AM  
**To:** Liz Hart  
**Subject:** RE: tear it down

Anytime after 1 is open.  
Scott

---

**From:** Liz Hart <lizamberhart@yahoo.com>  
**Sent:** Monday, June 05, 2023 6:39 AM  
**To:** Scott Bickford <sbickford@rockportmaine.gov>  
**Subject:** Re: tear it down

Hey Scott,

Sorry, I just got this. Are you available this afternoon?

On Thursday, June 1, 2023 at 04:41:21 PM EDT, Scott Bickford  
<[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)> wrote:



**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Tuesday, June 13, 2023 1:38 PM  
**To:** Liz Hart  
**Cc:** Jonathan Duke; Orion Thomas  
**Subject:** RE: tear it down

Hi Liz,

I'm copying the Town Manager on this email because I think this will be the last email due to the amount of time going by and the questions asked.

I read the Ordinances carefully.

I did look over the Shoreland Zoning Ordinance and the end result is that what ever you decide it will mean;

- 1) Anything in the 75' buffer shall not be constructed in the Flood Plain.
- 2) Anything in the 75' Buffer shall require **Planning Board Approval** and they decide for approval that the result shall be less non-conforming than the structure is currently.

- 3) The Planning Board can approve up to **eighteen (18) months for a permit** (under reconstruction and replacement).

Meet the setbacks of Shoreland Zoning and the Land Use Ordinance and I can issue you a permit assuming the application meets the Land Use Ordinances and the Shoreland Zoning outside of the 75' setback and not in the Flood Plain Ordinances. That permit is good for a year with a chance to renew after one year expiration time but would require meeting any new ordinance updates at the time of renewal, if any.

There are no guarantees—anything can always be Appealed and Ordinances can and do change.

When can I expect action, confirmation, and a permit to tear the building down?

Although I wish to help you, I'm concerned that this is longer than it should be.

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport

101 Main Street  
Rockport, ME 04856  
207-236-0989  
207-236-0112 – Fax  
[www.town.rockport.me.us](http://www.town.rockport.me.us)  
[www.rockportmaine.com](http://www.rockportmaine.com)  
<http://livestream.com/Rockportmaine>

**Confidentiality Notice:** This e-mail message, including any attachments, is for the sole use of the intended\_recipient(s) and may contain\_confidential and privileged information. If you are not the intended recipient, or an authorized agent of the intended recipient, please immediately contact the sender by reply email and destroy/delete all copies of the original message. Any unauthorized review, use, coping, forwarding, disclosure, or distribution by other than the intended recipient or authorized agent is prohibited.

---

**From:** Liz Hart <lizamberhart@yahoo.com>  
**Sent:** Tuesday, June 13, 2023 11:23 AM  
**To:** Scott Bickford <sbickford@rockportmaine.gov>  
**Subject:** Re: tear it down

12

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Wednesday, June 14, 2023 1:27 PM  
**To:** 'Liz Hart'  
**Cc:** Jonathan Duke; Orion Thomas  
**Subject:** RE: tear it down

Liz,

You can rebuild as the ordinance allows as long as you receive the necessary approvals. I don't have enough information about where you would locate the new home. That may be just a permit or it may need Planning Board Approval. The only promise that can be made is the issuance of a permit (assuming it's not Appealed).

The existing legal nonconforming structure needs to be removed or a Structural Engineer to show a plan to save the building with his signature and stamp on it and a required Permit application that will meet the building code.

I know Craig Luce is going to tear it down but there has not been a Demolition Application received yet nor a plan of the house you would like to reconstruct.

Would like to know your plans for this structure very soon.

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856  
207-236-0989  
207-236-0112 – Fax  
[www.town.rockport.me.us](http://www.town.rockport.me.us)  
[www.rockportmaine.com](http://www.rockportmaine.com)  
<http://livestream.com/Rockportmaine>

**Confidentiality Notice:** This e-mail message, including any attachments, is for the sole use of the intended\_recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, or an authorized agent of the intended recipient, please immediately contact the sender by reply

email and destroy/delete all copies of the original message. Any unauthorized review, use, copying, forwarding, disclosure, or distribution by other than the intended recipient or authorized agent is prohibited.

---

**From:** Liz Hart <lizamberhart@yahoo.com>  
**Sent:** Wednesday, June 14, 2023 8:42 AM  
**To:** Scott Bickford <sbickford@rockportmaine.gov>  
**Cc:** Jonathan Duke <jduke@rockportmaine.gov>; Orion Thomas <othomas@rockportmaine.gov>  
**Subject:** Re: tear it down

Scott,

We have spoken several times and I am still very confused to if I will be allowed to rebuild. I do not understand what you are saying.

I have Craig Luce lined up to tear the building down; but I do not want to do that without a guarantee I can rebuild. As it is now, I believe I can renovate the existing structure?

With the zoning requirements, is it true that there is no guarantee I can have a structure replaced without town approval?

It seems to me there is someone who has an agenda with this building; and I am ignorant to who or what that is.

I just need a simple answer for someone who does not understand zoning or terms. I cannot make an informed decision. You delivered the restrictions to me yesterday after several conversations. As of our meeting last week, you did not know the new zoning ordinances. I need clarification.

Liz

On Tuesday, June 13, 2023 at 01:37:48 PM EDT, Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)> wrote:

Hi Liz,

I'm copying the Town Manager on this email because I think this will be the last email due to the amount of time going by and the questions asked.

I read the Ordinances carefully.

I did look over the Shoreland Zoning Ordinance and the end result is that what ever you decide it will mean;

1. Anything in the 75' buffer shall not be constructed in the Flood Plain.
2. Anything in the 75' Buffer shall require **Planning Board Approval** and they decide for approval that the result shall be less non-conforming than the structure is currently.
3. The Planning Board can approve up to **eighteen (18) months for a permit** (under reconstruction and replacement).

Meet the setbacks of Shoreland Zoning and the Land Use Ordinance and I can issue you a permit assuming the application meets the Land Use Ordinances and the Shoreland Zoning outside of the 75' setback and not in the Flood Plain Ordinances. That permit is good for a year with a chance to renew after one year



expiration time but would require meeting any new ordinance updates at the time of renewal, if any.

There are no guarantees—anything can always be Appealed and Ordinances can and do change.

When can I expect action, confirmation, and a permit to tear the building down?

Although I wish to help you, I'm concerned that this is longer than it should be.

Scott E. Bickford

Code Enforcement Officer

Local Plumbing Inspector

**Scott Bickford**

---

**From:** Scott Bickford  
**Sent:** Thursday, June 01, 2023 4:41 PM  
**To:** Liz Hart  
**Subject:** tear it down

Liz,  
I really need to move on your structure.  
They are putting pressure on me to act. If you can come in sometime next week  
we can figure out the rules for replacement.

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856  
207-236-0989

24

information. If you are not the intended recipient, or an authorized agent of the intended recipient, please immediately contact the sender by reply email and destroy/delete all copies of the original message. Any unauthorized review, use, copying, forwarding, disclosure, or distribution by other than the intended recipient or authorized agent is prohibited.

---

**From:** Liz Hart <[lizamberhart@yahoo.com](mailto:lizamberhart@yahoo.com)>  
**Sent:** Tuesday, June 13, 2023 11:23 AM  
**To:** Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)>  
**Subject:** Re: tear it down

Hey Scott, I'm checking in to see where you're at in researching the zoning laws regarding rebuilding 150 Park St.

I really want to make sure I make an informed decision before tearing the building down and need reassurance that I can rebuild.

Let me know what you find out.

Liz

On Monday, June 5, 2023 at 08:08:39 AM EDT, Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)> wrote:

Anytime after 1 is open.

Scott

18

---

**From:** Liz Hart <[lizamberhart@yahoo.com](mailto:lizamberhart@yahoo.com)>  
**Sent:** Monday, June 05, 2023 6:39 AM  
**To:** Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)>  
**Subject:** Re: tear it down

Hey Scott,

Sorry, I just got this. Are you available this afternoon?

On Thursday, June 1, 2023 at 04:41:21 PM EDT, Scott Bickford <[sbickford@rockportmaine.gov](mailto:sbickford@rockportmaine.gov)> wrote:

Liz,  
I really need to move on your structure.  
They are putting pressure on me to act. If you can come in sometime next week  
we can figure out the rules for replacement.

Scott E. Bickford  
Code Enforcement Officer  
Local Plumbing Inspector  
Health Officer

Town of Rockport  
101 Main Street  
Rockport, ME 04856  
207-236-0989  
207-236-0112 - Fax  
[www.town.rockport.me.us](http://www.town.rockport.me.us)  
[www.rockportmaine.com](http://www.rockportmaine.com)  
<http://livestream.com/Rockportmaine>

Confidentiality Notice: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, or an authorized agent of the intended recipient, please immediately contact the sender by reply email and destroy/delete all copies of the original message. Any unauthorized review, use, copying, forwarding, disclosure, or distribution by other than the intended recipient or authorized agent is prohibited.

## Action Item

- e. Act on Harbor Kayak Policy

### Manager's Comments: Action item

Over the last several months the Parks and Beautification Committee has been working on addressing the kayak racks in Marine Park. The advent of these racks are meant to assist residents in utilizing smaller, self-powered watercraft without requiring trailers and clumsy drop-offs. However, what has resulted from the presence of these racks is that most users leave their watercraft on the racks year-round and many of them go unused through a season. The hope is that those who use the racks will better represent active users of those services and allow a tidier appearance in that section of the park.

The Harbor Committee met and reviewed this policy at their meeting last month.

My only suggestion would be to strike the section that defines a cost for the use of the rack from this policy and instead place the fee within the Harbor Fee Schedule annually adjusted by the Select Board.

### *Suggested Motion:*

*I move the Board approve the Kayak Policy as presented. (Or amended).*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						

Additional Comments:




# Town of Rockport Kayak Policy



Rockport, Maine – October 10, 2023



**Table of Contents**

**INTRODUCTION & BACKGROUND .....2**

**AUTHORITY:.....2**

**POLICY GUIDELINES: .....2**

**SEVERABILITY: .....3**

**EFFECTIVE DATE: .....3**

**ADOPTION AND SIGNATURES: .....3**

## **INTRODUCTION & BACKGROUND**

The purpose of the Kayak Policy is to guide the Harbor Master in the regulation of kayak storage rental within Harbor Park. The Policy was developed by the Parks and Beautification Committee with input from the Harbor Master. A meeting with the Harbor Committee established that the Parks and Beautification Committee would have the authority to create policy recommendations around issues occurring on terra firma within Rockport's parks.

## **AUTHORITY:**

The Town Manager shall oversee the implementation of the Kayak Policy. The Harbor Master will be authorized to follow the guidelines for rental and removal, when necessary, of the criteria set forth in the Policy.

## **POLICY GUIDELINES:**

### **TIMING RENTAL PERIOD**

- Kayak rental space will be available between May 1 and November 15.
- Harbormaster is authorized to remove any kayak deemed abandoned or any kayak left on the rack after November 15.
- Renters must remove their kayaks by November 15. Abandoned kayaks and any craft left in the racks will be removed by the harbor master and taken to the Public Works facility. Removal fee will be a minimum of \$100.

### **PARK RACK LIMITS AND PLACEMENTS**

- Slot allocation will continue to be first come, first serve with tenure. As slots are limited, preference will be given to Rockport residents annually for new, open slots.
- It should be the responsibility of the renter to secure their kayaks. Stolen kayaks are not the responsibility of the town.

### **PRICING**

- Annual pricing is \$150 Rockport resident, \$225 non-resident.
- Fees cover launch costs for the season.

**SEVERABILITY:**

If any section, sentence, or clause of this policy is held invalid or unconstitutional, such holding shall not affect the validity of the remaining portions of the policy.

**EFFECTIVE DATE:**

This policy shall be in force from and after its approval by the Rockport Board of Selectmen and recorded according to law.

**ADOPTION AND SIGNATURES:**

The Rockport Select Board approved the Kayak Policy on

\_\_\_\_\_  
Denise Kennedy Munger, Chair

\_\_\_\_\_  
Eric Boucher, Vice Chair

\_\_\_\_\_  
Jim Annis, Select Board Member

\_\_\_\_\_  
Kim Graffam, Select Board Member

\_\_\_\_\_  
Michael Thompson, Select Board Member



**Action Item**

f. Act on Bond Anticipation Note for Short Term Financing – West Rockport Fire Station

**Manager’s Comments: Action item**

Due to the timing of the contract approval, the Town was unable to take part in the Municipal Bond Bank’s fall issue of bonds. While we are delayed by a few more months until converting our financing into a long-term agreement, this tide over the Town to cover the fire station construction costs until that time.

***Suggested Motion:***

***I move the Board*** To authorize the Chair of the Select Board and Treasurer of the Town of Rockport to issue up to \$3,000,000 in temporary financing on behalf of the Town, said Bond Anticipation Note to be awarded on such terms and conditions as the Chair and Treasurer determine to be in the best interest of the Town, and further, to authorize the Chair, Treasurer and Clerk to execute any and all documents necessary to issue said Note, and to make such Internal Revenue Code elections and take such other action as they may deem necessary to accomplish the issuance of said Note.

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						

Additional Comments:


## Action Item

g. Act on SAD 28 School Warrant

### Manager's Comments: Action item

The SAD 28 School Board has developed a warrant article for voters this November to replace the failed geothermal heat system in Camden Rockport Elementary School. This is effectively a rubber stamping of what the School Board has already approved.

### *Suggested Motion:*

*I move the Board approve the SAD 28 school warrant as presented.*

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						

Additional Comments:


## **Discussion Item**

- a. Knox County Budget – Bob Duke, Rockport Rep. Knox County Budget Committee

### **Manager's Comments:**

Following the last Board meeting, I reached out to Rockport's county budget committee representative to provide his perspective on the county dispatch crisis, the forthcoming county budget, and other matters where county government intersections with Rockport municipal needs.

## **Discussion Item**

- b. Committee Workplan Scheduling

### **Manager's Comments:**

With many committees expected to come forth over the next couple months, this an opportunity for the Board to discuss the schedule and process for workplan consideration.



## Discussion Item

- c. Parking Ordinance Implementation – Central/Union/Main Streets

### Manager's Comments:

As noted in my report, the Public Works department has begun implementing the new Parking Ordinance standards approved by the Board last month. The focus has been around the densest portion of the Village and surely will cause further discussion and amendment of the ordinance. Enforcement by our police department will slowly increase as our residents, patrons, and employees will adjust to these refined rules. The focus, at first, is to keep no parking areas clear.

Our library employees are also in focus as once the library reopens, they also would be asked to follow the 2-hour limits on parking. The Board has some latitude to approve temporary waivers where necessary and perhaps this is one such area of note.

NAME	MOTION	SECOND	ABSTAIN	YES	NO	Time
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						

# Adjourn

*Suggested Motion:*

*I move the Board adjourn the meeting.*

<b>NAME</b>	<b>MOTION</b>	<b>SECOND</b>	<b>ABSTAIN</b>	<b>YES</b>	<b>NO</b>	<b>Time</b>
Denise Munger, Chair						
Eric Boucher, Vice-Chair						
Jim Annis						
Kim Graffam						
Michael Thompson						