

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: January 24, 2023

Time: 6:30 pm

I. **Call Meeting to Order and Establish a Quorum**

The meeting was called to order and a quorum was established by Select Board Chair, Peter Lewis, at 6:30 p.m. This was a Zoom meeting in accordance with the Town's remote participation to board members and the public. Select Board members participating were Peter Lewis, Mark Favreau, Deb Smith, Allen Acker and Nicole Briand, Town Manager.

II. **Amendments to the Agenda - None**

III. **Approval of Consent Calendar**

A. Meeting Minutes

1. December 27, 2022
2. January 10, 2023

B. Warrants & Financial Reports

1. Treasurer's Warrant #14 for \$119308.98

Favreau moved the Board approve the Consent Calendar, as presented; seconded by Acker. Vote was 4-0.

IV. **Executive Session**

- A. Convene in Executive Session Pursuant to 1 M.R.S. section 405(6)(E), to consult with the town attorney to discuss the Board's legal rights and possible legal action, regarding land use violation on Map U01, Lot 017.

Convened 6:34 pm. Adjourned 6:58 pm.

Favreau moved the Board convene in Executive Session Pursuant to 1 M.R.S. §405(6)(E) to discuss the Board's legal rights and possible legal action, regarding land use violation on Map U01, Lot 017, seconded by Acker. Vote was 4-0.

Favreau moved the Board leave executive session; seconded by Acker. Vote was 4-0.

Favreau moved the Board to authorize the town attorney to commence court proceedings regarding land use violations at the Gallant property on Map U01, Lot 017; seconded by Smith. Vote was 4-0.

V. Action Items

- A. Act on Appointment of Ann Hartzler to Advisory Committee on Age-Friendly

Smith moved the Board appoint Ann Hartzler to the Advisory Committee on Age-Friendly for a term that expires June 30, 2026; seconded by Favreau. Vote was 4-0.

- B. Act on Agreement with Affinity LED Lighting for Coombs Building Lighting Upgrade
This is the last step in moving this project forward. The Board met with Affinity back in July 2022 to review this proposal and we've applied for and received the grant to carry out the project.

Favreau moved the Board authorize the Town Manager to sign the Affinity Agreement for the Town Office Lighting project; seconded by Smith. Vote was 4-0.

- C. Act on Agreement with Affinity LED Lighting for LED Streetlight Conversion
This is the last step in moving this project forward. The Board met with Affinity back in July 2022 to review this proposal and we've applied for and received the grant to carry out the project.

Favreau moved the Board authorize the Town Manager to sign the Affinity Agreement for the LED Streetlight Conversion project; seconded by Acker. Vote was 4-0.

- D. Act on Small Harbor Improvement Program Agreement Modification #1
The Town previously accepted a \$119,918.00 grant. After receiving construction bids last summer, an additional funding was requested from MaineDOT in order to complete the project. MaineDOT has approved the request and has increased our grant by \$120,000 for a total grant of \$239,836. As previously approved, our match would be funded from the CMP TIF.

Favreau moved the Board accept the Small Harbor Improvement Program funding and authorize the Town Manager to sign Modification #1 of the Small Harbor Improvement Program Agreement; seconded by Acker. Vote was 4-0.

VI. Town Manager's Report

- Foreclosure notices were mailed out on Friday, January 20th, those properties that will automatically foreclose on February 25th for unpaid FY21 taxes. Next meeting we will review the list and vote on any foreclosure waivers.
- Ambulance –
 - I have not had any further communications with North East since the Board's December 27th meeting. I reached out on January 17th to them to confirm their intentions to fulfill our contract.
 - We met with Gardiner and Topsham to discuss ambulance service for the remainder of this year should North East Mobile try to terminate our contract. They both stated that while they would be willing to enter into an agreement to cover Bowdoinham for \$1,250 per call, neither would be willing to sign-on as our official provider.
 - We've received preliminary numbers from Gardiner: Ambulance Base Fee (not including uncollectibles) - \$68,118 and "Host Fee" for additional ambulance - \$428,665.

- Gardiner staff is in the process of discussing expanding its service to include Bowdoinham with both their Ambulance Board and their City Council, both would need to approve of expanding their service. In preliminary conversations, Gardiner's interest in expanding would be to have an ambulance in Richmond and given their service location, they may not be willing to house an ambulance in Bowdoinham.
 - Richmond is in the process of discussing their level of interest in hosting an ambulance and what they may be willing to contribute to the host fee.
 - In conversations with Topsham staff, they are not interested in becoming our service provider. We've sent letters to Topsham requesting service and a meeting with their Board.
 - I'm in the process of hiring a Planning & Development Director and have hired Robert Ridgell as our full-time Public Works Driver/Laborer/Operator.
 - On Friday, January 20th the public works building was damaged with a wing plow. We've contacted our insurance carry and are working to obtain an estimate to fix the building.
 - Public Works is working CEO/Assessors Office.
 - Public Works will be removing the necessary trees for the waterfront project for our ACOE permit by January 31st.
 - The tree work for Dingley Road is planned for this week.
- The Millay Rd foreclosed property sale has been completed; only the Post Road property is left of close, by the end of April.

VII. Select Board Member's Request for Agenda Items for Next Meeting - None

VIII. Announce Future Select Board Meetings

- A. February 6, 2023, at 1:00 – Workshop (Zoom)
- B. February 13, 2023, at 1:00- Workshop
- C. February 14, 2023- Regular Meeting
- D. February 28, 2023- Regular Meeting

IX. Comments from the Select Board Members- None

X. Comments from the Public

Nora asked what the action was regarding the Executive Session.

Lewis answered and said they authorized the town attorney to commence legal action towards Mr. Gallant for the land use violation on Map U01, Lot 017.

Nora then asked if he could elaborate on that.

Lewis explained that the Town was going to court and ask the district judge to enforce action they were requesting and enforce the ordinance on the building to reduce the size of the building.

Nora thanked the Board and added she appreciated all parties diligence on this matter. She also added that she felt the town office has been run very, very well and she appreciated that, as well as all the people who work there. She added she felt they have all been helpful and stated she just wanted to recognize them as well as those at the recycling and all the departments. She expressed her thanks to all of them.

XI. Adjourn

Adjournment was at 7:20 p.m.

Select Board
Town of Bowdoinham, Maine

Peter Lewis, Chair

Mark Favreau, Vice-Chair

Debra Smith

Allen Acker

Peter Feeney

Respectfully Submitted,

Lisa-Marie Curtis, Administrative Assistant