

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: January 25, 2022

Time: 5:30 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, David Engler, at 5:30 p.m. This meeting was held online via Zoom in accordance with the Town's Remote Meeting Policy, due to the upsurge of the Covid virus. Select Board members participating were David Engler, Mark Favreau, Jeremy Cluchey, Peter Lewis and Debra Smith, Nicole Briand, Town Manager, and Jenn Curtis, Town Planner.

II. Amendments to the Agenda

- A. Action item 4 D: Cross Walk Settlement Agreement
- B. Lewis asked for discussion on overtime, holiday pay and benefit changes for public works.
- C. Smith asked for what is policy for the fire victims in town.

III. Approval of Consent Calendar

- A. Meeting Minutes:
 - 1. January 10, 2022
 - 2. January 11, 2022
- B. Warrants & Financial Reports:
 - 1. Treasurer's Warrant #15 for \$88,637.90
- C. Communications
 - 1. Budget Advisory Committee District Caucuses
 - 2. Xfinity Programming Advisory
 - 3. Sagadahoc County Emergency Communications Project

Favreau moved the Board approve the Consent Calendar, as presented; seconded by Cluchey. Vote was 5-0

Engler asked that the Board take Discussion Item A. out of order, and the Board agreed.

Discussion Item A.

A. Sagadahoc County Sheriff's Department Incident Reports with Sheriff Joel Merry
Sheriff Merry presented an overview of the activity the department has responded to in town over the last 3 years. In perspective he considers Bowdoinham a relatively quiet community. Engler asked about the increase in traffic related incidents. Merry expressed that they have noticed an increase in aggressive driving since Covid not just in Bowdoinham. Favreau asked with the new licensing of marijuana facilities in town if the sheriff's office would be able to keep them advised of any issues that arise in these areas. Merry agreed that they could let the board know.

IV. Action Items

A. Act on Disposition of Tax Acquired Property Policy

Changes were made to policy as discussed at previous meeting.

Smith moved the Board approve the Disposition of Tax Acquired Policy, as amended; seconded by Favreau. Vote was 5-0

B. Act on Special Tax Assessment for Delair Dangerous Building

Property has been cleaned up and the invoice for cost was sent to Mr. Delair but has not been paid. If the bill is not paid within 60 days of the special tax, then a lien will be placed on the property, which will be subject to automatic foreclosure.

Favreau moved the Board approve the Special Tax Assessment Supplemental Tax Bill of \$16,049.84 on for Tax Map R02, Lot 001-A pursuant to Dangerous Building Statute, MRSA Title 17 §2851-2859; seconded by Cluchey. Vote was 5-0

C. Act on Dingley Road Stream Crossing Culvert Bid

The town received one bid for the concrete box culvert needed for the Mallon Brook Stream crossing. Once the town receives the ACOE permit, the full project can be put out to bid from construction. This project will be paid for by a stream crossing grant as well as the bond that was approved at the annual town meeting.

Favreau moved the Board award the Dingley Road Stream Crossing Precast Concrete Box Culvert bid to Concrete Systems, Inc.; seconded by Smith. Vote was 5-0

D. Act on Cross Walk Settlement Agreement

Maine Department of Transportation (MDOT) is upgrading a few of the crosswalks on Main Street. In order, for them to upgrade the crosswalk adjacent to the Veterans' Cannon Park, MDOT needs to take an easement on the property. This easement will not affect the planter or the cannon.

Favreau move the Board approve and authorize the Town Manager to sign the Waiver Valuation Offer Letter and Settlement Agreement; seconded by Smith. Vote 5-0

V. Discussion Items

B. Solar Project with John Dunster, Revision Energy

Jenn Curtis presented Mr. Dunster with two questions the board had concerning the solar project: replacing the inverters and process for decommissioning the project at end of 20 years. Mr. Dunster explained that in the PPA all maintenance and replacement is done at owner's expense. In regards of decommissioning, he explained that all parts are recyclable and that at the end of 20 years the project would still be producing electricity and would only need updating and maintenance and did not need removal unless the town no longer wished to use the solar equipment.

More discussion was made on the pros and cons of a PPA or buy out.

C. Dangerous Building Update – 61 Bay Road

The owner has passed and the named executor (or personal representative) has declined to assume the responsibility of being the executor. Currently, a bank holds a mortgage on the property. These issues complicate implementing the Dangerous Buildings process. Darren Carey has inspected the property and there was recently an oil spill. Safeguard Properties, with whom the bank holding the mortgage has contracted, has... The Board agreed that the property was a hazard and instructed the Town Manager to begin the Dangerous Building process.

D. Non-Municipal Requests Budget

Mr. Engler had requested this agenda item, to discuss if the board wanted to provide a budget limit for overall Non-Municipal Budget Requests. After a discussion the agreed to a \$7,500 limit for non-municipal budget request and asked Briand to advise the Finance Committee.

E. Public Works Benefits

Lewis requested this item be added to discussion to address confusion on how holiday, overtime and benefits pay should be paid out to the Public Works Dept. Previous Select Board meeting was discussed on paying double time for holiday when public works was called in to work on a holiday. Each member had different interpretation of how this would work. Upon much discussion they agreed that the Employee Policy would be amended to state that if there is a need to work on a holiday the employee would receive holiday pay as well as time and half for hours worked on the holiday.

Lewis asked about clothing allowance. Briand said an allowance was approved for boots and that they were looking into other options for this year and next.

VI. Town Manager's Report

Dog licenses are due by January 31st, thereafter a \$25 late fee will be assessed.

Payroll has been moved to a new system, it is a learning process, foreclosures notices have been sent and we are working on 1099s and upcoming MEMIC audit.

The new State Property Tax Deferral Program is open to applicants. This is a loan program that can cover the annual property tax bills of Maine people who are ages 65 and older or are permanently disabled and who cannot afford to pay them on their own. The State will reimburse the Municipalities the property tax. When the person dies, or the home is sold the taxes plus interest is paid back to the State.

Maine Department of Environmental Protection has completed their first round of testing to PFAS in Bowdoinham. The preliminary results show that the EP is investigating PFAS have completed their first round of test and the results have been below the drinking water standard. They are planning to conduct soil testing this spring. We do not have their testing locations, and their policy is to convey the results to the landowners. The Town could submit a FOAA request to obtain copies of all the testing data.

VII. Select Board Member's Request for Agenda Items for Next Meeting

ReVision Power Purchase Agreement

VIII. Announce Future Select Board Meetings

- A. February 8, 2022 – Regular Meeting
- B. February 22, 2022 – Regular Meeting

IX. Comments from the Select Board Members

Favreau asked about the validity of the Spectrum Generations ad in the Town Newsletter, especially the statement of the town donating \$3000 last year. Briand explained that it was the accumulation of two years. \$1500 was granted to them in 2020 that had not been distributed during Covid pandemic, the funds were distributed this year.

Cluchey wanted to know how content was received and if it was reviewed. Briand informed the board that there is a policy, Policy will be reviewed at next meeting.

X. **Comments from the Public – None.**

XI. **Adjourn**

Adjournment was at 8:00 p.m.

Select Board
Town of Bowdoinham, Maine

David Engler, Chair

Mark Favreau, Vice-Chair

Peter Lewis

Debra Smith

Jeremy Cluchey

Respectfully Submitted,

Lisa-Marie Curtis, Administrative Assistant