

TOWN OF BOWDOINHAM

SELECT BOARD MEETING

MINUTES



Date: March 28, 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. Select Board members participating were Peter Lewis, Mark Favreau, Deb Smith, Allen Acker, Peter Feeney and Nicole Briand, Town Manager.

II. **Amendments to the Agenda**

Action item F. Purchase of Trailer with ARPA Funds as was approved at the Town Meeting

III. **Approval of Consent Calendar**

A. Meeting Minutes

1. March 14, 2023

B. Warrants & Financial Reports

1. Treasurer's Warrant #18 for \$194,957.39

C. Reports and Communications

1. Rabies Notification from Maine Center for Disease Control & Prevention

2. Comcast Notice

3. Central Maine Power Notice

4. Maine's Sustainable Forestry Initiative Report Notice

Acker moved the Board approve the Warrant, as presented; seconded by Smith. Vote was 4-0. (Favreau abstained to avoid conflict of interest.)

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

IV. **Action Items**

A. Act on Request for Funding from Public Works Reserve

Public Works is requesting to use funds from their reserve to purchase two mowers and a rear mulch attachment for bush hogging.

Favreau moved the Board approve up to \$17,500 from the Public Works Reserve for the purchase of two new mowers and rear mulch tractor attachment; seconded by Smith. Vote was 5-0.

- B. Act on Use of Maxwell Cemetery Trust Interest Income for Village Cemetery
Proposing to use the 2022 income to address the drainage issues in the Village Cemetery.
The Cemetery Advisory Committee is supportive of this project.

Favreau moved the Board approve use of the Maxwell Cemetery Trust 2022 interest income for the Village Cemetery drainage project; seconded by Acker. Vote was 5-0.

- C. Act on Municipal Quitclaim Deed for Property R10-038
Taxes have been paid.

Favreau moved the Board approve the quitclaim deed for property Tax Map R10-038, as presented; seconded by Smith. Vote was 5-0.

- D. Act on Municipal Quitclaim Deed for Property R07-054-A
Taxes have been paid.

Favreau moved the Board approve the quitclaim deed for property Tax Map R07-054-A, as presented; seconded by Smith. Vote was 5-0.

- E. Act on Bowdoinham Public Library Remote Work in Libraries Support
The library is applying for ARPA funding from the Maine State Library for Remote Work in Libraries.

Favreau moved the Board approve support for the Bowdoinham Public Library's application for the ARPA funding to support Remote Work in Libraries; seconded by Acker. Vote was 5-0.

- F. Act on Purchase of Trailer with ARPA Funds
The Town approved the use of ARPA funds to purchase a new trailer.

Favreau moved the Board to approve the purchase of a trailer for \$9,223 with ARPA funds; seconded by Smith. Vote was 5-0.

V. Discussion Items

- A. 529 May Road Consent Agreement
Rebecca Page the realtor representing the property owner asked the board to waive a 30 year old land use ordinance violation that was recently discovered by the purchasing parties mortgage company. The company will not finalize the mortgage until the town waives the violation.

After discussion members of the board held conflicting opinions and decided to have an executive session with the Town's attorney to discuss the issue before making a final decision.

- B. Comprehensive Planning Committee Update
Joanne Joy, Comprehensive Planning Committee Chair, Peggy Christian and Dave Asmussen explained updates to the Comprehensive Plan and their process to date.
- C. Certified Ratio Declaration and Partial Revaluation
The Town has received the Certified Ratio Declaration Form from the State, which has Bowdoinham at 77%. This will allow the Town to claim 85% for FY24; we claimed 87% for FY23. The good news is that our ratio did not drop as much as we expected. Increasing land values by 20% for our partial revaluation would create an additional \$30,316,484 in land

value. Darren is working with Maine Revenue Service to determine if taking that approach would allow us to claim 100% or what percentage increase would be needed to claim 100%.

The Board agreed to move forward with the partial revaluation by increasing land values by 20%.

D. Town Office Hours

Changing Wednesday hours starting May 15th from opening at 9 am to opening at 11 am.

E. Town Meeting Warrant Schedule

The Town Manager discussed with the Board the schedule to review the Warrant for the Town Meeting and procedures thereafter. It was decided that the Board would draft a warrant at their 1st meeting in April, hold the public hearing at their 2nd meeting in April, then sign the final warrant at their 1st meeting in May.

F. Select Board Meeting Procedures

After discussion the board decided they would adopt Robert Rules for meeting procedures.

G. Select Board Meeting Agenda

After much discussion the Board decided to allow public comment at the beginning of the Select Board meetings and during discussion items.

VI. Town Manager's Report

- In the process of hiring a full-time public works employee and part-time assistant clerk.
- Articles for May-June issue of The Bowdoinham News are due by 4pm on March 31.
- There's a public hearing on the CMP/Riverfront Municipal Development and Tax Increment Financing District on April 4th at 6:30pm in the Kendall Room.
- The second half of property tax payments are due May 1st.
- Ambulance –
 - Ambulance Informational Meeting scheduled for tomorrow, Wednesday, March 29th at 6:30pm in the Kendall Room
 - Ambulance Workshop with the Board to discuss ambulance service options for next year for Monday, April 3rd at 6:30pm.

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

- Town Charter
- Town Managers Annual Review
- Review of harbor and waterfront rules and regulations

VIII. Announce Future Select Board Meetings

- A. April 10, 2023 – Budget Workshop with Finance Advisory Committee
- B. April 11, 2023 – Regular Meeting
- C. April 25, 2023 – Regular Meeting
- D. May 9, 2023 – Regular Meeting
- E. May 30, 2023 -Regular Meeting (changed from May 23rd)

IX. Comments from the Select Board Members- None

X. **Comments from the Public**

Jacinta asked the board about the town employee survey and would like to see it implemented again.

XI. **Adjourn**

Adjournment was at 8:53 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