

TOWN OF BOWDOINHAM SELECT BOARD MEETING & BUDGET WORKSHOP MINUTES



Date: April 9, 2024

Time: 5:00 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, Joanne Joy, at 5:00 p.m. Select Board members participating were Joanne Joy, Deb Smith, Mark Favreau, Allen Acker, Peter Feeney and Nicole Briand, Town Manager.

II. Amendments to the Agenda

A. Table Marijuana License to April 23rd Meeting

Acker moved the Board table the Public Hearing until April 23, 2024, seconded by Feeney. Vote was 5-0.

III. Comments from the Public- None

IV. Budget Workshop

The Town Manager reviewed detailed items on the proposed budget with the Board, such as continuing efforts to move employees closer to median wages for positions compared to other municipalities, increase in health insurance, software, and security licensing, need for new fire truck, road maintenance as well as other items. She added that there was a decrease in ambulance service, solid waste department as well as the Town street light project was completed, and the Town should begin to see savings from that change. Concluding that the draft budget had a net increase of \$56,386.

The Board discussed the need for a new fire truck. Fire Chief Frizzle was there to answer questions. Pros and cons were discussed on purchasing a used truck compared to a new as well as looking into leasing instead of purchasing a truck. The Board then looked at areas they could reduce to make a net \$0 increase in the FY 2025 budget.

V. Approval of Consent Calendar

A. Meeting Minutes

1. March 26, 2024

B. Warrants & Financial Reports

1. Treasurer's Warrant #19
2. March 2024 Financial Reports

C. Reports and Communications

1. Sagadahoc Sheriff's March Report
2. Lisbon Emergency February Report

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

VI. Public Hearing - Tabled

- A. Marijuana Business License for a Cultivation Facility
Applicant: North Fire, LLC
Property: 239 Carding Machine Road (Map R06, Lot 040-J)

Item was tabled until April 23, 2024

VII. Licensing- Tabled

- A. Marijuana Business License for a Cultivation Facility
Applicant: North Fire, LLC
Property: 239 Carding Machine Road (Map R06, Lot 040-J)

Item was tabled until April 23, 2024

VIII. Discussion Items

- A. Proposed Amendments to the Land Use Ordinance
The Board reviewed the final draft of the proposed Ordinance Amendments. This item will be spilt into two warrant articles for the Town Meeting: yearly review changes that are not substantial changes and the district requirement changes and other substantive changes.
- B. Proposed Amendments to CMP Riverfront TIF District Program
Yvette Meunier outlined changes to the CMP TIF District one of the changes was to add the Town Hall and Town Office to the TIF district. This would allow a set amount of funds from the TIF to be used to help with the repairs needed on the Town Hall.
- C. Cell Tower Proposal
TowerCo. provided an updated document including some of the requested information. The Board discussed benefits of the tower which would be added cell phone coverage in town, communications for fire and rescue and some additional revenue for the Town. But they unanimously agreed that this should be up to the Town and to add an item on the Town Meeting warrant for the voters to decide.
- D. Draft Town Meeting Warrant
The Board reviewed a draft warrant for the June 1 Town meeting with the Town Manager. It was decided that they would add additional items such as the Cell Tower, the option to lease or purchase a new fire truck as well as funding new reserves.

IX. Action Items

- A. Act on Committee Appointments
Kate Brinsmade has applied to join the Town Hall Committee.

Acker moved the Board appoint Kate Brinsmade to the Town Hall Restoration & Preservation Committee for a term of April 9, 2024, to June 30, 2025; seconded by Smith. Vote was 5-0.

- B. Act on Project Canopy Grant Application

Acker moved the Board support applying for the Project Canopy Grant and approve matching funding from the Rideout Trust; seconded by Smith. Vote was 5-0.

C. Act on Outdoor Recreation Assistance Recovery Grant Application

Acker moved the Board support applying for the Community Outdoor Recreation Assistance Recovery Grant Application and approve matching funding from the Rideout Trust; seconded by Smith. Vote was 5-0.

X. Town Manager's Report

- Town Office Closures:
 - April 15th – Patriot's Day
 - April 26th - We will be completing the relocation of our IT equipment in wiring with API and Consolidated.
 - May 27th – Memorial Day
- Bulky Waste Day – Saturday, April 20th (this will also be roadside clean-up day)
- Town Meeting – June 1st at 9am
- State & Municipal (*School*) Election – June 11th
- Property Tax Payments (second half) and Personal Property declaration and forms are due by May 1st.
- The Town received three engineering service proposals for its MDOT VIP planning projects. Staff are reviewing the proposals and will be bringing a recommendation to the Board.
- The Town has issued a request for bond proposals for the road work, which are due April 18th and will be on the Board's April 23rd agenda.
- The Town will be putting the waterfront shoreline stabilization project out to bid on April 10th, with bids being due April 30th.
- The interior chimney work started this week, and the exterior work is scheduled for this weekend, April 13, 14 and 15. The work for the bats is scheduled for late April.
- The generators at both Public Works and the Fire Station stopped running with the last storm. The generator at the Fire Station was repaired and they were able to open the Station for a warming center. They are working to get the generator at Public Works serviced.
- Public Works has started the groundwork for the new parking area at the Town Office.
- The Town is meeting with Maine-ly Paving for our contract signing on April 10th and will be discussing the project schedule.
- A June 23rd concert was added to the Summer Concert series.
- Registration is open for the Summer Art Program

XI. Announce Future Select Board Meetings

- A. April 23, 2024, at 6:00 pm - Regular Meeting
- B. May 14, 2024, at 6:30 pm - Regular Meeting
- C. May 28, 2024, at 6:30 pm – Regular Meeting

XII. Comments from the Select Board Members- None

XIII. Comments from the Public- None

XIV. Executive Session

A. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (A) to discuss staff recognition.

Convened 8:25 pm. Adjourned 8:35 pm.

Acker moved the Board convene in Executive Session Pursuant to 1 M.R.S. §405(6)(A) for staff recognition; seconded by Feeney. Vote was 5-0.

Acker moved the Board leave executive session; seconded by Feeney. Vote was 5-0.

XV. **Adjourn**

Adjournment was at 8:36 p.m.

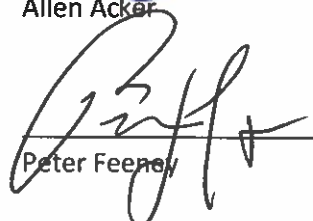
Select Board
Town of Bowdoinham, Maine


Joanne Joy, Chair


Debra Smith, Vice-Chair


Mark Favreau


Allen Acker


Peter Feeney

Respectfully Submitted,


Lisa-Marie Curtis, Administrative Assistant