

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: April 11, 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**

A. Assessor's Agent

III. **Comments from the Public - None**

IV. **Approval of Consent Calendar**

A. Meeting Minutes

1. March 28, 2023

B. Warrants & Financial Reports

1. Treasurer's Warrant #19 for \$464,285.86

C. Reports and Communications

1. Sagadahoc Sheriff's March 2023 Incident Report

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

V. **Action Items**

A. Act on Casella Agreement

Favreau moved the Board approve a one-year contract with Casella Waste Systems, Inc for Fiscal Year 2024; seconded by Smith. Vote was 5-0.

B. Act on Purchase of Sweeper from Public Works Reserve

Favreau moved the Board approve up to \$4,500 from the Public Works Reserve for the purchase of power angle sweeper, seconded by Smith. Vote was 5-0.

C. Act on Purchase of Computer from Electronic Equipment Reserve

Favreau moved the Board approve up to \$2,000 from the Electronic Equipment Reserve for the purchase of a new computer; seconded by Smith. Vote was 5-0.

D. Act on Meeting Room Technology Proposal for Presentation TV

Favreau moved the Board approve AV Systems proposal for a presentation TV to be paid from ARPA funds; seconded by Acker. Vote was 5-0.

E. Act on Municipal Service Impact Statement for R02-051-B

The Town of Bowdoinham Planning Board has received a Site Plan Review Tier II Application from Old School Guy of Maine to operate a marijuana caregiver business on the property at 333 Millay Road, a 1-acre parcel at Map R02 Lot 051-B

Favreau moved the Board has no concerns, as the proposed project will not have unreasonable adverse impact on municipal services; seconded by Smith. Vote was 5-0.

F. Act on Select Board Meeting Rules Agreement

As the Board agreed in the March 28th meeting, to adopt an agreement for the Board's use of Robert's Rules of Order.

Acker moved the Board approve the Select Board Meeting Rules Agreement; seconded by Favreau. Vote was 5-0.

G. Act on Local Plumbing Inspector Appointment of Matthew James

Favreau moved the Board appoint Matthew James as Local Plumbing Inspector for a term of April 11, 2023 to June 30, 2023; seconded by Smith. Vote was 5-0.

H. Act on Assessor Agent

Darren Carey resigned as Town's Assessor; Cynthia Namer will fill in as assessing agent thru the end of July. She will be in the office 8 hours on Mondays.

Favreau moved the Board to appoint Cynthia Namer as the town's Assessing Agent and authorize the Town Manager to negotiate a contract with Shining Star Enterprises; seconded by Smith. Vote was 5-0

VI. Discussion Items

A. Proposed Amendments to the Land Use Ordinance

Changes were made to the Land Use Ordinance to allow accessory dwellings. Lewis expressed concerns that people might use the new ordinance to create short term rentals instead of affordable housing and wanted to know if they could restrict use.

The ordinance requires that the property owner must live in one of the buildings. Feeney and Favreau did not feel that the town should put further restrictions on the property owners. Using the example of a family adding an accessory dwelling for in-laws or adult child and once they move, they are now left with an empty structure that they could offer as a rental for additional income.

B. Proposed Amendment to CMP Riverfront TIF District Program

The CMP/Riverfront Municipal Development and Tax Increment Financing District. The development program for the District proposes to continue providing financial support to a number of Town wide economic development projects and programs for an additional ten years.

C. **Proposed FY2024 Budget**

Adjustments were made based on previous workshops and the Budget is ready for the Town Warrant and public hearing on April 25, 2023.

D. **Draft Town Meeting Warrant**

Town meeting is scheduled for June 14th at 7 pm in the Bowdoinham Community School's gym. The warrant is drafted and a public hearing for the warrant is scheduled for April 25, 2023 at 6:30 pm. After the public hearing the Board will make final changes to the warrant.

E. **Town Charter**

The Board discussed the pros and cons of having a Town Charter. Lewis and Acker were for investing in a Charter to set outlines on how the town does business as well as having code of ethics for elected official. Favreau was against not seeing any compelling reasons to invest in such an undertaking. Smith and Feeney wondered what the actual benefits would be. Briand explained that a Charter is a large project and would require hiring of an outside party to complete and budgeting would be needed.

F. **Harbor and Waterfront Rules and Regulations**

The Board reviewed the town's waterfront policy, as well as marker buoys.

VII. Town Manager's Report

- We had the contract signing with Bedard Excavation for the Waterfront Project. The pre-construction meeting is scheduled for the end of April and construction is tentatively scheduled for June-September 2023.
- We had the contract signing with Maine-ly Paving Services. The project is tentatively scheduled for the end of June, beginning of July.
- Barton & Loguidice has completed the limited phase II environmental report for the Recycling Barn. They are working on their draft plans and reports for both the Recycling Barn and Pond Road, with the goal of having the final reports complete in May.
- Preservation Timberframe is working to finalize the Town Hall Report for next week.
- Tax payments are due May 1st.
- Darren Carey has given his notice and is phasing out as our assessor agent, I have lined up Cynthia Namer of Shining Star Enterprise, LLC to fill in as our assessor's agent until a permanent replacement can be found.

VIII. Announce Future Select Board Meetings

- A. April 25, 2023 – Regular Meeting
- B. May 9, 2023 - Regular Meeting
- C. May 30, 2023 - Regular Meeting

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

X. Comments from the Select Board Members- None

XI. Executive Session

- A. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (A) to discuss staff recognition.
Convened 8:35 pm. Adjourned 8:55 pm.

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

Favreau moved the Board leave executive session; seconded by Smith. Vote was 5-0.

B. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (A) to discuss Town Manager review.

Convened 8:56 pm. Adjourned 9:22 pm.

Favreau moved the Board convene in Executive Session Pursuant to 1 M.R.S. §405(6)(A) to discuss Town Manager review; seconded by Smith. Vote was 5-0

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

XII. **Adjourn**

Adjournment was at 9:22 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