

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: April 13, 2021

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 was a zoom meeting to comply with the Governor's Executive Order. Select Board members participating were David Engler, Jeremy Cluchey, Peter Lewis, Thomas Walling, Mark Favreau, and Nicole Briand, Town Manager.

II. Amendments to the Agenda

No Amendments.

III. Approval of Consent Calendar

- A. Meeting Minutes:
 - 1. March 23, 2021, as Amended
 - 2. March 30, 2021, as Amended
- B. Warrants & Financial Reports:
 - 1. Treasurer's Warrant #19 for \$128,288.21:
 - Accounts Payable Warrant #55 - \$62,085.61
 - State Fee Warrant #53 - \$2,890.50
 - State Fee Warrant #54 - \$12,304.16
 - Payroll (3/25/21) - \$25,509.81
 - Payroll (4/08/21) - \$25,498.21
 - 2. March Financial Reports
- C. Reports and Communications
 - 1. Sagadahoc Sheriff's Incident Report
 - 2. Letter from Sagadahoc County Commissioner Brian Hobart
 - 3. Email from Matt Kegerreis
 - 4. Email from Albert Stehle
- D. Resignations
 - 1. Peter Lewis, Cemetery Advisory Committee
 - 2. Kathleen McKechnie, Cemetery Advisory Committee

Engler thanked Peter Lewis and Kathleen McKechnie for their service.

Favreau moved the Board to approve the Consent Calendar with amendments; seconded by Walling. Roll call vote was 5-0.

IV. Action Items

A. Act on Discontinuous of Jenkins Road Order

Cluchey moved the Board to order the Discontinuous of the Jenkins Road public easement for a distance of approximately 1,200(+/-) feet beginning at the eastern border of R03-063's property line and running westward to the eastern border of lot R02-070's property line. We further order payment of \$0.00 in damages to the abutting property as stated on the Order of Discontinuous; seconded by Walling. Roll call vote was 4-1 (Favreau – nay).

B. Act on Use of Cemetery Maintenance Reserve for Stone Repair

Briand stated that Ms. Tuttle, Keeper of the Brown's Point Cemetery, has requested \$1,100 for the restoration of the Bainbridge Porter Brown's gravestone. The Cemetery Advisory Committee is in agreement to use \$600 from the reserve and would like to fundraise the remaining \$500. Lewis stated that there is money allocated by the Town and a Trust each year. Lewis also noted that there is a lot of repair work to be done. He reminded the Board that State Statute requires municipalities to care for cemeteries. Briand will look into options for on-going caretaking, such as training Public Works personnel on restoration and repair work for stones as well as getting the proper equipment.

Lewis moved the Board approve \$600 from the Cemetery Maintenance Reserve for the repair of the Bainbridge Porter Brown gravestone; seconded by Cluchey. Roll call vote was 5-0.

Lewis moved the Board authorize the Treasurer and Town Manager to accept and expend donations for the repair of the Bainbridge Porter Brown gravestone; seconded by Favreau. Roll call vote was 5-0.

C. Act on Village Cemetery Tree Work

Briand has received estimates for tree work and recommended accepting the estimate from Tidewater Tree Care in the amount of \$8,840. She also recommended charging this to the cemetery trusts.

Favreau moved the Board approve hiring Tidewater Tree Care to complete the tree removal and pruning work at Village Cemetery; seconded by Lewis. Roll call vote was 5-0.

D. Act on Annual Report Dedication

Lewis moved the Board approve dedicating the Annual Report to #1; seconded by Cluchey. Roll call vote was 5-0.

E. Act on Acceptance of Stream Crossing Grant

Briand stated that the Town has been selected to receive a \$125,000 Stream Crossin Grant from Maine Department of Environmental Protection which will be used to replace the three culverts on the Maily Brook Stream crossing on Dingley Road. Briand informed the Board that Calderwood Engineering advised that a bridge

would be a similar cost range as the culvert. We can use the grant for either a culvert or bridge and it will take two years to complete.

Cluchey moved the Board to accept the Stream Crossing Grant and authorize the Town Manager, Nicole Briand, to sign the contract on the Town's behalf; seconded by Walling. Roll call vote was 5-0.

F. Act on Acceptance of Piano for Gazebo

Earl Bigelow would like to donate a piano to the Town for the Gazebo at Maily Waterfront Park. The Board thanked Mr. Bigelow for his generosity.

The Board tabled the acceptance of the piano due to concerns about effects of weather on the piano and the gazebo being used for weddings, etc. They may be interested in accepting it for the Town Hall instead.

G. Act on Appointment of William Stanton to Comprehensive Planning Committee (Re-appointment)

Cluchey moved the Board to appoint William Stanton to the Comprehensive Planning Committee for a term effective April 14, 2021 to June 30, 2024; seconded by Favreau. Roll call vote was 5-0.

H. Act on Commencement of Dangerous Building Proceedings for Delair Property.

Briand and Carey explained that Carey has attempted to work with Mr. Delair, however, since the sale of the property fell through, Mr. Delair has been unresponsive to attempts to contact him. Carey reviewed the options available for moving forward with this property. The estimated cost to complete demolition (knock in remaining foundation, bury and put dirt on top) is <\$8,000.

Favreau moved the Board to authorize the Code Enforcement Officer, Darren Carey, to work with the Town Attorney to commence dangerous building proceedings for 84 Ridge Road; seconded by Walling. Roll call vote was 5-0.

V. Discussion Items

A. Code Enforcement Officer Update

61 Bay Road (Swenson property) – Carey reported that there has been no change. The estimate from a local contractor for cleanup to remove structure and backfill along with material removal is \$12,000. To move forward, the Town attorney will need to do a notice. The building is secure for now.

a. Junkyards / Cleanups

- i. *710 Post Road* – Carey is working with the property owner and is expecting to see progress within a week.
- ii. *143 White Road* – This is a foreclosure. Carey is working with Deutsche Bank and has met with the preservation company working to remove violations for the Bank. The owner still has personal items, household trash, abandoned materials inside and outside. Neighbors are frustrated, especially for the rodent problem. The Bank will authorize the

preservation company to clean up property with an estimated quote of \$6,000.

- iii. *170 Dingley Road* – Carey is in contact with a family member, Elizabeth Atwater, who has shown intent to clean up around the trailer. We are checking with MMA to determine if a personal representative can remove the trailer.
- b. Post Road (Recycling Barn), David Berry – on March 25th Carey discussed a way forward with Mr. Berry on the structural deficiencies in the Barn. Helen Watts, Structural Engineer for Mr. Berry, has issued a determination that the roof needs repair and floor loads for the apartment need to be upgraded. She gave a date of November 1st, 2021 for the roof repairs to be done prior to snow loads. Carey issued a letter to Mr. Berry, dated April 13, 2021, citing concerns with the public being in the building until the second and third floors are upgraded and a structural engineer signs off on said repairs.

B. Centers Point Road Parking

Briand stated that she has been working with staff from Maine Coast Heritage Trust (MCHT) and Kennebec Estuary Land Trust (KELT) to address the parking complaints the Town has been receiving on Center's Point Road. We believe the best solution would be to develop a small parking area for 5-10 cars along the side of Centers Point Road and install parking area signage and no parking signage. The next step is determining the exact location, size, design, and cost.

The Select Board would be amenable to allowing the development of a parking area on Centers Point Road within the right-of-way.

C. Spirit of America Foundation Tribute

Briand announced that the Board is being asked to choose a local person, project, or group to receive the 2021 Bowdoinham Spirit of America Foundation Tribute. The deadline is June 30th.

D. Update on Waiver of Interest on Late Payments

Briand notified the Board that we no longer qualify under EO 27-A, *Setting Tax Due Dates, Interest Rates and Accrual Dates*, to waive interest on property taxes. As of May 1, 2021, interest and fees will begin accruing as before.

E. Capital Projects Updates

Briand stated that she has been meeting with contractors to request estimates for the roof and emergency exit. She has also met with Pine Tree Engineering to review proposed road work.

Carding Machine Road – Briand advised that overlay pavement is needed. She discussed additional work that needs to be done prior to paving.

Dingley Road – Briand discussed the work needed on Dingley Road.

Briand advised the Board that Public Works cannot do gravel for both Carding Machine and Dingley Roads in the same year. She also stated that she would like

to put these out to bid soon and have them back by the end of June in order to have the projected budget for engineering and design work in by Town Meeting.

Favreau warned against under estimating for the Bond.

Fire Station Parking Lot – Briand stated that we are waiting for an updated estimate for this work.

VI. Town Manager's Report

Office – Briand stated that the Town Office will be open on Fridays again starting May 28th.

Town Buildings (Coombs Building & Town Hall) – Briand is still waiting for more estimates for the Roof/Chimney work on the Coombs building and roof preservation work on the Town Hall. She has reached out to four contractors regarding the Emergency Doors for the first and second floors of the Coombs Building and none are available at this time.

Petition – Briand asked the Board to consider discussing a petition that was received April 12th at the next meeting. She proposed moving the Budget Workshop with the Finance Committee to 6:30 pm to discuss the petition at 5:30 pm. This gives the Board the option to discuss the petition before approval to draft the warrant is needed at the April 27, 2021 meeting.

Public Works – Briand gave an update for Public Works.

Fire Station, New Lighting – Briand announced that we have authorized Ray's Electrical to start work on this project.

Recycling – Briand announced that the baler has been installed at Public Works. Now that we can bale the cardboard and remove it from the stream, we will now have a better idea of costs for recycling.

Pond Road Engineering – Briand stated that she is awaiting estimates on testing. Once vernal pools are looked at we will be able to make more progress on Pond Road designs.

Solar Project – CMP has completed their review of our Interconnection Permit. This technical screening has conditionally passed the technical screening via Chapter 324 ruling. Briand noted that we will need to upgrade from a 25 KVA transformer to a 75 KVA transformer. We need to determine the cost for this. There will be a proposed Warrant Article for the Select Board to enter a PPA Agreement with Revision Energy.

Ambulance Contract – Briand discussed the long-term options for this contract. She stated that Northeast Ambulance is willing to continue providing service for next year and is still awaiting a determination from Topsham regarding their mutual aid fee.

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

None.

VIII. Announce Future Select Board Meetings

- A. April 20, 2021 – 5:30 pm Recycling Barn; 6:30 pm Joint Budget Workshop with Finance Advisory Committee
- B. April 27, 2021 – Regular Meeting (5:00 pm Public Hearing, Jenkins Rd)
- C. May 11, 2021 – Regular Meeting (Finalize Warrant for Town Meeting)
- D. May 25, 2021 – Regular Meeting

IX. Comments from the Select Board Members

Cluchey gave a compliment for how nice the messages in the Kiosk have been looking. He also suggested finding a process for Zooming In-Person meetings for the Select Board.

Engler noted that more people have been involved in Select Board meetings with the Live-Streams.

X. Comments from the Public

Hope Libbe remarked on her father, George Libbe's, concerns with the Jenkins Road Discontinuance. She would like to ensure that the Board makes a way for every person to access the meetings stating that her father's internet is not so good.

XI. Adjourn

Adjournment was at 7:33 p.m.
Select Board
Town of Bowdoinham, Maine

David Engler, Chair

Jeremy Cluchey, Vice-Chair

Peter Lewis

Respectfully Submitted,

Thomas Walling

Kelly Hodson, Admin. Assistant

Mark Favreau