

# TOWN OF BOWDOINHAM

## SELECT BOARD MEETING

### MINUTES



Date: May 9, 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 and Nicole Briand, Town Manager.

#### II. **Amendments to the Agenda**

Act on Property Tax Abatement #4

#### III. **Comments from Public**

Nora Bishop stated that she had recommended the town appoint a Deputy Warden for elections, hopes they are moving in that direction. She also expressed her appreciation of the Town Clerk, Tina Magno, for doing such a fine job and thanked the Board for continuing to allow her to participate as an election clerk and being part of that process after she resigned from being the warden. She also added her feelings that the Town Hall and its steeple are a symbol of the Town and would very much like to see it remain.

#### IV. **Approval of Consent Calendar**

##### A. Meeting Minutes

1. April 3, 2023
2. April 10, 2023
3. April 11, 2023

##### B. Warrants & Financial Reports

1. Treasurer's Warrant #21
2. April's Financial Reports

##### C. Reports and Communications

1. Sagadahoc Sheriff's April 2023 Incident Report

**Favreau moved the Board approved the Consent Calendar, as presented; seconded by Acker. Vote was 4-0.**

#### V. **Discussion Items**

##### A. Limited Phase 2 Environmental Report for Recycling Barn

Barton & Loguidice presented their findings from their testing, made recommendations for further testing and how to deal with issues found as well as answered questions.

- B. Consent Agreement for 529 Bay Road  
The Board discussed and agree with the consent agreement Matt James the CEO had drafted. The real estate agent said that the title company previously would not accept any conditional agreement to approve the loan.
- C. Navigational & Headway Aids Update  
John McMullen, Harbor Master talked with the board about the decrease in navigational aids. Acker added that the board, for liability reasons, decided not to place them and suggested that a private party could place the aids. A private group is looking into putting them out.
- D. Town Hall Update & Request  
The Board discussed the findings in the report from Preservation Timber Framing Inc. After their discussion the Board decided to close the Town Hall due to safety concerns. They also decided to amend the Town Warrant and add the Town Hall preservation and repair. Giving the citizens the chance to decide the fate of the historical structure.

## VI. Action Items

- A. Act on Town Meeting Warrant

**Favreau moved the Board add a warrant article for up to a \$1,000,000 bond for the preservation and restoration of the Town Hall; seconded by Smith. Vote was 4-0.**

**Favreau moved the Board approve the Town Meeting Warrant for June 14, 2023, as amended; seconded by Smith. Vote was 4-0.**

- B. Act on Warden for June 13, 2023 Election

**Favreau moved the Board approve Tina Magno, Town Clerk to appoint Rachelle Tome as Warden for the Election to be held on Tuesday, June 13, 2023; seconded by Smith. Vote was 4-0.**

- C. Act on Ballot Clerks for June 13, 2023 Election

**Favreau moved the Board confirm Kirsten Coker, Elaine Diaz, Donald Lamoreau, Linda Williams, Lynne Smith, Stephen Smith, Roberta Lamoreau, Nora Bishop, Barbara Bishop, Rachel Wildes, Jason Hodde, Kevin Twine and Wendy Rose as Ballot Clerks for the June 13, 2023 Election, seconded by Smith. Vote was 4-0.**

- D. Act on Appointment to Comprehensive Planning Committee

**Favreau moved the Board appoint Jason Lamoreau to the Comprehensive Planning Committee for a term of May 9, 2023 to June 30, 2025; seconded by Smith. Vote was 4-0.**

- E. Act on Property Tax Abatement #4

**Favreau moved the Board approve FY23 Property Tax Abatement #4 in the amount of \$106.57, as presented; seconded by Acker. Vote was 4-0.**

**Favreau moved the Board approve the Certificate of Abatement for FY23 Property Tax Abatement #4; seconded by Acker. Vote was 4-0.**

## VII. **Town Manager's Report**

- In the process of hiring a full-time public works employee and assessor's agent. Carrie Hawks will be joining the Town Office as our new Assistant Clerk on May 22<sup>nd</sup>.
- The School's Budget meeting to approve their budget on May 18<sup>th</sup>. The School's Referendum Budget vote is on Tuesday, June 13<sup>th</sup> at the Community School. Our Town Clerk will start absentee voting for the June 13<sup>th</sup> Election on May 17<sup>th</sup>.
- Maine Municipal Association conducted their property survey on April 5<sup>th</sup> and we received their report last week. Staff will be working to address the potential hazards that were identified over the next couple of weeks.
- Our FY22 Financial Audit is scheduled for May 11<sup>th</sup>.
- We are reviewing our existing street light audit to develop our new street light plan.
- Public Works will be completing the drainage work at the recreation fields this summer so that the school can hire Beaverbrook Tennis to fix both the tennis and basketball courts (\$22,250).

## VIII. **Announce Future Select Board Meetings**

- A. May 30, 2023 – Regular Meeting
- B. June 13, 2023 – Regular Meeting
- C. June 14, 2023 – Town Meeting
- D. June 27, 2023 - Regular Meeting

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

## X. **Comments from the Select Board Members**

Acker requested that they change the recognition of the to Select Board not Selectmen. Briand said that the Town used Select Board not Selectmen for several years and that only the state might still use Selectmen. Acker asked her to relay to the state that they would like that changed.

## XI. **Executive Sessions**

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

Convened 8:49 pm. Adjourned 9:10 pm.

**Favreau moved the Board convene in Executive Session Pursuant to 1 M.R.S. §405(6)(A) for staff recognition; seconded by Acker. Vote was 4-0.**

**Favreau moved the Board leave executive session; seconded by Acker. Vote was 4-0.**

**Acker moved the Board to approve the Employee Recognition Plan; seconded by Favreau. Vote was 4-0.**

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

**Acker moved the Board table the Executive Session Pursuant to 1 M.R.S. §405(6)(A) to discuss Town Manager review; seconded by Smith. Vote was 4-0.**

**XII. Adjourn**

Adjournment was at 9:11 p.m.

Select Board  
Town of Bowdoinham, Maine

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Peter Lewis, Chair

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Mark Favreau, Vice-Chair

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Debra Smith

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Allen Acker

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Peter Feeney

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Respectfully Submitted,

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Lisa-Marie Curtis, Administrative Assistant