

# TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: July 25, 2023

Time: 06:30 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 - None

## III. Comments from the Public - None

## IV. Approval of Consent Calendar

- A. Meeting Minutes
  - 1. July 11, 2023
- B. Warrants & Financial Reports
  - 1. Treasurer's Warrant #2
- C. Reports and Communications
  - 1. Baines Resignation
  - 2. Waterfront Apology Letters

**Favreau moved the Board approve the July 11, 2023 Minutes, as presented; seconded by Smith. Vote was 4-0.**

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

## V. Action Items

- A. Act on Comprehensive Planning Reserve Request
  - Planning & Development Director is requesting up to \$3,500 from the Comprehensive Planning Reserve to hire Good Group Decisions to assist with the Land Use Section

**Favreau moved the Board approve spending up to \$3,500 from the Comprehensive Plan Reserve to hire Good Group Decisions, as proposed; seconded by Smith. Vote was 5-0.**

- B. Act on Emergency Medical Services Committee Bylaws

**Favreau moved the Board approve the Emergency Medical Services Committee Bylaws, as proposed; seconded by Smith. Vote was 5-0.**

C. Act on Maine Municipal Association Voting Ballot

**Favreau moved the Board vote for Melissa Doane for Vice President and Shiloh LaFreniere, Nathaniel Rudy and Dina Walker for the Executive Committee; seconded by Smith. Vote was 5-0.**

D. Act on Assessor's Agent Appointment

**Favreau moved the Board approve the Contract Addendum with Shining Star Enterprises, LLC Assessing Agent services and appoint Cynthia Namer as Assessing Agent for an effective period of July 25, 2023 to August 15, 2023; seconded by Smith. Vote was 5-0.**

E. Act on Consolidated Phone and Internet Services

**Favreau moved the Board approve and authorize Nicole Briand, Town Manager to sign the contracts with Consolidated Communications for internet and phone service, as presented; seconded by Smith. Vote was 5-0.**

**Favreau moved the Board approve spending up to \$3,500 for the Electronic Equipment Reserve and \$5,000 from the Town Hall/Office Reserve for the necessary equipment and updates for the services; seconded by Smith. Vote was 5-0.**

## VI. Discussion Items

A. Maily Waterfront Park Policy

Favreau requested at a previous meeting that the Select Board review the Maily Waterfront Park Policy, specifically regarding fees charged to Vendors. Favreau stated that the Town distinguishes fees on rentals and at other events based on whether or not the party is a resident or not. He feels that they should use the same system with vendors during nonevent times. He also feels they need to relook at the fees charged for water and base it more on usage than by the day.

Acker felt that \$100 was a fair price for Vendors and if they were going to make a difference between residents and nonresidents that they should increase the fee for nonresidents.

Lewis asked the Town Manager to research what other towns had for Vendor policies and fees, specifically what their policies were on food trucks and report back to the Board so they could discuss this further.

B. Phone Uses During Meetings

Lewis stated that there were some complaints from the public about phone use during meetings and that board members should not be on their phones during meetings.

Aker stated that he uses his phone to do research during the meetings and that he was unaware of that being illegal.

After some back n forth arguments Lewis advised that the Town Manager arrange the attorney join them at a future meeting to discuss the legal aspects of this matter and then for the board to enact a use of personal device policy.

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

In the process of hiring:

- two full-time public works employees
- assistant clerk, interview process has started and hope to have someone in August

### Events:

- Summer Concert Series – 6-8pm on Sundays
- Le Tour de Bowdoinham – August 19<sup>th</sup>
- Celebrate Bowdoinham – September 15<sup>th</sup> & 16<sup>th</sup>

### Updates:

- Our Solar Farm with Nexamp is now live, we expect to start receiving 15% off our electric bill in the next couple of months.
- A temporary crosswalk has been installed from Main Street to Lower Main Street. We hope that we can keep it for Celebrate Bowdoinham, but the timing of the removal will depend on MDOT's paving schedule. As part of the project, we've created a survey to gather feedback from the public. We've discussed having a permanent crosswalk with MDOT several times over the years, but that will involve some significant changes at the intersection due to MDOT's rules. MDOT has a new program that allows for temporary crosswalk and sidewalk demonstration projects, which has allowed us to complete this project with the help of Bicycle Coalition of Maine.
- Engine 2 back in service. They replaced the harness that controls fuel pressure and the injectors.
- The lighting installation at the Town Office started today.
- Public Works has completed most drainage work at the recreation fields and will complete the project once we have the excavator.
- We are planning to start the first phase of the drainage work for Village Cemetery in August.
- Construction for the Waterfront Project started this week.
- Maine-ly Paving Services has tentatively rescheduled paving for mid-August.

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

- A. August 8, 2023 – Regular Meeting
- B. August 22, 2023 – Regular Meeting

## IX. **Select Board Member's Request for Agenda Items for Next Meeting**

Feeney asked about the Town Hall Committee, members that resigned and updates on how they were doing and what was needed going forward. Briand said that they met earlier that day and she would be bringing things to the Board as they came up. The committee is looking at possibly creating 5- and 10-year plans for repair and restoration of the Town Hall. Lewis and Smith asked if she had heard from any of the people who stood up at the town meeting. As of this time she had not. She added that volunteers for the committee and other projects were needed.

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


Smith wanted to thank everyone who was involved in organizing and those who contributed to Open Farm & Studio Day. She said it was a wonderful day that she enjoyed very much.

Feeney addressed his fellow board members stating he was unaware of the phone/device potentials and previous advisement of the town's lawyer. He also addressed the Chair that he felt instead of calling them out at the meeting that the situation would have better been handled by a simple one on one conversation with new board members to advise them on the subject.

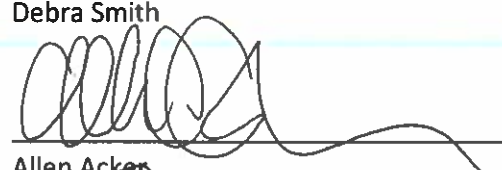
**XI. Adjourn**

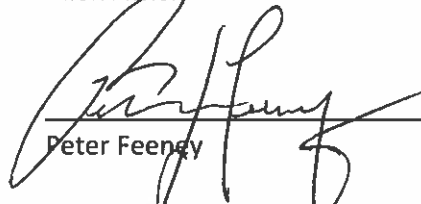
Adjournment was at 7:50 p.m.

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