

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: January 11, 2022

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 meeting was held online via Zoom in accordance with the Town's Remote Meeting Policy, due to the upsurge of the Covid virus. Select Board members participating were David Engler, Mark Favreau, Jeremy Cluchey, Peter Lewis and Debra Smith, and Nicole Briand, Town Manager.

II. Amendments to the Agenda

Adding Warrant #56 to the Treasurer's Warrant in the amount of \$236.88 for postage used for sending out the Town's Newsletter.

III. Approval of Consent Calendar

- A. Meeting Minutes:
 - 1. December 28, 2021
- B. Warrants & Financial Reports:
 - 1. Treasurer's Warrant #14 for \$371,709.64
 - 2. December 2021 Financial Reports
- C. Communications
 - 1. Xfinity Programming Advisory

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

IV. Action Items

- A. Act on Non-Municipal Organization Funding Request Policy

Updated the proposed amendments from last week's discussion.

Smith moved the Board approve the Non-Municipal Organization Funding Request Policy, as amended; seconded by Cluchey. Vote was 5-0

B. Act on Personnel Policy

Updated personnel policy to include the following amendments

- Time and a half compensation for non-exempt employees who have to work Saturday and Sunday.
- Double time compensation for non-exempt employees that have to work on a Holiday.
- Holiday pay for all part-time employees.

Favreau moved the Board approve the Personnel Policy, as amended; seconded by Smith. Vote was 5-0

C. Act on Certificate of Abatement

Per MRS Title 36, §841 section 5, whenever an abatement is made, the abating authority shall certify it in writing to the collector, and that certificate shall discharge the collector from further obligation to collect the tax so abated.

Favreau moved the Board approve the Certificates of Abatement for Abatements 1, 2, 3 and Poverty Abatement #2021-12-28-001; seconded by Cluchey. Vote was 5-0

V. Discussion Items

A. Solar Project

Jennifer Curtis gave a summary of the project's pros and cons and information she had acquired. There was much discussion on the matter, with many questions raised. Wendy Rose Chairperson from the CDAC also spoke. It was decided that it would be beneficial to have a representative from ReVision come in and attend a meeting to answer many of the questions raised.

B. Personnel Policy

Discussed adding Juneteenth as a paid holiday. Juneteenth became a federal holiday and a paid state holiday in 2021. Board agreed.

Discussed Health Reimbursement Benefits

- Increasing the benefit amount given possible insurance benefit changes. Board agreed.

- An idea was discussed with Finance Advisory Committee offering a part-time HRA benefit. Board agreed if it works with budget.

C. Disposition of Tax Acquired Property Policy

Discussed revising this policy to remove installment contracts, per both our attorney's and MMA's advice, as well as add section 3.4 into the policy (from 2013 policy). Board agreed to remove installment contracts, and not to offer the property to an abutting property owner outside of the public bid process.

D. Pending Foreclosures Property List

We are sending out 17 Impeding Foreclosure Notices, for properties that will go through automatic foreclosure on February 17th. Typically, most of the liens are paid off prior to the foreclosure date. 4 of the properties have been automatically foreclosed on for several years and there are 4 properties in 2019 that were not foreclosed on last year, as the Board waived foreclosures.

Discussed Board need to review properties prior to automatic foreclosure for any properties they may want to be waived. Then after foreclosures to look at acquired properties and decide what the Town would like to do with them.

VI. Town Manager's Report

Dog licenses are due by January 31st, thereafter a \$25 late fee will be assessed.

We ran our first payroll on our new payroll system, we are working on processing 1099s and foreclosure notices were just mailed out.

The Treasury has issued their final rule for the American Rescue Plan Act (ARPA),

We received a \$5,000 donation for the Cemetery Maintenance Reserve from Wendy Scully.

We received a \$2,043 dividend from our MMA Unemployment Compensation Fund, which was applied to our FY22 bill, paying the complete bill and giving us a credit (check) of \$679, the letter from MMA is attached.

Midcoast Economic Development District (MCEDD) has officially changed its name to Midcoast Council of Governments (MCOG),

We have three staff members that are in quarantine protocol (we are using the State's guidelines).

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

Favreau asked that the Bay Bridge dangerous building be addressed.

Cluchey asked, if possible, to get an update on the chemical investigation due to sludge, being done by the DEP in town.

Engler asked to discuss setting an overall limit for non-municipal budget request.

VIII. Announce Future Select Board Meetings

- A. January 25, 2022 -Regular Meeting
- B. February 8, 2022 -Regular Meeting
- C. February 22, 2022 -Regular Meeting

IX. Comments from the Select Board Members- None

X. Comments from the Public – None.

XI. Adjourn

Adjournment was at 6:35 p.m.

Select Board
Town of Bowdoinham, Maine

David Engler, Chair

Mark Favreau, Vice-Chair

Peter Lewis

Debra Smith

Jeremy Cluchey

Respectfully Submitted,

Lisa-Marie Curtis, Administrative Assistant