

MINUTES
Town of Bowdoinham
Select Board & Board of Assessors Meeting
October 23, 2018 at 5:30 p.m.

1. Call the Meeting to Order & Establish a Quorum

The meeting was called to order and quorum established by Board Chair Peter Lewis at 5:30 p.m. Select Board members Peter Lewis, Thomas Walling, Judy Gray, and David Engler, were present. Board member Jeremy Cluchey was absent. Staff present included Town Manager William Post and Nicole Briand, Director of Planning and Development.

2. Amendments to the Agenda – None.

3. Approve Consent Calendar

A. Meeting Minutes of September 25, 2018

Board member Engler noted that the start time of the public hearing in the minutes of September 25, 2018 should be 5:30 p.m., not 5:00 p.m.

On motion of Engler/Gray, the Board voted 4 – 0 to accept the minutes of the September 25, 2018 meeting as amended.

B. Warrants and Financial Reports:

1. Treasurer’s Warrant # 26 for \$84,601.33

2. September Financial Report

C. Reports and Communications

1. Sheriff’s Department September Incident Report

2. Fire & Rescue Department August and September Incident Report

3. Town Clerk & Registrar of Voters’ September Activity Report

4. Celebrate Bowdoinham Report

On motion of Gray/Engler, the Board voted 4-0, to approve the remaining Consent Calendar as presented.

4. Action Items

A. Act on Holiday Festival Schedule of Events and Budget

Nicole Briand stated that the Holiday Festival is the 1st Saturday in December, but starts on Friday, November 30th this year. The Fire Department is bringing pizza and there will be a tree lighting ceremony, singing carols, and an artisan sale on Friday, Saturday, and Sunday. The school craft fair will be on Saturday, there will be an event at the art center still to be determined, along with waterfront music and wagon rides.

On motion of Walling/Engler, the Board voted 4-0 to approve the Holiday Festival Schedule of Events and Budget as presented.

B. Act on 2018 Municipal Valuation Return for Fiscal Year 2019

The Manager explained that the Municipal Valuation Return is the background document that leads to the creation of the tax rate calculation form. This document details how the total assessed value of the town was determined including exemptions and land value classifications. The documents been reviewed several times by the Town Manager and Assessors' Agent Darren Carey.

On motion of Walling/Gray, the Board voted 4-0 to approve the 2018 Municipal Valuation Return as presented.

C. Act on Confirmation of Warden Appointment for November 6, 2018 Election

The Manager stated that Nora Bishop is recommended by the Town Clerk to be appointed as Warden. This is Nora's 2nd or 3rd election with us. She is working closely with the Town Clerk and she is well versed in the election process.

On motion of Walling/Gray, the Board voted 4-0 to confirm the appointment of Nora Bishop as Warden for the November 6, 2018 election.

D. Act on Appointment of Ballot Clerks for November 6, 2018 Election

The Ballot Clerks have been recommended by the Town Clerk and they are as follows: Barbara Bishop, Elaine Diaz, Marlene Hensley, Donald Lamoreau, Emilie Newell and Linda Williams.

On motion of Engler/Walling, the Board voted 4-0 to appoint Leslie Barker, Barbara Bishop, Elaine Diaz, Marlene Hensley, Donald Lamoreau, Emilie Newell and Linda Williams as Ballot Clerks.

E. Act on Selection of Winter Sand Provider

The Manager stated that the Town received bids from two winter sand providers. Crooker Construction provided a price of \$9.00 per cubic yard, and Country Fare provided prices of \$9.75 per yard picked-up in Sabattus, and \$12.75 per yard delivered. Crooker cannot deliver the sand to the Town, but Country Fare can deliver. The Manager stated that it is worth the little extra added expense to have the sand delivered. 15,000 yards of sand will be purchased and delivered to the new sand building where it will be mixed with salt. The sand is of good quality and is from a pit in Sabattus.

On motion of Walling/Engler, the Board voted 4-0 to approve the proposal for winter sand from Country Fare Inc. at a cost of \$12.75 per yard, delivered.

5. Discussion Items - None

6. Town Manager's Report

A. Update on Broadband Design Progress

The Manager stated that LCI is working on the Broadband design project. They are on schedule and should be completed by the end of December. LCI is continuing to work on the construction and cost estimates.

B. Update on Personnel

The Manager stated that he replaced the Public Works Foreman in house. Since hiring, the Town has divided the duties of Foreman between two long-term public works employees. One employee leads the crew and the other employee handles the administrative work. The manager hired Brittany Bodinet who lives in Bowdoinham as the third full-time Public Works Driver/Operator/Laborer. The manager also hired Rebecca Bate for the part-time Administrative Assistant position.

C. Other

The Manager stated that the Public Works Sand Shed is awaiting a garage door as the first one was damaged in shipping. The footings for the foundation for the new Public Works Garage are all up, and we are waiting for the floor to be poured.

The Carding Machine Road project is waiting for the pavers, which is expected to be next week. The Public Works crew did a very good job on this project. The Town contracted with Country Fare for an extra dump truck to haul gravel to speed the process up.

The Town heard back from FEMA regarding the October 2017 wind storm damage claim. The total claimed and approved was \$16,127.25. The Town will absorb a 10% local share, so the total reimbursement will be \$14,514.53 with 75% Federal and 25% State. Many towns have had difficulty dealing with FEMA regarding last year's storm.

The Town is moving forward with the two dangerous buildings process. A notice from the Town and Town's Attorney has been mailed to the owners of each building

The website project has slowed but is still ongoing. Town Manager and Nicole Briand are continuing to review, add content, and make design changes. The launch will be soon with an expected date of December 1st of December 15th

7. Select Board Member's Request for Agenda Items for Next Meeting – None
8. Announce Future Select Board Meetings
 - A. November 13th – Regular Meeting
 - B. November 27th – Regular Meeting

9. Comments from Select Board Members

Select Board Member David Engler received a phone call from a resident who was very upset regarding the damage done to the political signs.

10. Comments from the Public - None
11. Adjourn

The meeting adjourned by acclamation at 6:04 p.m.

Select Board
Town of Bowdoinham, Maine

Peter Lewis, Chair

Absent

Jeremy Cluchey, Vice-Chair

David Engler

Judith Gray

Thomas Walling

Respectfully Submitted,

Rebecca Bate
Administrative Assistant