

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: November 14, 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 Member, Mark Favreau, at 6:30 p.m. Select Board members participating were Joanne Joy, Deb Smith, Mark Favreau, Allen Acker, Peter Feeny and Nicole Briand, Town Manager.

II. **Election of Officers**

Smith nominated Joy for Chair. Board voted 4-0. Joanne Joy is new Chair.

Acker nominated Smith for Vice -Chair. Board voted 5-0. Debra Smith is new Vice -Chair

III. **Amendments to the Agenda- None**

IV. **Comments from the Public- None**

V. **Approval of Consent Calendar**

A. Meeting Minutes

1. October 24, 2023

B. Warrants & Financial Reports

1. Treasurer's Warrant #9
2. October 2023 Financial Reports

C. Reports and Communications

1. Sagadahoc Sheriff's October Report

Acker moved the Board approve the October 24, 2023, Minutes, as presented; seconded by Favreau. Vote was 4-0. (Joy abstained because she was not present at that meeting.)

Favreau moved the Board approve the Warrant and Financial Reports, as presented; seconded by Smith. Vote was 5-0.

Smith moved the Board approve the Reports and Communications, as presented; seconded by Favreau. Vote was 5-0.

VI. Public Hearing

Convened 6:37 pm. Adjourned 6:47 pm.

A. June Town Meeting Date

Joy let the Board know that they had received 2 emails from the public in favor of moving the Town Meeting to Saturday.

Jacinta Wilkins-Blodgett addressed the Board. She asked if the Town Meeting was on Saturday if Recycling would be closed. The Board said yes it would be. She then stated that she was in favor of Saturday meetings. She felt it would give people who cannot drive after dark or have children in school a better opportunity to attend. She suggested childcare during the meeting would be helpful.

Another resident told the Board that they felt Saturday would be more helpful.

VII. Licensing

A. Marijuana Business License – Great Buds Farm

Marijuana Business License for Marijuana Cultivation Facility

Applicant: Great Buds Farm

Property: 112 Pond Road (Map R02, Lot 063-F)

Marijuana License Application is for license renewal.

Acker moved the Board find Great Buds Farm application for a Marijuana Business License complete; seconded by Favreau. Vote was 5-0.

Favreau moved the Board schedule a public hearing for Great Buds Farm application for a Marijuana Business License on November 28, 2023; seconded by Smith. Vote was 5-0.

VIII. Action Items

A. Act on Treasurer's Distribution Policy

This policy allows us to process payroll, benefits and pay state fees (motor vehicle is processed weekly) with the approval of one Board member.

Acker moved the Board approve the Policy for Treasurer's Disbursement of Warrants for Employee Wages and Benefits and State Fees; seconded by Favreau. Vote was 5-0.

B. Act on Holiday Festival

Joy moved the Board approve the Holiday Festival event; seconded by Favreau. Vote was 5-0.

C. Act on Contract for Assessing Services

We would like to bring Cindy Namer back to assist us with getting caught up with assessing projects. Cindy would be working with RJD Appraisal, our current assessor, who is in the office one day per week. Cindy's first project would be updating our current use program files.

Acker moved the Board approve the contract with Shining Star Enterprises for assessing services, as presented; seconded by Favreau. Vote was 5-0.

D. Act on Public Works Reserve Request

1. Up to \$20,000 to complete the village cemetery drainage project. In installing the underdrainage along Village Cemetery, Public Works removed a section of the sidewalk which has to be reinstalled.

Favreau moved the Board approve up to \$20,000 from the public works reserve to complete the village cemetery drainage project; seconded by Acker. Vote was 5-0.

2. Up to 100,000 for the purchase of a plow truck. We had budgeted \$50,000 in the reserve for a back-up plow truck, however, due to availability and our current truck status we are requesting up to \$100,000. We currently do not have a back-up plow truck should one of our three bigger trucks be out of service.

Favreau moved the Board approve up to \$100,000 from the public works reserve to purchase a back-up plow truck and authorize the Town Manager to expend the funding with one Board member's signature; seconded by Smith. Vote was 5-0.

E. Act on Tax Abatements

Smith moved the Board approve the Certificate of Abatement for FY24 Property Tax Abatement #12 in the amount of \$97.50, as presented seconded by Acker. Vote was 5-0.

Smith moved the Board approve the Certificate of Abatement for FY24 Property Tax Abatement #13 in the amount of \$5.85, as presented seconded by Acker. Vote was 5-0.

Smith moved the Board approve the Certificate of Abatement for FY24 Property Tax Abatement #13A in the amount of \$7.24 plus interest, as presented seconded by Favreau. Vote was 5-0.

Smith moved the Board approve the Certificate of Abatement for FY24 Property Tax Abatement #13B in the amount of \$6.79 plus interest, as presented seconded by Favreau. Vote was 5-0.

Smith moved the Board approve the Certificate of Abatement for FY24 Property Tax Abatement #14 in the amount of \$2589.60, as presented seconded by Favreau. Vote was 5-0.

F. Act on Tax Supplement

Smith moved the Board approve FY2024 Supplemental Assessment #4 for in the amount of \$1294.80, as presented; seconded by Favreau. Vote was 5-0.

G. Act on Lease Agreement of 8 River Road

The Town's annual lease with Robert Bertulli, owner of Taurus Systems, Inc for the "yellow" building expires on December 31, 2023. Mr. Bertulli agreed to increase in rent from \$500 to \$600, the remainder of the lease continues with the same terms.

Favreau moved the Board approve the lease with Robert Bertulli, d/b/a Taurus Systems, Inc, as presented; seconded by Smith. Vote was 5-0.

IX. Discussion Items

A. Town Meeting Date

Acker said he would like to see it in May. Briand informed the Board that moving up a full month at this point in the schedule would not be possible because committees are currently working on a June schedule. She suggested the first Saturday in June which would be June 1, 2024. Moving two weeks would be more workable for committees.

Smith said she liked the idea of providing childcare during the meeting.

The Select Board discussed what moving the meeting up to the first Saturday in June would mean to the budget and warrant timeline. Briand explained the move would give less meetings for the Board to approve the warrant and suggested they do not have a public hearing, whereas members of the public can comment at prior meetings before the Board approves the warrant.

Acker moved the Board set the June Town Meeting date for June 1, 2023, at 9:00 am; seconded by Favreau. Vote was 5-0.

X. Town Manager's Report

Dog licenses are due by January 31st.

We've advertised for:

- The harbor master applications were due 11/3 and two were received.
- Trash hauling services proposals were due 11/9, and one was received.
- Audit service proposals are due November 22nd.
- Town Hall proposals are due December 14th.

We're preparing for our upcoming FY23 Financial Audit and our workers compensation audit. We're also starting on the planning for next year's projects.

November Holiday Schedule

- Town Office:
 - Wednesday, November 22nd – Open- 8am-12pm and Closed 12-6pm (*this is not a paid holiday*)
 - Thursday, November 23rd - closed
 - Friday, November 24th - closed
- Solid Waste & Recycling
 - Thursday, November 23rd – Closed & Trash Pick-up will be on Saturday (11/25)
 -

Sagadahoc County is seeking nominations of municipal officers to serve on their Budget Advisory Committee, for a term that expires 1/1/25. They are requesting nominations by the first of the year, to caucus in February. The BAC meets 5 or 6 times between February and April. The budget calendar will not be finalized until after the current BAC's November 21st meeting. If anyone is interested or has any questions, please let me know.

Updates:

- We're in the process of planning for our VOI Phone changeover.
- We've recently learned that we are going to need a new hosting option for our website, possibly in the first half of 2024. We are working with our current providers to see what our options may be and how those options may affect our website.
- We've completed the purchase of our streetlights from CMP. I met with CMP on Friday and have their pre-approval. We're finalizing the final project scope and getting the contractor scheduled.
- Docks have been removed for the season. We are working on contacting folks to pick-up the remaining kayaks.
- We have scheduled an executive session with the Town Attorney, Leah Rachin to update the Board on our pending court cases.
- We've been contacted by a company to locate a cell tower on Town property. We'll have a draft agreement to discuss with the Board in executive session.
- Brad Miller be on Maine Calling this Thursday, November 16, from 11am-12pm talking about the 2023 MOST ENDANGERED HISTORIC PLACES. Kirk Mohny, Director of the Maine Historic Preservation Commission, will also be joining the conversation led by host, Cindy Han.

XI. Announce Future Select Board Meetings

- A. November 28, 2023, at 6:30 pm - Regular Meeting
- B. December 12, 2023, at 7:00 pm - Regular Meeting
- C. December 26, 2023, at 6:30 pm - Regular Meeting

XII. Select Board Member's Request for Agenda Items for Next Meeting- None

XIII. Comments from the Select Board Members- None

XIV. Adjourn

Adjournment was at 7:45 p.m.

Select Board
Town of Bowdoinham, Maine


Joanne Joy, Chair


Debra Smith, Vice-Chair

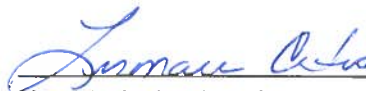

Mark Favreau


Allen Acker

Peter Feeney



Respectfully Submitted,



Lisa-Marie Curtis, Administrative Assistant