

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: November 9, 2021

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. Select Board members participating were David Engler, Jeremy Cluchey, Peter Lewis, Debra Smith, Mark Favreau, and Nicole Briand, Town Manager.

II. Amendments to the Agenda

III. Election of Officers

Cluchey nominated Engler as Chair; seconded by Favreau. Vote was 5-0.

Cluchey nominated Favreau as Vice Chair; seconded by Engler. Vote was 5-0.

IV. Approval of Consent Calendar

A. Meeting Minutes:

1. October 26, 2021

B. Warrants & Financial Reports:

1. Treasurer's Warrant #9 for \$491,884.21
2. October 2021 Financial Reports

C. Communications

1. Sagadahoc County Sheriff's Incident Report
2. 2nd Letter of Violation – U01-017
3. Investigation of PFAS in Bowdoinham

Favreau motioned to accept the Minutes; seconded by Cluchey. Vote was 4-0 Smith abstained.

Cluchey moved the Board to approve the Consent Calendar, excluding Minutes; seconded by Favreau. Vote was 5-0.

V. Action Items

A. Act on Treasurer's Disbursement Policy

Cluchey 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 Property Tax Abatement #3

Favreau moved the Board approve Property Tax Abatement #3 for De Lage Landen Financial Services, Inc in the amount of \$30.56 for FY21; seconded by Cluchey. Vote was 5-0

C. Act on Petition for Merrymeeting Trail

Cluchey moved the Board hereby petitions the Maine Department of Transportation to create a Rail Corridor use Advisory Council to consider future use of the Lower Road Corridor from Rockland Junction in Brunswick to the east side of the Railroad Bridge in Augusta as a bikeway or trail; seconded by Favreau. Vote was 5-0.

D. Act on Comprehensive Planning Reserve Request

Curtis explained upcoming Public Forum to hear public's ideas, this would be followed by sending out surveys and followed up with a public meeting.

Cluchey moved the Board approve expending \$3,500 from the Comprehensive Plan Reserve to hire Good Group Decisions for the Comprehensive Planning Visioning process; seconded by Favreau. Vote was 5-0.

E. Act on Committee Appointments

1. Paul Baines for Town Hall Restoration & Preservation Committee

Favreau moved the appoint Paul Baines to the Town Hall Restoration & Preservation Committee for a term of office that expires June 30, 2023; seconded by Smith. Vote was 5-0.

VI. Discussion Items

VII. Town Manager's Report

Casella will be attending the December 14th Select Board Meeting to discuss the Single Stream Recycling.

We trying to schedule the Sheriff's Department to come in and discuss the Incident reports.

It was Madeline Winston last day and we are currently in the process of hiring a part-time Assistant Clerk/Tax Collector to replace her.

We are working on a detailed project list and priorities. As well as working with the Finance Advisory Committee reviewing the Non-Municipal Organization Budget

Request Policy. The Finance Committee will be helping to research the trusts used for audits each year.

Now that Elections are completed, Office Staff will be focusing on training and holiday preparations (Thanksgiving meals, Giving Tree Lighting Contest).

The Town Office, Recycling and Public Works will be closed on Thursday, November 11th for Veterans' Day. The Town Office will also be closed on Friday, November 12th for this BMV training for office staff. We are working on scheduling additional necessary trainings for new staff. As we have done in past years, the office will be closed at noon on the 24th.

We are getting to the end of the paving season. All States Construction has completed the base work on Carding Machine Road, they are working on fine grade before paving; paving is tentatively scheduled for November 12th, weather permitting. They will then move to complete work on the Dingley Road. Work will be done as weather permits.

Public Works will be continuing their fall clean-up projects, cleaning up cemeteries and preparing for winter.

Favreau, Engler and Briand met with consultants regarding the Recycling Barn. We received a proposal and need to follow up with them with questions and to clarification needed. Hope to have a letter of proposal to bring to the Board at the next meeting.

Mr. Delair has until November 27, 2021 to complete the required clean-up for his dangerous building; there doesn't seem to have been any progress made. We are working to advertise a request for bids for the clean-up of the property, so that should Mr. Delair not complete the clean-up, we will take bids for the cleanup project on Nov 29th and have a special meeting on November 30th @ 4:30 for the Board can approve bid so the work can be completed by the end of the month.

RJD Appraisal has completed the property card updates for the second quarter.

- Total Parcels Visit - 373
- # of Parcels with Change - 302
- % Parcels with Change - 81%
- Net Increase in Valuation - \$1,077,400

We are looking into budgeting for the next two quarters for next year.

Haley Ward has completed their testing of the waterfront. Each of the soil samples collected from the zero-to-two-foot bgs interval had arsenic concentrations below the "Park User" limits.

The Town put out an RFP soliciting Technical Proposals for engineering needed for constructing of the park and help with the bid process. We have the Boating Facilities and DOT funding to do the boat launch, utilities, infrastructure, access road and

parking. Proposal is due November 10th, then we need to move to select an engineer to get to the next phase.

Hazard Mitigation Plan Overview presented by Grainne R. Shaw, Deputy Director, Sagadahoc County Emergency Management Agency on December 6, 2021, 6:00-7:30pm in the Kendall Rm at the Town Office.

Rec Basketball registration has begun.

Age Friendly Bowdoinham Committee is making plans to bring back the activities they enjoyed prior to the pandemic.

Chris Whitney, our Recreation Director was able to secure all the fencing and lighting from the Navy bases softball fields in Brunswick donated. He has a group helping him get the materials and make plans to upgrade fields.

VIII. Select Board Member's Request for Agenda Items for Next Meeting

Cluchey ask that they look into ways to use some of the Federal Relief funding to compensate workers for keeping services running during the pandemic as a show of their gratitude. Including a way to thank first responders and volunteers. He thanked them for their work and would like to give them incentives to continue volunteering their services. Asked how that might be approached.

IX. Announce Future Select Board Meetings

- A. November 23, 2021 – Regular Meeting
- B. November 30, 2021 – Special Meeting @ 4:30
- C. December 14, 2021 – Regular Meeting
- D. December 28, 2021 – Regular Meeting

X. Comments from the Select Board Members

Cluchey thanked Election staff and volunteers for their hard work during the last elections. He asked if going forward they could budget in meals to feed the workers during elections. He expressed that Nora Bishop the Election Warden would like to scale back and was looking to step into Deputy Warden position and train up a new Election Warden.

Bishop spoke, expressing what a good job those involved in the past election did and how she would like to pass on the institutional knowledge.

Engler thanked her for her work and service.

XI. Comments from the Public – None.

XII. Adjourn

Adjournment was at 6:23 p.m.
Select Board
Town of Bowdoinham, Maine

David Engler, Chair

Jeremy Cluchey, Vice-Chair

Peter Lewis

Debra Smith

Mark Favreau

Respectfully Submitted,

Lisa-Marie Curtis, Administrative Assistant