

MINUTES
Town of Bowdoinham
Select Board & Board of Assessors Meeting
November 14, 2017 at 5:30 p.m.

1. Call the Meeting to Order & Establish a Quorum

Town Clerk Pamela Ross provided the oath of office of Select Board, Board of Assessor and Overseer of the Poor to Judy Gray and Peter Lewis.

The meeting was called to order and quorum established by Chair Peter Lewis at 5:30 p.m. Select Board members Peter Lewis, Jeremy Cluchey, Judy Gray, David Engler and Thomas Walling were present. Staff present included Town Manager William Post and Planning & Development Director Nicole Briand. Also present was Lee Parker, representing the Community Development Advisory Committee (CDAC).

2. Election of Officers

A. Chair of Select Board

Chair Lewis asked for nominations for Chair of the Select Board/Board of Assessors.

Tom Walling nominated Peter Lewis, seconded by Jeremy Cluchey. There were no other nominations.

By a vote of 5 – 0 Peter Lewis was elected Chair of the Select Board and Board of Assessors.

B. Vice-Chair of Select Board

Judy Gray nominated Jeremy Cluchey, seconded by Walling. There were no other nominations.

By a vote of 5 – 0, Jeremy Cluchey was elected Vice-Chair of the Select Board and Board of Assessors.

3. Amendments to the Agenda – None

4. Approve Consent Calendar

A. Meeting Minutes of October 24, 2017

On motion of Cluchey/Engler, the Board voted 3 – 0 -2, Lewis and Gray abstained, to approve the meeting minutes of October 24, 2017 as presented.

B. Warrants and Financial Reports:

1. Treasurer's Warrant #26 for \$294,338.98

C. Reports & Communications

1. Sheriff's Department October Incident Report
2. Celebrate Bowdoinham Report

D. Quit Claim Deed(s)

1. Martha Delyra Barker, Personal Representative of the Estate of Michel C. Delyra

On motion of Engler/Walling, the Board voted 5 – 0 to approve the remainder of the Consent Calendar as presented.

5. Action Items

A. Act on Holiday Festival Budget and Events

Director of Planning & Development Nicole Briand reviewed the Holiday Festival budget and schedule of events with the Board.

On motion of Cluchey/Walling, the Board voted 5 – 0 to approve the Holiday Festival Budget and Events as presented.

B. Act on Lease Agreement with Robert Bertulli d/b/a Taurus Systems, Inc.

The Manager stated that the annual lease for the town-owned building near the Public Works Facility expired on October 31, 2017. He stated that while the public works facility will hopefully be moved at some point in fall 2018, it is appropriate to renew this lease as the Comprehensive Plan Implementation Committee begins planning for the redevelopment of the waterfront property starting next year. The business has been a good tenant and provides jobs in Bowdoinham.

Board member Engler suggested some grammatical changes to the lease.

On motion of Walling/Cluchey, the Board voted 5 – 0 to approve the lease by and between the Town and Robert Bertulli for one-year as corrected.

6. Discussion Items

A. Broadband Internet Expansion Options

CDAC member Lee Parker gave credit to Wendy Rose for doing a huge amount of work on the broadband project, including a drive through all of town to determine where cable extends. She stated that the entire issue of broadband internet is a fluid situation in Bowdoinham because of changing technology and it is difficult to compare different providers that offer different technologies for delivering broadband internet.

Parker stated that she is at the meeting to provide a summary of information to the Board, which is included in detail in their materials, and to ask for guidance from the Board as to what the Board would like for a direction, or next step for the project. The key question is whether to serve the unserved areas or to cover the entire town with fiber technology. She then reviewed the sequence of activities by CDAC on the project (see attached).

Nicole Briand reviewed some of the options with the Board. She stated that Lincolnville Communications is willing to partner with Bowdoinham for a ConnectME grant for the unserved areas. They would connect through Richmond with fiber and then have the potential to expand fiber to other parts of the town in the future.

GWI is also interested, but they want \$7,500 so that they can put together a proposal based on information gathered by GWI. GWI tends to do town-wide projects, but they have used different models in different towns.

Again, the question that needs answering is does the Town want to provide service to unserved areas only or have future ability to continue with fiber.

Briand stated that Red Zone wireless may be a partner, as they are advertising that they will take deposits for service in town. They use towers and radio waves, and there is some concern in town about radio waves. Red Zone has not responded to requests for information from the Town.

Briand stated that Comcast is willing to partner with the Town for a grant to provide service to the unserved areas of town, for a cost of about \$330,000, but the survey showed complaints about Comcast's customer service, and they do not provide the highest bandwidth that fiber would provide.

Vice-Chair Cluchey asked if the Town needs a partner in place to apply for a grant with ConnectME. Briand replied that the provider would write 75% of the grant application because of the technical nature of it, so yes, a partner is needed in order to apply for a grant.

The Board suggested holding a workshop with the CDAC for a full discussion of the options available in order to make an informed decision about moving forward.

B. Wind Storm 2017

The manager stated that he included this topic on the agenda because of the extent of the storm and possible misinformation that may have circulated in the public about the Town's response. He assured you that the Town's response to the storm was in full effect with Public Works, Fire and Rescue Department, Deputy EMA Director Lewis and he in constant contact. The Manager was also providing updates to the Chair of the Board, as outlined in the Emergency Operations Plan. The Town was also in constant contact with Sagadahoc Emergency Management. While this information isn't known, the Town was following the current Emergency Operations Plan (EOP). The EOP is outdated, having been last revised in 2008 and is included on the project list for a revision and update. With today's technology, there are several changes that need to be made in the plan, as well as a change for the Emergency Operations Center to the Fire Station as it is equipped with a full-building generator, whereas the Town Office is not so equipped.

The Manager stated that a meeting was held with the Fire Chief, Deputy EMA Director, Select Board Chair and himself and the response to the storm was discussed. The overall belief was that the Town staff and crews responded very well, and that the only issue was how to provide information to the public that did not have land phone lines, internet or Facebook access. That is a topic that will be discussed while the EOP is revised. While staff, after they were able to get internet connections, provided information via Facebook postings, there was no means of communication to those that didn't have access to that technology.

The Board, in general, stated that the response from the Town was fine.

Board member Walling suggested that the Town distribute information cards to the public with telephone numbers and places to get information during major storms and other disasters.

7. Town Manager's Report

The Manager stated that he will review the project list with the Board soon, most likely in January, as with a new member on the Select Board, there may be new projects suggested, or a change in priorities suggested.

The Manager stated that the paving for 2017 is complete, including the section of Main Street from Route 24 to Mailly Park.

The Manager stated that Bob Curtis has resigned from the Advisory Committee on Aging as a result of other commitments.

The Manager distributed a list of board and committee members.

The Manager stated that the engineering work for the Public Works project is about 75% complete, and he expects to have a cost estimate before the Board's next meeting on November 28th. He will need time to review plans and designs, and the cost estimate, so the engineers will meet with the Board on December 12th to review the full plans and cost estimates. The Manager stated that providing as much information to the public as possible is essential to this project, so he will write a newsletter article for the January newsletter, then have a public informational meeting in January, followed by a special town meeting most likely on February 6th to gain funding approval from the voters. This will still leave time for a spring construction start.

Board member Engler stated that it is vital to provide the public with information, and the proposed schedule will still allow for construction to be on schedule in the spring.

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

The Board agreed to schedule a workshop with the Community Development Advisory Committee for 4:00 p.m. on November 28th before their next regular meeting.

9. Announce Future Select Board Meetings

A. November 28th – Regular Meeting

B. December 12th – Regular Meeting

10. Comments from Select Board Members

Vice-Chair Cluchey asked for a list of board and committee vacancies. The Manager will provide the list.

11. Comments from the Public – None

12. Adjourn

The meeting adjourned by acclamation at 7:00 p.m.

Select Board
Town of Bowdoinham, Maine

Peter Lewis, Chair

Jeremy Cluchey, Vice-Chair

David Engler

Judith Gray

Thomas Walling

Respectfully Submitted,

William S. Post, Town Manager