

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: December 28, 2021

Time: 5:01 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 5:01 p.m. Select Board members participating were David Engler, Jeremy Cluchey, Debra Smith, Mark Favreau, and Nicole Briand, Town Manager. Peter Lewis joined meeting at 5:31.

II. Amendments to the Agenda

III. Executive Session

- A. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (F) - Discussion of Poverty Abatement request.

Favreau moved the Board convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (F) to discuss poverty abatement request #2021-12-28-001 at 5:03 p.m.; Cluchey seconded. Vote was 4-0.

Smith moved the Board leave executive session at 5:26 p.m.; Cluchey seconded. Vote was 4-0.

Favreau moved the Board 50% of the poverty abatement request #2021-12-28-001 for FY22 property taxes; Smith seconded. Vote was 4-0.

IV. Public Hearing

- A. New Marijuana Cultivation Facility Business License for Five Buds Farm, LLC

Hearing opened to public at 5:30 p.m. and closed at 5:35 p.m. There were no comments from the public.

V. Approval of Consent Calendar

- A. Meeting Minutes:
 - 1. December 14, 2021
- B. Warrants & Financial Reports:
 - 1. Treasurer's Warrant #13 for \$485,764.89
- C. Communications
 - 1. Xfinity Programming Advisory

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

VI. Licensing

- A. New Marijuana Cultivation Facility for Five Buds Farm, LLC

Cluchey moved the Board find the performance standards for this proposed project were reviewed as part of the Planning Board's Site Plan Review application process which received its Site Plan Review permit from the Planning Board on September 30, 2021; Favreau seconded. Vote was 5-0.

Favreau moved the Board finds this application is for a new business and proposed cultivation facility has not begun operation. The proposed cultivation facility shall meet the conditions of its Site Plan Review Permit; Cluchey seconded. Vote was 5-0.

Favreau moved the Board approve this Marijuana Cultivation Facility Business License application with the following Conditions of Approval:

- The applicant shall reimburse the Town for all noticing fees.
- The applicant shall obtain the necessary State Licenses and approvals prior to operation.
- The applicant shall comply with their Site Plan Review Permit from the Planning Board, dated September 30, 2021.

Cluchey seconded. Vote was 5-0.

VII. Action Items

- A. Act on Private Road Name – Riley Lane

Favreau moved the Board approve the private road name – Riley Lane; Smith seconded. Vote was 5-0.

- B. Act on Waterfront Improvements Engineering Contract

Favreau moved the Board approve the agreement for engineering services for the waterfront improvements project in the amount of \$39,916; Cluchey seconded. Vote was 5-0.

C. Act on Amendments to Non-Municipal Organization Funding Request Policy

After much discussion the Board decided not to take action on this at this time. Briand will make revisions to the policy and to bring back to the Board for approval.

VIII. Discussion Items

A. Review Project List

Lewis recommend that they would have a workshop to review and discuss the project list. Engler and Cluchey agreed. Favreau commented a reminder that they had previously discussed setting priorities so the Town Manager would have a better idea on how to schedule time and resources to complete projects. It was agreed on to have a workshop on January 10, 2022 at 4:30pm.

B. Staff Retention

Much discussion was made as to ideas to retain staff and to make future positions more attractive to candidates, including:

- raises in salary to be more competitive,
- moving part time positions to full time,
- requiring contracts for work commitments for positions that require training and licensing,
- adding benefits for part time employees, and
- paying double time for employees that need to work holidays.

Lewis asked if the Finance Committed knew and was hearing the concerns of the Board regarding funds for employees. Engler had assured he had had a discussion and they know what was going on.

C. Solid Waste Facility

Mr. Berry has removed the option of purchasing or leasing his barn. Discussion was made as to adding/ updating a facility at Public Works, if funds could be redirected to have this option evaluated and get an idea of the cost. It was decided to put this issue on hold until later in the spring and focus on current town office project.

Discussed possibility of getting cost estimates for building a new facility for Town Office at Public Works compare cost with renovating current building.

IX. Town Manager's Report

The Town is changing over the payroll system to inhouse using Trio the first of the year. The Finance Advisory Committee will be reviewing a draft capital improvement program.

The Town office will be closed on Fridays through January to get staff trained and work completed.

There are 18 properties that we need to send foreclosure notices out the beginning of January. The Board will be reviewing the list of properties at the February 8th meeting.

Maine Municipal Association's updated America Rescue Plan Considerations document, the final rules for use of the funding are still pending. Maine Municipal Association is strongly recommending that Town Meeting approval be obtained the expending of these funds.

X. Select Board Member's Request for Agenda Items for Next Meeting – None.

XI. Announce Future Select Board Meetings

- A. January 10, 2022, at 4:30 Special Meeting-Project Workshop
- B. January 11, 2022 – Regular Meeting
- C. January 25, 2022 – Regular Meeting

January

- Tax Acquired Property Policy
- Tax Abatement Discussion
- Solar Power Options Discussion- January 11th
- Casella Recycling Presentation
- Incident Reports Discussion with Brett Strout- January 25th
- Outside Organization Budget Requests
- Power Purchase Agreement with ReVision Energy

Future Agenda Items

- Review Tax Acquired Property
- Town Hall Funding
- Capital Improvement Program

XII. Comments from the Select Board Members

Engler expressed thanks to Toby the public work crew and our contractors for the work they've done, especially on Christmas day.

Lewis motioned that the Town pay public work employees double time for their work on Christmas day; Cluchey seconded. Engler seconded with adding that they authorize the Town Manager to pay the public works crew double time for hours they worked on Christmas Day. Vote was 5-0.

XIII. Comments from the Public – None.

XIV. Adjourn

Adjournment was at 7:26 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