

MINUTES
Town of Bowdoinham
Select Board & Board of Assessors Meeting
December 12, 2017 at 5:30 p.m.

1. Call the Meeting to Order & Establish a Quorum

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. Also present was Brant Miller of the Public Works Building Design Committee, Rob Prue and Jonathan Dewick of Pine Tree Engineering.

2. Public Hearing

A. Extension of Moratorium on Retail Marijuana Social Clubs and Retail Marijuana Establishments

Chair Lewis opened the public hearing at 5:30 p.m. There were no comments. Chair Lewis closed the hearing at 5:31 p.m.

3. Amendments to the Agenda – None

4. Approve Consent Calendar

A. Meeting Minutes of November 28, 2017

B. Warrants and Financial Reports:

1. Treasurer's Warrant #30 for \$431,430.74

C. Reports & Communications

1. Town Clerk and Registrar of Voters' November Activity Report
2. Sheriff's Department November Incident Report

Board member Engler noted an error in the minutes on the last page.

On motion of Engler/Cluchey, the Board voted 5 – 0 to approve the Consent Calendar as with the minutes as amended.

5. Discussion Items

A. Meet with Pine Tree Engineering to Review Public Works Facility Design

The Town Manager introduced Rob Prue and Jonathan Dewick of Pine Tree Engineering to the Board. He stated that the Board has had the preliminary plans, cost estimate and the water extension feasibility study prior to the meeting. He asked Rob to provide an overview of the plans and then have a discussion.

Rob Prue stated that the project is moving along fairly well. There are numerous details that have to be worked out including the mechanical and electrical schematics. He showed the site plan that detailed the location of the garage on the property. The garage building is proposed at 80' x 160' with a 20' x 80' shed style cold storage area. It has eleven bays, one being a repair bay, locker room with shower space, two bathrooms, office space, a storage room for parts and fluids, and a mezzanine for some mechanical systems and the

boiler, and would also serve for more storage space. The garage will have radiant heat within the floor with three different zones.

The yard is currently shown as paved, with a six-foot concrete apron on each side of the building at the entrance of the bays. The sand/salt shed is 60' x 140' with laminated arches, and a paved floor.

The site will have a septic system, a well (unless the water line is extended) and a storm water treatment system.

As for the Water Feasibility Study, the cost is estimated at \$270,000 for a 3,000-foot water main extension from the hydrant at the corner of Pond Road and Main Street. This would include three fire hydrants, one every 1,000 feet. The return on the investment is all regulated by the Public Utilities Commission (PUC). If the Town decides to extend the water line, the Town will be the developer and pay for the extension. Within ten years, any user that connects to the water line will need to pay the Town a certain amount based on the PUC cost-sharing formula. The Town could provide an alternate cost-sharing plan to PUC, but it could not be a higher cost than the existing cost-sharing formula.

Brant Miller added that another benefit of extending the water line is fire protection, including reduced homeowner insurance rates.

Rob Prue suggested that the next step in the water feasibility study would either to have a public forum and discuss the idea, or contact them individually to see what the interest level is in having public water. The Manager stated that there are at least two property owners that are interested in public water.

Rob Prue then reviewed the side elevations of the garage building detailing the bay doors, personnel doors, windows, etc. There is a large overhead door inside the building between the colder storage bays for the trucks and the work area bays.

The sand/salt structure is approximately 34' tall, one large overhead door, with a metal roof.

The cost estimate is derived from experience on previous projects, discussions from contractors that build similar projects, and the economy and its effects on building materials and labor costs. The sand/salt building cost is estimated at \$500,000. The site work is estimated at \$394,050. The garage is estimated at \$1,222,960 and \$100,000 for mobilization. With \$200,000 for contingency and \$40,000 for construction engineering and testing services, the total estimate is \$2,457,010 for the entire project.

Prue stated that there are two ways to approach these projects: raise the money and then go out to bid, or seek bids and get a firm price, then raise the money. The benefit of having firm bid prices is that the cost is known and the Board can decide whether or not to build the sand/salt building or not.

Chair Lewis asked if the original contract with Pine Tree Engineering includes bidding the project. Prue answered that it does not, but that cost would only be about \$1,500.

The Manager stated that the Board needs to provide guidance on the project. The Board could decide to reduce the scope of the project, move forward with the project as is, go out to bid first before holding a special town meeting, or some other options. The Board could see bids that reduce the actual cost of the project, or parts of the project could come in under what is estimated.

Board member Cluchey stated that maybe the Building Committee could meet to provide recommendations to the Board since that committee has been involved in the project. The Manager stated that could be a possibility, but he feels it is important to get information out to the public.

After discussion, the Board asked that the Building Committee meet to provide recommendations to the Board, including some ways to reduce the cost of the project. The Manager stated that he would schedule a meeting of the Building Design Committee as soon as possible and then the Board would need to hold a special meeting at some point before January 9th.

B. Discuss School Choice Week Proclamation Request

Chair Lewis stated that the request for this proclamation was submitted to him by email so he had it added to the agenda.

Board member Cluchey stated that he researched this and, while he supports school choice, he does not support this proclamation.

Board member Gray stated that she also researched this topic and proclamation and would not support this proclamation either.

Board member Engler stated that he has not discussed this with any other board members and does not support this because it seems its intent is to try to undercut the public education system.

Chair Lewis stated that he feels that choices in education other than public education are appropriate and he strongly supports school choice, but would not support an organization that undermines public education.

6. Action Items

A. Act on an “Ordinance To Extend June 14, 2017 Moratorium Ordinance Prohibiting Retail Marijuana Social Clubs and Retail Marijuana Establishments *Except* Retail Marijuana Cultivation Facilities”

The Manager stated that this will add 180 days to the current moratorium to allow the state to develop rules and regulations. The Planning Board has decided to have a public hearing in January to receive feedback from residents as to what they would like or not for marijuana facilities in town so that the Board can develop some language for the Land Use Ordinance. Although the moratorium extension expires on June 9th, and town meeting is June 13th, the Board can extend the moratorium again for up to 180 days.

On motion of Walling/Cluchey, the Board voted 5 – 0 to approve the ‘Ordinance To Extend the June 14, 2017 Moratorium Ordinance Prohibiting Retail Marijuana

Social Clubs and Retail Marijuana Establishments *Except* Retail Marijuana Cultivation Facilities’ as presented.

B. Act on Appointment of Assessors’ Agent

The Manager stated that as the Board knows, the Town’s current assessors’ agent, Ron Beal, is retiring from Bowdoinham effective December 31, 2017. Deputy CEO/LPI Darren Carey passed the examination to become a Certified Maine Assessor in August 2016 and he has been working with Ron to ensure a smooth transition. The Board of Assessors appoints an assessors’ agent to perform the technical assessing work. The appointment is for six months for a probationary period and to coincide with the annual appointments.

On motion of Cluchey/Walling, the Board voted 5 – 0 to appoint Darren Carey as Assessors’ Agent for a term of January 1, 2018 through June 30, 2018.

C. Act on Appointment of John Scribner to the Community Development Advisory Committee

John Scribner has applied to fill a current vacancy on the CDAC. He has attended the last two meetings and in his professional life is involved in economic development.

On motion of Cluchey/Walling, the Board voted 5 – 0 to appoint John Scribner to the Community Development Advisory Committee for a term ending June 30, 2018.

D. Act on Property Tax Abatement #8 for Gerald & Donna Roth in the amount of \$315.10

The Manager stated that the Roths own two parcels of property with a garage located on one. The garage was mistakenly assessed on both parcels. Therefore, an abatement is necessary.

On motion of Cluchey/Walling, the Board voted 5 – 0 to approve Property Tax Abatement #8 for Gerald & Donna Roth in the amount of \$315.10.

7. Town Manager’s Report

The Manager stated that the workers’ compensation insurance premium has been reduced for 2018 to about \$15,500, or about \$3,900 less than 2017. This is also a reduction from when he started in 2011 of about \$20,000.

The Manager stated that the employee survey has been distributed electronically this year, thanks to Board member Cluchey. The deadline is December 15th, and the results will be shared at a future meeting and then with the employees as well.

The Manager stated that the ambulance transport contract between the Town and Northeast Ambulance expired the end of June. He has been in contact with Northeast, but has not had a response. Their service has been lacking and he will be working with another town to see if a contract can be negotiated. He warned that any different provider will lead to an increase in price, but that it is more important to have guaranteed ambulance response.

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

Chair Lewis would like an update on the potential land acquisition on the agenda.

Board member Cluchey would like to have the employee survey results and the website project updates on the agenda if possible.

9. Announce Future Select Board Meetings

A. January 9th – Regular Meeting

B. January 23rd – Regular Meeting

10. Comments from Select Board Members – None

11. Comments from the Public – None

12. Adjourn

The meeting adjourned by acclamation at 6:55 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