

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: July 27, 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, Thomas Walling, Mark Favreau, and Nicole Briand, Town Manager.

II. Amendments to the Agenda

Add Item C-4 to Consent Calendar.

III. Approval of Consent Calendar

A. Meeting Minutes:

1. July 13, 2021

B. Warrants & Financial Reports:

1. Treasurer's Warrant #2 for \$101,889.87
 - Accounts Payable Warrant #3 - \$52,620.44
 - Accounts Payable Warrant #79 (FY21) - \$14,697.00
 - State Fee Warrant #2 - \$3,856.00
 - Payroll (7/15/21) - \$27,388.81
2. June's Financial Reports

C. Communications

1. Sagadahoc County Emergency Management Agency Annual Report
2. Susan Drucker Resignation from Solid Waste Committee
3. Susan Brown Resignation from Solid Waste Committee
4. Kathy Curtis Resignation from Solid Waste Committee

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

IV. Action Items

- A. Act on Coach's Handbook

Lewis moved the Board approve the Bowdoinham Recreation Department Coach's Handbook, as amended with Select Board signature page; seconded by Favreau. Vote was 5-0.

B. Act on Town Hall Rental Policy

Cluchey moved the Board approve the Town Hall Rental Policy; seconded by Walling. Vote was 5-0.

C. Act on Maine Municipal Association Voting Ballot

Lewis moved the Board vote for Maine Municipal Association's Vice President and Executive Committee Members as proposed by the MMA Nominating Committee; seconded by Favreau. Vote was 5-0.

D. Act on Supplemental Assessment #1

Constance Jackson, Trustee for Heirs of Henry & Adeline Lamoreau requested to remove 7.24 acres of their property (U07-005) from the Maine Tree Growth Tax Law resulting in a supplemental tax assessment for the tree growth penalty of \$9,400.

Lewis moved the Board approve Supplemental #1 in the amount of \$9,400.00; seconded by Favreau. Vote was 5-0.

E. Act on Small Community Grant

Darren Carey applied for and has been awarded a Small Community Grant for Tammy Veno to help replace a malfunctioning septic system that may be polluting a waterbody or causing a public nuisance.

Cluchey moved the Board accept the Small Community Grant of \$10,000 for 724 Post Road; seconded by Lewis. Vote was 5-0.

F. Act on Appointment of Registrar of Voters

Lewis moved the Board appoint Tina Magno as Registrar of Voters, effective August 9, 2021 to January 1, 2023; seconded by Favreau. Vote was 5-0.

G. Act on Confirmation of Town Clerk & Deputy Tax Collector Appointment

Cluchey moved the Board confirm the Town Manager's appointment of Tina Magno as Town Clerk and Deputy Tax Collector; seconded by Walling. Vote was 5-0.

H. Act on Town Hall 200th Birthday Committee Bylaws

Walling moved the Board approve the Town Hall 200th Birthday Committee Bylaws, as amended; seconded by Lewis. Vote was 5-0.

I. Act on Sale of old Town Docks

Cluchey moved the Board authorize Nicole Briand, Town Manager, to sell the old docks by sealed bids; seconded by Favreau. Vote was 5-0.

J. Act on Replacement of Main Street Blinking Light

Favreau moved the Board authorize Town Manager to hire Electric Light Company to install a new blinking light at the intersection of Main Street and River Road not to exceed \$14,000; seconded by Lewis. Vote was 5-0.

V. Discussion Items

A. Remote Meetings Policy

Given how the current law is written, Briand advised adding this item to a projects list for later. It was suggested that we may be able to use some of the CARE money to set up the Board Room for hybrid meetings.

B. Solar Power Purchase Agreement

Briand explained that our attorney does not recommend going with the current contract model. Briand explained that the PPA rate is higher than the attorney has seen on other models and the system is currently sized for 95%, where it should be 75-90%. Briand stated that there are still many details to look at before signing a contract. We may also revisit buying into another system. Staff will be discussing our concerns with Revision in order to develop a revised PPA for the Board review on August 24th.

C. Solid Waste Committee Report

Engler thanked the members of the Solid Waste Advisory Committee for their many arduous hours they spent working on this process.

Briand reviewed the Solid Waste Committee recommendations. They recommend a program similar to what was offered pre-Covid that they have termed a “hybrid” program. This is a combination of source separation and single stream. Space for the program should be at least 10,000 feet. Vertical storage options may lower this number.

Favreau stated that the “hybrid” system is a great option and he suggested that we ensure recommendations are included in the RFP.

Walling shared that the Committee delivered on a very difficult job and he is grateful for their suggestions.

VI. Town Manager’s Report

Briand stated that we have received a \$1,256 dividend check from Maine Municipal Association for our good performance and loss prevention programs.

The Maine State Office of the Treasurer has released new Municipal Revenue Sharing Projections for FY 2022. It was up, but not as high as March. July 2, 2021 Projection is \$334,536.24.

Briand reported that we are still waiting on the American Rescue Plan information.

We will begin working with API next week. We are in the process of reviewing proposals for phone and internet plans for Town facilities.

Eli Rubin has completed Bureau of Motor Vehicle training so he may act as Motor Vehicle agent in the interim. Briand shared that a change in agent puts a municipality on a six-month probationary period during which time we cannot register or re-register (large) commercial vehicles over 100,000 pounds.

Briand announced that she has hired Tina Magno for Town Clerk. She will start on August 2nd. Pam's last day is August 11th.

Brooklyn Bridge is scheduled to be painted beginning the first week of August and will last about a month.

Cemeteries & Cemetery Committee: Briand shared that we are still waiting to establish access to the Temple-Randall Cemetery.

The tree work for the Dingley Road Cemetery should be completed by the end of summer.

Sam Tome will be doing the fence work that was approved for the Pratt Cemetery and is hoping to have the work completed this summer.

We have had our first meeting on doing preliminary research on our trust accounts to ensure we are working within the original trust guidelines.

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

Lewis requested to look at possibly revising the Code of Ethics for Select Board.

VIII. Announce Future Select Board Meetings

- A. August 10, 2021
- B. August 24, 2021

IX. Comments from the Select Board Members

Cluchey suggested that it may be worth examining how we manage committees given the multiple resignations from the Solid Waste Advisory Committee.

Cluchey suggested a policy or procedure on how to conduct hiring searches for a long-term best practice.

X. Comments from the Public

None.

XI. Executive Session

- A. At 7:05 pm, Lewis moved the Board convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (E) to consult with the Town Attorney regarding the Board of Selectmen's legal rights and duties regarding Cease Harassment/No Trespass Notice #21-009920; seconded by Cluchey. Vote was 5-0.

At 7:48 pm, Lewis moved the Board exit Executive Session; seconded by Cluchey. Vote was 5-0. No action taken.

- B. At 7:52 pm, Lewis moved the Board to convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (A) for a personnel matter; seconded by Favreau. Vote was 5-0.

At 8:04 pm, Lewis moved the Board to exit Executive Session; seconded by Cluchey. Vote was 5-0.

Lewis moved the Board approve allowing Nicole Briand to carry over additional 40-hour vacation time for a total of 280 hours, for one year only; seconded by Cluchey. Vote was 5-0.

XII. Adjourn

Adjournment was at 8:10 p.m.
Select Board
Town of Bowdoinham, Maine

David Engler, Chair

Jeremy Cluchey, Vice-Chair

Peter Lewis

Thomas Walling

Mark Favreau

Respectfully Submitted,

Kelly Hodson, Administrative Assistant