

TOWN OF BOWDOINHAM

SELECT BOARD MEETING

MINUTES



Date: January 23, 2024

Time: 6:30 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, Joanne Joy, at 6:30 p.m. Select Board members participating were Joanne Joy, Deb Smith, Mark Favreau, Allen Acker, Peter Feeney (remotely) and Nicole Briand, Town Manager.

II. **Amendments to the Agenda- None**

III. **Comments from the Public- None**

IV. **Approval of Consent Calendar**

A. Meeting Minutes

1. January 9, 2024

B. Warrants & Financial Reports

1. Treasurer's Warrant #14

C. Reports and Communications

1. Sagadahoc Sherriff DUI Arrest Information

Smith moved the Board approve the Consent Calendar, as presented; seconded by Favreau. Vote was 5-0.

V. **Discussion Items**

A. North East Ambulance Quarterly Update

Rick Petre from North East Ambulance joined the Board to present the quarterly report and answer question. This covered the October-December 2023 service.

There were 63 calls during this time, 87% of the calls were answered by Lisbon Ambulance and the average response time was 20 minutes.

The current contract with Noth East expires June 30, 2024, if all the details with Lisbon is not worked out at that time Petre said they were prepared to continue in the administrative role as needed.

B. Town Hall Foundation Proposal

Doug Tourtellotte submitted a proposal to replace the Town Hall foundation with a price not to exceed \$340,000. This covers, raising the building, replacing the foundation, rotting sills and cross beams.

Joy commented that the proposal was brief and asked Briand to confirm that the Town did not currently have the funds to do this.

Briand confirmed that the Town did not have this currently in the budget and to do so they would have to either borrow the funds, look into grants and fund raising. She added that this would have to be added as an item to the June 2024 Town Warrant. This work would stabilize the building, then the other work that is needed could be done over time.

Joy asked Favreau since he was in the construction business if this seemed to him as a reasonable first step.

Favreau agreed that this would stabilize the building addressing the main concern and then the other work could be done over a longer period with grants and fund raising.

Acker felt that this came down to whether the people in town wanted to invest in the building or not and would like to see it on the June warrant.

Smith added she would like to see a formal proposal and the item added to the warrant. Joy and Feeney agreed.

Joy added that the Town over the years have given a lot of support for preserving its historical buildings.

Favreau said that the Town has a lack of community meeting areas and that stabilizing the Town Hall would give another area for a variety of functions.

Joy asked Briand about the use of TIF and changing in the TIF District.

Briand said she had discussed this with the Planner. The State has allowances to develop an art district, supporting local sales. They would have to look at changing the TIF. CDAC has looked at where people can do popup sales. Some of the suggestions for use of the yellow waterfront building may be better suited to the Town Hall building and there are other things they could investigate.

Joy asked if the Town Hall Committee was looking into any community education.

Briand said she would talk to them about it. Currently there are only three members, and they are looking for new members.

Joy said she felt this was worth moving forward.

C. Solid Waste Ordinance Process

Members of the Solid Waste Committee joined the Select Board to answer questions the Board had.

Joy started by saying she had asked for this to be added to the agenda to address some questions and concerns she had regarding the process. Joy emphasized that the Board was not trying to take over or halt the work the committee was doing, she just had questions. She wanted to know why they had not done a markup of the old ordinance with the changes from the new one. She said it was hard to know what changes were being made.

Joy also wanted to know if the committee was planning to have more public input.

Wendy Cunningham answered, she explained that the current solid waste ordinance is 30 years old and outdated. The committee decided that it would be easier to scrap the old one and start from scratch. She went on to say that they had a lot of public input, and a public hearing is scheduled for January 24, 2024. She went on to say that with the time restrictions she did not feel they had time to schedule another public hearing and finish writing the ordinance, present it to the board and have it ready for legal review.

Favreau said, whereas the ordinance is being completely rewritten he did not feel the same as Joy on the need of a red-lined version. He is fine with what the committee is doing.

Acker asked whether they could scrap and rewrite the ordinance without the old one first being repealed. Briand explained that there would be wordage on the warrant stating that this would replace the old ordinance. Cunningham said that the new ordinance begins with a statement that new ordinance shall supersede and rescind the previous ordinances.

Paul Denis addressed the Board. He said that the Solid Waste Committee has considered a few things when writing the new ordinance. Town input, fiscal responsibility, environmental responsibility and to stay at government level and not get into the management components. This is to give the town management flexibility to adapt with changes. The old

ordinance did not provide the flexibility that was needed to meet the shifting environment and changes in processes. We want to make sure the Town has enough flexibility to adapt with the changing times.

Cunningham added that the data they gathered was on the Town's website.

Joy thanked the committee members for joining them and for the work they were doing.

D. Age-Friendly Letter to Representative Cluchey

Joy started by saying she looked at the bylaws and the Age-Friendly committee does not have as a purpose or expectation to have any kind of communication with legislators. Joy stated that as a Town there are no policies for committees about submitting letters to legislators and she would like to change that so committees would have a reference to go to.

Favreau added that the Town has bylaws for committees. They function as advisors for the Board and are not independent boards. Their purpose is to work on stuff within the goals given them by the Board, he felt the letter presented was outside of their scope.

Smith said that she also serves on the Age-Friendly Advisory Committee and that one of the members had presented them with the letter to send Representative Sally Cluchey and wanted the committee members to sign it. She added that after she read it, she did not know if as a committee they would be allowed to send the letter, so she took it to Town Manager, Briand, and asked her advice and to bring it to the Select Board.

Smith continued, that as an individual in the town she may agree with the letter but as an Age-Friendly committee member she represents all the people in the town. She is there to support everyone in town. She is against a committee putting their names on the letter.

Joy added that individuals can send any letter they feel but as a committee they should not.

Briand said she would not like to tell a committee no- never because there might be a time when a committee should weigh in on a subject. She feels that before anything goes out that represents the town that it should be brought to the Board for review.

Acker moved the Board deny the Age-Friendly Committee request to send the statement letter presented to Representative Cluchey; seconded by Smith. Vote was 5-0.

VI. Action Items

A. Act on Pine Tree Engineering Waterfront Improvements Phase 2 Contract

We have received approval from the State to contract with Pine Tree Engineering for the second phase of construction. We are also contracted with Pine Tree Engineering for the first phase, so they are familiar with the project. This project is being funded with the Land and Water Conservation grant and our local match as approved at June 2022 Town Meeting.

Acker moved the Board approve the Waterfront Improvements Phase 2 Agreement for Professional Engineering Services with Pine Tree Engineering and authorize the Town Manager to sign the contract; seconded by Favreau. Vote was 5-0.

B. Act on Harbor Master Job Description

The Harbor Master job description was updated as discussed at the January 9th Select Board meeting.

Acker moved the Board approve the Harbor Master Job Description; seconded by Favreau. Vote was 5-0.

C. **Act on Funding for Comprehensive Planning Reserve**

The Town has received reimbursement from the State for the work updating our Land Use Ordinance. We are requesting that this funding be allocated to the Comprehensive Planning Reserve to support future Comprehensive Planning work and implementation.

Acker moved the Board authorize accounting the \$4,080.72 reimbursement to the Comprehensive Planning Reserve; seconded by Favreau. Vote was 5-0.

D. **Act on Property Tax Abatement #16**

Acker moved the Board approve Property Tax Abatement #16 for Account #553, as presented; seconded by Favreau. Vote was 5-0.

VII. **Town Manager's Report**

Foreclosure notices for unpaid FY21-22 property taxes were mailed on January 18, 2024, automatic foreclosures are scheduled for February 26, 2024. The Board will be reviewing foreclosure waivers in February 13th's meeting.

There is a presidential primary election scheduled for March 5, 2024, at the Bowdoinham Community School. Absentee voting is planned to start on February 5th.

The generator at the Fire Station was serviced and started replaced, we are looking into grants to replace this generator. The generator at Public Works is scheduled for repair the beginning of February.

The final report of the Blue Ribbon Commission to Study Emergency Medical Services in the State has been published and is available at <https://legislature.maine.gov/doc/10601>.

Updates:

- We are currently advertising for:
 - The harbor master position.
 - A full-time public works employee.
- We need to run new cabling for the phone system. We are looking to schedule that installation and our TRIO Web installation for the first week in March. We start our TRIO web training this week.
- Lisbon EMS Board approved their budget which includes servicing Bowdoinham. We should have a contract for the Board's approval in February.
- Our 2023 Audit is being completed and I will be scheduling the Board presentation in February.

VIII. **Announce Future Select Board Meetings**

- A. February 13, 2024 – Regular Meeting
- B. February 27, 2024 – Regular Meeting

IX. **Select Board Member's Request for Agenda Items for Next Meeting- None**

X. **Comments from the Select Board- None**

XI. **Executive Session**

A. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (E) consult with Town Attorney regarding the end portion of Dingley Road.

Convened 7:45 pm. Adjourned 8:43 pm.

Acker moved the Board enter Executive Session Pursuant to 1 M.R.S. §405 (6) (E) consult with Town Attorney regarding the end portion of Dingley Road; seconded by Favreau. Vote was 5-0.

Smith moved the Board leave executive session; seconded by Acker. Vote was 5-0.

B. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (A) to discuss Town Manager review.

Convened 8:44 pm. Adjourned 9:00 pm.


Smith moved the Board enter Executive Session Pursuant to 1 M.R.S. §405 (6) (A) to discuss Town Manager review; seconded by Acker. Vote was 5-0.

Acker moved the Board leave executive session; seconded by Favreau. Vote was 5-0.

XII. Adjourn

Adjournment was at 9:01 p.m.


Select Board
Town of Bowdoinham, Maine



Joanne Joy, Chair



Debra Smith, Vice-Chair



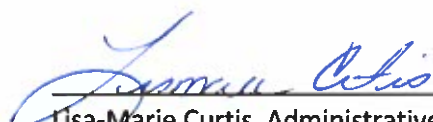
Mark Favreau



Allen Acker

Peter Feeney

Respectfully Submitted,



Lisa-Marie Curtis, Administrative Assistant



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