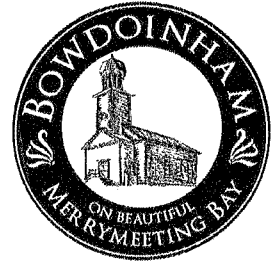


TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: June 11, 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 (via Zoom) and Nicole Briand, Town Manager.

II. Amendments to the Agenda

5.H Act on Cemetery Reserve Request

5.I Act on MaineDOT Snow & ice Control Agreement

III. Comments from the Public-None

IV. Approval of Consent Calendar

A. Meeting Minutes

1. May 28, 2024

B. Warrants & Financial Reports

1. Treasurer's Warrant #23

2. May 2024 Financial Reports

C. Reports and Communications

1. Sagadahoc Sheriff's May Report

2. April 2024 Ambulance Reports

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

V. Action Items

A. Act on Property Tax Abatement 17 Revised

Smith moved the Board approve Property Tax Abatement 17 Revised; seconded by Favreau. Vote was 5-0.

B. Act on 2024 Roadway Improvements Change Order #2

This change order is for the remainder of the bid road work: shim paving for rutting on South Pleasant, Ridge Road and Millay Road (Post Road to I-295).

Smith moved the Board approve 2024 Roadway Improvements Change Order #2 and authorize expending up to \$350,000 from the Public Works Reserve for road improvements; seconded by Favreau. Vote was 5-0.

C. Act on Midcoast Humane Agreement for Service

This is our annual contract with the Humane Society; this year's contract is \$4,631.44 (\$1.52 per population of 3,047).

Favreau moved the Board approve Midcoast Humane Agreement for Services; seconded by Smith. Vote was 5-0.

D. Act on Open Farm Day Event

Acker moved the Board approve the 2024's Open Farm Day Event; seconded by Smith. Vote was 5-0.

E. Act on Tax-Acquired Property Policy

Briand explained to the Board that the State Legislation changed the Tax-Acquired Property Law. The Town needs to update their policy to be compliant with the State law. The change now requires Towns to go through a realtor to sell acquired properties, if the property does not sell within 12 months, then the Town can revert to their previous policy. Property must be sold at the best market value. Upon sale of the property the Town is refunded the cost of the realtor commission and fees, back taxes and fees acquired, the previous property owner receives the difference.

Acker asked what happens if the sale does not cover the cost of the realtor, taxes, and fees? Briand said she did not know and that was not made clear by the legislature.

Favreau moved the Board approve Tax-Acquired Property Policy, as presented; seconded by Smith. Vote was 5-0.

F. Act on Fire Chief Job Description

The description has been updated to a full-time exempt employee.

Smith moved the Board approve the updated Fire Chief Job Description; seconded by Favreau. Vote was 5-0.

G. Act on Age-Friendly Community Pilot Program

Maureen Booth, chair of the Age-Friendly Committee explained to the Board that Bowdoinham has been selected to participate in the University of Maine's Community Pilot Program. The program allows the Town to have a part-time person to assist with community services for residents who may be isolated or have difficulties reaching services. The test program is for 1 year.

Acker moved the Board to support the Town participating in University of Maine's Community Pilot Program; seconded by Favreau. Vote was 5-0.

H. Act on Cemetery Reserve Request

Request is for a sign and post for the Whitmore Cemetery.

Acker moved the Board approve up to \$200 from the Cemetery Reserve for the Whitmore Cemetery sign; seconded by Favreau. Vote was 5-0.

- I. Act on MaineDOT Snow & Ice Control Agreement for Route 138
The agreement is for the Town to maintain Route 138 and expires in May 2030.

Acker expressed his concerns with the length of the contract, but realized there was written in the contract a way out if this endeavor becomes unprofitable or a hardship for the Town.

Favreau moved the Board approve the MaineDOT Snow and Ice Control Agreement for Route 138 and authorize the Town Manager to sign the agreement; seconded by Smith.

Vote was 5-0.

VI. Discussion Items

A. End of Year Reserve Request

Briand reviewed with the Board unused budgeted funds from each department and potential amounts that could be moved into reserve accounts. These accounts are used to offset unplanned expenditures and to reduce funds that would otherwise need to be borrowed on future projects.

The Board and Briand discussed using some of the funds unused in the Public Works budget to pay down the loan on the excavator. This would save the Town apx. 4 years of interest. The unused funds were the result of having a mild winter and being short an employee for part of the year.

The Board will act on these requests at the next select Board meeting.

B. Ambulance Interlocal Agreement

Briand presented the Board with a draft proposal of an interlocal agreement for ambulance service for Lisbon, Bowdoin, and Bowdoinham. The three towns are serviced by Lisbon Ambulance.

The purpose of this Agreement is to establish a cooperative arrangement between the Members to jointly plan for and create a corporation for the purpose of providing emergency medical services to the Members.

The Board will be reviewing the agreement and discussing it at their next meeting.

VII. Town Manager's Report

State & Municipal (*School*) Election is today at the Bowdoinham Community School, polls close at 8pm.

Closures:

- All Depts – Wednesday, June 19th – Juneteenth
- Town Office – Friday, June 28th – End of Year Processing & Staff BBQ
- All Depts - Thursday, July 4th – Independence Day
- Town Office – Friday, July 5th – Staff Vacation Day

The Town requested nominations for this year's Citizen of the Year award, by June 15th.

The Town has posted a survey to gather feedback on the Town Meeting date.

Arthur Frizzle has accepted the full-time Fire Chief position. He has been the Town's Fire Chief since 2013 and served as a volunteer for over 25 years before becoming chief. He will start full-time on July 1st.

Matthew James has resigned as our Code Enforcement Officer; The Town Manager has advertised for the position and is working to obtain coverage in the interim.

Updates:

- The Town has received a Maine EMS Stabilization Grant for \$16,939.02; these grants were part of the State's emergency funding to assist EMS services.
- The Food Truck power upgrade project is scheduled for June 26th.
- The Town has hired Katie Hudak as our Art Camp coordinator/instructor and Isla Drewette-Card will be one of the councilors.
- Bedard Excavation is working to complete the shoreline stabilization construction in the next few weeks.

VIII. Announce Future Select Board Meetings

- A. June 25, 2024, at 6:30 pm – Regular Meeting
- B. July 9, 2024, at 6:30 pm – Regular Meeting
- C. July 23, 2024, at 6:30 pm -Regular Meeting
- D. August 13, 2024- Rescheduled to Monday August 12th at 6:30 pm

IX. Comments from the Select Board Members

Acker asked if arrangements have been made for MMA Insurance to give the Board a presentation. Briand replied that they do not know what packages will be offered until later. She added that she would like to survey the employees to get their feedback. Acker said he felt they had better options and would like a presentation. Briand said it could be scheduled for this Fall.

X. Comments from the Public

A gentleman from the public asked if property taxes would be going up or staying the same this coming year. Briand replied that the Select Board will be looking at tax rates in August. She added that the Municipal Budget did not increase but the School and County Budgets did as well as the Town's assessed value so they will have to look at all these factors before setting the rate.

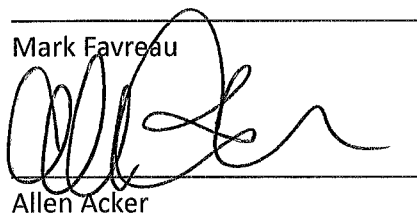
XI. Adjourn

Adjournment was at 7:45 p.m.

Select Board
Town of Bowdoinham, Maine


Joanne Joy, Chair

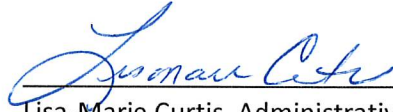

Debra Smith, Vice-Chair

Mark Favreau

Allen Acker

Peter Feeney



Respectfully Submitted,



Lisa-Marie Curtis, Administrative Assistant