

MINUTES
Town of Bowdoinham
Select Board & Board of Assessors Meeting
January 29, 2019 at 5:30 p.m.

1. Call the Meeting to Order & Establish a Quorum at 5:30 p.m.

The meeting was called to order and quorum established by Board Chair Peter Lewis at 5:30 p.m. Select Board members Peter Lewis, Thomas Walling, Judy Gray, David Engler, and Jeremy Cluchey were present. Staff present included Town Manager William Post, Planning and Development Director Nicole Briand, and Allen Acker, Recreation Department Director. Also present were Wendy Rose, CDAC Chair, Brian Smith, Jeff Lauder, Bill Gray and Ann Aviles. LCI representatives present included Alan Hinsey, Director of Marketing & Sales, Rick Manning, Vice-President of Business Development & Operations, Benjie Ladabour, Network Engineer, and Jim Corbett, Network Engineer.

2. Amendments to the Agenda – None

3. Approve Consent Calendar

- A. Meeting Minutes of January 8, 2019
- B. Warrants and Financial Reports:
 1. Treasurer's Warrant # 49 for \$ 8,962.17
 2. December Financial Report
- C. Reports and Communications
 1. Fire & Rescue Department's December Incident Report

David Engler mentioned a possible correction to the minutes under a comment made by Board member Cluchey (page three) in reference to the waterfront redevelopment master site plan. Cluchey recommended language to clarify his comment at the January 8, 2019 meeting.

David Engler posed a question regarding the December Financial Report and the expenditure on the software license. The Manager explained that this is a double entry error, which has been corrected. The total expenditure amount for December for software is \$12,148.87 as opposed to \$24,297.74.

On motion of Cluchey/Walling, the Board voted 5-0, to approve the Consent Calendar as amended.

4. Discussion Items

- A. Presentation from Lincolnville Communications – Broadband Design

Alan Hinsey, Director of Marketing and Sales, gave an overview of the work completed so far by LCI. Topics covered by Alan included: Scope of Work, LCI Project Team, Planning & Design Project Phases, Fiber Transmission Options, Fiber Distribution Options & Build Costs, Funding Options & LCI Business Model, LCI Broadband Product Options, LCI Next Phase – building direct fiber transmission, Future Funding –

ConnectME & Rural Utilities Service, and next steps for Bowdoinham. (Please see attached printout of the presentation.)

Board member Cluchey asked what “assist with presell marketing” looks like? Alan Hinsey explained the logistics of providing information to residents and allowing for presentations at town meetings, etc.

Allen Acker asked what and how the \$580,000 is used for and is LCI running their own lines to the homes. Alan Hinsey explained that LCI would lease space from Consolidated Communications in order to build the fiber and run their own transmission lines to homes.

Board member Cluchey asked who controls the reliability of the internet service during that lease period. Rick Manning explained that each company would control their own lines. The lines would be a radial connection (one way) and not redundant. The speed and reliability of the services is the responsibility of LCI.

Resident Ann Aviles asked why the \$100,000 grant is thought of as realistic since there is \$475,000 available. Alan Hinsey explained that ConnectME looks at the matches to their money and the contributions from LCI and the Town will bring the amount per household for ConnectME to a relatively small amount making a grant application attractive.

Allen Acker asked if internet speed is affected by TV, streaming, and phone line use at the same time. Alan Hinsey explained that yes, the internet speed is affected as everything is connected, but there would not be a noticeable effect on the speed.

A gentleman in attendance asked about the timeframe. Alan Hinsey explained that May is grant notification from ConnectMe. If awarded the grant, LCI would be ready to launch. Looking at launching this year (2019).

Chair Lewis asked if there is one-year requirement by ConnectME for finishing the build under the grant. Alan Hinsey explained that yes, there is a one-year requirement by ConnectME. The build has to happen within one year.

The Manager explained that the Town researched many companies, but that a driving factor in choosing LCI was that they are a local company. Rick Manning explained that as a local company the costs do increase, but that LCI tries to keep the costs down.

B. Sagadahoc County Budget Advisory Committee Caucus

The Manager explained there are two vacancies on the County Budget Advisory Committee for District 2 which includes the City of Bath and Town of Bowdoinham. There have been three Bath representatives on the BAC for the previous few years. It would be beneficial if one or more members of the Select Board would be willing to serve on the BAC. The Manager stated he thought it would be educational, as members would have a good understanding of the county budget.

The Caucus is February 5th at 6:00 p.m. at the Bath Courthouse. Meetings of the BAC are scheduled for March 15th at 8:30 a.m., April 4th, 11th, 18th at 4:00 p.m., April 23rd at

6:00 p.m. (ish) and May 2nd at 4:00 p.m. The only date that conflicts with a regular Select Board meeting date is April 23rd. The Manager stated that Commissioner Hobart strongly urged a Select Board member or two to attend the caucus and serve on the BAC.

C. Discuss Potential Special Town Meeting for Medical Marijuana Ordinance Amendments

The Manager explained that the Planning Board was in the process of preparing Land Use Ordinance amendments concerning the Medical Marijuana issue for the June town meeting. The Planning Board now has a medical marijuana business interested in moving to town and would like to see if the Board would hold a special town meeting for the land use ordinance amendments.

Nicole Briand stated that the Board may remember Planning Board Chair Nate Drummond explained that the State has changed their rules regarding medical marijuana, and in order for a business to start up in the Town of Bowdoinham, the Town needs to opt in to allow this type of business. Previously, the Town of Bowdoinham did not have anyone interested in establishing a business. Now, however, a new business would like to move to Bowdoinham. They are involved in hemp extraction, manufacturing and medical marijuana processing.

Nicole Briand stated the Planning Board was working on medical marijuana regulations for a June town meeting, but now they currently have a business interested, and will need to have retail regulations as well. The Planning Board has proposed the setback requirement may be changed if the Town approves. Questions have been raised as to why the town ordinance is a 1000' setback from a school and a church is required. The State requirement is 500' from a school. Nicole Briand stated that the Planning Board hopes to establish the same standard for both medical marijuana and retail marijuana.

The Planning Board will ask to change the ordinance requirement to a 500' setback from a school, and no requirement for a church. The Planning Board will also seek guidance on a standard for signage without a marijuana leaf present for the public to see.

Board member Engler asked for confirmation that the Town is being asked by the Planning Board as to whether the Town should hold a special town meeting to help the business locate here. Planning Board member Ann Aviles asked if there has been a precedent for having a special town meeting for a business. Chair Lewis stated that the Town can hold a special town meeting whenever they feel is necessary.

Chair Lewis stated that he is hesitant to hold a special town meeting because of the low turnout, and Board member Cluchey agreed.

Board member Gray stated her inclination is to limit irregular town meetings to circumstances that require immediate attention. Board members Engler and Walling agreed.

Bill Gray asked if the 1000' setback is radial or road feet. The Manager stated the 1000' setback is radial.

5. Action Items

A. Act on Maine Municipal Bond Bank Application for Permanent Financing of Public Works Facility

The Manager stated this is the application for permanent financing for the Public Works Facility. If approved, this bond could pay the Bond Anticipation Note that we currently have in place for the construction of the facility. The Bond Bank only offers bonds twice per year in the spring and fall. The fall issuance of bonds would be too late for the Town. The Manager stated the Town needs to request a bond for the spring issuance. The bond would be for 30 years, with an estimated annual payment of \$180,000 for the first year, with payments declining each year thereafter.

On motion of Engler/Cluchey the Board voted 5-0, to approve the Maine Municipal Bond Bank Application for the Public Works Facility Permanent Financing.

B. Act on Tax Abatement #3 for Michael & Kathy Carver in the amount of \$130.34

The Manager stated the homeowners asked the assessors' agent to review their home because of the value. After review, it was determined that there were several small errors made on the assessment, such as being assessed for a fireplace that does not exist and certain siding that did not exist, etc.

On motion of Cluchey/Engler the Board voted 5-0, to approve Tax Abatement #3 for Michael & Kathy Carver in the amount of \$130.34

C. Act on Tax Abatement #4 for Robert & Carol Lenna in the amount of \$696.87

The Manager stated that the abatement was caused by an old account number being re-used for a new account. The old data was not deleted before the new data was added, which resulted in an incorrect assessment.

On motion of Cluchey/Walling, the Board voted 5-0, to approve Tax Abatement #4 for Robert & Carol Lenna in the amount of \$696.87.

6. Town Manager's Report

MCOA – The Manager stated that he has been asked to sit on the Maine Council on Aging Task Force for Healthy Aging in Communities. This task force consists of about 20 people consisting of Main Council on Aging board members, selectmen, residents, etc. The task force will meet monthly February through October, for two hours per month. The Manager thinks it would be beneficial to the Town to have a representative on the task force. If there are no objections from the Select Board, the Manager plans on serving on the task force.

Winter Sand – The Manager stated that the Town has had to purchase more sand due to the cold conditions and lengthy storms. With purchasing more sand, the Town has not

had to purchase as much salt. The Town is at 50% of the budget, and the Manager stated he will be keeping an eye on it.

Town's new website – The Manager stated that the new website will launch on Friday, February 1st. The website will still need work and content will still need to be added as it is a continuous work in progress. The Manager stated that the new website is a huge improvement over the old website. Board member Gray asked if the old website would stay active. The Manager explained that most all of the information has been moved over to the new website, and that the old website would not remain active but would be archived.

Public Works Facility – The Manager stated that progress on the Public Works building is moving along very well. The roof has been finalized, and the siding on the building should be completed soon. The next step is for work on the interior of the building to begin.

The Manager stated that he will be on vacation the week of February 18th, but will be in contact with the office when he is away.

7. Select Board Member's Request for Agenda Items for Future Meetings – None
8. Announce Future Select Board Meetings
 - A. February 12th – Regular Meeting (FY18 Audit Presentation)
 - B. February 26th – Regular Meeting
9. Comments from Select Board Members – None
10. Comments from the Public – None
11. Adjourn

The meeting adjourned by acclamation at 7:29 p.m.

Select Board
Town of Bowdoinham, Maine

Peter Lewis, Chair

Jeremy Cluchey, Vice-Chair

David Engler

Judith Gray

Thomas Walling

Respectfully Submitted,

Rebecca Bate, Admin. Assistant