

# TOWN OF BOWDOINHAM

## SELECT BOARD MEETING

### MINUTES



Date: October 8, 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 and Nicole Briand, Town Manager.

#### II. **Amendments to the Agenda**

- Amendment to the Warrant
- Action item H. Cemetery Committee Signage Request
- Discussion item D. Village Cemetery Tree Work

#### III. **Comments from the Public**

- Heather Popadak asked why Curtis Farm Road was closed Nov 1- May 1. Briand explained that the Town does not maintain the road during the winter months. Acker added that nothing had changed they added signage this year to clearly mark the closure.

#### IV. **Public Hearing**

Convened 6:30 pm. Adjourned 6:52 pm.

A. Warrant Article Question Shall an ordinance entitled, "Solid Waste Management Ordinance" be enacted, repealing, and replacing the Town's Solid Waste Ordinance of 1994?"

- There was no public comment on this item.

B. The possible abandonment or discontinuation of a portion of Dingley Road either with or without keeping a public easement.

- Mark Dodge informed the Board that he had bought land at the end of Dingley Road and that as he understood it there can only be two houses on a driveway. For more houses to be built it would have to be brought up to a specific standard. His concerns with the Town discontinuing/abandoning the road are the cost that would be inflicted on landowners to bring that end of the road up to standard.
- Pat McDonough told the Board he was a landowner of property he felt would be landlocked if they discontinued/abandoned the road. He was concerned with the cost to himself as well as a drop in value of his land should he sell it.
- Paul Dennis told the Board he lives on one of the other discontinued roads in town. He informed the board of some differences between discontinuing and abandoning the road he felt they should know before deciding. He also talked about the creation of road associations and how they affected the landowners.

- George Christopher commented that the road has had 30 years of public easement he was concerned that if it were abandoned the public would no longer have use of the road and for the liability it may cause.

## V. **Approval of Consent Calendar**

- A. Meeting Minutes
  - 1. September 24, 2024
- B. Warrants & Financial Reports
  - 1. Treasurer's Warrant #7
- C. Reports and Communications
  - 1. Sagadahoc Sherriff's Report
  - 2. Lisbon Emergency Ambulance Report

**Acker moved the Board approve the Consent Calendar, as amended; seconded by Favreau. Vote was 5-0.**

## VI. **Action Items**

- A. Act on MDOT Speed Limit Review Process  
The Select Board and Town Manager reviewed the current speed limits in Town and proposed areas to have the MDOT look at to reduce the speed limits.

**Acker moved the Board request that Maine Department of Transportation review the speed limits and signage, as discussed; seconded by Feeney. Vote was 5-0.**

- B. Act on Town Office/Hall Parking Lot Change Order  
The Town received an estimate from Tourtelotte Excavation to install conduit for future underground service to the Town Hall and Town Office. This estimate does not include the cost of an electrician to process the required permits.

**Acker moved the Board approve the installation on conduit for future underground utility service; seconded by Favreau. Vote was 5-0.**

- C. Act on Election Clerk Proclamation  
The Spirit of American Foundation is encouraging municipal officials to recognize their municipal election officials for all the work they do in conducting elections.

**Acker moved the Board approve a municipal proclamation to designate October as Election Officials Month in recognition of our municipal clerks, ballot clerks and municipal election officials; seconded by Favreau. Vote was 5-0.**

- D. Act on CMP Pole Location Permit

**Acker moved the Board approve the Location Permit for Work Order 801000651230, Notification #10301113841, as presented; seconded by Feeney. Vote was 5-0.**

- E. Act on Tax Commitment Documents

**Acker moved the Board approve the Assessors' Certification of Assessment, Municipal Tax Assessment Warrant, Certificate of Commitment, and the Certificate of Assessment, as presented; seconded by Favreau. Vote was 5-0.**

F. Act on CORA Grant Acceptance

**Acker moved the Board accept the Community Outdoor Recreation Assistance Recovery (CORA) Grant; seconded by Favreau. Vote was 5-0.**

G. Act on Age Friendly Mini Grant Request

**Acker moved the Board support the Mini Grant proposal to UMaine's Center on Aging; seconded by Smith. Vote was 5-0.**

H. Act on Cemetery Committee Signage Request

The Committee is requesting approval from the Select Board to order at least six more signs for prominent Bowdoinham cemeteries (prominent because they are clearly visible from the road) which still do not have identifying signage. Tobey Frizzle suggested that we ask for up to \$1,000 which will cover the six signs and their 4x4 posts. The Cemetery Reserve has an available balance of \$26,282.27.

**Acker moved the Board approve up to \$1,000 from the Cemetery Reserve for cemetery name signage and post; seconded by Favreau. Vote was 5-0.**

VII. **Discussion Items**

A. Dingley Road Discontinuous/Abandonment

The Board moved this discussion before the Action items, giving those members of the public who spoke at the public hearing the ability to listen to the Board and ask questions. Board members agreed that no decision was to be made at this meeting. They need to confer with the Town lawyer again and landowners need time to investigate options and seek legal advice as well.

Acker asked Mr. Christopher for his opinion since he is a longtime resident and served on the Finance Committee. Mr. Christopher felt the town could rebuild the road and the reevaluation and possible new homes along that stretch would make up the difference in the taxes.

Briand informed the Board and people present that the work Public Works did to prep part of Carding Machine Road so that it could be paved this year cost 60-70 thousand dollars. She estimated to widen that section of Dingley Road 2 feet and to rebuild it would be anywhere from half to one million dollars.

Joy suggested that they table further discussions for a month to 6 weeks to give folks and the Town time to research. Everyone agreed.

B. Personnel Policy Proposed Amendments

The Town Manager presented three proposed amendments to the Personnel Policy:

1. Offering health insurance to year-round part-time employees who work on average 20 hours per week. An employee asked if this would be possible after Town Meeting, instead of waiting a year, Briand proposed a low match that could be implemented this year.

The Board had a robust discussion concerning giving part-time employees a buy-in option to access the Town's health insurance. Questions were raised as to what if a part-time employee did not make enough to cover their part of the cost and how it would affect the budget in the future if the Town hired more year-round part-time employees. The Board did not implement this change to the policy.

2. Changing the Town's work week from Friday through Thursday to Monday through Sunday. Briand explained that having Friday being the start of the work week, is not ideal and now that the Town processes payroll in house a week's lead time is not necessary.

**Favreau moved the Board approve to change the employee work week to Monday through Sunday; seconded by Feeney. Vote was 5-0.**

3. Changing the non-enrollment health insurance benefit to be hourly to address new regular rate of pay requirements, as monthly stipends now must be calculated into an employee's regular rate of pay.

**Favreau moved the Board approve to change the non-enrollment health insurance benefit for hourly employees to \$1.70 per hour; seconded by Smith. Vote was 4-0. Acker opposed.**

#### C. December Meeting Schedule

The second meeting in December falls on Christmas Eve. It was proposed and agreed to move the meeting to Monday December 23, 2023, at 6:30 pm.

**Favreau moved the Board move the December 24, 2024, Select Board meeting to Monday December 23, 2024, at 6:30 pm; seconded by Feeney. Vote was 4-0. Smith abstained since she will no longer be serving on the Board after elections.**

#### D. Village Cemetery Tree Work

The Town received two estimates for tree work at Village Cemetery, a third contractor declined to provide an estimate. The Board previously approved spending the \$8,580.98 of 2023 Maxwell interest income in Village Cemetery, this funding must be spent by the end of 2024. Briand showed pictures of the tree's marked for consideration to the Board. A number of the trees are hollow and have dying limbs. The Board discussed removing 3-4 trees this year, as funds allowed, and reviewing again next year.

Joy stated that there had been a lot of feedback from the public on these trees. It is obvious the trees reviewed need to have something done but since there are a good number of legacy trees in town she would like to see a public forum. The forum would be to put together a plan on how the Town should deal with these trees and how to preserve them as long as possible.

### VIII. Town Manager's Report

Closures: Town Office

- Indigenous People Day – Monday, October 14<sup>th</sup>
- Elections – Tuesday, November 5<sup>th</sup>
- Veterans' Day – Monday, November 11<sup>th</sup>
- Thanksgiving – Noon on Wednesday, November 27<sup>th</sup> thru Friday, November 29<sup>th</sup>

Updates:

- The Town Hall project – The walls will be poured this week. Once the walls are poured, we can install the pt plates, spray the foundation and have the building lowered onto the new foundation! After the building is lowered, Tourtelotte Excavating will complete their site work, the infill concrete work will be done, and the Town can schedule the paving work. The sill and floor replacement will happen in the spring. The Town is developing the scope of work for the roof and siding.

- Maine-ly Paving has completed most of their paving. The subcontractor completed the gravel base work on Carding Machine Road last week and it is scheduled to be paved next week.
- The Town Office parking lot paving is tentatively scheduled for the first week in November, this needs to be confirmed with the contractor. While the parking lot is work is being done the office will need to be closed.
- The Town received its bond rates from Maine Municipal Bond Bank:
  - Fire Truck - \$750,000 – 3.2773% net interest over 15 years.
  - Bond Refinance - \$1,000,000 – 2.8636% net interest over 10 years (current rate is 5.885%)

**IX. Announce Future Select Board Meetings**

- A. October 22, 2024 – Regular Meeting
- B. November 12, 2024 – Regular Meeting
- C. November 26, 2024 – Regular Meeting

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


**XI. Comments from the Public**

- A question was posed to the Board as to the reason for the increase in the tax bills. It was explained that though the Town’s budget did not increase the School and County budgets did. These increases are what is reflected in the tax bills.

**XII. Adjourn**

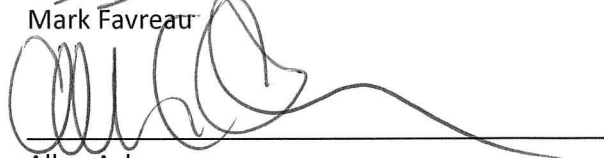
Adjournment was at 9:07 p.m.

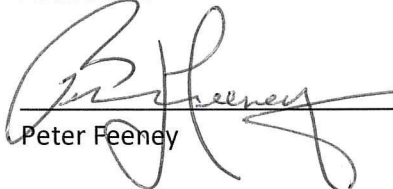
Select Board  
Town of Bowdoinham, Maine

  
Joanne Joy, Chair

  
Debra Smith, Vice-Chair

  
Mark Favreau

  
Allen Acker

  
Peter Feeney

Respectfully Submitted,

  
Lisa-Marie Curtis, Administrative Assistant