

Town of Bowdoinham
Select Board Meeting
October 27, 2020 at 5:30 p.m.

1. Meeting to Order & Establish a Quorum
The meeting was called to order and a quorum was established by Select Board Chair, Peter Lewis at 5:30 p.m. This was a zoom meeting to comply with the Governor’s Executive Order. Select Board members participating were Peter Lewis, David Engler, Judy Gray, Jeremy Cluchey, Thomas Walling, and Nicole Briand, Interim Town Manager.

2. Amendments to the Agenda
There were no amendments to the agenda.

3. Approve Consent Calendar
 - A. Meeting Minutes:
 1. October 13, 2020
 2. October 19, 2020
 - B. Warrants & Financial Reports:
 1. Treasurer’s Warrant #8 for \$65,469.91:
 - Accounts Payable Warrant #16 (Motor Vehicle) - \$9,9170.68
 - Accounts Payable Warrant #17 - \$34,101.22
 - Payroll (10/22/20)- \$22,198.01
 - C. Reports and Communications
***Motion was made by Engler to approve the Consent Calendar, seconded by Cluchey. Vote was 5-0.**

4. Presentation – Pond Road Recycling Facility Feasibility Study by Rob Prue & Jeremy Prue of Pine Tree Engineering.
Rob Prue gave a detailed presentation on the feasibility of moving the Recycling and/or adding a Transfer Station to the 121 Pond Road (Public Works) property owned by the Town. He stated that it appears feasible to add a Solid Waste Facility at this property.
Additionally, Prue stated that it would be possible to keep the facility under 3 acres which would help avoid additional DEP permitting. He advised that the Town could store up to 30 days’ collection there should the Town decide not to develop the site. Some towns have a “clean-up day” annually where residents can bring in bulky waste.
Other permits needed would be 1) New DOT permit for driveway; 2) Storm Water permit. Prue advised that the next steps to develop the property are 1) Map Wetlands; 2) Topography Survey; 3) Site Planning & Permitting. If the map and survey are done before snowfall this year, construction could potentially begin in the summer of 2021. Otherwise, the earliest would be Spring of 2022.
A cost estimate for the project would depend on having a site plan detailing what the town wants as well as the surveys.
Briand will get proposals for the two surveys for the next board meeting.

5. Action Items
 - A. Act on Contract for Assessing Services with Robert Duplisea of RJD Appraisal
Duplisea described the assessing services provided by his company and the methodology by which the assessments are acquired.

The contract will be re-written to say that “Interviews will be done at the door unless entry is requested by the tax-payer”. The revised contract will be presented at the next meeting.

B. Act on Winter Maintenance Contract

Public Works Foreman, Toby Frizzle joined the meeting to discuss the three bids for our winter maintenance. He highly suggests accepting the bid by Yankee Yardworks based on their quality and dependability.

***Gray moved the Board to authorize Nicole Briand, Interim Town Manager to sign the Contract for Winter Road Maintenance, November 1, 2020 – June 1, 2023 with Yankee Yardworks, as presented; seconded by Walling. Vote was 5-0.**

C. Act on Revision Energy Letter of Intent

***Engler moved the Board to authorize the Town Manager to enter into a Letter of Intent and Exclusivity Agreement with Revision Energy to negotiate the terms of a solar power purchase agreement on an exclusive basis on such terms as the Town Manager, in consultation with legal counsel, deems appropriate and necessary; seconded by Cluchey. Vote was 4-1.**

D. Act on Appointment of Warden for the State Election

***Cluchey moved the Board to approve Pamela Ross, Town Clerk to appoint Nora Bishop as the Warden for the State Election to be held on Tuesday, November 3, 2020; seconded by Walling. Vote was 5-0.**

E. Act on Appointment of Ballot Clerks

***Cluchey moved the Board to approve Anne Arnold, Leslie Barker, Desire Broom, Kristen Coker, Katherine Cutko, Elaine Diaz, Jennifer Foley, Cassandra Hensley, Marlene Hensley, Dale Rappaneau, Lynne Smith, Stephen Smith, Kathy Tome, Shireley Tracy, Wendelyn Rose and Caroline Hawks as Ballot Clerks; seconded by Walling. Vote was 5-0.**

F. Act on Municipal Quitclaim Deed

Garret Hamrick and Sharon Gould have paid off the August 21, 2018 Tax Lien. A quitclaim deed is needed as the property, 80 Wallentine Rd, went through automatic foreclosure.

***Engler moved the Board approve signing quitclaim deed for property Map R09 Lot 055-A. as presented; seconded by Gray. Vote was 5-0.**

6. Discussion Items

A. Code Enforcement Assessor Update by Darren Carey

Carey discussed the following dangerous buildings:

- 1) Alexej Krechkin – 695 Ridge Road: There has not been any progress in removing the contents. Carey stated that Krechkin has promised to commence sorting contents in November. Carey will provide a letter giving a deadline of December 9, 2020 wherein the Town will act.**
- 2) Todd Delair – 84 Ridge Road: Carey shared that Delair is in the process of selling the property. Carey feels confident that the potential buyers will move forward with necessary clean-up and improvements. If this does not happen, Carey will follow through with providing a deadline wherein the Town will act.**
- 3) Heirs of Earl Swinson – 61 Bay Road: Carey is in the process of scheduling an inspection with the Bank’s Code Compliance Company. If the Bank’s plan is to rehab the property, the structural engineer will need to sign off and have a plan put in place.**

7. Town Manager's Report

A. Elections

Briand stated that Absentee Ballot processing will begin October 28, 2020. The office will have special office hours for voting on October 28 to 7:00 pm. The Town Office will be open for "VOTING ONLY" on Friday, October 30 8:30 – 5pm.

So far, 1,159 Absentee Ballots have been requested; 968 have been returned; 212 of the returned ballots have been In-Person Absentee Ballot voting.

B. Office Hours

The Town Office will close at noon on Wednesday, November 25th and Wednesday, December 23. Employees may use vacation time to make up the hours for these days.

C. Citizen of the Year – Farmers

Kate Cutko is spearheading a project to create a calendar in honor of *Citizen of the Year* featuring local farmers. The proceeds from the sale of the calendars will benefit the Food Pantry.

D. Public Works

1) **Prepping for Winter, getting trucks ready, salt, sand, docks out and grating dirt roads.**

2) **Putting lights up the week of November 9th.**

E. Recycling Update

Public Works location: Briand stated that she has met with DEP. Solid Waste can take in batteries, light bulbs, hazardous household waste and paints without additional approval. Briand added that to use this facility for temporary Recycling Operations, we need a Tier 1 Permit and DOT entrance Permit. This can be done in time to be operation by December 1st.

Partnering with Richmond: Richmond is willing to partner with us. We will lease a space for our silver bullets, our residents will purchase a \$15 annual non-resident transfer sticker and pay for additional services offered by Richmond Transfer Station, such as bulky waste, wood waste, etc. We will need to construct a gravel pad for our silver bullets and construct an exit for their transfer station. We would also staff our area. *A consensus was reached to not pursue this option.

***Cluchey moved that we consider having the temporary recycling operations continue at the current Recycling Barn location; seconded by Walling. Vote was 3-2.**

Briand will get a trailer and port-a-potty to that location as soon as possible.

Katherine Curtis suggested that we ask the staff if they would be willing to work in November without a trailer or facility until we can provide one. Briand will check with staff.

8. Future Select Board Meetings

A. November 10, 2020 – Regular Meeting

B. November 24, 2020 – Regular Meeting

9. Comments from the Select Board Members

No comments from Select Board Members.

11. Comments from the Public

Seth Berry asked about Heating Assistance for Town residents. Briand will get information.

Mark Favreau mentioned that the area behind the old Public Works facility is actually a "Right of Way", therefore, we need signage for people who frequently walk that road.

11. Executive Sessions

A. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (C) – To discuss a contract with the Town of Richmond for the use of Town of Richmond property in connection with recycling operations.

Executive Session cancelled due to consensus to not pursue.

B. Walling moved to Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (C) – To discuss the legal aspects of the lease for the recycling barn; seconded by Cluchey. Vote was 5-0.

At 7:51 pm, Engler moved to come out of Executive Session; seconded by Cluchey. Vote was 5-0.

***Walling moved the Board to authorize Nicole Briand, Interim Town Manager, to enter into discussion with David Berry for new terms on a lease for the Recycling Barn; seconded by Cluchey. Vote was 5-0.**

C. Gray moved to Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (F) - Discussion of Poverty Abatement request.

At 8:07 pm, Cluchey moved the Board to come out of Executive Session; seconded by Gray. Vote was 5-0.

***Gray moved the Board to approve the Poverty Abatement request in the amount of \$2,646.21; seconded by Cluchey. Vote was 5-0.**

12. Adjourn

Adjournment was at 8:10 p.m.

Select Board

Town of Bowdoinham, Maine

Peter Lewis, Chair

David Engler, Vice-Chair

Jeremy Cluchey

Judith Gray

Thomas Walling

Respectfully Submitted,

Kelly Hodson
Administrative Assistant