

MINUTES  
Town of Bowdoinham  
Select Board Meeting  
October 8, 2019 at 5:30 p.m.

1. Call the Meeting to Order & Establish a Quorum

The meeting was called to order and quorum established by Select Board Chair Peter Lewis at 5:30 p.m. Select Board members Peter Lewis, Jeremy Cluchey, Judy Gray, and David Engler were present. Staff present included Town Manager Tom Woodin. Select Board Member Thomas Walling was absent.

2. Amendments to the Agenda - None

3. Approve Consent Calendar

A. Meeting Minutes

1. September 10, 2019 & September 24, 2019

B. Warrants and Financial Reports:

1. Treasurer's Warrant # 26 for \$ 485,308.66

C. 1. Sagadahoc County Sheriff's Department Incident Report

D. 1. Town Clerk monthly activity report for September

**On Motion of Cluchey/Engler the Board voted 4-0 to approve the Meeting Minutes of September 24, 2019.**

**On Motion of Cluchey/Engler the Board voted 3-0 to approve the Meeting Minutes of September 10, 2019 along with the remainder of the Consent Calendar as presented.**

4. Action Items

A. Job description discussion and refinements. Adopt if satisfied with job descriptions. The draft job descriptions presented to the Select Board were as follows: Recreation Director, Solid Waste & Recycling Director, Fire Chief, Assistant Tax Collector/Assistant Town Clerk, PW Driver/Operator/Laborer, PW Foreman, PW Laborer, Town Clerk/Deputy Tax Collector/Registrar of Voters, Finance/General Assistance, Harbor Master, Administrative Assistant.

The Select Board members agreed to submit corrections regarding the job descriptions back to Town Manager Woodin to collate and resubmit prior to the next meeting.

B. Personnel Policy discussion and refinements

The Select Board members agreed to submit corrections regarding the personnel policy back to Town Manager Woodin to collate and resubmit prior to the next meeting.

C. Property for Richard and Debra Spaulding was mistakenly taxed after fire destroyed their home and garage. Abatement of \$1,924.93 is due for the loss of the valuation of the buildings.

**On motion of Engler/Cluchey the Board voted 4-0 to approve the abatement in the amount of \$1,924.93 for Richard and Debra Spaulding to correct the taxes assessed to a home and garage lost to fire.**

5. Discussion Items - None

6. Town Manager's Report

A. Update on LCI progress - Town Manager Woodin updated the Select Board on the most recent LCI progress. The Select Board members indicated they would like to receive monthly LCI updates.

B. Move or cancel December 24<sup>th</sup> meeting - The Select Board agreed to cancel the December 24<sup>th</sup> meeting.

C. Proposed Town Office Renovations - The Select Board approved getting cost estimates for the proposed Town Office renovations

7. Select Board Member's Request for Agenda Items for future meetings:

Public Works involvement with cemetery maintenance  
Status update of dangerous building clean up on Bay Road and junkyards  
Assessor workshop in the fall  
Future solar energy opportunities, possibly Seth Berry attend a meeting  
Park clean-up bids update

8. Announce Future Select Board Meetings

A. October 22<sup>nd</sup> – Regular Meeting  
B. November 12<sup>th</sup> – Regular Meeting

9. Comments from Select Board Members – Vice Chair Cluchey stated that future communication with the community regarding power outages, winter preparation and emergency procedures would be very helpful to the community members.

10. Comments from the Public – Resident Dean Beckwith commented on carbon credits, carbon storage, and which trees would be best to plant for this.

11. Adjourn

The meeting adjourned by acclamation at 6:14 p.m.

Select Board  
Town of Bowdoinham, Maine

---

Peter Lewis, Chair

---

Jeremy Cluchey, Vice-Chair

---

David Engler

---

Judith Gray

---

Absent  
Thomas Walling

Respectfully Submitted,

---

Rebecca Bate, Admin. Assistant