

TOWN OF BOWDOINHAM

SELECT BOARD MEETING

MINUTES



Date: December 12, 2023

Time: 7:00 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 7:00 p.m. Select Board members participating were Joanna Joy, Deb Smith, Mark Favreau, Allen Acker, Peter Feeney and Nicole Briand, Town Manager.

II. **Amendments to the Agenda - None**

III. **Comments from the Public**

Derek Small addressed the Board in regard to the post for the Harbor Master position. He stated that the current post said that the applicant must have their certification through the State. The previous posting said that they must complete the training within one year of being hired. He felt that this requirement limited the pool of potential candidates. He said he had talked with Briand who expressed concerns that after paying for certification a new hire may vacate the position. Small went on to say that he talked with Daryen Granata VP of the Harbor Master Association for Maine who said most towns pay for the training which is about \$300.

Small said he felt it would be beneficial to have a Harbor Master from the area who was familiar with the river and bay. He felt removing the requirement would give greater opportunity for those people. He also asked if Bowdoinham residents or persons who previously applied for the position would get preferential treatment.

Joy thanked him for his comments and that the Harbor Master position was not scheduled for discussion at the current meeting but might be in a future meeting.

IV. **Approval of Consent Calendar**

- A. Meeting Minutes
 - 1. November 28, 2023
- B. Warrants & Financial Reports
 - 1. Treasurer's Warrant #11
 - 2. November 2023 Financial Reports
- C. Reports and Communications
 - 1. Sagadahoc Sheriff's October Report

The November 2023 Financial Reports were double sided and only one side got copied.

Acker moved the Board approve the Consent Calendar without the November 2023 Financial reports; seconded by Smith. Vote was 5-0.

V. Discussion Items

A. Solid Waste Committee Update

The Solid Waste Advisory Committee joined the Select Board meeting. Wendy Cunningham presented an update to the Board of what the committee has been working on. The first item was Trash Hauler RFP. Only received two responses to the RFP. One to say they were not interested. The other was the current hauler. Plummer had stated his interest in retiring at the end of June 2024 but has extended retirement for another year. He agreed to continue his service for an increase in price of \$2.25 a bag from the current amount of \$2.15 per bag.

The committee recommended staying with Plummer for another year as well as increasing the cost of trash tickets to \$3.75 from \$3 to make the program sustainable. She stated according to the survey they did a majority of responses were for making the program sustainable. The survey also showed that a majority of participants wanted to keep the roadside pickup and were against changing the model to a centralized dumpster.

Cunningham went on to let the Board know that their current initiatives are trash hauling and revising the Solid Waste Ordinance. The Ordinance is 30 years old, making it outdated. They are working on updating this ordinance, exploring obtaining a transfer station license for Pond Road facility, drafting the new Ordinance for legal review so it can be voted on at the June 2024 Town Meeting.

Cunningham then went on to list the committee's future initiatives as evaluating potential cost benefits of changing current trash hauling model, reviewing options to improve the recycling facility on Pond Road, and improving communication with the community.

She went on to tell the Board that they received strong feedback from citizens to stay with the current model. There was also support for having self-sustaining program with increase in trash tickets. The committee found that renting a dumpster for most families would be more expensive than buying sustainable trash tags.

Eliminating Solid Waste Department was not supported by participants in the survey. With sustainable trash pickup the Solid waste Department only effect 1.15% of total taxes. She also pointed out issues that would arise from the loss of the Solid Waste Department.

Favreau said it was a good presentation and was glad to see the committee so active.

Acker questioned Cunningham on the figures the committee presented. Cunningham said the committee used the figures from the annual report and asked Acker where he was going with his questions?

Joy reminded the Board that this was an update and not a final request and they could discuss it more later. She also had a few questions for Cunningham and the committee. First was what the process was updating the ordinance? Cunningham stated it was 30 years old, they were leaning to redoing the ordinance to update it. Joy then asked if they were planning to have public input before presenting it for a vote at the Town Meeting. Cunningham replied that they would be presenting it for public review and input. Joy then asked about the facility requirements at Pond Road. Cunningham stated that the facility was part of the committee's future initiative and that they had not yet begun to dig into it. Joy's last question was if the

committee was going to come up with a plan for reduced trash tags for lower income residents who might not be able to afford the increase. Cunningham said that was one of their projects. Joy then thanked Cunningham for her presentation.

VI. Executive Session

A. Convene in Executive Session Pursuant to 1 M.R.S. section 405(6)(E), to consult with the town attorney to discuss pending legal action regarding land use violations on Map U01, Lots 017 and 018.

Convened 7:38 pm. Adjourned 8:00 pm.

Acker moved the Board convene in Executive Session Pursuant to 1 M.R.S. §405(6)(E) to discuss the Board's legal rights and possible legal action, regarding land use violation on Map U01, Lot 017 and 018; seconded by Favreau. Vote was 5-0.

Favreau moved the Board leave executive session; seconded by Acker. Vote was 5-0.

VII. Town Manger's Report

December Holiday Schedule

- Town Office and Public Works:
 - Closed – December 18th 12-1pm for Staff Holiday Lunch
 - Closed - December 22nd and 25th.
- Solid Waste & Recycling
 - Closed – December 23rd
- We've advertised for:
 - The harbor master applications were due 11/3 and two were received. We've readvertised the position and extended the application window.
 - Town Hall proposals are due December 14th.
 - A full-time public works employee and an on-call plow driver. Unfortunately, one of our new public works employees resigned.
- We are working on updating our safety policy and developing a monthly safety training program for our employees.
- We're working with Consolidated for our VOIP changeover. We're awaiting an updated timeline from them.
- We've recently learned that we are going to need a new hosting option for our website, possibly in the first half of 2024. We are working with our current providers to see what our options may be and how those options may affect our website.
- We are also looking to make the transition from TRIO SQL to TRIO Web in January/February. This transition will cost \$3,375 for the installation and training, they've agreed to give us until July 30, 2024 for payment. TRIO is phasing out their service of their SQL program and so we will need to move to Web, by doing so this year we'll grandfathered with this year's price, which will be going up next year. We also expect better service in addressing our service tickets.
- The second round of streetlights have been installed; we are working with Affinity on a final punch list to complete the project. The State has granted us an extension to close out the project.
- We've received a proposal from Affinity to address the lighting in the stairways and entrances and have received approval from the state to use our grant for this change.
- We have received the fully signed service contract, which combined with the DOI NOA from the NPS and LWCF Project Boundary Map, constitutes the fully executed LWCF Project Agreement between Bowdoinham and the State of Maine and have scheduled our kick-off meeting with the State for next week.

- We are looking into FEMA grants for updating our emergency management plan and planning for the yellow (riverfront) building.
- Lisbon has extended Lisbon EMS's contract for one-year to allow additional time for the development of an interlocal agreement for ambulance service. Bowdoinham has been invited to the table for that discussion. We've scheduled a meeting with Lisbon EMS to discuss service for next year. I've also been invited to Lisbon EMS's budget committee meetings. We've also reached out to other service providers to see what the potential may be for next year.

Joy asked Briand if the Board had input on the Harbor Master position. Briand said yes, it currently was a stipend position and they needed to make it an hourly position. She also was reviewing applications as received with Favreau who was a former Harbor Master and Feeney who spends a lot of time on the river and bay.

Feeney added that they had discussed reaching out to other communities to see if they could share their Harbor Master instead of hiring one. This would expand their options.

Acker thought it strange to advertise for a position and be looking elsewhere also.

Briand said they did the same thing with the Assessor's position, where as it is a hard position to fill it allowed more options to fill the position.

VIII. Announce Future Select Board Meetings

- A. December 26, 2023, at 6:30 pm – Regular Meeting
- B. January 9, 2024, at 6:30 pm - Regular Meeting

IX. Select Board Member's Request for Agenda Items for Next Meeting- None

X. Comments from the Select Board Members

Smith presented booklets Age Friendly had put together to help make homes more friendly for elderly.

XI. Adjourn


Adjournment was at 8:17 p.m.

Select Board
Town of Bowdoinham, Maine


Joanne Joy, Chair


Debra Smith, Vice-Chair


Mark Favreau

 12/23/23
Allen Acker

Peter Feeney

Respectfully Submitted,



Lisa-Marie Curtis, Administrative Assistant