

# TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: December 22, 2020

Time: 5:00 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, David Engler at 5:00 p.m. This was a zoom meeting to comply with the Governor's Executive Order. Select Board members participating were David Engler, Jeremy Cluchey, Peter Lewis, Thomas Walling, Mark Favreau, and Nicole Briand, Interim Town Manager.

## II. Amendments to the Agenda

No Amendments.

## III. Executive Session

- A. Walling moved the Board to convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (E) – To consult with legal counsel regarding the recycling barn; seconded by Favreau. Vote was 5-0.

The Board left Executive Session at 6:20 pm.

**Cluchey moved the Board to send a letter to David Berry regarding repairs to the Recycling Barn and the premises; seconded by Walling. Roll Call Vote was 5-0.**

## IV. Approval of Consent Calendar

- A. Meeting Minutes:
1. December 8, 2020, with amendment
  2. December 16, 2020
- B. Warrants & Financial Reports:
1. Treasurer's Warrant #12 for \$366,291.71:
    - Accounts Payable Warrant #31 (State Fees) - \$6,318.28
    - Accounts Payable Warrant #32 (State Fees) - \$2,458.00
    - Accounts Payable Warrant #33 – \$317,739.91
    - Payroll (12/14/20)- \$39,775.52
- C. Reports and Communications

Cluchey moved the Board to approve the Consent Calendar, as presented, with the exception of the December 8, 2020 minutes; seconded by Walling. Vote was 4-0. (Favreau abstained due to possible conflict of interest).

Cluchey moved the Board to amend the December 8, 2020 minutes by adding the concerns he shared regarding item *6-B Social Media Policy* that the proposed policy is overly broad and unnecessarily prohibitive, and suggested it be scaled back significantly.

## V. Action Items

- A. Act on Amendments to Non-Municipal Organization Funding Request Policy (discussed at a previous meeting)

Cluchey moved the Board to approve the proposed amendments to the Non-Municipal Organization Request Policy, as presented; Seconded by Favreau. Vote was 5-0.

## VI. Discussion Items

- A. Amendments to Personnel Policy

Briand further explained the amendments to the Personnel Policy that are made necessary due to the new Earned Paid Leave Legislation, effective January 2021. She detailed the exemptions to this law for the Town's purposes. Members of the Select Board will reach out to our legislator to encourage additional language to the law that will allow it to work more effectively for Municipalities.

- B. Adding language to the "Use It or Lose It" paid vacation portion of the Personnel Policy.

Briand suggested that we add language to the Personnel Policy stating that if an employee is unable to use their vacation time due to extenuating circumstances, the Town Manager may allow the employee to keep unused time beyond their anniversary date. Cluchey suggested clarifying the policy over concerns that this could end up being a huge payout if the employee leaves or could create a situation where a Town Manager could be perceived to not apply discretion consistently. Overall, the Board agreed that this would be a timely addition to the Personnel Policy, especially given additional burdens and inability to travel due to the COVID pandemic.

- C. Agenda Items

Briand noted a list of Agenda Items for future meetings. Cluchey suggested that the Capital Projects be done in a separate workshop meeting. It was also agreed that the Emergency-Related Services be added to the Agenda for the next meeting.

## VII. Town Manager's Report

Briand stated that we have received notice from ME DOT that Brooklyn Bridge is scheduled to be painted in 2021; going to bid in March 2021.

Briand stated that the Assessments for the Property Card Update have been completed for the 1<sup>st</sup> Quarter. Of the 349 properties that were assessed, there were 256 changes, which is 74%. The Gain in Evaluation is \$940,500; Decrease in Evaluation is \$346,900; Net Gain of \$593,600. The second quarter will be done next year.

Briand announced the Holiday Schedule for the Town Office: Wed., December 23 8:30-noon; Thurs., Friday, December 24-25 CLOSED. The Office will be closed Friday, January 1<sup>st</sup> for New Year's Day.

There will be Trash Pickup on Thursday, December 24<sup>th</sup>. The Recycling Center will be closed Thursday, December 24<sup>th</sup>. Open on Saturday, December 26<sup>th</sup>.

Briand announced the hiring of a new Recreation Director/Coordinator for Old Age Services, Mason Griffin, who will start next week.

Briand thanked the Mayo's for volunteering to maintain the ice rink.

## **VIII. Select Board Member's Request for Agenda Items for Next Meeting**

- None.

## **IX. Announce Future Select Board Meetings**

- A. January 12, 2021
- B. January 26, 2021
- C. February 9, 2021

## **X. Comments from the Select Board Members**

Cluchey thanked Briand for setting up a discussion for Emergency-Related Services in a January meeting. He requested that the Town schedule some helpful posts on Social Media, in the Newsletter or on the Town website before the January meeting.

## **XI. Comments from the Public**

Lisa Wesel inquired whether the Select Board has a response to David Berry's offer to pay for repairs at the Barn. Engler responded stating that the Select Board is currently in negotiations with Mr. Berry on a path forward.

Wendy Rose expounded on some issues she has with the exemptions from application for funds for the Historical Society. She believes that the Historical Society should have to show that they have a Board that meets regularly; they submit a financial statement that demonstrates their path to self-support regarding the Merrymeeting Hall; update Town members on endowments they receive showing the restrictions. Betsy Steen replied to Ms. Rose's requests saying that the Historical Society has been meeting via Zoom and the endowment restrictions have been clarified to state that endowment funds may not be used for ongoing expenses, i.e., heating bills for the Merrymeeting Hall. Other members of the Public agreed that the Town should compensate the Historical Society for utilities, as previously voted, if the Merrymeeting Hall is used for meetings, parties, etc. by the Town.

Catherine Curtis requested more guidance from the Select Board regarding the recycling program, specifically, clarity on deadlines to get the information to the Board to ensure a vote at the Town Meeting. Engler responded that the Solid Waste Advisory Committee will need to have valid budget numbers to the Finance Committee in March 2021.

## **XII. Adjourn**

Adjournment was at 6:56 p.m.  
Select Board  
Town of Bowdoinham, Maine

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David Engler, Chair

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Jeremy Cluchey, Vice-Chair

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Peter Lewis

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Thomas Walling

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Mark Favreau

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Respectfully Submitted,

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Kelly Hodson, Administrative Assistant