

MINUTES
Town of Bowdoinham
Select Board & Board of Assessors Meeting
March 13, 2019 at 5:30 p.m.

1. Call the Meeting to Order & Establish a Quorum at 5:30 p.m.

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

2. Amendments to the Agenda - None

3. Approve Consent Calendar

- A. Meeting Minutes of February 26, 2019

- B. Warrants and Financial Reports:

1. Treasurer's Warrant # 58 for \$ 421,356.29

- C. Reports & Communications

1. Sheriff's Department February Incident Report

2. Town Clerk & Registrar of Voters' February Activity Report

- D. Quit Claim Deeds (for taxes paid)

1. Mark Despres, Sr.

On motion of Engler/Walling the Board voted 4-0 to approve the Consent Calendar as presented.

4. Action Items

- A. Act on Tax Acquired Property Bids (1173 Post Road)

The Manager stated the Town received five bids for this property, with a high bid of \$8,500 from an abutting property owner. The minimum bid was \$2,500.

On motion of Walling/Engler the Board voted 4-0 to accept the bid of \$8,500 from Andrew Ralich for the tax-acquired property located at 1173 Post Road.

5. Discussion Items

- A. Spirit of America Award and Annual Town Report Dedication

The Manager stated he included in the Board members materials a list of recent recipients of these two honors. The Manager requested the Board provide nominations to him for each of these awards so that the Board can make a decision soon.

- B. Possible Fiscal Agent for Rides in Neighbor's Cars

The Manager suggested to the Rides In Neighbor's Cars organization that the Town may be able to be their fiscal sponsor, which essentially would mean the Town (Town

Manager and Deputy Treasurer Ruth Glaeser) would handle their funds. This would allow the organization to apply for grants, but also would allow for financial oversight. If the Select Board approved moving forward, the Manager would prepare an agreement between the Town and Rides In Neighbor's Cars outlining the responsibilities, etc. The Town provided this service before to the Long Branch School when they were working through their 501(c)(3) application. This organization is not applying for their 501(c)(3), however, if the Town was their fiscal partner, this would allow them to apply for grants. The Manager stated that he sees very limited use of his time or Ruth Glaeser's time for these duties.

Board member David Engler asked if there is a bank account for this organization. The Manager stated there is not a bank account for this organization, and essentially the Town would open an account for them.

Board member Judy Gray asked if there is any liability on behalf of the Town, and the Manager stated there is no liability on behalf of the Town to be their fiscal agent.

The consensus of the Select Board was to move ahead with the Town acting as fiscal agent for Rides in Neighbor's Cars.

C. Comcast Franchise Agreement

The Manager stated now that the dust has settled somewhat with the broadband project direction, he would recommend the Town move forward with franchise agreement negotiations with Comcast. The current contract expired in 1998 and Comcast is willing to negotiate a new contract. The Manager included for the Board members some information regarding the franchise renewal process. The Manager stated there are really only three areas that currently the Town can negotiate, those being the franchise fee percentage, the Public, Educational, Government (PEG) channel access and equipment, and the density coverage.

Board member Gray stated that a highlighted area in the documents concerning the franchise renewal says that a discount could be offered for seniors and low-income households. She asked if that was possible and asked if there is a downside to negotiating a new contract.

The Manager stated that there is no downside to negotiating an agreement and thinks there are benefits to a contract, such as having the Public Access channel and a possible discount to seniors as mentioned by Board member Gray.

The Select Board consensus was to move forward with the Comcast Franchise Agreement.

6. Town Manager's Report

The Manager handed out to the Board members the MSAD #75 Budget Process presentation report. The Manager was unable to make the Budget Process meeting which was held last week. Vice-Chair Jeremy Cluchey and Board members Judy Gray and Tom Walling were in attendance.

Public Works Project Update - The Manager stated that the finishing of the interior of the new public works building is coming along well. All of the walls have been framed up, the electrical wiring is just about complete, lights have been hung, and the duct work for the heating system has been completed, and sheetrock will be hung next week. The Manager stated the contractor is still waiting for the garage doors to arrive, however this is not slowing down progress on the inside. The completion date is still scheduled for the end of March. The Manager stated that the Town is approximately \$200,000 under budget at this point.

Housing Resources for Youth – The Manager met with Jane Scease who is part of a coalition looking to help the homeless youth in the Brunswick, Topsham, Bowdoinham and Bath area. The goal of the coalition is to match homeless youth with a host family. Jane Scease asked if the Manager could hand out a flyer to the Select Board with information regarding their next meeting and contact information. She also indicated that she would be willing to attend a Select Board meeting and speak on this issue. Board member David Engler thought that it would be a good idea for her to attend a meeting and provide more information on this issue.

The Manager stated that Bowdoinham resident Bob Monet dropped off information at the Town Office and requested this information be handed out to the Select Board members prior to a decision being made. The information was regarding marijuana, mental illness and violence. The Manager did not speak to Bob Monet personally, but wanted to give due diligence and hand out the material as requested. The Manager also passed along the information to Nicole Briand, Community and Economic Development Director, and she will distribute the information to her Planning Board members as well.

Margaret Chase Smith Center Intern – The Manager stated that once again the Town applied for and was approved for a summer intern. The summer internship begins May 28th and runs for 12 weeks. The Manager stated he looked over several resumes, all of which were very impressive, but narrowed it down to three individuals. He submitted his three choices to the Margaret Chase Smith Center and will wait to hear back from them.

Town Hall Repairs – The Manager stated the insurance company approved the demolition and repair needed at the Town Hall. Last week ServePro completed demolition in the bathroom and entryway. Mark Favreau of MJF Enterprises has since been doing work on the interior, specifically the bath and entryway. The Manager stated he is still waiting to hear back from the insurance company as to the total funding amount the Town will be allowed for the repairs. Mark Favreau's price quoted for the repair was very reasonable for a complete rebuild of the bath and entryway.

7. Select Board Member's Request for Agenda Items for Future Meetings

Board Member David Engler commented on the suggested revision of the Tax Acquired Property policy, and stated that he just did not want to lose track of the issue. The Manager stated that the matter has not been forgotten and is still on his list. The Manager stated he is waiting to hear the outcome of a bill that is currently in the Legislature that may affect the policy before making any changes to the Town's policy. The TAP policy will be acted upon when the timing is right to do so.

Board member David Engler also inquired as to whether or not the Town had received the final report from Wright-Pierce regarding the waste water facility. The Manager stated he will look into whether or not the Town has received the final report.

8. Announce Future Select Board Meetings
 - A. March 26th – Regular Meeting (also budget MSAD #75 Budget Forum 6:30 pm, Bowdoinham Community School) Board Chair Lewis will not be present
 - B. April 9th – Regular Meeting
9. Comments from Select Board Members - None
10. Comments from the Public - None
11. Adjourn

The meeting adjourned by acclamation at 6:16 p.m.

Select Board
Town of Bowdoinham, Maine

Peter Lewis, Chair

Jeremy Cluchey, Vice-Chair

David Engler

Judith Gray

Thomas Walling

Respectfully Submitted,

Rebecca Bate, Admin. Assistant