

TOWN OF BOWDOINHAM SELECT BOARD MEETING MINUTES



Date: March 23, 2021

Time: 5:30 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 5:30 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, Town Manager.

II. Amendments to the Agenda

Item 5 – Licensing: Automobile Recycling License was removed from the Agenda because the abutters were not notified of the discussion in this meeting.

III. Approval of Consent Calendar

- A. Meeting Minutes:
 - 1. March 9, 2021
 - 2. March 16, 2021, as amended.
- B. Warrants & Financial Reports:
 - 1. Treasurer's Warrant #18 for \$357,174.12
 - i. A/P Warrant #52 - \$322,084.92
 - ii. Payroll (3/11/21) - \$25,562.07
 - iii. BMV Warrant #51 - \$6,060.00
 - iv. BMV Warrant #50 - \$3,467.13
- C. Reports and Communications
 - 1. Notice of Violation

Cluchey moved the Board to approve the Consent Calendar, as amended; seconded by Favreau. Roll call vote was 5-0.

IV. Action Items

- A. Act on Middle Field & North Field Policy

Cluchey moved the Board to approve the Middle Field and North Field Policy; seconded by Walling. Roll call vote was 5-0.

B. Act on Corporate Resolution

This is needed by various banks that we work with.

Cluchey moved the Board to approve the Corporate Resolution for Nicole Briand, Treasurer and Eli Rubin, Deputy Treasurer; seconded by Lewis. Roll call vote was 5-0.

C. Act on Petty Cash Policy

Cluchey moved the Board to approve the amended Petty Cash policy; seconded by Walling. Roll call vote was 5-0.

D. Act on Check Acceptance Policy

Cluchey moved the Board to approve the amended Check Acceptance Policy; seconded by Walling. Roll call vote was 5-0.

E. Act on Employee Safety Manual

Walling moved the Board to approve the updated Employee Safety Manual, dated March 23, 2021; seconded by Favreau. Roll call vote was 5-0.

F. Act on Discontinuous of Jenkins Road Order

After discussion, the act was **tabled** to the next Select Board meeting. Briand will consult with the Town attorney to determine whether approving this now makes it mandatory to add to the Warrant for Town Meeting.

G. Act on Boating Facilities Fund Grant Application

Cluchey moved the Board to approve applying for the Boating Facilities Fund Grant for the construction of the non-motorized boat launch; seconded by Favreau. Roll call vote was 5-0.

H. Act on Acceptance of Maine Community Foundation Grant

Cluchey moved the Board to accept the Lifelong Communities Mini-Grant from the Maine Community Foundation; seconded by Favreau. Roll call vote was 5-0.

I. Act on Use of Cemetery Maintenance Reserve for Tree Removal

Lewis moved the Board to approve spending \$650 from the Cemetery Maintenance Reserve for tree removal in the Curtis Jennings Cemetery on Dingley Road, seconded by Favreau. Roll call vote was 5-0.

J. Act on Acceptance of Stream Crossing Grant

Briand stated that the Town has been selected to receive a \$125,000 Stream Crossing Grant from Maine Dept of Environmental Protection to replace the culvert on Dingley Road. The Town would be required to match est. \$225,000 to complete the project. Briand stated that the culvert is considered a bridge due to its size and that the culvert replacement would be roughly the same cost as replacing the culverts with a bridge.

After discussion, this item was **tabled** for action at the next Select Board meeting in order to look at all options.

K. Act on Municipal Services Impact Statement for Site Plan Review Applications

1. Site Plan Review, Tier II Application for Marijuana Cultivation; Applicant – Brad Moll, North Fire, LLC – Tax Map R06, Lot 040-B

Favreau moves the Board has no concerns, as the proposed project will not have unreasonable adverse impact on municipal services; seconded by Walling. Roll call vote was 5-0.

2. Site Plan Review, Tier I Application for Dog Kennel; Applicant – Bradley Sturgeon, Property – Tax Map R-04, Lot 025-A

Cluchey moves the Board has no concerns, as the proposed project will not have unreasonable adverse impact on municipal services; seconded by Favreau. Roll call vote was 5-0.

V. Discussion Items

A. Dangerous Buildings Update – Darren Carey, CEO

61 Bay Road – Carey updated the Board stating that Safeguard Properties has not taken any action on this property. Carey has advised the Bank to move forward with improvements but has not heard back. He has also reached out to three of the four interested parties.

695 Ridge Road, Krechkin – Carey advised the Board that he has been in contact with Mr. Krechkin, who has been working on cleaning this property up. As soon as mud season is over he will be moving the scrap metal out.

84 Ridge Road, Delair – Carey stated that we went through the dangerous building process last Fall. We held off due to a Purchase Agreement for the property, but that fell through. Carey has placed this property high on the list for action but has not been able to contact Mr. Delair.

170 Dingley Road – Carey stated that he has been notified of a possible abandoned property on the left side of Dingley Road. He stated that it meets the definition of a junkyard and the structure may be dangerous. Carey is in the process of contacting the interested party(s).

Walling reminded the Board the Public Broadcasting is willing to take away old cars for scrap metal at no charge.

Favreau suggested getting cost estimates for cleanup on the priority properties and placing liens. Briand agreed. She added that we work from complaints and our policy is to give the property owners the opportunity to work on a solution.

“Recycling” Barn, Berry – Carey mentioned that he has reached out to Mr. Berry. The Town would like to give him the opportunity to bring the building into compliance and see his plan for moving forward. Lewis stated that the Town needs to address this before Mr. Berry starts his proposed recycling operation in the building, which is slated for April 1st. Carey clarified that in order to begin an

operation in the building, he would need a plan from the property owner for the specific use for the structure and his plan to make it safe for that operation.

B. Annual Report Dedication

Briand stated that only one name has been submitted for this. Several Board members are very much in agreement with the submission. Briand stated that any additional entries will need to be submitted by Tuesday, March 30th for a formal vote at the April 13th Select Board meeting.

C. FY2022 Budget Update

Briand will schedule a joint workshop with the Finance Advisory Committee to discuss work through the proposed budget. **The proposed time for the meeting is Tuesday, March 30 from 4-6 pm.** You may send questions to Briand and cc: Engler.

VI. Town Manager's Report – Nicole Briand

We are currently hiring for two positions: Planning & Development Director and Public Works Laborer/Truck Driver. We hope to have this done in the next couple of weeks.

The Town Office: Town Manager & staff are working on creating a list of projects we would like to complete before opening the office to the public on Fridays. We are currently using Friday for meetings and updating policies & procedures as well as organizing and cleaning the office.

Maine Coastal Heritage Trust: Has requested on/off road parking on Centers Point Road. Tobey Frizzle and Briand will meet with them next week to see what area they are looking at before bringing to the Board for approval. There have been several complaints on parking and traffic.

Public Works: The grader is back. Public Works staff will be doing work at the Waterfront. They are also working on taking down holiday lights. Once the frost is out of the ground, they will begin maintenance on gravel roads.

In the last two (2) weeks, Public Works has taken nearly 30 loads of gravel to stabilize Dingley Road and Centers Point Road due to mud season. Frizzle will continue to monitor these roads.

Fire Station – New Lighting: Briand stated that we are still waiting on additional estimates.

Environmental Assessment for Old Public Works Property: Briand advised the Board that we are still waiting on estimates.

Ambulance Contract: Briand advised that we are exploring other options as the budget went from \$25,000 to \$50,000 for next year. Briand and Fire Chief Frizzle will meet with Northeast Ambulance to discuss options for a one-year contract. Briand stated that it may be beneficial to partner with surrounding smaller communities for a long-term solution.

VII. Select Board Member's Request for Agenda Items for Next Meeting

Lewis requested an update from Carey on the status of the "Recycling" Barn at the next regular meeting.

VIII. Announce Future Select Board Meetings

- A. March 30, 2021, 4-6 pm – Joint Budget Workshop with Finance Advisory Committee
- B. April 13, 2021 – Regular Meeting
- C. April 20, 2021 – Joint Budget Workshop with Finance Advisory Committee
- D. April 27, 2021 – Regular Meeting
- E. May TBD – Goal Setting Workshop

IX. Comments from the Select Board Members

Cluchey commended Public Works on keeping the Waterfront Public Restrooms clean and orderly. He also mentioned that he likes the format for the Select Board Minutes.

X. Comments from the Public

None.

XI. Adjourn

Adjournment was at 7:00 p.m.
Select Board
Town of Bowdoinham, Maine

David Engler, Chair

Jeremy Cluchey, Vice-Chair

Peter Lewis

Respectfully Submitted,

Thomas Walling

Kelly Hodson, Administrative Assistant

Mark Favreau