

MINUTES  
Town of Bowdoinham  
Select Board & Board of Assessors Meeting  
July 23, 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, Jeremy Cluchey, Thomas Walling, Judy Gray were present. Staff present included Interim Town Manager Nicole Briand. Also present was Wendy Rose, Community and Development Advisory Committee Chair. Board Member David Engler was absent.

2. Amendments to the Agenda
  - A. Sign Appointment Paper – Interim Town Manager
  - B. Executive Session – Item 11
3. Approve Consent Calendar
  - A. Meeting Minutes of July 9, 2019
  - B. Meeting Minutes of July 16, 2019
  - C. Warrants and Financial Reports:
    1. Treasurer's Warrant #6 for \$ 69,220.26
  - D. Reports & Communications
    1. Sheriff's Department June Incident Report

**On Motion of Cluchey/Walling the Board voted 4-0 to approve the Consent Calendar as presented.**

**On Motion of Cluchey/Walling the Board voted 3-0 to approve the Meeting Minutes of July 9, 2019 and July 16, 2019. Select Board Member Judy Gray abstained.**

4. Action Items
  - A. Act on Appointment of Patricia Oh to the Advisory Committee on Age-Friendly Bowdoinham  
  
Interim Town Manager Nicole Briand stated that Patricia Oh, now a resident of Bowdoinham, has applied to be a member of the Advisory Committee on Age-Friendly Bowdoinham. She is more than qualified and will be a valuable asset to the committee.  
  
**On motion of Walling/Cluchey the Board voted 4-0 to approve the appointment of Patricia Oh to the Advisory Committee on Age-Friendly Bowdoinham.**
  - B. Act on Contract with Pine Tree Engineering for Site Clean up of former Public Works Property (8 River Road)

The Interim Manager stated that pursuant to the Board's discussion at the last meeting, this is the formal approval of the contract with Pine Tree Engineering.

**On motion of Walling/Gray the Board voted 4-0 to approve the Contract with Pine Tree Engineering for site clean-up at 8 River Road and authorize the Interim Manager to sign the contract of behalf of the Town.**

C. Act on Boating Facilities Grant

The Interim Manager stated as agreed to at the last regular meeting, this authorizes her to complete an application for this grant. She stated that instead of applying for the full grant amount of \$150,000, she would recommend applying for \$120,000.

**On motion of Cluchey/Walling the Board voted 4-0 to authorize the Interim Town Manager to apply for \$120,000 from the Boating Facility Fund of the State of Maine.**

D. Act on Celebrate Bowdoinham Budget and Schedule of Events

The Interim Manager stated each year the Board reviews this event and budget and approves it so that it is covered under the Town's insurance policy and is funded from the TIF accounts. She stated that the only difference this year is that there will not be a silent auction. This was decided upon due to recent years of lack of participation and numerous man hours required for this.

**On motion of Cluchey/Walling the Board voted 4-0 to approve the Celebrate Bowdoinham Event and Budget to be funded from the TIF Accounts as presented.**

E. Act on Revised Disposition of Tax Acquired Property Policy

The Interim Manager stated that she had made the changes in Section 3.3 on page 4 of this policy as directed at the last meeting. After reviewing Section 3.3 with the changes, Vice-Chair Cluchey requested to strike Section 3.3 completely.

**On motion of Cluchey/Walling the Board voted 4-0 to approve the Policy for Disposition of Tax Acquired Property as amended with further amendments.**

F. Act on Local Road Assistance Certification

The Interim Manager stated each year the Town needs to certify that the small amount of funding we receive from the state for road projects is expended on capital improvements as defined by the MDOT.

**On motion of Walling/Gray the Board voted 4-0 to approve the Local Road Assistance Certification as presented.**

G. Act on Winter Sand Bid Award

The Interim Manager stated one bid was received for winter sand from Country Fare, Inc. for a cost of \$13.75 per yard delivered or \$12.75 per yard picked up in Bowdoin. The budgeted amount was \$13.00 per yard delivered. The Board could select to purchase less sand (2,000 yards) and remain under budget, or purchase \$3,000 yards and look elsewhere in the budget to save. Either way, it should be awarded to Country Fare at a

cost of \$13.75 per yard. While the delivery price is less, and within budget, the \$1.00 cost per yard is small for Country Fare to truck the sand.

**On motion of Gray/Walling the Board voted 4-0 to award the winter sand bid to Country Fare, Inc. for a cost of \$13.75 per yard delivered**

#### H. Act on General Obligation Bond Award

The Interim Manager stated the Town received three proposals from two banks for the general obligation bond. The results are in the Select Board Member's packets for review.

**On motion of Walling/Gray the Board voted 4-0 to select Camden National Bank's proposal for the general obligation bond for \$300,000 for a seven-year term at a rate of 3.16%.**

### 5. Discussion Items

#### A. CDAC Recommendations on Wastewater Treatment System

Wendy Rose, Community Development Advisory Committee Chair, discussed the Wastewater Study for the Village Area memo which was provided in the Board's materials. She referenced the memo and stated that the committee's conclusion was that it would be best for Bowdoinham to set aside the proposal for a wastewater treatment study for the village area as it would be too costly and would not serve enough of the community.

### 6. Interim Town Manager's Report

#### A. Back Hill Street

The Interim Manager stated that the potholes on Back Hill Street have been filled. The Town is now working on the catch basin being raised. The Town will wait for the final costs for the Carding Machine Road repair and the fire department parking lot and see what may be left for funds for Back Hill Street. The Town has also ordered the removable curb stops for the Town Office parking lot.

Chair Lewis asked for an update on LCI and ConnectMe. The Interim Manager stated the Town has 73 applications and we need 100 applications for construction to begin on the project. The Interim Manager stated that she can have a contract ready between the Town and LCI to be signed by the Board on the on the 29<sup>th</sup>. Vice-Chair Cluchey said that he would like to have more time to review the contract and have a discussion on July 29<sup>th</sup> and then have the contract approval at the August 13<sup>th</sup> meeting.

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

### 8. Announce Future Select Board Meetings

A. July 29<sup>th</sup> – Special Meeting – LCI Contract Review and Executive Session for review of Town Manager Candidates

B. August 13<sup>th</sup> – Regular Meeting – Vice-Chair Cluchey will be absent

C. August 27<sup>th</sup> – Regular Meeting – Board Chair Lewis will be absent

9. Comments from Select Board Members – Vice Chair Jeremy Cluchey congratulated Interim Manager Nicole Briand on her first Select Board meeting as Interim Manager.

10. Comments from the Public - None

11. Executive Session(s)

A. Convene in Executive Session Pursuant to 1 M.R.S. §405 (6) (A) for a personnel matter.

**On motion of Cluchey/Walling the Board voted 4-0 to convene in Executive Session pursuant to 1 M.R.S. §405 (6) (A) for a personnel matter at 6:06 p.m.**

**On motion of Cluchey/Walling the Board voted 4-0 to exit Executive Session at 6:23 p.m.**

12. Adjourn

The meeting adjourned by acclamation at 6:25 p.m.

Select Board  
Town of Bowdoinham, Maine

\_\_\_\_\_  
Peter Lewis, Chair

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Jeremy Cluchey, Vice-Chair

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Absent  
David Engler

\_\_\_\_\_  
Judith Gray

\_\_\_\_\_  
Thomas Walling

Respectfully Submitted,

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Rebecca Bate, Admin. Assistant