

**TOWN OF ARUNDEL**  
**BOARD OF SELECTMEN**

Monday, August 22, 2016  
Arundel Fire Station Meeting Room

Members present: Selectmen Velma Jones Hayes, Tom Danylik, Phil Labbe, Jason Nedeau and Dan Dubois; Town Manager Keith Trefethen, Simone Boissonneault, Town Clerk.

**Attending:** Sam Hull, Jack Reetz, John Bell

**I. Call to Order**

Chair Velma Jones Hayes called the regular meeting to order at 7:00 p.m. and began with the Pledge of Allegiance.

**II. Approval of Agenda**

Motion made by Nedeau seconded by Dubois to approve the agenda as presented. Motion carried 5-0.

**III. Public Forum**

Selectmen Dubois mentioned that the shoulder work was done on one side for the newly paved Liberty Acres Drive but that there was a section near the curve that did not have new shoulder gravel. The Manager believed that this would be completed soon.

**IV. Approve minutes of August 8, 2016**

Motion was made by Dubois seconded by Labbe to approve the minutes of August 8, 2016 as written. Motion carried 4-0. Hayes abstained as she was not present.

**V. Committee and Board Reports – None at this time.**

**VI. Manager's Report**

**A. RSU #21 Cost Sharing meetings and status**

The Manager reported that the Committee voted unanimously not to modify the existing Cost Sharing Agreement.

**B. Bids for Compactor Container**

Bids requests have been sent out to vendors and the bids are due Sept. 9<sup>th</sup>.

**C. Sheriff's Department Second Quarter Report**

A copy is available for review.

**D. Meetings returning to MLD**

The Board meetings will return to the MLD School Library beginning with the Sept 6<sup>th</sup> meeting. The room has been reserved for the Public Forum date as well. The new section is scheduled to be open after Columbus Day.

**E. Status on Military Truck**

The truck is in-route and expected delivery date is Thursday the 18<sup>th</sup>. The PWD plans to add a sander body, wing & plow.

**F. Status on Duck Brook Culvert Project**

The Project will be on time for completion around the 25<sup>th</sup>

**VII. Old Business****A. Recommendation on Engineering Firm for Preliminary Engineering Study Portland Road**

Requests for Qualifications were sent to various firms. Seven vendors came to the informational meeting. Four proposals were provided & reviewed independently by the Review Committee members consisting of the Town Manager, Tad Redway, Town Planner, Roger Taschereau, PWD, and Sam Hull. Three of the firms were comparable and interviewed. The ability to communicate with the town and outside agencies was a primary consideration in order to provide options on how the town should proceed, address outside sources and estimate costs. The committee is recommending Wright Pierce to conduct this preliminary study. They provided a thorough knowledge of this field and presented options to begin considering.

TIF funds in this 2017 FY commitment plus \$15,000 budgeted should cover the costs. Following discussion, motion was made by Dubois and seconded by Nedeau to approve the hiring of Wright-Pierce for engineering services on the Route 1 Sewer project and to cap the expenditure at \$43,000. Motion carried 5-0.

**VIII. New Business****A. Application for Catering Function**

The Permit is for Destination Catering Inc for a Chamber of Commerce function at Motorland on Sept. 15. Following review, motion was made by Danylik and seconded by Dubois to approve and sign the application. Motion carried 5-0.

**B. Application for Mass Gathering Permit**

The application was submitted by the Arundel Historical Society for Heritage Day to be held on September 17<sup>th</sup>. A copy of the insurance binder was submitted with the application. Following review, motion was made by Dubois and seconded by Nedeau to approve and sign the Mass Gathering Permit for the Sept. 17<sup>th</sup> AHS Heritage Day and to waive the \$50 application fee. Motion carried 4-0; Hayes abstained as a member of the AHS.

**C. Tax Rate Setting**

The Manager informed the Board that the town gained an additional 10 million in overall taxable value. (\$412,079,698 from \$401,741,509) This gain in valuation has allowed the tax rate to be set lower than was anticipated during the budget process and the Manager is recommending a Tax Rate of \$15.12/1,000 with an overlay of \$6,907. This is up 0.17 from FY 2016 Tax Rate of \$14.95 or 1.14% adjustment. Following review of the Tax Rate Calculation Form and discussion, motion was made by Dubois and seconded by Danylik to set the FY 2017 Tax Rate at \$15.12. Motion carried 5-0.

**D. Payables Warrants**

Following review, motion was made by Dubois seconded by Labbe to approve and sign Payables Warrants 2017-9. Motion carried 5-0.

**IX. Other Business and Adjournment**

Motion was duly made by Nadeau to adjourn at 7:40 pm. Motion carried 5-0.

Respectfully submitted,

Simone Boissonneault  
Town Clerk