

TOWN OF ARUNDEL
BOARD OF SELECTMEN

Monday, August 24, 2015

Mildred L. Day Library

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

Attending: Katie Hawes, RSU 21 Superintendent and Bruce Rudolph, RSU 21 Business Administrator: Jack Reetz, Shelly Wigglesworth.

I. Call to Order

Chairman Jason Nedeau called the meeting to order at 7:00 p.m. at the Mildred L. Day School Library and began with the Pledge of Allegiance.

II. Agenda

Dan Dubois requested the addition of item B. Planning Board report under Committee & Board Reports. **Motion was made by Dubois and seconded by Jones Hayes to approve the agenda as amended. Motion carried with all in favor.**

III. Public Forum – No comments or questions at this time.

IV. Approve minutes of August 10, 2015 Selectmen's meetings

One correction was noted for a previous line not deleted. **Motion made by Dubois seconded by Jones Hayes to approve the minutes of August 10, 2015 and as written. Motion passed 5-0**

V. Committee and Board Reports

A. RSU #21 Finance Committee Meeting report for 8/14/15

The information was provided in the Board's packet.

B. Planning Board 8/13/15 report.

Selectmen Dubois reported on the public hearings regarding the Goff Mill Brook dam removal & revision of Bittersweet Farms subdivision. He stated the Dubois conditional permit renewal was deemed incomplete. Pre-applications were received for Lovejoy subdivision and Seashore Trolley Museum building addition.

VI. Manager's Report

A. Ambulance Billing Policy.

The Ambulance Billing Policy was approved at the last Board meeting. The Manager requested the Board signatures for the file.

B. FY 2016 Payroll Approval

The Manager noted that in past, the payroll changes for the new fiscal year were approved and signed by the Board. These amounts were budgeted and approved at town meeting. **Motion was made by Danylik and seconded by Dubois to approve and sign the FY 2016 Wages summary sheet. Motion carried 4-0, Nedeau abstained.**

Dubois inquired about the previous discussion on changing some positions to salaried. The Manager stated he is reviewing this further.

VII. Old Business:**A. Town Hall location**

Labbe noted that there is a 6 acre parcel that may be suitable for use. The Board agreed to meet for a site walk prior to the next Board meeting. The Manager will make the necessary arrangements.

VIII. New Business**A. Review & Approve Deed – Town of Arundel to RSU #21**

A letter from Superintendent Kathryn Hawes dated 8/20/15 was reviewed along with the Quitclaim Deed Without Covenant and Attachment A - Deed Description and Boundary Survey for the conveyance of the Mildred L. Day School and land. The Town would retain the ball fields along with a 50 foot right of way and easement.

A Confirmation and Clarification of Right of Way from the Maine Turnpike Authority was also reviewed.

The Superintendent noted that the RSU and Town Attorneys are developing a Memorandum of Understanding for the Town's use of the school facilities as well as the reciprocal use of the fields by the RSU.

The deed is required to complete the construction bonding. Construction is anticipated to begin in April 2016 and to be complete by December 2016.

Following discussion, motion was Danylik and seconded by Dubois to approve and sign the Quitclaim Deed Without Covenant for the Inhabitants of the Town of Arundel as Grantor to the Regional School Unit No. 21 as Grantee. Motion passed 5-0.

Motion was made by Danylik and seconded by Jones Hayes to approve and sign the Confirmation and Clarification of Right of Way signed and dated 8/21/15 by the Maine Turnpike Authority Executive Director Peter Mills. Motion passed 5-0.

B. Review & Approve Copier/Printer proposal

The Manager explained that 5 RFP's were received containing 8 proposals ranging in price from \$12,000 to \$6,500 with varying features and would like to review these in more detail and would also like contact several of the sales representatives with some questions before making a recommendation.

C. Setting of Tax Rate for FY 2016

Tax rate calculations were reviewed. A minimum rate set at \$14.95/1,000 equates to a 3.1% increase (.45) or \$90 for a property assessed at \$20,000. The maximum rate of \$15.68 would be 8.1% increase or \$1.18. The Manager recommended the rate of \$14.95.

Following review, motion made by Jones Hayes and seconded by Dubois to approve the Town Manager's recommendation and set the FY 2016 tax rate at \$14.95. Motion carried 5-0.

D. Amendment to Bentley's Saloon LLC Special Amusement Permit

The Code Enforcement Officer did not feel that the current special amusement permit applied as it is only for the main back bar area which is inside. This request for a September 5th event is for a tribute band to be located in the outside courtyard area from 6 pm to 11 pm. **Motion made by Dubois seconded by Jones Hayes to approve and sign the Amendment to the Special Amusement Permit to allow for a band in the courtyard from 6 pm to 11 pm on September 5, 2015. Motion carried 5-0**

E. Review & sign Accounts Payables Warrants

Following review, motion made by Jones Hayes seconded by Danylik to approve and sign Accounts Payable Warrant #2016-8. Motion passed 5-0.

IX. Other Business and Adjournment

Proclamation - Velma Jones Hayes read the following Proclamation in honor of Arundel's 100th Anniversary and the Arundel Historical Society's Heritage Day and requested the Board's approval.

Board of Selectmen's Proclamation

WHEREAS, 100 years ago as of April 1, 1915, the State of Maine, 77th Legislature of 1915, enacted and recorded the formation of the Town of North Kennebunkport, Maine; and

WHEREAS, the municipal body of the Town of North Kennebunkport, Maine voted on September 9, 1957, as endorsed by the 98th Legislature, to change the name of the municipality from North Kennebunkport to Arundel, Maine; and

WHEREAS, much of the Town of Arundel's rich and diverse heritage is contained in documents, photographs, and records created by and for its people; and

WHEREAS, the Arundel Historical Society has been established as a non-profit organization dedicated to responsibly preserve and make available these historical documents, photographs, and records as well as implements and lifestyle of Arundel's early inhabitants; and

WHEREAS, the Arundel Historical Society has organized and sponsored Arundel Heritage Day to promote the spirit of community and to increase awareness of Arundel's rich farming history.

NOW, THEREFORE, we, Jason Nedeau, Thomas Danylik, Daniel Dubois, Velma Jones Hayes, Philip Labbe, Selectmen for the Town of Arundel, Maine, do hereby proclaim Saturday, September 19, 2015

1915 - HERITAGE DAY - 2015

on this 100th year of the incorporation of the Town of Arundel, and encourage all Arundel residents to join the Arundel Historical Society in the celebration of our 100th Anniversary.

Motion was made by Dubois and seconded by Labbe to approve and sign the Proclamation as presented. Motion carried 5-0.

Motion was made by Dubois and seconded by Labbe to adjourn at 7:45 pm. Motion passed 5-0.

Respectfully submitted,

Simone Boissonneault, Town Clerk