

**TOWN OF ARUNDEL, MAINE
BOARD OF SELECTMEN MEETING**

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**Monday February 24, 2020
ML Day School
7PM**

- I. Call to Order
- II. Approval of Agenda
- III. Public Forum – Public comment on non-agenda items
- IV. Approve Minutes of February 10, 2020
- V. Committee and Board Reports
- VI. Manager’s Report
 - Municipal Building Status
 - Arundel Spirit of America Tribute
 - FY 20-21 Budget Review
- VII. Business
 - Status on Waiver of Fees
 - Posting of Town Roads
 - Hours for Voter Registration
 - Signing of Municipal Quit Claim Deed

- XI. Other Business and Adjournment
 - Approval Payable & Payroll Warrant
 - Adjournment

TOWN OF ARUNDEL
BOARD OF SELECTMEN

Monday February 10, 2020
ML Day Library
7 PM

Members present: Selectmen Jason Nedeau, Tom Danylik, Phil Labbe, Velma Hayes
Absent: Dan Dubois

Others: Town Manager, Jack Reetz, Kristen Woodward

Call to Order: Chairman Nedeau called the meeting to order @ 7:00PM

Approval of Agenda: *MOTION Hayes second Labbe “approve agenda as amended” passed 4-0. (Manager wishes to add the appointment of the election Warden per Town Clerks request)*

Public forum: No action

Approval of Minutes: *MOTION Danylik second Labbe “approve Minutes of January 27, 2020 as presented” passed 4-0.*

Committee & Board Reports: No action

Managers Report:

-Municipal Building Status: Manager provided a report on Site work (septic), pre cutting exterior wall system, solar system and location of trackers. No action needed.

-Collaboration Meeting: Held on the 5th and discussed areas of concern that affect all municipalities. Shared ideas and thought as to how information may be better shared.

-Enrollment Tasks Force fro RSU #21 has asked to speak in Arundel and inform other residents of their efforts to date and hear from the residents. Meeting will be held on March 9, 2020 before the BOS business meeting.

-Budget Meeting: Manager reminded members of the meeting taking place on Tuesday 11th starting at 7PM.

Business:

-Application for Liquor License renewal, Dutch Elm Golf Course: ***MOTION Labbe second Hayes “to approve and sign the application for renewal as submitted” passed 4-0.***

-Discussion with Kristen Woodward: Ms. Woodward who is seeking Planning Board approval for a Dog Day Care facility is seeking a waiver of the application fee for further review. Ms Woodward has been attempting for a while to seek approval and has been instrumental in changes of the Land Use Ordinance in her efforts to seek approval. Board ask the Town Manager to determine if they have the authority to waive these fees or if some legislative action may be necessary to do so. He will keep all parties informed.

-Request to support multi-town approach to substance abuse: E-mail from Kennebunk Town Manager Mike Purdue requested if Arundel wants to be a financial partner and a active participate with some members of the communities in the developed and discussion in substance abuse disorder challenges. Board will discuss the Financial piece with the Budget Board. (request is for \$500 for the program).

-Appointment of Election Warden: ***MOTION Hayes second Danylik “appoint Sylvia Perreault as Election Warden for the upcoming primary” passed 4-0.***

Other Business and Adjournment:

Payable & Payroll Warrants: ***MOTION Hayes second Labbe “approve payable & payroll warrants as presented and reviewed” passed 4-0.***

MOTION Labbe second Hayes “to adjourn” passed 4-0 @ 7:41PM

Respectfully submitted,

Keith M. Trefethen
Town Manager

TOWN OF ARUNDEL

468 LIMERICK RD ARUNDEL MAINE 04046 (207) 985-4201 FAX (207) 985-7589

BUSINESS MEETING 2-24-20

EXECUTIVE SUMMARY

BOS Members: The purpose of this summary presented is to give you some information over and above just the mentioning of the subject matter on the agenda. It is my hope that this information assists you in your decision making.

MANAGERS REPORT

-Municipal Building Status: Ouellet will be back on site this upcoming week (Wednesday). Most of the wall studs are precut and the walls will be erected on site. The Building will be water tight to the weather in 1-2months once they begin again.

-Mr. Bruce Flaherty has once again approached the town about the selection of the Spirit of America Award. In 2018 we selected Doris Taschereau and my thought for 2020 would be the Arundel Conservation Trust. If you have other people or groups that meet the community service criteria, let's talk.

-FY 20-21 just want to take this opportunity to inform folks of these meeting and provide to them the next departments we will discuss. (March 10th 7PM ML Day Library discuss General Assistance, Recreation and circle back to Fire)

BUSINESS

-Status of Waiver of Fees: I have provided to you the opinion I received from MMA (see attachment). I also have heard from Kris Woodward who wishes to withdraw her request. However I think we may wish to decide if this is an authority you wish for the Town Meeting to consider and grant to the Board for any future consideration.

-Posting of Roads: Roger has provided a list of Road to be posted starting March 2, 2020. I understand Kennebunk and Biddeford have already done their postings.

-Hours for Voter Registration: The Town Clerk is seeking a change in the Statutory hours required. This is an option the Town Clerk has requested in the past and one that has been approved by previous board action.

-Municipal Quitclaim Deed: We have a property owner that has paid off past taxes on their property because it had gone to automatic foreclosure and vote and action by the Board is required. (Paperwork is attached for review).

OTHER BUSINESS AND ADJOURNMENT

- (a) Account Payable and Payroll Warrants: Provided at Meeting for review.

Town Manager

From: Town Manager [townmanager@arundelmaine.org]
Sent: Wednesday, February 12, 2020 2:23 PM
To: 'Jason Nedeau'; 'Velma'; 'Tom Danylik'; 'Phill Labbe'; 'Dan Dubois'; 'DUBOIS, DANIEL L PW'
Cc: 'mfrontu@gmail.com'
Subject: Waiver of fees

As you know we were asked at your meeting on Monday the 10th to consider the waiver of an application fee for Rontu's Run Dog Day Care. The applicant is seeking approval for the Dog Day Care business after a denial by the Planning Board on her application. The applicant then sought by petition for a modification of the ordinance. The petition effort was successful with a Special Town Meeting voting for the ordinance changes. With these changes the owner wishes to re-submit but does not wish to pay the application fee again.

I contacted MMA Legal services who informed me that the Waiver of the fee cannot be accomplished without authority granted by Legislative action giving the Board of Selectmen the authority to waive. In other words we need a Town Meeting vote (annual or special).

Based on this information it is my view that further discussion by the Board is necessary before you decide on how to proceed. I see discussion on (a) if you wish to proceed in gaining this authority, (b) if granted what conditions in your view would need to occur to predicate the waiver, (c) if the Board of Selectmen wish to waive a cost how will the actual cost to process the application be paid for (staff time-advertising-notices sent etc...).

Based on the information I have been provided I will place the subject once again on your Agenda for the 24th for further discussion.

Keith

Town of Arundel
2020 Road Postings

Brimstone Road
Campground Road
Clearview Estates - Maplewood Dr & Clearview Dr
Curtis Road
Downing Road
Durrells Bridge Road
Durrells Woods Road
Hill Road
Irving Road
Liberty Acres Drive
Lombard Road
Mountain Road
Old Alfred Road
Old Post Road
Proctor Road
River Road
Sinnott Road
South Skillings Road
Talbot Woods (Pine Wood Circle/Deer Run Circle and Talbot Lane)
Thompson Road
Trout Brook Road
Walkers Lane

Roads **NOT Posted**

Burnham School Road
Country Gardens - So Evergreen Lane, Pine St. & Country Lane
Days Mills Road
Drews Mills Road
Fairway Drive
Foxcroft Lane
Kayla Drive
Kimball Lane
Limerick Road
Lochlannach Lane
Middlebrook Drive
New Road
North Skillings Road
Riverwynde Drive
Timber Ridge Drive

Posting Date: March 2, 2020 Posting Removed: TBD

Town of Arundel

To: Board of Selectmen
From: Registrar of Voters /Town Clerk
Date: February 24, 2020

RE: Business Hours for Voter Registration for the March 3, 2020 Presidential Primary and Special Referendum Election

I am writing to request that you order a change to the statutory hours required for the Registrar to be open before an election. Title 21-A MRSA § 122(8) allows the Municipal Officers to vary the statutory hours according to the needs of the municipality.

I am requesting that you waive the evening hours for the Registrar listed under 21-A MRSA § 122 (6.A.2) and set the Registrar's hours as Monday through Friday from 8 a.m. to 4:30 p.m. for the Presidential Primary and Special Referendum Election to be held on Tuesday, March 3, 2020. Voter registration is also available on Election Day.

6. Schedule for acceptance of registrations. Except as provided in paragraph A, the registrar shall accept registrations on any business day or other day that the clerk's office is open. The names and other information from the voter registration applications of any persons registering must be entered into the central voter registration system and must be placed on the incoming voting list.

A. The registrar may accept only the registrations of applicants who appear in person as follows:

- (1) In a municipality with a population of 2,500 or fewer, on the last business day that the clerk's office is open before election day during the hours that the clerk's office is open;
- (2) In a municipality with a population of more than 2,500, on the last 5 business days that the clerk's office is open before election day during the hours that the clerk's office is open and for 2 hours in the evening between 5 p.m. and 9 p.m. on at least one of these days; and
- (3) The names of voters registering during these periods must be recorded as provided under subsection 7.

If you approve the change in these hours, please sign below and return the original of this form

February 24th 2020

A Majority of the Board of Selectmen, Arundel, Maine

Town of Arundel
MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS

KNOW ALL PERSONS BY THESE PRESENTS THAT the Inhabitants of the Municipality of Arundel, a body corporate and politic located in York County, State of Maine, for consideration paid, release to, Betsy E. Chadbourne and Hurley K. Chadbourne Jr, a certain parcel of land with buildings thereon, if any, located in the Municipality of Arundel, County of York, State of Maine, identified as follows:

Map 39 Lot 16 on the Tax Maps of the Municipality of Arundel, prepared by Beth Newcombe and dated April 1, 2014, on file in the Office of the Assessors at Arundel, Maine. The Municipality of Arundel has acquired its interest in said parcel of land through automatic foreclosure of a lien dated 08/06/2018 and recorded in Book 17771 Page 750 and also a lien dated 07/22/2019 recorded in Book 18000 Page 20 of the York County Registry of Deeds.

The Inhabitants of the Municipality of Arundel have caused this instrument to be signed in its corporate name by Jason Nedeau, Thomas Danylik, Daniel Dubois, Velma Jones Hayes, Philip Labbe, its Municipal Officers duly authorized.

Witness our hands and seals this 24th day of February, 2020.

INHABITANTS OF THE MUNICIPALITY OF ARUNDEL

ACKNOWLEDGEMENT

State of Maine
County of York, ss.

Date: February 24, 2020

Then personally appeared before me the above-named Jason Nedeau, Thomas Danylik, Daniel Dubois, Velma Jones Hayes, Philip Labbe, Municipal Officers of the Municipality of Arundel, and acknowledged the foregoing to be their free act and deed in their said capacity and the free act and deed of the Inhabitants of said Municipality.

Before me,

Notary Public

(Print Name)

My commission expires: