

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

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**Monday September 14, 2020**

**ML Day Library**

**7PM**

- I. Call to Order
- II. Approval of Agenda
- III. Public Forum – Public comment on non-agenda items
- IV. Approve Minutes of August 24, 2020
- V. Committee and Board Reports
- VI. Manager's Report
  - New Equipment @ Public Works Department
  - Apartment Constructed w/o Building Permit
  - Building Status @204 Campground Road
- VII. Business
  - Scheduling of Open House / New Arundel Municipal Building
  - Appointment of Planning Board Member
- XI. Other Business and Adjournment
  - Approval Payable Warrant
  - Adjournment

# TOWN OF ARUNDEL

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

BUSINESS MEETING September 14, 2020

## 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

-New Equipment Public Works: All the new equipment Loader-Bobcat-Six Wheel Dump Truck (VW Grant) have been delivered to the Public Works Department and have been placed into service with some of it already being used. Our efforts are now focused on providing proof to the status of the six wheel dump truck taken out of service and steps being taken seek those approvals from the DEP.

-Apartment Built without Permit: Spoke to the CEO who has been in contact with the property owner. The owner is seeking written statements from the vendors who completed the Plumbing and Electrically installations. With these statements and assurances the CEO may provide an after the fact permit.

-Building @ 204 Campground Road. CEO continues to attempt to work with the property owner who has indicated that he will secure a Demolition permit for the structure; dates for securing the permit have come and gone.

## BUSINESS

-Open House @ New Municipal Building: Things are coming to a conclusion at the Municipal Building. Furniture 9-14 thru 9-16, Paving 9-21, Stripping 9-24, Mechanical Systems Training 9-29, Punch List 9-30. Before the Town begins to move in I have tentatively proposed having an open house at the building for October 10<sup>th</sup> 9AM to 1PM. We need to have some discussions on if the date and time is satisfactory or another date and time is better suited.

-Appointment to Planning Board: When you approved the appointments at your last meeting I left off Planning Board Member Martin Cain III who would like to continue to serve. I am recommending Mr. Cain's reappointment to the Board.

## OTHER BUSINESS AND ADJOURNMENT

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

**TOWN OF ARUNDEL  
BOARD OF SELECTMEN**

Monday August 24, 2020  
ML Day School Library  
7 PM

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

Others: TM Trefethen, Dan Fink, Jack Reetz, John Bell, Sam Hull, Joan Hull

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

**Approval of Agenda:** *MOTION Dubois second Nedeau “approve agenda as presented” passed 4-0*

**Public Forum:** No discussion

**Approval of Minutes:** *MOTION Dubois second Labbe “approve minutes of August 10, 2020 as presented and reviewed” passed 5-0.*

**Committee & Board Report: Open**

**Managers Report:** - Status of Building; a report given on outstanding issues that included paint, millwork, security and AV Systems, electrical hook-up, flooring, furniture placement. Manager also provided a financial overview in that 66% of the Bond has been spent on the project. Projection is that we will have an estimate of \$150,000 remaining after project completion.

-MTA Ramp Proposal: MTA officials will research deeds and status of property and will set up a meeting to meet with the BOS when completed.

-Keep Maine Healthy Grant: Approval has been given now officially awaiting a webinar for addition information to fill out paperwork.

-Loader & Bobcat Purchase: Paperwork sent to Town Attorney and to Community Leasing Partners awaiting the release of funds.

-Apartment Construction w/o Permit: BOS was provided the insight on an apartment built without a permit. Owner must satisfy the CEO review to receive an after the fact permit. Need to open walls for observation, provide a sign off from the trades that installed the systems, or the town will proceed to have remedy for the violation via a court action by a judge.

**Business:** -York Lodge of the Masons is proposing the placement of a time capsule at the new Municipal Building Location. The BOS felt this was an appropriate thing and thanked the Mason representative Dan Fink for the thought. More to follow once the Masons agree to the project.

-Brimstone/Limerick Road Intersection: Town Attorney had proposed an easement deed between the town and property owner. Selectmen Danylik felt there may be a conflict with the Land Use Ordinance to pursue use this way. Manager to discuss with Planner and Town Attorney to determine if the conflict exists and the best way to proceed. The Board still feels that a Taking of the property may still be the best solution.

-Tax Rate Setting: Board reviewed the materials presented and discussed the differences being expressed by the Manager and Budget Board Member John Bell. ***MOTION Dan second Danylik “establish the tax rate at \$16.73 as proposed” passed 4-0.*** Board wishes to have the revenue projections reviewed again and clear up the discrepancies between both John figures and those proposed by the Town.

**Other Business and Adjournment:** Payable & Payroll Warrant: ***MOTION Dubois second Labbe “approve warrants as presented and reviewed” passed 4-0***

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

Respectfully submitted,

Keith M. Trefethen  
Town Manager

**TOWN OF ARUNDEL**

To **Martin Cain III** in the County of York and State of Maine.

We do in accordance with the provisions of the Town of Arundel Charter hereby confirm your appointment made by Town Manager, Keith Trefethen, as **Arundel Planning Board** for the Municipality of Arundel. (2020-2023)

Given under our hand this 14th day of September, 2020

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\_\_\_\_\_

Selectmen  
of  
Arundel, Maine

**TOWN OFFICER'S RECORD OATH AND CERTIFICATE**

Municipality of Arundel  
County of York, ss  
State of Maine

\_\_\_\_\_, \_\_\_\_\_

I, **Martin Cain III** do swear that I will support the Constitution of the United States, and of this State, so long as I shall continue to be a citizen thereof.

I, **Martin Cain III** do swear that I will faithfully discharge all the duties incumbent on me as **Arundel Planning Board** according to the Constitution and laws of the State.

Signed: \_\_\_\_\_

I, \_\_\_\_\_, certify that **Martin Cain III** personally appeared before me on this day and took the above oath.

\_\_\_\_\_  
Clerk / Notary Public