

**TOWN OF ARUNDEL
BOARD OF SELECTMEN**

Monday, April 13, 2015

Mildred L. Day Library

Present: Selectmen Dan Dubois, Jason Nedeau, Phil Labbe, Tom Danylik; Jack Turcotte, Interim Town Manager and Simone Boissonneault, Town Clerk.

Kevin Crowley, RSU#21 Interim Superintendent; Cory Steere, Principal; Kirsten Camp, PTA Chairman. Approximately 50 people attended the RSU#21 presentation.

I. Call to Order

Chairman Dan Dubois 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

Motion was made by Phil Labbe and seconded by Jason Nedeau to approve the agenda with the addition of:

Town Manager's Report - b. New Road intersection hearing minutes and c. Town hall property search.

New Business G. Add review and sign Payroll Warrant.

Motion to approve the agenda as amended carried with all in favor.

Chairman Dubois turned the meeting over for the presentation on the proposed school construction renovations. Kristen Camp opened the presentation as Chair of the Arundel PTA thanked everyone for attending and urged support of the upcoming renovations and referendum. She then introduced Interim Superintendent Kevin Crowley. Dr. Crowley gave a slide presentation on the structural and general maintenance issues relating to the Mildred L. Day School, Kennebunkport Consolidated and Kennebunk High School. Proposed plans for each of the renovations were also presented and explained along with a summary of costs and financing. A brief question and answer period was held at the end of the presentation and Dr. Crowley stated that media and mailings would be done in May to inform residents of all three towns of the issues, proposals and upcoming referendum to be held on June 9th and requested that Board and community's support for these renovations.

Regular Selectmen's Meeting

Attending: Roger Taschereau, Paul Raymond, Linda Zuke, Dorothy Gregoire, Iran Camp, Don Dewitt, Jack Reetz, and Jenn Galipeau, Reporter

Chairman Dubois resumed the Regular Meeting of the Board of Selectmen.

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

IV. Approve minutes of March 23, 2015 Selectmen's meetings

Motion was made by Jason Nedeau and seconded by Phil Labbe to approve the minutes of March 23, 2015 as written with all in favor.

V. Committee and Board Reports

- a) **Park Review Committee meeting, Tuesday, 4/14/15 at 8:30 am**
- b) **Planning Board meeting, Thursday, 4/23/15 at MLD School Library at 7 pm**
Chairman Dubois gave a brief update on the last Planning Board meeting.
- c) **Town Offices closed Monday, 4/20/15 for Patriots' Day Holiday**

VI. Manager's Report

- a. **Review of staffing challenges**
The Manager reported that the Planning Board is in need of a secretary. Due to the frequency in meetings, Marie Burgie is unable to continue in that position. Also, the Deputy Treasurer will be out on medical leave for approximately 6 weeks.
- b. **New Road Intersection**
The Manager informed the Board that a full transcript of the DOT Public Hearing held April 2nd for the New Road intersection is available and on file at the Town Office.
- c. **Property search for Town Hall**
Two landowners have made contact with the Manager regarding location of a new town hall. The Board agreed that he should continue discussion with them.

VII. New Business:

- A. **Liquor License Renewal – Fraternal Order of Eagles #4030**
The application, CEO and Contract Deputies approval were reviewed. Motion was made by Phil Labbe and seconded by Tom Danylik to approve and sign the application for renewal of the Club Malt, Spirituous, and Vinous license for the Fraternal Order of Eagles #4030. Motion carried with all in favor.
- B. **Renewal of Blanket Letter of Approval for “Game of Chance” for Fraternal Order of Eagles #4030**
Following review, motion was made by Tom Danylik and seconded by Phil Labbe to approve and sign a Blanket Letter of Approve to operate a Game of Chance for a one year period (June 1, 2015 to May 31, 2016) for the Fraternal Order of Eagles #4030. Motion carried with all in favor.
- C. **County Budget Committee – Vacancies & Caucus**
The Manager reviewed the request regarding the caucus to be held on Wednesday, April 15, 2015 at 6:30 pm at the Alfred Town Hall. Several vacancies are listed in each of the districts. Jack Reetz offered to fill a one year term. Jason Nedeau volunteered to attend as the elected municipal official to complete the nomination.
- D. **Bentley's Saloon – Request for expansion of alcohol consumption area**
The request, list of event dates, and diagram submitted by Bentley's Saloon was reviewed and discussed. Motion was made by Jason Nedeau and seconded by Phil Labbe to approve and sign a letter to Maine Liquor Licensing & Inspections to authorize the expanded area currently permitted for the onsite consumption of alcohol as requested for the dates and areas specified in the request. Dan Dubois, Phil Labbe and Jason Nedeau in favor. Tom Danylik opposed.

E. Southern Maine Veterans' Memorial Association letter of request

A request for funding for improvements to the new Veterans Cemetery in Springvale was received. Following review, it was agreed to place this on the agenda to be reviewed at the joint meeting of the Budget Board and Selectmen scheduled for April 15th.

F. Review Personnel Policy re: Section 5.9 Holidays

The Manager requested clarification of the Personnel Policy Section 5.9 Holidays regarding overtime pay as it may apply to Per Diem Fire-Rescue personnel. The Manager stated there was some confusion if Per Diem staff fell under Section 5.9 *"Employees shall be paid at one and one-half (1 ½) times their regular rate of pay for working on a holiday, plus 8 hours holiday pay at their regular pay rate."*

Discussion followed and the Board agreed that the extra pay rate in addition to regular pay was to apply only for full time or permanent part time employees. Overtime pay for Per Diem and Seasonal Employees would apply only to the Thanksgiving and Christmas holidays as these are difficult to staff or call in seasonal staff for plowing. The Board requested the Manager draft a separate paragraph to specify this policy to avoid confusion in the future. The revision will be reviewed by the Board prior to revision.

G. Review and sign Payroll Warrant and Accounts Payables Warrant

Motion was made by Tom Danylik and seconded by Phil Labbe to approve and sign Payroll Warrant 2015-41 and Payables Warrant 2015-#42. Motion carried with all in favor.

H. Old Business**A. Hill road – Traffic Signal**

The Town Manager explained that he has been in contact with MDOT and our State Representative Wayne Parry regarding the responsibility for maintenance of the proposed traffic signal on the Alfred Road by the Hill Road intersection. There are currently only 5 traffic signals throughout the state that are not locally maintained and Arundel has one of these on Route 1. The costs average between \$1,000-\$1500 per year and Roger Taschereau stated that the Town uses Mitchell Electric to service our traffic signal when needed. Following discussion of safety concerns as well as maintenance, motion was made by Jason Nedeau and seconded by Phil Labbe to approve the installation of a traffic signal by MDOT at the intersection of Alfred Road and Hill Road with the understanding that the Town of Arundel would be responsible for maintenance costs. Motion carried with all in favor.

B. CEO - Mutual Aid Agreement

The Manager explained that the initial draft agreement was review and modified. He stressed again that this would be for short term coverage of vacations or sick leave as needed and not for regular business hours.

Following review, motion was made by Phil Labbe and seconded by Jason Nedeau to adopt the Memorandum of Understanding between Town of Arundel and Town of Lyman, Maine Re: Code Enforcement Inspection Coverage. Motion carried with all in favor.

C. **Other Business and Adjournment**

a. **Executive Session per 1 MRSA §405 (6)(A) to discuss the proposed contract for the new Town Manager**

Motion was made by Phil Labbe and seconded by Jason Nedeau to enter executive session at 9:00 pm per 1 MRSA §405 (6)(A) to discuss the proposed contract for the new Town Manager. Motion carried with all in favor.

Motion was made by Jason Nedeau and by Phil Labbe to come out of executive session at 9:28 pm with no action taken. Motion carried with all in favor

Following the executive session, motion was made by Phil Labbe and seconded by Jason Nedeau to authorize Selectman Tom Danylik to work with Consultant Don Gerrish in an attempt to finalize a contract with the final Town Manager candidate. Motion carried with all in favor.

Motion was made by Tom Danylik and seconded by Phil Labbe to adjourn at 9:34 pm. Motion carried with all in favor.

Respectfully submitted,

Simone Boissonneault
Town Clerk