

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

Monday June 25, 2018  
ML Day School Library  
7 PM

Members present: Selectmen Tom Danylik, Phil Labbe, Dan Dubois, Velma Hayes, Jason Nedeau, Keith Trefethen, Town Manager, Roger Taschereau PW Director

Others: Jeff Burnham, John Bell, Jack Reetz, Patricia & Howard Washburn

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

**Approval of Agenda:** *MOTION Hayes second Labbe "approve agenda as amended" passed.*

**Election of New Officers:** *MOTION Nedeau second Hayes "nominate Dan Dubois as Chairman of BOS for FY 18/19" passed. MOTION Hayes second Danylik "nominate Jason Nedeau as Vice Chairman" passed. MOTION Danylik second Labbe nominate Velma Hayes as Secretary" passed.*

**Public forum:** Resident Howard Washburn was present to discuss his thoughts on making the area around the entrance of Proctor Road safe for travelers entering or exiting Route #1. He provided a written report as to his thoughts. Areas that the Board felt they may be of some assistance. (1) petition the town for reduce speed consideration, (2) possible signage for no parking on Route #1 in that area, (3) look at alternatives with the changing of the light in the area.

**Approval of Minutes:** *MOTION Hayes second Labbe "approve minutes of June 11, 2018 as amended" passed 5-0.*

**Committee & Board Reports:** No Action

**Managers Report:**

- A. Office Closing: Manager informed the BOS that the Town Office will be closed at 12 noon on the 29<sup>th</sup> for end of year matters.
- B. July 4<sup>th</sup>: Office will be closed on Wednesday the 4<sup>th</sup> in observance of Holiday.

**Old Business:**

**New Business:**

- A. *MOTION Danylik second Nedeau "approve and sign payroll policy for FY 18/19" passed.*
- B. *MOTION Hayes second Nedeau "approve annual appointments as presented by the Manager" passed.*
- C. Website utilization: Both John Bell and the Manager discussed the reason why some folks were not being provided notices. (lack of proper e-mail address, not signing up properly for notices wanted, having security measures on personnel computers that may block notices). Board instructed the Manager to continue sending out notices to those folks signed up for them and felt that the inclusion on the front page of the website for easy access should be implemented. John Bell and the Manager will review what other matters may be useful for future contact.
- D. *MOTION Hayes second Danylik "approve the use of the Gilliam Field for Kids Travel Baseball with no fee imposed on the use" passed.*

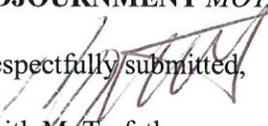
- E. Board reviewed the RFP for Architectural Services and provided changes that the Manager is to implement in the final document. The document will be cleaned up and sent to the BOS for their comment after which this RFP will immediately be put out to groups and individuals interested in the work. *MOTION Danylik second Labbe authorize the manager to move forward with the RFP as described above” passed.*
- F. Manager provided an overview of the end of year financial status of the Town accounts and the overdraft related to the legal services provided to the town. It is the hope that the budgets passed in FY17/18 will have surplus to manage the potential shortfalls without requesting a special town meeting to manage any specific shortfalls.
- G. *MOTION Hayes second Danylik “vote for Selectmen George Donovan from Alfred to represent District 32 on the Legislative Policy Committee passed.*
- H. *MOTION Hayes second Labbe “approve the consent agreement for Map 32 Lot 14C-4 for a rear lot setback violation for a deck being constructed for a Handicap purchaser that has a maximum encroachment of 3.62 feet, and impose a \$100 fine on the developer and owner J Group LLC for this violation” passed.*

**Other Business and Adjournment: Payable & Payroll Warrants:** *MOTION Hayes second Labbe “approve warrant (Payable) as presented and reviewed” passed.*

Board discussed with Mr. Brian Flaherty the inclusion of a citizen from Arundel in the Spirit of America Tribute. This nationwide program was implemented to recognize outstanding community service which will be recognized at a ceremony to be held in the fall by York County Officials. *MOTION Labbe second Hayes “to select Doris Taschereau as the Arundel Recipient of the Spirit of America award, passed.*

**ADJOURNMENT** *MOTION Nedeau second Labbe “to adjourn” passed 5-0 @ 8:36PM*

Respectfully submitted,

  
Keith M. Trefethen  
Town Manager