

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

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**Monday March 8, 2021  
Arundel Municipal Building  
7PM  
Zoom**

- I. Call to Order
- II. Approval of Agenda
- III. Public Forum – Public comment on non-agenda items
- IV. Approve Minutes of February 24, 2021
- V. Committee and Board Reports
- VI. Manager's Report
  - Meeting Room Acoustics
  - Workshop with Planning Board
  - Plan on future Public Hearings on Status of Old Town Hall
- VII. Business
  - Review Notice of Sale Tax Acquired Property
  
- XI. Other Business and Adjournment
  - Approval Payroll & Payable Warrants
  - Adjournment

**TOWN OF ARUNDEL  
BOARD OF SELECTMEN**

Wednesday February 24, 2021  
Arundel Municipal Building  
7 PM

Members present: Selectmen Tom Danylik, Phil Labbe, Velma Hayes, Jason Nedeau (Zoom) off and on.

Absent: Selectmen Dan Dubois

Others: TM Trefethen, Roger Taschereau, Jake Hawkins

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

**Approval of Agenda:** *MOTION Labbe second Danylik “approve agenda as presented” passed 3-0.*

**Public Forum:** Roger Taschereau on Staff Review with regard to fees and policy developed. Chairman Hayes also discussed providing a longer notice requirement as a result of the delay in the Postal Service.

**Approval of Minutes:** *MOTION Danylik second Labbe “approve minutes of February 8, 2021 as amended” passed 3-0. “added no action taken” in executive session.*

**Committee & Board Report:** None reported.

**Managers Report:**

-Meeting Room Acoustics: Sample of product and color was reviewed by board. Still waiting on cost.

-Entrance Way Heater: Had a failure, warranty item, switch needs to be swapped out.

-AV efforts by Selectmen Dubois: All worked for the Budget Meeting and pre set-up before tonight meeting. Tonight however audio worked but video did not.

-Virtual Coffee with Superintendent: Held today with Dr. Cooper had 23 participants in the Zoom meeting.

**Business:**

-Notice on Tax Acquired Property: Board took no action but suggested changes to the document prior to being finalized.

-Status of Newsletter: Not yet completed as a result of all parties not understanding their roles in the process. Manager has reached out to retired Town Clerk Simone Boissonneault who will perform the layout on the newsletter for printing and distribution.

-Liquor License renewal/Dutch Elm Golf Course: ***MOTION Danylik second Labbe “sign the renewal as presented and reviewed by the Code Enforcement Officer” passed 3-0.***

-Road Posting: Review of the list of posting for March 1, 2021 was reviewed with Public Works Director. Fairway Drive was added to Posted Road List. ***MOTION Danylik second Labbe “approve the Road Posting List as amended” passed 3-0.***

**Other Business and Adjournment: *MOTION Danylik second Labbe “approve account payable warrant as presented and reviewed” passed 3-0.*** NOTE \*

Because meeting was held on Wednesday instead of Monday Chairman Hayes signed payroll warrant as provided per policy, in order that payroll was processed when needed.

**ADJOURNMENT *MOTION Danylik second Labbe “to adjourn” passed 3-0 @ 7:27PM***

Respectfully submitted,

Keith M. Trefethen  
Town Manager

# **TOWN OF ARUNDEL**

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

BUSINESS MEETING March 8, 2021

## **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.

NOTE\* Unless something comes up I expect this meeting to be brief.

## **MANAGERS REPORT**

-Meeting Room Acoustics: Awaiting the budget package for the additional square footage of acoustic materials for the meeting space. You have already viewed the materials but I will bring them along again if you have any questions.

-Workshop with Planning Board: The Board is set to meet at any time of your liking. I am thinking perhaps we meet on the off Monday (March 15<sup>th</sup>) to discuss some changes contemplated in the ordinances. We can start at 7PM.

-Public Hearings on Old Town Hall: My suggestion is now that we have zoom set up we start your meetings with a Public Hearing on the Old Town Hall over the next several meetings to determine the public thoughts on the subject matter and provide you folks some guidance in warrant development.

## **BUSINESS**

-Notice Sale of Tax Acquired Property: Provided a draft of a Notice that I would like to have published. Draft #1 was reviewed by the board and I am hopeful this draft meets the Town's needs.

## **OTHER BUSINESS AND ADJOURNMENT**

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

## **NOTICE OF SALE OF TAX ACQUIRED PROPERTY**

The Board of Selectmen of the Town of Arundel is accepting bids for the municipality's interest in one (1) tax acquired property listed below. Bid must be received in writing and in a sealed envelope marked "***Tax-Acquired Property***" on the outside.

All bids must be received in the municipal clerk's office located at 257 Limerick Road in Arundel, no later than 4 o'clock PM on **March 22, 2021**. Late bids will not be opened or considered. Minimum bid on property is set at \$10,000.

Bid must also contain the bidder's name, mailing address and phone number and must be accompanied by a deposit in the form of a certified check or money order, in an amount equal to or greater than 20% of the bid price. Each successful bidder's deposit will be credited to the total purchase for that parcel. Deposits will be returned to the unsuccessful bidders. Any bid which does not contain the proper deposit will be rejected.

Bid will be opened and reviewed by the Board of Selectmen at their business meeting of Monday **March 22, 2021** at 7PM at the Arundel Municipal Building, Meeting Room located at 257 Limerick Road. The Board of Selectmen reserves the right to reject any and all bids. Successful bidder shall have 20 days from the date of the bid acceptance in which to complete the purchase. Property will be conveyed by quit claim deed without covenants. In the event that a successful bidder fails, for any reason, to complete the purchase in the time stated, the bid acceptance is void and the bidder's deposit shall be forfeited to the municipality. The Board of Selectmen may thereafter negotiate a sale of the property with any unsuccessful bidder.

The property for sale is described as:

### **1226 Portland Road Condo Unit #11**

The tax maps and other public information concerning the property may be reviewed at the Town Office located at 257 Limerick Road, Arundel during its normal business hours Monday thru Thursday between the hours of 7AM to 5:30PM

The Town of Arundel makes no warranties or representations of any kind whatsoever concerning the nature, extent, validity, value or utility of any rights to be conveyed. Outstanding Liens of the Condominium Association may also be pending. Bidders are strongly advised to consult an attorney prior to filing a bid.