

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

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**Monday July 11, 2022
Arundel Municipal Building
6:20 Site Walk Playground Area
7PM
Meeting Room**

- I. Call to Order
 - II. Approval of Agenda
 - III. Public Forum – Public comment on non-agenda items
 - IV. Approve Minutes of June 27, 2022
 - V. Committee and Board Reports
 - VI. Manager Report
 - Playground Municipal Building Property
 - Dangerous Building update 159 Proctor Road
 - VII. Business
 - Fire Protection Ordinance
 - Speed Limit Review request/Log Cabin Road
 - Approval of Account Payable & Payroll Warrants
-
- VII. - Other Business /Adjournment

**TOWN OF ARUNDEL
BOARD OF SELECTMEN**

Monday June 27, 2022
Arundel Municipal Building
Meeting Room
7PM Meeting

Members present: Select Board Tom Danylik, Dan Dubois, Phil Labbe, Jason Nedeau, Velma Hayes-Jones

Others: Town Manager Trefethen, Jack Reetz

Call to Order: Chairman Danylik called meeting to order @ 7:10PM

Board met in executive session at 6:30PM with the Town Attorney to discuss a Zoning Matter. After the session the following action took place: ***MOTION Dubois second Nadeau "Town Counsel to move forward with Land Use Enforcement action against James & June Realty LLC also known as Vinegar Hill LLC if their submission to the Planning Board is incomplete" passed 4-0-1 (Danylik abstains).***

Approval of Agenda: OK as submitted.

Election of BOS Officers: ***MOTION Nadeau second Labbe "elect Dan Dubois as Chairman" passed 4-0-1 (Dubois) MOTION Hayes second Labbe "elect Jason Nadeau as Vice Chairman" passed 4-0-1 (Nadeau), MOTION Nadeau second Labbe "elect Velma Jones-Hayes as Secretary" passed 4-0-1 (Hayes)***

Public Forum: Open

Committee & Board Reports: Selectmen Nadeau indicated that the Kennebunk River Advisory Committee had sent out 220+- letters to folks along the river corridor recently.

Approval of Minutes: ***MOTION Nadeau second Phil "approve minutes of June 13 as corrected" passed 5-0.***

Manager Report: The manager provided some additional background on the cross walk installed on Route #1 and provided that a Traffic Engineer needs to be hired

to view the work and provide any additional items that need to be added to this project.

Asbestos proposal was received from Safe Environmental solutions ***MOTION Nadeau second Danylik “approve the expense of \$23,300 to take care of the asbestos in the building” passed 5-0***

Playground Equipment: the Recreation Director has been given the authority to proceed and has ordered the equipment. Manager wishes at the next meeting to proceed outside and show the Board the location where the equipment will be placed.

Business: MOTION Nadeau second Labbe “review and sign the Payroll Warrant Policy” passed 5-0.

MOTION Hayes second Danylik “approve and sign the Selectmen Code of Conduct and if the term Selectmen changes to select board provide the change in the Code of Conduct Document” passed 5-0.

Selectmen provided the following Committee Assignments Planning Board (Dubois&Danylik), RSU#21 Finance Committee (Hayes) RES #21 Directors Meeting (Dubois).

MOTION Hayes second Nadeau “approve the appointment of Rich Ganong and Susan Sinnott to the Planning Board” passed 5-0.

MOTION Hayes second Nadeau “approve the appointments of Paul Chansky and Joanne Grace to the Appeals Board” passed 5-0.

Charter Amendments: With the lack of sufficient voters recently the Board will move the Amendments to the Ballot in November and would like to schedule a meeting with the Charter Review Committee after Labor Day.

Wastewater Letter to KSD: The Board review the letter developed by the Engineers and Manager seeking a commitment from the Kennebunk Sewer District to set aside 160,000 GPD flow from Arundel in the design of the new facility and begin work with Arundel in a good faith effort to develop an interconnect agreement. Board okayed the letter and agreed to the Town Manager signing on behalf of the Board.

Board reviewed the memo from the Planner with regard to the development of a Fire Protection Ordinance and instructed the Manager to convey the Boards interest in this development and the importance of meeting with the Board in the

future to discuss what the Ordinance will include prior to BOS approval to be placed on a Annual or Special Town Meeting Warrant seeking voter approval.

Payable or Payroll Warrants: MOTION Hayes second Nadeau “approve Payable and payroll warrants as presented and reviewed” passed 5-0.

Selectmen Dubois: Discussed with the Members the proposal to hard wire microphones in the meeting room to provide better sound coverage. Cost was \$7,407.76. *MOTION Nedeau second Hayes “approve the payment of ½ \$3,703.88 and have the manager sign the contract on behalf of the Town” passed 5-0. Funds will come from the Bond for the Building Project.*

ADJOURNMENT MOTION Nedeau second Hayes “to adjourn” passed 5-0 @ 8:12PM

Respectfully submitted

Keith M. Trefethen
Town Manager

TOWN OF ARUNDEL

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BUSINESS MEETING July 11, 2022

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

- Playground Municipal Building Property: A reminder that the viewing of the Playground area will begin around 6:20 on the 11th so you get an idea where the location is prior to any activity and tree removal takes place.
- Dangerous Building 159 Proctor Road: Attorney Plante from Drummond/Woodsum has been working on tracking down creditors and has outlined a process to follow which will require a Hearing held by the Selectmen with regard to the property I will share at your meeting the information presented by Selectmen Plante and if you folks agree we can proceed with the process to conduct the hearing.

BUSINESS

- Fire Protection Ordinance: This past week the Planner, CEO, Fire Chief and I met to discuss the creation of a Fire Protection Ordinance. Therefore I am seeking your approval to proceed. Staff believes that the cleanest way to proceed would be to endorse NFPA 1 Fire Code and NFPA 101 Life Safety Code as our local Ordinance. This can be done by reference and will require a Special or Annual Town Meeting to proceed. What this will accomplish is that locally we can enforce these Codes as they are required by the State but presently we have to have the State Fire Marshal's Office enforce as the Local Ordinance does not exist. Enforcement would be through the Fire Department.
- Speed Limit Request: The executive director of the Trolley Museum has asked if we could lower the speed limit on Log Cabin Road and/or erect signs indicating caution entrance ahead. She indicated there have been some close encounters in the area and would appreciate any assistance that can be provided.
- Approval of Account Payable & Payroll Warrants as submitted for review at your meeting.

ADJOURNMENT