

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

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**Monday July 25, 2022
Arundel Municipal Building
7PM
Meeting Room**

- I. Call to Order
- II. Approval of Agenda
- III. Public Forum – Public comment on non-agenda items
- IV. Approve Minutes of July 11, 2022
- V. Committee and Board Reports
- VI. Manager Report
 - Conifer Way Site Walk
 - Repair 2015 Ford F450 Ambulance
 - Update of Old Town Hall asbestos removal
 - Update on sewer discussion
 - MDOT Traffic Movement Permit/Arundel Cottages
 - Notice of Violation/Order to Correct June & June Realty 1 LLC
 - Crosswalk Route #1update
- VII. Business
 - Approval of Account Payable & Payroll Warrants
- VII. - Other Business /Adjournment

TOWN OF ARUNDEL

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

BUSINESS MEETING July 25, 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

- Conifer Way: As you know the HOA on Conifer Way is preparing for a submittal of a petition warrant article to the Board seeking voter approval making Conifer Way a Town Way. Staff met with the HOA folks on Tuesday July 12th to view the Private Road and identified areas that need attention (Culverts-Shoulders). As of this writing Staff have provided the HOA process and procedures to follow that includes the Application Procedure in 1.4 the Standards in 1.6 and Waivers in 3.2 of the Street Design and Construction Ordinance.

-Ambulance Repair: Fire Department personnel discovered the Liquid Springs that level and lower the ambulance are leaking; cost to repair is \$3,183.84.

-Asbestos Removal Old Town Hall: Removal of the non bearing walls on the first floor is scheduled for the upcoming week prior (Fire Department Staff will remove as training). Safe Environmental Solutions is scheduled to remove the asbestos in the building on or around the 28th of this month.

-Sewer Discussions I have had discussions with our engineering firm with regards to options for the town to consider when we meet with the Sewer District in September.

-MDOT Traffic Movement Permit/Arundel Cottages: MDOT has requested that we stop the issuance of Certificate of Occupancy for the Cottages Home until MDOT and the Cottages come to an agreement of the Traffic Movement Mitigation for the entrance on Route #1. It appears that the developer was to begin the Mitigation immediately when the project began however the Developer and the Town thought it was to begin when the Commercial Lot was developed and that stipulation was written in the recorded plan. This is a fluid process and I hope I will have more to share on Monday.

-Notice of Violation for June & June Realty 1 LLC has been sent and received by the Owners. I will fill you in more on the status at your meeting Monday.

-Crosswalk: Survey Crews are to be on site Thursday and a report will be coming from the Traffic Engineer shortly. On site last Tuesday the Traffic Engineer suggested a different angle to the crosswalk and indicated flashing crosswalk system will be required. Cost of the flashing crosswalk system could be as much as \$8,000+-.

BUSINESS

-Approval of Account Payable & Payroll Warrants as submitted for review at your meeting.

ADJOURNMENT

DRAFT AS OF 7-13-22

**TOWN OF ARUNDEL
BOARD OF SELECTMEN**

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

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

Others: Town Manager Trefethen, Kate Orlando, Robert Danzillo

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

Approval of Agenda: *MOTION Nedeau second Hayes “approve as amended” passed 5-0.* (added Sewer District & MS Great Bike Getaway under Managers report added Cross Walk & Emergency Management Plan update under Business)

Public Forum: Resident Robert Danzillo a resident of Talbot Drive discussed the excessive noise by Motorcycles.

Committee & Board Reports: None

Approval of Minutes: *MOTION Nedeau second Labbe “approve minutes of June 27 as corrected” passed 5-0.*

Manager Report: Playground area was viewed @ 6:20; discussions on this location, keeping some trees for shade and Public Works schedule to prep the area were discussed with no formal votes taken. Chairman Dubois asked the Manager to discover cost from Minuteman to install a securing camera.

Dangerous Building @ 159 Proctor Road was reviewed again and the process outlined by Attorney Plante was discussed which includes a Notice of Hearing. *MOTION Nedeau second Danylik “sign and have the Notice of Hearing certified by the Clerk and recorded by the Attorney and set the hearing to take place on August 22, 2022, 7PM, Meeting Room at the Arundel Municipal Building” passed 5-0.*

DRAFT AS OF 7-13-22

The letter submitted to the Kennebunk Sewer Trustees was answered. The Trustees would like to invite the Board to their meeting of September 6, 2022 for further discussions.

MS Great Maine Gateway bike event is seeking approval to travel the Town roads on August 6th & 7th. This has been approved in the past. ***MOTION Hayes second Nedeau “approve as presented for the event to be held on the roads in Arundel on August 6th & 7th from 7:30AM to 4PM and have the Manager sign on behalf of the town the request presented” passed 5-0***

Business: Fire Protection Ordinance proposal that includes Life Safety 101 had further discussion. Staff wishes to understand if the Board wishes for them to continue developing an ordinance with regard to NFPA 1 & 101. Staff met and felt this would be helpful in building review and development in Arundel. The Board indicated that staff should continue to proceed and develop a Warrant to be presented to either a Special or Annual Town Meeting vote.

Speed Limit reduction request was made by Executive Director Katie Orlando on behalf of the Seashore Trolley Museum. Board instructed the manager to contact DOT and submit a formal request for review as MDOT is performing some review at the nearby Old Post Road.

Crosswalk on Route #1 was discussed. Manager meets with a Traffic Engineer at the site on Tuesday (tomorrow of this week).

Payable or Payroll Warrants: ***MOTION Nedeau second Hayes “approve Payable and payroll warrants as presented and reviewed they include a account payable warrant for FY 21/22” passed 5-0.***

MOTION Danylik second Labbe “approve the Emergency Management Plan for York County and the Town of Arundel as presented” passed 5-0.

ADJOURNMENT *MOTION Hayes second Nedeau “to adjourn” passed 5-0 @ 7:50PM*

Respectfully submitted

Keith M. Trefethen
Town Manager