

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

www.arundelmaine.org

Please visit the home page of our website and click on the link to sign up for email notices, meeting agendas and alerts.

**Monday August 23, 2021
Arundel Municipal Building
7PM
Zoom Taping**

- I. Call to Order
- II. Approval of Agenda
- III. Public Forum – Public comment on non-agenda items
- IV. Approve Minutes of August 9, 2021
- V. Committee and Board Reports
- VI. Manager's Report
 - Shed update @ Municipal Building
 - Snowplowing & Ice Control Update
 - Hazmat Day follow-up
- VII. Business
 - Municipal Release Deed Map 1 Lot 25A
 - Application for Mass Gathering/Arundel Historical Society
 - Tax Rate Setting
 - Landscaping RFP
 - Approve of ZBA Appointment
 - Approval of Accounts Payable & Payroll Warrants
- IX . Other Business /Adjournment

**TOWN OF ARUNDEL
BOARD OF SELECTMEN**

Monday August 9, 2021
Arundel Municipal Building
7 PM

Members present: Selectmen Tom Danylik, Phil Labbe, Velma Hayes, Jason Nedeau, Dan Dubois

Others: TM Trefethen, Jack Reetz, Roger Taschereau, Terry Merrill

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

Approval on Agenda: *MOTION Dubois second Nedeau “approve agenda as amended” passed 5-0. (added RSU #21 Update by Selectmen Dubois Managers Report added Re-use room and Haz Mat Day).*

PUBLIC FORUM

-No comments

Approval of Minutes: *MOTION Dubois second Labbe “approve minutes of July 26, 2021 as presented and reviewed” passed 5-0.*

Committee & Board Report: Selectmen Dubois discussed the events that occurred at the RSU #21 meeting and provided information related to employment hiring and retirements. Selectmen Dubois also gave a report on the Planning Board meeting he attended.

Managers Report:

-Snow Plowing RFP: A review of the proposal and a discussion with Roger Taschereau and Terry Merrill. Present staff just achieve a CDL License and new employees being considered have CDL, therefore the town’s need for contract plowing services may be non-existent but the Board felt that the proposal should be sent out with some modifications to the proposal in regards to Bond and Insurance figures mentioned within the document.

-CAI Technologies and Mapping: Manager indicated that the mapping upgrade will begin in the fall. CAI will provide a cost associated with Map upgrades. The last mapping upgrade by the town was completed in 2017.

- Tax Rate Setting: The Assessor is looking at August 23rd meeting to propose options for a new tax rate.
- Landscaping inquires: Only one business interested in submitting a cost at this time. Seems the proposal is set around \$300/wk for a service provider to mow, mulch, fertilizer and trim. Final review will occur at the meeting of the 23rd.
- Route 111 Question: Contact was made to the Sheriff's Office (increased patrols) and Department of Transportation who shared Crash information for Route 111 and specifics of crash info from New Road to Drew's Mill Road the area of concern was provided by Manager. Minimal crashes in this area at this time.
- Re-Use Room: Some folks felt compelled to open Re-Use room at Transfer Station without authority over this past weekend. Room has been closed again at this time.
- HAZ-MAT Day: Manager had question on contract to be signed by Town with Clean Harbors. Contract states all conflict would be settled under Massachusetts Law. Manager sought change to reference Maine Law as Clean Harbors is dealing with Maine Municipalities and in our case Arundel. At this time the position of Clean Harbors is to stay with original agreement as presented. Arundel at this time will not sign any agreement that does not reference Maine Law as part of the Waste Collection Agreement.

Business:

- Municipal Release Deed for Map 1 Lot 25A was reviewed by the Board. Generally Board of Selectmen in agreement as both town attorney and mortgage company attorney developed this document. Some typos were viewed and will be corrected before signatures at the meeting on the 23rd.
-
- Accounts Payable and Payroll Warrant: ***MOTION Dubois second Hayes "approve all as presented and reviewed" passed 5-0.***

OTHER BUSINESS: Board discussed the new microphones that have been ordered for the meeting room, the acoustic panels that will arrive on Wednesday the 11th and the need to move forward with a committee to discuss impact fees.

ADJOURNMENT *MOTION Dubois second Labbe "to adjourn" passed 5-0 @ 7:52PM*

Respectfully submitted,

Keith M. Trefethen
Town Manager

TOWN OF ARUNDEL

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

BUSINESS MEETING August 23, 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.

MANAGERS REPORT

-Shed Update: The placement of a shed for storage of outdoor items and snow removal items will be taking place this fall.

-Snowplowing & Ice Control: Information is out to the public. We are looking for a response from vendors and an discussion on the matter at your meeting of the 13th.

-Hazmat Day: I have had no movement from Clean Harbors on the propose change in language in the agreement. I reached out to Casella to determine what other company's may provide this service. A company in Maine provides HAZMAT day services. I will reached out to seek further details.

-

BUSINESS

-Municipal Release Deed: Both the Town Attorney and the Attorney from Peoples choice Credit Union have review the file of Map 1 Lot 25A and have determine that in 2016 a Green Card that needed to be sent to the Mortgage Holder is not in the file and Peoples choice has no knowledge of ever receiving one. With a possible error in procedure the mortgage holder is seeking reconsideration in order to protect their financial interest in the property. Both Attorney's have reviewed and signed off on a Municipal Release Deed that will protect the Mortgage Holders financial interest in the property and provide compensation for the back taxes and penalties owed to the Town of Arundel. I will have this document presented at your meeting for review and possible action.

-Mass Gathering/Arundel Historical Society: I have provided their paperwork for possible action on their Heritage Day event by the Board.

-Tax Rate Setting: Tax Assessor is working to finalize this material so a presentation can be forthcoming. Once I have the recommendations and options I will forward. Your action will be required.

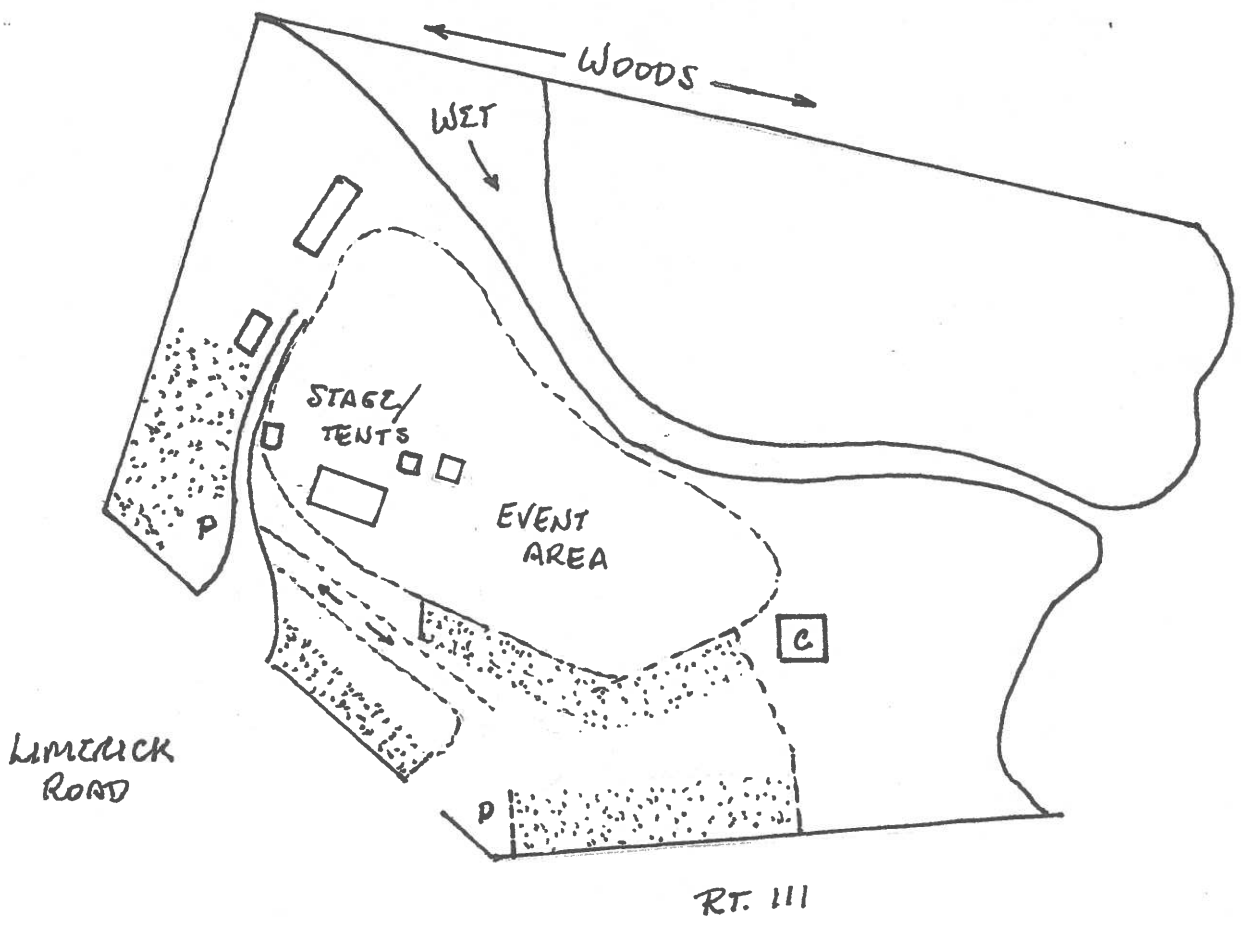
-Landscaping RFP: As of this writing two proposals have been returned. We can discuss at your meeting and hopefully more will be in by the 19th deadline.

-ZBA Appointment: Past member Erick Van Sickle has submitted an application for consideration. His interest in serving again and our overall lack of volunteer participation makes him an obvious choice to appoint. Your action is required.

**TOWN OF ARUNDEL
APPLICATION FOR MASS GATHERING PERMIT**

(All questions must be answered if more space is needed, add sheets)

1. Name of applicant ARUNDEL HISTORICAL SOCIETY
2. Address of applicant 3 TALBOT DRIVE, ARUNDEL, ME 04046
Phone: (207) 283-9699
3. Location of property where gathering is to be held CORNER OF LIMERICK RD. + ALFRED RD.
4. Name of record owner of project, if different from applicant.
(If applicant is the owner, write "same".)
SAME
5. Date of gathering SEPT. 18 2021 Time 10 AM (AM)(PM)
6. Expected length of time it will continue 8 HRS
7. Number of people expected ± 200
8. Purpose of gathering: HERITAGE DAY
9. Is the gathering exempt from the fee, bond and insurance requirements under section 3.13 of the ordinance? YES
(If so, what exempt category does it fall into?) _____
10. What entertainment is proposed? BANDS + SINGERS
11. What off street parking will be available? (include a rough sketch on an attached sheet, showing access and parking areas) SEE MAP
12. What drinking water will be available? BOTTLED
13. What toilet facilities will be available? PORTA-POTTIES
14. What medical facilities will be available? FIRE RESCUE
15. How will refuse be collected and disposed of? CANS + OFF-SITE DISPOSAL
16. What lighting (if applicable) is planned? N/A
17. What noise generating activities will be carried on? (entertainment, loud speakers, equipment or other) ENTERTAINMENT / ANTIQUE ENGINES



C = CEMETERY
P = PORTA-POTTIES
[stippled box] = PARKING

18. Will the noise carry beyond the boundaries of the property? MINIMAL

19. If so, how will it be controlled? DIRECTED AWAY FROM RESIDENCES

20. If liability insurance is required, when will the policy be made available to the Town?

ATTACHED

21. Has the York County Sheriff's Department been notified of the gathering? YES

22. Has the Arundel Fire Chief been notified of the gathering? YES

23. What police, traffic or other security protection will be provided? (give details)

N/A

In making this application the undersigned applicant certifies (1) the information in it is correct to the best of his/her knowledge and belief, (2) he/she is familiar with the terms of the Arundel Mass Gathering Ordinance, and (3) he/she agrees to comply with all its applicable provisions.

Date of application: Aug. 16 2021 Donna L. der Kinderen
Applicant AWS DIRECTOR

NOTE: If the applicant is not the record owner of the property, the owner must give his consent:

I consent to the gathering here applied for on my property - Map 8 Lot 7 in Arundel.

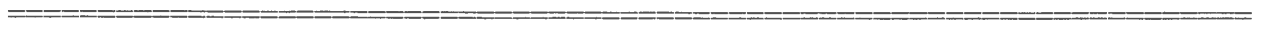
Date of consent: Aug. 16 2021 Donna L. der Kinderen
Record Owner of Property

MAP 8 LOT 7A
DATE OF CONSENT: Aug. 16, 2021 John W. Hawkins
AWS PRESIDENT

ACTION BY TOWN OF ARUNDEL (As part of the application process the town has the right to require additional information and proof that any of the above requirements have been met, before a gathering can be held.)

1. Above application received by Town Clerk:

Date: 8/14/21 Time: 8:50 (AM) (PM)
Emily Hudson
Town Clerk





Coverage Is Provided In:
West American Insurance Company

Policy Number:
BKW (21) 58 22 19 21
Policy Period:
From 12/19/2020 To 12/19/2021
12:01 am Standard Time
at Insured Mailing Location

**Commercial General Liability
Declarations -Revised**
Basis: Occurrence

Named Insured	Agent
ARUNDEL HISTORICAL SOCIETY	(207) 283-1486 PAQUIN & CARROLL, LLC

SUMMARY OF LIMITS AND CHARGES

Commercial General Liability Limits of Insurance	DESCRIPTION	LIMIT
	Each Occurrence Limit	1,000,000
	Damage To Premises Rented To You Limit (Any One Premises)	100,000
	Medical Expense Limit (Any One Person)	15,000
	Personal and Advertising Injury Limit	1,000,000
	General Aggregate Limit (Other than Products - Completed Operations)	2,000,000
	Products - Completed Operations Aggregate Limit	2,000,000

Explanation of Charges	DESCRIPTION	PREMIUM
	General Liability Schedule Totals	866.00

Total Advance Charges:

\$866.00

Note: This is not a bill

To report a claim, call your Agent or 1-844-325-2467

58221921
007966

440

of 22

9



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/12/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Paquin & Carroll, LLC 260 Main St. P.O. Box 356 Biddeford ME 04005	CONTACT NAME: Nicole Goodine PHONE (A/C, No, Ext): (207) 283-1486 E-MAIL ADDRESS: ngoodine@insurancepc.com	FAX (A/C, No): (207) 283-4258
	INSURER(S) AFFORDING COVERAGE	
INSURED Arundel Historical Society c/o Donna der kinderen 918 Alfred Road Arundel ME 04046	INSURER A: Excelsior Insurance Company NAIC #: 11045	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2181219224 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		BKW58221921	12/19/2020	12/19/2021	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
							MED EXP (Any one person) \$ 15,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Certificate holder is hereby listed as an additional insured in regard to Arundel Heritage Day September 11, 2021- September 26, 2021.
Field is located at the corner of Limerick Rd and Rte 111 Arundel, Me 04046

CERTIFICATE HOLDER Johannes & Donna L der Kinderen Limerick Rd Rte 111 Arundel ME 04046	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

2. Action by Selectmen

The above application is : denied _____ granted: _____

a. If denied, the reasons are: _____

b. If granted, any additional requirements made a part of the granting are as follows: (if none, write "none"). _____

The fees set forth in the ordinance are: required _____ waived _____

The bond and insurance set forth in the ordinance are: required _____ waived _____

If any other requirements are waived, set them forth below: (if none are waived, write "none")

Dated: _____ 20____

Arundel Board of Selectmen

TOWN OF ARUNDEL

Application for Boards, Committees & Commissions

To the Town Manager

I hereby request to be considered for membership to the following board(s) and/or committee(s):

- | | |
|---|---|
| <input type="checkbox"/> Board of Assessment Review | <input type="checkbox"/> Economic Development Committee |
| <input type="checkbox"/> Budget Board | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Cemetery Committee | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Charter Review Committee | <input checked="" type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Comprehensive Plan Committee | |


Signature of Applicant

8/10/21
Date

Preliminary Information:

Name(Print): ERICK VAN SICKLE
Residence Address: 114 River Rd Arundel Phone: 207 251 8636
Business Address: 114 River Rd Phone: 207 967 2504
Mailing Address: _____
(If different)
Email Address: leyland2qwi.net

Membership in community and other organizations:

Organization	Dates	Activities
<u>Member of Arundel Bd of Appeals</u>	<u>for approx 10 yrs</u>	
<u>Budget Board</u>	<u>- 1 yr</u>	
<u>Member of the Board for</u>		
<u>The first "Arundel Farm Day"</u>		

A brief biography

My family has owned and lived on property at 114 River Rd. since 1970.

I have owned and operated a business in Arundel for 40+ years. leyland Auto Repair, Inc "leyland British"

Specific qualifications for these boards/committees

Previous experience
Home and business owner

Please return the completed application to: Town Manager, 257 Limerick Rd, Arundel, ME 04046

D/Common/Board & Committees/Committee & Boards/Application for Volunteers