

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

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**Monday September 26, 2022
Arundel Municipal Building
7PM
Meeting Room**

I. Call to Order

II. Approval of Agenda

PUBLIC HEARING (1) Proposed changes to the Arundel Municipal Charter last amended on November 8, 2011.

PUBLIC HEARING (2) Amend the Municipal General Assistance Ordinance

III. Public Forum – Public comment on non-agenda items

IV. Approve Minutes of September 12th & 15th, 2022

V. Committee and Board Reports

VI. Manager Report
-Status & Efforts 159 Proctor Road
-Status on open office positions

VII. Business
-Sign order for referendum ballot/changes Municipal Charter
-Modification to General Assistance Ordinance
-Demo estimates/468 Limerick Road
-Approval of Account Payable Warrant

VII. - Other Business /Adjournment

TOWN OF ARUNDEL

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

BUSINESS MEETING September 26, 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.

PUBLIC HEARING #1

This is related to the plan once again to seek enough voters to pass the amendments that the Charter Review Committee is proposing for the Municipal Charter last amended on November 11, 2011. The Chairman of the Review Committee Donna Der Kinderen will be present to answer general questions related to the proposed changes.

PUBLIC HEARING #2

GA Ordinance changes: The town approved the State GA Guidelines to follow with its approvals of the Municipal General Assistance Ordinance. Yearly the state proposes adjustment to various portions of the Ordinance which provides Maximum level of assistance in various aspects related to Housing-Food-Heat etc.

MANAGERS REPORT

- Status 159 Proctor Road: The Owners of the Property had until September 21, 2022 to abate the danger and nuisance of the structure and once completed provide the town with evidence that the conditions within the structure have been remediated to the satisfaction of the Board (paraphrasing). At this writing the second dumpster is on sight and the CEO and GA Administrator observed that it is ½ full.

-Open Office Positions: have interview four people for the open Town Clerks position and two for the Deputy Town Clerk/Tax Collector position. Staff will have the opportunity to meet these candidates and provide opinions to the Town Manager prior to selections by the Manager.

BUSINESS

-Modifications to the GA Ordinance: After the Public Hearing, action needs to take place with a formal vote on these changes.

-Demo estimates for Old Town Hall: Three estimates have been received. These estimates will be shared with you at the meeting for a formal action.

ADJOURNMENT

**TOWN OF ARUNDEL
BOARD OF SELECTMEN**

Monday September 12, 2022
Arundel Municipal Building
Meeting Room
7PM Meeting

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

Others: Town Manager Trefethen, Attorney Brandon Mazer, Sarah Dearing, Peter Haranas

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

Approval of Agenda: *MOTION Nedeau second Labbe “approve as amended” passed 5-0.* (added HAZ-MAT Day Discussion).

Public Forum: None

Committee & Board Reports: None Reported

Approval of Minutes: *MOTION Nedeau second Hayes “approve minutes of August 22, 2022 as presented” passed 5-0.*

Manager Report

-Status of Office Employees: Have over 60 applications interviews are ongoing and position will be filled once a candidate is chosen. In addition have started the interview process for the Deputy Town Clerk/Tax Collector position.

-Arundel Charter Amendments: MOTION Hayes second Danylik “set the public hearing date for the proposed Arundel Charter Amendments to take place on Monday September 26, 2022, 7PM, Arundel Municipal Building” passed 5-0.

-Performance Assurance Agreement: Town Manager informed the Selectmen of the efforts to put in place the tri-party agreement for Route #1 upgrades related to Arundel Cottages Project between the Cottages-MDOT-Town.

-FT Fire Department Staff: Manager informed the Board that Ryan Babcock and Stephen Stickin has started work.

Business

Renewal Liquor License Vinegar Hill: Based on a denial suggestion from the Code Enforcement Office for Land Use Violation and a discussion with the applicants Attorney the Board postponed action of this renewal application until Thursday September 15, 2022 @ 7PM.

Renewal of Automobile Graveyard and or Junkyard Permit: *MOTION Hayes second Nedeau “approval the renewal license for Randrick Trust as submitted and reviewed” passed 5-0.*

Findings of Fact and Order Dangerous Building 159 Proctor Road: *MOTION Nedeau second Labbe “approve the findings of facts and agree with the decision and order as part of the order” passed 4-0-1 (Danylik)*

Pole Permit Legros Lane & Irving Road: *MOTION Hayes second Labbe sign the pole permit as submitted and reviewed” passed 5-0.*

Status of Route #1 sewer discussion: Town Manager outlined the meeting with the Kennebunk Sewer District on the 6th and the financial issues related to an agreement and connection with Kennebunk that also includes the Arundel’s infrastructure construction. Total cost estimate is 21 million. As a result, the town will not have enough funding to sustain the project through the Arundel Cottages TIF. As a result of these findings the Board of Selectmen have agreed to postpone any further investigation into this project.

Payable Warrant: *MOTION Hayes second Nedeau “approve payable warrant as presented and reviewed” passed 5-0.*

Chairman Dubois discussed a Haz -Mat Day for the residents of Arundel. It is set up for Saturday October 29, 2022 from 9AM to 12Noon at the Public Works Garage.

ADJOURNMENT

MOTION Nedeau second Labbe “to adjourn” passed 5-0 @ 7:54PM

Respectfully submitted

Keith M. Trefethen
Town Manager

**TOWN OF ARUNDEL
BOARD OF SELECTMEN**

Thursday September 15, 2022
Arundel Municipal Building
Meeting Room
7PM Meeting

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

Absent: Selectmen Danylik

Others: Town Manager Trefethen, Attorney Brandon Mazer, Peter Haranas

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

Renewal Liquor License Vinegar Hill Music Theatre

The purpose of the meeting was to take final action on the renewal application for Vinegar Hill Music Theatre. The CEO had provided notice to the Board that the business was in violation of our Local Land Use Ordinance on the 12th which prompted the meeting tonight. Attorney Mazer representing Vinegar Hill met with staff on September 14th in the hopes that some direction to correct the outstanding Land Use issues could be agreed too. Memo from the Town Manager was shared with the Board (see attachment) prior to their vote. ***MOTION Nedeau second Hayes “the Town of Arundel Board of Selectmen hereby approve the renewal Liquor License request of Vinegar Hill LLC (D/B/A) Vinegar Hill Music Theatre with the following condition. On or before December 31, 2022 that the business shall submit a complete application to the Arundel Planning Board seeking an expansion of their business to include outdoor activities, catering functions for weddings and corporate gatherings as well as their traditional indoor music functions” passed 4-0***

ADJOURNMENT

MOTION Nedeau second Hayes “to adjourn” passed 4-0 @ 7:12PM

Respectfully submitted

Keith M. Trefethen
Town Manager

TOWN OF ARUNDEL, MAINE SELECT BOARD MEETING

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**Monday September 26, 2022
Arundel Municipal Building
7PM**

PUBLIC HEARING

The Arundel Select Board and the Arundel Charter Review Committee will be conducting a Public Hearing at the Arundel Municipal Building on Monday September 26, 2020 beginning at 7PM.

The purpose of the hearing will be to discuss with the public the proposed changes recommended for the Municipal Charter last amended on November 8, 2011.

Generally the proposed changes are recommended in the following areas:

- Gender neutral document
- Section 4.0 Select Board
- Section 5.0 School Board
- Section 6.0 Town Manager
- Section 7.0 Town Clerk
- Section 8.0 Assessor
- Section 9.0 Appointed Officers/Officials
- Section 10.0 Boards & Committees
- Section 11.0 Annual & Special Town Meeting
- Section 14.0 General Provisions

PUBLIC HEARING

Monday, September 26, 2022

The Arundel Board of Selectmen will hold a Public Hearing at their regularly scheduled meeting to amend the municipal General Assistance Ordinance by repealing and replacing appendices A through G of the existing ordinance with the attached appendices A through G, which shall be in effect from October 1, 2022 – September 30, 2023. A copy of the Ordinance with Appendices is available for you to review at the Town Hall.

The meeting will be held in the Meeting Room at the Arundel Municipal Building at 7:00 P.M.

NEW MAXIMUM'S FOR 2022-2023

MAXIMUM LEVELS OF ASSISTANCE

No. in household

	1	2	3	4	5	6
Old	\$1,016.00	\$1,030.00	\$1,293.00	\$1,615.00	\$1,896.00	\$1,971.00
New	\$1,072.00	\$1,082.00	\$1,355.00	\$1,717.00	\$1,984.00	\$2,059.00

NOTE: For each additional person add \$75.00 per month

FOOD

No. in household

WEEKLY

Old/New

MONTHLY

Old/New

1	\$ 58.14/\$ 65.35	\$ 250.00/\$ 281.00
2	\$106.74/\$120.00	\$ 459.00/\$ 516.00
3	\$153.02/\$172.09	\$ 658.00/\$ 740.00
4	\$194.19/\$218.37	\$ 835.00/\$ 939.00
5	\$230.70/\$259.53	\$ 992.00/\$1,116.00
6	\$276.74/\$311.40	\$1,190.00/\$1,339.00
7	\$306.05/\$344.19	\$1,316.00/\$1,480.00
8	\$349.77/\$393.26	\$1,504.00/\$1,691.00

NOTE: For each additional person add \$142.00/\$146.00/mo

HOUSING

No. of bedrooms

UNHEATED

(Old) Weekly/Monthly

(New) Weekly/Monthly

0	\$201.00/\$ 863.00	\$218.00/\$ 937.00
1	\$201.00/\$ 863.00	\$218.00/\$ 937.00
2	\$243.00/\$1,047.00	\$262.00/\$1,128.00
3	\$307.00/\$1,318.00	\$335.00/\$1,440.00
4	\$356.00/\$1,529.00	\$382.00/\$1,642.00

HOUSING

No. of bedrooms

HEATED

(Old) Weekly/Monthly

(New) Weekly/Monthly

0	\$224.00/\$ 963.00	\$246.00/\$1,057.00
1	\$225.00/\$ 968.00	\$248.00/\$1,065.00
2	\$284.00/\$1,221.00	\$310.00/\$1,334.00
3	\$356.00/\$1,531.00	\$394.00/\$1,693.00
4	\$417.00/\$1,793.00	\$455.00/\$1,955.00

NEW

HOUSING – RECOVERY RESIDENCES

WEEKLY

MONTHLY

\$186.38

\$798.75

ELECTRIC (WITHOUT ELECTRIC HOT WATER)

No. in household	(Old)	Weekly/Monthly	(New)	Weekly/Monthly
1		\$14.00/\$ 60.00		\$19.95/\$ 85.50
2		\$15.70/\$ 67.50		\$22.52/\$ 96.50
3		\$17.45/\$ 75.00		\$24.97/\$107.00
4		\$19.70 /\$ 86.00		\$27.53/\$118.00
5		\$23.10 /\$ 99.00		\$29.88/\$128.50
6		\$25.00/\$107.00		\$32.55/\$139.50

NOTE: For each additional person add \$10.50 per month (old was \$7.50 per month).

ELECTRIC (WITH ELECTRIC HOT WATER)

No. in household	(Old)	Weekly/Monthly	(New)	Weekly/Monthly
1		\$20.65/\$ 89.00		\$29.63/\$127.00
2		\$23.75/\$102.00		\$34.07/\$146.00
3		\$27.70/\$119.00		\$39.67/\$170.00
4		\$32.25/\$139.00		\$46.32/\$198.50
5		\$37.30/\$167.00		\$55.65/\$238.50
6		\$41.00/\$176.00		\$58.68/\$251.50

NOTE: For each additional person add \$14.50 per month (old was \$10.00 per month).

PERSONAL CARE AND HOUSEHOLD SUPPLIES – CHILDREN UNDER 5 YEARS

No. of children	(Old)	Weekly/Monthly	(New)	Weekly/Monthly
1		\$12.80/\$ 55.00		N/C
2		\$17.40/\$ 75.00		N/C
3		\$23.30/\$100.00		N/C
4		\$27.90/\$120.00		N/C

PERSONAL CARE AND HOUSEHOLD SUPPLIES

No. of children	(Old)	Weekly/Monthly	(New)	Weekly/Monthly
1-2		\$10.50/\$45.00		N/C
3-4		\$11.60/\$50.00		N/C
5-6		\$12.80/\$55.00		N/C
7-8		\$14.00/\$60.00		N/C

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

BURIAL \$1,475.00

CREMATION \$1,025.00

MUNICIPALITY OF ARUNDEL
GENERAL ASSISTANCE ORDINANCE

Pursuant to 22 M.R.S. § 4305(1), the municipal officers of the Municipality of Arundel, after notice and hearing, hereby amend the municipal General Assistance Ordinance by repealing and replacing appendices A through G of the existing ordinance with the attached appendices A through G, which shall be in effect from October 1, 2022 through September 30, 2023. This amendment will be filed with the Maine Department of Health & Human Services (DHHS) pursuant to 22 M.R.S. § 4305(4), and a copy of the ordinance and amended appendices shall be available for public inspection at the municipal office along with a copy of 22 M.R.S. chapter 1161.

Signed this 26th day of September, 2022, by the municipal officers:

Daniel Dubois

(Signature)

Velma Hayes

(Signature)

Thomas Danylik

(Signature)

Philip Labbe

(Signature)

Jason Nedeau

(Signature)

**Town of Arundel
Order of the Municipal Officers**

ORDER

Voted: That it be and is hereby Ordered that the Article set forth below be placed on the referendum ballot of the Special Town Meeting of the Town of Arundel to be held on November 8, 2022; -that a public hearing be held on this Article at least 10 days prior to the Referendum Election; and that an attested copy of this Order be placed on file with the Town Clerk of the Town of Arundel:

ARTICLE 2: To see if the Town will vote by secret ballot to amend the Arundel Municipal Charter summarized below and shown in detail in *Exhibit A*, attached to the original warrant. Yes or No Ballot Votes will be in the following areas.

Categories for voting

Change "Board of Selectmen" to "Select Board and change language in the Charter to be gender neutral.

Select Board (sections 4.1 Eligibility, 4.9.a Responsibilities, 4.9.i. Purchase policy & 4.9.j Bid Policy)

School Board (sections 5.1 Eligibility, 5.2 Term of Office, 5.3 Filling of Vacancies, Delete 5.3 Compensation & 5.4 Duties)

Town Manager (section 6.2.h Purchasing Policy)

Compensation of Appointed Officers, Officials, & Board Members (sections 6.3, 7.3, 8.3, 9.1.3, 9.2.3, 9.3.3, 9.4.3, 9.5.3, 9.6.3, 9.7.3, 9.8.3, 9.9.3, 10.1.4, & 10.4.4)

Fire Chief (section 9.5.2 Duties)

Composition of Boards & Committees (sections 10.2.2, 10.3.2, 10.4.4, 10.5.1, & 10.8.2)

Boards & Committees (10.0; 10.0.2 Quorum, 10.3.3 Budget Board Duties, 10.3.4.b Budget Board Vacancies)

Recreation Committee (10.8.3 Purpose, delete 10.8.4 Duties)

Remove 10-9 Arundel Fire Rescue, Inc. in its entirety (including 10.9.1, 10.9.2, 10.9.3)

Annual & Special Town Meetings (section 11.2)

General Provisions as it relates 14.3 Recall of Elected Officials, 14.3.1 Petitions for recall.

Correct non-substantive edits of wording, numbering of sections, and paging including Table of Contents.

Dated: _____, _____ at Arundel, Maine

A majority of the Municipal
Officers of the Town of Arundel, Maine

A true copy

Attest: _____