

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

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**Tuesday October 11, 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 September 26, 2022
- V. Committee and Board Reports
- VI. Manager Report
 - Status of open position in Municipal Building
 - Discussion on PP Changes for FT Fire/EMS employees
 - 2023 Preliminary State Valuation Report
- VII. Business
 - Approval of Tri-Party Agreement
 - Appointment of Election Warden
 - Request for Waiver of Business Hours Voter Registration
 - Sign Special Town Meeting Warrant 11-8-22
 - 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 October 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

-Open Office Positions: An offer and acceptance has been made to Rachel Bull as Town Clerk and Sherry Chenard as Deputy Town Clerk/Tax Collector. Rachel has already started work and training and Sherry will be here on or around the 17th of October.

-PP Changes for Fire/EMS folks: Both the Fire Chief and I are working on proposed changes in the Personal Policies for our Full-time Fire/EMS folks. These changes are predicated on the fact that their schedule is based on a 42 hour work week and rotates under the following schedule 24hrs on, 48hrs off, 24 hrs on, 96 hrs off. This will have an effect of Sick & Vacation calculation among other things.

-2023 Preliminary State Valuation Report: I have provided the documents for your review and at this writing the Assessor will review for any general errors of data and respond to the Maine Revenue Service accordingly.

BUSINESS

-Tri-Party Agreement: I provided this draft agreement developed by all parties involved, Cottages-MDOT-Town for your review and if OK your approval for the Town Manager to sign.

-Appointment of Election Warden: Looking for your review vote and approval to appoint Simone Boissonneault as Warden.

-Business Hours for Voter Registration: Yearly we have requested a modification of the Hours to coincide with the hours of the Municipal Offices. Approval would be appreciated.

-Special Town Meeting Warrant: Looking for a vote and signature for the STM for 11-8-22.

ADJOURNMENT

**TOWN OF ARUNDEL
BOARD OF SELECTMEN**

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

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

Absent: Velma Hayes

Others: Town Manager Trefethen, Jack Turcotte, John Bell, Jack Reetz, Donna Der Kinderen, Jake Hawkins, Bill Tracey

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

Approval of Agenda: *MOTION Nedeau second Labbe “approve as amended” passed 5-0.*

PUBLIC HEARING: Municipal Charter Amendment, public hearing was open by Chairman Dubois @ 7PM. No questions were asked, Hearing was closed at 7:01PM.

PUBLIC HEARING: General Assistance Ordinance was open by Chairman Dubois @ 7:01PM. Manager expressed changes GA Maximum Costs and guidance sheets issued by MMA. Hearing was closed @ 7:02PM

Public Forum: None

Committee & Board Reports: None Reported

Approval of Minutes: *MOTION Nedeau second Labbe “approve minutes of September 12, 2022 as amended” passed 4-0. MOTION Nedeau second Labbe “approve minutes of September 15, 2022 as presented” passed 3-0-1 (Danylik).*

Manager Report

-Status of 159 Proctor Road: Manager provided the status that the deadline for having the building cleaned up has passed. Manager has had no contact with the owners and we have not been provided any evidence of the conditions of the

property by the owners . Manager will follow the Notice of Order recorded at the Registry of Deeds. Manager will keep Board informed as we proceed.

-Status of open office position: Interviews of Candidates of both the Town Clerk and Deputy Town Clerk/Tax Collector positions are in progress. Manager hopes to offer employment to candidates shortly.

Business

-Order for Ballot Question *MOTION Labbe second Danylik “approve and sign the Order of Municipal Officials for Article placed on the referendum ballot for Special Town Meeting related to the Municipal Charter Amendments to be held November 8, 2022” passed 4-0.*

-Modification of GA Ordinance: *MOTION Nedeau second Labbe “approve the new Maximums for the GA Ordinance as presented” passed 4-0.*

-Demo Estimates : *MOTION Labbe second Danylik “approve the Demo estimates for the Old Town Hall submitted by Dearborn Construction out of Buxton Maine for the amount of \$25,708 provided that the estimate includes the removal of the foundation and not just concrete blocks” passed 4-0.*

Payable Warrant: *MOTION Nedeau second Labbe “approve payable warrant as presented and reviewed” passed 4-0.*

Further Business: Board along with John Bell discussed how to proceed and include Arundel Businesses on the Town Website. Resident Donna Der Kinderen suggested the development of an application that once fill out and approved by the Staff would allow the Business to be included on the business list to appear on the website.

ADJOURNMENT

MOTION Nedeau second Labbe “to adjourn” passed 4-0 @ 7:20PM

Respectfully submitted

Keith M. Trefethen
Town Manager



JANET T. MILLS
GOVERNOR

STATE OF MAINE
MAINE REVENUE SERVICES
P.O. BOX 9106
AUGUSTA, MAINE
04332-9106

ADMINISTRATIVE & FINANCIAL SERVICES

KIRSTEN LC FIGUEROA
COMMISSIONER

MAINE REVENUE SERVICES

JEROME D. GERARD
EXECUTIVE DIRECTOR

September 2022

Municipal Assessors and Chairman of the Board of Selectpersons:

RE: Preliminary 2023 State Valuation

Dear Municipal Official(s):

Enclosed you will find a copy of the preliminary 2023 State Valuation report for your municipality as prepared by a field representative of the Property Tax Division. This valuation represents the full equalized value of all taxable property in the municipality as of **April 1, 2021**. Please note that these figures are preliminary and are being forwarded to you at this time in order to provide for your review and allow time for any contribution of additional comments and/or pertinent data.

The State Valuation is compiled by determining, through field work and meetings with local officials, the approximate ratio of full value on which local assessments are made, and by then adjusting the local assessed values in accordance with the Rules of Procedure Used to Develop State Valuation (08-125 Chapter 201). State Valuation is a mass appraisal estimate of the 100% market value of all taxable property of a municipality and is established annually by the State Tax Assessor. The enclosed report is comprised of five (5) parts: the Sales Ratio Analysis; BETE audit; State Valuation Analysis (PTF303.4); Report of Assessment Review, a three (3) year comparison (PTF303); and Report of Assessment Review, informational review (PTF303.2).

If after reviewing this report you find any errors or inconsistencies, need clarification or simply wish to discuss the report, please call the Property Tax Division at 624-5600 or fax your concerns to us at 287-6396. Alternatively, you may contact your area field representative from Maine Revenue Service, Property Tax Division directly for the purpose of discussing any additional information pertinent to the preliminary State Valuation.

The Proposed 2023 State Valuation Notice will be sent by certified mail on or before September 30, 2022.

REPORT OF ASSESSMENT REVIEW



Municipality	Arundel		County	York
	2021	2022	2023	
1. State Valuation	552,900,000	600,850,000	660,100,000	
2. Amount of Change	24,400,000	47,950,000	59,250,000	
3. Percent of Change	4.62%	8.67%	9.86%	
4. Eff. Full Value Rate (line 6d/1)	0.01317	0.01288	0.01236	
5. Local mil Rate 19-20-21	0.0163	0.01673	0.0169	
6a. Commitment 2019-20-21	7,448,007	7,895,052	8,348,819	
6b. Homestead Reimbursement	173,153	250,536	253,097	
6c. BETE Reimbursement	68,404	80,838	77,712	
6d. Total (6a, 6b & 6c)	7,689,564	8,226,427	8,679,628	
6e. % change from prior year (6d.)	6.18%	6.98%	5.51%	
	2020	2021		
A. Municipal Valuation	471,909,856	494,012,958		
Net Supplements / Abatements	(163,400)		Amount of Change	Percent of Change
Homestead (Exempt Valuation)	14,975,268	14,976,150		
BETE (Exempt Valuation)	4,831,943	4,598,341		
Adjusted Municipal Valuation	491,553,667	513,587,449	22,033,782	4.48%
B. Sales Information				
Sales Period Used	07/19 - 06/20	07/20 - 06/21	Combined Sales Ratio	74%
State Valuation	2022	2023		
# of Sales	54	105		
# of Appraisals				
Residential Study			Percent of Change	
Weighted Average	74%	71%		
Average Ratio	74%	70%	-5.41%	
Assessment Rating	8	9		
Waterfront Study				
Weighted Average				
Average Ratio				
Assessment Rating				
Condominium Study				
Weighted Average	84%	80%		
Average Ratio	84%	80%	-4.76%	
Assessment Rating	7	8		
Certified Ratio	88%	86%		

STATE VALUATION ANALYSIS

Municipality	Arundel			County	York
Municipal Valuation - 2021	86%	Declared Certified Ratio			2023 State Valuation
LAND			Ratio	Source	
Electrical Utilities (Trans & Dist)		7,887,400	86%	Declaration Value	9,122,357
Classified Tree Growth	1,101 ac	410,300	86%	State Rates	477,099
Classified Farm Land	355 ac	126,500	80%	Adj. Cert Ratio	158,125
Classified Farm Woodland	590 ac	228,040	86%	State Rates	265,159
Classified Open Space	31 ac	21,800	80%	Adj. Cert Ratio	27,250
Classified Working Waterfront					
Commercial Lots		26,098,410	80%	Adj. Cert Ratio	32,623,013
Industrial Lots		549,300	80%	Adj. Cert Ratio	686,625
Residential Lots		82,730,560	70%	Residential Study	118,186,514
Waterfront & Water Influenced Lots		6,027,400	74%	Combined Study	8,145,135
Condominium Lots		15,544,000	80%	Condo Study	19,430,000
Working Forest Roads					
Waste Acres					
# Undeveloped Acres	7,758 ac	10,931,000	1409/ Mun Avg	1825/ac SR	14,158,350
		150,554,710		TOTAL LAND	203,279,627
BUILDINGS					
	# accts				
Commercial	201	48,833,300	80%	Adj. Cert Ratio	61,041,625
Industrial	9	6,991,700	80%	Adj. Cert Ratio	8,739,625
Residential		244,489,600	70%	Residential Study	349,270,857
Waterfront & Water Influenced	52	10,182,200	74%	Combined Study	13,759,730
Condominiums	196	23,415,900	80%	Condo Study	29,269,875
Maritimes and Northeast Pipeline		3,134,100	115%	State Appraisal	2,724,907
		337,046,800		TOTAL BUILDINGS	464,806,619
PERSONAL PROPERTY					
	# accts				
Commercial		6,411,448	86%	Personal Property Ratio	7,455,172
Industrial					
Other					
		6,411,448		TOTAL PERSONAL	7,455,172
TOTALS		494,012,958			675,541,418
Adjustments (Net Abates/Supp)					
Adjustments (Comm., Ind. & Pers.)					
Homestead (Exempt Valuation)		14,976,150	70%	Residential Study	21,394,500
BETE (Exempt Valuation)		4,598,341	86%	Personal Property Ratio	5,346,908
ADJUSTED TOTAL		513,587,449			702,282,826
TIF ADJUSTMENTS				591,655	(42,179,725)
NET w/ ADJUSTMENTS & TIF					660,103,100
STATE VALUATION					660,100,000

STATE OF MAINE Sales Ratio Analysis - 2023 State Valuation

Municipality:

Arundel

County:

York

1 Year - COMBINED STUDY

Weighted Avg. =	74%	=	29,052,200	/	39,275,531
Average Ratio =	74%	=	54.26	/	73
Avg. Deviation =	7	=	734	/	105
Quality Rating =	9	=	7	/	74%

Average Selling Price = \$374,053 2021

Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.
1	R	3 2021	18613	202	001	034A		326,500	169,100	0.52	22
2	R	1 2021	18540	154	39	44A		338,000	188,200	0.56	18
3	R	4 2021	18635	534	040	001-03		550,000	308,600	0.56	18
4	R	10 2020	18422	58	009	014A		370,000	212,100	0.57	17
5	R	8 2020	18364	513	017	011		523,000	300,200	0.57	17
6	R	9 2020	18370	828	037	001		284,000	169,800	0.60	14
7	R	12 2020	18487	669	002	017		340,000	204,200	0.60	14
8	R	10 2020	18434	169	36	6		315,000	196,100	0.62	12
9	U	7 2020	18322	422	001	032		330,000	208,900	0.63	11
10	R	7 2020	18328	851	032	014I-01		495,000	318,800	0.64	10
11	R	8 2020	18359	920	003	002C		335,000	212,800	0.64	10
12	R	8 2020	18340	260	017	14-36		428,500	274,100	0.64	10
13	R	1 2021	18541	253	32	014C-04		529,000	342,600	0.65	9
14	R	9 2020	18396	193	001	032A		380,000	245,100	0.65	9
15	R	5 2021	18682	748	3	011-22		530,000	344,200	0.65	9
16	R	10 2020	18426	253	036	009A/06		512,258	336,600	0.66	8
17	R	9 2020	18390	894	029	020D		437,500	287,400	0.66	8
18	R	11 2020	18465	859	027	005A-11		458,500	306,200	0.67	7
19	R	10 2020	18428	145	30	005-04		351,000	233,900	0.67	7
20	R	10 2020	18487	688	020	006A-02		522,000	348,000	0.67	7
21	R	12 2020	18501	227	39	44C		300,000	200,100	0.67	7
22	R	10 2020	18416	522	21	002-05		350,000	233,600	0.67	7
23	R	3 2021	18604	410	2	19B		550,000	368,300	0.67	7
24	R	8 2020	18351	791	032	025		602,000	409,600	0.68	6
25	R	5 2020	18243	477	007	008A		282,000	192,500	0.68	6
26	R	12 2020	18474	173	12	7A-4		450,000	305,100	0.68	6
27	R	1 2021	18540	435	003	017		237,000	160,300	0.68	6
28	R	8 2020	18353	203	39	36		235,000	163,800	0.70	4
29	M	4 2021	18622	313	015	013-91		374,613	262,000	0.70	4
30	R	2 2021	18551	608	9	18A		215,000	151,700	0.71	3
31	R	4 2021	18645	114	36	009A-01		390,400	276,600	0.71	3
32	R	5 2021	18665	723	17	015A-06		599,000	423,500	0.71	3
33	R	8 2020	18357	399	36	9A-10		540,775	385,900	0.71	3
34	R	4 2021	18649	363	016	010		276,000	195,500	0.71	3
35	R	4 2021	18615	148	17	014-09		390,000	278,800	0.71	3
36	M	5 2021	18665	700	15	13-67		385,000	272,000	0.71	3
37	R	11 2020	18449	178	3	011-25		512,470	369,300	0.72	2
38	R	7 2020	18323	944	003	011-18		459,900	331,100	0.72	2
39	R	12 2020	18508	697	007	16B		464,000	333,500	0.72	2
40	R	5 2021	18671	924	034	1		339,000	244,800	0.72	2
41	M	1 2021	18530	98	015	013-121		361,961	262,100	0.72	2
42	R	2 2021	18572	262	39	46		641,325	466,700	0.73	1
43	R	7 2020	18308	497	020	17A		286,000	208,100	0.73	1
44	R	11 2020	18437	313	17	14-26		394,000	289,400	0.73	1
45	R	5 2021	18660	249	38	3B		260,000	189,200	0.73	1
46	R	11 2020	18477	228	002	011		325,000	236,000	0.73	1
47	M	10 2020	18414	920	015	013-108		358,647	261,900	0.73	1
48	M	11 2020	18454	122	015	013-135		359,229	263,000	0.73	1

49	M	11	2020	18483	589	015	013-49	360,000	261,100	0.73	1
50	R	8	2020	18335	45	32	014C-10	399,900	295,600	0.74	
51	R	8	2020	18346	9	7	005A	440,000	323,400	0.74	
52	M	11	2020	18474	151	015	013-158	357,399	265,800	0.74	
53	R	11	2020	18467	555	039	035A-01	370,000	276,700	0.75	1
54	R	12	2020	18486	884	3	011-14	437,222	328,600	0.75	1
55	R	7	2020	18294	655	39	046A	430,000	322,800	0.75	1
56	R	8	2020	18345	574	30	30	500,000	374,100	0.75	1
57	R	4	2021	18628	865	17	015A-04	529,000	399,200	0.75	1
58	U	1	2021	18514	912	4	021B	381,000	285,000	0.75	1
59	M	4	2021	18645	213	015	013-84	342,800	257,800	0.75	1
60	M	2	2021	18547	165	15	013-117	348,604	262,100	0.75	1
61	M	11	2020	18468	170	015	013-262	349,000	260,100	0.75	1
62	M	3	2021	18634	770	015	013-114	345,586	258,700	0.75	1
63	M	11	2020	18461	613	015	013-133	357,075	272,300	0.76	2
64	M	3	2021	18596	880	015	013-146	308,007	234,100	0.76	2
65	M	1	2021	18536	751	015	013-151	346,281	263,000	0.76	2
66	M	8	2020	18345	629	015	013-88	343,100	261,400	0.76	2
67	M	10	2020	18430	249	15	013-35	360,000	275,700	0.77	3
68	M	1	2021	18529	352	015	013-95	339,280	261,400	0.77	3
69	M	3	2021	18599	116	15	013-167	339,227	261,600	0.77	3
70	M	3	2021	18594	210	15	013-98	338,799	261,400	0.77	3
71	R	7	2020	18310	464	27	005A-13	505,000	394,700	0.78	4
72	R	12	2020	18498	315	030	004A	360,000	279,800	0.78	4
73	R	9	2020	18392	888	42	27	462,000	359,800	0.78	4
74	M	1	2021	18541	919	015	013-97	335,117	261,700	0.78	4
75	M	8	2020	18365	670	015	13-87	337,285	261,600	0.78	4
76	M	2	2021	18564	26	015	013-82	329,380	257,500	0.78	4
77	M	10	2020	18401	931	015	013-96	348,280	272,000	0.78	4
78	R	12	2020	18493	69	8	3	270,000	212,400	0.79	5
79	M	10	2020	18402	17	015	013-103	356,671	283,000	0.79	5
80	R	10	2020	18424	54	37	11	650,000	522,200	0.80	6
81	M	11	2020	18465	407	015	013-111	339,613	275,900	0.81	7
82	M	11	2020	18472	396	015	013-122	335,289	271,100	0.81	7
83	M	2	2021	18563	497	15	13-140	287,014	233,200	0.81	7
84	R	8	2020	18345	856	22	001K	255,000	208,800	0.82	8
85	M	9	2020	18394	281	015	013-125	316,584	260,300	0.82	8
86	M	8	2020	18345	503	015	013-168	330,260	271,100	0.82	8
87	M	8	2020	18345	385	015	013-144	282,992	233,000	0.82	8
88	M	9	2020	18371	889	015	13-119	274,900	228,700	0.83	9
89	M	5	2021	18683	835	015	36	279,000	231,400	0.83	9
90	M	11	2020	18445	944	15	13-69	280,000	232,800	0.83	9
91	R	8	2020	18334	862	38	16A	250,000	212,100	0.85	11
92	M	4	2021	18645	154	015	013-05	242,900	209,700	0.86	12
93	M	4	2021	18626	777	015	013-53	263,440	228,300	0.87	13
94	M	8	2020	18336	876	015	013-75	259,900	227,400	0.87	13
95	R	12	2020	18497	755	17	14	635,000	556,600	0.88	14
96	M	9	2020	18370	224	15	013-51	259,000	231,800	0.89	15
97	R	12	2020	18500	440	4	38	365,000	327,400	0.90	16
98	M	9	2020	18383	940	015	013-261	288,900	260,500	0.90	16
99	M	3	2021	18608	99	015	013-38	251,465	231,800	0.92	18
100	M	11	2020	18443	820	015	013-06	225,000	207,800	0.92	18
101	M	12	2020	18497	367	015	013-34	236,000	220,300	0.93	19
102	M	8	2020	18336	781	015	013-27	238,000	223,200	0.94	20
103	R	8	2020	18358	444	42	001-01	701,000	668,200	0.95	21
104	M	7	2020	18330	799	015	013-36	240,900	231,400	0.96	22
105	M	11	2020	18473	328	015	013-110	268,783	261,500	0.97	23

STATE OF MAINE Sales Ratio Analysis - 2023 State Valuation

Municipality:

Arundel

County:

York

1 Year - Condominium Study

Weighted Avg. =	80%	=	11,084,500	/	13,881,281
Average Ratio =	80%	=	23.9	/	30
Avg. Deviation =	6	=	252	/	44
Quality Rating =	8	=	6	/	80%

Average Selling Price = \$315,484 2021

Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.
1	M	4 2021	18622	313	015	013-91		374,613	262,000	0.70	10
2	M	5 2021	18665	700	15	13-67		385,000	272,000	0.71	9
3	M	1 2021	18530	98	015	013-121		361,961	262,100	0.72	8
4	M	10 2020	18414	920	015	013-108		358,647	261,900	0.73	7
5	M	11 2020	18454	122	015	013-135		359,229	263,000	0.73	7
6	M	11 2020	18483	589	015	013-49		360,000	261,100	0.73	7
7	M	11 2020	18474	151	015	013-158		357,399	265,800	0.74	6
8	M	4 2021	18645	213	015	013-84		342,800	257,800	0.75	5
9	M	2 2021	18547	165	15	013-117		348,604	262,100	0.75	5
10	M	11 2020	18468	170	015	013-262		349,000	260,100	0.75	5
11	M	3 2021	18634	770	015	013-114		345,586	258,700	0.75	5
12	M	11 2020	18461	613	015	013-133		357,075	272,300	0.76	4
13	M	3 2021	18596	880	015	013-146		308,007	234,100	0.76	4
14	M	1 2021	18536	751	015	013-151		346,281	263,000	0.76	4
15	M	8 2020	18345	629	015	013-88		343,100	261,400	0.76	4
16	M	10 2020	18430	249	15	013-35		360,000	275,700	0.77	3
17	M	1 2021	18529	352	015	013-95		339,280	261,400	0.77	3
18	M	3 2021	18599	116	15	013-167		339,227	261,600	0.77	3
19	M	3 2021	18594	210	15	013-98		338,799	261,400	0.77	3
20	M	1 2021	18541	919	015	013-97		335,117	261,700	0.78	2
21	M	8 2020	18365	670	015	13-87		337,285	261,600	0.78	2
22	M	2 2021	18564	26	015	013-82		329,380	257,500	0.78	2
23	M	10 2020	18401	931	015	013-96		348,280	272,000	0.78	2
24	M	10 2020	18402	17	015	013-103		356,671	283,000	0.79	1
25	M	11 2020	18465	407	015	013-111		339,613	275,900	0.81	1
26	M	11 2020	18472	396	015	013-122		335,289	271,100	0.81	1
27	M	2 2021	18563	497	15	13-140		287,014	233,200	0.81	1
28	M	9 2020	18394	281	015	013-125		316,584	260,300	0.82	2
29	M	8 2020	18345	503	015	013-168		330,260	271,100	0.82	2
30	M	8 2020	18345	385	015	013-144		282,992	233,000	0.82	2
31	M	9 2020	18371	889	015	13-119		274,900	228,700	0.83	3
32	M	5 2021	18683	835	015	36		279,000	231,400	0.83	3
33	M	11 2020	18445	944	15	13-69		280,000	232,800	0.83	3
34	M	4 2021	18645	154	015	013-05		242,900	209,700	0.86	6
35	M	4 2021	18626	777	015	013-53		263,440	228,300	0.87	7
36	M	8 2020	18336	876	015	013-75		259,900	227,400	0.87	7
37	M	9 2020	18370	224	15	013-51		259,000	231,800	0.89	9
38	M	9 2020	18383	940	015	013-261		288,900	260,500	0.90	10
39	M	3 2021	18608	99	015	013-38		251,465	231,800	0.92	12
40	M	11 2020	18443	820	015	013-06		225,000	207,800	0.92	12
41	M	12 2020	18497	367	015	013-34		236,000	220,300	0.93	13
42	M	8 2020	18336	781	015	013-27		238,000	223,200	0.94	14
43	M	7 2020	18330	799	015	013-36		240,900	231,400	0.96	16
44	M	11 2020	18473	328	015	013-110		268,783	261,500	0.97	17

STATE OF MAINE Sales Ratio Analysis - 2023 State Valuation

Municipality:

Arundel

County:

York

1 Year - Residential Study

Weighted Avg. =	71%	=	17,967,700	/	25,394,250
Average Ratio =	70%	=	30.18	/	43
Avg. Deviation =	6	=	374	/	61
Quality Rating =	9	=	6	/	70%

Average Selling Price = \$416,299 2021

Item No.	Class	Date of Sale Month Year	Book	Page	Map	Lot	Name	Selling Price	Assessed Value	Ratio	Dev.
1	R	3 2021	18613	202	001	034A		326,500	169,100	0.52	18
2	R	1 2021	18540	154	39	44A		338,000	188,200	0.56	14
3	R	4 2021	18635	534	040	001-03		550,000	308,600	0.56	14
4	R	10 2020	18422	58	009	014A		370,000	212,100	0.57	13
5	R	8 2020	18364	513	017	011		523,000	300,200	0.57	13
6	R	9 2020	18370	828	037	001		284,000	169,800	0.60	10
7	R	12 2020	18487	669	002	017		340,000	204,200	0.60	10
8	R	10 2020	18434	169	36	6		315,000	196,100	0.62	8
9	U	7 2020	18322	422	001	032		330,000	208,900	0.63	7
10	R	7 2020	18328	851	032	014I-01		495,000	318,800	0.64	6
11	R	8 2020	18359	920	003	002C		335,000	212,800	0.64	6
12	R	8 2020	18340	260	017	14-36		428,500	274,100	0.64	6
13	R	1 2021	18541	253	32	014C-04		529,000	342,600	0.65	5
14	R	9 2020	18396	193	001	032A		380,000	245,100	0.65	5
15	R	5 2021	18682	748	3	011-22		530,000	344,200	0.65	5
16	R	10 2020	18426	253	036	009A/06		512,258	336,600	0.66	4
17	R	9 2020	18390	894	029	020D		437,500	287,400	0.66	4
18	R	11 2020	18465	859	027	005A-11		458,500	306,200	0.67	3
19	R	10 2020	18428	145	30	005-04		351,000	233,900	0.67	3
20	R	10 2020	18487	688	020	006A-02		522,000	348,000	0.67	3
21	R	12 2020	18501	227	39	44C		300,000	200,100	0.67	3
22	R	10 2020	18416	522	21	002-05		350,000	233,600	0.67	3
23	R	3 2021	18604	410	2	19B		550,000	368,300	0.67	3
24	R	8 2020	18351	791	032	025		602,000	409,600	0.68	2
25	R	5 2020	18243	477	007	008A		282,000	192,500	0.68	2
26	R	12 2020	18474	173	12	7A-4		450,000	305,100	0.68	2
27	R	1 2021	18540	435	003	017		237,000	160,300	0.68	2
28	R	8 2020	18353	203	39	36		235,000	163,800	0.70	
29	R	2 2021	18551	608	9	18A		215,000	151,700	0.71	1
30	R	4 2021	18645	114	36	009A-01		390,400	276,600	0.71	1
31	R	5 2021	18665	723	17	015A-06		599,000	423,500	0.71	1
32	R	8 2020	18357	399	36	9A-10		540,775	385,900	0.71	1
33	R	4 2021	18649	363	016	010		276,000	195,500	0.71	1
34	R	4 2021	18615	148	17	014-09		390,000	278,800	0.71	1
35	R	11 2020	18449	178	3	011-25		512,470	369,300	0.72	2
36	R	7 2020	18323	944	003	011-18		459,900	331,100	0.72	2
37	R	12 2020	18508	697	007	16B		464,000	333,500	0.72	2
38	R	5 2021	18671	924	034	1		339,000	244,800	0.72	2
39	R	2 2021	18572	262	39	46		641,325	466,700	0.73	3
40	R	7 2020	18308	497	020	17A		286,000	208,100	0.73	3
41	R	11 2020	18437	313	17	14-26		394,000	289,400	0.73	3
42	R	5 2021	18660	249	38	3B		260,000	189,200	0.73	3
43	R	11 2020	18477	228	002	011		325,000	236,000	0.73	3
44	R	8 2020	18335	45	32	014C-10		399,900	295,600	0.74	4
45	R	8 2020	18346	9	7	005A		440,000	323,400	0.74	4

46	R	11	2020	18467	555	039	035A-01	370,000	276,700	0.75	5
47	R	12	2020	18486	884	3	011-14	437,222	328,600	0.75	5
48	R	7	2020	18294	655	39	046A	430,000	322,800	0.75	5
49	R	8	2020	18345	574	30	30	500,000	374,100	0.75	5
50	R	4	2021	18628	865	17	015A-04	529,000	399,200	0.75	5
51	U	1	2021	18514	912	4	021B	381,000	285,000	0.75	5
52	R	7	2020	18310	464	27	005A-13	505,000	394,700	0.78	8
53	R	12	2020	18498	315	030	004A	360,000	279,800	0.78	8
54	R	9	2020	18392	888	42	27	462,000	359,800	0.78	8
55	R	12	2020	18493	69	8	3	270,000	212,400	0.79	9
56	R	10	2020	18424	54	37	11	650,000	522,200	0.80	10
57	R	8	2020	18345	856	22	001K	255,000	208,800	0.82	12
58	R	8	2020	18334	862	38	16A	250,000	212,100	0.85	15
59	R	12	2020	18497	755	17	14	635,000	556,600	0.88	18
60	R	12	2020	18500	440	4	38	365,000	327,400	0.90	20
61	R	8	2020	18358	444	42	001-01	701,000	668,200	0.95	25

Business Equipment Tax Exemption Audit

Municipality: Arundel

Date: 11/30/2021

County: York

Municipal Official(s): Beth Newcombe, Single Assessor

Municipal Valuation - 2021

2023 State Valuation

		<u>Yes</u>	<u>No</u>	<u>Comment(s)</u>
1. Are application(s) available for inspection?	0 of 10	<input type="checkbox"/>	<input type="checkbox"/>	
2. Are application(s) signed for/approved by the assessor?		<input type="checkbox"/>	<input type="checkbox"/>	
3. Do the equipment date(s) of purchase and/or date(s) put in service meet BETE parameters?		<input type="checkbox"/>	<input type="checkbox"/>	
4. Is the item description sufficient to reasonably determine eligibility under program guidelines?		<input type="checkbox"/>	<input type="checkbox"/>	
5. Does the property qualify for BETE?		<input type="checkbox"/>	<input type="checkbox"/>	
6. Are municipal depreciation schedules evident and uniformly employed?		<input type="checkbox"/>	<input type="checkbox"/>	
7. Is all BETE value incorporated in the tax commitment book, MVR and Tax Rate Calculation Form (including enhanced reimbursement forms when applicable)?		<input type="checkbox"/>	<input type="checkbox"/>	
8. Is all qualified property adjusted by the municipal assessment ratio?		<input type="checkbox"/>	<input type="checkbox"/>	

Additional Comments: No BETE audit performed this year, prior audits have not revealed any issues of significance.

Signature: James Ward
Field Rep.

REPORT OF ASSESSMENT REVIEW

Municipality

Arundel

County

York

I. Valuation System

A. Land: Tax Maps by GIS Solutions - James H Thomas Date: 2010
Undeveloped Acreage 2,000 Undeveloped Lots 45,000+/- / 1st AC
Road Frontage As acreage Water Frontage
House Lots 45,000+/- / 1st AC Other

B. Buildings : Revaluation By: Vision Appraisal - 2004 Computerized Records Vision Appraisal

C: Personal Property: Assessed? Y/N Y Method Used: RCNLD
Is Cert Ratio Applied? Y/N Y

II. Assessment Records / Condition

Website w/VAL data Y/N Vision Web Address www.arundelmaine.org

Valuation Book Good Tree Growth Forms On File
Property Record Cards Good Farm Land Forms On File
Veteran Exemption Forms On File Open Space Forms On File
Homestead Exemption Forms On File Working Waterfront Forms N/A

III. Supplements and Abatements

Supplements: Number Made Value Supplemented
Abatements: Number granted Value Abated
(excluding current use penalties)

IV. Statistical Information

Number of Parcels 2,431 Land Area 13,813
Taxable Acres 13,738 Bog/Swamp Unknown
Population (2020) 4,264

V. Assessment Standards

Standards Ratio 85.48% = (2021 Municipal Valuation /2022 State Valuation)
Assessment Quality: Combined 9

Comments or Plans for Compliance:

VI. Audit Information

Municipal Official providing data: Beth Newcombe, Single Assessor

Date(s) of Field Audit: 8/24/2022

VII. Office Review

Recommended by: James Ward
Field Rep

Checked by: BB 2022 09 23

Approved by: Justin McMann 8/30/2022

Copies Mailed: (date) 9-26-22

TOWN OF ARUNDEL

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

TO: Board of Selectmen
FR: Town Manager ~~MA~~
RE: Tri-Party Agreement
DATE: September 28, 2022

Yesterday afternoon Attorney Guay sent to me the final draft for the Tri-Party Agreement between the Cottages-MDOT-Town for the upgrades required for Route #1 as part of the Cottages project here in Arundel.

This agreement insures that the future construction required on Route #1 will be completed by the Cottages per the approved plan by the MDOT and in the event that the Cottages fail to complete the project, funds have been set aside to complete the project by the Cottages. The Town would then step in, utilize those funds and finish the project.

Review of the project as it progresses and its phases must be approved by the Cottages-MDOT-Town before funds are released to the Contractor. All parties utilize Engineering Firms to provide a review of the work completed prior to the release of funds. The Town's engineering firm, to review the project on our behalf, will be paid for by the Cottages.

At your next meeting I will ask for your approval to sign this agreement on behalf of the Town.

NOTE: Attorney Guay was hired by the Town as a result that Drummond/Woodsum had a conflict to represent because of extensive legal work performed for the Cottages

PERFORMANCE ASSURANCE AGREEMENT
CAPE ARUNDEL COTTAGE PRESERVE
REGARDING OFFSITE HIGHWAY IMPROVEMENTS

Be it known that by this Agreement, the Town of Arundel, Maine, hereafter referred to as the "Town", Arundel-Kennebunkport Cottage Preserve LLC, a Connecticut limited liability company, with a principal address of 1621 State Street, New Haven Connecticut 06511, hereinafter referred to as "Developer", and Peoples United Bank, hereinafter referred to as the "Bank", do agree and bind the following instrument of performance for the Route One Highway improvements to be performed adjacent to the Developer's site, Located at 1976 U.S. Route One, Arundel, pursuant to certain requirements of the Maine Department of Transportation, hereinafter referred to as "MDOT" to benefit the Arundel-Kennebunkport Cottage Preserve Project known as Cape Arundel Cottage Preserve and the Town of Arundel. Said improvements are indicated conceptually in the MDOT Traffic Movement Permit (TMP) issued September 29, 2008, which shall be designed by the Developer's consultants and approved by the MDOT through a Developer-Agreement as specified under MDOT Chapter 305 Rules.

In accordance with the conditions agreed to by the Developer through Steve Lopes, the CFO of the Developer does hereby agree that the sum of One Million and 00/00 Dollars (\$1,000,000.00) shall be segregated in an Escrow Account with the Peoples United Bank in Bridgeport, Connecticut, to serve exclusively as a performance assurance for the approved aforementioned Highway improvements. This amount may be adjusted by a subsequent engineer's estimate or actual contractor price, as approved by the Town and/or MDOT, to reflect the final offsite Highway improvements plans after design and approval by MDOT. The Bank agrees not to release any or all of these funds to the Developer unless and until the work is completed and conforms to the written approval by a representative of the Town of Arundel (and/or a representative to be named from MDOT if required), and as provided in the attached Exhibit A.

The Developer agrees to the conditions of the attached Exhibit A, attached hereto and made a part of this Agreement.

Agreed and acknowledged:

Town Manager of Arundel

Steve Lopes, CFO
Arundel-Kennebunkport Cottage Preserve LLC

People United Bank

By _____

PERFORMANCE ASSURANCE AGREEMENT
CAPE ARUNDEL COTTAGE PRESERVE
REGARDING OFFSITE HIGHWAY IMPROVEMENTS

EXHIBIT A

1. The Developer agrees to keep the Town Manager and the designated representative of MDOT reasonably informed on such work. Partial or full release of the escrow cannot occur until after written approval by a representative of the Town of Arundel and the representative of MDOT at completion of the project construction in accordance with the terms of this Agreement and the Developer Agreement.
2. The Developer will enter into a Developer Agreement with the State of Maine within ninety (90) days of the execution of this agreement (when signed by all parties).
3. Details of the required mitigation and a project estimate, with calculations, shall be provided by the Developer to the MDOT named representative for final approval prior to commencement of construction.
4. An Escrow Account shall be created at the Bank (as hereinbefore described) (with the Town of Arundel as a beneficiary), of at least 150% of the proposed total project costs based on the estimate in Paragraph 3 above, or an MDOT approved contractor's selected bid cost. However, from date of execution, as defined, until the completion of the Developer design and MDOT review process, the escrow amount shall be funded to a minimum of \$1,000,000 as per this Agreement.
5. If the Highway improvements project is not completed by a reasonable timeframe to be established at the completion of the MDOT design review process associated with the Developer Agreement, with a projected final date of October 15, 2023, but which date may be reasonably extended by written agreement of the Developer, the Town and MDOT, as a result of: weather conditions which prevents work from being completed by such date; because of MDOT's failure to respond to an inspection in a timely manner; because of the municipality, State of Maine or Federal government's refusal to permit construction in the Town or on State highways during a pandemic; or, delays resulting from an Act(s) of God, but in any event, by no later than seven (7) months from the projected final date in this Paragraph 5, the Town, through its Manager and at his sole but reasonable discretion, may draw against the Escrow Account by presentation of a letter of withdrawal or draw to the Bank for the total cost and expenses of completing the work or curing any defects in the work, in the event that:
 - a. The Developer has failed to satisfactorily complete the work and Highway improvements in accordance with the Development Agreement after the Developer has received written notice of incomplete work, defects in workmanship or other failure to complete the work in accordance with the Development Agreement and approved plans from either the person named by the Town to conduct such inspections or by the representative named by MDOT to

conduct such inspections, which notice shall provide Developer with thirty (30) days after receipt of such written notice to cure such work or defect(s). In the event the Developer has not cured the work or defects to the satisfaction of the Town and/or MDOT by no later than the expiration of the thirty (30) day cure period, the Town Manager may proceed with its letter of withdrawal. The Town Manager, at his sole discretion, may reasonably extend the 30-day cure period for good cause shown; or

- b. The Developer has failed to notify the Town of Arundel's Manager and the representative designated as the Developer's representative with MDOT for inspection of the completed work and Highway improvements.

When all work associated with the Development Agreement has been completed and inspected to the reasonable satisfaction of the person designated in this Agreement as the inspector for the Town of these proposed improvements and the person designated by MDOT to conduct such inspections, the Town may authorize the Bank, by written certification, to reduce the Escrow Account to 10% of its original amount (150% of the proposed total project costs) as an Irrevocable Defect Guarantee to ensure workmanship and durability of the Highway improvements. The Developer may notify the Town and MDOT for a defect inspection no sooner than one (1) year from the date the bank has reduced the Escrow Account by establishment of the Irrevocable Defect Guarantee. Upon certification by the Town to the Bank that the defect inspection is satisfactory, the Bank shall release the remaining Escrow Account funds to the Developer. In the event it is the Town and/or MDOT Inspector's reasonable opinion that the inspection is unsatisfactory, the Town's representative shall give the Developer written notice within fifteen (15) days of such inspection and the Developer shall then have an additional thirty (30) days to cure any such unsatisfactory item.

The Town, through its Manager and at his sole but reasonable discretion, may draw on the Irrevocable Defect Guarantee in the Escrow Account, by stating one of the following:

- a. The Developer has failed to complete any unfinished Highway improvements within thirty (30) days after receipt of written notice; or
 - b. The Developer has failed to correct any defects in workmanship identified by the Town and/or MDOT within thirty (30) days after receipt of written notice; or
 - c. The Developer has failed to use durable materials that meet the State's standards for the work to be conducted in the construction of the Highway improvements.
6. The TMP mitigation responsibilities cannot be transferred to another party/developer;
 7. Notices required under this Agreement shall be sent via certified mail, receipt requested or overnight delivery service and shall be deemed received upon delivery to:

Developer:

Arundel-Kennebunkport Cottage Preserve LLC
c/o Faith V. Easter
44 Juniper Lane
Framingham, MA 01701

and a copy by regular mail to

Arundel-Kennebunkport Cottage Preserve LLC
1621 State Street
New Haven, CT 06511

Town:

Town Manager
Town of Arundel
257 Limerick Road
Arundel, ME 04046

With a Copy to:

Sandra L. Guay, Esq.
Archipelago Law
1 Dana Street
Portland, ME 04101

MDOT:

Stephen Landry
MDOT Traffic Engineering
16 State House Station
Augusta, Maine 04333

8. Any costs or fees that would otherwise be incurred by the Town under this Agreement, including, but not necessarily limited to, the Bank, MDOT, inspections by an Inspector working on behalf of the Town under the terms of this Agreement, or legal fees and costs incurred in effectuating the terms of this Agreement, are to be paid by the Developer and may be withdrawn by letter presented to the Bank by the Town Manager, from the Escrow Account (or the Irrevocable Defect Guarantee) if not paid by the Developer within thirty (30) days of receipt of invoice.
9. This Agreement shall be interpreted in accordance with the laws of the State of Maine.

ATOWN OF ARUNDEL

October ____, 2022

To **Simone Boissonneault** in the County of York and State of Maine

We do in accordance with the provisions M.R.S.A Title 21-A § 501(2) hereby confirm your appointment as **Warden** for the Town of Arundel made by Arundel Town Clerk, Diana Boucher, for the November 8, 2022 for the State of Maine General Election.

Given under our hand this ____ day of October, 2022.

Selectmen

of

Arundel, Maine

TOWN OFFICER'S RECORD OATH AND CERTIFICATE

Municipality of Arundel
County of York, ss
State of Maine

DATE _____

I, **Simone Boissonneault**, do swear that I will support the Constitution of the United States, and of this State, so long as I shall continue to be a citizen thereof.

I, **Simone Boissonneault**, do swear that I will faithfully discharge all the duties incumbent on me as **Warden** according to the Constitution and laws of the State.

Signed: _____

I, **Diana Boucher**, certify that **Simone Boissonneault** personally appeared before me on this day and took the above oath.

Clerk / Notary Public

Town of Arundel

To: Board of Selectmen
From: Registrar of Voters /Town Clerk
Date: October ____, 2022

RE: Business Hours for Voter Registration for the Municipal Referendum and General Election

I am writing to request that you order a change to the statutory hours required for the Registrar to be open before an election. Title 21-A MRSA § 122(8) allows the Municipal Officers to vary the statutory hours according to the needs of the municipality.

I am requesting that you waive the evening hours for the Registrar listed under 21-A MRSA § 122 (6.A.2) and set the Registrar's hours as Monday through Thursday from 7:00 a.m. to 5:30 p.m. for the State General Election & Municipal Referendum to be held on Tuesday, November 8, 2022. Voter registration is also available on Election Day.

6. Schedule for acceptance of registrations. Except as provided in paragraph A, the registrar shall accept registrations on any business day or other day that the clerk's office is open. The names and other information from the voter registration applications of any persons registering must be entered into the central voter registration system and must be placed on the incoming voting list.

A. The registrar may accept only the registrations of applicants who appear in person as follows:

- (1) In a municipality with a population of 2,500 or fewer, on the last business day that the clerk's office is open before election day during the hours that the clerk's office is open;
- (2) In a municipality with a population of more than 2,500, on the last 5 business days that the clerk's office is open before election day during the hours that the clerk's office is open and for 2 hours in the evening between 5 p.m. and 9 p.m. on at least one of these days; and
- (3) The names of voters registering during these periods must be recorded as provided under subsection 7.

If you approve the change in these hours, please sign below and return the original of this form

October ____, 2022

A Majority of the Board of Selectmen, Arundel, Maine

SPECIAL TOWN MEETING WARRANT

TUESDAY - NOVEMBER 8, 2022

To Roger Taschereau, a resident of the Town of Arundel in the County of York, State of Maine

GREETINGS

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Arundel in said county and state, qualified by law to vote in town affairs: to meet at the **Arundel Municipal Building** in said town on Tuesday, the 8th day of November, A.D. 2022 at eight o'clock in the forenoon then and there to act upon Article #1 and by secret ballot on Article #2 as set out below, polling hours therefore to be from eight o'clock in the forenoon until eight o'clock in the evening. The Registrar of Voters will hold office hours while the polls are open to accept the registration of any individual eligible to vote, to accept new enrollments and to correct any error or change in name or address on the voting list.

ARTICLE 1: To choose a moderator to preside at said meeting and to vote by written ballot.

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, copies which are available at the office of the Town Clerk. 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, 10.4.2, 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, 14.3.3 Recall limitations.

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

Dated at Arundel, Maine

October _____, 2022

_____ Daniel Dubois, Chair

_____ Thomas Danylik

_____ Philip Labbe

_____ Jason Nedeau

_____ Velma Jones Hayes

A majority of the Municipal Officers Arundel, Maine