

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

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**Monday April 24, 2023
Arundel Municipal Building
6PM
Meeting Room**

I. Call to Order

Executive Session pursuant to 1 M.R.S. 405 (6) (E) for consultations between the Select Board at its attorney concerning the Select Board's legal rights and duties to perform a Dangerous Building Order, issued by the Select Board on September 12, 2023, regarding the single family structure located at 159 Proctor Road.

II. Approval of Agenda

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

IV. Approve Minutes of April 10, 2023

V. Committee and Board Reports

VI. Manager Report

- Petition for Road Acceptance
- Info on TIF Amendment

VII. Business

- Discussion and further action on the Select Board's September 12, 2023 Dangerous Building Order regarding the single-family structure located at 159 Proctor Road.
- Trail fest request for beer & wine sales
- Mass Gathering Permit Trail fest event 9/23/23
- Approval of Payable Warrant

VIII. Adjournment

**TOWN OF ARUNDEL
SELECT BOARD**
Monday April 10, 2023
Arundel Municipal Building
Meeting Room
6PM Meeting

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

Others: TM Trefethen, Jack & Joyce Reetz,

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

Public Interviews to fill the vacant school board position took place. The Board spoke to five individuals who had submitted application to be considered. Each individual was provided the same questions to answer and where given 15 minutes each to answer and/or ask questions.

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

Public Forum: No discussion

Committee & Board Reports: Chairman Dubois spoke about the most recent RSU#21 Board meeting he attended.

Approval of Minutes: *MOTION Hayes second Danylik “approve minutes of March 27, 2023 as presented” passed 5-0.*

Manager Report

-Inspection Warrant 159 Proctor Road: Attorney provided the Court the request for an Inspection Warrant the Warrant was granted by the Court.

-Selling Tax Acquired Property 3 Deer Run Circle: Trustee has been in contact and is seeking financing to pay off the taxes owed on the property. Manager will keep you all posted.

-Retirement of Employee: The Town Manager has accepted Mr. Roger Taschereau's retirement letter with regret. Roger leaves the Town employment after 34 years.

-Petition to accept Road: The town has been presented a petition to place a request to accept Conifer Way on the Annual Town Meeting for action. The Select Board questions if they need to place on the Warrant as in their opinion per ordinance it was not built to the Towns Road Standards and therefore cannot be consider per the existing Ordinance. Select Board requested that the Town Manager seek an opinion from the Town Attorney on the matter.

-TIF Capture Committee is scheduled to meet on the 13th @ 7PM.

Business

-Discuss LUO Ordinance on Accessory Apartments with resident Alan Inzerillo: Mr. Inzerillo was concerned that the Ordinance 9.3.1 as being presented to the Select Board for inclusion on the Town Meeting Warrant could use additional amendments as it relates to Septic Systems. The Select Board asked the Town Manager to contact the Planning Board and Planner to see if they would look at the ordinance again and consider further amendments related to Septic Systems.

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

-Executive Session: *MOTION Hayes second Nedeau "enter executive session under 405 (6) (A) to discuss the candidates for the position of RSU#21 School Board Appointment". Passed 5-0 @ 7:51PM*

MOTION Hayes second Nedeau "end executive session" passed 5-0 @ 8:04PM

MOTION Danylik second Nedeau "appoint Britney Gerth as School Board member for RSU#21 representing the Town of Arundel" passed 5-0.

ADJOURNMENT

MOTION Nedeau second Labbe "to adjourn" passed 5-0 @ 8:05PM

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 April 24, 2023

EXECUTIVE SUMMARY

Select Board 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.

EXECUTIVE SESSION 6pm

The Town Attorney will be present on Monday to discuss with you the events at 159 Proctor Road and the step or steps that may be your options as we attempt to manage the Dangerous Building and the folks who are residing on this property.

MANAGERS REPORT

-Petition for Road acceptance: With the Town Attorney present we may wish to entertain some discussion on her view of the Street Design and Construction Ordinance as it relates to road acceptance through the Town Meeting process.

-TIF Amendments: I am hopeful I have some information to share with you on this subject.

BUSINESS

-Discussion and further action on the Select Board's September 12, 2023 Dangerous Building Order regarding the single-family structure located at 159 Proctor Road.

-Trail Fest request for beer and Wine sales

-Mass Gathering permit from ACT for Trail fest event 9-23-23.

-Payable Warrant: Will be provided for review and action.

ADJOURNMENT

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

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

1. Name of applicant Henry Ingwersen, Arundel Conservation Trust
2. Address of applicant PO Box 2704, Kennelbunkport, ME 04046
Phone: (207) 251-6278
3. Location of property where gathering is to be held Arundel Town Hall / outside +
4. Name of record owner of project, if different from applicant. Inside use of Community Rec
(If applicant is the owner, write "same".)
Same
5. Date of gathering Sat, Sept 23 2023 Time 7am - 1pm (AM)(PM)
6. Expected length of time it will continue 6 hrs
7. Number of people expected 200+
8. Purpose of gathering: 3rd Annual 2023 ACT Trailfest SK/jok/1/2 marathon TRAIL WALK/RUN, and kids Bike Ride - ACT Fundraiser.
9. Is the gathering exempt from the fee, bond and insurance requirements under section 3.13 of the ordinance? ACT has insurance & will request bond/waiver as in the past
(If so, what exempt category does it fall into?) N/A
10. What entertainment is proposed? live music, outside
11. What off street parking will be available? (include a rough sketch on an attached sheet, showing access and parking areas) parking at Town Hall lot, plus overflow parking + shuttle being requested for ML Day School
12. What drinking water will be available? yes - bottled water plus Town Hall Drinking fcn
13. What toilet facilities will be available? * 2 porta-potties, plus use of Town Hall
14. What medical facilities will be available? Will be requesting Arundel Fire + Rescue ^{facilities} EN
15. How will refuse be collected and disposed of? ACT will collect + dispose of trash
16. What lighting (if applicable) is planned? NONE
17. What noise generating activities will be carried on? (entertainment, loud speakers, equipment or other) ONE Portable Mic / loudspeaker, plus live music outside

18. Will the noise carry beyond the boundaries of the property? Maybe a little

19. If so, how will it be controlled? Adjust volume if needed

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

Upon application submission

21. Has the York County Sheriff's Department been notified of the gathering? Yes - Sheriff King is aware

22. Has the Arundel Fire Chief been notified of the gathering? Yes - I spoke with Captain Aberle and he will check with Chief and Deputy Chief re volunteer EMT's on trail day

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

at
At Limerick Rd/ET crossing, traffic volunteers will be present during the race - there will also be traffic volunteers at K'bunk end of Eastern Trail.

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: April 18 20 23

Henry Inywood, Act Board member
Applicant

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 ___ Lot ___ in Arundel.

Date of consent: _____ 20 _____
Record Owner of Property

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: _____ Time: _____ (AM) (PM)

Town Clerk

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