

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

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**Tuesday May 28, 2024  
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 May 13, 2024
- V. Committee and Board Reports
- VI. Manager Report
  - Engine 44
  - Deputy Town Clerk Position
  - Status on Planner & Assessor
  - Paving project modification FY 24/25
  - Intersection Brimstone/Limerick Roads
  - Status on Candidates for 1-year RSU#21 Board opening
- VII. Business
  - Mass Gathering Permit/Arundel Conservation Trust
  - Special Amusement Permit/Bentley's Saloon
  - On Premises License/Alcohol -Bentley's Saloon
  - Payroll & Payable Warrants
- VIII. Adjournment

# TOWN OF ARUNDEL

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BUSINESS MEETING May 28, 2024

## 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.

## MANAGERS REPORT

**-Status Engine 44:** It is my hope that the parts have been secured and the repairs necessary for placing the Engine back in service are underway. I hope to have additional information at your meeting.

**-Deputy Town Clerk Position:** Presently have four applications for this open position. Interviews have begun with this notation.

**-Status on Planner & Assessor:** I can report out at your meeting as I will be meeting with SMPDC late this week. Also spoke with the Assessor she believes she is prepared to not need a replacement in the office for the time out on Medical but has discussed the possibility of a need with Mr. Jim Thomas who is the retired Assessor for the City of South Portland to fill in if necessary.

**-Paving Project Modification:** Terry Merrill will be present for discussion as we will set aside the paving of New Road/Curtis Road until FY25/26 and place our efforts on Clearview and Maplewood.

**-Intersection Brimstone/Limerick Roads:** Trying to wrap up some efforts on securing the land underneath a portion of this road used by the Town for over 20 years, in order to complete this transaction brought about by the town's interest in modifying the intersection alignment.

**-RSU#21 Candidates for 1-Year Board opening:** May 28<sup>th</sup> is the deadline to have nomination papers returned. I will provide a report at your meeting on possible candidates for the position.

## BUSINESS

**-Mass Gathering Permit:** Arundel Conservation Trust is seeking a Permit for their Annual Trailfest Walk & Run set for September 21, 2025 from 7AM to 1PM here at the Arundel Municipal Building.

**-Special Amusement Permit/Bentley's Saloon:** Yearly a request is forthcoming to capture permission for the various entertainment activities they undertake at the Saloon. Permit Application will be presented at your meeting.

**-On Premises License/Bentley's Saloon:** A renewal request for the Beer/Wine/Spirits license for the Business has been submitted. The permit application will be presented at your meeting.

**-Payable & Payroll Warrants:** Action required to release funds

## ADJOURNMENT

**TOWN OF ARUNDEL**  
**SELECT BOARD**  
Monday May 13, 2024  
Arundel Municipal Building  
Meeting Room  
7PM Meeting

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

Others: TM Trefethen, Diane Robbins-Mockus, Stella McCormack, Jack Reetz, Sam Hull, Sheila Wells, Joan Hull.

**Call to order:** Chairman Nedeau called the regular meeting of the Select Board to order @ 7:00 PM

**Public Hearing:** Chairman Nedeau opened the public hearing @7:00PM for “Pigpens BBQ” on Portland Road and “Terra Firma” & Sook Thai Mobile” operating at Vinegar Hill Music Theatre. No comments Public Hearing closed @ 7:00PM.

**Approval of Agenda:** *MOTION Dubois second Hayes “approve agenda as amended” passed 5-0 (added payroll and payable warrants).*

**Public Forum:** Resident Diane Robbins-Mockus wish to make the Board aware of a School Bus matter in the cul-de-sac off of Clearview Drive.

**Approve Minutes:** *MOTION Dubois second Labbe “approve minutes of April 29, 2024 as corrected” Passed 5-0.*

**Committee & Board Reports:** None

**Manager Report:**

-Status of Engine 44: 4-6 weeks for repairs, estimate of over \$19,000 for related repairs just waiting for parts to come in as they are backordered.

-Punch Cards at Transfer Station: Agreement reached with Casella. Cards good until 6-30-24. Residents can return to the Municipal Offices by September 1, 2024 for reimbursement of unused punched cards. Process and information will be shared on the Web Site.

## **Business**

- Resignation of School Board Member along with the process to replace/appoint a resident. **MOTION Dubois second Danylik “approve an abbreviated period for an Arundel resident to file papers for the one-year position. Nomination papers must be returned to the Town Clerk by May 28, 2024” passed 5-0.** This process follows direction within the Municipal Charter, RSA 20-A and RSA 30-A as outlined by the Town Attorney.
- Confirmation of Election Warden: **MOTION Hayes second Labbe “approve the appointment of Sylvia Perreault as Election Warden for the upcoming Annual Town Meeting” passed 5-0.**
- Business Hours for Voter Registration: **MOTION Dubois second Danylik “approve the request of the Town Clerk and modify the voter registration hours as recommended” passed 5-0.**
- Approval of Food Truck: *MOTION Hayes second Danylik “approve Pignens BBQ to operate only one food truck @ 1654 Portland Road* passed 5-0.
- Approval of Food Trucks: **MOTION Hayes second Dubois approve “Terra Firma” & “Sook Thai Mobile” to operate food trucks on property owned by Vinegar Hill Music Theatre on the dates identified in the Application” passed 4-0-1 (Danylik)**
- Liquor License Dutch Elm Golf Course: **MOTION Dubois second Hayes “approve the application as submitted and reviewed” passed 5-0.**
- Liquor License TNT Event Services: **MOTION Hayes second Dubois “approve the liquor license for TNT Event Services as a Qualified Caterer. Alcohol is stored at 98 Sinnott Road location of Home Occupation but only consumed at events off the location of Storage facility” passed 5-0.**
- Approval of Payroll & Payable Warrants: *MOTION Hayes second Labbe “approve as reviewed” passed 5-0*

Board discussed the Fire Station Expansion no action taken.

## **ADJOURNMENT**

***MOTION Dubois second Labbe “to adjourn” passed 5-0 @ 7:50 PM***

Respectfully submitted

Keith M. Trefethen  
Town Manager