

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

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**Monday June 10, 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 28, 2024 & June 4, 2024
- V. Committee and Board Reports
- VI. Manager Report
  - Deputy Town Clerk Position
  - PACTS Membership status
  - Retirement Arundel Fire/Rescue
  - Update on Board of Assessment Review activity
- VII. Business
  - Letter to MDOT
  - On Premises License/Alcohol -Bentley's Saloon
  - Payroll & Payable Warrants
- VIII. Adjournment

# TOWN OF ARUNDEL

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BUSINESS MEETING June 10, 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

- Deputy Town Clerk:** Arundel resident Heather Emmons has accepted the position of Deputy Town Clerk. She will begin her duties on Monday July 17<sup>th</sup>.
- PACTS Membership:** Greater Portland Council of Governments is seeking if the Town of Arundel wishes to remain with the PACTS Metropolitan Planning Organization (MPO). I will share the letter and mapping at the meeting.
- Retirement:** After 24 years Renald Tardif will be retiring from the Fire Service his last shift begins June 30<sup>th</sup>.
- BOAR** has met on a case for an Abatement I just wish to fill in you on the efforts to date.

## BUSINESS

- Letter to MDOT:** I will have a draft document for you folks to view as you request for consideration of a speed reduction on Route 111 in Arundel.
- 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 with an updated proposal of possible outdoor activities where patrons may be on the premises but in the lot consuming alcohol.
- Payable & Payroll Warrants:** Action required to release funds

## ADJOURNMENT

**TOWN OF ARUNDEL**  
**SELECT BOARD**  
Tuesday June 4, 2024  
Arundel Municipal Building  
Meeting Room  
6PM Meeting

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

Absent: Jason Nedeau

**Call to order:** Vice Chairman Jones-Hayes called the regular meeting of the Select Board to order @ 6:00 PM

The purpose of this meeting was to sign a supplemental Annual Town Meeting Warrant after the resignation of an RSU #21 School Board member. Town coordinated an open nomination process to fill this vacated term for one year. Once nomination papers were returned (May 28, 2024), the town then had the need to prepare a ballot for this open position and have that ballot available to voters via absentee as well as the day of the Annual Town Meeting secret ballot voting (June 11, 2024). A warrant needed to be posted to recognize the change.

***MOTION Dubois second Labbe “approve and sign the supplemental warrant to choose by secret ballot one Regional School Unit #21 Director for a one- year term” Passed 4-0-1 (Nedeau).***

The Board also discussed the MDOT changes happening on Route 111 (Middle turn lane). They continue to feel that a reduction of speed to 40 MPH in Arundel is necessary. Manager will prepare a letter for signature at their next meeting.

**ADJOURNMENT**

***MOTION Dubois second Labbe “to adjourn” passed 4-0 @ 6:07 PM***

Respectfully submitted

Keith M. Trefethen  
Town Manager

**TOWN OF ARUNDEL**  
**SELECT BOARD**  
Monday May 28, 2024  
Arundel Municipal Building  
Meeting Room  
7PM Meeting

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

Absent: Jason Nedeau

Others: TM Trefethen, Andy Stevenson, Terry Merrill, Charles Bassett, Sharon Binette, Stella McCormack, Sam Hull, Joan Hull, Henry Ingwersen.

**Call to order:** Vice Chairman Jones-Hayes called the regular meeting of the Select Board to order @ 7:00 PM

**Approval of Agenda:** *MOTION Dubois second Labbe “approve agenda as presented” passed 4-0.*

**Public Forum:** Resident Joan Hull spoke about the ACT Celebration on Friday and Stella McCormack discussed the Town Way known as Clearview Drive.

**Approve Minutes:** *MOTION Dubois second Labbe “approve minutes of May 13, 2024 as presented” Passed 4-0.*

**Committee & Board Reports:** None

**Manager Report:**

-Status of Engine 44: Chief Stevenson discussed the Status of the Engine. Has not changes since the last report. Both Manager and Chief are disappointed in the service provider by the vendor for this important emergency vehicle.

-Deputy Town Clerk Position: Two additional interviews on the 29<sup>th</sup> after which a selection for a replacement will be made.

-Status on Planner & Assessor: SMPDC will be providing a fill-in Planner per contract. They have hired an individual that once employed will become the Town’s primary Planner. The Assessor feels a part-time person is not necessary but has reached out to retired assessor Jim Thomas if someone is needed.

-Paving projects: Terry presented a change in paving for the upcoming fiscal year by dropping New Road & Curtis in favor of Clearview and Maplewood. Board had no objections to the change.

-RSU #21 1-year Candidate: One-person Britney Gerth submitted nomination papers. Select Board stills needs to decide how to appoint (per charter) with in the 30-day period following the resignation.

### **Business**

- Mass Gathering Permit/ACT Trail fest: ***MOTION Dubois second Danylik***

***“approve the permit as submitted and waive the fee for the event” passed 4-0.***

-Special Amusement Permit/Bentley’s Saloon: ***MOTION Dubois second Labbe***

***“Approve permit as submitted” passed 4-0.***

-Liquor License Bentley’s Saloon: Board tabled action of the application pending update of the list of outdoor events mention on the last page of the application.

-Approval of Payroll & Payable Warrants: ***MOTION Dubois second Labbe***

***“approve as reviewed” passed 4-0***

### **ADJOURNMENT**

***MOTION Danylik second Labbe “to adjourn” passed 4-0 @ 7:45 PM***

Respectfully submitted

Keith M. Trefethen

Town Manager