

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

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**Monday March 11, 2024
Arundel Municipal Building
7PM
Meeting Room**

I. Call to Order

**PUBLIC HEARING: Food Truck Application Renewal-Cheryl Spoffard
“Sprinkles” Ice Cream Truck**

II. Approval of Agenda

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

IV. Approve Minutes of February 26, 2024

V. Committee and Board Reports

VI. Manager Report

-Ordinance Amendments: Food Truck/ Street Design & Construction
Standards

-Resignation of Employee

VII. Business

- Food Truck Application-Cheryl Spoffard

-Approval of Payable Warrant

VIII. Adjournment

TOWN OF ARUNDEL

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

BUSINESS MEETING March 11, 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.

PUBLIC HEARING: You will be reviewing a Renewal Application for a Food Truck Cheryl Spoffard. (Application will be at the meeting.)

MANAGERS REPORT

-Ordinance Amendment: As you know we have two **Food Truck Ordinance** Provisions that were approved on the same day (STM 4-1-19) but are slightly different (Land Use & Stand Alone). The Planning Board will be recommending a change to the Ordinance within the Land Use Ordinance to reference in the Land Use Ordinance the Stand Alone "Arundel Food Truck Ordinance". I will provide a Draft Amendment for Discussion purposes as it relates to Section X Performance Standards. In addition changes have been recommended in the Street Design and Construction Standards as it relates to *1.3 Definitions "Private Street" 2.2 Existing Private Ways and 2.7 Inspection and Certification*

-Resignation of Employee: After 10 years of employment Deputy Treasurer Lisa Denner has provided me her resignation effective March 22, 2024. Ads are presently out and it is my intent to fill the position as soon as possible.

-FY 24/25 Municipal Budget Review: Just a reminder of the meeting of Tuesday March 12, 2024. We will discuss the Fire/Rescue Department Budget and its Capital Requests.

BUSINESS

-Food Truck Application: Following your Public Hearing on the Food Truck Application the Board will take formal action on the application renewal request.

-Payable Warrant: Action required to release payment of invoices.

ADJOURNMENT

**TOWN OF ARUNDEL
SELECT BOARD**
Monday February 26, 2024
Arundel Municipal Building
Meeting Room
7PM Meeting

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

Others: TM Trefethen, Terry Merrill, Diane Robbins, Emily Nedeau, Ann Tardif, Renald Tardif, Chris Aberle, Chief Andy Stevenson and several folks for a Fire Department Presentation.

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

Approval of Agenda: *MOTION Dubois second Hayes “Approve Agenda as amended” passed 5-0.*

Public Hearing: Chairman Nedeau opened Hearing on Food Truck Application renewal for Herbert Meyer and “Somethin’s Fishy”. No comment and Hearing was closed.

Public Forum: Adam Burgess was present to discuss the two ordinances related to Food Trucks. Resident Diane Robbins discussed Punch Cards, Ability to comment on Agenda Items, and Clearview Estates and the proposed Sub-division off a road in Clearview Estates.

Approve Minutes: *MOTION Dubois second Danylik “approve minutes of February 12, 2024 as presented” passed 5-0.*

Committee & Board Reports: None

Manager Report

-Ordinance Amendment: Manager discussed with the Board the two conflicting ordinances (Land Use & Stand-alone) related to Food Trucks and how the performance standards were a bit different. It was suggested by the Board that perhaps the Land Use Ordinance should refer to the Stand-Alone Food Truck Ordinance to eliminate the conflict. The Board can then discuss the Performance Standards as they review the ordinance.

-IT Services: The conversion is underway by Fortress Network. Manager will keep you all up to date on the progress made.

-FY 24/25 Budget Process: The second meeting for both Boards (Select Board & Budget Board) is set up for Tuesday February 27, 2024 7PM, Arundel Municipal Building Meeting Room.

Business

-Recognition from Fire Service: Chief Stevenson presented awards to Department Membership from Arundel and Goodwin's Mills with regard to the delivery of a Child on September 21, 2023.

-Food Truck Application: *MOTION Hayes second Dubois "approve the application of Herbert W. Meyer IV for Somthin's Fishy Food Truck" passed 5-0.*

-Posting of Roadways: Terry Merrill presented the Road Closing Postings he is recommending to occur on February 29, 2024 (see attachment). *MOTION Dubois second Hayes "approve Posting List as presented" passed 5-0.*

-RSU #21 Warrant and Notice of Election: The Select board reviewed and signed the Warrant as part of their formal duties for RSU#21 School Department.

Additional Business

-Select board member Dubois asked about Consolidated Communication and efforts on Fire Station Building Committee.

ADJOURNMENT

MOTION Dubois second Hayes "to adjourn" passed 5-0 @ 8:00 PM

Respectfully submitted

Keith M. Trefethen
Town Manager