

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

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**Monday December 11, 2023  
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 November 27, 2023
- V. Committee and Board Reports
- VI. Manager Report
  - Fire Department Updates
  - Workforce Housing workshop with Planning Board
  - Managers upcoming meeting
  - Intent to sell former property 36 M.R.S. 943-C
- VII. Business
  - Approval of Payable & Payroll Warrants
- IX. Adjournment

# TOWN OF ARUNDEL

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BUSINESS MEETING December 11, 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.

## MANAGERS REPORT

**-Fire Department Updates:** Fire Chief is not available but I will be able to report out on the Status of the Ambulance Build-RFP on Pumper/Tanker Specs among other matters related to the Department.

**-Workshop:** A reminder that we will be meeting with the Planning Board on Tuesday 12-19-23 @ 6PM to discuss Workforce Housing.

**-Managers upcoming meeting:** Meeting with my local colleagues on Thursday of this upcoming week and want to ask if you have any discussions you feel are important to have with our neighbors.

**-Selling Property under 36 M.R.S. 943-C** and how this process plays out as a result of the change. I mentioned this at your last meeting but did not get into the detail on the process.

## BUSINESS

**-Payable & Payroll Warrants:** Will be provided for review and action.

## ADJOURNMENT

**TOWN OF ARUNDEL  
SELECT BOARD**  
Monday November 27, 2023  
Arundel Municipal Building  
Meeting Room  
7PM Meeting

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

Absent: Member Nedeau

Others: TM Trefethen and folks for Arundel Cottages

**Call to Order:** Vice Chairman Hayes called meeting to order @ 7:00PM

**Approval of Agenda:** *MOTION Dubois second Labbe "Approve Agenda as Amended" passed 4-0. (Added Punch Card Discussion)*

**Public Forum:** None

**Approve Minutes:** *MOTION Dubois second Hayes "approve minutes of November 13, 2023 as presented" passed 4-0.*

**Manager Report**

**-TIF Amendment:** Board reviewed the Amendment Changes and decided that the Manager should advertise to establish a group of citizens to review a possible expansion to the Arundel Fire Station.

**-Traffic Signal upgrades:** A review of the plan for upgrades at the Log Cabin-Campground-Portland Road light was reviewed. Conference call set for December 4, 2023.

**-Workforce Housing:** Manager reviewed with Board a discussion with Planner and Planning Board Chairman. The Board has decided to have a workshop with the Planning Board to discuss the concept and how to proceed. Select Board would like to hold workshop at their meeting of December 11, 2023.

**-Waiver of Foreclosure:** Manager reported the process with regard to foreclosures and how the State Statute outlines how town need to proceed. Manager's question was if the Blanket Foreclosure authority could be provided to the Select Board through a Town Meeting Vote. The answer is no.

**-Draft Assessment of Values:** Manager provided a draft RFP for Board review. General cost of project and timing of project were discussed and the discussion of the process and project will continue.

**-Punch Cards:** Discovered over the weekend that existing punch cards purchased by residents for the use of Bulky Items at the Transfer Station will no longer be honored by Casella Staff. Contact and follow-up is underway with Casella Staff to determine why?

## **Business**

**-General Office Closure during Lunch:** *MOTION Danylik second Labbe “ to establish permanently the closure of the Arundel Municipal Building Offices from 12 Noon to 1PM to provide adequate Lunch Breaks for staff that are uninterrupted” Passed 4-0.*

**-Payroll & Payable Warrants:** *MOTION Dubois second Labbe “approve warrants as presented and reviewed” passed 4-0.*

## **ADJOURNMENT**

*MOTION Dubois second Labbe “to adjourn” passed 4-0 @ 7:57PM*

Respectfully submitted

Keith M. Trefethen  
Town Manager