

**TOWN OF ARUNDEL
SELECT BOARD**

Monday August 14, 2023
Arundel Municipal Building
Meeting Room
7PM Meeting

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

Others: TM Trefethen, Andrew Stevenson, Jack Reetz, Terry Merrill, Lee Jay Feldman, Laura Novak, Brandon Solari

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

PUBLIC Hearing Food Trucks: Chairman Nedeau opened the public hearing to take comment on a Food Truck application at Vinegar Hill Music Theatre for Great Wave Sushi. No Comment was given Public Hearing closed @ 7:01PM

Approval of Agenda: *MOTION Dubois second Hayes “Approve Agenda as presented as amended” passed 5-0. (Discuss Town Server & UPS)*

Public Forum: None.

Committee & Board Reports: Board members discussed Financial Report for RSU #21

Approval of Minutes: *MOTION Dubois second Hayes “approve minutes of July 24, 2023 as presented” passed 5-0.*

Manager Report

-Impact Fees: Contract Planner Lee Jay Feldman was present to discuss the development and implementation of Impact Fees and provided a Hand Out to Board Members for review.

-Workers Comp Fund News : Manager provided that the town received a check for \$4,610 from the Workers Comp Program through Maine Municipal Association as a result of our efforts in reducing Worker Comp Claims.

-Mobile Food Pantry: Community Outreach Service is looking for a location to store their Mobile Food Pantry Trailer. The Board decided to allow an area near

the Storage Building here at the Municipal Building as long as Insurance is on the Unit through COS.

-MMA Annual Election: *MOTION Dubois second Danylik “to provide the Town Manager the authority to sign off on the slate of officers for the MMA Executive Committee for the Town of Arundel” passed 5-0*

-Server & UPS: The Town after three years of use is beginning to have issues with the Main Server and Battery Back-up. Ralph O’Brien our IT person suggests the replacement of the Units. ***MOTION Dubois second Danylik “Based on the recommendation of the towns IT professional, replace the Server and UPS for a price of \$3,250 and pay for the purchase with Capital Reserve Funds from the Admin Capital Equipment Fund” passed 5-0.***

-Transfer Station Sticker/ Mobile Home or Module Home community collection: A resident who manages a Modular Home Park wanted approval to pick up trash in the Park and deposit it at the Transfer Station seeing that residents can dispose of Trash for free. The system is set up that residents can dispose of Trash as individuals and that the collection by others of residents trash is consider a commercial enterprise and it not subject to free disposal at the Transfer Station. The Select Board agreed with this opinion by the Town Manager.

Business

-Building Permit Fee Consideration: Laura Novak and Brandon Solari have property on Portland Road that they are developing. July 10th the Select Board changed the Fee Schedule which would increase their Building Permit for their project by \$11,000. The Building Permit Application was submitted to the Town on July 17th, 10 days since the increase went into effect. They requested that the Select Board consider a reduction of the fee to the Old Fee. ***MOTION Dubois second Hayes “ Charge the project the old building permit fee based on the Planning Board approval, the Site Development application and approval and the Building Permit Application as the project was well into the construction (Extensive Site Work for project development) phase prior to the change implemented by the Select Board with regard to fees” passed 5-0.***

-Plymovent System: Bid for Plymovent System (Diesel Exhaust) from Fire Station was received (only one) . A grant was awarded to the Town to pay for less 5%. Bid was for \$49,620 (Town \$2,481 funding in operating budget). ***MOTION Hayes second Labbe “accept bid from Air Cleaning Specialist of New England LLC for \$49,620” passed 5-0.***

-Mass Gathering Permit : ***MOTION Dubois second Labbe “approve Mass Gathering Permit submitted by Arundel Historical Society for Heritage Days and waive fee for event to take place on September 16th” passed 4-0-1 (Hayes) .***

-Food Truck Permit: MOTION Dubois second Hayes “approved the application and permit for Great Wave Sushi for an activity scheduled (August 25th) at Vinegar Hill Music Theatre. Passed 4-0-1 (Danylik)

-Setting of Municipal Tax Rate for FY23/24: MOTION Hayes second Danylik “approve the Tax Rate of \$17.00/1,000 for FY23/24 as recommended by the Tax Assessor” Passed 5-0. The town picked up close to 34 million in new value.

-Payable & Payroll Warrants: MOTION Dubois second Hayes “approve warrant as presented and reviewed” passed 5-0.

ADJOURNMENT

MOTION Dubois second Labbe “to adjourn” passed 5-0 @ 8:22PM

Respectfully submitted
Keith M. Trefethen
Town Manager