

**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