

TOWN OF BELGRADE
Meeting Minutes

BOARD OF SELECTPERSONS

APRIL 2, 2024 / REGULAR MEETING 6:30 P.M.

BELGRADE TOWN OFFICE

***This meeting was conducted in person. The public may also view the meeting online at
<https://us02web.zoom.us/j/81131427984>***

Present: Chair Carol Johnson, Vice Chair Peter Rushton, Selectperson Daniel Newman, Selectperson Barbara Allen, Selectperson Melanie Jewell, Town Manager Lorna Dee Nichols, Pete Lachapelle, Penny Morrell, Tom Daniels, Rita Daniels, Conrad Shaw, Steve Rogers, Chris Rogers, Mary Vogel, Mark Day, Diane Oliver, Melissa Furbush, Bruce Galouch, Megan Proctor, Jeff Worthing, Phil Sprague, Cory Alexander, Dan MacKenzie, Ken Scheno.

Remote participants: Richard Bourne, Jessica Garten of Terminix, Kate Hollister, Ken Scheno (7:09 pm).

Call to Order and Pledge of Allegiance at 6:30 p.m. by Chair Carol Johnson.

Quorum established.

Open Meeting

Public Comment

Steve Rogers – would like to meet with Friends of Belgrade Lakes Village about the new parking lot.

Review and approve minutes of March 19, 2024

Amendment to minutes to add times of executive session.

Motion by Chair Carol Johnson to approve the amendment to the motion, seconded by Selectperson Melanie Jewell, vote 5-0.

Motion to approve the minutes as amended by Chair Carol Johnson, seconded by Melanie Jewell, vote 5-0.

UNFINISHED BUSINESS

Waste Management representative Peter Lachapelle, discussion of new contract/fees

Discussion of cost increases; area pricing as compared to what has been presented to the Town of Belgrade; the policy of going out to bid. The current contract has provisions to renew for a 5-year period, the new contract as presented includes the same provision. If the Town chooses to go out to bid for a contract, the rates provided would increase.

Motion by Selectperson Melanie Jewell to renew the current Waste Management contract for five years beginning July 1, 2024 through June 30, 2029, seconded by Vice Chair Peter Rushton, vote 5-0.

Fire & Rescue Department / Engineering Proposal Interview results, recommendation and approval

Building committee chair Bruce Galouch gave an overview of the process and the recommendation of the committee to hire Sheridan Corp. for the design and construction of a new fire station. Discussion

on issues arising from the construction by Sheridan for the Center for All Seasons which was subbed out as a wood structure; Sheridan does mostly metal building construction which the new station would be. Electrical, plumbing, etc. would be subbed out. Sheridan Corp. will provide a project manager; they are very good at staying on schedule.

Motion to approve Sheridan Corporation as the designer/builder of the new fire station by Chair Carol Johnson, seconded by Selectperson Melanie Jewell, vote 5-0.

Warrant articles for June: ordinances, Dalton Properties discussion

- 1. Shall the Town approve amendments to the Town's Minimum Lot Size ordinance, which was last amended in March 19, 2010?**

Motion to approve warrant article 1 by Selectperson Melanie Jewell, seconded by Vice Chair Peter Rushton, vote 5-0.

- 2. Shall the Town approve amendments to the Town's Multi-Family Dwelling ordinance, which was last amended on March 17, 1978?**

Motion to approve warrant article 2 by Selectperson Melanie Jewell, seconded by Vice Chair Peter Rushton, vote 5-0.

Discussion on Dalton properties. June would be too soon to put together figures and information for the public to make a decision. Target date will be November, maybe get a working group together to compile and put together a presentation? Instead, have treasurer Nick Poole, Town Manager Lorna Dee Nichols and Facilities Maintenance Director Cory Alexander work together to bring this information to the Board in preparation for a vote by the legislative body in November. Nick will put together numbers, the town manager will pull it all together and create a presentation, Cory Alexander will get estimates and bids.

Motion to table Dalton for the November warrant by Selectperson Melanie Jewell, seconded by Vice Chair Peter Rushton, vote 5-0.

NEW BUSINESS

Committee Resignations/Appointments

Motion to reappoint Sara Languet to the Planning Board by Chair Carol Johnson, seconded by Selectperson Barbara Allen, vote 5-0.

Motion to reappoint Scott Ferguson to the Budget Committee by Chair Carol Johnson, seconded by Selectperson Barbara Allen, vote 5-0.

Motion to appoint Kate Hollister as a Library Trustee by Chair Carol Johnson, seconded by Selectperson Barbara Allen, vote 5-0.

Motion to appoint Rita Daniels to the Don C. Stevens Fund by Chair Carol Johnson, seconded by Selectperson Barbara Allen, vote 5-0.

Motion to table the appointment of Matthew Elliott as Water District Trustee to the next meeting by Selectperson Melanie Jewell, seconded by Vice Chair Peter Rushton, vote 5-0.

Monthly Committee Presentation: Senior Resources Committee, Mary Vogel and Kim Haggan

A great overview was given of what the Senior Resources Committee has been doing over the last year for senior residents in Belgrade, to include: file of life, sand bucket delivery program, craft day every Thursday at North Belgrade Community Center, hats made to donate to the food pantry, card games, pickleball, puzzle exchange, healthy cooking class sponsored by Maine General, quarterly newsletter, holiday parties, plant swap each spring, Movie Mondays at NBCC, along with an end of life planning seminar being hosted this weekend. The group also sponsored two trips last year – one to the Botanical Gardens and a fall foliage trip to Rangeley.

Ad Hoc Committee / Short Term Rentals, creation and charge of committee

From the February 20, 2024 approved minutes:

UNFINISHED BUSINESS

Consideration of setting up an ad hoc committee to review ordinances, short-term rentals

The Board discussed what the committee might look like in terms of membership and goals, along with a suggested list of potential members such as: Code Enforcement Officer, Planning Board member, Selectboard member, Lakes and Natural Resources Committee member, Comprehensive Plan Committee member, two community members, someone from 7 Lakes Alliance or a lake association – someone who is Lake Smart certified and one local realtor.

The Board agreed the focus should be on Shoreland Zone ordinance, short term rentals and to protect our wetlands.

Selectboard members will each send a list of what they envision the committee to focus on to the Town Manager to compile; this will be taken up at the first meeting in April of the Selectboard.

With the Lakes and Natural Resources Committee working on the environmental piece, discussion centered around short-term rentals.

- Charge would be to look at pros and cons of regulating all short term rentals, not just properties in the shoreland zone;
- Look at septic systems (number of people staying, look at what other towns do);
- Include two community members and a realtor who handles rentals to the committee;
- Survey the entire town;
- How do we balance need to protect environment and way of life with rights of property owners?;
- Build list of rental properties for the office, do's and don'ts;
- Regulation and enforcement – we would need to add staff as the CEO could not handle this additional workload alone;
- Increases to solid waste and burden on roads;
- Expand transfer station hours?

The Board will forward names to the Town Manager within the next week for consideration. Selectperson Peter Rushton volunteered to be the participating board member for the committee.

Pest Services bid results

One bid received from Terminix. After lengthy discussion, a motion was put forward to accept the bid. The current agreements with Modern Pest Control for North Belgrade Community Center and Center for All Seasons show a 60-day notice requirement for cancellation.

Motion to award pest services to Terminix effective 60 days from April 5 by Chair Carol Johnson, seconded by Vice Chair Peter Rushton, vote 5-0.

Procedure for review of employee handbook and policies

The Town Manager, Town Clerk and one Selectboard member (Barbara Allen) will work on having something ready for the first meeting in May. Documents will be made available in a central location online with change tracking available for all board members to review beforehand.

Facilities Maintenance / Cemeteries, lawnmower estimates, consideration and approval

Facilities Maintenance Director Cory Alexander handed out an updated equipment list to Selectboard members. Chair of the Cemetery Committee Phil Sprague stated the committee should review the estimates first and then make a recommendation to the Board. The committee will set a meeting date and come back to the Board at the April 16 meeting.

Motion to table this agenda item by Selectperson Melanie Jewell, seconded by Vice Chair Peter Rushton, vote 5-0.

Day's Store Liquor License Application

Motion by Selectperson Melanie Jewell to approve the liquor license application as submitted, seconded by Selectperson Barbara Allen, vote 5-0.

OTHER BUSINESS

Selectperson Barbara Allen read into the record a response from KVCOG with regard to Selectboard member participation on the Comprehensive Plan:

Hi Barbara,

I do not see any problem with your input and participation in the Comp Plan process, especially as there seems to be lots of other voices and you are not official voting members. In fact the selectboards insights and enthusiasm for the project is a positive thing. Comp plans in all communities we work with need substantive input and ideas from all the towns officials as well as residents. The fact that you are aware there could be a perception of too much influence is good, in that you can make sure that it is not actually occurring but I would certainly would not look to lessen your input. Maybe sitting elsewhere would look better but you have just as much right to provide input as any other resident.

The town can make a decision if it feels the need to but this is how I see it.

Hope this is helpful.

Regards,

Joel Greenwood, Executive Director - Kennebec Valley Council of Governments

Recognition of years of partnership with the Town of Belgrade and the Warren Brothers for plowing the town's roads.

Motion by Selectperson Melanie Jewell to purchase a gift certificate to the Sunset Grill in the amount of \$250.00 to be presented with a thank you card to the Warren Brothers for their many years of continued service, and to utilize funds from the Selectboard fund, seconded by Vice Chair Peter Rushton, vote 5-0.

Annual Library Lease Renewal - \$1/year

Motion by Chair Carol Johnson to renew the annual library lease, seconded by Selectperson Barbara Allen, vote 5-0.

WARRANTS

BMV 35 \$6,803.56

Motion by Chair Carol Johnson to approve warrant 35 in the amount of \$6,803.56, seconded by Vice Chair Peter Rushton, vote 5-0.

Payroll 36 \$24,325.47

Motion by Chair Carol Johnson to approve warrant 36 in the amount of \$24,325.47, seconded by Vice Chair Peter Rushton, vote 5-0.

AP 37 \$659,742.16

Motion by Chair Carol Johnson to approve warrant 37 in the amount of \$659,742.16, seconded by Vice Chair Peter Rushton, vote 5-0.

Payroll 38 \$21,440.35

Motion by Chair Carol Johnson to approve warrant 38 in the amount of \$21,440.35, seconded by Vice Chair Peter Rushton, vote 5-0.

BMV 39 \$8,735.19

Motion by Chair Carol Johnson to approve warrant 39 in the amount of \$8,735.16, seconded by Vice Chair Peter Rushton, vote 5-0.

TOWN MANAGER REPORT

- Annual reviews have begun and should be wrapped up this month per our Employee Guidelines handbook.
- April 17 Comprehensive Plan meeting: natural resources – 5:30 p.m. at the town office. It is important to invite residents with an interest or expertise in the different areas of the comprehensive plan as these meetings take place. We are interested in resident input, which is vital to the final plan that will be presented to both the Board of Selectpersons for review and eventually the legislative body (voters) for approval.
- Scheduled a Zoom meeting to explore federal grant opportunities for the new fire station. The building committee and Selectboard have been invited to attend.
- E911 signs, sweeping intersections and roadside chipping will be taking place over the next few weeks, per our Road Commission Jason Stevens. In addition, we have pricing for culverts and salt from KVCOG. Jason is putting together a list for culvert purchases, and we will submit another bid to the State so we have two prices for salt that the Board will review at an upcoming meeting.

- Our town attorney has reviewed both ordinances that are being reviewed and updated to meet the LD 2003 compliance effective July 1. These will be on your April 16 agenda for a public hearing. You will review, consider and approve warrant articles for the June ballot at your meeting April 2.
- We have 10-12 sets of Douglas Voting booths that we would like to give away to any municipality in need with Board approval.
- CEO Hans Rasmussen and myself attended training (March 27) on mold and air quality for continuing education credits (LHO/CEO).
- Our current tree services contract ends June 30, you will have an RFP to consider and approve at an upcoming meeting.
- Maine State Retirement representative Deanna Doyle gave two presentations for employees on-site at the Town Office March 28. The new plan begins April 1.
- Hearings for the FY 25 Kennebec County budget proposal were held March 19 and 27. If this passes, we will see a 45.2% increase in the taxpayer contribution to the county budget, from an annual cost of \$846,767 to \$1,229,303. This is due in part to an increase in our state valuation (from \$859,200,000 to \$1,039,450,000 which represents a 21% increase, along with an increase in the County budget). Keeping in mind the County is on a July 1 to June 30 fiscal year, we will see a bill for the full amount in September of this year.
UPDATE: At the March 27 hearing, the budget did NOT pass, the budget committee will meet April 9 to discuss next steps.
- We have used \$11,065.18 out of the \$28,000 allocated for the comprehensive plan update from ARPA funds.

Motion by Chair Carol Johnson to authorize the Town to give away voting booths to any municipality in need, seconded by Selectperson Melanie Jewell, vote 5-0.

Motion to adjourn at 9:01 p.m. by Chair Carol Johnson, seconded by Selectperson Melanie Jewell, vote 5-0.