

MINUTES
Town of New Gloucester
BOARD OF ASSESSOR'S & BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, May 6, 2013
At the Meetinghouse

BOARD OF ASSESSOR'S MEETING

7:00 p.m.

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Steven Libby, called the meeting to order at 7:00 p.m. Present were Chairman, Steven Libby; Vice-Chairman, Linda Chase; Selectmen, Nathaniel Berry, Joshua McHenry and Mark Stevens; Town Manager, Sumner Field; and Recorder, Sharlene Myers.

II To See What Action the Board Wishes to Take in Regard to 2012-13 Abatements, Batch #5

Mr. Berry moved and Mr. McHenry seconded a motion to approve 2012-13 Abatements, Batch #5. The motion carried on a vote of 5-0.

III. ADJOURN

Mr. Berry moved and Mr. McHenry seconded a motion to adjourn the Board of Assessor's meeting at 7:05 p.m. The motion carried on a vote of 5-0.

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Steven Libby, called the meeting to order at 7:06 p.m. Present were Chairman, Steven Libby; Vice-Chairman, Linda Chase; Selectmen, Nathaniel Berry, Joshua McHenry and Mark Stevens; Town Manager, Sumner Field; and Recorder, Sharlene Myers.

II. SCHEDULE NEXT MEETINGS:

Special Board of Selectmen's Meeting:

7:00 p.m., Monday, May 13, 2013, at the Community Building

Board of Selectmen:

7:00 p.m., Monday, May 20, 2013 at the Meetinghouse

Mr. Field explained the new check-in process at the Annual Town Meeting. He said registered voters will check-in at the door and will receive a card to hold up for voting on articles.

Mr. Libby asked Mr. Field if people could register to vote at the Town Meeting and if non-voters would be seated in a different area.

Mr. Field said people are encouraged to register to vote at Town Hall prior to the meeting but they could also register at the school the night of the meeting. He said the seating arrangement has not been discussed.

A. Adjustments to the Agenda

None.

III. PUBLIC PARTICIPATION

A. Presentation of the MSAD #15 Proposed FY14 Budget

Alan Rich, MSAD #15 School Board Chairman, and Bruce Beasley, MSAD #15 Superintendent, presented the proposed FY14 School Budget to the Board. Mr. Rich said some of the highlights of the Budget are as follows:

New Positions

- High School Science Teacher
- Middle School Classroom Teacher
- Middle School Unified Arts Teacher
- Dunn School Ed-Tech
- Dunn School Resource Room (1/2)
- Dunn School after School Support
- K-2 Remediation
- Technology Person
- District Assistant – ½ Co-curricular ½-Wellness (the Co-curricular Director at the High School is reducing his hours)

Reductions

- High School Ed-Tech (.6)
- Memorial School Teacher
- Dunn School Special Education Ed-Tech
- Grant Writer (will now be contracted)
- Central Office Secretary (1/2)

Expenses

- Maine State Retirement
- Charter School Funding
- Technology
- Salaries/Benefits

Savings

- Heating Oil (contracted savings \$105,000)
- Bus Fleet (savings of \$87,000)
- Debt Service (one more year on Middle School)

Mr. Beasley said the Technology expense has increased. He said all middle school students (5-8) will have laptops, MAC Airbooks. He said the MAC's used at the High School will go to the Middle School and the High School students will receive the new HP Laptops. He said there will be an excess of the MAC's for the Middle School and these will be used for repairs.

Mr. Rich said overall, the increase in the proposed FY14 School Budget will be 5.4%. He said the School Budget vote will take place on May 23rd, 6:30 p.m., in the Cafetorium at the Gray-New Gloucester High School.

B. Other

Dianna Jordan, Dennis McCann, Anna Hunnewell, Rick McCann, Debra May, Laura Sturgis, James Punch, Ellie Fellers and Hal Bartlett all spoke to the Board concerning the submitted and circulating Petitions.

For review of the complete discussion between the citizens and Town officials, please see the recording available at the Public Library.

IV. SCHEDULED ITEMS

4.97 To See What Action the Board Wishes to Take in Regard to Road Closures

Mr. Libby read the memo (please see attached) from Paul First, Town Planner, concerning upcoming Road Closures due to Water System Project.

Mr. McHenry moved and Mr. Berry seconded a motion to allow the closure of: Upper Village Street; Lower Peacock Hill Road; Bald Hill Road between Route 100 and Upper Village Street, to through traffic during the Water System Project. The motion carried on a vote of 5-0.

4.98 To See What Action the Board Wishes to Take in Regard to a Proclamation for Emergency Medical Services (EMS) Week

Mr. Libby read the Emergency Medical Services Week Proclamation.

Ms. Chase moved and Mr. Berry seconded a motion to sign the Emergency Medical Services Week Proclamation. The motion carried on a vote of 5-0.

4.99 To See What Action the Board Wishes to Take in Regard to a Proclamation for National Public Works Week

Mr. Libby read the National Public Works Week Proclamation.

Ms. Chase moved and Mr. Berry seconded a motion to sign the National Public Works Week Proclamation. The motion carried on a vote of 5-0.

5.00 To See What Action the Board Wishes to Take in Regard to Citizens Petitions

Mr. Field said information was not returned from the Town Attorney regarding the Citizens Petitions

Mr. McHenry moved and Mr. Berry seconded a motion to table the consideration of the Citizen's Petitions until the May 13th, Special Board of Selectmen's meeting.

Mr. McHenry asked Mr. Field for information for the next meeting on May 13th, on what the Water District has had for expenses, contracts, grant funding received and summary of activity.

The motion carried on a vote of 5-0.

5.01 To See What Action the Board Wishes to Take in Regard to June 3, 2013, Annual Town Meeting Warrant

Mr. McHenry moved and Mr. Berry seconded a motion to reinstate 2% merit increases to wage lines, matching the Budget Committee recommendation. The motion carried on a vote of 5-0.

Mr. McHenry moved and Mr. Libby seconded a motion to reinstate \$500 to the Emergency Medical Director stipend, matching the Budget Committee recommendation. The motion failed on a vote of 2-3, with Mr. Berry, Mr. Libby and Mr. Stevens opposing.

Mr. McHenry moved and Mr. Stevens seconded a motion to reinstate \$1,000 to the Cable TV wage line, matching the Budget Committee recommendation. The motion failed on a vote of 0-5, with all opposing.

Mr. McHenry moved and Mr. Stevens seconded a motion to reinstate \$1,040 to the Selectmen stipend, matching the Budget Committee recommendation. The motion failed on a vote of 0-5, with all opposing.

The Board of Selectmen, Mr. Field and Ted Shane, Public Works Director discussed the 116 Public Works wage line pertaining to reduction of staff. Included in the Selectmen's packet was a memo and worksheet (please see attached) from Mr. Field and Mr. Shane outlining the effects this reduction would have on the Woodman Road and Town Hall parking lot projects.

The Board stated the figure for the total compensation in the 116 Public Works budget should read \$304,200, which includes the reduction of \$30,000 for one full-time employee.

Ms. Chase moved and Mr. Berry seconded a motion recommending decreasing one full-time person from Public Works; and \$15,000 from Road Reconstruction Capital Reserve be used to fund a seasonal project driver and/or equipment hire

for the Woodman Road project. The motion carried on a vote of 3-2, with Mr. McHenry and Mr. Stevens opposing.

Ms. Chase moved and Mr. McHenry seconded a motion to reinstate the Assistant Librarian from part-time to full-time and no change in Library hours, matching the Budget Committee recommendation. The motion carried on a vote of 4-1, with Mr. Berry opposing.

The Board also asked Mr. Field to change the figure in Article 6 from \$193,157 to \$198,157.

Mr. McHenry moved Mr. Stevens seconded a motion to reinstate the insurance opt-out of \$3,750, matching the Budget Committee recommendation. The motion failed on a vote of 2-3, with Ms. Chase, Mr. Berry and Mr. Libby opposing.

The Board asked Mr. Field to double check the figures in the 109 Health Insurance line.

The Board asked Mr. Field to clarify the following:

- funding sources on Articles 10 – 20
- change description on Article 12 to read “Replace Town Hall Heat System”
- confirm only one vehicle to be purchased under Article 13
- adjust dollar amount to include \$15,000 on Article 14
- add statement pertaining to “expending of funds now before July 1st” on Article 14
- include dollar amounts being extracted from accounts on Articles 14, 17, 19 and 20.
- Change description on Article 18 to read “Fire Department Cistern”

Mr. Field said he would like to add Article 35:

AMENDMENT TO THE WASTE HANDLING AGREEMENT BETWEEN THE TOWN AND MID-MAINE WASTE ACTION CORPORATION: To see if the Town will authorize and direct the Board of Selectmen to execute on behalf of the Town an amendment to the Waste Handling Agreement between the Town and Mid-Maine Waste Action Corporation, dated July 1, 1986 (the "Waste Handling Agreement") to provide that the Waste Handling Agreement shall remain in effect until the later of May 1, 2035 or termination of the MMWAC Interlocal Solid Waste Agreement, except that, upon one (1) year's prior written notice, the Town may terminate the Waste Handling Agreement at the end of a fiscal year.

Mr. Libby asked why Article 33 is in the warrant. He asked Mr. Field to provide information as to why the Town is approaching the LD1 limit.

The Board asked Mr. Field to run all the numbers and provide an updated dollar amount needed from the Undesignated Fund Balance to balance the budget.

V. APPROVE FY13 WARRANTS and PAYROLLS #43 & #44

Ms. Chase moved and Mr. Berry seconded a motion to approve FY13 Warrants and Payrolls #43 & #44. The motion carried on a vote of 5-0.

VI. APPOINTMENTS

None.

VII. LEGAL

None.

VIII. WRITTEN COMMUNICATION

A. Approve Minutes of the April 22, 2013, Board of Selectmen's Meeting

Ms. Chase moved and Mr. Berry seconded a motion to approve the Minutes of the April 22, 2013, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

IX. ORAL COMMUNICATION

A. Selectmen

Mark Stevens – no comments

Joshua McHenry – asked why the every door direct mailing that went to everyone pertaining to the Annual Town Meeting and upcoming Election was not approved by the Board of Selectmen, as previously discussed. He said he would like to see a policy developed concerning those. Mr. Libby said the mailing was emailed to him and he made changes and forgot to forward it to the rest of the Board. Mr. McHenry asked who approves the change in voting location for Elections and voter check in process at the Town Meetings. Mr. Field said the Town Clerk approves both and the voter check in process was discussed previously by the Board.

Mr. McHenry moved and Mr. Stevens seconded a motion to initiate the voter check in process at this Annual Town Meeting on June 3, 2013. The motion carried on a vote of 5-0.

Nathaniel Berry – no comments.

Linda Chase – no comments.

Steven Libby – said the proponents and opponents were courteous in the discussions and presentations from both sides and conductive themselves very well.

B. Town Manager

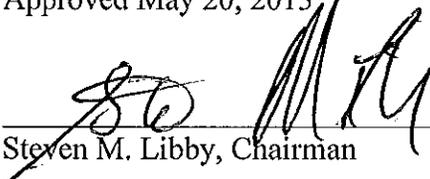
Mr. Field said he recently attended the MMWAC Board Meeting, to approve the FY14 Budget. He said revenues are down \$200,000 due to the new contract with Central Maine Power for the purchase of power generated by incineration of trash from 12 member Towns and several non-member Towns. He said the Board approved keeping the tipping fees for member Towns at \$29 per ton and non-member Towns pay at least twice that rate. Mr. Field said he recently set up an appointment for the Environmental Resource Committee to tour the MMWAC facility.

C. Boards, Department Heads, and Committees

X. ADJOURN

Mr. Berry moved and Mr. Stevens seconded a motion to adjourn at 10:35 p.m. The motion carried on a vote of 4-1, with Ms. Chase opposing.

Approved May 20, 2013



Steven M. Libby, Chairman



Linda D. Chase, Vice-Chairman



Nathaniel L. Berry IV, Selectman



Joshua J. McHenry, Selectman



Mark A. Stevens, Selectman

Memorandum



To: New Gloucester Selectmen
From: Paul First, Town Planner
Date: 4/29/2013
RE: Water System Road Closure Request

The New Gloucester Water District plans to break ground on the new water system during the month of July. The District is looking at all options to keep the construction project affordable and efficient, including limited road closures. Closing a few strategic road segments during construction would allow crews to excavate, fill, and move material more easily, resulting in substantial cost savings.

We expect MTA to close Snow Hill Road to through traffic from mid-June to Thanksgiving for replacement of the Snow Hill Road turnpike bridge. In addition to this planned closure by the MTA, the District would like to know the Town's disposition regarding closure of: 1) Upper Village Street; 2) Lower Peacock Hill; and 3) Bald Hill Road between Route 100 and Upper Village Street. Please see the attached sketch.

These closures would be limited to one segment at any given time and construction hours. While the roads would be officially closed, access would be maintained for residents and business owners.

Once a contractor is chosen for the project and a closure schedule determined, a pre-construction meeting would be held with Town staff, Fire & Rescue, and the School District.



Public Works Budget Scenario

Currently we have 6 summer time employees and 8 winter time employees. Laying one off will give us 5 summer time employees and 7 winter time employees.

If we do the Woodman road project with 6 employees that would be:

1 grader operator, 1 loader operator, 1 laborer, and two truck drivers with no traffic control and no mechanic in the garage.

To move 16,500 yards of material with 2 drivers it will take 55 days or 13.75 weeks.

Laying someone off will extend this project to 15 weeks and not leaving any time for the Town Hall Parking Lot job.

Traffic control will cost \$12,000.00 (2 people x \$10/hr. x 40 hrs. x 15 weeks.)

To do the work that we would like to do this summer I recommend no layoff and I will pull Thor to help on road projects when I need him and that would give me the traffic control that I need to do the Woodman Road.

If we are laying someone off then I would assume that B&G will be contracted out and therefore we should only deduct \$15,000 from the actual amount.

Note: Jason and Phil would only be used when absolutely necessary.

The remainder of Thor's time is in 104; therefore he would continue to do B&G maintenance and Ted would continue to use him when necessary to do road work.

Public Works Wage Budget

	2013	2014	2014	2014
	P W Actual	Manager Budget	Selectmen Budget	Budget Committee
Director	\$ 58,490	\$ 58,479	\$ 58,479	\$ 58,479
Foreman	\$ 42,806	\$ 42,806	\$ 42,806	\$ 42,806
Mechanic	\$ 47,132	\$ 47,132	\$ 47,132	\$ 47,132
Operator	\$ 33,592	\$ 33,592	\$ 33,592	\$ 33,592
Driver	\$ 31,803	\$ 31,803	\$ 31,803	\$ 31,803
Driver	\$ 29,390	\$ 29,390	\$ 29,390	\$ 29,390
Driver	\$ 16,920	\$ 17,200	\$ 31,366	\$ 31,366
Operator	\$ 31,200	\$ 31,200	\$ 31,200	\$ 31,200
P/T	\$ 14,976	\$ 14,976	\$ 14,976	\$ 14,976
Seasonal	\$ 1,373		\$ 1,500	\$ 1,500
Seasonal	\$ 700		\$ 1,300	\$ 1,300
	\$ 308,382	\$ 306,578	\$ 323,544	\$ 323,544
Layoff	\$ 30,000		\$ 30,000	\$ 30,000
Increase		\$ 6,126		\$ 8,806
	\$ 278,382	\$ 312,704	\$ 293,544	\$ 302,350

Summer Wages	Winter Wages
\$ 29,245	\$ 29,245
\$ 21,403	\$ 21,403
\$ 23,556	\$ 23,566
\$ 16,796	\$ 16,796
\$ 15,901	\$ 15,902
\$ -	\$ -
\$ -	\$ 16,920
\$ 15,600	\$ 15,600
	\$ 14,976
	\$ 1,373
	\$ -
\$ 122,501	\$ 155,781

\$ 278,282