

MINUTES
Town of New Gloucester
SPECIAL BOARD OF ASSESSOR'S MEETING and
SPECIAL BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, August 24, 2015
At the Meetinghouse

For review of the complete discussions and motions, please see the recording available at the Public Library or on our website at www.newgloucester.com

SPECIAL BOARD OF ASSESSOR'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Joshua McHenry, called the meeting to order at 7:01 p.m. Present were Chairman, Joshua McHenry; Vice-Chairman, Linda Chase; Selectmen, Stephen Hathorne, Steven Libby and Laura Sturgis; Town Manager, Paul First; and Recorder, Sharlene Myers.

II. To See What Action the Board Wishes to take in Regard to the FY16 Tax Commitment

Mr. First explained the revision in the FY16 Tax Commitment paperwork.

Mr. Hathorne move and Ms. Sturgis seconded a motion to sign the revised FY16 Tax Commitment. The motion carried on a vote of 4-1, with Mr. Libby opposing.

III. ADJOURN

Mr. Libby moved and Mr. Hathorne seconded a motion to adjourn at 7:04 p.m. The motion carried on a vote of 5-0.

SPECIAL BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Joshua McHenry, called the meeting to order at 7:08 p.m. Present were Chairman, Joshua McHenry; Vice-Chairman, Linda Chase; Selectmen, Stephen Hathorne, Steven Libby and Laura Sturgis; Town Manager, Paul First; and Recorder, Sharlene Myers.

II. SCHEDULE NEXT MEETING:

Board of Selectmen's Meeting– 7:00 p.m., Monday, September 21, 2015

A. Adjustments to the Agenda

Mr. McHenry said there are two additional items for the agenda: 4.23, To See What Action the Board Wishes to take in Regard to Winter Clearing of New Gloucester Water District Pump Station and Fairgrounds Hydrant; and 4.24, To See What Action the Board Wishes to take in Regard to Liaison(s) for the Water District Well Head Protection Grant Work.

The Board agreed to add these items.

III. PUBLIC PARTICIPATION

IV. SCHEDULED ITEMS

4.20 To See What Action the Board Wishes to take in Regard to Awarding of Bid for the Engineering Design and Construction Services for Morse Road Reconstruction Phase 3

Mr. First said eight proposals were received, reviewed and ranked by the review team of Mr. Libby, Mr. Hathorne, Ted Shane and himself. He said three were within the budgeted amount of \$50,000 which were John Turner Consulting (JTC), BH2M and A. E. Hodsdon. He said JTC adequately addressed the scope of work and provided sufficient detail. He said a representative from JTC met with the review team to answer more specific questions regarding construction inspection, permitting and schedule. Mr. First said the review team is recommending awarding the bid to John Turner Consulting for the bid amount of \$39,910 in addition to construction inspection services, for a total project award not to exceed \$46,000.

Mr. Libby moved and Mr. Hathorne seconded a motion to award the Engineering Design and Construction Services for Morse Road Reconstruction Phase 3 to John Turner Consulting and the total project award not to exceed \$46,000. The motion carried on a vote of 5-0.

4.21 To See What Action the Board Wishes to take in Regard to Awarding of Bid for the Site Assessment and Preliminary Design Engineering for New Public Works Facility

Will Johnston, Town Planner, said five proposals were received and reviewed by the team of Mr. McHenry, Mr. Libby, Ted Shane and himself. He said they are recommending the contract be awarded to Oak Point Associates for a bid price of \$38,000. He said the team liked this firm's approach and understanding of the project; and their experience with energy-efficient design and use of a sub-contractor with local hydrological experience.

Mr. Libby moved and Mr. Hathorne seconded a motion to award the Site Assessment and Preliminary Design Engineering for the New Public Works Facility to Oak Point Associates for a bid price of \$38,000. The motion carried on a vote of 5-0.

4.22 To See What Action the Board Wishes to take in Regard to Selectmen's Activity List

The Board made the following changes/additions to the Selectmen's Activity List:

- add "Sacco Case" under Action Items; add "Ongoing" under Completion; add "SL/LS" under Board Rep
- add "Cemeteries" under Action Items; add "Ongoing" under Completion; add "LS" under Board Rep; add "every door direct mailer Sept/Oct" under Comments
- add "School House Lot" under Action Items; add "10/31/15" under Completion; add "SH" under Board Rep
- add "Cobbs Bridge Road Property" under Action Items; add "12/31/15" under Completion; add "SL" under Board Rep
- add "Rice Corner Road Property" under Action Items; add "12/31/15" under Completion; add "SL" under Board Rep
- add "Town Hall Windows" under Action Items; add "12/31/15" under Completion; no Board Rep
- add "Morse Road Engineering" under Action Items; add "5/2/16" under Completion; add "SH/SL" under Board Rep
- add "Water District Well Head Management/Protection Plan" under Action Items; add "Ongoing" under Completion; no Board Rep
- add "Engage EMS Collections Policy" under Action Items; add "10/31/15" under Completion; add "JM" under Board Rep
- add "Black Walnut Trees Parsons Property" under Action Items; add "Ongoing" under Completion; add "SL" under Board Rep
- add "Forest Management Plan" under Action Items; add "Ongoing" under Completion; add "SL" under Board Rep
- add "Hardship/Poverty Law Changes" under Action Items; add "9/21/15" under Completion; add "SL" under Board Rep
- add "Leasing of Town Owned Parcel" under Action Items; add "12/31/15" under Completion; add "SL" under Board Rep

- add “Pavement Management Plan Complete Update” under Action Items; add “8/31/16” under Completion; add “ALL” under Board Rep
- add “Facilities Management Plan” under Action Items; add “12/31/15” under Completion; no Board Rep
- add “Saturday Town Meeting” under Action Items; add “12/31/15” under Completion; add “SH/LS” under Board Rep

The Board discussed the every door direct mailer and funding of this project for the Cemetery Association. Mr. First said the Association needs help and it’s the Town’s responsibility to do so.

Ms. Chase moved and Ms. Sturgis seconded a motion to fund the Every Door Direct Mailer for the Cemetery Association 100%. The motion carried on a vote of 3-1-1, with Mr. Hathorne opposing and Mr. Libby abstaining.

Mr. Libby said he would like to see a future agenda item for discussion of sale verses harvesting of foreclosed properties.

Mr. Libby said he would like to see the done/completed items stay on the Activity List; possibly grouped together at the bottom.

No Action Taken.

4.23 To See What Action the Board Wishes to take in Regard to Winter Clearing of New Gloucester Water District Pump Station and Fairgrounds Hydrant

Ms. Chase moved and Mr. Hathorne seconded a motion to have Public Works Department plow the driveway entrance, plow the fairgrounds hydrant and the fairgrounds parking area. The motion carried on a vote of 5-0.

4.24 To See What Action the Board Wishes to take in Regard to Liaison(s) for the Well Head Protection Grant Work

Ms. Sturgis moved and Mr. Hathorne seconded a motion to appoint Mr. Libby and Ms. Chase as Board Liaisons for the Well Head Protection Grant Work. The motion carried on a vote of 5-0.

V. APPROVE FY16 WARRANTS AND PAYROLLS #8

Mr. Libby moved and Ms. Chase seconded a motion to approve FY16 Warrants and Payrolls #8. The motion carried on a vote of 5-0.

VI. APPOINTMENTS

None.

VII. LEGAL

Mr. McHenry said the Sacco trial date has been moved to November, 2015 and the judge is currently reviewing the summary judgment.

VIII. WRITTEN COMMUNICATION

None

IX. ORAL COMMUNICATION

A. Selectmen

Steve Hathorne – said the front steps of the Town Hall looked good but would like to see an additional coat or two of paint applied to them.

Laura Sturgis – said she liked the new Parks & Recreation logo and passed a copy of it to the Board.

Linda Chase – no comments.

Steven Libby – no comments.

Joshua McHenry – said he wanted to remind everyone about the Retirement Reception for Barbara Seaver on Wednesday, September 2nd, from 5-8p.m. at the Amvets Hall on Route 100.

B. Town Manager

Mr. First said the Public Works Mechanic is retiring on October 31st. He said he is working with the Public Works Director on an updated job description and advertizing of the position.

C. Dept. Heads

D. Boards & Committees

X. EXECUTIVE SESSION

A. Per Title 1, M.R.S.A. 405 (6) (C)

Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency (*Discussion of Town Owned Property*)

Mr. Hathorne moved and Mr. Libby seconded a motion to enter into Executive Session per Title 1, M.R.S.A. 405 (6) (C), Discussion of Town Owned Property, at 8:32 p.m. The motion carried on a vote of 5-0.

XI. RETURN TO OPEN SESSION

The Board returned to open session at 8:40 p.m.

Mr. Hathorne moved and Ms. Sturgis seconded a motion to sign the Louis Talarico Quitclaim Deed. The motion carried on a vote of 3-2, with Mr. Libby and Ms. Chase opposing.

XII. ADJOURN

Ms. Sturgis moved and Mr. Hathorne seconded a motion to adjourn at 8:45 p.m. The motion carried on a vote of 5-0.

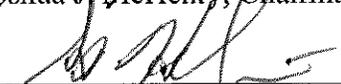
Approved September 21, 2015



Joshua J. McHenry, Chairman



Linda D. Chase, Vice-Chairman



Stephen J. Hathorne, Selectman

Steven M. Libby, Selectman



Laura J. Sturgis, Selectman