

MINUTES
Town of New Gloucester
BOARD OF ASSESSOR'S AND BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, January 4, 2016
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

BOARD OF ASSESSOR'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Joshua McHenry, called the meeting to order at 7:00 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 2015-16 Abatements, Batch #2

Mr. Libby moved and Mr. Hathorne seconded a motion to grant the 2015-2016 Abatements, Batch #2, as presented. The motion carried on a vote of 5-0.

III. ADJOURN

Mr. Libby moved and Mr. Hathorne seconded a motion to adjourn at 7:08 p.m. The motion carried on a vote of 5-0.

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Joshua McHenry, called the meeting to order at 7:09 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 Meeting – 7:00 p.m., Monday, February 1, 2016

A. Adjustments to the Agenda

Mr. First asked to move Appointments to after Public Participation.

Mr. Libby moved and Mr. Hathorne seconded a motion to move Appointments up to after Public Participation. The motion carried on a vote of 5-0.

Mr. McHenry said the Board received two additional appointment requests for the Budget Committee from Barbra Thompson and Cleo Werner.

III. PUBLIC PARTICIPATION

A. Chris Ricardi – Sabbathday Lake Association

Chris Ricardi, President of the Sabbathday Lake Association, spoke to the Board concerning water testing of the lake. He said the cost of water testing is increasing this coming year and the Association is asking the Town to consider funding half the cost as during the budget process. He said the cost to be a member of the Association is \$15, which includes a newsletter and the Association also raises money by having fundraisers. He said they have applied for grants to help fund projects to protect the lake, such as checking boats for milfoil and the Lake Smart program. Mr. Ricardi said a couple days each summer, the Association gives boat tours around the lake and extended an invitation to the Board members.

B. Other

None.

VI. APPOINTMENTS

A. MSAD #15 School Board – 1 completion of 2016 Term
John Cavanagh – would like to be appointed

Mr. Cavanagh said he moved to New Gloucester about a year ago and has recently joined the Fire Department. He said he owns his own business, has flexibility and would like to give back to the community.

Mr. Libby moved and Ms. Sturgis seconded a motion to appoint John Cavanagh to the MSAD #15 School Board, for the completion of the 2016 term. The motion carried on a vote of 5-0.

B. Budget Committee – 4 three-year vacancies
Tim Joy – would like to be appointed
Barbra Thompson – would like to be appointed
Cleo Werner – would like to be appointed

Mr. Joy said he has been a lifelong resident of New Gloucester, has served many years on the Fire Department, is Emergency Management Director for the Town and would like to serve on the Budget Committee.

Mr. Hathorne moved and Mr. Libby seconded a motion to appoint Tim Joy to the Budget Committee for a three-year term. The motion carried on a vote of 5-0.

Barbra Thompson said she moved to New Gloucester this past summer, has six children, has purchasing management experience, is very impressed with the Town of New Gloucester, and would like to serve on the Budget Committee.

Mr. Libby moved and Ms. Sturgis seconded a motion to appoint Barbra Thompson to the Budget Committee for a three-year term. The motion carried on a vote of 5-0.

Cleo Werner said she has been a resident of New Gloucester for 25-years and would like to give back to the community.

Mr. Libby moved and Ms. Sturgis seconded a motion to appoint Cleo Werner to the Budget Committee for a three-year term. The motion carried on a vote of 5-0.

C. Animal Control Officer

Karen Flick – would like to be appointed

Louis Talarico – would like to be appointed

Karen Flick said she had served as Animal Control Officer in 2014/2015 but resigned due to personal reasons. She said she has been the Interim Animal Control Officer since October and would like to continue.

Louis Talarico said he has been a resident of the Town for many years and would like to be appointed as the Animal Control Officer. He said when he applied for the position, there were no other applicants. He said is available 24/7, an animal lover and has some of the necessary equipment to help with the job.

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Karen Flick as the Animal Control Officer. The motion carried on a vote of 5-0.

IV. SCHEDULED ITEMS

4.63 To See What Action the Board Wishes to take in Regard to CEO Code Violations

Debra Parks Larrivee, Code Enforcement Officer (CEO), said she gave the Board documentation and pictures on code violations pertaining to two properties in Town, Ron Henry, 840 Lewiston Road; and Sandra & Silas Leavitt, 52 Maple Street. She said both property owners were present. She said she has been to both properties many times, sent violation letters and the ongoing violations never get resolved.

Karen Flick, Animal Control Officer, said she went to the 52 Maple Street property last fall to help resolve a cat issue. She said 45 cats were removed at that time and understands there are approximately 15-20 more on the property.

After much discussion with the CEO and property owners concerning the violations and concerns, the Board made the following motions:

Ms. Chase moved and Ms. Sturgis seconded a motion for Ron Henry, of 840 Lewiston Road, work with the Code Enforcement Officer on the list of violations in the original letter along with the other issues discussed, and to get in compliance by 7:00 p.m., April 4, 2016; and the CEO to report back to Board each month with an update. The motion carried on a vote of 5-0.

Mr. Libby moved and Mr. Hathorne seconded a motion that Sandra & Silas Leavitt, of 52 Maple Street, remove all garbage by 7:00 p.m., March 7, 2016; remove all debris by 7:00 p.m., April 4, 2016; the cat issue to be addressed by the Animal Control Officer and Town Manager; and the housing situation be addressed by 7:00p.m., October 3, 2016. The motion carried on a vote of 5-0.

4.64 To See What Action the Board Wishes to take in Regard to Quitclaim Deed

Mr. Libby moved and Mr. Hathorne seconded a motion to sign the Quitclaim Deed to Normand & Victoria Bourret, for the 328B Sabbathday Road property. The motion carried on a vote of 5-0.

4.65 To See What Action the Board Wishes to take in Regard to Road Name Approval Application for Brittany Lane

Mr. Hathorne moved and Ms. Sturgis seconded a motion to sign the Road Name Application for Brittany Lane. The motion carried on a vote of 5-0.

4.66 To See What Action the Board Wishes to take in Regard 2016 New Gloucester Facilities Holiday Schedule

Ms. Chase said the year on the very last line should read 2017.

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the 2016 New Gloucester Facilities Holiday Schedule, as amended. The motion carried on a vote of 5-0.

4.67 To See What Action the Board Wishes to take in Regard to FY17 Budget Schedule

Mr. First said he scheduled three workshops for the Board and if there are any conflicts with the dates, to please let him know.

Mr. Libby said he has a conflict with the January 19th date and asked the Board of meeting on a Saturday in January.

Ms. Chase said January 19th could be moved to January 18th at 6pm.

All were in agreement.

Mr. Hathorne moved and Mr. Libby seconded a motion to approve the FY17 Budget Schedule as a working document and change the January 19th workshop to January 18th at 6:00 p.m. The motion carried on a vote of 5-0.

4.68 To See What Action the Board Wishes to take in Regard to EMS Billing and Collections

Mr. First said three proposals were gathered from Freeport, United and Medical Reimbursement Services, for awarding of a new ambulance billing contract. He said based on the level of service and cost, the staff recommends switching to Medical Reimbursement Services. He said the charges for this service are based on what they are able to collect, rather than per call, which provides them with an incentive to increase the collection rate. He said he recommends switching February 1st.

Mr. McHenry asked if the current contract with Freeport requires more than 30-day notice.

Mr. First said research of collection agencies shows Thomas Agency's commission rate of 30% appears to be fairly standard for municipalities. He said Medical Reimbursement Services will work with any agency but most of their clients use Thomas Agency. He said staff recommendation is to contract with Thomas Agency for collections.

Mr. Libby moved and Mr. Hathorne seconded a motion for the Town Manager to check the notice requirement of the Freeport contract; authorize the Town Manager to sign the contract with Medical Reimbursement Services for EMS billing, effective February 1, 2016, pending Town Manager's review of Freeport contract; authorize the Town Manager to sign the contract with Thomas Agency for collections; Town Manager to clarify the one-time administration fee of \$200/\$250; and Freeport billing accounts go directly to Thomas Agency and not through Medical Reimbursement Services. The motion carried on a vote of 5-0.

V. APPROVE FY16 WARRANTS AND PAYROLLS #24, #25, #26 and #27

Ms. Chase moved and Mr. Libby seconded a motion to approve FY16 Warrants and Payrolls #24, #25, #26 and #27. The motion carried on a vote of 5-0.

VII. LEGAL

None.

VIII. WRITTEN COMMUNICATION

A. Approve Minutes of the December 7, 2015, Board of Selectmen's Meeting

Ms. Chase moved and Mr. Libby seconded a motion to approve the Minutes of the December 7, 2015, Board of Selectmen's Meeting. The motion carried on a vote of 4-0-1, with Mr. McHenry abstaining.

IX. ORAL COMMUNICATION

A. Selectmen

Stephen Hathorne – said he would like to remind everyone to stay off lakes and ponds. He said the ice is not safe and to please take precaution.

Laura Sturgis - said she was impressed with the new residents that were appointed earlier that evening to the Budget Committee.

Linda Chase – no comments.

Steven Libby – said the CIP Committee finished their ratings and forwarded them to him to be tabulated. He said the Committee will meet to review their rankings and make their recommendations. He said staff did a great job preparing their requests and thanked them along with Mr. First and Ms. Myers. Mr. Libby said the Fire Chief search is continuing with three second round interviews complete and one more that week. He said working with the Town Manager and representatives from the Fire and Rescue Department has been enjoyable and the committee should reach a decision in the near future.

Joshua McHenry – the MSAD #15 School Department is looking for families to host exchange students at the end of January. He said there are 25 students from South Korea that will arrive on January 20th and leave on January 30th. He said the cost, which will be minimal to host families, would be for food, transportation to school and students would not need their own bedroom. He said anyone interested in hosting or needs additional information, to contact Kathy Hanson, (207) 653-1007. Mr. McHenry wished everyone a Happy New Year.

B. Town Manager

Mr. First said he is sorry to report the passing of David Lunt. He said Mr. Lunt was a former Selectman and served on several Town committees and the CDBG Oversight Board. He said those that knew Dave, knew how he cared for people and Town of New Gloucester. He said a Celebration of his Life would be held on January 9th, at 1:00 p.m., at Amvets Hall, Route 100, New Gloucester.

Mr. First said at the last Board meeting, the Cable TV Committee was present to discuss unanticipated maintenance of the broadcast equipment and how it best be handled. He said he met with Mr. MacGregor, as directed by the Board, reviewed their needs, and decided to place a very short warrant article on the Town Meeting warrant to request a limited amount of funds from the Time Warner Grant Account, and if the funds are not needed, they will go back into the account at year end.

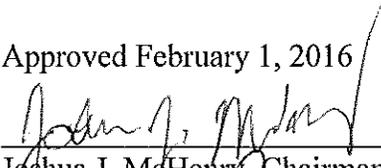
Mr. First said Mike O'Donnell has been meeting with three of the largest owed Personal Property Accounts. He said a payment plan is in place for one, and Mr. O'Donnell is working with the other two on a plan of resolution.

C. Boards & Committees

X. ADJOURN

Mr. Hathorne moved and Ms. Sturgis seconded a motion to adjourn at 9:19 p.m. The motion carried on a vote of 5-0.

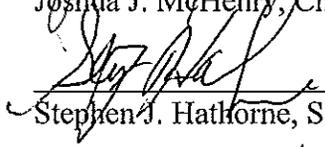
Approved February 1, 2016



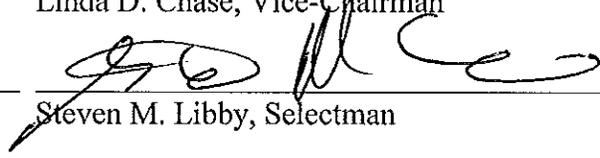
Joshua J. McHenry, Chairman



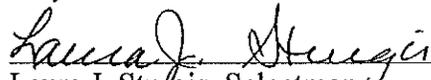
Linda D. Chase, Vice-Chairman



Stephen J. Hathorne, Selectman



Steven M. Libby, Selectman



Laura J. Sturgis, Selectman