

MINUTES
Town of New Gloucester
BOARD OF ASSESSOR'S & BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, July 18, 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, Linda Chase, called the meeting to order at 7:04 p.m. Present were Chairman, Linda Chase; Vice-Chairman, Laura Sturgis; Selectmen, Lenora Conger, Stephen Hathorne and Steven Libby; Town Manager, Paul First; and Recorder, Sharlene Myers.

II. To See What Action the Board Wishes to take in Regard to 2016-17 Abatements, Batch #1

Mr. Libby said he had concerns on how the letter was addressed to the property owner and asked that it be corrected.

Mr. Libby moved and Ms. Sturgis seconded a motion to approve 2016-17 Abatements, Batch #1, as discussed. The motion carried on a vote of 5-0.

III. ADJOURN

Mr. Libby moved and Ms. Sturgis seconded a motion to adjourn the Board of Assessor's Meeting at 7:06 p.m. The motion carried on a vote of 5-0.

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Linda Chase, called the meeting to order at 7:07 p.m. Present were Chairman, Linda Chase; Vice-Chairman, Laura Sturgis; Selectmen, Lenora Conger, Stephen Hathorne and Steven Libby; Town Manager, Paul First; and Recorder, Sharlene Myers.

II. SCHEDULE NEXT MEETING:

Board of Selectmen Meeting – 7:00 p.m., Monday, August 1, 2016

A. Adjustments to the Agenda

None.

III. PUBLIC PARTICIPATION

A. Presentation – Aimee Senatore, Sebago Lakes Chamber of Commerce

Aimee Senatore, Executive Director of the Sebago Lakes Chamber of Commerce, spoke to the Board concerning the creating of a 30-minute video showcasing the 10 communities that are members of the Sebago Lakes Chamber of Commerce. She said each Town will get three-minutes to showcase their Town for the benefit of visitors and tourism. She said the cost of participating in the video is \$2,100 and the Town will have use of the video for promotion purposes and to share on the website. Ms. Senatore said the video is phase 2 of a three phase project. She said phase 1 was signage, which New Gloucester participated in; and phase 3, will involve the use of social media.

Ms. Chase said phase 2 is a great idea and suggested that when phase 3 is ready to roll out, to please keep in mind that municipalities have to plan for expenditures in their budgets and to keep the budget cycle in mind.

B. Other

None.

IV. SCHEDULED ITEMS

4.00 To See What Action the Board Wishes to take in Regard to Sebago Lakes Region Chamber Travel and Tourism Promotional Video

Mr. Libby asked Mr. First where the funding would come from for the video.

Mr. First said the invoice that Ms. Senatore sent to the Town is dated June 8, 2016, so the funds could come from the FY16 budget. He said the FY16 unbudgeted account balance was approximately \$1,600 and the balance could from the Administration Budget.

Mr. Hathorne said he is opposed to spending the funds on the video. He said a couple years ago, the Board approved spending \$4,000 on a video.

Mr. Libby moved and Ms. Sturgis seconded a motion to approve the Town partnering with the Sebago Lakes Region Chamber of Commerce for Phase 2, the creation of a Travel and Tourism Promotional Video, for \$2,100; funding to come from the FY16 Budget; and the Town Manager will be the point person on this project. The motion carried on a vote of 4-1, with Mr. Hathorne opposing.

4.01 To See What Action the Board Wishes to take in Regard to the Acceptance of a \$95,000 grant from the State of Maine for Morse Road Culvert Replacement

Mr. First said the Town Planner included a memo to the Board pertaining to the Board formally accepting the \$95,000 grant from the State of Maine for the Morse Road Culvert Replacement at the Brandy Brook crossing. He said the State would like a commitment from the Town to ensure the grant monies are encumbered; and the Town could still return the grant funds down the line if the project comes in over budget. Mr. First said he believes the Town Planner has secured additional grant funds for that contingency.

Mr. Libby moved and Mr. Hathorne seconded a motion to accept the \$95,000 grant and the Public Works Department will administer the grant, as appropriate. The motion carried on a vote of 5-0.

4.02 To See What Action the Board Wishes to take in Regard to Bid Proposals for Transfer Station Roll-off Container

The following bids were received and opened for the Transfer Station Roll-off Container RFP:

Pine Tree Waste, Inc., Scarborough, ME
\$ 9,236 (includes: sign and crash plates; freight)

Maine Equipment Co., Inc., Hermon, ME
\$ 9,850 (option: crash plate \$225)

Mr. Libby moved and Ms. Sturgis seconded a motion for the Public Works Director to review the bids and bring his recommendation to the August 1st, Board of Selectmen's meeting. The motion carried on a vote of 5-0.

4.03 To See What Action the Board Wishes to take in Regard to Bid Proposals for Public Works One-Ton Pick-up Truck RFP

The following bids were received and opened for the Public Works One-Ton Pick-up Truck RFP:

Auburn Motor Sales, Auburn, ME
\$ 42,123.50 (Total Bid)
\$ 4,900.00 (Trade-in Value) (included in Total Bid)
\$ 1,050.00 (6 Steel Wheels)

Quirk Chevrolet, Portland, ME
\$44,225.00 (Total Bid)
\$ 5,000.00 (Trade-in Value)
\$ 2,370.00 (6 Aluminum Wheels) (included in Total Bid)

O'Connor GMC, Augusta, ME
\$47,136.00 (Total Bid)
\$ 3,888.00 (Trade-in Value)

Mr. Libby moved and Mr. Hathorne seconded a motion for the Public Works Director to review the bids and bring his recommendation to the August 1st, Board of Selectmen's meeting. The motion carried on a vote of 5-0.

4.04 To See What Action the Board Wishes to take in Regard to Bid Proposals for Public Works Lawn Mower RFP

The following bids were received and opened for the Public Works Lawn Mower RFP:

Wescott & Sons, Inc., Gorham, ME
Model: Kubota F2690
\$15,788.00 (Base Bid)
\$ 3,400.00 (72" Deck)
\$ 4,403.00 (60" Broom)
\$ 5,400.00 (Comfort Cab)
\$ n/a (Ext. Warranty)

Wallingford Equipment Co., Auburn, ME
Model: Kubota F2690E
\$16,890.00 (Base Bid)
\$ included (72" Deck)
\$ 4,890.00 (60" Broom)
\$ 4,790.00 (Comfort Cab)
\$ 1,300.00 (Ext. Warranty)

Union Farm Equipment, Inc., Union, ME
Model: Kubota F2690
\$18,900.00 (Base Bid)
\$ included (72" Deck)
\$ 4,990.00 (60" Broom)
\$ 5,190.00 (Comfort Cab)
\$ 1,300.00 (Ext. Warranty)

Hall Implement Co., Windham, ME
Model: John Deere 1575
\$26,436.42 (Base Bid)
\$ 3,638.24 (72" Deck)
\$ 5,111.31 (60" Broom)
\$ included (Comfort Cab)
\$ 858.00 (Ext. Warranty)

Hall Implement Co., Windham, ME
 Model: John Deere 1570
 \$20,204.85 (Base Bid)
 \$ 3,638.24 (72" Deck)
 \$ 5,111.31 (60" Broom)
 \$ n/a (Comfort Cab)
 \$ 858.00 (Ext. Warranty)

Hall Implement Co., Windham, ME
 Model: John Deere 997-72
 \$16,491.98 (Base Bid)
 \$ included (72" Deck)
 \$ n/a (60" Broom)
 \$ n/a (Comfort Cab)
 \$ 813.00 (Ext. Warranty)

Moridge Manufacturing, Inc., Moundridge, KS
 Model: Grasshopper 725DT
 \$11,040.00 (Base Bid)
 \$ 2,707.50 (72" Deck)
 \$ 4,201.60 (60" Broom)
 \$ 2,392.00 (Comfort Cab)
 \$ n/a (Ext. Warranty)

Hammond Tractor Co., Auburn, ME
 Model: John Deere 1570
 \$19,979.00 (Base Bid)
 \$ 3,517.00 (72" Deck)
 \$ 3,584.00 (60" Broom)
 \$ 5,874.00 (Comfort Cab)
 \$ 840.00 (Ext. Warranty)

Mr. Libby moved and Mr. Hathorne seconded a motion for the Public Works Director to review the bids and bring his recommendation to the August 1st, Board of Selectmen's meeting. The motion carried on a vote of 5-0.

4.05 To See What Action the Board Wishes to take in Regard to Bid Proposals for Sand & Gravel RFP

The following bids were received and opened for the Sand & Gravel RFP:

Pike Industries, Inc., Westbrook, Maine
 Sub-Base \$ 8.00 / cubic yard
 Base \$ 11.25 / cubic yard
 Standard Surface \$ 8.00 / cubic yard
 M.D.O.T. Surface \$ 11.25 / cubic yard
 Winter Sand \$ 7.40 / cubic yard

Gorham Sand & Gravel, Inc., Buxton, Maine

Sub-Base	\$	10.00 / cubic yard
Base	\$	15.00 / cubic yard
Standard Surface	\$	15.00 / cubic yard
M.D.O.T. Surface	\$	15.00 / cubic yard
Winter Sand	\$	7.00 / cubic yard

Duayne Maschino & Son Sand & Gravel, New Gloucester, Maine

Sub-Base	\$	7.00 / cubic yard
Base	\$	9.00 / cubic yard
Standard Surface	\$	no bid / cubic yard
M.D.O.T. Surface	\$	no bid / cubic yard
Winter Sand	\$	no bid / cubic yard

Emerson Excavating, Windham, Maine

Sub-Base	\$	6.00 / cubic yard
Base	\$	6.00 / cubic yard
Standard Surface	\$	7.25 / cubic yard
M.D.O.T. Surface	\$	8.50 / cubic yard
Winter Sand	\$	no bid / cubic yard

Bowie Excavating, New Gloucester, Maine

Sub-Base	\$	no bid / cubic yard
Base	\$	no bid / cubic yard
Standard Surface	\$	no bid / cubic yard
M.D.O.T. Surface	\$	no bid / cubic yard
Winter Sand	\$	6.00 / cubic yard

Portland Sand & Gravel, Inc., Cumberland, Maine

Sub-Base	\$	6.00 / cubic yard
Base	\$	13.00 / cubic yard
Standard Surface	\$	13.00 / cubic yard
M.D.O.T. Surface	\$	13.00 / cubic yard
Winter Sand	\$	5.00 / cubic yard

M-T Pit, New Gloucester, Maine

Sub-Base	\$	no bid / cubic yard
Base	\$	no bid / cubic yard
Standard Surface	\$	no bid / cubic yard
M.D.O.T. Surface	\$	no bid / cubic yard
Winter Sand	\$	4.00 / cubic yard

Mr. Libby moved and Ms. Conger seconded a motion for the Public Works Director to review the bids and bring his recommendation to the August 1st, Board of Selectmen's meeting. The motion carried on a vote of 5-0.

4.07 To See What Action the Board Wishes to take in Regard to Morse Road Change Order #1

Ted Shane, Public Works Directors, said the contractor for the Morse Road project would like to remove the guardrails at the bridge to be able to cut and fill the area correctly. He said there is no cost to remove them but the cost would be approximately \$2,500 to put the guardrails back in place. He said there are adequate funds in the budget to cover this cost.

Mr. Libby moved and Mr. Hathorne seconded a motion to increase the contract amount for Mainline Fence for \$2,500 to cover the guardrail work at the river bridge. The motion carried on a vote of 5-0.

4.06 To See What Action the Board Wishes to take in Regard to Summer 2016 Road Paving Recommendations

Mr. Shane said his spreadsheet shows the cost of paving the four roads on the Pavement Management Schedule, which is estimated to be approximately \$18,000 under budget. He said if the costs of asphalt continues to decrease, there is a possibility he might be able to pave one more road. He said he listed three other roads on the spreadsheet which are scheduled to be paved in FY18 and of the three roads, Short Bennett Road would be his choice for pavement.

Mr. Libby asked if any of the four roads could be done with a shim coat only this year.

Mr. Shane said possibly Meadow Lane. He said he would like to come back to the Board in August when he has a better idea of where the costs stand.

Mr. Libby moved and Ms. Sturgis seconded a motion to approve the paving of North Pownal Road, Mayall Road and Dougherty Road as planned and the Public Works Director report back to the Board in August with options on Meadow Lane and Short Bennett Road. The motion carried on a vote of 5-0.

4.08 To See What Action the Board Wishes to take in Regard to Retaining Paul Larrivee, Forester, to Assist with Timber Harvest of 611 Lewiston Road

Mr. Libby said when he has walked the 611 Lewiston Road property, he noticed there were several older oak and pine trees that looked like they could be harvested. He said whether the proposed public works facility is built there or not, the trees could bring in revenue for the Town. He said he contacted Paul Larrivee, a local forester, and asked what he would charge to assist with the timber harvesting of the property. He said the estimate is approximately \$530.

Mr. Hathorne asked if there were other Town owned properties that were ready to be cut. He said it would a good opportunity for Mr. Larrivee to look at the other properties.

Mr. Libby moved and Mr. Hathorne seconded a motion to retain Paul Larrivee to mark the trees at the 611 Lewiston Road property, review the bids, inspections of the lot, and review the trip tickets and scale sheets, for an estimated cost of \$500-\$600. The motion carried on a vote of 5-0.

4.09 To See What Action the Board Wishes to take in Regard to Quitclaim Deed for 167, 169 and 171 Beaver Dam Road

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Quitclaim Deeds for 167, 169 and 171 Beaver Dam Road. The motion carried on a vote of 5-0.

4.10 To See What Action the Board Wishes to take in Regard to Quitclaim Deed for 168 North Pownal Road

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Quitclaim Deed for 168 North Pownal Road. The motion carried on a vote of 5-0.

4.11 To See What Action the Board Wishes to take in Regard to Quitclaim Deed for 174A Sabbathday Road

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Quitclaim Deed for 174A Sabbathday Road. The motion carried on a vote of 5-0.

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

The Board discussed changes to the Selectmen's Activity List as follows:

Mark as Complete:

2, 11, 22, 23, 27, 30, 31 and 37

Change Board Representative:

#1 remove Joshua McHenry and add Lenora Conger

#10 remove Joshua McHenry and add Lenora Conger

#15 remove Joshua McHenry and add Laura Sturgis

#18 remove Joshua McHenry and leave blank

Change Completion as of:

#7 remove 9/30/15 and change to ongoing

#8 remove 12/31/15 and change to ongoing

Change Title of Action Items:

#8 change date of 2013 to 2014

#9 add Linda and Lynn

#11 remove words Fire Ponds and add Dam

Add under TM Comments:

#25 look into grant program

#26 look into grant program

#32 look into grant program

Additional Items:

#38 Fire/Rescue Compensation, 12/31/16, ALL

#39 Cable TV Staffing/Volunteer Plan, ongoing, Laura Sturgis

Mr. Libby moved and Mr. Hathorne seconded a motion to Mr. First and Ms. Myers update the Selectmen's Activity List, as discussed and bring back to the next meeting. The motion carried on a vote of 5-0.

V. APPROVE FY16 WARRANTS AND PAYROLLS #52 and #53; FY17 WARRANTS AND PAYROLLS #1, #2 and #3

Mr. Libby moved and Mr. Hathorne seconded a motion to approve FY16 Warrants & Payrolls #52 and #53; an FY17 Warrants and Payrolls #1, #2 and #3. The motion carried on a vote of 5-0.

VI. APPOINTMENTS

A. Resignation of Frank Chambers from the *Public Safety Committee*

Mr. Hathorne moved and Ms. Sturgis seconded a motion to accept the resignation of Frank Chambers from the Public Safety Committee, with regret. The motion carried on a vote of 5-0.

B. Appointment – Public Works Design Committee (one-vacancy)

Joe Davis – would like to be appointed

Mr. Libby moved and Ms. Hathorne seconded a motion to appoint Joe Davis to the Public Works Design Committee. The motion carried on a vote of 5-0.

C. Appointment – Animal Control Officer

Louis Talarico – would like to be appointed

Mr. Libby said some Animal Control calls are confrontational including serious threats. He said he has concerns with the demeanor of Mr. Talarico handling these types of calls and would be voting against the appointment.

Mr. First said he appreciates Mr. Talarico stepping forward for this position. He said he has experience with animals but it is not the animals that are the problem, the people are. He said with New Gloucester not having their own police department, it makes for some very difficult situations on some of the animal control calls. He said the appointed officer needs to be a good communicator, very patient and does not upset easily.

Mr. Talarico said that when he previously applied several months ago when the position was open, Mr. First was in support of him and his application. He said he has a master's degree, has cared for many types and sizes of animals, has assisted with a couple animal distressed calls, has raised his three children and is very qualified for this position.

Mr. Hathorne moved to take no action. There was no second. Motion failed.

Mr. Libby moved and Ms. Sturgis seconded a motion to appoint Louis Talarico as Animal Control Officer. The motion failed on a vote of 0-4-1, with Ms. Conger, Mr. Hathorne, Mr. Libby and Ms. Sturgis opposing, and Ms. Chase abstaining.

VII. LEGAL

None.

VIII. WRITTEN COMMUNICATION

A. Approve Minutes of the June 18, 2016 Board of Selectmen's Meeting

Mr. Hathorne moved and Mr. Libby seconded a motion to approve the Minutes of the June 18, 2016, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

IX. ORAL COMMUNICATION

A. Selectmen

Stephen Hathorne – said there will be a benefit spaghetti supper for Eric Ray on Saturday, July 23rd, at the Fraternal Order of Eagles, from 4:00-7:00 p.m. He said the cost is \$10 for an adult and \$6 for kids.

Laura Sturgis – said the Library held their annual Pet Show the previous Tuesday. She said it was a great time had by all.

Lenora Conger – no comments.

Steven Libby – said he was glad to hear the Canoe/Kayak rentals at the Fairgrounds is doing well.

Linda Chase – no comments,

B. Town Manager

Mr. First said the Canoe/Kayak rentals at the Fairgrounds has had twelve families utilize the use of them. He said anyone interested must go to the Library to fill out the form and obtain the key. He said he is looking forward to using the kayaks himself.

Mr. First said the Code Enforcement Officer and himself visited Ron Henry and have drafted a consent agreement proposal that will be brought to the Board at an upcoming meeting.

Mr. First said he had the pleasure of awarding the Boston Post Cane to Lillian Picard, New Gloucester's oldest citizen, who will be 97 in September. He said Mr. Hathorne and Ms. Sturgis joined him in presenting her with a certificate along with her pastor and friends.

- C. Dept. Heads
- D. Boards & Committees

X. ADJOURN BOARD OF SELECTMEN'S MEETING AND ENTER INTO BOARD OF SELECTMEN'S WORKSHOP (EMS Billing Rates)

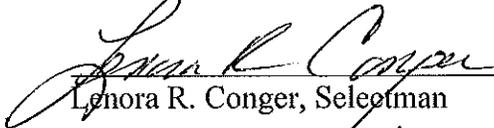
Mr. Hathorne moved and Ms. Sturgis seconded a motion to adjourn the Board of Selectmen's Meeting at 9:04 p.m., and enter in the Selectmen's Workshop to discuss EMS Billing Rates. The motion carried on a vote of 3-2, with Ms. Sturgis and Mr. Hathorne opposing.

Approved August 1, 2016



Linda D. Chase, Chairman

Steven M. Libby, Vice-Chairman



Lenora R. Conger, Selectman

Stephen J. Hathorne, Selectman



Laura J. Sturgis, Selectman