

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, March 21, 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 SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Linda Chase, called the meeting to order at 7:03p.m. Present were 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, April 4, 2016

A. Adjustments to the Agenda

None.

III. PUBLIC PARTICIPATION

Kathleen Potter, resident and CIP Committee member, spoke to the Board concerning the Fire/Rescue Equipment Capital Reserve Request of \$107,500. She said the Selectman voted to send to Town Meeting that \$26,875 be placed in the Reserve Account. She says she has concerns with the balance and upcoming vehicle purchases in FY18 and would like to see more money placed in the account. Ms. Potter asked if there was a less expensive way or investigate new ideas, to do the Cistern. She said that part of Town is in need and we need to take care of the infrastructure. Ms. Potter also suggested to be thinking of the future and how to help fund taxes for the elderly.

Mr. Libby said the Public Works Equipment Capital Reserve account was running tighter and the Board voted to place a larger amount in that account. He said there is only so much money available and it was split between the Public Works, Transfer Station, Fire/Rescue and Bridge accounts.

IV. SCHEDULED ITEMS

4.83 To See What Action the Board Wishes to take in Regard to Fairgrounds Action Plan

Will Johnston, Town Planner, gave a brief power point presentation on the Fairgrounds Action Plan and what it entails. He said he would like the Board to adopt the plan as a working document.

Mr. Libby thanked the Mr. Johnston, Harvey Price, Parks & Recreation Director, and the Committee for their hard work.

Mr. Libby moved and Ms. Sturgis seconded a motion to endorse the Fairgrounds Action Plan as a working document. The motion carried on a vote of 4-0.

4.84 To See What Action the Board Wishes to take in Regard to Acceptance of Library Grant

Ms. Chase read the letter from the Stephen & Tabitha King Foundation on the \$40,000 Grant given to the Library.

Tim Terranova, Chairman of the Library Board of Trustees, said Suzan Hawkins, Librarian, put a lot of hard work into this Grant. He is very proud of her and everyone's accomplishments. He said this grant will replace the Library roof and other needed work if funds allow.

Mr. Libby said nice work done by all.

Mr. First said he was proud of the Staff and Trustees for receiving this grant.

Mr. Libby moved and Ms. Sturgis seconded a motion to accept the \$40,000 Grant from the Stephen & Tabitha King Foundation. The motion carried on a vote of 4-0

4.85 To See What Action the Board Wishes to take in Regard to Road Name Approval Application for Missy Drive

Mr. First said the street map indicates Missy Drive but the index on the map states Missy Lane. He said this is to clarify the road name and everyone on this road has signed the application.

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Road Name Application for Missy Drive. The motion carried on a vote of 4-0.

4.86 To See What Action the Board wishes to take in Regard to Revisions to EMS Billing Policy

Mr. First said the policy changes are highlighted in red.

Mr. Libby said on Page 1, why is the months of collection changed from five to four.

Ms. Chase said four months makes sense and it places this policy in line with similar service providers.

Mr. Libby said on Page 3, the wording is changing to Town Manager or Deputy Treasurer, why.

Mr. First said this pertains to payment plans and added this to empower the Deputy Treasurer. He said she works with these accounts and wanted to allow her the ability to make decisions. He said she will keep him informed on the payment plans and if there are any issues, they will discuss them. He said he could remove it if the Board so wished.

Mr. Libby said he doesn't like to set policy based on an individual. He said he prefers to have the person setting payment plans in reach, meaning the Board can talk to the Town Manager but the Town Manager talks with staff. He said if it could be worded "with consultation", that would work.

Mr. First said he could add that and make it work.

Mr. Libby asked Mr. First to explain the last sentence that was added.

Mr. First said that was added so when an account goes to collection, it gives them the ability to negotiate or settle the account, if needed.

Mr. Libby said the last sentence should include a notification piece to the Board.

Mr. Libby said the Board needs to know when the negative amounts are written off, possibly quarterly.

Mr. First said quarterly is too much. He said once every six months but it's up to the Board.

Mr. Libby moved and Ms. Sturgis seconded a motion for a clean copy of the policy to come back to the Board. The motion carried on a vote of 4-0.

4.87 To See What Action the Board Wishes to take in Regard to New EMS Rates

Mr. First said the rates were set back when the program was started. He said the billing company says the Town's rates are low.

Mr. Hathorne asked why the Fire Department is not recommending making changes. He said when the service was first set up, the Town chose not to charge for some services. He said he recommends looking into changing what can be charged.

Mr. First said he did speak with the Fire Chief.

Mr. Libby asked to look at rates of surrounding towns and insurance reimbursables.

No action taken.

4.88 To See What Action the Board Wishes to take in Regard to Closing Town Office Early for Annual Town Meeting

Mr. First said he would like the staff to have time to cash up, eat dinner and set up at the school before registration opens at 6:30pm. He said he is recommending 4:30 or 5:00 p.m.

Mr. Libby moved and Mr. Hathorne seconded a motion to close Town Hall at 5:00p.m., on Monday, May 2nd, for the Annual Town Meeting. The motion carried on a vote of 4-0.

4.89 To See What Action the Board Wishes to take in Regard to Conveyance of Mobile Home at 275 Lewiston Road

Mr. First said the Town forecloses on this mobile each year and the mobile home is of vintage year. He said the cost of disposing of the mobile home would cost more than its worth. He said he is recommending the Board give their approval to convey this mobile home to the bank and give him permission to sign the bill of sale

Mr. Libby moved and Ms. Sturgis seconded a motion to convey the mobile home to Citi Mortgage Inc., and give the Town Manager permission to sign the Bill of Sale. The motion carried on a vote of 4-0.

4.90 To See What Action the Board Wishes to Take in Regard to Review of FY17 Budget and May 2, 2016, Annual Town Meeting Warrant

The Board made the following changes and motions pertaining to the Annual Town Meeting Warrant:

Mr. Libby moved and Mr. Hathorne seconded a motion to match the Budget Committee's recommendation of \$388,979 for Warrant Article #2. The motion carried on a vote of 4-0.

Mr. Libby moved and Ms. Chase seconded a motion to match the Budget Committee's recommendation of \$4,650 for Account #137, Interagency. The motion carried on a vote of 4-0.

Ms. Sturgis moved and Ms. Chase seconded a motion to match the Budget Committee's recommendation of \$20,000 for Account #135, Cemeteries. The motion carried on a vote of 2-1-1, with Mr. Hathorne opposing and Mr. Libby abstaining.

The total for Warrant Article #3 is \$61,024.

Mr. Libby moved and Mr. Hathorne seconded a motion to match the Budget Committee's recommendation of \$422,995 for Warrant Article #4. The motion carried on a vote of 4-0.

Mr. Libby moved and Mr. Hathorne seconded a motion to match the Budget Committee's recommendation of \$936,068 for Warrant Article #5. The motion carried on a vote of 4-0.

Mr. Libby moved and Mr. Hathorne seconded a motion to match the Budget Committee's recommendation of \$231,884 for Warrant Article #6. The motion carried on a vote of 4-0.

Mr. Libby moved and Ms. Sturgis seconded a motion to match the Budget Committee's recommendation of \$138,165 for Warrant Article #7. The motion carried on a vote of 4-0.

Mr. Libby moved and Mr. Hathorne seconded a motion to increase Account 109 Insurance, to \$381,575 due to new information. The motion carried on a vote of 4-0.

The total for Warrant Article #8 is \$745,275.

Mr. Libby moved and Mr. Hathorne seconded a motion to recommend a total of \$247,000 for Warrant Article #9. The motion carried on a vote of 4-0.

The Board removed Warrant Articles #10, Library Roof Repair, due to the receiving of the grant; and #14, Public Works Garage Facility, due to the funding request not finalized or ready for the May Town Meeting.

V. APPROVE FY16 WARRANTS AND PAYROLLS #37 and #38

Mr. Libby moved and Ms. Sturgis seconded a motion to approve FY16 Warrants and Payrolls #37 and #38. The motion carried on a vote of 4-0.

VI. APPOINTMENTS

None.

VII. LEGAL

None.

VIII. WRITTEN COMMUNICATION

A. Approve Minutes of the March 7, 2016 Board of Selectmen's Meeting

Ms. Sturgis said on Page 2, Scheduled Item #4.82, last sentence, the word "god" should have a capital "God"; and on Page 5, Legal, first sentence, the word "trail" should be "trial".

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Minutes of the March 7, 2016, as amended. The motion carried on a vote of 4-0.

IV. ORAL COMMUNICATION

A. Selectmen

Stephen Hathorne – said the calendar shows a foreclosure meeting on March 29th and asked what this meeting entails and why is it scheduled for 8:00a.m.

Mr. Libby said the Foreclosure Committee meets once a year, prior to the Town Meeting, to discuss the foreclosed accounts. He said this year there is fourteen properties, twelve different owners. He said the Committee reviews each property and makes their recommendations.

Mr. First said he sent out three dates/times and the March 29th date at 8:00 a.m. worked best for the Committee. He said he also was trying to schedule the meeting to allow Ms. Myers to be there where she works with the accounts.

Laura Sturgis – no comments.

Steven Libby – no comments.

Linda Chase – no comments.

B. Town Manager

Mr. First said nomination papers are available at Town Hall beginning March 21st. He said there are two Selectmen, three SAD #15 School Board and one Water District Trustee openings. He said papers must be returned by April 29, 2016.

C. Dept. Heads

None.

D. Boards & Committees

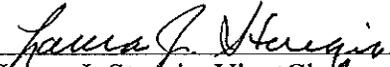
None.

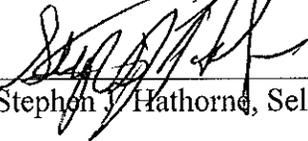
X. ADJOURN

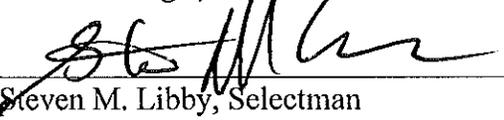
Mr. Hathorne moved and Mr. Libby seconded a motion to adjourn at 8:30 p.m. The motion carried on a vote of 4-0.

Approved April 4, 2016


Linda D. Chase, Chairman


Laura J. Sturgis, Vice Chairman


Stephen J. Hathorne, Selectman


Steven M. Libby, Selectman