

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
6:00 p.m.
Monday, May 4, 2020
Via Zoom

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Linda Chase, called the meeting to order at 6:01 pm. Present were Chairman, Linda Chase; Vice-Chairman, Karen Gilles; Selectmen, George Colby, Joseph Davis and Tammy Donovan; Town Manager, Paul First; and Recorder, Sharlene Myers.

II. PLEDGE OF ALLEGIANCE

All joined in the pledge of allegiance.

III. SCHEDULE NEXT MEETING:

A. Adjustments to the Agenda

None.

IV. PUBLIC COMMENTS

Ms. Chase said there would be no public comment on the proposed FY21 Budget at this meeting. She said there will be a Public Hearing on Tuesday, May 12th, where anyone who wishes to speak on the Budget may at that time. She said the Selectmen has received all comments emailed or mailed in and they will also be forward to the Budget Committee.

V. OLD BUSINESS

A. Prior Meeting Update – Selectmen Chair

None.

B. Prior Meeting Update – Town Manager

None.

VI. NEW BUSINESS

A. Updates

a. Selectmen

Karen Gilles – no comments.

Joseph Davis – no comments.

Tammy Donovan – said she is in hopes all will be up and running in the State soon.

George Colby – no comments.

Linda Chase – no comments.

b. Town Manager

Paul First, Interim Town Manager, said the following:

- 1) Management is working on the details of the Governor's new opening plan pertaining to bringing back services.
- 2) Transfer Station will be accepting recyclables and bulk waste beginning on Tuesday. No universal waste is allowed.
- 3) Extends his gratitude to the Fire and Rescue Department during this pandemic and thank you to the Chief, the Officers, the Per Diems and the membership.

c. Dept. Heads

Toby Martin, Fire & Rescue Chief, said the following:

- 1) The Department has received the Edward McDonald Safety Enhancement Grant, which is a 1/3 match of \$700. He said this match will be utilized for the purchase of accountability tags.
- 2) The Department held their first training session with other Departments via Zoom, which was hosted by the Gray Department.
- 3) There is a water main break on Morse Road, towards Pineland, and might take all evening to repair.
- 4) Utility 1 pickup is used by the department for wires down, mutual aid, towing of the trailer amongst other things. The hitch failed due to rust. It was brought to a local establishment and estimates of \$4,000-\$6,000 to repair for a sticker. Looking for guidance on what to do.

Mr. Colby said it is not worth putting the money into.

Mr. First said he will look into this further the next day.

Ted Shane, Public Works Director, said the following:

- 1) Due to the Morse Road water main break, the fire hydrants are not working in that area.
- 2) Supports the Fire Chief pertaining to the truck. The vehicle is not worth much and this should go back to CIP due to new information. Currently, Public Works leaves a truck at night and on the weekends and if the Fire Department needed a vehicle in an emergency, a Public Works could help with a vehicle, but unable to do this long term.
- 3) Street sweeping will be starting on Tuesday, May 5th.

d. Boards & Committees

Kathleen Potter, CIP Committee Member, said the department needs a vehicle and it should be replaced.

B. Action Items

5.38 To See What Action the Board Wishes to take in Regard to Bid Proposals for Public Works Tree Cutting RFP

The following bids were received:

Sayward Tree Raymond, Maine	\$31,000
Tip Line Tree Service, Inc. New Gloucester, ME	\$30,000
Thomas Timber Harvesting & Trucking LLC Orford, NH	\$114,500

Mr. Shane said the budget is \$23,000 for tree cutting.

Ms. Gilles moved and Mr. Colby seconded a motion to send the bids to staff for review and make their recommendations at a future meeting. The motion carried on a vote of 5-0.

5.39 To See What Action the Board Wishes to take in Regard to Charter Commission

Ms. Chase said the John Salisbury sent an email requesting the Board to place a question on the November ballot, if the Town would like to create a Charter Commission.

Mr. Davis moved and Ms. Donovan seconded a motion to place the question on the November 2020 ballot.

Ms. Gilles and Ms. Chase both stated that the residents of the Town voted last year to not establish a Charter Commission and to place this again on the ballot would be over riding their vote.

The motion carried on a vote of 1-4, with Ms. Chase, Mr. Colby, Ms. Donovan and Ms. Gilles opposing.

5.40 To See What Action the Board Wishes to take in Regard to Committee Meeting Zoom Guidance and Allowing Committees to Meet

Mr. First said this is a memo to Boards and Committees with guidelines in order for them to begin meeting via Zoom. He said Ms. Myers will serve as the host of the meetings and would be the person the chairman should contact to set up a meeting date. He said if approved, this memo will be sent to all Board and Committee chairs.

Mr. Colby moved and Ms. Gilles seconded a motion to accept the memo outlining the guidelines for Board and Committees to meet via Zoom. The motion carried on a vote of 5-0.

5.41 To See What Action the Board Wishes to take in Regard to Soft Opening of Town Hall

Mr. First said some area Towns are opening up this week and is recommending the follow for Town Hall:

- 1) Plexi-glass shield covering the window opening
- 2) Hours of Town Hall are reduced during the soft opening
- 3) By appointment only – every ½ hour
- 4) Face masks must be worn

Mr. Davis moved and Ms. Gilles seconded a motion to move ahead with the soft opening of Town Hall as stated. The motion carried on a vote of 5-0.

5.42 To See What Action the Board Wishes to take in Regard to Quitclaim of Map 7 Lot 83

Mr. Colby moved and Ms. Donovan seconded a motion to sign the Quitclaim of Map 7 Lot 83. The motion carried on a vote of 5-0.

5.43 To See What Action the Board Wishes to take in Regard to Approving Minutes of the April 17, 2020, Special Board of Selectmen's Meeting

Ms. Donovan moved and Mr. Davis seconded a motion to approve the Minutes of the April 17, 2020 Special Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

5.44 To See What Action the Board Wishes to take in Regard to Approving Minutes of the April 22, 2020, Special Board of Selectmen's Meeting

Ms. Gilles moved and Mr. Colby seconded a motion to approve the Minutes of the April 22, 2020, Special Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

VII. ADJOURN

Mr. Colby moved and Ms. Donovan seconded a motion to adjourn at 6:50pm. The motion carried on a vote of 5-0.

Approved May 18, 2020

Linda D. Chase, Chairman

Karen L. Gilles, Vice-Chairman

George W. Colby

Joseph S. Davis

Tammy L. Donovan

This meeting took place on May 18, 2020 via Zoom.

Mr. Davis moved and Ms. Donovan seconded a motion to approve the Minutes of the May 4, 2020, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.