

**MINUTES**  
**Town of New Gloucester**  
**BOARD OF SELECTMEN'S MEETING**  
**7:00 p.m.**  
**Monday, June 1, 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](http://www.newgloucester.com)*

## **BOARD OF SELECTMEN'S MEETING**

### **I. CALL THE MEETING TO ORDER & ATTENDANCE**

Chairman, Steven Libby, called the meeting to order at 7:00 p.m. Present were Chairman, Steven Libby; Vice-Chairman, Linda Chase; Selectmen, Nathaniel Berry, Joshua McHenry 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, June 15, 2015

#### **A. Adjustments to the Agenda**

None.

### **III. PUBLIC PARTICIPATION**

#### **A. Other**

Philip Vampatella, resident, said the Board needs to be thinking about the future needs of the Town in relationship to a police department. He said he lives near Memorial School and the high speeds in that area are getting out of hand and the presence of police near the school might help.

Mr. Libby said this information can be forwarded to the Public Safety Committee.

Mr. Berry asked the Town Manager to contact the Sherriff's Department and State Police in reference to the speeds near Memorial School.

Mr. First said he would also look into and contact a V.I.P.S. officer.

Jean Couturier, resident, asked if payment of the Fire Station debt is being paid with TIF Funds; if TIF Funds can be used to move the Public Works garage and salt shed; and if TIF Funds could be used to pay the salary of the fire fighters.

Mr. Libby said the last two years the voters have approved using TIF Funds to pay the Fire Station debt. He said he is not sure if the funds could be used for the salary of the fire fighters.

Mr. First said the bond attorney does not believe TIF Funds can be used for the Public Works garage and salt shed. He said the TIF documents do not state that they cannot be used for this purpose. He said the document could possibly be amended but there is a large cost as well as time to do it.

#### IV. SCHEDULED ITEMS

**4.97 To See What Action the Board Wishes to take in Regard to SAD #15 Budget Validation Referendum**

Ms. Chase said at the last Board meeting, they voted to sign the warrant and replace the necessary pages with the correct ones.

Mr. First said it was recommended to not handle it that way per the School District and Gray Town Manager.

*Mr. Berry moved and Mr. McHenry seconded a motion to approve and sign the SAD #15 Budget Validation Referendum. The motion carried on a vote of 5-0.*

**4.98 To See What Action the Board Wishes to take in Regard to Liquor License Application for Fraternal Order of Eagles #4131**

Ms. Chase said the document states there is to be sketch of the property included which there is none.

Mr. Libby said to table this item and bring back with a sketch included at the next meeting.

No action taken.

**4.99 To See What Action the Board Wishes to take in Regard to EMS Billing Policy**

Mr. First said this policy is based largely with the Town of Gray's.

Harry Childs, Bookkeeper, said that after four months outstanding balances would be removed from the books and placed in a special account, per the auditors. He said payments can still be received on these balances.

The Board discussed the policy and requested the following changes:

Page 1 under Billing and Collection Procedures, first sentence, remove “public, private, or commercial”.

Page 1, under Billing and Collection Procedures, last sentence on page, remove the word “should” and replace with “shall”.

Page 2, under Payment Plans, first sentence, after the word payment, add the word “plan”.

Page 2, under Payment Plans, third sentence, remove “Town of New Gloucester” and replace with “Town Manager/Treasurer”.

Page 2, under Payment Plans, fourth sentence, remove “service rendered” and replace with “first invoice”.

Page 3, under Collection Agency, second paragraph, first sentence, replace the word “four” with “five” and after the word months, insert “from billing date”.

Page 3, under Collection Agency, last sentence, remove the word “approve” and replace with “receive”.

Mr. Libby asked the “waiver eligibility” section be reviewed by legal.

No action taken.

**5.00 To See What Action the Board Wishes to take in Regard to Entrance Permit for the School House Lot**

Mr. Libby said Sam Coggeshall has expressed interest in obtaining the School House lot from the Town for the purpose of parking. He said it would be due diligence on the Town’s part to obtain the entrance permit before the sale of the property. He said the cost is approximately \$200 for an engineer to determine the site distance and get the entrance permit.

Mr. Berry said he would like to see the costs be incorporated in the sale price of the property.

*Mr. Berry moved and Ms. Sturgis seconded a motion to direct the Town Manager to hire an engineer to determine site distance of the property and the cost of the engineer’s evaluation of site distance be included in the sale price of the property. The motion carried on a vote of 5-0.*

**V. APPROVE FY15 WARRANTS AND PAYROLLS #47 and #48**

Mr. McHenry said he is questioning why the payment for the Oldcastle invoice is from the Unbudgeted Account in Warrant #47.

Mr. First said the bark mulch is for the Town Hall and in the past, this has not been budgeted for in the 104 account.

Ms. Chase said if this is a reoccurring expense, it should be placed in the budget.

Mr. Berry said in Warrant #48, there are five bills for inspection/service of Fire Department vehicles totaling over \$3,000. He asked why the Public Works mechanic did not do the service on the vehicles.

Mr. First said he has had multiple conversations with the Fire Department and Public Works. He said he sent a memo earlier that day to both Department Heads, asking for a schedule of maintenance for vehicles and it would be implemented by October 1<sup>st</sup>. He said failure to do this would result in action taken.

*Mr. McHenry moved and Ms. Sturgis seconded a motion to approve FY15 Warrants & Payrolls #47. The motion carried on a vote of 5-0.*

*Mr. Berry moved and Ms. Sturgis seconded a motion to approve FY15 Warrants & Payrolls #48.*

Mr. McHenry said he would like to see both department heads appear before the Board at the next meeting. He said he would like to see some accountability by them.

Mr. First said he sent the memo and expects the directive to be done or face action.

Mr. Libby said he would like the memo to be forward to the Board.

Ms. Chase said she would like to see the memo signed by both department heads.

*The motion carried on a vote of 4-1, with Mr. McHenry opposing.*

## **VI. APPOINTMENTS**

None.

## **VII. LEGAL**

Mr. McHenry said he was disposed for the Sacco case and has received no transcript as of that evening. He asked Mr. First to please forward a mileage reimbursement form.

## **VIII. WRITTEN COMMUNICATION**

### **A. Approve Minutes of the May 7, 2015, Special Board of Selectmen's Meeting**

*Mr. Berry moved and Mr. McHenry seconded a motion to approve the Minutes of the May 7, 2015, Special Board of Selectmen's Meeting. The motion carried on a vote of 3-0-2, with Ms. Chase and Ms. Sturgis abstaining.*

## **B. Approve Minutes of the May 18, 2015, Board of Selectmen's Meeting**

*Mr. Berry moved and Ms. Chase seconded a motion to approve the Minutes of the May 18, 2015, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.*

## **IX. ORAL COMMUNICATION**

### **A. Selectmen**

Laura Sturgis – said she attended the EMS open house, there was a good turnout and a wonderful job was done by all. She said the Cable TV Committee Candidates Forum was not well attended but good questions were asked and answered. She said the forum was being rebroadcast on Cable TV Channel 3.

Joshua McHenry – said he would like the Board to engage the State Legislatures by either inviting them to a meeting or having a workshop, concerning the loop hole in the state statute pertaining to property tax hardship abatements.

Mr. First said it might be better for the Board to appoint someone to meet with them, one on one.

Mr. Libby said he would be willing to be that person as he has already had a conversation with one of them.

*Mr. McHenry moved and Ms. Sturgis seconded a motion for Mr. Libby and Mr. First converse with both Town Representatives to approach the Legislature concerning the individual property tax hardship loophole issue; and to also address the issue with Maine Municipal Association and report back to the Board. The motion carried on a vote of 5-0.*

Mr. McHenry said the meeting times of 5:00 p.m., for the Parks & Recreation Committee, make it hard for him to attend where he is the Board's Liaison. He said he attended the EMS open house with his family. He said they had a good time and it was a great event. Mr. McHenry said he wanted to wish Mr. Berry a fond farewell. He said it has been a pleasure to work with him and thanked him for all he has done.

Linda Chase – said she wanted to thank Beverly Cadigan for being the moderator for Cable TV's Candidates night. She said she was also disappointed the attendance was low. She said she wanted to remind everyone to vote on Tuesday, June 9<sup>th</sup>, at the Fire Station, from 8:00 a.m. – to 8:00 p.m. Ms. Chase said she wanted to thank everyone who attended the Memorial Day parade. She said the bands did very well and the banner carriers had a really good time. She said she wanted to wish Mr. Berry a fond farewell and thanked him for all he has done for the Town. Ms. Chase asked Mr. First if there was any updates on the canoes and gardens at the Fairgrounds.

Mr. First said the NG Water District applied for small grant to help with the fence at the Fairgrounds. He said he has not heard from anyone concerning the gardens.

Steven Libby – said he wanted to thank Mr. Berry for his service on the Board. He said he considers him a dear friend, enjoyed when they visited citizens or checked roads and will miss him. Mr. Libby gave Mr. Berry a Kubota hat and pen which has been a longstanding back and forth discussion between them.

Nathaniel Berry – said he watched the Cable TV Candidates Forum from home. He said the candidates spoke well and tell they were nervous at times. He said he was also disappointed in the low attendance of the forum. He said he will miss being a Selectman. He said it's difficult at times but it's also an eye opening experience. He said he wanted to thank the Board, his wife who put up with him serving for six years, the staff for all their help, the three Town Manager's and the citizens of New Gloucester.

## **B. Town Manager**

Mr. First said he was appointing Mr. Berry as Town Manger Advisor Emeritus. He said he has enjoyed working with him and will miss seeing him in Town Hall.

Mr. First said Board members received the final copy of the personnel policy in their packets. He said he has a copy for signatures (which the Board signed) and is effective June 1, 2015. He said in June or July, he is planning to have two staff trainings to go over the changes of the policy.

Mr. First said Debra Cabana, Gray Town Manager, is drafting a letter to the Maine Turnpike Authority concerning the diversion of traffic from the turnpike to Route 100. He said a letter will come to the Board for signatures, as well as the Gray Town Council and said this will be done annually.

Mr. First said he was taking two vacation days on June 4<sup>th</sup> and 5<sup>th</sup>. He said while he is away, Ms. Myers will be the Acting Town Manager. He said he would not be able to attend the Bar meeting Thursday evening but Mike O'Donnell will represent the Town at the meeting. He said any Board members are welcome to attend.

Mr. First said he forwarded the information from the Board at the last meeting to the Executive Director of the Royal River Conservation Trust. He said they are excited and trying to get everything together.

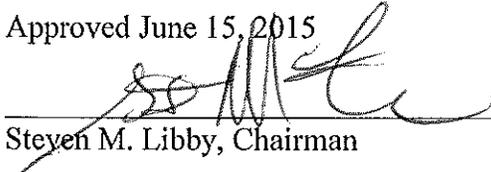
## **C. Dept. Heads**

## **D. Boards & Committees**

**X. ADJOURN**

*Mr. Berry moved and Ms. Sturgis seconded a motion to adjourn at 9:21 p.m. The motion carried on a vote of 4-1, with Ms. Chase opposing.*

Approved June 15, 2015

  
Steven M. Libby, Chairman

  
Linda D. Chase, Vice-Chairman

Nathaniel L. Berry IV, Selectman

  
Joshua J. McHenry, Selectman

  
Laura J. Sturgis, Selectman