

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, July 6, 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

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Joshua McHenry, called the meeting to order at 7:08 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's Meeting– 7:00 p.m., Monday, July 20, 2015

A. Adjustments to the Agenda

Mr. McHenry said under IV. Appointments, to add Jeff Amos application for the Public Works Building Committee.

III. PUBLIC PARTICIPATION

Timothy Joy, Emergency Management Director and resident, asked the Board to consider moving the polling place back to Memorial School from the Fire Station due to safety issues on Route 100; consider moving the Annual Town Meeting from Monday night to Saturday; and consider the addition of crosswalks in Town due to increased pedestrian traffic.

IV. APPOINTMENTS

All Board/Committee members up for reappointment were mailed a letter on April 30th and two reminders were sent through email. Notification of vacancies has been posted on the Town website. Copies of those wishing to be re-appointed or appointed are attached:

A. *Board of Appeals – 2 three-year terms available*

Kathleen Potter spoke to the Board concerning her application for the Board of Appeals Committee.

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Raymond Hamilton and Kathleen Potter to three-year terms on the Board of Appeals. The motion carried on a vote of 5-0.

B. *Budget Committee – 6 three-year terms available*

Nathaniel Berry spoke to the Board concerning his application for the Budget Committee.

Mr. Libby moved and Ms. Sturgis seconded a motion to appoint John Randall, Lenora Conger and Nathaniel Berry to three-year terms on the Budget Committee. The motion carried on a vote of 5-0.

C. *CIP Committee – 3 three-year terms available*

Jean Couturier, Beverly Cadigan and Kathleen Potter spoke to the Board concerning their applications for the CIP Committee.

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Beverly Cadigan to a three-year term on the CIP Committee. The motion carried on a vote of 5-0.

Mr. Hathorne moved and Ms. Sturgis seconded a motion to appoint Jean Couturier to a three-year term on the CIP Committee. The motion carried on a vote of 4-1, with Mr. Libby opposing.

Mr. Libby moved and Ms. Chase seconded a motion to appoint Chongae Berry to a three-year term on the CIP Committee. The motion failed on a vote of 2-3, with Mr. Hathorne, Mr. McHenry and Ms. Sturgis opposing.

Mr. Hathorne moved and Ms. Sturgis seconded a motion to appoint Kathleen Potter to a three-year term on the CIP Committee. The motion carried on a vote of 3-2, with Ms. Chase and Mr. Libby opposing.

D. *Cable TV Committee – 5 three-year terms available*

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Patti Mikkelsen to a three-year term on the Cable TV Committee. The motion carried on a vote of 5-0.

E. Community Fair Committee – no maximum number of members

Mr. Libby moved and Ms. Sturgis seconded a motion to appoint Amy Arata to a three-year term on the Community Fair Committee. The motion carried on a vote of 5-0.

F. Library Board of Trustees – 2 three-year terms available

Mr. Libby moved and Ms. Sturgis seconded a motion to appoint Cecile Sullivan Rohrbach and Susan Simpson to three-year terms on the Library Board of Trustees. The motion carried on a vote of 5-0.

G. Parks & Recreation – 5 three-year terms available

Ms. Chase moved and Ms. Sturgis seconded a motion to appoint Donald Libby to a three-year term on the Parks & Recreation Committee. The motion carried on a vote of 5-0.

Mr. Libby stated for the record that Donald Libby is his brother.

H. Planning Board – 1 (completion of 2016 term) available

Ms. Sturgis moved and Mr. Hathorne seconded a motion to appoint Erik Hargreaves to a completion of 2016 term on the Planning Board. The motion carried on a vote of 5-0.

I. Public Safety Committee– 2 three-year terms available

Nathaniel Berry spoke to the Board concerning his application for the Public Safety Committee.

Mr. Hathorne moved and Mr. Libby seconded a motion to appoint John Randall to a three-year term on the Public Safety Committee. The motion carried on a vote of 5-0.

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Nathaniel Berry to a three-year term on the Public Safety Committee. The motion carried on a vote of 5-0.

J. Public Works Building Committee – 5 citizens-at-large vacancies

Ms. Chase said she would like to see the total number of citizens-at-large on this Committee be increased to six. She said all six applications received were from a very diverse group of citizens.

Ms. Chase moved and Mr. Hathorne seconded a motion to increase the Public Works Building Committee membership to 6 and to appoint Jeff Amos, Nathaniel Berry, Beverly Cadigan, Lenora Conger, James Fitch and Donald Libby to the Committee. The motion carried on a vote of 5-0.

Mr. Libby stated for the record that Donald Libby is his brother.

K. Resignation of Sean Chayer from Budget Committee and MSAD #15 Capital Improvement Committee

Mr. Hathorne moved and Ms. Sturgis seconded a motion to accept the resignation of Sean Chayer from the Budget Committee and the MSAD #15 Capital Improvement Committee, with regret. The motion carried on a vote of 5-0.

L. MSAD #15 Capital Improvement Committee – 1 Liaison vacancy

Mr. Chayer said the Committee will not be meeting many more times. He said the Board could contact committee member Melanie Craig, Vice-Chairman, to give an update to the Selectmen at a future meeting.

No action taken.

V. SCHEDULED ITEMS

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

The following Sand & Gravel Bids were opened:

Pike Industries, Inc., Westbrook, Maine

Sub-Base	\$	7.25 / cubic yard
Base	\$	12.10 / cubic yard
Standard Surface	\$	7.60 / cubic yard
M.D.O.T. Surface	\$	12.10 / cubic yard
Winter Sand	\$	7.50 / 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

K & K Excavation, Inc., Turner, Maine

Sub-Base	\$	7.90 / cubic yard
Base	\$	8.75 / cubic yard
Standard Surface	\$	8.40 / cubic yard
M.D.O.T. Surface	\$	8.75 / cubic yard
Winter Sand	\$	3.95 / cubic yard

Shaw Brothers Construction, Inc., Gorham, Maine

Sub-Base	\$	9.00 / cubic yard
Base	\$	12.00 / cubic yard
Standard Surface	\$	8.50 / cubic yard
M.D.O.T. Surface	\$	12.00 / cubic yard
Winter Sand	\$	5.00 / cubic yard

Portland Sand & Gravel, Inc., Cumberland, Maine

Sub-Base	\$	6.00 / cubic yard
Base	\$	6.00 / cubic yard
Standard Surface	\$	10.00 / cubic yard
M.D.O.T. Surface	\$	12.00 / cubic yard
Winter Sand	\$	5.00 / cubic yard

Mr. Libby moved and Mr. Hathorne seconded a motion for staff to review the bids and report back to the Board at the next meeting with their recommendation showing appropriate calculations and the information to be in the Board's packets. The motion carried on a vote of 5-0.

4.01 To See What Action the Board Wishes to take in Regard to the Award of Revised Paving Bids

Mr. Libby moved and Ms. Sturgis seconded a motion to reconsider Item 5.06, Awarding of Paving Bid to Glidden Paving, from the July 5, 2015 meeting. The motion carried on a vote of 5-0.

Ted Shane, Public Works Director, said when the bid prices were presented, the three projects were to be done with 1" shim and 1" overlay. He said he has since found out that the chip seal finish coat would be 3/8"-1/2" thick. He said he went back to F. R. Carroll and Glidden Paving for 1" shim and 3/4" overlay and the costs would be higher to stay with Glidden Paving. Mr. Shane said he is recommending re-awarding the bid to F. R. Carroll with a bid amount of \$147,554, which is under the budgeted amount of \$153,252.

Mr. Libby moved and Mr. Hathorne seconded a motion to award the paving bid to F. R. Carroll of Limerick, Maine, and give the Public Works Director the flexibility to increase the overlay thickness, if the budget warrants. The motion carries on a vote of 5-0.

4.02 To See What Action the Board Wishes to take in Regard to Awarding of the Dump Truck Cab & Chassis Bids

Mr. Shane said the lowest bidder, Morrison & Sylvester, sent in two bids. He said neither bid met all specifications on the RFP. He said he is recommending awarding the bid to Freightliner of Maine for a bid amount of \$94,811. He said this is the same truck purchased in 2014 and they have had no issues.

Mr. Libby moved and Ms. Sturgis seconded a motion to award the Dump Truck Cab & Chassis bid to Freightliner of Maine, with a bid amount of \$94,811. The motion carried on a vote of 5-0.

4.03 To See What Action the Board Wishes to take in Regard to Awarding of the Dump Body – Sand Spreader – Plow Gear Bids

Mr. Shane said two companies sent in bids. He said H. P. Fairfield sent in two bid and neither bid met the RFP specifications. He said he is recommending awarding the Dump Body-Sand Spreader-Plow Gear bid to Viking-Cives for a bid amount of \$74,466.

Mr. Libby moved and Mr. Hathorne seconded a motion to award the Dump Body-Sand Spread-Plow Gear bid to Viking-Cives, with a bid amount of \$74,466. The motion carried on a vote of 5-0.

4.04 To See What Action the Board Wishes to take in Regard to Morse Road Engineering RFP

The Board discussed the RFP and made the following changes:

- 1) Page 3, #9, add “back to the Town of New Gloucester by December 1, 2015” after the word “Estimate”
- 2) Page 3, #11, add “prior to May 2, 2016” after the word “contract”

Mr. Libby moved and Ms. Chase seconded a motion to send the Morse Road Engineering RFP out to bid, as amended; Mr. Libby and Mr. Hathorne will be the Selectmen Liaison’s; and advertise in all the normal places. The motion carried on a vote of 5-0.

4.05 To See What Action the Board Wishes to take in Regard to Entrance Permit and Engineering Report for Map 17 Lot 43 (old School House Lot)

Mr. First said he received the engineering report from Gorrill Palmer concerning an entrance permit for the old school house lot, Map 17 Lot 43. He said the report states that the site distance, looking left up Route 231, is less than the required measurements. He said the report also states that regular maintenance of vegetation in the summer and snow removal in the winter months would maintain the site distance requirements.

Mr. Hathorne moved to sell the property and the entrance permit application lay in the hands of the buyer.

Mr. Hathorne rescinded his motion after much Board discussion.

Mr. Libby moved and Mr. McHenry seconded a motion for the Town Manager to report back to the Board after conversation with MMA Legal for deed language in area of sight distance. The motion carried on a vote of 5-0.

4.06 To See What Action the Board Wishes to take in Regard to EMS Billing and Collection Policy

The Board discussed the policy and made the following changes:

- 1) Page 2, #2, c., Add after the word may “shall be notified of and”
- 2) Attachment B, Statement above signature line, after the word correct, remove “and I request that the Medicare co-insurance be waived”
- 3) Attachment B, bottom of page, replace the words “Beneficiary” with the word “Patient”
- 4) Attachment C, #1, Remove words “Table 1” and change “Question 8 to Question 10”
- 5) Attachment C, #2, Remove words “in Table 1”
- 6) Attachment C, Remove the table at the bottom of the page

Ms. Chase moved and Mr. Hathorne seconded a motion to move the policy forward, as amended. The motion carried on a vote of 5-0.

4.07 To See What Action the Board Wishes to take in Regard to Selectmen’s Activity List

Mr. Libby moved and Mr. Hathorne seconded a motion to table this item to a future meeting. The motion carried on a vote of 5-0.

VI. APPROVE FY15 WARRANTS AND PAYROLLS #51, #52 and #53

Mr. Libby moved Mr. Hathorne seconded a motion to approve FY15 Warrants & Payrolls # 51 & #53 and FY16 Warrants & Payrolls #1. The motion carried on a vote of 5-0.

Mr. Libby moved and Mr. Hathorne seconded a motion to approve FY15 Warrants & Payrolls #52. The motion carried on a vote of 4-0-1, Mr. McHenry abstaining.

VII. LEGAL

Mr. First said the Sacco case is in the final key deposition stage. He said there is nothing new on the Staton case. Mr. First said the closing on the Parson’s property was earlier that day.

Mr. Hathorne said the restraining order on the Frank Staton expired on June 29, 2015.

VIII. WRITTEN COMMUNICATION

A. Approve Minutes of the June 15, 2015, Board of Selectmen's Meeting

Ms. Chase moved and Mr. Hathorne seconded a motion to approve the Minutes of the June 15, 2015, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

IX. ORAL COMMUNICATION

A. Selectmen

Stephen Hathorne -- said he attended the MMA Elected Officials and FOAA training and passed with flying colors.

Laura Sturgis -- said she attended the History Barn's reading on July 4th of the Declaration of Independence. She said it was awesome, the turnout was really good and she is making it a part of her July 4th here on out. Ms. Sturgis said she wanted to remind everyone of the Veteran's Monument BBQ on July 11th, at the Amvets beginning at 12pm.

Linda Chase -- no comments.

Steven Libby -- no comments.

Joshua McHenry -- said he wanted to wish everyone a good Independence Day and weekend.

B. Town Manager

Mr. First said the year-end closing of books is complete and all accounts were within budget except for the Building & Grounds account, which was over \$4,000 due to unanticipated repairs to the Library boiler; the Legal account was over \$2,000; and the Street Lights account was over \$500. He said the auditors will be here on July 21-23rd. He said he will provide an end of year report at the next meeting. He said he wanted to thank Harry Childs, Deputy Treasurer, for a good job.

Mr. First said Barbara Seaver, will be retiring on September 4, 2015. He said she has worked for the Town for 30 years and we will all miss her. He said the job description is complete and will be advertised the following day.

Mr. First said the New Gloucester Water District extension to Memorial School broke ground earlier that day. He said the Route 231 will have lane closures throughout the next couple weeks.