

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, February 6, 2017
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 7:01 p.m. Present were Chairman, Linda Chase; Vice-Chairman, Steven Libby; Selectmen, Lenora Conger, Stephen Hathorne and Laura Sturgis; Town Manager, Paul First; and Recorder, Sharlene Myers.

II. SCHEDULE NEXT MEETING:

Board of Selectmen Meeting – 7:00 p.m., Monday, March 6, 2017

A. Adjustments to the Agenda

Ms. Chase said she has an additional committee application to add under Appointments.

III. PUBLIC PARTICIPATION

A. MDOT Presentation on Route 100 Rumble Strips

Denis Lovely, MDOT Senior Project Manager, said center line rumble strips will be installed this summer in three areas of New Gloucester. He said these areas include: 1) North of Foster Hill Road in Gray until the 40mph sign south of Route 231 Intersection; 2) North of Gilmore Road until Kittyhawk Avenue in Auburn; and 3) Game Farm Road/Route 26 in Gray until Route 26 New Gloucester/Poland Line. Mr. Lovely said once the schedule is ready, he will forward the information to the Town Manager.

B. R. H. R. Smith Audit Presentation – Greg Chabot

Greg Chabot, Auditor for R. H. R. Smith said the audit went very smoothly and is a testament to the staff. He said the first year of an audit is more comprehensive and information was ready in a timely manner. Mr. Chabot said there was only one adjusting journal entry needed at the completion of the audit and there was no significant deficiencies or material weaknesses. He said the Town has an excellent fund balance policy and approximately \$200,000 of excess revenue was put back in at year end. This does not include unspent expense account funds.

C. Other

Julie Frahlich, resident, said she is sorry to see the Town Manager leave in April. She said New Gloucester is an aging community and said she would like to see the Board look for someone who might have experience with ideas / programs to help the aging population.

Peter Bragdon, resident, said he has interest in bringing the Community Fair back to life in New Gloucester. He said he has ideas on how to raise the funds and is willing to put in the effort to help make it happen. He said he submitted his application to join the Community Fair Committee and would like to connect with the other members to discuss his ideas.

Mr. Bragdon said he is a member of the Adhoc Marijuana Ordinance Committee. He said drafting an ordinance to stop retail sales and establishments would only solve part of the problem. He said the other issue is there are no regulations for caregivers. He said caregivers are six plants per person and they can have several hundred patients. He said he believes this would be an important area to regulate,

Mr. First said he has consulted with the Town Attorney. The Town Attorney recommends not passing an ordinance before the State develops their regulations unless it's an outright ban. We don't expect regulations for at least another year. He said one of the Committee members and himself are going to an MMA sponsored seminar on this topic at the end of February. He said if Mr. Bragdon would like to go, to please contact him.

IV. APPOINTMENTS

**A. Community Fair Committee – no set number of members
Peter Bragdon – would like to be appointed**

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Peter Bragdon to the Community Fair Committee for a three-year term. The motion carried on a vote of 5-0.

**B. Parks & Recreation Committees – 4 three-year vacancies
Michael Frahlich – would like to be appointed**

Michael Frahlich, resident, said he is an educator and outdoorsman. He said he loves this Town and would like to serve on the committee.

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Michael Frahlich to the Parks & Recreation Committee for a three-year term. The motion carried on a vote of 5-0.

V. SCHEDULED ITEMS

4.77 To See What Action the Board Wishes to take in Regard to Posted Roads

Mr. First said this is the same list as in previous years.

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Public Works 2017 listing of roads to be posted, as presented, beginning no sooner than March 6, 2017 through May 15, 2017, or sooner as deemed appropriate by the Public Works Director, with the following: the Public Works Director will utilize standard D.O.T. Signs; signs are to be signed by the Public Works Director and include the Public Works Garage phone number; and exemptions will not be charged a fee. The motion carried on a vote of 5-0.

4.78 To See What Action the Board Wishes to take in Regard to Fairgrounds Playground RFP

Mr. Libby said the time bids are due should be changed to 6:00 p.m., which corresponds with previous RFP's.

Ms. Sturgis said she wanted to thank staff and the committee for a great job on the RFP.

Mr. Libby moved and Ms. Sturgis seconded a motion to approve the RFP with the one amendment to change the time bids are due to 6:00 p.m. The motion carried on a vote of 5-0.

4.79 To See What Action the Board Wishes to take in Regard to Fairgrounds Pavilion RFP

Mr. Libby said the time bids are due should be changed to 6:00 p.m.; and to add under #2, that the bids will be opened by the Board of Selectmen. Mr. Libby said he is concerned when this plan goes before the Planning Board, that there will be a conflict of interest with the Town Planner representing the applicant. He said it should be either Mr. Price or a Parks & Recreation committee member.

Ms. Chase said on page 4, #3, it should say "roofing". She asked why the playground RFP is due March 20th and this one is due April 3rd.

Will Johnston, Town Planner, said he chose the April 3rd date to allow more time on this RFP.

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Pavilion RFP with the following amendments: change the time bids are due to 6:00 p.m.; add that bids will be opened by the Board of Selectmen; and on page 4, #3, it should say "roofing". The motion carried on a vote of 5-0.

4.80 To See What Action the Board Wishes to take in Regard to Morse Road Culvert RFP

Mr. Libby asked if permits are required, if there is a bid list, and if the road will need to be closed.

Mr. Johnston said an Army Corp of Engineers General Permit has been secured by the Town for this project. He said he received a bid list from the Public Works Director and has added some additional names. He said he is in hopes the road would be fully closed for one or two days only. He said the goal is to have this project done by the end of August and before school begins.

Mr. Libby said the completion date in the RFP should be changed to a week before school opens.

Mr. Libby moved and Mr. Hathorne seconded a motion to send the Morse Road Culvert RFP out to bid with the following amendments: change the bids due time to 6:00 p.m.; and the completion date be adjusted per the school calendar with intent of one week before school starts. The motion carried on a vote of 5-0.

4.81 To See What Action the Board Wishes to take in Regard to Joint Meeting of Board of Selectmen, Planning Board and Land Management Planning Committee

Mr. Libby moved and Mr. Hathorne seconded a motion to set the date of Wednesday, February 22, 2017, at the Meetinghouse for the Joint Meeting of Board of Selectmen, Planning Board and Land Management Planning Committee.

Mr. Hathorne stated he will not be able to attend that evening.

The motion carried on a vote of 5-0.

4.82 To See What Action the Board Wishes to take in Regard to CMP Pole Permit

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the CMP Pole Permit. The motion carried on a vote of 5-0.

4.83 To See What Action the Board Wishes to take in Regard to Game of Chance Lucky Seven Application for Amvets Post #6

Mr. Hathorne moved and Mr. Libby seconded a motion to approve the Game of Chance Lucky Seven Application for Amvets Post #6 and to note there are no violations or complaints on file per the Code Enforcement Officer. The motion carried on a vote of 5-0.

4.84 To See What Action the Board Wishes to take in Regard to IRS Mileage Reimbursement Rates

Mr. First said the IRS has dropped the reimbursement rate by .5 cents for 2017 to \$0.535 from \$.540. He said he recommends not changing to the IRS rate.

Mr. Hathorne moved and Mr., Libby seconded a motion to take no action on the IRS Mileage Reimbursement Rate. The motion carried on a vote of 4-1, with Mr. Libby opposing.

4.85 To See What Action the Board Wishes to take in Regard to Registrar of Voters

Mr. Libby asked why this appointment is being done now.

Ms. Myers said Registrar of Voters is always appointed in January of the odd years and it's a two year appointment.

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Sharlene Myers as Registrar of Voters. The motion carried on a vote of 5-0.

4.86 To See What Action the Board Wishes to take in Regard to Finance Director Position

Mr. First said the Deputy Treasurer position has evolved into a Finance Director Position. He said he has updated the job description to reflect this change.

Ms. Chase asked if this position needed to be added to the salary schedule.

Mr. First said the salary schedule needs to be updated and would add this position in the future, once additional information is available. He said MMA is hoping to have the survey information updated in the near future.

Mr. Libby moved and Ms. Sturgis seconded a motion to eliminate the Deputy Treasurer position and create the Finance Director position in its place; no salary adjustments until next fiscal year, which starts in July; salary to be determined by the new Town Manager with consideration of the salary range policy. The motion carried on a vote of 5-0.

V. APPROVE FY17 WARRANTS AND PAYROLLS #29, #30, #31 & #32

Mr. Libby moved and Mr. Hathorne seconded a motion to approve FY17 Warrants and Payrolls #29, #30, #31 and #32. The motion carried on a vote of 5-0.

VII. LEGAL

Mr. First said the attorney recommends waiting to develop a marijuana ordinance until the state regulations have been approved.

VIII. WRITTEN COMMUNICATION

A. Approve Minutes of the January 9, 2017 Board of Selectmen's Meeting

Mr. Hathorne moved and Ms. Conger seconded a motion to approve the Minutes of the January 9, 2017 Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

IX. ORAL COMMUNICATION

A. Selectmen

Stephen Hathorne – said Congratulations to the New England Patriots.

Laura Sturgis – said she echoed Mr. Hathorne's comments.

Lenora Conger – no comments.

Steven Libby – said the weather predictions is for snow and ice the next couple days and asked all to drive carefully,

Linda Chase – said on February 11th, the Library will be holding their Cabin Fever Book and Bake Sale beginning at 8:00 a.m.

B. Town Manager

Mr. First said he included in the Board's packets updated EMT, Fire Fighter and Fire Fighter EMT job descriptions with the same change made to all three descriptions. He said the current requirement for applicants is to be 18 years of age and have a high school diploma. He said the change will allow those seniors to begin service after they turn 18, before they graduate, as long as they are currently enrolled in high school.

Mr. First said he has been working with Mike O'Donnell concerning outstanding Personal Property Taxes. He said there are two major outstanding accounts and staff has made progress with the taxpayer on cleaning them up. He said Mr. O'Donnell would like to meet with the Board on March 6th for discussion.

C. Dept. Heads

D. Boards & Committees

X. ADJOURN

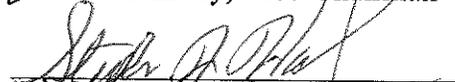
Mr. Libby moved and Mr. Hathorne seconded a motion to adjourn at 9:00pm. The motion carried on a vote of 5-0.

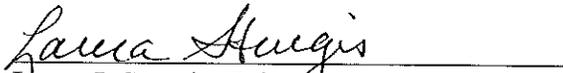
Approved March 6, 2017


Linda D. Chase, Chairman


Steven M. Libby, Vice-Chairman


Lenora R. Conger, Selectman


Stephen J. Hathorne, Selectman


Laura J. Sturgis, Selectman