

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, June 19, 2017
At the Meetinghouse

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Linda Chase, called the meeting to order at 7:00 p.m. Present were Chairman, Linda Chase; Vice-Chairman, Steven Libby; Selectmen, Lenora Conger, Joseph Davis and Stephen Hathorne; Town Manager, Carrie Castonguay; and Recorder, Sharlene Myers.

II. SCHEDULE NEXT MEETING:

Board of Selectmen Meeting – 7:00 p.m., Monday, July 3, 2017

A. Adjustments to the Agenda

The Board cancelled the meeting scheduled for Monday, July 3, 2017.

Ms. Chase said there was an additional Committee Appointment to add to the agenda.

III. PUBLIC PARTICIPATION

A. PUBLIC HEARING – Liquor License Application Fraternal Order of Eagles #4131

Ms. Chase opened the Public Hearing at 7:04 p.m. There were no public comments. Ms. Chase closed the Public Hearing at 7:04 p.m.

B. Other

None.

IV. SCHEDULED ITEMS

5.19 To See What Action the Board Wishes to take in Regard to Electing a Chairman of the Board

Mr. Libby moved and Mr. Hathorne seconded a motion to nominate Linda Chase for Chairman of the Board of Selectmen. The motion carried on a vote of 4-0-1, with Ms. Chase abstaining.

5.20 To See What Action the Board Wishes to take in Regard to Electing a Vice-Chairman of the Board

Mr. Davis moved and Ms. Conger seconded a motion to appoint Steven Libby as Vice-Chairman of the Board of Selectmen. The motion carried on a vote of 4-0-1, with Mr. Libby abstaining.

5.21 To See What Action the Board Wishes to take in Regard to Bid Specifications for Sand & Gravel

Ted Shane, Public Works Director, said this is the same bid specifications as previous years.

Mr. Libby moved and Ms. Conger seconded a motion to approve the bid specifications for Sand & Gravel.

Mr. Hathorne asked if the bid specifications allow for refusal of bid.

Mr. Shane said it states in the ad and on the last page that the Board has the right to reject any bid.

The motion carried on a vote of 5-0.

5.22 To See What Action the Board Wishes to take in Regard to Paving Bid Recommendation

Mr. Shane said he has no recommendation for the Board. He said GPCOG asked vendors to add 1% to their bids to cover admin fees. He said he also received a bid from directly from F. R. Carroll in a sealed envelope, which was received before GPCOG opened their bids.

Mr. Libby asked what would happen if the Town did not go through GPCOG for Paving.

Mr. Shane said the Town has used GPCOG every year. He said the Town could go out to bid which would require the Board to have a Special Selectmen's Meeting to approve the bid specifications.

Mr. Libby moved and Ms. Conger seconded a motion for the Board to open the sealed bid from F. R. Carroll and staff report back at the next meeting with their recommendation for a paving contractor. The motion carried on a vote of 4-1, with Ms. Chase opposing.

Ms. Chase opened the bid from F. R. Carroll, of Limerick, ME, dated 4/28/17:

Superpave surface mix, 9.5mm	\$60.45
Superpave surface mix, 12.5mm	\$56.80
Hand work	\$135.00
Tack coat	\$5.00
Reflective delineators	\$1.00
Butt joints	\$10.00
Reclaiming	\$1.75 sq. yd.

Mr. Libby moved and Mr. Davis seconded a motion for the Town Manager to reach out to GPCOG for justification on the 1% surcharge on paving bids. The motion carried on a vote of 5-0.

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

Mr. Hathorne moved and Mr. Libby seconded a motion to approve the Liquor License Application for Fraternal Order of Eagles #4131 and to note there are no violations or complaints on file per the Code Enforcement Officer. The motion carried on a vote of 4-0-1, with Mr. Hathorne abstaining.

5.24 To See What Action the Board Wishes to take in Regard to Road Name Application for Senta Way

Ms. Conger moved and Mr. Hathorne seconded a motion to approve the Road Name Application for Senta Way. The motion carried on a vote of 5-0.

5.25 To See What Action the Board Wishes to take in Regard to Carry Forward Funds from FY17 to FY18

The Board took each carryover separately.

Parks & Rec

133-6-18	Parks & Recreation Repairs/Fairgrounds	\$1,826.28
----------	----------------------------------------	------------

Ms. Castonguay said the Parks & Recreation Director would like to carry this over to FY18 for incidentals.

Mr. Libby said this account was not funded for that purpose. He said the funds will go into the undesignated fund balance to help offset a tax increase.

Mr. Hathorne moved and Mr. Libby seconded a motion to not approve the carryover for account 133-6-18 Parks & Recreation Repairs/Fairgrounds for \$1,826.28. The motion carried on a vote of 5-0.

Capital Improvements

128-4-09	Fairgrounds Improvements	\$105,000.00
128-4-10	Library Radon	\$6,946.00
128-4-11	Library Foundation	\$3,500.00
128-4-86	Morse Paving	\$168,950.69

Mr. Libby said these were all ongoing projects.

Mr. Hathorne moved and Mr. Libby seconded a motion to approve the carryover of funds for accounts 128-4-09 Fairgrounds Improvements; 128-4-10 Library Radon; 128-4-11 Library Foundation; and 128-4-86 Morse Road Paving. The motion carried on a vote of 5-0.

Fire		
111-2-10	Janitorial	\$2,200.00
111-2-07	Equipment Maintenance	\$1,000.00
111-5-94	Fire Pond	\$1,000.00

Mr. Libby moved and Mr. Hathorne seconded a motion to carryover funds for accounts 111-2-07 Equipment Maintenance; and 111-5-94 Fire Pond. The motion carried on a vote of 4-1, with Ms. Chase opposing.

Ms. Castonguay said the Fire Department would like to carryover the funds in account 111-2-10 Janitorial. She said this was for the maintenance of the floors and the department did not have time to schedule it.

Ms. Chase said the maintenance to the floor is included in the FY18 budget and is not in favor of carrying over these funds.

Mr. Libby moved and Mr. Hathorne seconded a motion to not carryover funds for account 111-2-10 Janitorial. The motion carried on a vote of 5-0.

Planning			
122-9-12	Planning	Comp plan	\$500.00
122-9-17	Planning	Land mgmt. (move to Comp plan)	\$500.00

Ms. Castonguay said the comp plan should be updated every ten years and according to the Town Planner, he would like to carryover the funds and do a partial update to the plan.

Mr. Libby said if that was his plan, than the request should have been for the total amount.

Mr. Libby moved and Mr. Hathorne seconded a motion to not carryover funds for Account 122-9-12 Comp Plan; and 122-9-17 Land Management. The motion carried on a vote of 5-0.

V. APPROVE FY17 WARRANTS AND PAYROLLS #50 & #51

Mr. Libby moved and Mr. Hathorne seconded a motion to approve FY17 Warrants and Payrolls #50 & #51.

Mr. Hathorne asked about the invoice that was paid for spraying of ants in Town Hall.

Ms. Myers said the Town Manager asked her to contact the Public Works Director about the ant situation in Town Hall and was directed to contact the company to come in and spray.

The motion carried on a vote of 3-2, with Mr. Davis and Mr. Hathorne opposing.

VI. APPOINTMENTS

- A. *CIP Committee* – 1 three-year term available
Jean Libby – would like to be re-appointed
 - B. *Community Fair Committee* – 1 completion of 2018 term &
Unlimited three-year terms
No maximum number of members defined
Michael Bardier – would like to be re-appointed
 - C. *Economic Development Committee* – 4 three-year terms available
Sarah Pierce – would like to be appointed
Gina Sawin – would like to be appointed
 - D. *Environmental Resources Committee* – 3 three-year terms available
James Fitch – would like to be appointed
 - E. *Land Management Planning Committee* – 3 three-year terms available
Donald Libby – would like to be re-appointed
Jean Libby – would like to be appointed
 - F. *Library Board of Trustees* – 1 three-year terms available
Paul N. Morin – would like to be re-appointed
 - G. *Parks & Recreation* – 4 three-year terms available
Kimberly Brusseau – would like to be re-appointed
 - H. *Planning Board* – 3 three-year terms available & 2 completion of 2018 terms
Donald Libby – would like to be appointed for a one-year term
- Mr. Libby moved and Mr. Hathorne seconded a motion to appoint/re-appoint all applicants to committees A-H. The motion carried on a vote of 5-0.*
- I. *Tax Collector, Town Clerk, Road Commissioner, Welfare Director, Treasurer, Freedom of Access Act (FOAA) Officer*
Carrie Castonguay – currently serves in these positions
 - J. *Acting Town Manager in the Absence of the Town Manager*
Sharlene Myers currently serves in this position
 - K. *Animal Control Officer*
Ryelle Atkins currently serves in this position

- L. **Code Enforcement Officer//Local Plumbing Inspector/Public Health Officer**
Debra Parks Larrivee currently serves in these positions
- M. **Emergency Management Director**
Timothy Joy currently serves in this position
- N. **Fence Viewer**
Douglas Bowie currently serves in this position
- O. **Registrar**
Kimberly Getchell will serve in this position
- P. **Tree Warden**
Robert Cotiaux currently serves in this position

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint all positions I-P thru June 30, 2018. The motion carried on a vote of 5-0.

- Q. **Selectmen Liaisons to Boards & Committees**
 - 1. **Budget Committee (non-voting)**
Linda Chase and Lenora Conger
 - 2. **Business Communications**
Chandler Brothers (Lenora Conger)
Wayfinders Schools (Stephen Hathorne)
Pineland Farms (Steven Libby)
Shakers (Linda Chase)
 - 3. **Cable TV Committee (non-voting)**
Stephen Hathorne and Joseph Davis
 - 4. **CDBG Municipal Oversight Committee (voting)**
None appointed
 - 5. **CIP Committee (voting)**
Steven Libby
 - 6. **Community Fair Committee (voting)**
Joseph Davis
 - 7. **Cumberland County Finance Committee (voting)**
None Appointed
 - 8. **Economic Development Committee (non-voting)**
Steven Libby
 - 9. **Environmental Resources Committee (voting)**
Stephen Hathorne
 - 10. **Foreclosure Committee (voting)**
Steven Libby and Linda Chase
 - 11. **GNG Joint Leaders**
Linda Chase and Lenora Conger
 - 12. **Land Management Planning Committee (voting)**
Linda Chase
 - 13. **Library Board of Trustees (non-voting)**
Joseph Davis

14. **MMWAC Executive Committee Member & Alternate** (*voting*)
Carrie Castonguay and Steven Libby
15. **Parks & Recreation Committee** (*voting*)
Linda Chase and Joseph Davis
16. **Public Safety Committee** (*voting*)
Steven Libby and Lenora Conger
17. **Public Works Building Committee** (*voting*)
Steven Libby and Joseph Davis
18. **School Board** (*non-voting*)
Joseph Davis
19. **Water District** (*non-voting*)
Steven Libby

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Liaisons as discussed (see above). The motion carried on a vote of 5-0.

VII. LEGAL

None.

VIII. WRITTEN COMMUNICATION

A. Approve Minutes of the June 5, 2017 Board of Selectmen's Meeting

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Minutes of the June 5, 2017, Board of Selectmen's Meeting. The motion carried on a vote of 4-0-1, Mr. Davis abstaining.

IX. ORAL COMMUNICATION

A. Selectmen

Stephen Hathorne – said the following:

- 1) give thanks to the Cemetery Association on how wonderful the cemeteries looked on Memorial Day
- 2) the Hodgman family has recently suffered the loss of two family members and they will be severely missed
- 3) thank you to all those who took part in the Memorial Day parade and festivities
- 4) thank you to those who set up the voting area, volunteer and worked at the polls. It is a long day for staff and there were no issues.
- 5) thank you to the candidates who ran for office in the Election
- 6) the Water District Trustee Election resulted in a tie amongst eight people and what is the next step
- 7) would like to see the water spigot at the Fairgrounds/Water District available for use

Steven Libby – said on July 14th, at 1:00pm, there will be a dedication ceremony for the Malaga Island Monument at the Pineland Cemetery and the Governor will be speaking. He said on Thursday, June 29th, from 5-8pm, the Strawberry Festival hosted by the Historical Society, will be held at the Congregation Church.

Lenora Conger – no comments.

Joseph Davis – said he wanted to thank all the voters for the votes and looking forward to learning process.

Linda Chase – no comments.

B. Town Manager

Ms. Castonguay said the following:

- 1) welcome to Joseph Davis as a member of the Board of Selectmen.
- 2) a total of 104 liens were filed at the Registry earlier that day
- 3) of the six foreclosures voted on at the Town Meeting, she has two signed payment agreements
- 4) Funtown and Aquaboggen tickets are now available for sale at the Town Office
- 5) she attended the Fire/Rescue Open House and was impressed with all the activities and large turnout. Thank you to everyone who participated.
- 6) the Town has a critical need for Planning Board members. Anyone who is interested please complete an application and forward it to the Town Office.
- 7) currently in the process of meeting/attending the various Boards and Committees

C. Dept. Heads

D. Boards & Committees

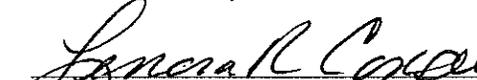
X. ADJOURN

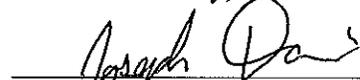
Mr. Hathorne moved and Ms. Conger seconded a motion to adjourn at 8:23pm. The motion carried on a vote of 5-0.

Approved August 7, 2017


Linda D. Chase, Chairman

Steven M. Libby, Vice-Chairman


Lenora R. Conger, Selectman


Joseph S. Davis, Selectman


Stephen J. Hathorne, Selectman