

MINUTES
Town of New Gloucester
BOARD OF ASSESSOR'S & BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, November 6, 2017
At the Meetinghouse

BOARD OF ASSESSOR'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Linda Chase, called the meeting to order at 7:04 p.m. Present were Chairman, Linda Chase; Selectmen, Lenora Conger, Joseph Davis and Stephen Hathorne; Town Manager, Carrie Castonguay; and Recorder, Sharlene Myers. Vice-Chairman, Steven Libby, was absent.

II. To See What Action the Board Wishes to take in Regard to 2017-18 Abatements, Batch #1

Ms. Chase read the list of Abatements.

Mr. Hathorne moved and Mr. Davis seconded a motion to approve the 2017-18 Abatements, Batch #1. The motion carried on a vote of 4-0.

III. To See What Action the Board Wishes to take in Regard to 2017-18 Supplements, Batch #1

Ms. Chase read the list of Supplements.

Mr. Hathorne moved and Ms. Conger seconded a motion to approve the 2017-18 Supplements, Batch #1. The motion carried on a vote of 4-0.

IV. ADJOURN

Mr. Hathorne moved and Ms. Conger seconded a motion to adjourn at 7:11 p.m. The motion carried on a vote of 4-0.

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Linda Chase, called the meeting to order at 7:12 p.m. Present were Chairman, Linda Chase; Selectmen, Lenora Conger, Joseph Davis and Stephen Hathorne; Town Manager, Carrie Castonguay; and Recorder, Sharlene Myers. Vice-Chairman, Steven Libby, was absent.

II. PLEDGE OF ALLEGIANCE

All joined in the Pledge of Allegiance.

III. SCHEDULE NEXT MEETING:

Board of Selectmen's Meeting – 7:00 p.m., Monday, November 20, 2017

A. Adjustments to the Agenda

Ms. Chase said there were two additions to the Agenda: Item 4.46 To See What Action the Board Wishes to take in Regard to Citizen's Petition to Recall Article 3; and Item 4.47 To See What Action the Board Wishes to take in Regard to Appointing Barbara Seaver, Election Warden.

Mr. Hathorne moved and Ms. Conger seconded the motion to add Items 4.46 & 4.47. The motion carried on a vote of 4-0.

IV. PUBLIC PARTICIPATION

A. Public Hearing – Junkyard Renewal Application

Ms. Chase read the Public Hearing Notice. The Public Hearing was opened at 7:15p.m. There were no public comments. Ms. Chase closed the Public Hearing at 7:16p.m.

B. Other

Ms. Chase asked anyone speaking during Public Participation to please be respectful.

Donald Libby, George Colby, Laura Sturgis and Beverly Cadigan all spoke to the Board in reference to the October 16, 2017, Special Town Meeting.

V. SCHEDULED ITEMS

4.36 To See What Action the Board Wishes to take in Regard to Junkyard License Renewal Application

Mr. Hathorne moved and Ms. Conger seconded a motion to approve the Junkyard License Renewal Application and to note there are no violations or complains on file per the Code Enforcement Officer. The motion carried on a vote of 4-0.

4.37 To See What Action the Board Wishes to take in Regard to Public Works Vehicle/Equipment Replacement Schedule

Mr. Hathorne said that the Public Works Director is not present and there are questions for him. He said he would like to table this item.

Mr. Hathorne moved and Mr. Davis seconded a motion to table this item. The motion carried on a vote of 3-1, with Ms. Chase opposing.

4.38 To See What Action the Board Wishes to take in Regard to Transfer Station Equipment Replacement Schedule

Mr. Hathorne said that the Public Works Director is not present and there are questions for him. He said he would like to table this item.

Mr. Hathorne moved and Mr. Davis seconded a motion to table this item. The motion carried on a vote of 3-1, with Ms. Chase opposing.

Vice-Chairman, Steven Libby, attended the meeting.

4.39 To See What Action the Board Wishes to take in Regard to Fire and Rescue Vehicle Replacement Schedule

Ms. Chase said the schedule for FY19 shows a SUV but also keep the pick-up truck. She said this is adding to the fleet without going through the process.

James Ladewig, Fire-Rescue Chief, said he has looked at several different options. He said most Fire Chiefs have an SUV type vehicle. He said this type of vehicle would be very helpful when using it for a command vehicle. He said the department cannot function with a pick-up truck.

Mr. Libby said the cost listed for a new squad, \$400,000, is very high. He asked if the department needs this level of vehicle.

Mr. Davis moved and Mr. Hathorne seconded a motion to accept the Fire Department Vehicle Replacement Schedule, as a working document.

Mr. Libby said he has supported the schedule as a working document in the past but this document concerns him. He said he would like to see it come back to the Board.

The motion failed on a vote of 1-4, with Ms. Chase, Ms. Conger, Mr. Hathorne and Mr. Libby opposing.

Mr. Libby said the two vehicles requested are completely different. He said the dollars need to be reduced to meet the needs.

Mr. Libby moved and Mr. Hathorne seconded a motion for the Fire Chief to report back to the Board on November 20th, with more options. The motion carried on a vote of 5-0.

4.40 To See What Action the Board Wishes to take in Regard to CIP Requests

Mr. Libby said the requests pertaining to Vehicles for Fire Department, Public Works and Transfer Station will come back to the Board at the next meeting. He said the others can be forward to the CIP Committee.

Mr. Hathorne moved and Ms. Conger seconded a motion to forward the following requests to the CIP Committee: Town Hall Complex; Paving; Bridge Reserve; Stevens Brook Dam and Culvert Engineering; Parks & Recreation Reserve; Transfer Station Recycle Center; Library Egress to Basement; Library Reserve; Update/Replace Twelve Defibrillators and SCBA Update/Replacement. The motion carried on a vote of 5-0.

4.41 To See What Action the Board Wishes to take in Regard to Formation of Comprehensive Plan Update Committee

Ms. Chase said the LMPC Committee has suggested that a committee be formed to meet and discuss the current Comprehensive Plan. She said the committee will be comprised of LMPC and at-large members. She said as the discussions progress, other members could be added, as needed.

Scott Hastings, Town Planner, said the plan is thirty years old and this would be a major revision to the plan. He said the State has a lot of data available to help with this revision. He said the cost for this update should be minimal and he would like to see a public workshop held in the spring. He said 10-12 members for the core committee, possibly have a couple auxiliary members and will pull in expertise when needed.

Mr. Libby moved and Mr. Hathorne seconded a motion to form a Comprehensive Plan Update Committee comprised of five members of the LMPC Committee, five at-large members and one Selectmen Liaison; all voting members; information to be placed on the Town's website and Cable TV Channel 3; and application will go to the Board at the first meeting of December. The motion carried on a vote of 5-0.

4.42 To See What Action the Board Wishes to take in Regard to Road Name Approval Application

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

4.43 To See What Action the Board Wishes to take in Regard to Budget Parameters

Mr. Libby moved and Mr. Hathorne seconded a motion to set the FY19 Budget Parameters as follows:

- 1) Budget built from bottom up without increase over last year, unless absolutely necessary, and based on a plan with written explanation*
- 2) No cost of living increases*
- 3) Up to a 3% merit increase*
- 4) No excessive use of the Undesignated Fund Balance*
- 5) Present Town Manager is to look for creative alternatives to balance budget*
- 6) Any proposed staff increases be justified in writing*

The motion carried on a vote of 5-0.

4.44 To See What Action the Board Wishes to take in Regard to FY19 Budget Schedule

Mr. Hathorne moved and Mr. Davis seconded a motion to approve the FY19 Budget Schedule, as a working document. The motion carried on a vote of 5-0.

4.45 To See What Action the Board Wishes to take in Regard to Broken Payment Schedules for Foreclosed Properties

Ms. Castonguay said there are three accounts, two of which are the same owner, who have made no contact with her concerning payment. She said Account #950 is 21 acres; Account #3352 is 117 acres; and Account #1438, is dwelling on a rented lot. She said 2015 has been paid but the Town still owns the property as a quitclaim deed cannot be signed by the Board until all taxes on the account are paid.

Mr. Libby asked Ms. Castonguay to look into one of the parcels as he believes there has been a change of ownership and wants to make sure before the Board takes action.

Mr. Davis moved and Ms. Conger seconded a motion to table this item; Mr. Libby and Ms. Castonguay pay a visit to owner of #1438; and Ms. Castonguay to bring updated information back to the Board at the November 20th meeting. The motion carried on a vote of 5-0.

4.46 To See What Action the Board Wishes to take in Regard to Citizen's Petition to Recall Article 3

Ms. Castonguay the petition did not have enough valid signatures to meet the requirement. She said the Board must vote to either accept or reject the petition.

Mr. Libby moved and Mr. Hathorne seconded a motion to dismiss the Petition due to insufficient signatures. The motion carried on a vote of 3-2, with Mr. Davis and Mr. Hathorne opposing.

4.47 To See What Action the Board Wishes to take in Regard to Appointing Barbara Seaver, Election Warden

Mr. Hathorne moved and Ms. Conger seconded a motion to appoint Barbara Seaver, Election Warden for the November 7, 2017 Election. The motion carried on a vote of 5-0.

VI. APPROVE FY18 WARRANTS AND PAYROLLS #18 & #19

Mr. Hathorne moved and Mr. Davis seconded a motion to approve FY18 Warrants and Payrolls #18 & #19. The motion carried on a vote of 4-0-1, with Mr. Libby abstaining.

VII. APPOINTMENTS

- A. Planning Board – (3 – three-year vacancies)**
Ben Tettlebaum – would like to be appointed

Mr. Libby moved and Mr. Hathorne seconded a motion to appoint Ben Tettlebaum, to the Planning Board, for a three-year term. The motion carried on a vote of 5-0.

VIII. LEGAL

None.

IX. WRITTEN COMMUNICATION

- A. Approve Minutes of the October 23, 2017 Special Board of Selectmen's Meeting**

Mr. Hathorne moved and Ms. Conger seconded a motion to approve the Minutes of the October 23, 2017, Special Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

X. ORAL COMMUNICATION

- A. Selectmen**

Lenora Conger - no comments.

Steven Libby – no comments.

Joseph Davis – said he agreed with Donald Libby's comments about the Town Meeting. He said people were rude and it was a horrible meeting and that is why there should be a second meeting.

Stephen Hathorne – said he wanted to thank the Public Works and Fire Department for all their work during the storm and checking on citizens. He said the Fire Department’s Hunter’s Breakfast had a good turnout and was a success.

Linda Chase – said she wanted to thank Dan Spurling for the lighting installed at the Veteran’s Monuments. She said she wanted to thank Chuck McNally, of Donna’s Greenhouse, for the maple trees. She said also would like to thank the Public Works and Fire Department personnel as well as Central Maine Power employees for all their hard work during the storm.

B. Town Manager

Ms. Castonguay said the following:

- 1) Reminder that Town Facilities are closed Friday for Veteran’s Day.
- 2) Foreclosure notices for the 2016 Tax Year will be going out this week and there are thirty-one accounts receiving letter.
- 3) The last meeting, the Board asked her to look into secret ballot articles for Town Meeting. She said per the manual, it is up to the Municipal Officers to make that decision. She said if an article is to be voted by secret ballot, a public hearing must be held within 14 days of the vote.
- 4) In years past, there has only been one Selectmen’s meeting in December and is asking if the Board wanted to combine the two meetings in December into one.

Mr. Libby said that could be decided at the next Board meeting on November 20th.

C. Dept. Heads

D. Boards & Committees

XI. ADJOURN

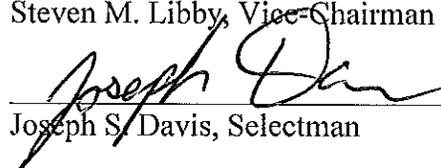
Mr. Hathorne moved and Mr. Davis seconded a motion to adjourn at 8:55 p.m. The motion carried on a vote of 5-0.

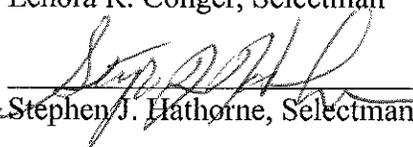
Approved November 20, 2017


Linda D. Chase, Chairman

Steven M. Libby, Vice-Chairman

Lenora R. Conger, Selectman


Joseph S. Davis, Selectman


Stephen J. Hathorne, Selectman