

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, March 5, 2018
At the Meetinghouse

For review of the complete discussions and motions, please see the recording available 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 7:00 p.m. Present were Chairman, Linda Chase; Vice-Chairman, Steven Libby; Selectmen, Lenora Conger, Joseph Davis and Stephen Hathorne; Town Manager, Carrie Castonguay; Assessor's Agent, Michael O'Donnell; and Recorder, Sharlene Myers.

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, March 19, 2018

A. Adjustments to the Agenda

Ms. Chase said there were two applications to be added under Appointments.

IV. PUBLIC PARTICIPATION

A. Public Hearing – Amendment to the Pineland Municipal Development and Tax Increment Financing District

Ms. Chase read the Public Hearing Notice for the Amendment to the Pineland Municipal Development and Tax Increment Financing District.

Ms. Chase opened the Public Hearing at 7:05 p.m.

Ms. Castonguay said due to an error with posting requirements, the Amendment to the Pineland Municipal Development and Tax Increment Financing District Public Hearing had to be advertised in a daily newspaper per State Statute and held again. She said it does not change the vote at the Special Town Meeting.

Roger Levasseur, resident, asked when the vote on the TIF Amendments took place

Ms. Castonguay said it was the second article on the Special Town Meeting Warrant.

Mr. Levasseur said he would like to make a recommendation that a Clerk of the Works be hired for the construction of the Public Works Garage and use TIF \$\$ to offset the cost. He said a Clerk of the Works was hired when the Fire Station was built it was a big asset when it came to inspections of the critical areas construction such as concrete, electrical, piping, etc. He said with the cost of the Public Works Garage project, 4.6 million dollars, he believes it would be a very valuable and worthwhile investment.

Mr. Libby said the Fire Station was a more complex project. He said the Construction Committee would discuss this subject and make a recommendation, if needed.

Jim Fitch, resident, said it would cost a few thousand dollars for someone to inspect the concrete cylinders, which is very important, subsurface, foundations, underground piping and electrical.

Ms. Chase closed the Amendment to the Pineland Municipal Development and Tax Increment Financing District Public Hearing at 7:13 p.m.

B. Public Hearing – *Liquor License Application for Black Tie, Inc. at Pineland Farms*

Ms. Chase read the Public Hearing Notice for the Liquor License Application for Black Tie, Inc., at Pineland Farms.

Ms. Chase opened the Public Hearing at 7:14 p.m.

There were no public comments.

Ms. Chase closed the Public Hearing at 7:15 p.m.

C. Other

Jim Fitch, resident, asked the Board's permission to solicit funds and donations to have the stone wall in front of Town Hall repaired by Tony Ray. He said he has asked Tony for an estimate.

Mr. Libby directed him to meet and coordinate this with the Town Manager.

Roger Levasseur, Brian Chipman, Scott Doyle, Peter Bragdon and James Ladewig spoke to the Board about the 111 Fire Department Budget and proposed cuts in the number of Officers in the Department.

V. SCHEDULED ITEMS

4.72 To See What Action the Board Wishes to take in Regard to Liquor License Application for Black Tie, Inc. at Pineland Farms

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Liquor License Application for Black Tie, Inc., at Pineland Farms 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.

4.73 To See What Action the Board Wishes to take in Regard to Road Name Approval Application for MacDonald Drive

Mr. Libby moved and Mr. Hathorne seconded a motion to approve the Road Name Approval Application for MacDonald Drive.

Mr. Davis said if three homes are needed in order to name a road, do all three home owners have to agree on the road name.

Ms. Chase said she believed it was up to who applies and in this case its family.

The motion carried on a vote of 5-0.

4.74 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.

4.75 To See What Action the Board Wishes to take in Regard to Bid Proposals for the Morse Road Cistern RFP

Ms. Chase said no bids were received.

Mr. Libby moved and Ms. Conger seconded a motion to table and to re-advertise the Morse Road Cistern RFP with a due date of April 2, 2018.

Ms. Castonguay asked if a bidder's list is available.

Mr. Libby said the Town Manager should talk with the Fire Chief and Public Works Director to come up with a list.

The motion carried on a vote of 4-0-1, with Mr. Hathorne abstaining.

4.76 To See What Action the Board Wishes to take in Regard to Quitclaim for Norman Smith

Mr. Libby moved and Mr. Hathorne seconded a motion to sign the Quitclaim for Norman Smith. The motion carried on a vote of 5-0.

4.77 To See What Action the Board Wishes to Take in Regard to Establishing the Last Day to Accept Warrant Articles by Petition for the Annual Town Meeting

Mr. Libby moved and Ms. Conger seconded a motion to set the date of March 30, 2018, as the last day to accept Warrant Articles by Petition for the Annual Town Meeting. The motion carried on a vote of 5-0.

4.78 To See What Action the Board Wishes to take in Regard to FY19 Proposed Budget

Ms. Chase said the Budget Committee differed from the Board of Selection on four budgets: 111 – Fire Department; 129 – Sabbathday Lake Testing; 133 – Parks & Recreation; and 137 – Interagencies. She said the difference is \$7,796.

Mr. Libby moved and Ms. Conger seconded a motion to increase the Board of Selectmen's budget to match the Budget Committee.

Mr. Davis asked Ms. Chase to explain where the differences were in each budget.

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

4.79 To See What Action the Board Wishes to take in Regard to Firefighter Pay Policy

Ms. Libby said he has not had a chance to review this policy.

Ms. Chase said under Trainings & Meetings, it should read “the normal meetings are two hours”. She said there are other policies and procedures that probably should be combined in one policy. She asked what the definition was of “tone to tone”.

Mr. Ladewig said from the time the Tone goes out to the close of the call.

Mr. Libby said the policy should be made clearer.

Mr. Libby moved and Mr. Hathorne seconded a motion for the Town Manager to report back to the Board on the Firefighter Pay Policy. The motion carried on a vote of 5-0.

4.80 To See What Action the Board Wishes to take in Regard to the Community Fair Committee

Mr. Davis said he is the Liaison to the Community Fair Committee. He said the committee is basically dead in the water with a Committee of one. He said he came for a meeting a couple weeks ago and sat in the parking lot for twenty minutes and no one showed up for the scheduled meeting. He said per the Parks & Recreation director, in the next three years the fairgrounds infield will have new seed and sod and will not be usable for a Fair. He said trying to get a date is near to impossible and if the Fair is held off of Town property, the Town insurance will not cover. He said there is less parking due to the protection of the Water District, as well as having the use of only one gate.

Mr. Libby said he has concerns. He said maybe the committee could check into becoming part of the Agricultural Fair Association.

Mr. Hathorne said the fair used to be fantastic. He said the Community Fair was to eventually be self-sufficient when it came to funding. He said the Committee refused to take the steps stated by the Board. He said the Fairgrounds was not given solely to the Parks & Recreation Department. He said that facility is for everyone.

Mr. Libby said if the Committee wants to hold a fair, they should complete the paperwork and submit it to the Parks & Recreation Director with choices of dates. He said the Committee will also have to come up with funding.

Peter Bragdon, Community Fair Committee Member, said the Chairman of the Committee has resigned. He said approximately \$500 is needed for seed money to get the Fair up and running. He said one of the issues is there is less space available up there to be used for the Fair. He said he is upset as a committee member and resident, that the Fairgrounds has become landlocked by the Parks & Recreation Department.

Mr. Libby moved and Mr. Davis seconded a motion to take no action on this item. The motion carried on a vote of 5-0.

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

Ms. Castonguay said the scope is to update the Comp Plan. She said the question is the definition of update.

Mr. Davis said update of the Comp Plan means to bring the plan up to State standards.

Ms. Chase said the definition of "update" is to make something more modern or up to date.

Mr. Libby moved and Mr. Hathorne seconded a motion that the scope of the Comprehensive Plan Update Committee is to update the current plan to meet State requirements. The motion carried on a vote of 5-0.

4.82 To See What Action the Board Wishes to take in Regard to Scope of Environmental Resources Committee

Mr. Hathorne said this Committee is lost. He said the Committee members are good people and try hard but there are times where they are delving into things that they should not be doing. He said the Committee needs guidance and direction. He said they requested a budget of \$900 which the Board cut to \$500. He said he has received a relentless amount of emails defending their \$900 request.

Mr. Libby said in the beginning the Committee was made up of residents who were skilled and provided expertise in their field to those needing help with projects.

Ms. Castonguay said the Committee does not have a staff member or department head assigned to them.

Ms. Chase said the scope has changed. She said they should be asking the manager or department head for specific projects

Mr. Hathorne moved and Mr. Libby seconded a motion for the Town Manager to check with department heads for specific projects or ideas and report back to the Board. The motion carried on a vote of 5-0.

4.83 To See What Action the Board Wishes to take in Regard to Scope of Budget Committee

Ms. Castonguay said it was mentioned several times during the Budget Committee Meetings about what is their role. She said they were frustrated with the process and why were they needed.

Mr. Davis said he watched the meetings and was very disappointed about the unprofessional way the meeting was conducted and the attitudes and opinions of some members.

Mr. Libby said the process should be that the department head sends their budget to the Town Manager, who meets with them and discusses or makes changes. He said the Department Head and Town Manager's budget then goes to the Board who discuss and/or make changes. He said then the Town Manager's and Selectmen's budgets get forwarded to the Budget Committee. He said once the Budget Committee has completed their review and public hearing, the budget goes back to the Board.

Ms. Chase said another issue is that the Budget Committee will receive information that has not be given or presented to the Board. She said this is very frustrating because the Board based their decisions off information they had but not off the new information. She said this happened two or three times throughout the process.

Mr. Libby moved and Mr. Davis seconded a motion that the scope of the Budget Committee is to review the Budget as presented to the Town Manager and Board of Selectmen.

She said she will vote against this as she would like to see the Board and Budget Committee meet with the Department Heads together on a Saturday and get it done.

The motion carried on a vote of 4-1, with Ms. Chase opposing.

VI. APPROVE FY18 WARRANTS AND PAYROLLS #33, #34, #35 & #36

Mr. Hathorne moved and Mr. Davis seconded a motion to approve FY18 Warrants and Payrolls #33, #34, #35 & #36. The motion carried on a vote of 5-0.

VII. APPOINTMENTS

- A. Land Management Planning Committee – (one vacancy)**
Christina Chase – would like to be appointed

Mr. Libby moved and Ms. Conger seconded a motion to appoint Christina Chase to the Land Management Planning Committee, for a three-year term. The motion carried on a vote of 5-0.

- B. Adhoc Public Works Building Construction Committee – (four vacancies)**
James Fitch – would like to be appointed
Jeff Hamilton Sr. – would like to be appointed
Marvin Hamilton – would like to be appointed
James Hutchinson – would like to be appointed
Nat Berry – would like to be appointed

Mr. Libby said one of the applicants is a town employee. He said is there any concern where the public works department is already represented by the public works director.

Mr. Davis asked if the employee can take time out of his work schedule to attend the meetings.

Ms. Castonguay said it should not be an issue.

Mr. Libby said he would be interested in serving as the Liaison for this Committee.

Mr. Libby moved and Ms. Chase seconded a motion to increase the Adhoc Public Works Building Construction Committee to five members; appoint James Fitch, Jeff Hamilton, Sr., Marvin Hamilton, James Hutchinson and Nat Berry to the Committee; and Mr. Libby to be the Selectmen Liaison to the Committee.

Mr. Davis asked if the Liaison is a voting member if there were issues where it was an even number of six people.

Mr. Hathorne said he would not be in favor of appointing Mr. Fitch to the Committee.

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

- C. Candidates/Referendum Issues Committee – (three vacancies)**
Penny Hilton – would like to be appointed

Mr. Hathorne moved and Mr. Libby seconded a motion to appoint Penny Hilton to the Candidates/Referendum Issues Committee, 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 February 5, 2018 Board of Assessor's & Board of Selectmen's Meeting**

Mr. Hathorne moved and Ms. Conger seconded a motion to approve the Minutes of the February 5, 2018, Board of Assessor's and Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

X. ORAL COMMUNICATION

- A. Selectmen**

Steven Libby -- no comments.

Stephen Hathorne -- said he contacted the Superintendent asking if there would be consequences if students chose to join in the walkout on March 14th. He said the District has chosen to not discipline those who choose to walk out. Mr. Hathorne said it good that students are choosing to get involved and be heard.

Joseph Davis -- said for those who have been trying to contact him, his phone number was wrong on the website and has since been corrected. He said for those who did not know, phone numbers and e-mail addresses for the Selectmen are on the website if anyone wishes to contact them.

Lenora Conger -- no comments.

Linda Chase -- said the Parks & Recreation Committee currently has two Selectmen Liaisons and is asking to decrease it to one. She said two Liaison's throws off the quorum number.

Mr. Davis said he would like this on the next agenda.

B. Town Manager

Ms. Castonguay said the following:

- 1) Included in the Board's packets was information for a proclamation for an organization.

Mr. Libby said the Board does proclamations for municipal things.

- 2) The County Assessment was received and the amount is \$351,187, which is six dollars under the estimated amount.

C. Dept. Heads

D. Boards & Committees

XI. EXECUTIVE SESSION

- A. Per M.R.S.A. 31 Title 1, Chapter 13 § 405, 6. A.** Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons . . . *(Town Manager's review)*

Mr. Libby moved and Mr. Hathorne seconded a motion to table the Executive Session until the March 19th meeting.

Mr. Libby asked for paperwork to be sent out to the Board.

The motion carried on a vote of 5-0.

XII. RETURN TO OPEN SESSION

XIII. ADJOURN

Mr. Hathorne moved and Ms. Conger seconded a motion to adjourn at 9:45 p.m. The motion carried on a vote of 4-1, with Mr. Davis opposing.

Approved March 19, 2018


 Linda D. Chase, Chairman

 Steven M. Libby, Vice-Chairman


 Lenora R. Conger, Selectman


 Joseph S. Davis, Selectman


 Stephen J. Hathorne, Selectman