

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, June 18, 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, Lenora Conger, Joseph Davis and Karen Gilles; Town Manager, Carrie Castonguay; and Recorder, Sharlene Myers.

II. PLEDGE OF ALLEGIANCE

All joined in the Pledge of Allegiance.

III. SCHEDULE NEXT MEETING:

Board of Selectmen's Workshop (Firefighter Pay Policy) – 7:00 p.m.,
Tuesday, June 19, 2018 at Community Building
Board of Selectmen's Meeting – 7:00 p.m., Monday, July 2, 2018 at Meetinghouse

A. Adjustments to the Agenda

Ms. Castonguay said she would like to add an additional Carryover to Item 5.27, for Parks & Recreation.

Ms. Chase said she would like to add under Appointments, CIP Committee, Jean Couturier would like to be re-appointed. She said under Appointments, Public Safety Committee, John Randall would like to be re-appointed. She said in error it states Donald Libby.

IV. PUBLIC PARTICIPATION

A. Harvey Price – Parks & Recreation

Harvey Price, Parks & Recreation Director, said he is leaving his position on July 12th and wanted to thank the Board for all their help during his seven years with the Town. He also gave a brief update on ongoing Parks & Recreation projects.

B. Other

Stephen Hathorne, resident, spoke to the Board concerning the process of when a person is elected to the Board of Selectmen and when they begin their term. He also congratulated Karen Gilles on being voted in as Selectman.

Ted Shane, Public Works Director, said during Budget discussions, he stated there could be an issue upcoming concerning our trash haulers and increased fees for replacement haulers. He said the issue has surfaced as the current hauler is no longer going to be hauling for the Town. He said he has spoken with two other haulers, one being Frank Hotham, and unfortunately, the fees for hauling will be increasing.

V. SCHEDULED ITEMS

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

Mr. Davis moved and Ms. Conger seconded a motion to nominate Steven Libby as 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 Electing a Vice-Chairman of the Board

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

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

The following Paving bids were opened:

Crooker Construction, LLC, Topsham, Maine

| | |
|-------------|----------------|
| 9.5mm | \$78.45 /ton |
| 12.5mm | \$76.56 /ton |
| Butt Joints | \$13.50 /sq yd |

Shaw Brothers Construction, Inc., Gorham, Maine

| | |
|-------------|---------------|
| 9.5mm | \$86.00 /ton |
| 12.5mm | \$79.00 /ton |
| Butt Joints | \$.01 /sq yd |

Glidden Excavating & Paving, Inc., Gorham, Maine

| | |
|-------------|----------------|
| 9.5mm | \$74.50 /ton |
| 12.5mm | \$69.30 /ton |
| Tack Coat | \$ 2.25 /gal |
| Butt Joints | \$ 9.00 /sq yd |

Pike Industries, Inc., Fairfield, Maine
 9.5mm \$71.00 /ton
 12.5mm \$71.00 /ton
 Butt Joints \$15.00 /sq yd

All States Asphalt, Inc., Windham, Maine
 9.5mm \$73.39 /ton
 12.5mm \$71.23 /ton
 Butt Joints \$13.25 /sq yd

F. R. Carroll, Inc., Limerick, Maine
 Surface \$70.35 /ton (includes Tack Coat)
 Performance Bond \$.50 /ton
 Butt Joints \$ 8.00 /sq yd

P & B Paving, Inc., Gray, Maine
 9.5mm \$66.50 /ton
 12.5mm \$66.50 /ton
 Butt Joints included
 Tack Coat included

The Lane Construction Corp., Bangor, Maine
 9.5mm \$78.50 /ton
 12.5mm \$79.50 /ton
 Butt Joints \$19.30 /sq yd

Mr. Davis moved and Ms. Conger seconded a motion for Mr. Shane to report back to the Board with his recommendation for Paving at the July 2nd, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

5.23 To See What Action the Board Wishes to take in Regard to Bid Proposals for Public Works Cab & Chassis

The following Cab & Chassis bids were opened:

O'Connor Motor Company, Augusta, Maine
 Bid Amount w/Warranty \$ 98,527 (2020 Western Star)
 Trade-In \$ 12,700 (2004 Sterling L8500)

Morrison & Sylvester, Inc., Auburn, Maine
 Bid Amount w/Warranty \$ 95,865 (2019 International)
 Trade-In \$ 14,000 (2004 Sterling L8500)

Freightliner of Maine, Inc., Westbrook, Maine
 Bid Amount w/Warranty \$180,583 (2019 Western Star)
 Trade-In \$ 15,000 (2004 Sterling L8500)

Mr. Davis moved and Ms. Conger seconded a motion for Mr. Shane to report back to the Board with his recommendation for Cab & Chassis at the July 2nd, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

5.24 To See What Action the Board Wishes to take in Regard to Bid Proposals for Public Works Combination Dump Body/Sand Spreader and Plow Gear

The following Combination Dump Body/Sand Spreader/Plow Gear bids were opened:

H. P. Fairfield, Skowhegan, Maine
Bid Amount \$70,999

Viking Cives, Lewiston, Maine
Bid Amount \$75,185

Mr. Davis moved and Ms. Conger seconded a motion for Mr. Shane to report back to the Board with his recommendation for Combination Dump Body / Sand Spreader / Plow Gear at the July 2nd, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

5.25 To See What Action the Board Wishes to take in Regard to Bid Proposals for Fire Department SCBA

The following SCBA bids were opened:

Fire Tech & Safety of New England, Inc., Winthrop, Maine
SCBA Facepieces & SCBA Bottles Bid \$137,185.39
Additional Options \$ 15,876.22
Total Bid Amount Complete \$153,061.01

Industrial Protection Services, LLC, South Portland, Maine
Airpak 75:
SCBA Facepieces & SCBA Bottles Bid \$126,256.00
Additional Options \$ 16,358.00
Total Bid Amount Complete \$142,614.00

AirPak X3
SCBA Facepieces & SCBA Bottles Bid \$131,107.00
Additional Options \$ 16,358.00
Total Bid Amount Complete \$147,465.00

AirPak X3 PRO
SCBA Facepieces & SCBA Bottles Bid \$144,379.00
Additional Options \$ 16,358.00
Total Bid Amount Complete \$160,737.00

Ms. Conger moved and Mr. Davis seconded a motion for Chief Ladewig to report back to the Board with his recommendation for SCBA's at the July 2nd, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

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

Ms. Chase moved and Ms. Conger seconded a motion to sign the CMP Pole Permit. The motion carried on a vote of 5-0.

5.27 To See What Action the Board Wishes to take in Regard to Carry Forward Funds from FY18 to FY19

Ms. Castonguay said Parks & Recreation would like to carryover the balance of the Land Grant Account \$13,687.93 to FY19 to enable them to complete the projects.

Ms. Chase moved and Ms. Conger seconded a motion to approve the carryover of Land Grant Account balance of \$13,687.93 to FY19. The motion carried on a vote of 5-0.

Ms. Castonguay said she would like to carryover the balances of Paving Capital Reserve \$13,609.57, Woodman Road \$1,414.77, Morse Road \$16,199.66, and Morse Road Paving \$59,824.01 into Road Reconstruction Account G1-385-00. She said these projects are completed and this would clean up the accounts and consolidate.

Mr. Libby said the Paving amounts came from the TIF account. He said the others would need to go to Town Meeting in order to roll the balances.

Ms. Castonguay said she would like to move the balance of the Roll off Container Account (G1-428-01) to Transfer Station Capital Reserve (G1-391-00).

Mr. Libby said she would need to check to see if the Transfer Station Equipment Schedule includes roll-off containers. He said if not, this would take a town meeting vote.

Ms. Castonguay said the Town Planner would like to roll over \$500 from account E122-9-12 Comprehensive Plan to FY19 budget.

Ms. Conger moved and Ms. Chase seconded a motion to roll over \$500 from FY18 to FY19 E122-9-12 Comprehensive Plan Budget. The motion carried on a vote of 5-0.

Ms. Castonguay said there has been no meeting established with bidders, Fire Chief, Public Works Director and herself. She said she would like to roll the \$64,000 Cistern amount in account G1-403-00 Water Holes.

Mr. Libby said \$64,000 was approved at Town Meeting for a Cistern. He advised checking with the auditors about rolling this into G1-403-00 Water Holes. He said if it is found feasible to locate the Cistern in another area, the Town would be able to utilize the funds from the Cistern account.

Mr. Davis moved and Ms. Chase seconded a motion for the Cistern E128-4-63 \$64,000, to remain in the account as is. The motion carried on a vote of 5-0.

Ms. Castonguay said she would like to carryover the balance of the E149-3-54 Paving Account \$11,779.03 into G1-385-00 Road Reconstruction account.

Ms. Chase said it cannot be rolled into the Road Reconstruction account. She said it can be rolled into the Paving Capital Reserve Account.

Ms. Chase moved and Ms. Conger seconded a motion to roll the June 30th balance of the FY18 E149-3-54 Paving Account into the G1-411-00 Paving Reserve Account. The motion carried on a vote of 5-0.

VI. APPROVE FY18 WARRANTS AND PAYROLLS #50 & #51

Ms. Chase moved and Mr. Davis seconded a motion to approve FY18 Warrants & Payrolls #50. The motion carried on a vote of 4-0-1, with Ms. Gilles abstaining.

Ms. Chase moved and Mr. Davis seconded a motion to approve FY18 Warrants and Payrolls #51. The motion carried on a vote of 5-0.

VII. APPOINTMENTS

Please see attached paperwork. All those up for re-appointment were sent a letter via the mail as well as two follow-up emails.

- A. *Board of Appeals – 3 three-year terms available*
 - Norman Chamberlain – would like to be re-appointed
 - Ray Hamilton – would like to be re-appointed
 - Kathleen Potter – would like to be re-appointed

- B. *Budget Committee – 4 three-year terms available*
 - Timothy Joy – would like to be re-appointed

- C. *CIP Committee – 3 three-year terms available*
 - Kathleen Potter – would like to be re-appointed

- D. *Cable TV Committee – 1 one-year term and 5 three-year terms available*
 - Patti Mikkelsen – would like to be re-appointed

- E. *Comp Plan Update Committee – 1 three-year term available*
 - Rebecca Klotzle – would like to be appointed

- F. *Land Management Planning Committee – 3 three-year terms available*
 - Sam Coggeshall – would like to be re-appointed
 - George Colby – would like to be re-appointed

- G. *Library Board of Trustees – 2 three-year terms available*
 - Robert Cotiaux – would like to be re-appointed
 - Cecile Sullivan Rohrbach – would like to be re-appointed

- I. *Planning Board – 4 three-year terms available*
 - Donald Libby – would like to be re-appointed
 - Jean Libby – would like to be re-appointed as an alternate
 - Rebecca Klotzle – would like to be appointed
- J. *Public Safety Committee – 2 three-year terms available*
 - John Randall – would like to be re-appointed
 - Brady White – would like to be appointed

Ms. Chase moved and Mr. Davis seconded a motion to appoint and re-appoint A-G and I-J, as stated.

Mr. Libby said Donald and Jean Libby are family members.

The motion carried on a vote of 5-0.

- H. *Parks & Recreation Committee – 2 three-year terms available*
 - Donald Libby – would like to be re-appointed
 - Rebecca Klotzle – would like to be appointed
 - Brady White – would like to be appointed

Ms. Chase said there are more who would like to be appointed than terms available. She said she would like to increase the size of the Committee.

Ms. Myers said there was one member of the Committee that has not been to any meetings since their appointment.

Ms. Chase moved and Ms. Gilles seconded a motion to deem Brett Gundel's position/term on the Parks & Recreation Committee as vacant immediately due to lack of attendance. The motion carried on a vote of 5-0.

Ms. Chase moved and Mr. Davis seconded a motion to re-appoint Donald Libby to a three-year term; appoint Brady White to a three-year term; and appoint Rebecca Klotzle to a completion of a 2020 term. The motion carried on a vote of 5-0.

- K. *Tax Collector, Town Clerk, Road Commissioner, Welfare Director, Treasurer, Freedom of Access Act (FOAA) Officer*
 - Carrie Castonguay – currently serves in these positions
- L. *Acting Town Manager in the Absence of the Town Manager*
 - Sharlene Myers currently serves in this position
- M. *Animal Control Officer*
 - Ryelle Atkins currently serves in this position

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

Ms. Chase moved and Mr. Davis seconded a motion to appoint K-R, as stated for FY19. The motion carried on a vote of 5-0.

S. *Selectmen Liaisons to Boards & Committees*

- 1. **Adhoc Retail Marijuana Committee (non-voting)**
Linda Chase
- 2. **Adhoc Public Works Building Committee (voting)**
Steven Libby
- 3. **Budget Committee (non-voting)**
Linda Chase and Karen Gilles
- 4. **Business Communications**
Chandler Brothers – Lenora Conger
Pineland Farms – Steven Libby
Shakers – Linda Chase
- 5. **Cable TV Committee (non-voting)**
Karen Gilles and Joseph Davis
- 6. **CDBG Municipal Oversight Committee (voting)**
None Appointed
- 7. **CIP Committee (voting)**
Steven Libby
- 8. **Candidates/Referendum Issues Committee (voting)**
None Appointed
- 9. **Community Fair Committee (voting)**
Joseph Davis
- 10. **Comprehensive Plan Update Committee (voting)**
None Appointed
- 11. **Cumberland County Finance Committee (voting)**
None Appointed
- 12. **Economic Development Committee (non-voting)**
Karen Gilles
- 13. **Environmental Resources Committee (voting)**
Linda Chase
- 14. **Foreclosure Committee (voting)**

- Steven Libby and Linda Chase*
15. **GNG Joint Leaders**
Linda Chase and Lenora Conger
 16. **Land Management Planning Committee (voting)**
Linda Chase
 17. **Library Board of Trustees (non-voting)**
Joseph Davis
 18. **MMWAC Executive Committee Member & Alternate (voting)**
Carrie Castonguay and Steven Libby (alternate)
 19. **Parks & Recreation Committee (voting)**
Linda Chase
 20. **Public Safety Committee (voting)**
Karen Gilles and Lenora Conger
 21. **School Board (non-voting)**
Joseph Davis
 22. **Water District (non-voting)**
Steven Libby

Mr. Davis moved and Ms. Gilles seconded a motion to appoint Selectmen Liaisons as stated for FY19. The motion carried on a vote of 5-0.

VIII. LEGAL

None.

IX. WRITTEN COMMUNICATION

A. Approve Minutes of the May 21, 2018, Board of Selectmen's Meeting

Ms. Chase moved and Mr. Davis seconded a motion to approve the Minutes of the May 21, Board of Selectmen's Meeting. The motion carried on a vote of 2-0-3, with Ms. Conger, Ms. Gilles and Mr. Libby abstaining.

B. Approve Minutes of the May 21, 2018, Board of Selectmen's Meeting

Ms. Chase moved and Mr. Libby seconded a motion to approve the Minutes of the June 4, 2018, Board of Selectmen's Meeting. The motion carried on a vote of 3-0-2, with Mr. Davis and Ms. Gilles abstaining.

X. ORAL COMMUNICATION

A. Selectmen

Karen Gilles - said she wanted to thank everyone who voted for her and she is honored and looking forward to serving on the Board.

Lenora Conger – said she wanted to welcome Karen to the Board and is looking forward to serving with her. She said even though they are related, they have always and will continue to make independent decisions.

Joseph Davis – said in Library news: the summer reading program began on June 12th but it's not too late to sign up and parents are more than welcome to join the program; the summer reading program will end on August 14th, with awards and Library Players Play; Craft night will be held on August 1st; and the Library Trustees next meeting is on October 8th. He said he wanted to thank the New Gloucester Ambulance crew for their quick thinking and saving his Mom's life. He said he was at the Fire Station earlier that evening cooking for the Open House Barbecue. He said he wanted to thank the Public Works crew for the paving of McIntire Road.

Linda Chase – said she wanted to thank all those who voted for her and would like to welcome Ms. Gilles to the Board. She said she is sad that Mr. Price is leaving his position of Parks & Recreation Director.

Steven Libby – said the date when the Town voted to change when Selectmen take office of election was done at the May 1, 2000 Annual Town Meeting. He said he wanted to welcome Ms. Chase back to the Board and Ms. Gilles to the Board. He said Ms. Gilles is the 24th different Selectmen he has worked with.

B. Town Manager

Ms. Castonguay said the following:

1. Thank you to Sharlene, Kim and those who worked at the election on Tuesday.
2. Received the SAD #15 appropriation which was \$5,486,266.
3. LRAP Funds decreased by 2% (\$68,000)
4. Sharlene took 88 Liens to the Registry last week. Notices were sent out shortly after the due date letting them know they had a past due balance and feel this helped with the collection process.
5. Total outstanding real estate amount is \$204,096, which includes 2016, 2017 and 2018.
6. The speed limit sign is now located on Morse Road.
7. GPCOG is hosting a forum on September 5th to meet those running for Governor.
8. McIntire Road is paved and they working on the gravel shoulders, seed and mulch.
9. Historically, there has only been one Selectmen's meeting held in July.

Mr. Libby asked for an update on foreclosed properties

Ms. Castonguay said four of the twelve have signed contracts to be paid by August 6th; two are paid in full and have been quitclaimed; and that leaves six, of which two she has spoken with.

Mr. Libby said he would like to have them at the second meeting in July, as the Foreclosure process is new.

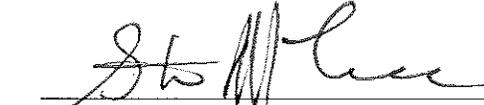
C. Dept. Heads

D. Boards & Committees

XI. ADJOURN

Ms. Chase moved and Ms. Conger seconded a motion to adjourn at 8:35 p.m. The motion carried on a vote of 4-1, with Mr. Davis opposing.

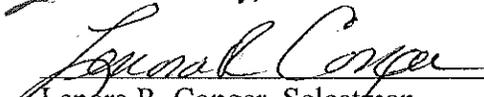
Approved July 2, 2018



Steven M. Libby, Chairman

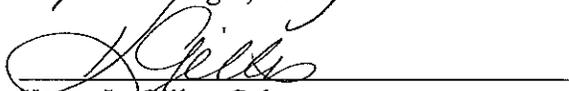


Linda D. Chase, Vice-Chairman



Lenora R. Conger, Selectman

Joseph S. Davis, Selectman



Karen L. Gilles, Selectman