

**MINUTES**  
**Town of New Gloucester**  
**BOARD OF SELECTMEN'S MEETING**  
**7:00 p.m.**  
**Monday, July 2, 2018**  
**At the Meetinghouse**

*For review of the complete discussions and motions, please see the recording available on our website at [www.newgloucester.com](http://www.newgloucester.com)*

## **BOARD OF SELECTMEN'S MEETING**

### **I. CALL THE MEETING TO ORDER & ATTENDANCE**

Chairman, Steven Libby, called the meeting to order at 7:01 p.m. Present were Chairman, Steven Libby; Vice-Chairman, Linda Chase; Selectmen, Lenora Conger, and Karen Gilles; Town Manager, Carrie Castonguay; and Recorder, Sharlene Myers. Selectman, Joseph Davis, was absent.

### **II. PLEDGE OF ALLEGIANCE**

All joined for the Pledge of Allegiance.

### **III. SCHEDULE NEXT MEETING:**

**Board of Selectmen's Workshop (Firefighter Pay Policy) – 7:00 p.m.,**  
Tuesday, July 9, 2018 at Community Building  
**Board of Selectmen's Meeting – 7:00 p.m., Monday, July 16, 2018 at Meetinghouse**

#### **A. Adjustments to the Agenda**

*Ms. Chase moved and Ms. Gilles seconded a motion to add Item 4.11, To See What Action the Board Wishes to take in Regard to Tennis and Basketball Courts RFP. The motion carried on a vote of 4-0.*

*Ms. Chase moved and Ms. Gilles seconded a motion to add Item 4.12, To See What Action the Board Wishes to take in Regard to Naming of Pavilion at the Fairgrounds. The motion carried on a vote of 4-0.*

*Ms. Gilles moved and Ms. Conger seconded a motion to table the Executive Session until the next meeting.*

Mr. Libby said paperwork was not received by Selectmen and Mr. Davis was absent.

*The motion carried on a vote of 4-0.*

#### IV. PUBLIC PARTICIPATION

Joanne Cole, Penny Hilton and Debra Smith, members of the Candidates/Referendum Issues Committee, spoke to the Board concerning the role of the Committee, guidelines for the Committee and possible conflict of interest pertaining to the Selectmen Liaison.

#### V. SCHEDULED ITEMS

##### 4.00 To See What Action the Board Wishes to take in Regard to Public Works Sand & Gravel Bid Proposals

The following Sand & Gravel Bids were opened:

###### Pike Industries, Inc., Westbrook, Maine

Sub-base	\$ 8.30 /cubic yard
Base	\$ 11.25 /cubic yard
Standard Surface	\$ 8.67 /cubic yard
M.D.O.T. Surface	\$ 11.25 /cubic yard
Winter Sand	\$ no bid

###### Bowie Excavating, New Gloucester, Maine

Sub-base	\$ no bid
Base	\$ no bid
Standard Surface	\$ no bid
M.D.O.T. Surface	\$ no bid
Winter Sand	\$ 6.50 /cubic yard

###### M-T Pit, New Gloucester, Maine

Sub-base	\$ no bid
Base	\$ no bid
Standard Surface	\$ no bid
M.D.O.T. Surface	\$ no bid
Winter Sand	\$ 6.50 /cubic yard

###### Gorham Sand & Gravel, Inc., Buxton, Maine

Sub-base	\$ 20.00 /cubic yard
Base	\$ 25.00 /cubic yard
Standard Surface	\$ 25.00 /cubic yard
M.D.O.T. Surface	\$ 25.00 /cubic yard
Winter Sand	\$ 19.00 /cubic yard

###### Shaw Brothers Construction, Gorham, Maine (Windham pit)

Sub-base	\$ 10.25 /cubic yard
Base	\$ no bid
Standard Surface	\$ 11.25 /cubic yard
M.D.O.T. Surface	\$ 15.00 /cubic yard
Winter Sand	\$ 6.50 /cubic yard

Portland Sand & Gravel, Inc., Gray, Maine	
Sub-base	\$ 6.00 /cubic yard
Base	\$ 6.00 /cubic yard
Standard Surface	\$ 12.00 /cubic yard
M.D.O.T. Surface	\$ 12.00 /cubic yard
Winter Sand	\$ 5.00 /cubic yard

Emerson Excavating, Windham, Maine	
Sub-base	\$ 6.00 /cubic yard
Base	\$ 6.00 /cubic yard
Standard Surface	\$ 8.00 /cubic yard
M.D.O.T. Surface	\$ 10.00 /cubic yard
Winter Sand	\$ 5.00 /cubic yard

Ted Shane, Public Works Director, said he could make his recommendation for Standard Surface and M.D.O.T. Surface that evening.

Mr. Libby said for Mr. Shane to run the numbers and the Board will come back to this item later on the Agenda.

**4.01 To See What Action the Board Wishes to take in Regard to Public Works Paving Recommendation**

Mr. Shane said he recommends awarding the Paving Bid to P & B Paving, Gray, Maine, with a bid of \$66.50 per ton with butt joints and tack coat included in the price. He said their references were good and have the necessary equipment and trucks to do the job.

*Ms. Gilles moved and Ms. Conger seconded a motion to award the Paving Bid to P & B Paving of Gray, Maine, with a bid of \$66.50 per ton, including butt joints and tack coat. The motion carried on a vote of 4-0.*

Mr. Shane said the roads to be paved in FY19 are: Long Bennett Road; Mayall Road from the Turnpike Bridge to Route 26; Upper Village Street; Gilmore Road; and Chestnut Common. He said it's unlikely that Chestnut Common would be paved due to the available funds. He said he will come back to the Board in August concerning Mayall Road and whether to do a heavy shim on that road.

*Ms. Chase moved and Ms. Conger seconded a motion for the following list of roads to be paved in FY19, if budget allows: Long Bennett Road; Mayall Road from the Turnpike Bridge to Route 26; Upper Village Street; Gilmore Road; and Chestnut Common. The motion carried on a vote of 4-0.*

**4.02 To See What Action the Board Wishes to take in Regard to Public Works Cab & Chassis Recommendation**

Mr. Shane said he recommends the Board allow the Town Manager and himself to meet with all bidders and allow negotiations to reduce the price, as all three bidders are over budget.

Mr. Libby asked if all bids included what was asked for on the RFP.

Mr. Shane said two of the three have 5-year warrantee and one has a seven-year. He said one does not mention tires/rims, one mentions one tire/rim and one mentions two tires/rims. He said one bidder bid the complete package of Cab and Chassis, Combination Dump Body/Sand Spreader and Plow Gear and the other two bidders was just Cab & Chassis.

*Ms. Chase moved and Ms. Gilles seconded a motion for Staff to talk with all three bidders giving them all the same opportunity; create a list of items that can be eliminated from the package and priced separately; and the three bidders submit their bids in a sealed envelope to the Town Manager and to be opened at the next meeting. The motion carried on a vote 3-1, with Mr. Libby opposing.*

**4.03 To See What Action the Board Wishes to take in Regard to Public Works Combination Dump Body/Sand Spreader and Plow Gear Recommendation**

This item was included in the above discussion and motion.

**4.04 To See What Action the Board Wishes to take in Regard to New Public Works Building Exterior Colors**

*Ms. Gilles moved and Ms. Conger seconded a motion to select the following exterior colors for the new Public Works Building: Ash Gray for the Building; Rustic Red for the Trim; and Burnished Slate for the Roof. The motion failed on a vote of 0-4, with all opposing.*

*Ms. Chase moved and Mr. Libby seconded a motion to select the following exterior colors for the new Public Works Building: Ash Gray for the Building; Rustic Red for the Trim; White Doors; and Light Stone for the Roof. The motion carried on a vote of 3-1, with Mr. Libby opposing.*

**4.00 To See What Action the Board Wishes to take in Regard to Public Works Sand & Gravel Bid Proposals**

Mr. Shane said he recommends the following:

Emerson Excavating, Windham, Maine	
Sub-base	\$ 6.00 /cubic yard
Base	\$ 6.00 /cubic yard
M.D.O.T. Surface	\$ 10.00 /cubic yard
Winter Sand	\$ 5.00 /cubic yard
Pike Industries, Westbrook, Maine	
Standard Surface	\$ 8.67 /cubic yard

*Ms. Chase moved and Ms. Conger seconded a motion to award the FY19 Sand & Gravel Bids as recommended by the Public Works Director. The motion carried on a vote of 4-0.*

**4.05 To See What Action the Board Wishes to take in Regard to Fire Department SCBA Recommendation**

James Ladewig, Fire/Rescue Chief, said he recommends awarding the FY19 SCBA bid to Fire Tech and Safety of New England, Inc., Winthrop, Maine. He said they met all the requirements of the RFP and is within budget. He said Fire Tech and Safety will train the personnel on the use and maintenance of the new units, which is included in the bid.

*Ms. Chase moved and Ms. Gilles seconded a motion to award the SCBA bid to Fire Tech and Safety of New England, Inc., with a not to exceed amount of \$141,000. The motion carried on a vote of 4-0.*

**4.06 To See What Action the Board Wishes to take in Regard to Road Name Approval Application for Coolidge Lane**

*Ms. Chase moved and Ms. Gilles seconded a motion to approve the Road Name Application for Coolidge Lane. The motion carried on a vote of 4-0.*

**4.07 To See What Action the Board Wishes to take in Regard to Road Name Approval Application for Neptune Drive**

*Ms. Chase moved and Ms. Gilles seconded a motion to approve the Road Name Application for Neptune Drive, formerly Chief Wahoo Drive. The motion carried on a vote of 4-0,*

**4.08 To See What Action the Board Wishes to take in Regard to Quitclaim for Map 18 Lot 19-A**

*Ms. Chase moved and Ms. Conger seconded a motion to sign the Quitclaim for Map 18 Lot 19-A. The motion carried on a vote of 4-0.*

**4.09 To See What Action the Board Wishes to take in Regard to Candidates / Referendum Issues Committee**

Mr. Libby said this item is on the Agenda because there was concern with the appointment of the Selectmen Liaison. He said the role of a voting or non-voting liaison varies per committee; a non-voting liaison does not always attend but a voting liaison should attend meetings.

Ms. Castonguay said she reached out to Patti Mikkelsen who suggested back at the December meeting to form a committee to work with candidates on an agreeable format for contested races. She said she recommends tabling this item and she will meet with the committee members and liaison to define a charge for the Committee.

*Ms. Chase moved and Ms. Gilles seconded a motion for the Town Manager, Candidates/Referendum Issues Committee members and Liaison, meet to define the role of the committee/liaison and clarify the guidelines for the Committee to follow. The motion carried on a vote of 4-0.*

*Ms. Chase moved and Ms. Gilles seconded a motion for the Selectmen Liaison for the Candidates/Referendum Issues Committee, be a voting liaison. The motion carried on a vote of 4-0.*

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

Ms. Castonguay said she would like to recommend carrying over the FY18 Legal Budget balance of \$3,404.63 to FY19.

*Ms. Conger moved and Mr. Libby seconded a motion to carryover the FY18 Legal Budget Balance of \$3,404.63 to FY19. The motion carried on a vote of 3-1, with Ms. Chase opposing.*

Ms. Castonguay said the chairs at the Meetinghouse are in need of replacement and is recommending rolling over dollars from the FY18 Unbudgeted Line to FY19 in order to purchase chairs.

*Ms. Chase moved and Mr. Libby seconded a motion to carryover funds up to \$3,500 from FY18 to FY19 Unbudgeted line, for the purchase of new chairs for the meetinghouse. The motion carried on a vote of 3-0-1, with Ms. Conger abstaining.*

**4.11 To See What Action the Board Wishes to take in Regard to Parks & Recreation RFP for Tennis and Basketball Court Repairs**

Ms. Chase said \$37,500 was approved at Town Meeting for the Tennis and Basketball Court repair. She said the committee worked on the RFP and sent it to Maine Tennis and Track, as they are the only vendor in Maine. She said copies of their proposal was handed out to the Board that evening.

Ms. Castonguay asked when the work would be done and how long the courts would be unusable.

Ms. Chase said that would be a question for the Parks & Recreation Director.

*Ms. Chase moved and Ms. Conger seconded a motion to approve the proposal from Maine Tennis & Track for the Tennis and Basketball Court repairs with the caveat that there are no other vendors in Maine that do these repairs; verify when the work is to be done; and the total cost to not exceed \$37,500. The motion carried on a vote of 4-0.*

**4.12 To See What Action the Board Wishes to take in Regard to Naming of the Pavilion at the New Gloucester Fairgrounds**

Ms. Chase said the Pavilion would be completed on Saturday, July 7<sup>th</sup> along with the staining of the picnic tables and fasteners to hook them down. She said the Committee discussed naming of the Pavilion and would like to recommend naming it "The Price Pavilion".

*Ms. Chase moved and Ms. Gilles seconded a motion to name the Fairgrounds Pavilion "The Price Pavilion", with a plaque. The motion carried on a vote of 3-0-1, with Ms. Chase abstaining.*

**VI. APPROVE FY18 WARRANTS AND PAYROLLS #52 & #53 AND FY19 WARRANTS AND PAYROLLS #1**

*Ms. Chase moved and Ms. Gilles seconded a motion to approve FY18 Warrants and Payrolls #52, and #53 and FY19 Warrants and Payrolls #1. The motion carried on a vote of 4-0.*

**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. Planning Board – 1 three-year terms available**  
**Charles Burnham** – would like to be re-appointed

*Ms. Chase moved and Ms. Conger seconded a motion to appoint Charles Burnham to the Planning Board, for a three-year term. The motion carried on a vote of 4-0.*

- B. Candidates / Referendum Issues Committee – 2 three-year terms available**  
**Ann Gauthier-Maurice** – would like to be appointed

*Ms. Chase moved and Ms. Gilles seconded a motion to appoint Ann Gauthier-Maurice to the Candidates/Referendum Issues Committee, for a three-year term. The motion carried on a vote of 4-0.*

- C. Selectmen Liaisons to Boards & Committees**

- 1. Candidates/Referendum Issues Committee (voting)**

*Ms. Chase moved and Ms. Gilles seconded a motion to appoint Steven Libby as a Selectmen Liaison, to the Candidates/Referendum Issues Committee. The motion carried on a vote of 3-0-1, with Mr. Libby abstaining.*

- 2. Comprehensive Plan Update Committee (voting)**

*Ms. Chase moved and Ms. Conger seconded a motion to appoint Karen Gilles, as a Selectmen Liaison, to the Comprehensive Plan Update Committee. The motion carried on a vote of 3-0-1, with Ms. Gilles abstaining.*

**VIII. LEGAL**

None.

## IX. WRITTEN COMMUNICATION

### A. Approve Minutes of the June 4, 2018, Board of Selectmen's Meeting

Ms. Chase moved and Ms. Conger seconded a motion to approve the Minutes of the June 4, 2018, Board of Selectmen's Meeting. The motion carried on a vote of 4-0.

## X. ORAL COMMUNICATION

### A. Selectmen

Karen Gilles – said she wanted to thank everyone for the hard work put into the Pavilion and that it is looking great. She said she wanted to thank all that attended and all that worked the Historical Society Strawberry Festival. She said it was a good turnout despite the weather. She said the Historical Society is looking for individuals who would be interested in taking over the event in the coming years and to please contact them if interested.

Lenora Conger – said it's nice to see everyone work together.

Linda Chase – said she wanted to thank all those who have donated many many hours of their time, skills and baked to complete the Pavilion project. She said she wanted to remind people in this hot weather to not leave animals, kids or adults in hot cars and to please check on your neighbors.

Steven Libby – said with the upcoming July 4<sup>th</sup> holiday, comes fireworks, and ask all too please be careful, follow the law and manufacturers recommendations.

### B. Town Manager

Ms. Castonguay said the following:

- 1) She has not received any applicants for the Animal Control Officer position; and she has received two applications for the Parks & Recreation Director position, which will remain open until filled. She said they will take a look at the applications on Thursday, July 5<sup>th</sup> and see if either one is a candidate for an interview.
- 2) The Public Works Department will begin work on Gilmore Road starting on Monday, July 9<sup>th</sup>.

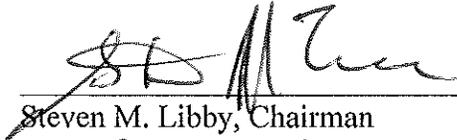
### C. Dept. Heads

### D. Boards & Committees

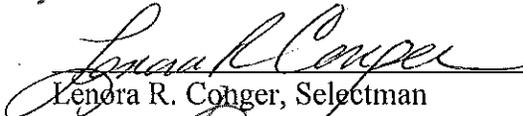
**XI. ADJOURN**

*Ms. Gilles moved and Ms. Conger seconded a motion to adjourn at 9:07 p.m. The motion carried on a vote of 4-0.*

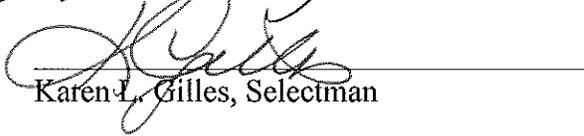
Approved August 6, 2018

  
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Steven M. Libby, Chairman

  
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Linda D. Chase, Vice-Chairman

  
\_\_\_\_\_  
Lenora R. Conger, Selectman

\_\_\_\_\_  
Joseph S. Davis, Selectman

  
\_\_\_\_\_  
Karen L. Gilles, Selectman