

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, October 15, 2018
At the Meetinghouse

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Steve Libby, called the meeting to order at 7:03 p.m. Present were: Chairman, Steven Libby; Vice-Chairman, Linda Chase; Selectman, 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 Meeting – 7:00 p.m., Monday, November 5, 2018 at Meetinghouse

A. Adjustments to the Agenda

Ms. Castonguay asked that the Executive Session be removed from the Agenda as the applicant withdrew their application.

Ms. Gilles moved and Ms. Conger seconded a motion to add item 4.47 To See What Action the Board Wishes to take in Regard to Update on Fire/Rescue Compensation Plan. The motion carried on a vote of 5-0.

Ms. Gilles moved and Mr. Libby seconded a motion to add item 4.48 To See What Action the Board Wishes to take in Regard to Joint Leaders Bike Ped Committee. The motion carried on a vote of 5-0.

IV. PUBLIC PARTICIPATION

Mr. Libby asked that anyone who comes to the microphone be mindful and only come to the microphone once. He said committee updates will be done at the end of the meeting under Oral Communication Board and Committees.

Stephen Hathorne, resident, spoke to the Board concerning street lights in Town; the cancelled meeting of October 1st; voting at the Fire Station; and the proposed pay policy for Fire and EMS personnel.

V. SCHEDULED ITEMS

4.38 To See What Action the Board Wishes to take in Regard to Bid Proposals for the Library Egress to the Basement RFP

The following bid was opened:

1st Construction and Excavation, Turner, Maine
· \$35,700

Ted Shane, Public Works Director, said the bid is over budget and he would like to contact the bidder and set up a meeting with the Town Manager and himself to see if there are items that can be reduced to meet budget.

Mr. Libby asked Mr. Shane to review the bid and this item be postponed to later in the meeting.

4.39 To See What Action the Board Wishes to take in Regard to Awarding of the Bid for the Gloucester Hill Road Bridge Engineering Design RFP

Mr. Shane said he would like to award the bid to Wright-Pierce for a bid amount of \$22,853.

Ms. Chase moved and Ms. Conger seconded a motion to award the Gloucester Hill Road Bridge Engineering to Wright-Pierce of Portland, Maine, for a bid amount of \$22,853; and the Town Manager to enter into a contract with them. The motion carried on a vote of 5-0.

4.40 To See What Action the Board Wishes to take in Regard to Code Enforcement Issue on Map 6 Lot 62-1, Ronald Henry

Mr. Libby said at the last meeting the Board asked for additional information on Mr. Henry's health status. He said due to HIPPA, this information is not available.

Ms. Chase moved and Ms. Conger seconded a motion that Ronald Henry, Map 6 Lot 62-1, violated his consent agreement; the Code Enforcement Officer is to remove his business license and his sign must be taken down. The motion carried on a vote of 4-1, with Mr. Davis opposing.

4.41 To See What Action the Board Wishes to take in Regard to Street Lights

Mr. Libby read the memo from the Public Safety Committee which listed street lights that are not currently working; and listed areas where the Fire/Rescue Chief and Public Works Director recommend street lights be installed, for safety reasons. He said that a list of all street lights, those not working and proposed installed lights, be given to the Fire/Rescue Chief and Public Works Director. He said he wanted to thank the Committee for their work

Mr. Davis moved and Ms. Gilles seconded a motion to bring information on the cost of installing additional lights and the fee structures in place by CMP to the budget process. The motion carried on a vote of 5-0.

4.42 To See What Action the Board Wishes to take in Regard to Street Numbering

John Randall, Public Safety Committee Chairman, said there is an issue with home owners not displaying their house numbers so emergency personnel can locate them if needed.

Ms. Chase said information on displaying house numbers can be placed in the Spring Town Newsletter, Cable TV Channel 3, Welcome Packets, Fire Department Facebook Page, new sign at the Transfer Station, and possibly a sign at the polls on Election Day.

Mr. Libby said it could be included in the Revaluation RFP when visits are made to houses.

4.38 To See What Action the Board Wishes to take in Regard to Bid Proposals for the Library Egress to the Basement RFP

Mr. Shane said he spoke with Travis from 1st Construction and Excavation. He said the bid included Pennsylvania Fieldstone for the wall, which added to the cost of the RFP. He said he would like the Board to allow the Town Manager and himself to meet with the bidder and bring a new cost number to the Board on November 5th.

Mr. Davis moved and Ms. Chase seconded a motion to have the Public Works Director and Town Manager meet with the bidder, 1st Construction and Excavation; the cost of the project to not exceed \$35,000; authorize the Town Manager to enter into a contract with 1st Construction and Excavation; and confirm Planning Board compliance. The motion carried on a vote of 5-0.

4.43 To See What Action the Board Wishes to take in Regard to Charter Commission

Peter Bragdon, resident, spoke to the Board concerning creation of a Charter Commission and it going forth to the voters. He said John Salisbury is the spokesperson for the group of people who have met to discuss a Charter.

Ms. Chase moved and Ms. Gilles seconded a motion to put forth to the voters at the next regularly scheduled election, the second Tuesday in June, the following question, "Shall a Charter Commission be established for the purpose of revising the Municipal Charter or establishing a New Municipal Charter?"; and the Board sign the appropriate election warrant(s) within the required 30 days.

Ms. Gilles said she fears that the charter is being motivated by an individual, one issue and this is poor public policy. She said she does believe in giving people their voice.

Mr. Libby said he is in favor of letting the residents decide on the creation of a commission, the cost to put this forward to the voters in June is approximately \$4,400, which is not included in the FY19 budget.

Ms. Castonguay said MMA has very good information on their website about Charters.

Ms. Chase asked if the information could be linked to the Town's website.

Ms. Castonguay said yes it could.

The motion carried on a vote of 5-0.

4.44 To See What Action the Board Wishes to take in Regard to Revaluation RFP

Mr. Libby said the Board received a memo from Michael O'Donnell, Assessor's Agent, and a revised Revaluation RFP. He said on page 7, the time schedule of starting in September 2019 and completed nine months later seems too short. He said the reval could be started May 15th and stated no compensation until July 1.

Ms. Chase said Town Meeting is scheduled for May 6, 2019, why not begin the revaluation on May 7, 2019.

Ms. Castonguay said bids are due by 6pm December 5th, and staff will review and make their recommendations. She said 2020 will be the year of completion. She said per the RFP, there will be bi-weekly updates and presentations on camera.

Ms. Chase moved and Ms. Conger seconded a motion to accept the Revaluation RFP with the following amendments: page 4, A, add after last sentence "Project award shall be contingent upon Town Meeting approval."; page 7, E, 2, 2.1, change date to read "May 13, 2019."; page 12, B, 1, add "2.5 Contractor shall make note of missing house numbers and report to the Town's Code Enforcement Officer for enforcement." The motion carried on a vote of 5-0.

4.45 To See What Action the Board Wishes to Take in Regard to Appointment of the November 6, 2018 Election Warden

Ms. Chase moved and Ms. Conger seconded a motion to appoint Barbara Seaver as Election Warden for the November 6, 2018 Election. The motion carried on a vote of 5-0.

4.46 To See What Action the Board Wishes to take in Regard to Quitclaim for Map 7 Lot 114-B

Ms. Chase moved and Ms. Gilles seconded a motion to approve the Quitclaim for Map 7 Lot 114-B. The motion carried on a vote of 5-0.

4.47 To See What Action the Board Wishes to take in Regard to Update on Fire/Rescue Compensation Plan

Mr. Libby said he drafted a memo (which he read aloud) to be sent to all members of the Fire/Rescue Department. He said the memo explains the steps the Board has and is taking to implement a compensation plan.

Ms. Castonguay said she would like to have one more workshop to review the hourly pay policy and the sub-policy recommended by United States Department of Labor.

Ms. Chase said the memo will be sent to all Fire/Rescue members and be placed on the Town website.

Ms. Gilles moved and Mr. Davis seconded a motion to sign the memo. The motion carried on a vote of 5-0.

4.48 To See What Action the Board Wishes to take in Regard to Joint Leaders Bike Ped Committee

Mr. Davis said he received information that morning concerning the Bike Ped project happening in Gray at the schools. He said no information was shared with New Gloucester and it should have been where it involves the schools in the district. He said he is a Liaison for the School Board but does not receive emails from them.

Ms. Chase said no funds from New Gloucester were expected for this project. She said the Bike Ped Committee has suggested installation of sidewalks and lighting in five areas of Gray, with two of the areas at Russell School and between the Middle and High School with proposed funding from Town of Gray through their CIP process.

Mr. Davis moved and Ms. Chase seconded a motion for the Town Manager to contact the School District with emails for the Liaisons to Joint Leaders and School Board. The motion carried on a vote of 5-0.

VI. APPROVE FY19 WARRANTS AND PAYROLLS #13, #14, #15 & #16

Ms. Chase moved and Ms. Conger seconded a motion to approve FY19 Warrants and Payrolls #13, #14, #15 & #16. The motion carried on a vote of 5-0.

VII. APPOINTMENTS

A. Planning Board – 1 three-year terms available

Douglas McAtee – would like to be appointed

Mr. Davis moved and Mr. Libby seconded a motion to appoint Douglas McAtee 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 September 17, 2018, Board of Selectmen's Meeting

Ms. Chase moved and Mr. Davis seconded a motion to approve the Minutes of the September 17, 2018, Board of Selectmen's Meeting. The motion carried on a vote of 3-0-1, with Ms. Conger and Ms. Gilles abstaining.

X. ORAL COMMUNICATION

A. Selectmen

Karen Gilles – said she wanted to thank everyone who has reached out to her after her car accident. She said she appreciates the support.

Joseph Davis – said the Library is having a Craft Supplies Fair on Saturday, October 27, 2018, from 9:00am – 12:00pm. He said he attended the recent Community Fair Committee Meeting and: Peter Bragdon was named Chairman; Connecting People to the Community is the slogan for the fair; the Facebook page is coming back; the Committee is looking into having a car show at the Fair; anyone who wants to have a table or booth at the Fair will need to complete an application; and anyone who would like to help with the Fair please email communityfair@newgloucester.com.

Lenora Conger – no comments.

Linda Chase – said the LMPC would like to set up a joint meeting with the Board of Selectmen and Planning Board, possibly before the November 19th Selectmen's Meeting.

The Board scheduled the meeting for Tuesday, November 27th, at 6pm

B. Town Manager

Ms. Castonguay said the following:

- 1) She is interviewing for Animal Control Officer on Tuesday, October 23rd.
- 2) She had two interviews set up for Public Works Truck/Laborer position. One cancelled and the other was a no show.
- 3) Received notification that FEMA money is being sent, approximately \$18,000.
- 4) Foreclosures – all have paid. She said one still has their April 5th payment left. She said she has heard nothing after sending a certified letter and two letters through regular mail on the Estes Road property.

- 5) MMWAC – is going through a rebranding. It is now Maine Waste to Energy and they have a new website. A new piece of equipment will arrive in February to further sort ferrous and non-ferrous from the ash which will result in more money when the product is sold and less ash being shipped to the landfill. She said the equipment is estimated to cost \$530,000 and payback on the equipment will be under two years.

C. Dept. Heads

D. Boards & Committees

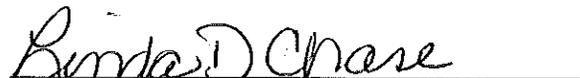
XI. ADJOURN

Ms. Gilles moved and Ms. Conger seconded a motion to adjourn at 9:31 p.m. The motion carried on a vote of 5-0.

Approved November 5, 2018



Steven M. Libby, Chairman

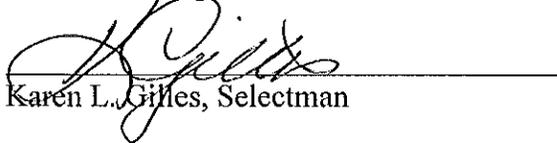


Linda D. Chase, Vice-Chairman

Lenora R. Conger, Selectman



Joseph S. Davis, Selectman



Karen L. Gilles, Selectman