

**MINUTES**  
**Town of New Gloucester**  
**BOARD OF SELECTMEN'S MEETING**  
**7:00 p.m.**  
**Monday, April 8, 2019**  
**At the Meetinghouse**

**BOARD OF SELECTMEN'S MEETING**

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

Chairman, Steven Libby, called the meeting to order at 7:00 p.m. Present were: Chairman, Steven Libby; Vice-Chairman, Linda Chase; Selectmen, Joseph Davis and Karen Gilles; Town Manager, Carrie Castonguay; and Recorder, Sharlene Myers. Selectman, Lenora Conger, was absent.

**II. PLEDGE OF ALLEGIANCE**

All joined in the Pledge of Allegiance.

Ms. Gilles asked for a moment of silence for Maine State Police Detective, Ben Campbell.

**III. SCHEDULE NEXT MEETING:**

- **Annual Town Meeting** – 7:00 p.m., Monday, May 6, 2019, at Memorial School
- **Board of Selectmen's Meeting** – 7:00 p.m., Monday, May 20, 2019 at the Meetinghouse

**A. Adjustments to the Agenda**

*Ms. Gilles moved and Mr. Davis seconded a motion to add Item 5.08, To See What Action the Board Wishes to take in Regard to Quitclaim Deed for Map 3 Lot 93-J. The motion carried on a vote of 4-0.*

*Ms. Gilles moved and Mr. Davis seconded a motion to add Item 5.09, To See What Action the Board Wishes to take in Regard to Turnout Gear for the Fire/Rescue Department. The motion carried on a vote of 4-0.*

**IV. PUBLIC PARTICIPATION**

**A. Dedication of the 223<sup>rd</sup> Annual Report**

The Dedication was tabled until the next meeting.

## B. Other

Mr. Libby said there will be no discussion of Town Staff or Personnel during Public Participation.

John Salisbury, resident, spoke to the Board concerning the addition to the Town Meeting Warrant of a Moratorium for Docks and Moorings.

Chris Ricardi, resident, spoke to the Board concerning Sabbathday Shores subdivision and the possible placement of a dock or docks on their shorefront property on Sabbathday Lake.

Stephen Hathorne, resident, spoke to the Board on the following: asked for a moment of silence for Gary Sacco; requested a letter be sent from the Town/Board thanking the seven Fire/Rescue Departments who covered the station while the department paid their respects; in favor of the Moratorium on docks ; he doesn't like the paint colors inside Town Hall; in favor of keeping the Candidates/Referendum Issues Committee; asked to stop additions to the agenda without public notice; why is the fee schedule on the agenda again when it was approved; and why is Article 12, funding of salt/sand for public use, on the Town Meeting Warrant.

Penny Hilton, resident, spoke to the Board on the Charter Commission, Budget Committee meeting; and Fee Schedule.

Peter Bragdon, resident, spoke to the Board about the Moratorium, Fee Schedule and Budget Committee Public Hearing.

## V. SCHEDULED ITEMS

### 4.98 To See What Action the Board Wishes to take in Regard Facilities & Fields Rental Fee Schedule

Mr. Libby said he has received a few calls concerning the approved Fee Schedule for the Community Building and fields. He said looking over the two documents, Fee Schedule and Building/Facilities Policy, there are rules on each document that contradict each other. He said someone who voted in favor of the Fee Schedule would need to make a motion to bring it back for discussion.

Mr. Davis said he would like to table this item.

Mr. Libby asked it to be placed on a future agenda.

No action taken.

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

Ms. Castonguay said per Maine Municipal Legal, there is no statute that prohibits political programming, however, they do not recommend that a Town engage in such programming. She said, per MMA, no other Town that they serve has an appointed committee such as this, and normally, a group or organization promotes candidate forums. She said the title of the Committee is Candidates/Referendum Issues and its charge is “to work with candidates on an agreeable format for televised programs”. She said the title and the charge do not agree and needs to be reevaluated. She said she proposes to amend the title and charge to: “Referendum and Issues Committee” and the charge “The Referendum and Issues Committee will work with the Cable TV Committee to provide impartial educational programming on upcoming referendum questions.”

Joanne Cole, Committee Member, spoke to the Board and asked they do not disband the Committee. She said many Towns have televised Candidate Forums.

*Mr. Davis moved and Ms. Gilles seconded a motion to keep the Candidates Referendum Issues Committee as is and staff to review the Cable TV Ordinance and the Cable TV Policies and Procedures. The motion failed on a vote of 2-2, with Ms. Gilles and Mr. Libby opposing.*

Mr. Libby asked the Town Manager to have the attorney look at the Cable TV Ordinance and Cable TV Policies and Procedures.

No action taken.

**5.00 To See What Action the Board Wishes to take in Regard to Road Name Application for McAtee Mountain Pass**

*Ms. Gilles moved and Mr. Davis seconded a motion to approve the Road Name Application for McAtee Mountain Pass. The motion carried on a vote of 4-0.*

**5.01 To See What Action the Board Wishes to take in Regard to Road Name Application for Tysons Way**

*Mr. Davis moved and Ms. Gilles seconded a motion to approve the Road Name Application for Tysons Way. The motion carried on a vote of 4-0.*

**5.02 To See What Action the Board Wishes to take in Regard to Quitclaim for Map 1 Lot 17-2**

*Ms. Gilles moved and Mr. Davis seconded a motion to sign the Quitclaim Deed for Map 1 Lot 17-2. The motion carried on a vote of 4-0.*

**5.03 To See What Action the Board Wishes to take in Regard to Spring Clean-up Week at the Transfer Station**

*Mr. Davis moved and Ms. Gilles seconded a motion to approve Spring Clean-up Week at the Transfer Station. The motion carried on a vote of 4-0.*

**5.04 To See What Action the Board Wishes to Take in Regard to Closing Town Hall Early on May 6, 2019 for Annual Town Meeting**

*Ms. Gilles moved and Mr. Davis seconded a motion to approve Closing Town Hall at 5:00 p.m., Monday, May 6, 2019, for the Annual Town Meeting. The motion carried on a vote of 4-0.*

**5.05 To See What Action the Board Wishes to take in Regard to Scheduling a Public Hearing on the Property Tax Assistance Ordinance**

Ms. Castonguay said due to notice purposes, she recommends holding the Public Hearing on Tuesday, April 16<sup>th</sup>. She suggested holding the Budget Committee Public Hearing the same evening.

Mr. Libby asked the Town Manager to coordinate with the Budget Committee Chairman on setting a date.

*Mr. Davis moved and Ms. Gilles seconded a motion to direct the Town Manager to work with the Budget Committee Chairman to coordinate a date for both Public Hearings. The motion carried on a vote of 4-0.*

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

Mr. Libby said the Board has gone over the Budget and cannot reduce anymore without reducing services. He said the Budget Review by the Board is complete.

No action taken.

**5.07 To See What Action the Board Wishes to take in Regard to Review of the Annual Town Meeting Warrant**

The Board made the following changes to the Warrant:

- Article 12. Remove (authorize funds for sand/salt pile)
- Article 13. Look into Road Construction Account. Does not believe funds came out of TIF.
- Article 15. Remove (combing of Office Equipment Upgrade and Future Building Needs).
- Article 19. Remove (CIP Request for replacement of H4, \$25,000)
- Article 27. Add under Capital Reserve Funds \$256,616. Total to read \$2,325,847.
- Add Article (after #32). To see if the Town will appropriate funds of \$50,000 from UDF balance for Property Tax Assistant Ordinance.

**5.08 To See What Action the Board Wishes to take in Regards to Quitclaim Deed for Map 3 Lot 93-J**

*Ms. Gilles moved Ms. Chase seconded a motion to sign the Quitclaim Deed for Map 3 Lot 93-J. The motion carried on a vote of 4-0.*

**5.09 To See What Action the Board Wishes to take in Regards to CIP Request for Fire/Rescue Department Turnout Gear (PPE)**

Toby Martin, Fire/Rescue Chief, said due to the Town potentially going to 24/7 Per Diem coverage July 1<sup>st</sup>, it is necessary to outfit all new employees with turnout gear (PPE). He said it would be fifteen complete sets at \$2,630 each, for a total of \$39,450. He said the department will apply for grants, which would cover 2 or 3 sets of gear, if approval of the grant is received.

*Ms. Chase moved and Mr. Libby seconded a motion to add an Article to the Warrant for Fire/Rescue Department Turnout Gear (PPE), 15 sets @ \$2630, totaling \$39,450, from Taxation.*

Mr. Davis asked if TIF Funds could be used for the Turnout Gear.

Ms. Castonguay said she would check.

*The motion carried on a vote of 3-1, with Mr. Davis opposing.*

**VI. APPROVE FY19 WARRANTS AND PAYROLLS #39, #40 and #41**

*Ms. Chase moved and Mr. Davis seconded a motion to sign FY19 Warrants and Payrolls #39, #40 and #41. The motion carried on a vote of 4-0.*

**VII. APPOINTMENTS**

**A. Resignation of Tim Joy as Emergency Management Director, effective June 30, 2019**

*Ms. Chase moved and Ms. Gilles seconded a motion to accept the resignation of Timothy Joy as Emergency Management Director, effective June 30, 2019, with regret. The motion carried on a vote of 4-0.*

**VIII. LEGAL**

None.

**IX. WRITTEN COMMUNICATION**

**A. Approve Minutes of the March 18, 2019, Board of Selectmen's Meeting**

Item was tabled due to not all members at the March 18<sup>th</sup> meeting were present.

## X. ORAL COMMUNICATION

### A. Selectmen

Karen Gilles – no comments.

Joseph Davis – no comments.

Linda Chase – no comments.

Steven Libby – no comments.

### B. Town Manager

#### **Ms. Castonguay said the following:**

- Insulation and Wall Panels will be installed end of this week at the New Public Works Facility.
- The 116 Public Works Budget Balance is okay. She said they should be 76.8% and they are currently at 76.18%.
- The 111 Fire Department Budget is okay. The 110 Budget is on the Warrant for additional funding to complete FY19.
- Said the Engineer for the Stevens Brook Project has a meeting with Army Corps next week about the Fishway and whether or not one needs to be installed. The Engineer is says this is the only good place to stock fish for the kids only fishing and it's also a fire protection pond. She spoke with a biologist at IF&W and they said they stock the pond three times a year with 500-600 fish.
- Does the Board want to set the meeting date to sign the warrant? The warrant needs to be posted by April 24<sup>th</sup>.

The Board set Monday, April 22<sup>nd</sup>, at 7pm, for a Special Board of Selectmen's Meeting to sign the warrant.

- The 117 Public Safety Budget was included in the packets. The total budget is \$643,712. This budget includes 24/7 per Diem paramedic and support staff coverage.

Mr. Libby said this budget has been vetted with many workshops.

Ms. Castonguay said the budget line for PPE/Uniforms should be reduced to \$13,150 (5 sets @ \$2650) per the new information tonight by the Fire/Rescue Chief. The new 117 budget total is \$643,112.

**C. Dept. Heads**

Mr. Martin said some members of the department would like to do a presentation at the Informational Meeting and is it okay.

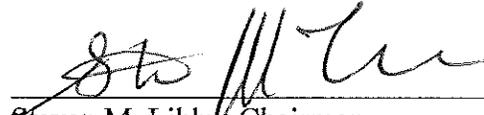
Mr. Libby said the information needs to get out to the Public. He said the Board will think about it and let him know.

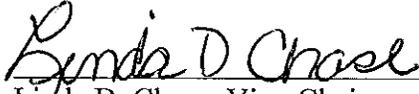
**D. Boards & Committees**

**XI. ADJOURN**

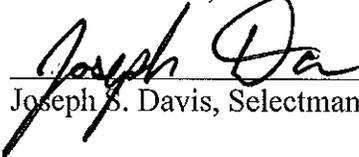
*Ms. Gilles moved and Mr. Libby seconded a motion to adjourn at 9:47 p.m. The motion carried on a vote of 4-0.*

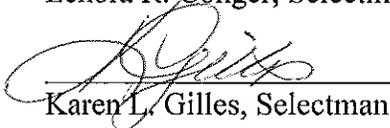
Approved April 22, 2019

  
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Steven M. Libby, Chairman

  
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Linda D. Chase, Vice-Chairman

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Lenora R. Conger, Selectman

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

  
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Karen L. Gilles, Selectman