

MINUTES
Town of New Gloucester
SPECIAL BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, April 22, 2019
At the Meetinghouse

SPECIAL 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, 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:

- **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

None.

IV. PUBLIC PARTICIPATION

A. Dedication of the 223rd Annual Report

On behalf of the Board of Selectmen, Beverly Cadigan, resident, read the dedication of the 223rd Annual Report to Avis Ford.

B. Other

Joanne Cole, Chairman of the Candidates/Referendum Issues Committee, spoke to the Board about the upcoming Candidates/Referendum Forum.

Penny Hilton, resident, spoke to the Board concerning the downstairs issue at the Library, the new Parks & Recreation Fee Schedule and the Charter.

Stephen Hathorne, resident, spoke to the Board concerning the Charter Commission, the Parks & Recreation Fee Schedule, the proposed Tax Assistance Ordinance,

location of future Book Sales, agrees more than one person should be consultant for the Charter, costs pertaining to elections and the Charter, and improper procedure at the last Selectmen's meeting.

Ellie Espling, resident, spoke to the Board about Candidate Forums and items to consider.

John Salisbury, resident, spoke to the Board concerning a Charter and handed out information to the Selectmen.

Peter Bragdon, resident, spoke to the Board concerning the downstairs at the Library and the Parks & Recreation Fee Schedule.

V. SCHEDULED ITEMS

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

Ms. Chase moved and Ms. Conger seconded a motion to reconsider the motion approving the Fee Schedule. The motion carried on a vote of 4-1, with Mr. Davis opposing.

Mr. Libby said the primary reason the schedule is on the Agenda is because there are inconsistencies between the Fee Schedule and the Building/Facilities Agreement Policy.

The Board recommended amending the following on the Fee Schedule:

Remove all the bulleted points as this information is in the Policy

Under Available Spaces:

Add Library Meeting Room and Meetinghouse

Add Civic Organizations or Civic Groups and no charge

Add Non-Civic Organizations or Civic Groups, remove no charge,

Add Private Rentals are not allowed per the policy.

Under Fairgrounds Pavilion:

Add Civic Organization or Civic Groups – No Charge

Add New Gloucester Resident – No Charge

Add Non Resident & Non Civic Organizations or Group Fees

Remove Fairgrounds Lawn and information under it

Under Fairgrounds Ice Rink:

Add Civic Organizations – Civic Groups – No Charge

New Gloucester Resident – No Charge

Non Resident & Non Civic Group Fees

Under Rowe Station – Basketball Court
Add Civic Organization or Civic Groups – No Charge
Add New Gloucester Resident – No Charge
Add Non Resident & Non Civic Group Fees
Remove GNG Support Organization \$5/hr
Remove Non GNG Support Organization \$15/hr
Remove All other organizations

Under Rowe Station – Tennis Court #1 & #2
Add Civic Organization or Civic Groups – No Charge
Add New Gloucester Resident – No Charge
Add Non Resident & Non Civic Group Fees
Remove GNG Support Organization \$5/hr
Remove Non GNG Support Organization \$15/hr
Remove All other organizations

Under **:
Add comma after the word Department and add “approved by the Town Manager. In lieu of monetary payments, in-kind gestures and volunteerism will be consider for long term rental fee.

Ms. Chase moved and Mr. Davis seconded a motion to amend the Fee Schedule as discussed and it becomes effective, April 23, 2019. The motion carried on a vote of 5-0.

5.11 To See What Action the Board Wishes to take in Regard to Revised Building and/or Recreation Facilities Agreement and Policy

Ms. Chase moved and Ms. Conger seconded a motion to reconsider the motion approving the Building and/or Recreation Facilities Policy. The motion carried on a vote of 5-0.

The Board recommended the following changes to the Buildings and/or Recreation Facilities Agreement and Policy:

Add paragraph titled Definitions
Add definitions for Civic Organizations, Non Civic Organization, GNG Support Organization and Non GNG Support Organization.

Under Buildings:
Add “s” to the word room and add the word “are”.
Remove second bullet item.
Remove third bullet item.
Combine bullet items six and seven.

Under Recreation Facilities:

Add to the end the following three bullet items:

- Due to weather or field conditions, the Department of Parks & Recreation reserves the right to cancel any rental dates or agreements. Rescheduling of dates may take place or a full refund of the reservation will be granted.
- Bounce houses or inflatables are NOT permitted to be used on the rented space.
- All field/pavilion rentals are limited to daylight hours, which are considered 8:00am to Sunset.

On the Form:

Add the word “/ Space” after “Which Town Facility”.

Under Fairgrounds:

Add Ice Rink, Infield Field #1, Infield Field #2, and Infield Field #3.

Under Rowe Station Facility

Add Baseball Field #1, Baseball Field #2, Tennis Court #1, Tennis Court #2 and Basketball Court.

Ms. Chase moved and Ms. Gilles seconded a motion to amend the Building and/or Recreation Facilities Policy, as discussed, and it becomes effective, April 23, 2019. The motion carried on a vote of 5-0.

5.12 To See What Action the Board Wishes to take in Regard to Retaining Consultants for Informational Meeting on the Charter

Ms. Castonguay said the Board voted to put the Charter on the ballot and it's the Boards responsibility to get information out to the Public about Charters. He said he is not sure of the cost but it would come from the unbudgeted line.

Mr. Davis moved and Ms. Conger seconded a motion to direct the Town Manager to contact MMA about retaining a consultant for an Information Meeting on the Charter. The motion carried on a vote of 5-0.

5.13 To See What Action the Board Wishes to take in Regard to May 6, 2019 Annual Town Meeting Warrant

Mr. Libby said the Public Works Director called him about the CIP Request for a Replacement H4 Pick-up.

Ted Shane, Public Works Director, distributed pictures of the current H4 Pickup to the Board showing the cab, body and frame issues. He said he would like to see this request be placed on the Town Meeting Warrant for the Town to decide.

Ms. Gilles moved and Ms. Conger seconded a motion to place the Capital Reserve Request for Replacement H4 Pickup for \$25,000, on the Annual Town Meeting Warrant, Article 19. The motion carried on a vote of 3-2, with Ms. Chase and Mr. Davis opposing.

The Board agreed to the following changes to the Annual Town Meeting Warrant:
Article 9: remove the second sentence in Italics (FY19 Budget was based on incomplete data).
Article 17: add "(PPE) after the word "Gear".
Article 25: under Capital Reserve Funds, change the Article Numbers to read 12-19 and change the amount to read \$281,616. Under Undesignated Fund Balance, change the amount to read \$550,000. Change the Total amount to read \$2,400,847.

Mr. Davis moved and Mr. Libby seconded a motion to remove Article 30, Tax Assistance Ordinances from the warrant for future consideration.

Mr. Libby said if the necessary information is received to support the ordinance, then the ordinance should be left on the warrant. He said if the information is not received in time, the Board could recommend the article be voted down on the floor of Town Meeting.

Mr. Davis said he would withdraw his motion. Mr. Libby agreed.

Mr. Davis moved and Mr. Libby seconded a motion to leave the Tax Assistance Ordinance on the Town Meeting Warrant and direct the Town Manager to get the information needed by May 3, 2019. The motion carried on a vote of 5-0.

Ms. Chase moved and Mr. Davis seconded a motion to approve the Annual Town Meeting Warrant, as amended. The motion carried on a vote of 5-0.

VI. APPROVE FY19 WARRANTS AND PAYROLLS #42 and #43

Ms. Chase moved and Ms. Conger seconded a motion to approve FY19 Warrants and Payrolls #42 and #43. The motion carried on a vote of 5-0.

VII. APPOINTMENTS

None.

VIII. LEGAL

None.

IX. WRITTEN COMMUNICATION

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

Ms. Chase moved and Mr. Davis seconded a motion to approve the Minutes of the March 18, 2019, Board of Selectmen's Meeting. The motion carried on a vote of 3-0-2, with Ms. Gilles and Mr. Libby abstaining.

B. Approve Minutes of the April 8, 2019, Board of Selectmen's Meeting

Ms. Gilles said the letters "PPE" should be added to the discussion about Turnout Gear.

Ms. Chase moved and Mr. Libby seconded a motion to approve the Minutes of the April 8, 2019, Board of Selectmen's Meeting, as amended. The motion carried on a vote of 4-0-1, with Ms. Conger abstaining.

X. ORAL COMMUNICATION

A. Selectmen

Karen Gilles – said she wanted to thank Avis Ford for the years of service to the Town.

Joseph Davis – no comments.

Lenora Conger – no comments.

Linda Chase – said she wanted to thank everyone who attended the Public Hearing and Information Night at the Amvets.

Steven Libby – no comments.

B. Town Manager

Ms. Castonguay said the following:

1. Asked the Board what they wanted to do with the Cobbs Bridge Road Lot.

Mr. Libby said to add it to the May meeting agenda.

2. Complaints have been received concerning the yield sign at the intersection of Bald Hill Road and Snow Hill Road and replacing the sign with a stop sign.

Mr. Libby said to add this discussion to an upcoming agenda.

C. Dept. Heads

D. Boards & Committees

XI. ADJOURN

Ms. Gilles moved and Mr. Davis seconded a motion to adjourn at 10:00 p.m. The motion carried on a vote of 5-0.

Approved May 20, 2019

Steven M. Libby, Chairman

Linda D Chase

Linda D. Chase, Vice-Chairman

Lenora R. Conger

Lenora R. Conger, Selectman

Joseph S. Davis

Joseph S. Davis, Selectman

Karen L. Gilles

Karen L. Gilles, Selectman