

MINUTES
Town of New Gloucester
BOARD OF ASSESSOR'S MEETING, BOARD OF SELECTMEN'S WORKSHOP AND
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, August 19, 2019
At the Meetinghouse

BOARD OF ASSESSOR'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, Karen Gilles; Selectmen, George Colby, Tammy Donovan and Joseph Davis; Town Manager, Carrie Castonguay; and Recorder, Sharlene Myers.

II. To See What Action the Board Wishes to take in Regard to FY19 Abatements, Batch #4

Mr. Colby moved and Mr. Davis seconded a motion to approve the FY19 Abatements Batch #4. The motion carried on a vote of 5-0.

III. To See What Action the Board Wishes to take in Regard to Establishing the Mil Rate for FY20 Taxes

Michael O'Donnell, Assessor's Agent, explained how he derived at the tax calculations presented and the commitment process.

Ms. Gilles moved and Mr. Colby seconded a motion to set the Mil Rate for FY20 Taxes at 16.90. The motion carried on a vote of 5-0.

IV. To See What Action the Board Wishes to take in Regard to the FY20 Tax Commitment

Ms. Gilles moved and Ms. Donovan seconded a motion to sign the FY20 Tax Commitment paperwork. The motion carried on vote of 5-0.

V. ADJOURN AND ENTER INTO BOARD OF SELECTMEN'S WORKSHOP REGARDING REVALUATION AND ABATEMENTS

Mr. Colby moved and Mr. Davis seconded a motion to adjourn the Board of Assessor's Meeting and enter into a Board of Selectmen's Workshop, at 7:17 p.m. The motion carried on a vote of 5-0.

BOARD OF SELECTMEN'S WORKSHOP

The Board of Selectmen's Workshop began at 7:18pm.

Michael O'Donnell, Assessor's Agent, explained the Poverty Abatement process and spoke about the upcoming Revaluation and the steps of completing the process, which is beginning the following week.

The Board of Selectmen's Workshop adjourned at 8:07 p.m.

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, Karen Gilles; Selectmen, George Colby, Tammy Donovan and Joseph Davis; 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, September 16, 2019 at the Meetinghouse

A. Adjustments to the Agenda

None.

IV. PUBLIC COMMENTS

Donald Libby, resident, spoke to the Board concerning the mechanic position at the Public Works Garage.

Carlton Wilcox, resident, spoke to the Board concerning trimming of brush, fish passage pertaining to Stevens Brook, street lights in Town and revaluation.

Peter Bragdon, resident, spoke to the Board concerning typo's in the Liaison Policy, pictures of residents' property on website, and a report on the Community Fair.

V. SCHEDULED ITEMS

4.25 To See What Action the Board Wishes to take in Regard to Library Deck Replacement RFP Bid Proposals

The following bids were opened:

Maine Highland Contracting, Etna, Maine	\$35,757
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Ms. Gilles moved and Mr. Colby seconded a motion for staff to review the bid and report back to the Board. The motion carried on a vote of 5-0.

4.26 To See What Action the Board Wishes to take in Regard to Quitclaim for Map 7 Lot 17-A

Ms. Gilles moved and Mr. Davis seconded a motion to sign the Quitclaim for Map 7 Lot 17-A. The motion carried on a vote of 5-0.

4.27 To See What Action the Board Wishes to take in Regard to Quitclaim for Map 6 Lot 27-A

Ms. Gilles moved and Mr. Davis seconded a motion to sign the Quitclaim for Map 6 Lot 27-A. The motion carried on a vote of 5-0.

4.28 To See What Action the Board Wishes to take in Regard to Liaison Policy

The Board made the following changes to the Liaison Policy:

- Page 2: Under Cable TV Committee, change to “one” Select Board Member and “Non” voting.
Under Candidate/Referendum Issues Committee, remove “Issues” from title.
Under CDBD Municipal Oversight Committee, change under Attendance, change to “Present at all meetings”.
- Page 3: Under Cumberland County Finance Committee, under Attendance, change to “Present at all meetings”.
Under Environmental Resources Committee, under Attendance, change to “Present at all meetings”.
- Page 4: Under Maine Waste to Energy, under Attendance, change to “Present at all meetings”.
Under Parks & Recreation Committee, under Attendance, change to “Present at all meetings”.
- Page 6: Under Budget Committee, end second sentence after meetings; fourth sentence, remove “have two to four meetings” and replace with “meet”; remove six sentence, begins with “At this point”; last sentence, change “eleven” to “nine” and after Liaisons, add “and Town Manager”.
Under Cable TV Committee, last sentence, change the word “two” to “one” and after “Liaisons” add “and Staff Member”.
Under Candidate/Referendum Committee, last sentence, after “Liaison” add “and Staff Member”.

- Under CDBG Municipal Oversight Committee, add sentence to end “One Select Board Member.”
- Page 7: Under Capital Improvement (CIP) Committee, last sentence after “Liaison” add “and Town Manager”.
- Under Community Fair Committee, first sentence, remove “Participates at all meetings as a member of the committee and assist the committee with”; change the word “planning and executing” to “Plan and execute”; and last sentence, after “Liaison”, add “and Staff Member”.
- Under Cumberland County Finance Committee, add sentence “Select Board Designee.”
- Page 8: Under Economic Development Committee, second sentence, remove “Our” and begin sentence with “Efforts”; end the sentence after the word “area”; and last sentence, change “eight” to “seven” and add after “Liaison” “and Staff Member.”
- Under Environmental Resources Committee, last sentence, change “nine” to “six” and add after “Liaison” “and Staff Member.”
- Page 9: Under Foreclosure Committee, last sentence, change “one” to “two”.
- Under Land Management Planning Committee, third sentence, remove complete sentence; last sentence, after “Liaison” add “and Staff Member.”
- Under Library Board of Trustees, last sentence, after “Liaison” add “and Staff Member.”
- Page 10: Under Maine Waste to Energy, add last sentence “Staff Member or Alternate.”
- Under Parks & Recreation Committee, second paragraph, remove first and second sentence; third sentence, remove “Fairgrounds” and replace with “Facilities”; remove “the” before the word “Community”; after the word “Community” add “in collaboration with the Director.”; and the last sentence, change “eight” to “six” and after “Liaison” add “and Staff Member.”
- Under School Board, last sentence change “at-large” to “elected”.
- Under New Gloucester Water District, after “authorities,” remove rest of sentence and the following sentence; after “authorities” add “operates and maintains the New Gloucester Water District.”; and remove the last sentence and replace with “Board of Trustees will be comprised of three elected members and one Select Board Liaison.”

Ms. Gilles moved and Mr. Colby seconded a motion to approve the Liaison Policy as amended. The motion carried on a vote of 5-0.

VI. APPROVE FY20 WARRANTS AND PAYROLLS #7 and #8

Ms. Gilles moved and Ms. Donovan seconded a motion to approve FY20 Warrants and Payrolls #7 and #8. The motion carried on a vote of 5-0.

VII. APPOINTMENTS AND RESIGNATIONS

A. *Environmental Resources Committee – 1 three-year terms available*

Diane Aromando – would like to be appointed

Ms. Gilles moved and Mr. Davis seconded a motion to appoint Diane Aromando to the Environmental Resources Committee, for a three-year term. The motion carried on a vote of 5-0.

B. **Resignation of Donald Libby from the Parks & Recreation Committee**

Mr. Colby moved and Ms. Gilles seconded a motion to accept the resignation of Donald Libby from the Parks & Recreation Committee, with regret. The motion carried on a vote of 5-0.

VIII. LEGAL

None.

IX. WRITTEN COMMUNICATION

A. **Approve Minutes of the August 5, 2019, Board of Selectmen's Meeting**

Ms. Gilles moved and Ms. Donovan seconded a motion to approve the Minutes of the August 5, 2019, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

X. ORAL COMMUNICATION

A. **Selectmen**

Tammy Donovan – said she wanted to thank the Community Fair Committee for all their hard work on the fair. She said it was well attended, well laid out and enjoyed by all.

Karen Gilles- said she wanted to echo the same thoughts on the Community Fair. She said there has been good feedback and thanks to everyone.

Joseph Davis – said the Community Fair Committee did a great job and he would like to see more people either join the Committee or volunteer to help next year. He said he wanted to remind everyone about the Library Play behind held on Tuesday, at 6:30pm, on the Gazebo. He said he received an email from a resident who wanted to thank the Public Safety Department who responded very fast to an issue at her home, the Police Department who responded so quickly and Jason Wilson of Wilson Funeral Homes, who came in the early hours of the morning in a suit and tie.

George Colby – said the Community Fair was good and he wanted to commend the Public Safety Chief, Toby Martin, on the demonstration of the Lucas 3 CPR machine. He said the Department is looking for donations to help make the purchase.

Linda Chase – said she wanted to give a shout out and thank you to: the Parks and Recreation Director and Town Manager, for helping to set up on Friday; to the Community Fair Committee for a great job putting it together; to the Class of 2022 for the awesome job parking cars; to all the vendors who had their merchandise on display; the Lucas 3 Demonstration which very interesting; and to everyone who attended.

B. Town Manager

Ms. Castonguay said the following:

- 1) At the September 16th Selectmen’s Meeting, Nick from Revision Energy will be present to discuss solar panels for the Fire Department, new Public Works Facility and the Transfer Station.
- 2) The Town received a refund of \$5,295 from Maine Municipal Association and our yearly dues are \$6,088.
- 3) All States Asphalt will be chip-sealing Tufts Road and Bennet Road this week.

C. Dept. Heads

Toby Martin, Public Safety Chief, said Craig Bouchard, was hired as Deputy Chief, for the Department. He said is one of the per diems for New Gloucester and he has over 17 years of experience with the Auburn Fire Department.

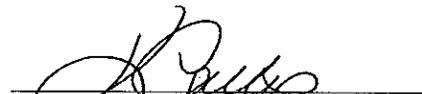
D. Boards & Committees

XI. ADJOURN

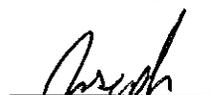
Mr. Colby moved and Ms. Gilles seconded a motion to adjourn at 9:41p.m. The motion carried on a vote of 5-0.

Approved September 16, 2019


Linda D. Chase, Chairman


Karen L. Gilles, Vice-Chairman


George W. Colby


Joseph S. Davis


Tammy L. Donovan