

**MINUTES**  
**Town of New Gloucester**  
**BOARD OF SELECTMEN'S MEETING**  
**7:00 p.m.**  
**Monday, October 21, 2019**  
**At the Meetinghouse**

**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, Joseph Davis and Tammy Donovan; 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 4, 2019 at the Meetinghouse

**A. Adjustments to the Agenda**

None.

**IV. PUBLIC COMMENTS**

Penny Hilton, resident and member of the Budget Committee, spoke to the Board concerning the Budget Process.

Stephen Hathorne, resident, spoke to the Board concerning the following: employee running for office of Selectman; Town owned property on Rice Road and Cobbs Bridge Road; it was awesome to see the many kids and cars at the Fairgrounds last weekend for the soccer tournament and the seeing the Community Fair back last month; he sent letters to the Board concerning usage of tax dollars to promote businesses such as Nu Brewing and Norumbega; promoting gambling for the corn hole tournament by purchasing gift cards with tax dollars for prizes; scheduling of meetings at the Community Building; holes in the floor of the current Public Works Salt Shed; safety of the salt shed with no door on it; cracks in the floor of the new salt shed; time sheets for employees; inspection of all Public Works and Fire Department vehicles; personnel situation at the Fire Department; and sending of a New Gloucester Fire Truck with personnel to Farmington for the day with the department short a vehicle due to repairs.

## V. PRIOR MEETING UPDATE

### A. Selectmen Chair

Ms. Chase said the following:

- At the previous meeting, Peter Bragdon spoke about the Adhoc Marijuana Committee being dormant. She said this committee will be reactivated soon to discuss the current ordinance and state laws recently passed. She said the committee currently has two members and needs more.
- The Board will be working on the Fire/Rescue Ordinance and bring to the May Town Meeting.
- The Community Fair Committee is looking for more members.

### B. Town Manager

Ms. Castonguay said the following:

- The proposed Public Safety Ordinance failed in June. Per legal, it is perfectly okay to run the department under the old ordinance as Public Safety, DBA New Gloucester Fire and Rescue.

## VI. ORAL COMMUNICATION

### A. Selectmen

George Colby – said resident Patricia Kiley passed away and was a huge asset to the Town over the years.

Joseph Davis – said the Library is having a book sale: November 1<sup>st</sup> is the First Dibs for Kids; and November 2<sup>nd</sup> is the Book and Bake Sale. He said the Library has free passes to various places for residents to use as well as sign-out sheets for pickleball equipment and canoes/kayaks at the Fairgrounds.

Tammy Donovan – said she would like to see permanent poles placed on the property at the corner of Route 100/231, to hold banners for area events and recommends to keep this land mowed. She said she would also like to see each department have time clocks installed for all employees to use and asked the Town Manager to look into the cost of doing so.

Ms. Chase said that property is not owned by the Town.

Karen Gilles – said she echoed Mr. Colby's statement about Patricia Kiley and extended sympathies to the family.

Linda Chase – said the Board of Selectmen's emails are listed on the Town Website and asked residents to please use these emails and no their personal ones.

### B. Town Manager

Ms. Castonguay said the following:

- There will be a meeting this coming week with the engineers for the Stephens Brook project to finalize documents.
- There are three foreclosed properties left for 2017.

- Library Deck Replacement project is completed.
- The new Public Works Employee started that day.
- They will be interviewing two people for the mechanic position this week.
- The solar moratorium will need to be extended soon.
- Cobbs Bridge Road property, which was listed back in May, is under contract.

C. Dept. Heads

D. Boards & Committees

## VII. SCHEDULED ITEMS

### 4.39 To See What Action the Board Wishes to take in Regard to *Bid Recommendation for Transfer Station 1.3 or 1.7 Wheel Loader*

Ms. Chase said the memo from the Public Works Director is the 908M Caterpillar Loader is the only one that meets or exceeds the specs; and although all bids received shows this model to be over the budgeted amount, this model can be purchased through the Source well Bid with trade-in and be within the budget.

Ted Shane, Public Works Director, said the 908M Loader is a size up from what the Town currently has.

*Mr. Colby moved and Mr. Davis seconded a motion to reject the recommendation of purchasing the 908M Caterpillar Loader.*

Ms. Chase said if the recommendation is rejected the following could happen: hold a special CIP meeting with new information; hold a special town meeting; put the request for additional funding through the CIP process; or buy immediately.

Mr. Shane said the current loader will not take a sticker and it expires 10/31/2019. He said it needs four tires, heater repair and cosmetic work before it can pass inspection. He said if the recommendation for the new loader is rejected, where the funds are coming from to purchase the tires.

*The motion carried on a 5-0 vote.*

*Mr. Colby moved and Ms. Gilles seconded a motion to fund up to \$6,000 for four tires for the Transfer Station loader from the unbudgeted budget line. The motion carried on a vote of 5-0.*

*Mr. Davis moved and Ms. Gilles seconded a motion for the Public Works Director to submit a CIP request for additional funds for the Transfer Station Loader, see how the request falls in the CIP Rankings and then determine if there should be a Special Town Meeting or it goes on the Annual Town Meeting warrant. The motion carried on a vote of 5-0.*

**4.40 To See What Action the Board Wishes to take in Regard to Lucas 3 Lease/Purchase**

Ms. Chase said the Fire/Rescue Chief asked for this item to be tabled until a future meeting.

**4.41 To See What Action the Board Wishes to take in Regard to CMP Pole Permit**

*Mr. Colby moved and Mr. Davis seconded a motion to approve the CMP Pole Permit. The motion carried on a vote of 5-0.*

**4.42 To See What Action the Board Wishes to take in Regard to Budget Process**

Ms. Chase said the Budget Process has changed many times over the years and asked the Board how they would like to proceed for this year.

*Ms. Gilles moved and Mr. Davis seconded a motion for the Budget Process to be the same as last year; Department Head submits to the Town Manager, Town Manager forwards to the Board of Selectmen, Board of Selectmen, after review, forward to the Budget Committee, Budget Committee reviews and after a public hearing sends the Budget back to the Selectmen which then goes to the Town Meeting; with any questions about the budget be forwarded to the Town Manager. The motion carried on a vote of 3-2, with Mr. Colby and Ms. Donovan opposing.*

**4.43 To See What Action the Board Wishes to take in Regard to Scheduling a Workshop for Board & Committee By Laws**

The Board agreed to schedule a workshop for the Board and Committee Bylaws immediately after the Executive Session on Wednesday, October 23, 2019.

**4.44 To See What Action the Board Wishes to take in Regard to Salary Survey**

The Board agreed to take no action on this item.

**VIII. APPROVE FY20 WARRANTS AND PAYROLLS #16 and #17**

*Ms. Gilles moved and Mr. Davis seconded a motion to approve FY20 Warrants and Payrolls #16. The motion carried on a vote of 5-0.*

*Ms. Gilles moved and Mr. Davis seconded a motion to approve FY20 Warrants and Payrolls #17. The motion carried on a vote of 4-0-1, with Mr. Colby abstaining.*

**IX. APPOINTMENTS AND RESIGNATIONS**

None.

**X. LEGAL**

None.

**XI. WRITTEN COMMUNICATION**

**A. Approve Minutes of the September 23, 2019, Special Board of Selectmen's Meeting**

*Ms. Donovan moved and Ms. Chase seconded a motion to approve the Minutes of the September 23, 2019, Special Board of Selectmen's Meeting. The motion carried on a vote of 4-0-1, with Ms. Gilles abstaining.*

**B. Approve Minutes of the October 7, 2019, Board of Selectmen's Meeting**

*Mr. Colby moved and Ms. Gilles seconded a motion to approve the Minutes of the October 7, 2019, Board of Selectmen's Meeting. The motion carried on a vote of 4-0-1, with Mr. Davis abstaining.*

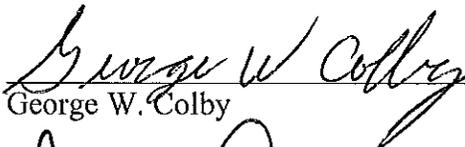
**XII. ADJOURN**

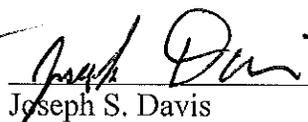
*Ms. Donovan moved and Ms. Gilles seconded a motion to adjourn at 8:52 p.m. The motion carried on a vote of 4-1, with Mr. Davis opposing.*

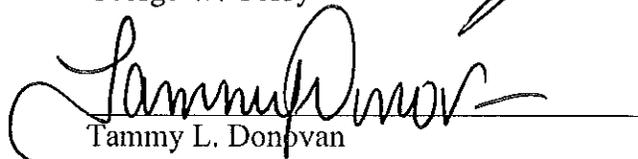
Approved November 4, 2019

  
Linda D. Chase, Chairman

  
Karen L. Gilles, Vice-Chairman

  
George W. Colby

  
Joseph S. Davis

  
Tammy L. Donovan