

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, January 6, 2020
At the Meetinghouse

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Linda Chase, called the meeting to order at 7:04 p.m. Present were Chairman, Linda Chase; Vice-Chairman, Karen Gilles; Selectmen, George Colby and Tammy Donovan; Interim Town Manager, Paul First; and Recorder, Sharlene Myers. Selectman, Joseph Davis, was absent.

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, February 3, 2020 at the Meetinghouse

A. Adjustments to the Agenda

Mr. Colby moved and Ms. Donovan seconded a motion to add Item 4.93, To See What Action the Board Wishes to take in Regard to Removal of the Wonderlic Test from the Public Works Deputy Director Job Description. The motion carried on a vote of 3-1, with Ms. Gilles opposing.

IV. PUBLIC COMMENTS

None.

V. OLD BUSINESS

A. Prior Meeting Update – Selectmen Chair

No comments.

B. Prior Meeting Update – Town Manager

Mr. First said at the last meeting, Carlton Wilcox spoke about the Field Maintenance Plan for the Fairgrounds and Rowe Station Facilities. He said he asked the Parks & Recreation Director to contact and work with Mr. Wilcox and to also reach out to the Water District.

Mr. First said Mr. Wilcox also spoke about the CMP Corridor and its impact on New Gloucester. He said he received a copy of a letter Mr. Wilcox drafted to the Army Corps and in turn, drafted a letter to Army Corps commenting on the CMP project. He said the deadline to receive public comment was before the Selectmen's meeting.

Selectmen, Joseph Davis, arrived to the meeting.

VI. NEW BUSINESS

A. Updates

a. Selectmen

Joseph Davis – no comments.

George Colby – no comments.

Karen Gilles – said she received a call from a citizen concerning the emergency lights on Route 100 not being used when Emergency Vehicles are pulling out of the station and asked that this be looked into.

Tammy Donovan – said winter is here and asked the public to please check on your neighbors to make sure they are okay.

Linda Chase – no comments.

b. Town Manager

Mr. First said the following:

- 1) He is meeting tomorrow with MRI about the Public Works Risk Assessment and the Fire Chief is working with a gentlemen who is doing the Fire/Rescue Risk Assessment.
- 2) Things are busy in Town Hall with the day to day and we are moving along with what needs to be done.

c. Dept. Heads

Toby Martin, Fire/Rescue Chief, said the warning lights on Route 100 are triggered by remote when the apparatus is leaving the station. He said part of the issue is training of the new staff to make sure they use the remote. He said some of the remotes are not working properly and he will get together with Public Works to figure this issue out or possibly a better system.

Mr. Martin said about five months ago, he worked with the Community Heart Safe Program which does education in communities as well as placement of AED machines. He said the Department, in order to be a Heart Safe Community, has been working on educating in our Town. He said a member of the Fraternal Order of Eagles approached him about getting an AED Machine for the club. Mr. Martin said an AED Machine was purchased through the program for the Eagles Club and the Department held an educational meeting to show them how the machine is used. He said in return for the Department's Time, the Fraternal Order of Eagles asked if they could do or help the Fire/Rescue Department in any way. He said two of the Eagle members were there to make a presentation to the Department.

David Marston, State Representative for the New Gloucester Eagles, and Karen Trafford, President of the New Gloucester Eagles, said the Chief had told them the Department was fundraising for a Lucas 3 Chest Compression Device. Mr. Marston said each year, the New Gloucester Eagles makes a donation to the National Charity Association. He said he contacted other Eagle State Representatives and requested a grant for \$10,000, which was approved. He said Ms. Trafford and he would like to present the check, for \$10,000, to the New Gloucester Fire/Rescue Department for the Lucas 3.

Mr. Martin said the Department was purchasing the Lucas 3 through a lease/purchase 3-year agreement, with a set rate of approximately \$5,000 a year. He said with this donation and what has been donated (about \$2,900), the Department would like to go ahead and purchase the device and continue fundraising for the final payment, which is due in three-years.

d. Boards & Committees

B. Action Items

4.84 To See What Action the Board Wishes to take in Regard to Stevens Brook Culvert/Dam Bid Proposals

Ms. Chase said there was a memo in the Board's packets concerning the Stevens Brook Culvert/Dam Bid Proposals.

Mr. First said the low bidder's proposal has been lowered by approximately \$35,000 due to the Town doing the trucking of the excavated materials and the spreading of dredged soil. He said the new bid amount is \$715,555. He said there is \$192,333, in the Bridge G/L account which could be used towards this project, with a net balance of \$523,222, which is what would be needed from taxation or the amount to bond. He said a five-year bond could be used to buffer the tax rate with a cost of approximately, \$36,000 in interest.

Ms. Donovan asked if the Road Reconstruction G/L account funds could be used.

Mr. First said he would look into it.

Ms. Gilles moved and Ms. Donovan seconded a motion to accept the recommendation of staff to award the Stevens Brook Dam/Culvert Replacement project to the low bidder, Shaw Brothers, Inc., with an adjusted bid price of \$715,555, contingent on approval of funding and permitting at the 2020 Annual Town Meeting; and full project construction in the summer/fall of 2020, The motion carried on a vote of 5-0

4.85 To See What Action the Board Wishes to take in Regard to Construction of Sheds at the New Public Works Facility

Mr. First said these projects were not included in the Ganneston contract. He said the Town assumed some of the projects to lower the cost.

Ted Shane, Public Works Director, said three of the four sheds are needed now and the gazebo type shed for the picnic area could be done in the spring. He said the roof over the fuel pumps is needed as the fuel has jelled twice this winter.

The Board discussed sending this out to bid, per the purchasing policy.

Ms. Gilles moved and Mr. Colby seconded a motion to send the Sheds for the New Public Works Facility out to bid. The motion carried on a vote of 5-0.

Mr. Shane handed out an RFP for the four sheds.

The Board agreed to hold a Special Selectmen's Meeting at 5:30pm on Monday, January 27th, at the Meetinghouse, to open and review the bids, and the bids due at Town Hall by 5:00pm the same day.

Ms. Gilles moved and Ms. Donovan seconded a motion to send the Sheds and Roofs at Public Works Facility, out to bid, with the amendments as discussed. The motion carried on a vote of 5-0.

4.93 To See What Action the Board Wished to take in Regard to Removal of the Wonderlic Test from the Public Works Deputy Director Job Description

Mr. First said he is recommending removing the Wonderlic Test from the Deputy Director Job Description. He said he has concerns with the cost of the test and where in the budget the cost would come from. He said he doesn't want to limit the pool of applicants and we could do a better job with an assessment test that pertains to the skills of the job.

Ms. Donovan moved and Mr. Colby seconded a motion to remove the Wonderlic Test from the Public Works Deputy Director Job Description. The motion carried on a vote of 4-1, with Ms. Gilles opposing.

4.86 To See What Action the Board Wishes to take in Regard to Quitclaim for Map 13 Lot 14-5

Ms. Gilles moved and Ms. Donovan seconded a motion to approve the Quitclaim for Map 13 Lot 14-5. The motion carried on a vote of 5-0.

4.87 To See What Action the Board Wishes to take in Regard to Quitclaim for Map 2 Lot 22-D

Ms. Gilles moved and Mr. Colby seconded a motion to approve the Quitclaim for Map 2 Lot 22-D. The motion carried on a vote of 5-0.

4.88 To See What Action the Board Wishes to take in Regard to CMP / Pine Tree Telephone Pole Permit Application

Mr. Colby moved and Ms. Gilles seconded a motion to approve the CMP/Pine Tree Telephone Pole Permit Application. The motion carried on a vote of 5-0.

4.89 To See What Action the Board Wishes to take in Regard to Bylaws for Boards and Committees

Ms. Chase said, as directed by the Board, the Bylaws for Boards and Committees was emailed to all members. She said the phone and email blew up with concerns with this document, pertaining to Board of Appeals, Planning Board and CIP Committee.

Ms. Gilles moved and Mr. Colby seconded a motion for the Bylaws for Boards and Committee go back to Staff for further review and consultation with Legal. The motion carried on a vote of 5-0.

4.90 To See What Action the Board Wishes to take in Regard to Approving FY20 Warrants and Payrolls #26, #27 & #28

Ms. Donovan moved and Ms. Gilles seconded a motion to Approve FY20 Warrants and Payrolls #26, #27 and #28. The motion carried on a vote of 5-0.

4.91 To See What Action the Board Wishes to take in Regard to Approving Minutes of the December 16, 2019, Special Board of Selectmen's Meeting

Ms. Gilles moved and Mr. Colby seconded a motion to approve the Minutes of the December 16, 2019, Special Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

4.92 To See What Action the Board Wishes to take in Regard to Approving Minutes of the December 16, 2019, Board of Selectmen's Meeting

Ms. Gilles moved and Ms. Donovan seconded a motion to approve the Minutes of the December 16, 2019, Board of Selectmen's Meeting. The motion carried on a vote of 5-0.

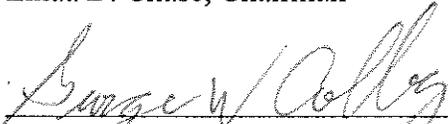
VII. ADJOURN

Ms. Gilles moved and Ms. Donovan seconded a motion to adjourn at 8:28pm. The motion carried on a vote of 5-0.

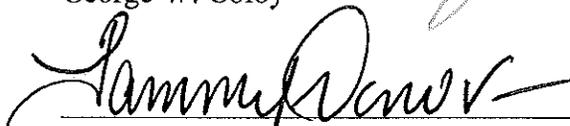
Approved February 3, 2020


Linda D. Chase, Chairman


Karen L. Gilles, Vice-Chairman


George W. Colby


Joseph S. Davis


Tammy L. Donovan