

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, July 6, 2020
Via Zoom

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Linda Chase, called the meeting to order at 7:01 pm. Present were Chairman, Linda Chase; Vice-Chairman, Karen Gilles; Selectmen, George Colby, Joseph Davis and Tammy Donovan; Town Manager, Brenda Fox-Howard; 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, July 20, 2020 via Zoom

A. Adjustments to the Agenda

Mr. Colby moved and Mr. Davis seconded a motion to add Item 1.07, To See What Action the Board Wishes to take in Regard to Closing Town Hall at 12pm on Monday, July 13, 2020, for Election Preparation. The motion carried on a vote of 5-0.

IV. PUBLIC COMMENTS

Penny Hilton, resident, said the Candidates Referendum Issues Committee is holding a Candidates Forum via Zoom, and anyone who would like to attend, to please send an email to Sharlene Myers for the zoom information.

Stephen Hathorne, resident, spoke to the Board concerning the following: committee application included in packet; purchase of a forklift for Public Works; purchase of wheel lifts for Public Works; and the Fire Department Utility 1 pickup.

V. OLD BUSINESS

A. Prior Meeting Update – Selectmen Chair

None.

B. Prior Meeting Update – Town Manager

None.

VI. NEW BUSINESS

A. Updates

a. Selectmen

Tammy Donovan – said the election is next week and urged everyone to go out and vote, either by absentee or in person.

Joseph Davis – said he has one week serving as a Selectmen for New Gloucester and he wanted to thank everyone for the opportunity. He said he might serve again in the future and wanted to wish the Selectmen Candidates in the upcoming election, good luck.

Karen Gilles – said she wanted to thank Joe for his service to the Town.

George Colby – said he wanted to thank Joe for his service to the Town.

Linda Chase – said she wanted to urge everyone to get out and vote. She said she wanted to thank Joe and enjoyed working with him as he brought different views to the conversations.

b. Town Manager

Brenda Fox-Howard said she is still working on getting the final numbers for year end.

c. Dept. Heads

d. Boards & Committees

B. Action Items

1.00 To See What Action the Board Wishes to take in Regard to *Public Works New Building Purchase of Hydraulic Fork Lift (for 2nd Story Storage Bay Area)*

Ted Shane, Public Works Director, said during the construction meetings, it was discussed about needing a forklift for mezzanine storage area of the Public Works Garage, and the cost would come out of the Town's portion of purchases. He said used forklifts are available but do not come with a warrantee and are about \$17,000. He said the quotes he received are government pricing and are for a new forklift, with warrantee.

Ms. Chase said she did not receive all three quotes and would like to see this go through CIP, as it's an addition to the fleet.

Ms. Donovan moved and Mr. Colby seconded a motion to table until the next meeting. The motion carried on a vote of 5-0.

1.01 To See What Action the Board Wishes to take in Regard to *Public Works New Building Purchase of Hydraulic Wheel Lifts (for the servicing of the Trucks)*

Mr. Shane said there was one quote for the wheel lifts through the State Bid Process. He said these are used when working on the big trucks – one lift for each side of the axle and can be used on Public Works and Fire Department Vehicles.

Mr. Colby moved and Ms. Chase seconded a motion to approve the purchase for the wheel lifts from Stertil-Koni per the quote for \$73,098.05. The motion carried on a vote of 5-0.

1.02 To See What Action the Board Wishes to take in Regard to Public Library Building Hole in Wall

Ms. Fox-Howard said there it was discovered by Buildings and Grounds that there is a hole in wall on the Library above the new exit, where water got behind the siding and rotted the boards, before the new roof was in place. She said the hole is being repaired now by a local vendor who has done previous work at the Library.

Mr. Davis moved and Mr. Colby seconded a motion to approve the repair of the Library and the cost not to exceed \$5,000 with notification to the Town Manager. The motion carried on a vote of 5-0.

1.03 To See What Action the Board Wishes to Take in Regard to Signing of Warrants and Payrolls by the Board

Ms. Chase said before COVID, a minimum of three Board members went into the Town Office to sign the warrants in order for checks to be mailed. She said during COVID, a motion was made that either Karen or she would go in to approve the warrants. She said where Town Office is back open to the public, does the Board wish to go back to needing three signatures to approve the warrant and mail checks or keep it one signature.

Mr. Colby moved and Mr. Davis seconded a motion to go back to the minimum of three signatures. The motion carried on a vote of 5-0.

1.04 To See What Action the Board Wishes to take in Regard to Approving FY20 Warrants and Payrolls #50, #51, #52, #53 and #54

Mr. Colby moved and Ms. Donovan seconded a motion to approve FY20 Warrants and Payrolls #50, #51 and #52. The motion carried on a vote of 5-0.

Ms. Donovan moved and Mr. Colby seconded a motion to approve FY20 Warrants and Payrolls #53. The motion carried on a vote of 4-0-1, with Mr. Davis abstaining.

Ms. Donovan moved and Mr. Colby seconded a motion to approve FY20 Warrants and Payrolls #54. The motion carried on a vote of 3-0-2, with Ms. Gilles and Mr. Davis abstaining.

1.05 **To See What Action the Board Wishes to take in Regard to Appointments to Various Boards and Committees for the following:**

- a) **Budget Committee – 1 two-year and 1 three-year terms available**
Jean Couturier – would like to be re-appointed

Steven Libby – would like to be appointed

Ms. Donovan moved and Mr. Davis seconded a motion to appoint Jean Couturier to a 2yr term and Steven Libby to a 3yr term on the Budget Committee. The motion carried on a vote of 4-1, with Mr. Davis opposing.

- b) **CIP Committee – 1 three-year terms available**
Jean Libby – would like to be re-appointed

Ms. Gilles moved and Mr. Colby seconded a motion to appoint Jean Libby to the CIP Committee for a 3yr term. The motion carried on a vote of 5-0.

- c) **Candidate/Referendum Issues Committee – 3 three-year terms available**

Joanne Cole – would like to be re-appointed

Penny Hilton – would like to be re-appointed

Debra Smith – would like to be re-appointed

Mr. Colby moved and Ms. Donovan seconded a motion to appoint Joanne Cole, Penny Hilton and Debra Smith to the Candidate Referendum Issues Committee for 3yr terms. The motion carried on a vote of 5-0.

- d) **Community Fair Committee – 4 three-year terms available**
Jessica Farwell – would like to be re-appointed

Ms. Gilles moved and Mr. Davis seconded a motion to appoint Jessica Farwell to the Community Fair Committee for a 3yr term. The motion carried on a vote of 5-0.

- e) **Economic Development Committee – 1 one-year and 3 three-year terms available**

Sarah Pierce – would like to be re-appointed

Gina Sawin – would like to be re-appointed

Mr. Davis moved and Ms. Donovan seconded a motion to appoint Sarah Pierce and Gina Sawin to the Economic Development Committee for 3yr terms. The motion carried on a vote of 5-0.

- f) *Environmental Resources Committee - 2 three-year terms available*

Douglas Smith – would like to be re-appointed

Alicia Howes – would like to be appointed

Ms. Gilles moved and Ms. Donovan seconded a motion to appoint Douglas Smith and Alicia Howes to the Environmental resources Committee for a 3yr terms. The motion carried on a vote of 5-0.

- g) *Land Management Planning Committee – 1 one-year and 4 three-year terms available*

Jean Libby – would like to be re-appointed

Donald Libby – would like to be re-appointed

Brian Shedlarski – would like to be re-appointed

Ms. Donovan moved and Ms. Gilles seconded a motion to appoint Jean Libby, Donald Libby and Brian Shedlarski to the Land Management Planning Committee for 3yr terms. The motion carried on a vote of 5-0.

- h) *Library Board of Trustees – 1 three-year terms available*

Paul Morin – would like to be re-appointed

Ms. Gilles moved and Ms. Donovan seconded a motion to appoint Paul Morin to the Library Board of Trustees for a 3yr term. The motion carried on a vote of 5-0.

- i) *Parks & Recreation Committee – 3 three-year terms available*

Kimberly Brusseau – would like to be re-appointed

Ms. Gilles moved and Mr. Davis seconded a motion to appoint Kimberly Brusseau, Rebecca Klotzle and Laura Sturgis to the Parks & Recreation Committee for 3yr terms. The motion carried on a vote of 5-0.

- j) *Planning Board – 2 three-year terms available*

Ben Tettlebaum – would like to be re-appointed

Steven Libby – would like to be appointed

Ms. Gilles moved and Ms. Donovan seconded a motion to appoint Ben Tettlebaum and Steven Libby to the Planning Board for 3yr terms. The motion carried on a vote of 5-0.

k) *Public Safety Committee – 1 one-year and 3 three-year terms available*

Richard Maguire – would like to be re-appointed

Ms. Gilles moved and Mr. Davis seconded a motion to appoint Richard Maguire to the Public Safety Committee for a 3yr term. The motion carried on a vote of 5-0.

1.06 To See What Action the Board Wishes to take in Regard to Appointment of Town Positions for the following for FY21:

a) *Tax Collector, Town Clerk, Road Commissioner, Welfare Director, Freedom of Access Act (FOAA) Officer*

Brenda Fox-Howard – currently serves in these positions

Mr. Davis moved and Mr. Colby seconded a motion to appoint Brenda Fox-Howard as Tax Collector, Town Clerk, Road Commissioner Welfare Director, and Freedom of Access Act (FOAA) Officer. The motion carried on a vote of 5-0.

b) *Treasurer*

Lori Anne Wilson - currently serves in this position

Ms. Donovan moved and Mr. Colby seconded a motion to appoint Lori-Anne Wilson as Treasurer. The motion carried on a vote of 5-0.

c) *Acting Town Manager in the Absence of the Town Manager*

Sharlene Myers - currently serves in this position

Mr. Colby moved and Ms. Gilles seconded a motion to appoint Sharlene Myers as Acting Town Manager in the Absence of the Town Manager. The motion carried on a vote of 5-0.

d) *Code Enforcement Officer//Local Plumbing Inspector/Public Health Officer*

Debra Parks Larrivee - currently serves in these positions

Mr. Colby moved and Ms. Donovan seconded a motion to appoint Debra Parks Larrivee as Code Enforcement Officer, Local Plumbing Inspector and Health Officer. The motion carried on a vote of 5-0.

e) *Emergency Management Director*

Toby Martin - currently serves in this position

Mr. Colby moved and Mr. Davis seconded a motion to appoint Toby Martin as Emergency Management Director. The motion carried on a vote of 5-0.

f) *Fence Viewer*

Douglas Bowie - currently serves in this position

Mr. Davis moved and Ms. Donovan seconded a motion to appoint Douglas Bowie as Fence Viewer. The motion carried on a vote of 5-0.

1.07 **To See What Action the Board Wishes to take in Regard to Closing Town Hall at 12pm on Monday, July 13, 2020, for Election Preparation**

Ms. Gilles moved and Mr. Colby seconded a motion to close Town Hall at 12:00pm on Monday, July 13, 2020, for Election Preparation. The motion carried on a vote of 5-0.

VII. ADJOURN

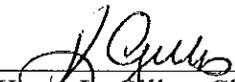
Mr. Colby moved and Ms. Gilles seconded a motion to adjourn at 8:12pm. The motion failed on a vote of 2-3, with Ms. Chase, Ms. Donovan and Ms. Gilles opposing.

Ms. Donovan said she has enjoyed serving with Mr. Davis and wished him well.

Ms. Fox-Howard said she has enjoyed working with Mr. Davis.

Mr. Colby moved and Ms. Gilles seconded a motion to adjourn at 8:17pm. The motion carried on a vote of 4-1, with Mr. Davis opposing.

Approved August 24, 2020



Karen L. Gilles, Chairman

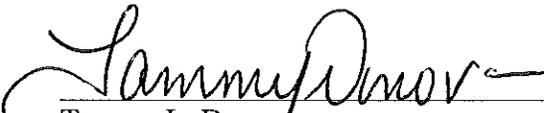


Linda D. Chase, Vice-Chairman

Peter R. Bragdon



George W. Colby



Tammy L. Donovan