

**ANNOTATED AGENDA  
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**
- II. **To See What Action the Board Wishes to take in Regard to FY19 Abatements, Batch #4**  
  
Please see attached paperwork.
- III. **To See What Action the Board Wishes to take in Regard to Establishing the Mil Rate for FY20 Taxes**  
  
Please see the attached paperwork.
- IV. **To See What Action the Board Wishes to take in Regard to the FY20 Tax Commitment**  
  
Please see the attached paperwork.
- V. **ADJOURN AND ENTER INTO BOARD OF SELECTMEN'S WORKSHOP REGARDING REVALUATION AND ABATEMENTS**

**BOARD OF SELECTMEN'S MEETING**

- I. **CALL THE MEETING TO ORDER & ATTENDANCE**
- II. **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**
- IV. **PUBLIC COMMENTS**
- V. **SCHEDULED ITEMS**

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

Please see attached paperwork.

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

Please see attached paperwork.

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

Please see attached paperwork.

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

Please see attached paperwork.

**VI. APPROVE FY20 WARRANTS AND PAYROLLS #6 and #7**

**VII. APPOINTMENTS AND RESIGNATIONS**

- A. *Environmental Resources Committee – 3 three-year terms available  
1 one-year term available***

**Diane Aromando – would like to be appointed**

Please see attached paperwork.

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

Please see attached paperwork.

**VIII. LEGAL**

**IX. WRITTEN COMMUNICATION**

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

Please see attached paperwork.

**X. ORAL COMMUNICATION**

- A. Selectmen**
- B. Town Manager**
- C. Dept. Heads**
- D. Boards & Committees**

**XI. ADJOURN**

BoA #2.

The following 4 abatements have been decided by the New Gloucester Board of Assessors.

account	map/lot	owner1	Reason	abated tax
RE 218	0002-0033	Gray New Gloucester Little League	Parcel is a wet, excavated gravel site.	1,357.22
RE 219	0002-0033- A	Gray New Gloucester Little League	Parcel is a wet, excavated gravel site.	711.00
RE 1403	0010-0013- A4	A&P	Mobile home was removed from rented site but assessment was not.	169.91
PP 323		Brady & Associates Realtors	Out of business prior to assessment.	117.16

Voted by the New Gloucester Assessors on: August 19, 2019.

# Town of New Gloucester

## Board of Assessors

385 Intervale Road, New Gloucester, ME 04260

ABATEMENT GRANTED

Gray New Gloucester Little League  
PO Box 1236  
Gray, ME, 04039

Map - Lot 0002-0033      Acct# RE 218

Dear Gray New Gloucester Little League,

This letter is to inform you that the New Gloucester Assessors have reduced your property value by -85,900 and granted an abatement of **\$1,357.22** for the **2018-2019** tax year. If you have paid your taxes in full, a refund will be mailed to you, if you have outstanding taxes, this amount will be removed from your total.

	2018-2019	2018-2019 Revised	Change
Land	110,600	24,700	
Building	0	0	
Exemption	110,600	0	
Taxable Total	110,600	24,700	-85,900
Mil Rate	0.01580	0.01580	
Tax	\$1,747.48	\$ 390.26	-\$1,357.22

This abatement was granted on the following grounds:

Parcel is wet excavated gravel site.

If you are dissatisfied with the decision of the Assessors and wish to appeal, you have 60 days from the date of this letter to appeal to the Cumberland County Board of Assessment Review, c/o Administrative Assistant, 142 Federal Street, Portland, ME 04101

Voted by the New Gloucester Board of Assessors on \_\_\_\_\_.

# Town of New Gloucester

## Board of Assessors

385 Intervale Road, New Gloucester, ME 04260

ABATEMENT GRANTED

Gray New Gloucester Little League  
PO Box 1236  
Gray, ME, 04039

Map - Lot 0002-0033-A                      Acct# RE 219

Dear Gray New Gloucester Little League,

This letter is to inform you that the New Gloucester Assessors have reduced your property value by 45,000 and granted an abatement of \$ 711.00 for the 2018-2019 tax year. If you have paid your taxes in full, a refund will be mailed to you, if you have outstanding taxes, this amount will be removed from your total.

	2018-2019	2018-2019 Revised	Change
Land	50,900	5,900	
Building	2,900	2,900	
Exemption	0	0	
Taxable Total	53,800	8,800	-45,000
Mil Rate	0.01580	0.01580	
Tax	\$ 850.04	\$ 139.04	-\$ 711.00

This abatement was granted on the following grounds:

Parcel is wet excavated gravel site.

If you are dissatisfied with the decision of the Assessors and wish to appeal, you have 60 days from the date of this letter to appeal to the Cumberland County Board of Assessment Review, c/o Administrative Assistant, 142 Federal Street, Portland, ME 04101

Voted by the New Gloucester Board of Assessors on \_\_\_\_\_.

16.90

2019 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FC

BOA

Municipality: \_\_\_\_\_

3.

**BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT**

- 1. Total taxable valuation of real estate 1 \$470,854,500  
(must match MVR Page 1, line 6)
- 2. Total taxable valuation of personal property 2 \$6,728,003  
(must match MVR Page 1, line 10)
- 3. Total taxable valuation of real estate and personal property (Line 1 plus line 2) 3 \$477,582,503  
(must match MVR Page 1, line 11)
- 4. (a) Total exempt value for all homestead exemptions granted 4(a) \$23,314,100  
(must match MVR Page 1, line 14f)
- (b) Homestead exemption reimbursement value 4(b) \$14,571,313
- 5. (a) Total exempt value of all BETE qualified property 5(a) \$6,005,202  
(must match MVR Page 2, line 15c)
- (b) Enhanced BETE exemption reimbursement value 5(b) \$4,804,910
- 6. Total valuation base (Line 3 plus line 4(b) plus line 5(b)) 6 \$496,958,726

**ASSESSMENTS**

- 7. County tax 7 \$382,057.00
- 8. Municipal appropriation 8 \$4,597,240.00
- 9. TIF financing plan amount 9 \$290,000.00  
(must match MVR Page 2, line 16c + 16d)
- 10. Local education appropriation (Local share/contribution)  
(Adjusted to municipal fiscal year) 10 \$5,825,168.00
- 11. Total appropriations (Add lines 7 through 10) 11 \$11,094,465.00

**ALLOWABLE DEDUCTIONS**

- 12. Anticipated state municipal revenue sharing 12 \$220,000.00
- 13. Other revenues: All other revenues that have been formally  
appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank  
interest income, appropriated surplus revenue, etc. (Do Not include any Homestead or BETE Reimbursement) 13 \$2,501,347.00
- 14. Total deductions (Line 12 plus line 13) 14 \$2,721,347.00
- 15. Net to be raised by local property tax rate (Line 11 minus line 14) 15 \$8,373,118.00

- 16. \$8,373,118.00 x 1.05 = \$8,791,773.90 Maximum Allowable Tax  
(Amount from line 15)
- 17. \$8,373,118.00 ÷ \$496,958,726 = 0.01685 Minimum Tax Rate  
(Amount from line 15) (Amount from line 6)
- 18. \$8,791,773.90 ÷ \$496,958,726 = 0.01769 Maximum Tax Rate  
(Amount from line 16) (Amount from line 6)
- 19. \$477,582,503.00 x 0.01690 = \$8,071,144.30 Tax for Commitment  
(Amount from line 3) (Selected Rate) (Enter on MVR Page 1, line 13)
- 20. \$8,373,118.00 x 0.05 = \$418,655.90 Maximum Overlay  
(Amount from line 15)
- 21. \$14,571,313 x 0.01690 = \$246,255.18 Homestead Reimbursement  
(Amount from line 4b.) (Selected Rate) (Enter on line 8, Assessment Warrant)
- 22. \$4,804,910 x 0.01690 = \$81,202.98 BETE Reimbursement  
(Amount from line 5b.) (Selected Rate) (Enter on line 9, Assessment Warrant)
- 23. \$8,398,602.46 - \$8,373,118.00 = \$25,484.46 Overlay  
(Line 19 plus lines 21 and 22) (Amount from line 15) (Enter on line 5, Assessment Warrant)

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

2019 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

16.95

Municipality: \_\_\_\_\_

Data entry fields

**BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT**

1. Total taxable valuation of real estate	1	\$470,854,500	(must match MVR Page 1, line 6)
2. Total taxable valuation of personal property	2	\$6,728,003	(must match MVR Page 1, line 10)
3. Total taxable valuation of real estate and personal property (Line 1 plus line 2)	3	\$477,582,503	(must match MVR Page 1, line 11)
4. (a) Total exempt value for all homestead exemptions granted	4(a)	\$23,314,100	(must match MVR Page 1, line 14f)
(b) Homestead exemption reimbursement value	4(b)	\$14,571,313	
5. (a) Total exempt value of all BETE qualified property	5(a)	\$6,005,202	(must match MVR Page 2, line 15c)
(b) Enhanced BETE exemption reimbursement value	5(b)	\$4,804,910	
6. Total valuation base (Line 3 plus line 4(b) plus line 5(b))	6	\$496,958,726	

**ASSESSMENTS**

7. County tax	7	\$382,057.00	
8. Municipal appropriation	8	\$4,597,240.00	
9. TIF financing plan amount	9	\$290,000.00	(must match MVR Page 2, line 16c + 16d)
10. Local education appropriation (Local share/contribution) (Adjusted to municipal fiscal year)	10	\$5,825,168.00	
11. Total appropriations (Add lines 7 through 10)	11	\$11,094,465.00	

**ALLOWABLE DEDUCTIONS**

12. Anticipated state municipal revenue sharing	12	\$220,000.00	
13. Other revenues: All other revenues that have been formally appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc. (Do Not Include any Homestead or BETE Reimbursement)	13	\$2,501,347.00	

14. Total deductions (Line 12 plus line 13)	14	\$2,721,347.00	
15. Net to be raised by local property tax rate (Line 11 minus line 14)	15	\$8,373,118.00	

16. $\frac{\$8,373,118.00}{(\text{Amount from line 15})} \times 1.05 = \$8,791,773.90$ Maximum Allowable Tax	
17. $\frac{\$8,373,118.00}{(\text{Amount from line 15})} \div \frac{\$496,958,726}{(\text{Amount from line 6})} = 0.01685$ Minimum Tax Rate	
18. $\frac{\$8,791,773.90}{(\text{Amount from line 16})} \div \frac{\$496,958,726}{(\text{Amount from line 6})} = 0.01769$ Maximum Tax Rate	
19. $\frac{\$477,582,503.00}{(\text{Amount from line 3})} \times 0.01695 (\text{Selected Rate}) = \$8,095,023.43$ Tax for Commitment (Enter on MVR Page 1, line 13)	
20. $\frac{\$8,373,118.00}{(\text{Amount from line 15})} \times 0.05 = \$418,655.90$ Maximum Overlay	
21. $\frac{\$14,571,313}{(\text{Amount from line 4b.})} \times 0.01695 (\text{Selected Rate}) = \$246,983.75$ Homestead Reimbursement (Enter on line 8, Assessment Warrant)	
22. $\frac{\$4,804,910}{(\text{Amount from line 5b.})} \times 0.01695 (\text{Selected Rate}) = \$81,443.22$ BETE Reimbursement (Enter on line 9, Assessment Warrant)	
23. $\frac{\$8,423,450.40}{(\text{Line 19 plus lines 21 and 22})} - \frac{\$8,373,118.00}{(\text{Amount from line 15})} = \$50,332.40$ Overlay (Enter on line 5, Assessment Warrant)	

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

2019 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

17.00

Municipality: \_\_\_\_\_

Data entry fields

**BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT**

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- (b) Homestead exemption reimbursement value 4(b) \$14,571,313
- 5. (a) Total exempt value of all BETE qualified property 5(a) \$6,005,202  
(must match MVR Page 2, line 15c)
- (b) Enhanced BETE exemption reimbursement value 5(b) \$4,804,910
- 6. Total valuation base (Line 3 plus line 4(b) plus line 5(b)) 6 \$496,958,726

**ASSESSMENTS**

- 7. County tax 7 \$382,057.00
- 8. Municipal appropriation 8 \$4,597,240.00
- 9. TIF financing plan amount 9 \$290,000.00  
(must match MVR Page 2, line 16c + 16d)
- 10. Local education appropriation (Local share/contribution)  
(Adjusted to municipal fiscal year) 10 \$5,825,168.00
- 11. Total appropriations (Add lines 7 through 10) 11 \$11,094,465.00

**ALLOWABLE DEDUCTIONS**

- 12. Anticipated state municipal revenue sharing 12 \$220,000.00
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appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank  
interest income, appropriated surplus revenue, etc. (Do Not Include any Homestead or BETE Reimbursement) 13 \$2,501,347.00
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- 15. Net to be raised by local property tax rate (Line 11 minus line 14) 15 \$8,373,118.00

- 16. \$8,373,118.00 x 1.05 = \$8,791,773.90 Maximum Allowable Tax  
(Amount from line 15)
- 17. \$8,373,118.00 ÷ \$496,958,726 = 0.01685 Minimum Tax Rate  
(Amount from line 15) (Amount from line 6)
- 18. \$8,791,773.90 ÷ \$496,958,726 = 0.01769 Maximum Tax Rate  
(Amount from line 16) (Amount from line 6)
- 19. \$477,582,503.00 x 0.01700 = \$8,118,902.55 Tax for Commitment  
(Amount from line 3) (Selected Rate) (Enter on MVR Page 1, line 13)
- 20. \$8,373,118.00 x 0.05 = \$418,655.90 Maximum Overlay  
(Amount from line 15)
- 21. \$14,571,313 x 0.01700 = \$247,712.31 Homestead Reimbursement  
(Amount from line 4b.) (Selected Rate) (Enter on line 8, Assessment Warrant)
- 22. \$4,804,910 x 0.01700 = \$81,683.47 BETE Reimbursement  
(Amount from line 5b.) (Selected Rate) (Enter on line 9, Assessment Warrant)
- 23. \$8,448,298.33 - \$8,373,118.00 = \$75,180.33 Overlay  
(Line 19 plus lines 21 and 22) (Amount from line 15) (Enter on line 5, Assessment Warrant)

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

4.25

**Town of New Gloucester  
Invitation to Bid  
New Gloucester Library Deck Replacement**

The Town of New Gloucester is requesting bids for Replacement/Repair to the Deck on the Westerly side of the building at the New Gloucester Library at 379 Intervale Road. Bid Packets may be obtained at the Town Office, 385 Intervale Road, New Gloucester, Maine, 04260 during regular business hours or by **emailing [smyers@newgloucester.com](mailto:smyers@newgloucester.com), or by calling 207-926-4126 ext. 1.**

Any questions on the Bid Packet should be directed to Public Works Director, Ted Shane, at 207-926-4574 during regular business hours, Monday through Thursday 6:30 A.M. to 5:00 P.M.

**All Bids must be submitted on the enclosed Bid Form.**

Bids must be submitted in a sealed envelope clearly marked on the exterior, "**New Gloucester Library Deck Replacement**" to Carrie Castonguay, Town Manager by 6:00 p.m., Monday, August 19, 2019. The Board of Selectmen will open and read the bids at 7:00 p.m., Monday, August 19, 2019 at the New Gloucester Meetinghouse during their regularly scheduled meeting. The Town reserves the right to accept or reject any or all proposals.

**Town of New Gloucester, Maine  
Request for Proposals  
August 2019**

The Town of New Gloucester, Maine seeks proposals for:

**The Replacement/Repair of Deck on the West Side of  
The New Gloucester Library  
379 Intervale Road  
New Gloucester, ME 04260**

The Town of New Gloucester is seeking proposals from qualified contractors to Replace and/or Repair the deck on the West side of the Library.

**A copy of the Bid Packet may be obtained at the New Gloucester Town Office, 385 Intervale Road, New Gloucester, Maine during regular business hours.**

Scope of work:

Provide all necessary materials, labor and equipment to complete the necessary repairs or replacement of the deck to the Library according to but not limited to the following scope:

- Remove all decking and handrails from existing deck
- Inspect deck frame and building where it is attached to the building
- Remove and replace any rotted materials to the building and deck frame
- Replace and Paint any Rotted siding in the affected area
- Install flashing to building where it is needed
- Replace all stair stringers
- Scrape, sand and repaint all pillars and trim around deck
- Replace and paint all railings
- Install new decking with Trex Decking or equivalent
- Replace and Paint all skirting
- All colors shall match the existing, New Gloucester Yellow, white trim, and gray decking
- All waste materials shall be removed from the job site and taken to the New Gloucester Transfer Station for disposal by the contractor
- Completed job will have a 1 year minimum Workmanship Warranty.
- Contractor shall keep work area neat at the end of each workday and contained through the duration of the job.

Proposals must comply with the following submission requirements:

1. Sealed proposals shall be submitted marked “**New Gloucester Library Deck Replacement**” on the outside of the envelope, addressed to:

Carrie Castonguay, Town Manager  
Town of New Gloucester  
385 Intervale Road  
New Gloucester, ME 04260

2. Proposals will be accepted until **6:00 P.M., August 19, 2019**. Proposals received after this time will be returned unopened. Faxed proposals will not be accepted.
3. **WITHDRAWAL OF PROPOSALS:** A proposer will be permitted to withdraw their proposal unopened after it has been placed if such request is received in writing prior to the time specified for the opening of the proposals.
4. **SITE VISIT:** All prospective bidders may obtain a tour of the property by contacting Ted Shane, Public Works Director at (207)-926-4574, Monday through Thursday 7:00 A.M. to 4:00 P.M.
5. **RESERVATION OF RIGHTS:** The Town of New Gloucester reserves the right to reject any and all proposals, to waive technical, or legal deficiencies, and to accept any proposal that it deems to be in the best interest of the Town.
6. **WARRANTY:** The contractor shall carry a (1) one-year warranty on all workmanship related to the job.
7. **SPECIFICATIONS:** The bidder shall furnish information and specifications, and shall receive Town approval related to the products being used.
8. **COST/SCHEDULE:** The bidder shall furnish a cost proposal and construction schedule as part of the package. The contractor shall complete the work by **November 1, 2019**.
9. **LIQUIDATED DAMAGES:** The contractor shall be assessed a penalty of **\$250** per day for every day that the project’s completion passes the **November 1, 2019**, deadline.
10. **SEPARABILITY:** The Town of New Gloucester will accept only full packages for all requested elements. Proposals submitted without all scope of work items included shall be disqualified.
11. A copy of applicable insurance certificate(s) must accompany bids. Minimum coverage is \$1,000,000 per occurrence, and Worker’s Compensation Coverage in compliance with State Law.

**Town of New Gloucester Library**  
**Replacement/Repair**  
**BID FORM**

General Contractor: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Electrical Contractor: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Excavating Contractor: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Total Bid Price: \_\_\_\_\_

I agree to complete the job by 11/01/19:      YES \_\_\_ NO \_\_\_

Provided:

• Insurance Certificate:                      YES \_\_\_ NO \_\_\_

• Construction Schedule:                    YES \_\_\_ NO \_\_\_

Signature of General Contractor: \_\_\_\_\_

# New Gloucester Library Deck Replacement Bidder's List

Todd Keneagy  
518 Cobbs Bridge Road  
New Gloucester, ME 04260

John Chaplin  
329 Woodman Road  
New Gloucester, ME 04260

Ryan Chamberland  
34 Scotia Drive  
New Gloucester, ME 04260

Mike Francis  
52 Neptune Drive  
New Gloucester, ME 04260

Rideout & Turner  
247 Portland Rd  
Gray Maine 04039

David Lee  
303 Harris Pond Rd  
Poland, Me 04274

MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS

4.26

THE INHABITANTS OF the Town of New Gloucester, a body corporate and politic, with its town offices located at 385 Intervale Road, New Gloucester, Cumberland County, State of Maine, for consideration paid August 5, 2019, releases to Nassau Broadcasting Holdings LLC, 704 Howe Street, Point Pleasant, NJ, 08742, a certain lot or parcel of land with any buildings thereon located in the Town of New Gloucester, Cumberland County, State of Maine, more particularly described as follows:

Map 7, Lot 17-A, 239 Gloucester Hill Road, on the Tax Maps of the Town of New Gloucester, prepared by John E. O'Donnell and Associates and dated April 1, 2018, on file in the Assessor's Office, Town of New Gloucester, Maine. The Town of New Gloucester has acquired its interest in said parcel through automatic foreclosure of tax liens recorded in the Cumberland County Registry of Deeds at: Book 34089 Page 253, tax year 2017; and Book 34905 Page 36, tax year 2018; and Book 35719 Page 319, tax year 2019

The Inhabitants of the Town of New Gloucester caused this instrument to be signed in its corporate name by: Linda D. Chase, George W. Colby, Joseph S. Davis, Tammy L. Donovan and Karen L. Gilles, its Municipal Officers duly authorized.

Witness our hands and seals this 19<sup>th</sup> day of August, 2019.

WITNESS:

INHABITANTS OF THE TOWN OF NEW GLOUCESTER

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
Linda D. Chase

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
George W. Colby

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
Joseph S. Davis

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
Tammy L. Donovan

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
Karen L. Gilles

State of Maine  
County of Cumberland, ss

August 19, 2019

Then personally appeared the above named: Linda D. Chase, George W. Colby, Joseph S. Davis, Tammy L. Donovan and Karen L. Gilles, Municipal Officers of the Town of New Gloucester and acknowledged the foregoing instrument to be their free act and deed in their said capacity and the free act and deed of the Inhabitants of said Municipality.

Before me

\_\_\_\_\_  
Sharlene F. Myers, Notary Public  
Commission Expires April 27, 2023

MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS

4.27

THE INHABITANTS OF the Town of New Gloucester, a body corporate and politic, with its town offices located at 385 Intervale Road, New Gloucester, Cumberland County, State of Maine, for consideration paid August 1, 2019, releases to Aaron M. Joler, 17 Swamp Road, New Gloucester, ME, 04260, a certain lot or parcel of land with any buildings thereon located in the Town of New Gloucester, Cumberland County, State of Maine, more particularly described as follows:

Map 6, Lot 27-A, 17 Swamp Road, on the Tax Maps of the Town of New Gloucester, prepared by John E. O'Donnell and Associates and dated April 1, 2018, on file in the Assessor's Office, Town of New Gloucester, Maine. The Town of New Gloucester has acquired its interest in said parcel through automatic foreclosure of tax liens recorded in the Cumberland County Registry of Deeds at: Book 34089 Page 191, tax year 2017; and Book 34906 Page 24, tax year 2018; and Book 35719 Page 316, tax year 2019.

The Inhabitants of the Town of New Gloucester caused this instrument to be signed in its corporate name by: Linda D. Chase, George W. Colby, Joseph S. Davis, Tammy L. Donovan and Karen L. Gilles, its Municipal Officers duly authorized.

Witness our hands and seals this 19<sup>th</sup> day of August, 2019.

WITNESS:

INHABITANTS OF THE TOWN OF NEW GLOUCESTER

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
Linda D. Chase

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
George W. Colby

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
Joseph S. Davis

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
Tammy L. Donovan

\_\_\_\_\_  
Sharlene F. Myers

\_\_\_\_\_  
Karen L. Gilles

State of Maine  
County of Cumberland, ss

August 19, 2019

Then personally appeared the above named: Linda D. Chase, George W. Colby, Joseph S. Davis, Tammy L. Donovan and Karen L. Gilles, Municipal Officers of the Town of New Gloucester and acknowledged the foregoing instrument to be their free act and deed in their said capacity and the free act and deed of the Inhabitants of said Municipality.

Before me

\_\_\_\_\_  
Sharlene F. Myers, Notary Public  
Commission Expires April 27, 2023

4.28

# Town of New Gloucester



## Liaison Policy

*Adopted August 6, 2012*  
*Revised July 15, 2013*  
*Revised November 18, 2013*  
*Revised \_\_\_\_\_*

## **Town of New Gloucester Liaison Policy**

### **Purpose**

A liaison is a Select Board member who bridges between the Select Board and the appointed Committee to communicate and coordinate the activities of the Committee. Further, it is the responsibility of the Select Board Liaison to encourage cooperation and facilitate the exchange of information between the appointed Committee and the entire Select Board. Assigned purpose for each individual committee is delineated under specific committee designation.

### **Committee designation:**

#### **Budget Committee**

Two Select Board Members (*non-voting*)

Attendance: Present at all meetings

Purpose: Answer questions directed to the Select Board

#### **Business Communications**

Chandler Brothers

Morrison Center

Pineland Farms

Shakers

One Select Board Member each with the Town Manager.

Purpose: Meet with the entity as needed to serve as a Board's representative

#### **Cable TV Committee**

Two Select Board Member (*non-voting*)

Attendance: As necessary

Purpose: Answer questions directed to the Select Board and provide input when necessary

#### **Candidate/Referendum Issues Committee**

One Select Board Member (*non-voting*)

Attendance: Present at all meetings

Purpose: To work with committee members to establish an agreeable format.

#### **CDBG Municipal Oversight Committee**

One Select Board Member (*voting*)

Attendance: As necessary

Purpose: Participate as required as a member of the CDBG Committee

**CIP Committee**

One Select Board Member (*voting*)

Attendance: Present at all meetings

Purpose: Participate at all meetings as a member of the committee

**Community Fair Committee**

One Select Board Member (*voting*)

Attendance: Present at all meetings

Purpose: Participate at all meetings as a member of the committee and assist the committee with planning and executing the annual fair

**Cumberland County Finance Committee**

One Citizen (*voting*)

Attendance: As necessary

Purpose: Participate as required as a member of the CCBAC

**Economic Development Committee**

One Select Board Member (*non-voting*)

Attendance: As necessary

Purpose: Answer questions directed to the Select Board and provide input as necessary

**Environmental Resources Committee**

One Select Board Member (*voting*)

Attendance: As necessary

Purpose: Answer questions directed to the Select Board and provide input when necessary

**Foreclosure Committee**

Two Select Board Members (*voting*)

Attendance: Present at all meetings

Purpose: Participate at all meetings as a member of the committee

**Land Management Planning Committee**

One Select Board Member (*voting*)

Attendance: Present at all meetings

Purpose: Participate at all meetings as a member of the committee

**Library Board of Trustees**

One Select Board Member (*non-voting*)

Attendance: As necessary

Purpose: Answer questions directed to the Select Board and provide input when necessary

**Maine Waste to Energy**

One member and one alternate (*voting*)

Attendance: As necessary

Purpose: Participate as a voting member of the Corporation

**Parks & Recreation Committee**

One Select Board Members (*voting*)

Attendance: As necessary

Purpose: Answer questions directed to the Select Board and provide input when necessary

**Public Safety Committee**

Two Select Board Members (*voting*)

Attendance: Present at all meetings

Purpose: Participate at all meetings as a member of the committee

**School Board**

One Select Board Member (*non-voting*)

Attendance: As necessary

Purpose: Answer questions directed to the Select Board and provide input when necessary

**New Gloucester Water District**

One Select Board Member (*non-voting*)

Attendance: As necessary

Purpose: Answer questions directed to the Select Board and provide input when necessary

**Town of New Gloucester  
Liaison Policy**

Signed and approved by the Board of Selectmen on \_\_\_\_\_.

\_\_\_\_\_  
Linda D. Chase, Chairman

\_\_\_\_\_  
Karen L. Gilles, Vice-Chairman

\_\_\_\_\_  
George W. Colby

\_\_\_\_\_  
Joseph S. Davis

\_\_\_\_\_  
Tammy L. Donovan

## **Appendix A**

### **Charge of Committees**

#### **Budget Committee:**

The Budget Committee meets to review the Budget for the following fiscal year. The Select Board begins the Budget Process with a series of workshops and meetings with Department Heads. The Selectmen will then forward the Budget with their recommendations to the Budget Committee. The Committee will have two to four meetings for review of the Budget, make their recommendations and once completed, will forward the Budget to a Public Hearing. After the Public Hearing, the Budget Committee commences, discusses and finalizes their numbers, and forwards their recommendations to the Board Selectmen. At this point, the Selectmen will review the recommendations at their next scheduled Select Board's Meeting. The committee will be comprised of eleven at-large members and two Select Board Liaisons.

#### **Business Communications:**

Meet with the assigned entity as needed to serve as a Board's representative and the liaison to the Town.

#### **Cable TV Committee:**

The New Gloucester Cable Television Committee (CTC) oversees New Gloucester Television's (NGTV) public, educational and governmental (PEG) access Channel. The CTC is responsible for providing the citizens of New Gloucester with such coverage of civic and public events as the interest of the public, the availability of equipment and citizen participation permits. The CTC is responsible for the establishment, modification, supervision, and recruitment of citizen participation for NGTV. All functions shall be in accordance with the bylaws adopted by the CTC as approved by the Select Board and in accordance with all applicable federal, state, and local laws, statutes, rules, regulations, ordinances, codes, and orders. The CTC, through the Select Board, is authorized to receive donations and contributions for the purpose of operating, maintaining, and expanding NGTV. The committee will be comprised of seven at-large members and two Select Board Liaisons.

#### **Candidate/Referendum Committee:**

The Candidate/Referendum Committee will work with candidates on an agreeable format for televised programs and educate the citizens of New Gloucester on upcoming referendum issues. The committee will be comprised of five at-large members and one Select Board Liaison.

#### **CDBG Municipal Oversight Committee:**

The purpose of the Committee is to provide municipal input and recommendations to guide the Cumberland County Commissioners in designing and implementing community development and related programs. The goal of these programs is to help low and moderate- income people, to create jobs, to improve housing, and to increase the quality of life for the citizens of the County. The Committee operates under the terms authorized by the Cooperation Agreements signed between Cumberland County and the participating municipalities.

**Capital Improvement Project (CIP) Committee:**

It is the responsibility of the Capital Improvement Program Committee to arrive at a “Prioritized List” of proposed capital expenditures for the fiscal year to be recommended to the Select Board and Budget Committee. The recommendations are arrived at by reviewing requests that are being considered by the Town Manager and Select Board. The Committee reviews all capital expenditure requests in the form and funding methods submitted. The review process involves analyzing the project with regard to its effect on the quality of municipal services, impact on the tax rate, and on future operation budgets in the context of a five-year projection of capital expenditures based on department head requests.” The committee will be comprised of four at-large members, one Budget Committee Representative, one Planning Board Representative and one Select Board Liaison.

**Community Fair Committee:**

Participate at all meetings as a member of the committee and assist the committee with planning and executing the annual fair in conjunction with assigned staff member. The committee will be comprised of six at-large members and one Select Board Liaison.

**Cumberland County Finance Committee:**

The Cumberland County Finance Committee is mandated by the Cumberland County Charter.

**Excerpt from the Charter:**

- 5.4 Finance Committee (FC)
  - 5.4.1 Committee Membership: Representatives to the FC shall be municipally elected officials from the Commissioner District in which their municipality resides. Municipally elected officials of each Commissioner District may appoint two (2) representatives to serve on the FC for a three (3) year term; a representative shall not serve more than two consecutive terms. No municipality shall have more than one representative unless it serves more than one half (½) of a District's population. A District Commissioner may appoint representatives to fill FC vacancies occurring 120 calendar days prior to the commencement of the Board's fiscal year. A FC vacancy shall immediately occur when representatives no longer qualify for membership.
  - 5.4.2 Finance Committee Meetings: On the call of the County Commissioners or at least 90 calendar days prior to the commencement of the fiscal year, the FC shall meet. The FC shall select a chairman from its full membership. It shall also appoint such other officers as it may deem necessary and create such sub-committees as may be necessary to perform its duties.

- **5.5 General Budget Procedures:** The County Commissioners shall present their preliminary budget to the FC with dispatch and at least fifty five (55) business days prior to the end of their fiscal year. The budget shall also present a 3 year estimated revenue projection. The County, through the Board, shall provide the Committee with all the reasonable resources necessary to scrutinize the budget, transparency being the imperative. The FC shall act on the budget with dispatch and take action no later than thirty (30) business days prior to the end of the County's fiscal year or the Board's preliminary budget shall be considered FC endorsed. Upon receipt of the FC's provisional Budget and at least ten (10) business days prior to the end of the County's fiscal year, the Commission shall adopt their final budget. The Board may modify and reinstate any and all of the proposed FC's changes by a recorded majority vote of a full Board; the Board shall provide written definitive reasons to the public for their revisions.

**Economic Development Committee:**

The New Gloucester Economic Development Committee will work to galvanize local businesses and to create centers for commercial activity. Our efforts will focus on enhancing existing business conditions and attracting new and complimentary businesses to the area to maintain the character of rural New Gloucester:

1. To develop municipal initiatives that support existing and future businesses.
2. To maintain and leverage the community's inherent character.
3. To promote Pineland and the development of additional modern, livable business districts.
4. To strengthen existing business relationships.
5. To attract new business that is compatible with the community, meets the needs of residents, and captures lost community revenues.

The committee will be comprised of eight at-large members and one Select Board Liaison.

**Environmental Resources Committee:**

The mission of the Environmental Resources Committee will be to (1) participate in and report on regional environmental projects such as those associated with the Royal River Watershed and Sabbathday Lake Watershed or as requested by other groups (2) to serve on ad hoc committees for such things as land acquisition, water supplies, road planning and maintenance, energy efficiency or wildlife habitat and (3) provide information and education for Town initiatives such as recycling, Upper Village planning project, public water supply, trail systems or other conservation activities. The committee will be comprised of nine at-large members and one Select Board Liaison.

**Foreclosure Committee:**

This committee shall conduct the following research and make an informed recommendation to the Select Board for disposition of properties:

- Current use
- Assessed value
- Size
- Location
- Zoning

The committee will be comprised Town Planner, Assessor's Agent, Public Works Director, Town Manager, Code Enforcement Officer, Deputy Clerk, Public Safety Chief, Environmental Resources Committee Chairman, Planning Board Chairman, Parks & Recreation Committee Chairman and one Select Board Liaison.

**Land Management Planning Committee (LMPC):**

It is the mission of the Land Management Planning Committee to assist in the improvement and development of municipal policies affecting growth and conservation in New Gloucester by reviewing ordinances and organizing community planning. In general, the Land Management Planning Committee serves as an advisory board that reviews ordinances and regulations, but the committee has also been asked to develop long range growth management strategies to submit to the town for approval. Current projects include but are not exclusive to: developing an Upper Village master plan, monitoring a hydro-geologic study to determine a potential town water source, and long term road planning. The committee will be comprised of seven at-large members, Planning Board Representative and one Select Board Liaison.

**Library Board of Trustees:**

The New Gloucester Public Library is a vital community resource through which all citizens may pursue knowledge in a process of lifelong learning. The library pledges to: select, organize, maintain, and make available a balanced collection of accurate and current materials providing a reliable source of information in an increasingly complex world; recognize and respond to the changing needs of all members of the community so that each individual may gain access to the whole spectrum of knowledge through existing networks of information resources; offer programs to enable users to discover and develop their appreciation of arts and literature and the joys of recreational reading; function as a model of responsible citizenship, encouraging freedom of expression and a constructive critical attitude toward public issues, and fostering awareness of our connection to our local, national, and global community. The committee will be comprised of five at-large members and one Select Board Liaison.

**Maine Waste to Energy:**

Maine Waste to Energy provides reliable, safe, and economical waste processing and disposal services for members, associate towns, private haulers, and local citizens. Our advanced facility uses efficient combustion and air pollution control equipment to create clean, renewable energy from an unavoidable byproduct of life. The modern process lessens landfill volumes, minimizes air pollution, and helps offset the use of fossil fuels. It is a necessary and effective part of Maine's waste hierarchy that we are proud to provide to our communities.

**Parks and Recreation Committee:**

It is the mission of the New Gloucester Parks and Recreation Department to provide facilities and programs that will help enrich the lives of all of its residents and visitors.

The Parks & Recreation Committee advises and reports to the Select Board about parks and recreational issues. The committee works with the Town Manager to manage budget issues and CIP requests for Recreation, Fairgrounds, and the Community Fair, as well as to insure the appropriate maintenance and care of town recreational facilities, including, but not limited to, the Rowe Station Road Recreation Area, the Fairgrounds and the "Town Forest.". The Committee develops a long-range plan for Recreation, the Fairgrounds, and the Community Fair. It also coordinates various recreational opportunities for New Gloucester citizens of all ages and seeks to create relationships with other recreational providers (Gray, Pineland, YMCA, Little League, etc.) to supplement programs that might be offered by the town. The committee will be comprised of eight at-large members and one Select Board Liaison.

**Public Safety Committee:**

The Public Safety Committee is a standing committee established by the Select Board that deals with community and regional safety as it relates to law enforcement, fire protection, traffic, and transportation systems. The committee identifies public safety problems and problem areas in the community; evaluates and recommends remedies/programs for public safety problems; researches funding opportunities and processes grants; monitors pending public safety legislation; works with other related committees; works with county and state agencies (MDOT, MTA, MSP, and CCSO); educates the public, coordinates volunteers; and encourages enforcement of public safety laws. The committee will be comprised of five at-large members, Public Safety Chief, Public Works Director and two Select Board Liaisons.

**School Board:**

Liaison to this committee serves to answer questions directed to the Select Board and provide input when necessary. The committee will be comprised of five at-large members and one Select Board Liaison.

**New Gloucester Water District:**

The Water District Board of Trustees, in conjunction with Local, State and Federal authorities, are working to design and fund a water system that permanently solves the water quality issues and provides fire protection, reducing insurance costs and encouraging commercial development. When completed in early 2014, the project is expected to increase property values, decrease insurance costs and ensure every person's right to clean, pure, healthy drinking water. The committee will be comprised of five people and one Select Board Liaison.

7A.



TOWN OF NEW GLOUCESTER

APPLICATION for COMMITTEE MEMBERSHIP

If you are a New Gloucester resident and interested in serving on any of the following boards or committees, please fill in the information below. The Board of Selectmen will consider all applications and make decisions for filling positions as they become open. Not all boards and committees currently have openings, however vacancies occur regularly.

- |                                       |                                    |
|---------------------------------------|------------------------------------|
| Board of Appeals                      | Environmental Resources Committee  |
| Budget Committee                      | Land Management Planning Committee |
| Cable TV Committee                    | Library Board of Trustees          |
| CIP Committee                         | Parks & Recreation Committee       |
| Candidate/Referendum Issues Committee | Planning Board                     |
| Community Fair Committee              | Public Safety Committee            |
| Economic Development Committee        |                                    |

Name DIANE AROMANDO Date 8-6-19

Address 19 MERRILL FARM RD NEW GLOUCESTER

Mailing Address SAME

Home Phone 712-2069 Cell Phone 712-2069

E-mail Address DAROMANDO7@gmail.com

Occupation RETAIL MGR

Boards/Committees in which you are interested. (In order of preference)

1. ENVIRONMENTAL RESOURCES
2. \_\_\_\_\_
3. \_\_\_\_\_

**3-year Appointments unless filling a vacant term**

(Please complete reverse side of application)

Why are you interested in the Board/Committee chosen above?

Area of Interest

What skills or talents would you contribute and how would they benefit the Town?

I am organized, flexible, open-minded.  
I want to be a participating member of the community  
and be of help where I am able

What boards, volunteer organizations or community service organizations have you worked with and for how long?

CNY Little League - 3 years  
Pance Memorial Library (Friends) 5 years

Will your schedule be flexible enough to allow you to attend meetings on a regular basis?

Yes

*Thank you for your interest in the Town of New Gloucester!*

Please return this form to: Town Office, Town of New Gloucester, 385 Intervale Road, New Gloucester, Me 04260, Phone (207) 926-4126, Fax (207) 926-4136

For further information, please check our website: [www.newgloucester.com](http://www.newgloucester.com)

**Sharlene Myers**

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7B.

**From:** Donald Libby <dlibby0429@gmail.com>  
**Sent:** Monday, August 5, 2019 3:46 PM  
**To:** Sharlene Myers

Afternoon Sharlene,  
Can you let the appropriate parties know that I am resigning from the Recreation committee?  
Thank you

---

**Total Control Panel**

[Login](#)

To: [smyers@newgloucester.com](mailto:smyers@newgloucester.com)      [Remove](#) this sender from my allow list  
From: [dlibby0429@gmail.com](mailto:dlibby0429@gmail.com)

*You received this message because the sender is on your allow list.*

9 A.

**MINUTES**  
**Town of New Gloucester**  
**BOARD OF SELECTMEN'S MEETING**  
**7:00 p.m.**  
**Monday, August 5, 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 7:02 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, August 19, 2019 at the Meetinghouse

**A. Adjustments to the Agenda**

None.

**IV. PUBLIC PARTICIPATION**

Peter Bragdon, resident, spoke to the Board concerning the Liaison Policy and the Board and Committee By-laws Policy and thanked those responsible for placing the agenda packet online.

Penny Hilton, resident, thanked the Board for placing the agenda packets online and spoke to them about the following: remaking the agenda so items are discussed on one agenda and the next agenda they are voted on; time limit of the public participation; charges for all Boards and Committees; why Liaisons are not at all meetings; and the Code of Ethics Policy.

Julie Fralich, resident, spoke to the Board about the Policies before them and requesting as policies are presented to the Board, the former language of the policy with the strikeouts and replacement info be included.

Laura Sturgis, resident, spoke to the Board concerning the Board and Committee Bylaws and chair and liaison setting the agendas.

Stephen Hathorne, resident, spoke to the Board concerning the following: apologized for his comments at the previous meeting concerning Stevens Brook; asked if Stevens Brook is being fixed this year; an area of the website needs to be corrected and will send info to Town Manager; why the foundation of the new public works facility is cracked and why the black paint on the sand/salt shed foundation; does not like the three-minute rule in the Board and Committee Bylaws; the Parks & Recreation program being held at Nu Brewery; and the Board needs to have an executive session to determine the charge of the Town Manager.

## V. SCHEDULED ITEMS

### 4.19 To See What Action the Board Wishes to take in Regard to Game of Chance Beano Application for Amvets Post #6

*Ms. Gilles moved and Mr. Colby seconded a motion to approve the Game of Chance Beano Application for Amvets Post #6 and to note there are no violations or complaints on file per the Code Enforcement Officer. The motion carried on a vote of 5-0.*

### 4.20 To See What Action the Board Wishes to take in Regard to CMP Pole Permit

*Ms. Gilles moved and Ms. Donovan seconded a motion to approve the CMP Pole Permit. The motion carried on a vote of 4-1, with Mr. Colby opposing.*

### 4.21 To See What Action the Board Wishes to take in Regard to Code of Ethics Policy

Ms. Chase said this the second time this policy is before the Board and the last revision was done in 2014. She said page 10, the signature page, Code of Ethics is all as one word. She also said the state statutes have all been verified and are correct.

*Ms. Gilles moved and Mr. Colby seconded a motion to approve the Code of Ethics Policy. The motion carried on a vote of 5-0.*

### 4.22 To See What Action the Board Wishes to take in Regard to Boards & Committees Bylaws

Mr. Davis said he would like to see the Bylaws go to each Board and Committee member to be reviewed and send their comments to the Town Manager.

The Board made the following changes:

Section 2, third paragraph:

remove "together with the appointed staff member or Select Board Liaison" and replace with "in conjunction with the Vice-Chairman and/or staff member assigned to the committee,"

*Mr. Davis moved and Ms. Donovan seconded a motion to amend the Board and Committees Bylaws as discussed; send to each board and committee member for their review; and they are to report back to the Town Manager with their comments, by Tuesday, September 9, 2019. The motion carried on a vote of 5-0.*

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

The Board made the following changes:

Add Member and Liaison information to all Committee Charges

Cable TV Committee Charge: remove the access channel number.

Candidates/Referendum Issues Committee Charge: Remove the word "Issues" from title; and add after the word programs "and educate the citizens of New Gloucester on upcoming referendum issues."

Community Fair Charge: should read: "Responsibility of the Committee is to plan and execute the annual fair in conjunction with the assigned staff member."

Town Manager and Parks & Recreation Director to review charge for Parks & Recreation Committee.

Ms. Chase said this will come back to the Board at the next meeting.

No action taken.

**4.24 To See What Action the Board Wishes to take in Regard to Town Representation for the Cumberland County Finance Committee**

Ms. Chase said possibly a resident might like to serve on this committee and asked that it be placed on the website for those who might like to apply.

No action taken.

**VI. APPROVE FY20 WARRANTS AND PAYROLLS #4, #5 and #6**

*Mr. Colby moved and Ms. Gilles seconded a motion to approve Fy20 Warrants and Payrolls #4 and #5. The motion carried on a vote of 5-0.*

*Ms. Gilles moved and Mr. Colby seconded a motion to approve FY20 Warrants and Payrolls #6. The motion carried on a vote of 5-0.*

**VII. APPOINTMENTS**

**A. *Land Management Planning Committee – 2 three-year terms available  
1 completion of 2021 Term***

**Charles Gauvin** – would like to be appointed

*Mr. Colby moved and Mr. Davis seconded a motion to appoint Charles Gauvin to the Land Management Planning Committee, for a three-year term. The motion carried on a vote of 5-0.*

**VIII. LEGAL**

None.

**IX. WRITTEN COMMUNICATION**

**A. Approve Minutes of the July 15, 2019, Board of Selectmen's Meeting**

*Ms. Gilles moved and Mr. Davis seconded a motion to approve the Minutes of the July 15, 2019, Board of Selectmen's Meeting. The motion carried on a vote of 4-0-1, with Mr. Gilles abstaining.*

**X. ORAL COMMUNICATION**

**A. Dept. Heads**

No comments.

**B. Boards & Committees**

No comments.

**C. Selectmen**

Tammy Donovan – said she recently attended the Public Safety Committee meeting and the following was discussed: house numbers on houses/mailbox; recruiting new members; street lights; road hazards (report issues to Town Manager); Community Fair traffic flow; and Fire Department fundraiser for Lucas 3 CPR Device.

George Colby – no comments.

Karen Gilles – said she wanted to thank everyone who came and spoke at the meeting.

Joseph Davis – asked if there was any resolve to the Boy Scout/Snowmobile Club use of the Community Building. He said currently, it's not a Community Building because the Community cannot hold meetings there. He said it's just a Parks & Recreation Building and something needs to be done. He asked the Town Manager if the Fire Station Meeting Room could be used. Mr. Davis said the Community Fair is on August 17 from 9:00am to 3:00pm and there are many activities going on throughout the day. He said he would also like the CEO to visit the Nu Brewery concerning the discussion earlier in the evening.

Linda Chase – said the Parks & Recreation Committee met earlier and the following discussed: the LWCF Grant paperwork has been completed and submitted for reimbursement; there are vacancies on the committee and are looking for new members; Parks & Rec will have a survey at the Community Fair on August 17<sup>th</sup>; there are several programs starting in the fall including cheering, corn hole tournament, youth soccer and before/after school care; trail work is beginning at the Fairgrounds; and the Parks & Recreation Department is looking for donations to place signage and a kiosk at the Fairgrounds.

**D. Town Manager**

**XI. ADJOURN**

*Mr. Colby moved and Ms. Gilles seconded a motion to adjourn at 9:26 p.m. The motion carried on a vote of 5-0.*

Approved August 19, 2019

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Linda D. Chase, Chairman

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Karen L. Gilles, Vice-Chairman

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George W. Colby

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Joseph S. Davis

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Tammy L. Donovan