

MINUTES
Town of New Gloucester
BOARD OF SELECTMEN'S MEETING
7:00 p.m.
Monday, June 3, 2019
At the Meetinghouse

BOARD OF SELECTMEN'S MEETING

I. CALL THE MEETING TO ORDER & ATTENDANCE

Chairman, Steven Libby, called the meeting to order at 7:00 p.m. Present were: Chairman, Steven Libby; Vice-Chairman, Linda Chase; Selectmen, Lenora Conger, Joseph Davis and Karen Gilles; 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, June 17, 2019 at the Meetinghouse

A. Adjustments to the Agenda

Ms. Chase moved and Mr. Davis seconded a motion to add an Executive Session, Per M.R.S.A. 31 Title 1, Chapter 13 § 405, 6. A., Town Manger's Review. The motion carried on a vote of 5-0.

IV. PUBLIC PARTICIPATION

Jean Libby, resident, said she wanted to thank all those who nominated and wrote letters for the 2019 Citizens Planner of the Year Award. She said she was overwhelmed receiving this award.

V. SCHEDULED ITEMS

- 5.37 To See What Action the Board Wishes to take in Regard to Placing the Proposed Ordinance Changes Concerning Site Plan Review Submission Requirements on the Special Town Meeting Warrant**

Ms. Gilles moved and Ms. Chase seconded a motion to place the Proposed Ordinance Changes Concerning Site Plan Review Submission Requirements on the Special Town Meeting Warrant. The motion carried on a vote of 5-0.

5.38 To See What Action the Board Wishes to take in Regard to Placing the Ordinance Establishing a Moratorium on Large Scale Solar Energy Systems on the Special Town Meeting Warrant

Ms. Gilles moved and Mr. Davis seconded a motion to place the Ordinance Establishing a Moratorium on Large Scale Solar Energy Systems on the Special Town Meeting Warrant. The motion carried on a vote of 5-0.

5.39 To See What Action the Board Wishes to take in Regard to Public Safety Job Descriptions

Toby Martin, Fire/Rescue Chief, said he received new information earlier in the day pertaining to rules and regulations for Junior Personnel. He said he would like to review and amend, if needed, the job description and bring back to the Board at the next meeting.

Mr. Libby said job description, standard operating procedures/guidelines and Personnel Policy should all be updated and approved at the same time.

Ms. Chase said on the Call Member job description, at the top under department, it should read "Public Safety", remove the word "Department".

Ms. Gilles moved and Mr. Davis seconded a motion to approve the Officer, Call Member and Per Diem Job Descriptions, as discussed. The motion carried on a vote of 5-0.

Ms. Gilles moved and Mr. Davis seconded a motion for the Fire/Rescue Chief to edit the Junior Personnel job description, standard operating procedures/guidelines and the Personnel Policy and bring back to the Board at a future meeting. The motion carried on a vote of 5-0.

5.40 To See What Action the Board Wishes to take in Regard to Public Safety Ordinance

Ms. Gilles moved and Mr. Davis seconded a motion to place the Public Safety Ordinance on the Special Town Meeting Warrant. The motion carried on a vote of 5-0.

5.41 To See What Action the Board Wishes to take in Regard to Signing Special Town Meeting Warrant

The Board made the following changes:

Under Greetings, year should read "2019" and last sentence should read "Articles 1 through 7".

Under Article 2, letter "a", should now read "Article 3" and insert after the dollar amount "(Article 26)".

Under Article 2, remove "b".

Renumber all articles from the new Article 3 down.

Under Article 4, first sentence, the word “Ordinanc” should read “Ordinance”.

Page 3, second sentence, remove the word “seven” and replace with the word “ten”.

Ms. Gilles moved and Ms. Conger seconded a motion to add Article 3 to the Special Town Meeting Warrant. The motion carried on a vote of 5-0.

Ms. Chase moved and Ms. Gilles seconded a motion to sign the Special Town Meeting Warrant, as amended. The motion carried on a vote of 5-0.

5.42 To See What Action the Board Wishes to take in Regard to Public Safety Compensation Policy

The Board, after much discussion, asked for the Public Safety Compensation Policy and Appendices to be reviewed by the Fire/Rescue Chief and Town Manager and brought back to the Board.

Ms. Castonguay said the Meetings and Trainings Policy coincides with the Compensation Policy.

The Board asked for the Meetings and Trainings Policy to be reviewed by the Fire/Rescue Chief and Town Manager and brought back to the Board.

No action taken.

5.43 To See What Action the Board Wishes to take in Regard to Scheduling a Joint Meeting of Board of Selectmen and Water District Trustees

Mr. Davis moved and Ms. Gilles seconded a motion to schedule a Joint Meeting of the Board of Selectmen and Water District Trustees for Monday, July 1, 2019, at 6:00 p.m., at the Meetinghouse. The motion carried on a vote of 5-0.

5.44 To See What Action the Board Wishes to Take in Regard to Appointment of Town Auditors for FY19

Ms. Chase moved and Ms. Gilles seconded a motion to Appoint RHR Smith, as Town Auditors for FY19. The motion carried on a vote of 5-0.

5.45 To See What Action the Board Wishes to take in Regard to Quitclaim Deed for Map 8 Lot 5-B

Ms. Chase moved and Ms. Gilles seconded a motion to sign the Quitclaim Deed for Map 8 Lot 5-B. The motion carried on a vote of 5-0.

VI. APPROVE FY19 WARRANTS AND PAYROLLS #48 and #49

Ms. Chase moved and Mr. Davis seconded a motion to approve FY19 Warrants and Payrolls #48 and #49. The motion carried on a vote of 5-0.

VII. APPOINTMENTS

None.

VIII. LEGAL

None.

IX. WRITTEN COMMUNICATION

A. Approve Minutes of the May 20, 2019, Board of Assessor's & Board of Selectmen's Meeting

Ms. Chase moved and Ms. Conger seconded a motion to approve the Minutes of the May 20, 2019, Board of Assessor's & Board of Selectmen's Meeting. The motion carried on a vote of 4-0-1, with Mr. Libby abstaining.

X. ORAL COMMUNICATION

A. Selectmen

Karen Gilles – said she wanted to congratulate Jean Libby on her award. She said the Comp Plan Update Committee is doing one last push for those wishing to complete a survey. She said she wanted to thank Mr. Libby for his 21-years of service to the Town and all the wonderful things he has been a part of and he will be missed. She said she wanted to thank Ms. Conger for the many years of service to the Town and said it was a pleasure serving beside her.

Joseph Davis – said he wanted to echo Ms. Gilles comments. He said he has learned a lot from them.

Lenora Conger – said she wanted to thank everyone over the years. She said she has enjoyed her time serving on the Board and it's tough to say goodbye.

Linda Chase – said she also wanted to echo Ms. Gilles comments. She presented Mr. Libby with a certificate of appreciation for his service to the Town.

Steven Libby – said he wanted to thank Ms. Conger for her years of service. He said they started on the Board of Selectmen the same year and have served two different times together over the years. Mr. Libby said that former Selectman, Mark Leighton, passed away on Sunday and extends his deepest sympathies to his family. Mr. Libby said he was not at the last meeting when the Board made the decision to change the yield sign to a stop sign at the end of Snow Hill Road, where it meets Bald Hill Road. He said he would have liked to have had an engineer consulted on this change.

Ms. Castonguay said back along she had called Department of Transportation at the State and was told this is a Town decision.

Mr. Libby said he wanted to thank everyone who he has worked with over the years. He said in the 21 years of service, there were: twenty-four different Board members; six different managers; good projects; good times; and served six years

on the MMWAC Board of Directors. He said there has been frustrating times and stuff going on not only in the Town but nationwide and decided it was time to move forward.

B. Town Manager

Ms. Castonguay said the following:

1. Long Bennett Road is paved.
2. Update on the Fire Department Siding. Construction documents were found from Hancock Lumber and Kamco for the siding but not sure which it was purchased from. Contacted Hancock Lumber but they will not discuss anything without permission from Zachau Construction, of which she is waiting to hear from.
3. The Cobb's Bridge Road property has been listed for \$35,000 with Keller Williams Realty.
4. Paperwork has been mailed for the five foreclosed properties.
5. Wednesday, June 5, 2019, is the Charter Informational Night, beginning at 6:00p.m., at the Meetinghouse.
6. Reminder to vote Tuesday, June 11, 2019, Election Day.

C. Dept. Heads

Mr. Martin said the following:

1. The Department has applied for a grant from Homeland Securities for portable radios.
2. The Department is holding a fundraiser for a Lucas 3 Chest Compression Device. This machine does the compressions instead of the emergency personnel. The cost of the machine is approximately \$17,000-\$19,000.
3. He has recently hired the following: two-EMT's; four-AEMT's; and two-Paramedics.

D. Boards & Committees

XI. EXECUTIVE SESSION

Per M.R.S.A. 31 Title 1, Chapter 13 § 405, 6. A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons . . . *(Town Manager's review)*

Ms. Gilles moved and Ms. Chase seconded a motion to enter into Executive Session, Per M.R.S.A. 31 Title 1, Chapter 13 § 405, 6. A, Town Manager's Review, at 8:40 p.m. The motion carried on a vote of 5-0.

XII. RETURN TO OPEN SESSION

The Board returned to open session at 9:26 p.m.

No action taken.

XI. ADJOURN

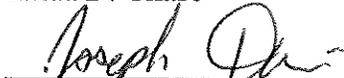
Ms. Gilles moved and Ms. Conger seconded a motion to adjourn at 9:26 p.m. The motion carried on a vote of 5-0.

Approved June 17, 2019



Linda D. Chase

George W. Colby, Sr.



Joseph S. Davis

Tammy L. Donovan



Karen L. Gilles