

**Town of North Yarmouth
Select Board
Meeting Minutes February 6, 2024, 6:30 PM**

Select Board Members

Amy Haile, Chairperson	Andrea Berry, Vice Chairperson	Katherine Maloney, Board Member
Karl Cyr, Board Member	Paul Hodgetts, Board Member	Diane Barnes, Town Manager

1. Call to Order (17:00 – 17:30)

Pledge of Allegiance. Amy Haile, Chairperson, Andrea Berry, Vice Chairperson, Katherine Maloney, Board Member, Karl Cyr, Board Member, Paul Hodgetts, Board Member, Diane Barnes, Town Manager in attendance.

2. Appointments (17:30 – 19:30)

A. Waste Reduction Resignation-Darcy Cunningham

Discussion: Vice Chairperson Berry acknowledged Darcy Cunningham's energy and leadership as the Chair for the Waste Reduction committee. Darcy has done some amazing work and she, and her dog, will truly be missed. The Waste Reduction committee came together to express their deep appreciation for her work at the last meeting.

Motion to accept the resignation.

Motion by Amy Haile. Seconded by Andrea Berry. Motion passed 5-0.

3. Announcements

None

5. New Business (19:30 – 28:10)

D. Cumberland County Radio Grant Award Acceptance

Fire Chief Greg Payson, 48 Memorial Highway, took a moment to introduce the newest member of the department, North Yarmouth's first full-time Firefighter-Paramedic, Michael Watts. Michael comes to North Yarmouth from Standish, where he worked since 2018, and Yarmouth before that.

Cumberland County is dispersing grant funding to help departments become FCC compliant and P25 digital capable. Chief Payson applied for this grant, and the Town of North Yarmouth was awarded grant funding in the amount of \$50,828.27, which will supply 27 portable radios, 7 R5 dash mount radios and the license keys necessary to bring the Town up to speed.

Discussion: Paul Hodgetts asked if there would be any additional cost to the Town. The Chief stated that the only requirement was to turn in the old equipment that would soon be obsolete. Amy Haile thanked the Chief for applying for the funding.

Motion to accept the 'new' equipment, radios, and licensing, and to turn in 'old' portables to Cumberland County EMA.

Motion by Amy Haile. Seconded by Karl Cyr. Motion passed 5-0.

E. Fire Truck Disposal Bid Award

Fire Chief Greg Payson continued. On December 14th, the Town solicited bids for the sale of a 2004 Pierce Fire Truck (E-51). Bids were publicly opened on January 17th at 10:00am. One bid was received from Asian Auto Services of Plaistow NH in the amount of \$5,678.90. This amount is slightly higher than the offer generated by Brindle Mountain Fire Apparatus when researching the trade-in value

of E-51. He recommended that the bid be awarded to Asian Auto Services in the amount of \$5,678.90.

Discussion: Paul Hodgetts asked if there might be a better offer. He felt it was worth \$10,000. Chief Payson explained that the bid was posted and advertised, and this was the only bid received. He also stated that the truck shouldn't sit all winter unused. He looked at the history of the bids awarded to Asian Auto services and found that their bids were usually right in line with other companies. Andrea Berry thanked the Chief for warning that the amount would be low before the meeting.

Motion to award the bid as is to Asian Auto Services for the sale prices \$5,678.90.

Motion by Amy Haile. Seconded by Andrea Berry. Motion passed 5-0.

F. Fire Truck Interest Earnings

Fire Chief Greg Payson requested authorization to spend interest on fire truck bond proceeds earned while waiting for the truck to be delivered. The amount of \$4,860.27 would be spent on equipment and installations on the new fire truck. Diane Barnes stated that the money had been in an interest-bearing account and the interest earned would continue to earn interest until it was authorized to be spent. The amount stated by the Chief was as of 12/31/2023. The authority was given to the board in the order approved at the Town Meeting to spend the interest earnings on equipment for the new truck.

Motion to authorize the unspent proceeds from the Fire Truck Bond interest earnings to be used to purchase new equipment for the new Fire Truck.

Motion by Amy Haile. Seconded by Paul Hodgetts. Motion passed 5-0.

4. Public Comment (28:10 – 39:30)

Please state name and address and keep comments to 3 minutes.

Judy Potter, 551 Walnut Hill Road –

Changing meeting times with short notice is causing problems for people trying to attend meetings. Please think about changing it back to 7 pm and giving more notice when meeting times change.

Martin Kremer, 621 Sligo Road –

- Concerned about Yarmouth's dam removal initiative to facilitate fish passage and restore the natural flow of the Royal River.
- The river has been dammed for about 350 years, so there is no saying what the natural state is.
- The Royal River alliance publishes a list of 12 fish species that would benefit. He questioned the validity of the assessment.
- He stated that the middle falls are the major obstacle to fish passage. The existing fish ladders have not been maintained by Yarmouth, although there have been some citizen efforts to rehabilitate.
- The Elm Street dam is largely ledge in the middle with two sections of constructed dam on either side with more ledge below. Why not build up the rapids against the face of the dam to ease the obstacles?
- This dam allows for a six-mile-long impoundment and plentiful wildlife. Water depths range from four to thirty feet. Stantec's study on dam removal projected a drop of five to eight feet, which will leave a small stream and pooling.
- Access at both ends of the impoundment and recreational use would become difficult. The varied wildlife will be affected. The fire department's dry hydrant of the Route 9 bridge is dependent on the river. The Parks Commission is investigating better river access and there may be none.
- Yarmouth and Army Corps of Engineers promised hearings and public input. February 13th zoom meeting will allow public questions via chat that may be answered or considered. Not a public forum.
- The permitting process involves the stakeholders. He feels he will be losing a valuable asset.
- Urged the board to take a strong stance to keep the impoundment as is, and to proactively propose and support alternative solutions, and actively participate in forums and publish information on the Town's

website.

Mark Bradeen, 365 Greely Rd Ext –

President of the Rocky Coast Riders Snowmobile Club asked for authorization to use the Old Town Park as access to the trails has been cut off through the Fred Beck property. Handed out maps to the board of Old Town Park and the snowmobile trail system. They have been cut off where the trail goes by Toddy Brook and crosses the railroad track. They are looking at a reroute through Toddy Brook, out to Route 9, through the Town Park and back onto route 9. Not the ideal route but attempts to regain access to the original trail were unsuccessful.

Greg Merrill, 25 Toddy Brook Ln –

Asking for a short section through the Town Park to get DOT access over route 9 to get over the railroad tracks. DOT won't decide until they see a plan for access. The club would like to use a portion of the Old Town Park driveway to traverse route 9.

Paul Hodgetts asked if they have had any access to the railroad tracks. They haven't been able to deal with the railroad on anything. There was a private crossing on Toddy Brook Lane to get over the railroad for the last few years, but access is no longer allowed through one of the properties cutting off access. It has been impossible to work with the railroad on other crossings.

Mike Mallory, 551 Walnut Hill Rd -

In relation to the river and the dams, see attached state statute. If Yarmouth removes the Elm Street dam without an agreement with the Town of North Yarmouth, they are breaking state law.

Chairperson Haile closed public comment. Moved the discussion of the Parks report up to discuss the snowmobile issue.

8. Management Reports & Communications (39:30 – 54:55)

A. Select Board Committee Reports:

2. Parks-Karl Cyr

- The last Parks committee meeting discussed the alternate snowmobile route. The consensus was to allow the Select Board to discuss and move on this issue.
- Concerns raised include limitations and restrictions and an understanding of this being a temporary measure. Need to discuss other options for the future.
- The route should be specific to allow for shared use park, currently used by dog walkers.
- There is no explicit prohibition on snowmobile use in that park currently. No actual changes must be made to the Parks ordinance to allow this use of that land.
- There would be no extra demands on PW as the club maintains the trails.
- Historically, when the park was first acquired it was to be open to all recreational activities.
- 15 acres donated with stipulation restricting hunting; should be researched.
- The pathway should be very well marked and signage stating dual use for current users.
- No action to be taken at this time. Parks will meet on the subject again and try to bring a resolution to the next meeting. Then open for public comment and state approval.
- Current ordinance does not prohibit snowmobile use, no change is required to allow the use.
- Map of proposed route puts a bank of trees between the dog park and the route.

Discussion:

Judy Potter, 551 Walnut Hill Road, asked about current leash laws and Town ordinance. Leash law for the parks is state law; under voice command or on leash. No local ordinance.

Rachael Whitmarsh, 110 Wild Turkey Lane, stated that she is not opposed to this use of the park, but would like to see input from and communication to the public.

5. New Business (54:55 – 1:28:10)

A. March 5, 2024 Election-Cancel Select Board Meeting

Motion to cancel March 5th meeting due to the election.

Motion by Amy Haile. Seconded by Paul Hodgetts. Motion passed 5-0.

B. Tax Collector Settlement - 2023 Taxes

Settlement is an accounting in full by the tax collector upon completion of his or her collections for any given tax year. This is the final step taken in the duties of the tax collector and is the foundation of his/her discharge from further liability for collection of taxes for those years.

Under Maine State Statute, settlement marks the completion of his or her duties as tax collector for that year's taxes and entitles the collector to be discharged from any further liability to the municipality for the collection of taxes for that year.

The uncollected real estate taxes have gone through a lien process and is the responsibility of the treasurer to collect any remaining unpaid taxes. The uncollected personal property taxes have gone through the UCC Lien process.

Motion to approve and sign the certificate of settlement for Diane Barnes, Tax Collector for the 2023 tax year.

Discussion: Paul Hodgetts asked what are the supplemental commitments? After commitment is done, if any errors or omissions are found, an abatement or supplemental tax can be assessed to correct the issue. Sometimes the abatement required is the same amount as the supplemental tax assessed, but other times an assessment was missed altogether and the supplemental tax results in extra collections that will go into the general fund.

Motion by Amy Haile. Seconded by Karl Cyr. Motion passed 5-0.

C. Select Board Budget & Town Meeting Calendar

Two versions of the budget meeting schedule are being presented. Version 1 has the meetings scheduled on Tuesday evenings during the month of April. Version 2 has the budget meeting on a Saturday in April. The entire budget and CIP would be presented in one day rather than four Tuesday night meetings. Both schedules have the Annual Town meeting scheduled for Monday, June 17, 2024.

Andrea asked if the budget committee meeting dates mattered when deciding the schedule. Diane stated that they are independent meetings with different thoughts and questions, so it wouldn't cause a problem to be on a different schedule.

Paul asked how long the annual Town Meeting would take. Diane stated that she would hope for two hours, but it shouldn't run longer than three hours.

Discussion regarding the different options went back and forth and landed on Tuesdays. Monday night is a new time for Town Meeting. Diane stated that it should be accomplished in one sitting for staff considerations and elections. It can be recessed but should be able to cover the ordinance changes and budget articles in one sitting.

Judy Potter, Walnut Hill Road, requested that more budget detail be available during the Town Meeting. Diane stated budget information is all publicly available on the website and will be discussed in detail at all the public budget meetings. Budget details are not included in the warrant articles.

Mike Mallory, Walnut Hill Road, what does the budget committee think about the schedule? Don't you have joint meetings? Amy stated Select Board and budget committee do not have joint meetings until the end of the process.

Diane Barnes stated that a federal process having to do with an ordinance change regarding the flood plains is dependent on the Town Meeting vote. It must happen before the 20th of June.

Motion to adopt Version #1 FY 25 Select Board Budget Schedule and set Monday, June 17, 2024, as the date for the Annual Town Meeting.

Motion by Amy Haile. Seconded by Katherine Maloney. Motion passed 5-0.

G. LUO-Proposed Sign Ordinance Amendment-Discussion

To help in communications with the public, Diane Barnes has been researching electronic signs to advertise meetings and Town events. Current land use ordinance does not allow for electronic signs. To allow a sign at Town Hall, the ordinance requires an amendment, and the suggestion is for a municipal only exemption. This would have to go through a process, go before the planning board and then the ordinance change would have to be voted on at the Town Meeting.

- Andrea Berry stated she would like to look into changing the ordinance to allow for an electronic sign, but isn't ready to commit to one yet.
- Karl Cyr felt that this is a good idea for the Town to pursue.
- Paul Hodgetts wanted to make sure this had to go through Planning Board approval.
- Amy Haile stated that Diane Barnes could move forward and do the research to give the Select Board options down the road.
- Jeff Brown, 470 Mountfort Road, stated there is a mechanism to accomplish this without changing the ordinance. Under section 3.2G and 6.2B variances, the zoning board would be able to grant a variance to allow a sign.

H. LUO-Advanced Wastewater Treatment Systems

The proposed new Land Use Ordinance "Advanced Wastewater Treatment Systems" has been through a public hearing with the Planning Board. The Planning Board has submitted the proposed ordinance for approval of the Select Board to be included in the Annual Town Meeting Warrant in June.

If the Select Board approves adding this section to the Land Use Ordinance, then the Town Manager will ask legal to draft the warrant article.

Amy Haile received an email from Jeff Brown and Paul Whitmarsh stating that there is a part of the document included in the meeting packet that was meant to be informational and will not be part of the land use ordinance. Jeff clarified that the section regarding Fuji specifications wasn't meant to be part of the ordinance language, so they took that out to vote. Diane will get clarification to make sure the informational portion of the document can simply be removed before adding it to the Town Meeting Warrant, and this item will be added to the February 20th agenda.

6. Old Business (1:28:10 – 1:57:55)

A. LD2003-Joint Select Board & Planning Board Meetings-Set Dates (2/27 & 3/27)

- GPCOG is working on ordinance to be in compliance with LD 2003 and is trying to set joint Select and Planning Board meetings to review. The ordinance will not be ready for Town Meeting approval until after these meetings. 2/27 and 3/27 suggested dates.
- Andrea Berry has a work commitment and won't be able to attend.
- Accepting 2/27 and 3/27 and scheduling meetings for 6:30 pm.

B. Committee Forum-Schedule Date

- Would like to bring Town committees together to address recreation and gatherings.
- May gives time to get the word out for public participation and be thoughtful surrounding form.

C. Senior Tax Program-Discussion

- Katherine Maloney is looking for information regarding introducing a two-tier system.
- Need data on costs to the Town to begin the discussion.
- Look into the number of applications over the \$40,000 income threshold from prior years.
- Give multiple income range options for moving forward with a tiered system.

- Paul Hodgetts would like to look at age as a variable.
- Diane Barnes will be looking at amending the current policy and the tiered system.
- Andrea Berry would like to see data from surrounding and similar towns, and data from the last few years to see the range of incomes of people who applied and didn't qualify.
- The data should only look at raising threshold. Not interested in lowering the threshold.
- Mike Mallory, 551 Walnut Hill Road, stated the \$40,000 threshold has been the same for 10 years. Most other communities are tiered as percentage of household median income. Yarmouth starts at 60 percent and ranges up to 90 percent. The lowest funding level is \$480, and highest is \$1,200. Median home price is over \$600,000, at current mil rate that is equal to a \$12,000 tax bill. Attracting and keeping people will be hard with that tax bill.
- Judy Potter, 551 Walnut Hill Road, stated that \$40,000 is way too low. You should be looking at mil rates of towns, median incomes, while researching comps to raise the threshold.

D. North Yarmouth Climate Forum

- Keith Bubblo, 41 Forest Ridge Drive – GPCOG is assisting local communities with municipal climate action plans. Information is available on their website <https://gpcog.org/>. North Yarmouth just started their 12-month process, which includes assessment of vulnerabilities, greenhouse gas emissions studies, and representatives from the Town's committees will assist. The Town is responsible for gathering community information and input. Website is <https://www.northyarmouthcap.org/>. Survey includes questions regarding sustainability and cost-effective measures. Climate Action Forum will be February 12, 2024 from 6-8:00 pm Wescustogo Hall, to learn more about climate change and share concerns or ideas. All are welcome, residents and those working or owning property within North Yarmouth. Links to the website are on the community Facebook page and at the Town website. Printed copies of the survey are available at the Town Office.

7. Consent Agenda (1:57:55 – 1:58:15)

A. Payroll Warrants

#55	\$ 48,051.73
#56	\$ 9,866.90
#60	\$ 60,893.16
#63	\$ 53,186.35

B. Municipal Accounts Payable Warrants

#53	\$ 5,640.96
#54	\$ 12,198.32
#57	\$ 10,071.88
#58	\$ 97,146.43
#59	\$ 37,245.20
#61	\$ 6,860.32
#62	\$ 2,077.03
#64	\$889,043.15

C. Select Board Minutes of 12/19/2023

D. Select Board Minutes of 1/2/2024

Motion to approve the consent agenda as presented.

Motion by Amy Haile. Seconded by Andrea Berry. Motion passed 5-0.

8. Management Reports & Communications Continued (1:58:15 – 2:33:50)

A. Select Board Committee Reports:

1. EDSC-Kit Maloney - EDSC is hosting a forum regarding their sidewalk charge on Thursday, March 28, 2024, 6:30 – 8:00 pm. The work will overlap with other committees, and they are hoping for a good turnout. The next meeting will finalize plans and create subcommittees. The forum will focus on

community/resident impact and priority areas and planning. Mandy from Olver Associates Inc. will be present to hear from residents in consideration of the proposal.

They also discussed recording meetings. The consensus was in favor of recording for minutes and being able to participate if not able to attend, but they would like to be released from a mandate to record, so if there are tech failures or cancelations and rescheduling, they can avoid scheduling issues.

Amy Haile stated that this was in line with requests from Parks and Waste Reduction, so the board should move forward with scheduling and creating a shared calendar for the recording venue and then get the information communicated to as many people as possible.

2. Parks-Karl Cyr –

- Discussed snowmobile trails earlier in the meeting.
- Martin Kremer discussed the river and dam removal at the last meeting, which has been an ongoing discussion. The Town will need to take a stance on this issue and Karl would like to take some time to talk in depth at the next meeting.
- The committee also discussed updating and standardizing signage across the parks. Need to discuss funding and format, adhering to ordinance.

3. Joint Standing Committee-Amy Haile, Andrea Berry – Did not meet.

4. Waste Reduction Committee-Andrea Berry –

- Keith Bubblo and Nicole Hewes are new Co-Chairs. New Secretary is Michael Billon. Congratulations and thank you! There is still an opening on the committee.
- Discussed priorities for the fiscal year and budgeting.
- They will continue with the speaker series.
- Potentially purchasing some composting materials for events hosted at the community center.
- March 9, 2024 at noon, in partnership with the library, Suzanne Lee will be speaking on waste management in school systems and other work through the University of Maine Sustainability and Food Waste office. The meeting will be recorded.
- The committee is actively working with MSAD to bring back composting and recycling.
- In the March meeting, a representative from Cumberland Sustainability will join to discuss what is happening in neighboring towns and collaboration.

5. Walnut Hill Parkway-Paul Hodgetts, Kit Maloney – None.

6. Recreation Advisory Board-Karl Cyr – No updates. The meeting will be on the 15th.

7. School Fund Committee-Paul Hodgetts – No meeting. AP awards were posted recently.

8. Prince Memorial Library-Amy Haile –

- New library cards give access to partnering libraries and online resources. Get yours today!
- Discussions have started regarding fundraising efforts for expansion. Long process, stay tuned.

9. Shellfish Commission-Karl Cyr – The meetings conflict with Select Board but did meet with Kevin Oliver and Len Kaminow to discuss work. There is an open seat on the committee. Discussed rescheduling and receiving minutes to bring to select board in the future.

10. Budget Committee-Andrea Berry – The committee has not met yet but is planning to stick with Thursdays at 6:30. Meeting schedule should be settled soon.

11. Open Space Planning Committee-Andrea Berry, Karl Cyr –

- Job description and committee volunteer application has been drafted and posted. Two-year commitment doing intensive and community-centered work. Job description and committee volunteer application can be found at <https://www.northyarmouth.org/open-space-planning-committee>.
- The committee will investigate community priorities and work to create decision matrix to identify properties the town should act on, should they become available.
- Hope to reach out to Royal River Conservation Trust, Yarmouth Water District and other community partners for non-voting representatives.
- Work to collectively identify important open space within the town, so they can be protected.

B. Town Manager's Report:

Senior Tax Stabilization Reimbursement-

Under 36 M.R.S. § 6281(5), the State may reimburse municipalities for up to 100% of the tax loss attributable to taxpayers' participation in the Property Tax Stabilization Program. The 131st Legislature appropriated \$15,000,000 in FY24 (PL23, c.17) for purposes of funding those reimbursements. To date, municipalities have submitted reimbursement claims totaling approximately \$26,500,000. Due to the shortfall in funding, Maine Revenue Services is in the process of issuing partial payments to each municipality that submitted a claim for reimbursement, **and they will initially receive 56% of the amount requested.** To cover the shortfall, Maine Revenue Services is requesting an additional \$15,000,000 in the supplemental budget bill, with the expectation that, once approved by the Legislature, the balance of the reimbursement payments would be made later this spring.

Bill Brunelle
Analyst, Property Tax Division
Maine Revenue Services

CMP Street Lights

As part of the FY 24 Budget, \$1,500 was included to cover the electricity costs of adding 12 streetlights to the Village District for pedestrian safety. I am working with CMP to get the project started.

CSX (Former Pan AM)

CSX increased the track speed of our rail line (former Pan Am) from 25 mph to 40 mph. This change in train speed is a result of the rebuilding of the track structure, including new welded rail and cross ties.

PACTS-2025

The PACTS MPI program allocates \$1.6 million across the entire PACTS region (\$400,000 per PACTS Subregion). North Yarmouth is part of the Northern Subregion. Projects must be funded a minimum of 50% by the municipality. The project minimum is \$150,000.

February 1st is the deadline for 2025 Portland Area Comprehensive Transportation System (PACTS) Municipal Partnership Initiative (MPI) projects. North Yarmouth is again eligible to receive funding in 2025 for projects in the PACTS area. A survey has been completed on a project "Walnut Hill Pedestrian Improvements" requesting \$310,000 in PACTS funds (project total \$620,000). This proposed project will extend sidewalks, drainage, and a crossing from where the sidewalk ends at Cross Roads to Pea Lane, and then from Pea Lane to Baston Road.

Automated Trash and Recycling

We are working with Casella to finalize the education and outreach. Casella will be in the area to drive routes with the Public Works Director that we feel might be a problem. I will be joining a webinar "Keeping Pay As You Throw with Automated Carts" on February 15th. We would like to keep the PAYT program as long as it is feasible to do so.

Department Reports – included in agenda packet.

Bi-Annual Financial Presentation

Notable items as of December 31, 2024:

Revenue/Expense	Percentage
Revenue Sharing	54.75%
Homestead Reimbursement	70.29%
BMV Excise	58.11%
Tax Collections	54.64%

All Other Revenues	54.01%
Town Office	87.86%
All Operating Expenses	52.38%

- Some items, such as the County Tax Bill, are paid in full within the first half of the fiscal year.
- The Town Office expense will be over expended due to the mold remediation and emergency work on heat pumps.
- Solid Waste and Recycling expense is up a bit due to increased usage. Revenues are up as well; 68% of budgeted collections.
- Rescue Fee revenues are up. Collected 78,000 in rescue fees as of the end of January. Budgeted 70,000 for FY 24.
- Interest income has exceeded projections. Switched banks to 5.33% interest bearing accounts.
- Clerk and Agent fees are up. Electrical permits have collected 91% of budgeted amount.
- Local road assistance program received more than projected.

Capital Reserve Balances:

Reserve Account	Available Balance
Public Works and Fire Rescue Small/Heavy Equipment Reserve	\$316,113.57
Technology/Communication Reserve	\$2,224.23
Future Land Reserve	\$27,019.84
Parks and Recreation Reserve	\$50,048.58
Municipal Facilities Reserve	\$40,785.13
Contingency Reserve	\$16,632.70
Records Preserve Reserve	\$4,956.77
Roadway Reserve	\$ -
Total	\$457,780.82

Tax Incremental Financing District (TIF):

TIF Programs	Committed	Spent	Available Balance
Professional Service Costs	\$264,299.00	\$178,275.75	\$86,023.25
Administrative Costs	\$322,634.00	\$308,133.00	\$14,501.00
Public Safety & Fire Protection	\$200,000.00	\$180,000.00	\$20,000.00
Street-Related Public Safety Measures	\$136,500.00	\$125,411.82	\$11,088.18
Sidewalks & Streetspace Projects	\$300,000.00	\$100,000.00	\$200,000.00
Recreational Trails	\$23,315.00	\$7,903.54	\$15,411.46
Economic Development Programs	\$39,250.00	\$1,048.00	\$38,202.00

Financial Highlights for first half of FY 24:

- Collections of overall revenues appear strong and exceed budget projections.
- Expenses appear to be on target apart from the unexpected Town Office repairs.
- Cash balance as of 12/31/2023 is \$2,528,188.11.

Audit will be presented at the next meeting. The Town finances are in a strong position, accounts have been cleaned up and bank statements reconciled.

9. Any Other Business (2:33:50 – 2:37:40)

Paul Hodgetts asked whether we know what Don Gerrish charged for his presentation. Diane Barnes stated that the bill has not been received but he quoted \$200.00 for the meeting presentation and prep.

Paul Hodgetts asked whether the design acoustics and tiles had been appropriated. Diane Barnes stated that it was under ARPA funds in a separate warrant article and the funds have been fully spent. The padding, safety panels, and acoustics were all part of the project and should help if meetings are

held in the gym.

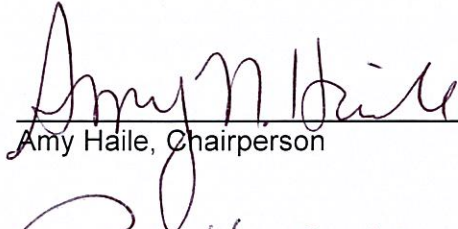
Judy Potter, 551 Walnut Hill Road, stated that the links to PDF files in the minutes of the December 19th meeting couldn't be opened. Diane Barnes stated that the documents are available at the website. Katherine Maloney stated that the documents are also included in the original meeting agenda packet.

Amy Haile would like to discuss reflections from Don Gerrish's presentation at the next meeting.

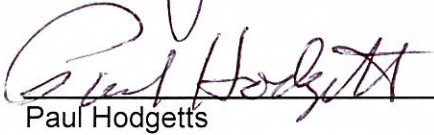
10. Adjournment (2:37:40 – 2:37:50)


Motion to adjourn made by Amy Haile. Seconded by Andrea Berry. Motion passed 5-0.

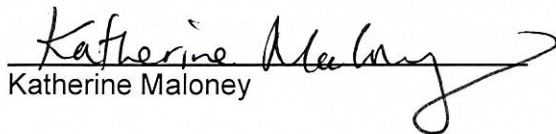
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