

**Town of North Yarmouth
Board of Selectmen
Minutes of December 2, 2014**

 **ORIGINAL**

I. Call to Order

Members Present: Chairman Steve Palmer, Vice Chairman Paul Napolitano, Mark Girard, Clark Whittier, and Alex Carr. Town Manager Rosemary Roy was also present.

II. Minutes of Previous Meeting(s) - Not available.

III. Payables

Selectman Whittier moved to approve Payroll Warrants #23. Selectman Carr seconded the motion. Discussion: Town Manager Roy stated that there are 2 checks written for 2 pay periods for Deputy Stoddard. **Vote: 5-yes 0-no**

Selectman Whittier moved to approve AP Warrants #24. Selectman Carr seconded the motion. Discussion: Town Manager Roy commented on several refunds from permits from the code office. The Code Enforcement Officer is reviewing this and will be making recommendations to discontinue this process at a future date. Selectman Girard asked how the accounting has been done with these funds. Town Manager Roy stated that they have been in a separate account and are have not been listed as income. **Vote: 5-yes 0-no**

Selectman Carr moved to approve AP Warrant #25. Selectman Napolitano seconded the motion. Discussion: Town Manager Roy commented on the increased electric use but that some changes have been made (light timing, etc). They are monitoring the costs. **Vote: 5-yes 0-no**

IV. Recognition of Visitors - Items not on the Agenda

None.

V. Management Reports & Communications

Town Manager's Report - Town Manager Roy welcomed the new Code Enforcement Officer and Fire/Rescue Chief. The Fire Chief has been working with the company they purchased the pump tank from to see what the issues are regarding the problems with the vehicle.

She presented the school budget dates. New insurance rates have come in with increases in the health and dental rates. She commented on the electric rates and that they have locked in for the next 12 months with Electricity Maine. She updated the group on the Future Lands Reserve account and that Knights Pond and Blueberry Hill would fall into this but recommends that the purchase option be brought before the residents. She thanked Pam Ames for her efforts with the winter gardening work.

VI. Old Business

Facility Study Contract - Chairman Palmer indicated that no contract for approval has been brought forth and will be voted upon at the next meeting. Alex Lear asked if the amount will be around \$18,000. The Selectmen indicated that it is.

Appointments - Town Manager stated that she has appointed Greg Payson as Fire/Rescue Chief & EMA officer. The Forest Warden is appointed by the State. She will need to re-appoint Debbie Grover as Registrar of Voters. She asked if there were any objections. The Selectmen did not object to these appointments. Town Manager Roy stated she is also looking for an alternate for PACTs.

The Selectmen appointed the following committee members:

1. Events Committee - Brenda Bacall, Jim Faunce
2. Flag Committee - Diane Burnell
3. Wescustogo Hall Committee - Linc Merrill, Clark Baston, and Blain Barter.
4. Economic Development & Sustainability Committee - Susan Lee

Selectman Girard asked for biographies for the members of the Wescustogo Hall Committee. Chairman Palmer agreed that they should submit something. Selectman Whittier indicated that some of the members are already well known and very involved. Town Manager Roy stated that given that she did not request bios from this group is that it is not a Selectmen appointed group but established by the warrant article. Chairman Palmer asked if a Selectman is to be on the committee. Selectman Girard would like to see the process for this committee followed which will offer diversity of the group. Selectman Carr suggested providing the easiest method possible for people to provide biographical information. A review of the makeup of the group will be done.

Audrey Lones stated that in the future, the Selectmen will be different and that the bio submission process is a good one. She also suggested increasing the EDSC from 5 to 7 members. By consensus the Selectmen agreed.

Dry Hydrants - Fire/Rescue Chief Payson gave an overview of the Dry Hydrants report. There are some savings but not as much as anticipated. He commented on the differences in insurance class rates.

The town of North Yarmouth will not be a Class 2 town due to a full time station and other items. While the town has done a lot, at this time just the hydrant certification will not change the rates a great deal. The town is currently a Class 5. (Outside the hydrant district, is a Class 9). The savings is greater the closer the proximity to the fire station a home is. Response time is a factor in determining rates. Outreach and public education will help a bit and the ISO work can be of help for the future. Selectman Carr asked if Mutual Aid is a factor. Chief Payson indicated that it is based on the town answering the call. Selectman Girard stated that assessing this from an impact and financial perspective is a good one for the Board to do.

VII. New Business

Annual Town Meeting & Town Elections - Set Dates & Location - Town Manager Roy indicated that if the Selectmen wish to have the Town Meeting and Town Elections held at the Memorial School, the Secretary of State's office will need to see if this is an acceptable location and certify it as it is no longer a school. This is a process that can take some time. She would like to see at minimum a date for the Town Meeting, as it impacts the budget.

Selectman Girard asked if the Church of Latter Day Saints is approved and if the gym at the school is an approved use. He indicated that it would be good be certain that the gym is an approved location. Selectman Carr asked how difficult the process is to get a certification. Town Manager Roy stated that getting certification done now is important as the State can take some time to approve. Selectman Whittier stated that the Charter intentionally left the date out to allow the best date to be chosen (not impacting school vacations and the like.) It was suggested either the first or second Saturday in April for Town Meeting. April 11th was suggested at Memorial School gym.

VIII. Any Other Business

Selectman Girard stated that he does not support a combined Budget and Selectmen's meeting. For presentation purposes, this is fine, but each body should be able to deliberate and vote separately on items.

Each warrant item will continue to outline the Budget and Selectmen's recommendations. Chairman Palmer stated that he believes this is important to include and that the group goes to Town Meeting as a unified group to let the public vote. Selectman Girard disagreed as the Town Meeting allows a 1 person/1

vote process and the Selectmen should be able to engage in those discussions as part of the voting process.

Town Manager Roy stated that she understands their perspective but her role is to make the process go as smoothly as possible. Her role is to offer recommendations to the Board of Selectmen based on a budget prepared by town department heads. The Budget Committee is solely an advisory committee and that the discussions should be around line items of concern. If town staff has prepared the budget well, there shouldn't be a lot of deliberations. Her goal is to keep the mil rate the same or lower. She believes that this process works well and that as leaders of the community, they should speak as one to present and support budget items.

Selectman Carr suggested that the Budget Committee have a separate meeting area if discussions requires them be separate. Town Manager Roy stated that this can easily be done.

Selectman Girard believes that there are 2 different topics. One is Town Meeting and the second is the independent conclusions/recommendations of the Selectmen and Budget Committee. This is the intent of the Charter. He doesn't disagree with a full discussion and consensus, but at Town Meeting, if a motion is made by a voter, and as a resident, a Selectman disagrees, they should vote as they believe. There was a discussion on this process and what the Selectman should do. Selectman Napolitano stated that he doesn't want to meet with the Budget Committee for an extended period of time. There was a discussion on the frequency of the joint meetings.

Chairman Palmer and Town Manager Roy will review the schedule and find the best dates/times and method for the budget process and will bring it back to the group.

IX. Adjournment

Selectman Girard moved to adjourn the meeting at 8:20pm.

Recorded by: Nancy Trottier
Town of North Yarmouth Recording Secretary

Board of Selectmen




Steven Palmer, Chairperson

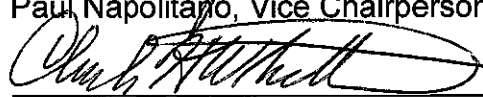


Mark Girard

Alex Carr



Paul Napolitano, Vice Chairperson



Clark Whittier