

Town of North Yarmouth
Select Board
Meeting Minutes of Tuesday, June 7, 2022
Wescustogo Hall & North Yarmouth Community Center



Call to Order (5:25) – James Moulton, David Reed, and Paul Hodgetts were present. Brian Sites gave notice of his absence to the Town Manager for the regular meeting, however, would be in attendance for the executive session via remote methods. The meeting and executive session were in-person with Chairperson Sites being the only remote Select Board participant. The Town Manager was also present. Vice-Chairperson Moulton called the meeting to order at 5:00 PM.

Executive Session (5:59) – Vice-Chairperson Moulton moved that the Select Board, Town Manager, and Mark Bower, enter executive session pursuant to Title 1 M.R.S. § 405(6)(E) and to allow Chairperson Sites to enter executive session via remote methods as allowed by the Select Board Remote Participation Policy. Selectperson Hodgetts seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No.**

Vice-Chairperson Moulton moved to close the executive session and enter back into regular session at 6:45 PM. Selectperson Reed seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No.**

Public Hearing(s) (2:08:35)

Trudy Bird LLC – On Premises Liquor License – Selectperson Reed moved to open the public hearing. Selectperson Hodgetts seconded the motion.

Public Participation

Steve Palmer, Mountfort Road, commented on his support for the brewery. Judy Potter, Walnut Hill Road, asked if the applicants were at the meeting.

Board Inquiry

Selectperson Reed commented that he did not see any reason not to approve the license.

Closing the Public Hearing

Vice-Chairperson Moulton moved to close the public hearing. Selectperson Hodgetts seconded the motion. Discussion: Selectperson Reed commented that the public should have more time to speak. The Select Board did not vote on the motion and second.

Vice-Chairperson Moulton again moved to close the public hearing. Selectperson Hodgetts seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No.**

Selectperson Moulton motioned to move to the liquor license approval on the agenda. Selectperson Hodgetts seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No.**

Announcements (2:13:21) – The Town Manager introduced Matt Jacobson, Summit Natural Gas. Matt Jacobson announced that Summit Natural Gas has started the gas installation at Grover's development on Walnut Hill Road with further work towards Route 9 and Greely Road taking place for most of the summer. Matt Jacobson believes that customers will be connected by August. Matt Jacobson described the events that took place on the planning and execution of the rate increases with the Public Utilities Commission (PUC). Matt Jacobson described the current rates published by oil and gas companies that are higher than the rates for natural gas. Paul Whitmarsh, Wild Turkey Lane, asked the Board if they were coordinating with Summit Natural Gas on the sidewalks. Matt Jacobson and the Town Manager described the Town's current relationship with Summit Natural Gas and confirmed that the two groups are communicating on this project.

Consent Agenda (2:21:46) – Selectperson Hodgetts moved to remove the May 3, 2022, business meetings minutes for further discussion under "Any Other Business". Selectperson Reed seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No.** Vice-Chairperson Moulton moved to approve the consent agenda, as presented,

minus the May 3, 2022, business meeting minutes. Selectperson Reed seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No.**

Public Comment - Non-Agenda Items (2:22:51) – Judy Potter, Walnut Hill Road, asked if the accounts payable was published. The Town Manager and Executive Assistant explained that the Accounts Payable warrants were posted on the website separate from the Select Board's meeting materials. Steve Palmer, Mountfort Road, inquired if the "Consent Agenda" was completed. Steve Palmer asked if the Town Manager would be able to provide an update on the Community Center Director position. The Town Manager responded that the position is still under review. Judy Potter inquired why the accounts payable warrants were not posted on the Town's website. The Executive Assistant responded that the warrants would be posted the next day.

Management Reports & Communications (2:27:55)

Town Manager's Report – The Town Manager reported that the office would be closed on Tuesday, June 14th due to the election. The Town Manager also reported that taxes are due June 15th and that Chief Payson will be awarded at the 2022 EMS Merit Awards. The Town Manager thanked the Living Well in North Yarmouth Committee for their assistance in keeping the Wescustogo Hall & North Yarmouth Community Center. Lastly, the Town Manager informed the Select Board should expect a report on the audit at the June 21st business meeting as she and the auditor have recognized issues pertaining to the Fiscal Year 2021 & 2022 Tax Commitments that will need to be addressed.

Old Business:

Trudy Bird, LLC – On-Premises Liquor License Approval (2:11:36) – Selectperson Reed moved to approve the liquor license. Selectperson Hodgetts seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No.**

New Business:

Financial Policy Amendment (2:29:43) – The Town Manager opened the discussion by presenting the change proposed in the policy to allow over-the-phone transactions. Furthermore, the Town Manager requested that the policy be amended to remove the requirement that cash be deposited at the bank every fourth (4th) day of the week. Selectperson Reed moved to approve the amendments to the Financial Policy as presented. Selectperson Hodgetts seconded the motion. Discussion: Selectperson Reed suggested that the Board discuss appointing a financing committee. The Town Manager responded that she does not believe the action is necessary but was open to the item if the Board so wished to move forward. **Vote: 3 Yes – 0 No.**

Living Well Story Walk (2:33:22) – Diane Morrison, Living Well in North Yarmouth Committee member, requested that the Select Board approve the committee creating a story walk at the Wescustogo Hall & North Yarmouth Community Center. Diane Morrison explained that the trail would be .4 miles and start at the ridge of the Wescustogo Hall & North Yarmouth Community grounds. Diane Morrison explained how the trail would be laid out. Diane Morrison stated that the first year would be help from volunteers who were insured by the Town.

Selectperson Reed moved to allow the Living Well in North Yarmouth Committee to move forward with the presented plan. Vice-Chairperson Moulton seconded the motion. Discussion: Selectperson Hodgetts inquired about how the trail would be laid out. Diane Morrison responded with comments that the paperwork provided addressed his questions. Bob Abbott, Parks and Recreation Committee member, explained that one (1) tree may need to be removed with debris being removed on the trail. Selectperson Hodgetts inquired about phase II of the project. Diane Morrison explained that the trail would be provided the necessity to allow more accessibility to ADA needs. Selectperson Reed asked about the material that would be laid down on the trail. Diane Morrison responded that they may consider stone-dust. Selectperson Hodgetts suggested that the Board review the trail. Diane Morrison emphasized that the first year was to clear the path and the second was to make the trail more assessable. Selectperson Hodgetts inquired if the residents would be able to see the H-signs from the road that would display the story books. The Select Board and Diane Morrison further discussed the layout of the pages on the trail. Judy Potter inquired if the H-signs could be higher for the adults to read the book. Ginny Van Dyke, Delwin Drive, shared her support for the project. Ginny Van Dyke informed the Board that the trail was marked and encouraged them to walk the proposed trail. Eliza Bachelder shared her support for the project. Paul Whitmarsh, Wild Turkey Lane, inquired if the Living Well in North Yarmouth Committee would be presenting a future plan to the Select Board. Diane Morrison explained the committee's plans to move forward with funding

requests from grants as the project comes to fruition. Andrea Berry, Memorial Highway, shared her support for the project and encouraged the committee to create a survey. Steve Palmer, Mountfort Road, explained that the Town should utilize the services of the Prince Memorial Library to receive more value from the Town's contractual relationship with the Town of Cumberland for shared services. Mike Mallory, Walnut Hill Road, inquired if volunteers outside of the Town's committees could volunteer. The Town Manager responded that she would require that volunteers be insured by the Town or another organization. Selectperson Reed clarified if the committee would be utilizing funds outside of the budget. **Vote: 3 Yes – 0 No.**

Any Other Business (3:01:09) – Selectperson Hodgetts moved to amend the minutes of May 3, 2022. Vice-Chairperson Moulton seconded the motion. Selectperson Reed made a point of order to address the minutes. Selectperson Hodgetts inquired why names were not listed in the minutes under the public hearing. Rich Parenteau, Pine Ridge Road, stated that he noticed that the names were not included as well. Elizabeth Jacobson was said to be one of the names. Selectperson Hodgetts stated that the maiden name for one of the speakers was Carolynn. The Executive Assistant asked if the Board could amend the minutes with the discussed corrections. Selectperson Reed made a motion to that effect. Vice-Chairperson Moulton seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No.** Selectperson Reed made a point of order. The minutes were tabled to the next meeting.

Adjournment (3:06:16) – Selectperson Reed moved to adjourn at 8:06 PM. Selectperson Hodgetts seconded the motion. **Vote: 3 Yes – 0 No.**

Prepared By: Draven Walker
Executive Assistant/Recording Secretary

Select Board



Brian Sites, Chair



David Reed



James Moulton, Vice-Chair



Paul Hodgetts