

**Town of North Yarmouth
Select Board
Meeting Minutes June 27, 2023, 7:00 PM**

Call to Order (31:25-39:48)

Members Present: Brian Sites, Chairperson, Amy Haile, Vice Chairperson, Katherine Perrin, Selectperson, Paul Hodgetts, Selectperson, and Andrea Berry, Selectperson, and Diane Barnes, Town Manager.

Pledge of Allegiance.

Special Presentations

2023 Cumberland Ultimate Female Matching Team-Proclamation. Congratulations on winning the State Champion Title.

2023 Greely High School Girl's Tennis Team-Proclamation. Congratulations on winning the State Champion Title.

2023 Greely Boys Outdoor Track and Field-Proclamation. Congratulations on winning the Conference Title.

Special thanks to all the coaches.

Appointments (39:49-45:57)

Annual Appointments-Officials

<u>Position</u>	<u>Individual</u>	<u>Term Ending</u>
Assessor	Ben Thompson	June 30, 2024
Animal Control	Bobby Silcott	June 30, 2024
Town Clerk	Debbie Grover	June 30, 2024
Building Inspector	Ben Scipione	June 30, 2024
Electrical Inspector	Ben Scipione	June 30, 2024
Plumbing Inspector	Ben Scipione	June 30, 2024
Register of Voters	Debbie Grover	June 30, 2024
General Assistance Administrator	Diane Barnes	June 30, 2024
Tax Collector Treasurer	Diane Barnes	June 30, 2024
Road Commissioner	Diane Barnes	June 30, 2024
Director Of Emergency Preparedness	Greg Payson	June 30, 2024
Health Officer	Greg Payson	June 30, 2024
Fire Chief	Greg Payson	June 30, 2024

Selectperson Perrin, seconded by Vice Chairperson Haile moved to appoint the list of officials for the term expiring June 30, 2024, as presented. Vote 5 Yes/0 No.

Annual Appointments of Boards & Committees

<u>Position</u>	<u>Individual</u>	<u>Term Ending</u>
PML Advisory Board	Kelly Barnes	June 30, 2024
PML Advisory Board	Paul Dexter	June 30, 2024
PML Advisory Board	Barbara Hauke	June 30, 2024
Waste Reduction Committee	Lisa Belanger	June 30, 2024

Waste Reduction Committee	Jim Briggs	June 30, 2024
Waste Reduction Committee	Darcy Cunningham	June 30, 2024
Waste Reduction Committee	Laurie Gilman	June 30, 2024
Waste Reduction Committee	Nicole Hewes	June 30, 2024
Waste Reduction Committee	Keith Bubblo (New)	June 30, 2024
EcoMaine Board of Directors	Rob Wood	June 30, 2024
EcoMaine Board of Directors (Alt.)	Diane Barnes	June 30, 2024
Joint Standing Committee	Robert Abbott	June 30, 2024

Selectperson Berry, seconded by Selectperson Hodgetts moved to re-appoint the PML Board, Waste Reduction Committee, and Joint Standing Committee members for a one-year term as presented. Vote 5 Yes/0 No.

Select Board Appointments – Three (3) Year Terms

<u>Position</u>	<u>Individual</u>	<u>Term Ending</u>
Economic Dev. & Sustainability	Byron Kern	June 30, 2026
Economic Dev. & Sustainability	Rich Parenteau	June 30, 2026

Selectperson Perrin, seconded by Vice Chairperson Haile moved to re-appoint Byron Kern as a member of the EDSC Committee for a three-year term as presented. Vote 5 Yes/0 No.

Selectperson Berry, seconded by Select Person Hodgetts moved to re-appoint Rich Parenteau as a member of the EDSC Committee for a three-year term as presented. Vote 5 Yes/0 No.

Zoning Board of Appeals	Jim Briggs	June 30, 2026
Zoning Board of Appeals	Paul Napolitano	June 30, 2026

Selectperson Perrin, seconded by Chairperson Sites moved to re-appoint Jim Briggs as a member of the ZBA for a three-year term as presented. Vote 5 Yes/0 No.

Selectperson Hodgetts, seconded by Selectperson Perrin moved to re-appoint Paul Napolitano as a member of the ZBA for a three-year term as presented. Vote 2 yes/3 No. (Chairperson Sites, Vice Chairperson Haile, and Selectperson Berry.) Motion Failed.

Wescustogo Hall Committee	Blaine Barter	June 30, 2026
Wescustogo Hall Committee	Clark Baston	June 30, 2026

Selectperson Perrin, seconded by Selectperson Hodgetts moved to re-appoint Blaine Barter as a member of the Wescustogo Hall Committee for a three-year term as presented. Vote 5 Yes/0 No.

Selectperson Berry, seconded by Chairperson Sites moved to re-appoint Clark Baston as a member of the Wescustogo Hall Committee for a three-year term as presented. Vote 5 Yes/0 No.

Shellfish Commission	Stephen Demelle	June 30, 2026
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No motion. The Select Board did not appoint anyone for this position.

Planning Board	Paul Metevier	June 30, 2026
Planning Board (Alt.)	Alex Urquhart	June 30, 2026

Selectperson Hodgetts moved to re-appoint Paul Metevier as a regular Planning Board Member, but no second to the motion was received from the Select Board. Term Expired.

Selectperson Berry, seconded by Selectperson Perrin moved to re-appoint Alex Urquhart, as alternate Board Member for a three-year term as presented. Vote 5 Yes/0 No.

Select Board Appointments – Five (5) Year Terms

<u>Position</u>	<u>Individual</u>	<u>Term Ending</u>
North Yarmouth School Fund-Trustee	Dixie Hayes	June 30, 2028
North Yarmouth School Fund-Trustee	Nelson Smith	June 30, 2028

Selectperson Perrin, seconded by Selectperson Berry moved to re-appoint Dixie Hayes as a Trustee Member for a five-year term as presented. Vote 5 Yes/0 No.

Chairperson Sites, seconded by Vice Chairperson Haile moved to re-appoint Nelson Smith as a Trustee Member for a five-year term as presented. Vote 5 Yes/0 No.

New Business (45:58-50:57)

Paving Bid Award

The following bids were received and publicly opened on June 20, 2023, at 10:00am:

	North Road	Milliken Road	Milliken Road Revised
All States Construction Inc.	\$278,824.00	\$ 43,356.70	
Northeast Paving	\$422,680.00	\$167,160.00	\$ 73,560
Pike Industries	\$306,136.00	\$121,860.00	\$ 45,632

Due to the bid amounts, we are recommending paving North Road only and postpone Milliken Road until 2024.

Vice Chairperson Haile, seconded by Selectperson Hodgetts moved to award the paving bid to All States Construction Inc., in the amount of \$278,824 for North Road and expended from the Roadway Reserve. Vote 5 Yes/0 No.

Select Board By-Laws Amendment – Committee Liaisons

SECTION 10 – COMMITTEE LIASONS

The role of a Select Board Committee Liaison is to be a conduit of information and resources between the Select Board and the committee in order to increase efficiency, reduce confusion, and produce positive outcomes for the citizens of North Yarmouth. Liaisons should be assigned by the second regular meeting of the new Select Board being sworn in.

Types of Liaisons

Select Board Liaisons are assigned to:

1. Appointed Boards, Commissions, and Committees – As described in Article IV Section 2 of the Town Charter, **except that the Select Board shall not assign Select Board Liaisons to the Board of Assessment Review, the Planning Board, and the Zoning Board of Appeals**
2. Ad Hoc Committees – As described in Article IV Section 3 of the Town Charter

Liaison Expectations Liaisons should:

1. Know and understand the founding intent of the committee as well as any charge established by the Select Board for the committee.
2. Have routine contact with the committee chair(s) to understand committee activities as well as any resource needs or requests to fulfill their charge.
3. **Remain impartial as a Select Board Liaison in matters where the Committee's members are required to be impartial.**
4. Read and be familiar with relevant issues on committee agendas prior to the meetings.
5. Attend committee meetings/activities and serve as an interactive resource by participating in any committee/subcommittee/forum discussions as needed or requested by the committee.
6. Provide a regular liaison report to the Select Board which includes progress toward the committee's charge; resources needed to fulfill its charge; any work undertaken that may alter, amend, conflict with, or create new town policies, established ordinances, Select Board goals, or the committee charge.

Selectperson Berry, seconded by Selectperson Perrin moved to adopt the Select Board By-Laws Amendment as presented. Vote 4 Yes/1 No. (Select Person Hodgetts)

Midcoast Humane -Contract Renewal

This is an annual renewal with Midcoast Humane for animal shelter management. The contract has been updated to include items #3, #5, #6, & #7. These sections, which are current practice, are now written into the contract. Bobby Silcott, ACO has reviewed the contract and has confirmed that everything in the contract is current practice and follows State Statute.

Chairperson Sites, seconded by Selectperson Berry moved to approve the contract as written and authorize the Town Manager to execute the document. Vote 5 Yes/0 No.

Consent Agenda

Municipal Accounts Payable Warrants

#102 \$ 8,640.56

#104 \$ 9,751.66

#105 \$ 925.45

#106 \$386,674.12

#108 \$ 14,304.51

#111 \$ 15,203.81

#112 \$ 323.00

Municipal Payroll Warrants

#103 \$ 40,455.24

#107 \$ 6,500.00

#109 \$ 9,490.30

#110 \$ 43,383.97

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North Star Planning-Contract Renewal

Municipal Election Return

Vice Chairperson Haile, seconded by Selectperson Hodgetts moved to approve the consent agenda as presented. Vote 5 Yes/0 No.

Public Comment Non-Agenda Items, (51:25-1:05:32)

Audrey Lones, 101 Baston Road- Thanked Kate and Brian for their service.

Dixie Hayes, 450 Gloucester Road- Read a History Minute pertaining to the School Fund.

Linc Merrill, 1572 North Road- Read the names of the students who were awarded \$250 in grant funds from the School Fund.

Katie Murphy, 440 Mountfort Road- Stated that Gazettes are posted on the North Yarmouth Historical Society website. Encouraged anyone to stop by to look at the Old Town House. Site work has been done and it looks so nice.

Richard Parenteau, 52 Pine Ridge Road- He apologized to Dixie and Linc for interrupting. He wanted to make a point. This is a small town, and the three-minute rule should be eliminated. He hopes to encourage folks to speak and wants the Select Board to remove the time limit. He encouraged a response from the Select Board.

Jim Moulton, 54 Mill Road- Thanked all the Board Members. Thanked Chairperson Sites for listening and being respectful. He encouraged the new Board to communicate with each other and work together.

Linc Merrill, 1572 North Road- Noted that there are three vacancies on the Park Committee and election ballots had errors. He wanted to know if a legal opinion was obtained for the wording of Selectman/Overseer of the Poor on the ballot. He stated he was concerned about property tax increases in the years to come and would like the Select Board to focus on this.

Management Reports & Communications (1:05:33-1:20:26)

EDSC-Selectperson Perrin- No meeting held due to audio/visual equipment installation. They will be presenting to the Select Board, at the second meeting in July.

Parks-Selectperson Berry- Three vacancies on the parks committee. Recommendations will be coming to the Board in July.

Joint Standing Committee-Selectpersons Berry & Sites- Met on the Knights Pond project. New trails should be cut in the fall. They will work on improving communication.

Waste Reduction Committee-Selectperson Berry- The committee spent time trying to figure out where they want to go. They are looking at ways to do some education on food waste and composting. They are at the Outdoor Market every Tuesday to assist and educate the public on trash disposal of the food waste generated from the food trucks.

Living Well in NY and Recreation Advisory Board-Selectperson Haile- Celebrated all the activities they have accomplished. The committee is looking for a new charge. The committee is going to take a break over the summer. Stay Tuned...

Walnut Hill Parkway-Selectperson Sites & Hodgetts- Meeting has not been scheduled.

School Fund Committee-Selectperson Perrin- Explained how one can donate to the School Fund.

Town Manager's Report-Diane Barnes- The Town Office is busy working on closing out the Fiscal Year-End. The auditors were here to start the preliminary audit and finances are in good shape. Revenue sharing, excise tax and interest are all above projections. There were 17 liens recorded on unpaid FY 23 tax accounts.

The town received the LD290 final List and I will be working with Cheryl to code the accounts that qualify for the tax stabilization. This will need to be done after the commitment but before the bills are mailed. The commitment is scheduled to take place during the second or third week of July.

Selectperson Hodgetts asked about legal fee totals.

Diane Barnes stated that she does not have a final total since bills are still coming in.

Any Other Business (1:20:27-1:28)

The selectboard thanked each other and exchanged gifts.

Selectperson Perrin wanted to thank Chairperson Sites and said she learned a lot. She thanked Diane and thinks the town is in spectacular shape.

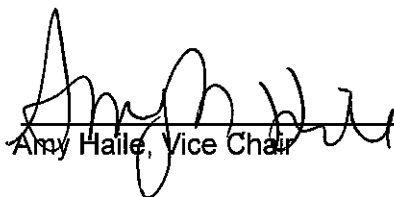
Chairperson Sites thanks all the board, Diane, and the town.

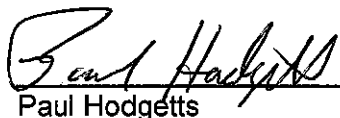
Adjournment

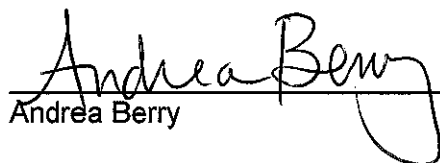
Selectperson Perrin, seconded by Selectperson Berry moved to adjourn at 7:58 PM. Vote 5 Yes/0 No.

Karen Casale, Recording Secretary

Select Board


Amy Haile, Vice Chair


Paul Hodgetts


Andrea Berry