

Town of North Yarmouth
Select Board
Meeting Minutes of July 3, 2018

 **ORIGINAL**

Call to Order

Members Present: Jennifer Speirs, Stephen Morrison, Anne Graham, William Whitten & James Moulton. Town Manager Rosemary Roy was also present.

Organization of the Board: Selectperson Whitten moved to nominate Jennifer Speirs as Chairperson. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Chairperson Speirs moved to nominate Stephen Morrison as Vice Chairperson. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Minutes of Previous Meeting(s)

Chairperson Speirs moved to accept the minutes of June 5th 2018 as written. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 3 Yes – 0 No – 2 Abstain**

Chairperson Speirs and Vice Chairperson Morrison agreed that the minutes of June 19, 2018 were acceptable as written.

Public Comment - Non-Agenda Items

None.

Management Reports & Communications:

Town Manager's Report:

Highlights:

- Debbie Grover is currently working on locating a new voting location, beginning with the Church of Latter-day Saints.
- If any Select Board members would like to meet with the town assessor Bob Konczal of Atlantic Valuation, he is more than willing to set up a date and time that will work for you.
- The FY18 is closed and the FY19 year is up and running.
- A workshop is set for July 17th at 6PM with Vanessa Farr.

Old Business

Wescustogo Hall & Community Center Project

- Richard Ranaghan of Northeast Municipal Advisors and Shanna Mueller, the towns Bond Counsel spoke to the Select Board about their options for the WH&CC Project Bond.

Selectperson Whitten moved to accept Northeast Municipal Advisors as the bond company for WH&CC Project. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

- Project Update: The Select Board was presented with a timeline matrix for preconstruction dates. The insurance proceeds from MMA will be released to the town once the project is complete.

- Barrett Made - Contract (bid process): Selectperson Whitten moved to authorize Town Manager Roy to sign the contract after it has been reviewed by the Town Attorney. Selectperson Moulton seconded the motion. Discussion: The board went through each page of the contract to discuss questions and concerns. Selectperson Morrison would like it clarified if the labor rates are fixed throughout the duration of the project. Selectperson Morrison would like the retainage

timeline clarified, as well as make sure that lien waivers are on file at the town office throughout the project. Selectperson Moulton asked if the one-year warranty is standard and what it will cover. Code Enforcement Officer Ryan Keith clarified that it will cover the General Contractors Labor. Selectperson Morrison would like to make sure that the insurance limits are high enough. Selectperson Moulton would like council to review the liability coverage of the designer and contractor. **Vote 5 Yes – 0 No.**

Master Facilities Plan: Town Manager Roy asked the Select Board to garner help with the facilities plan from the Budget Committee rather than creating a new committee. The Budget Committee would work with the Department Heads and Town Manager as well as a liaison from the Select Board.

Selectperson Graham moved to approve the request have the Budget Committee assist the Department Heads and Town Manager with the facilities plan, with William Whitten acting as liaison. Chairperson Speirs seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

“Keeping It Simple”: The Select Board agreed to end the regularly scheduled meetings yet would like to be available to community members whenever they would like to meet, email or speak on the phone to discuss issues.

New Business

Annual Appointments of Town Officials
Annual Appointments of Boards & Committees

Chairperson Speirs moved to table the Annual Appointments of Town Officials and the Annual Appointments of Boards & Committees until the next meeting on July 17th. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Accounts Payable – Review & Approval

Chairperson Speirs moved to accept the accounts payable Warrants 55 in the amount of \$45,925.14. Selectperson Morrison seconded the motion. Discussion: None. **Vote: 5 Yes - 0 No.**

Chairperson Speirs moved to accept the accounts payable Warrants 54 & 56 in the amount of \$41,479.99. Selectperson Graham seconded the motion. Discussion: None. **Vote: 4 Yes - 1 No.**

Other Business

None.

Executive Session

Chairperson Speirs moved that the Select Board enter into executive session with Town Manager Rosemary Roy, Code Enforcement Officer, Ryan Keith, and Clark Baston, Public Works Director pursuant to Title 1 MRSA Chapter 13 Public Records and Proceedings, § 405 Executive Sessions, § 6 (C) to discuss the consideration of property use or acquisition. Selectperson Morrison seconded the motion. Discussion: None. **Vote: 5 Yes - 0 No**

The Select Board came out of Executive Session at 9:35 PM

Adjournment

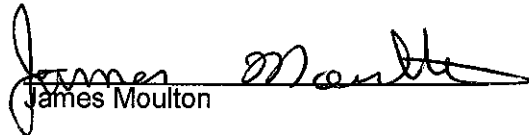
Chairperson Speirs moved to adjourn.

Ashley P. Roan
Recording Secretary

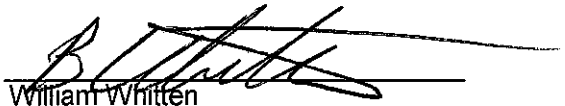
Select Board


Jennifer Speirs, Chair

Anne Graham


James Moulton


Stephen Morrison, Vice Chair


William Whitten