

**Town of North Yarmouth
Select Board
Meeting Minutes of August 28, 2018**

Call to Order

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

Executive Session

Chairperson Speirs moved that the Select Board in accordance with our roles and responsibilities enter into executive session with town attorney Shana Cook Mueller and Town Manager, Rosemary Roy pursuant to MRSA Title 1 § 405 § 6(E). Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 4 Yes – 0 No.**

The Select Board came out of executive session at 6:52 PM. No action was taken. The Board recessed until 7:00 PM.

**Selectperson Whitten arrived at 7:00 pm and was not a participant in the executive session.*

Minutes of Previous Meeting(s)

Chairperson Speirs moved to approve the minutes of June 19, 2018, as presented. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 2 Yes – 0 No – 1 Abstain (Selectperson Graham).** *Note: There are only three Select Board members still present that served on the Board at the time of the 6/19/18 meeting.

Selectperson Whitten moved to approve the minutes of July 17, 2018, as presented. Selectperson Moulton seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Selectperson Moulton moved to approve the minutes of August 7, 2018. Selectperson Whitten seconded the motion. Discussion: Chairperson Speirs would like the generator grant to clarify that it is for WH&CC as well as clarify that Ryan is the OR for WH&CC. Rewrite the personal property tax section to explain that it may affect favorable bonding. Selectperson Moulton asked that the request for documentation of consensus voting in the meeting minutes be re-written. There is a title mistake under "Other Business," Chairperson Moulton needs to be changed to Selectperson Moulton. Selectperson Moulton withdrew the original motion. Chairperson Speirs moved to table these minutes until the next Select Board Meeting. Selectperson Moulton seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

*OR = Owner's Representative
WH & CC = Wescustogo Hall & Community Center*

Public Comment - Non-Agenda Items

Paul Napolitano of Millridge Road brought audio issues on the televised meetings to the Select Boards attention. Also, he would like the live school board meetings of SAD 51 broadcast on the town's television channel. Paul asked when the senior tax assistance report will be on the agenda for a Select Board meeting.

Steve Palmer of Mountfort Road also commented on audio issues with the live streaming and television broadcasts. The audience in the meeting room also has a hard time hearing.

Management Reports & Communications:

Town Manager's Report:

- Taxes are scheduled to be committed on Friday, August 31st. The tax bills will include a reminder of the importance of recycling and acceptable trash disposal.
- Beginning in September the Board and Town Manager will be reviewing town financial policies, the fee schedule, the budget schedule, and the Annual Town Meeting Date.
- The next Summit has been scheduled for Thursday, November 29th.
- The Wescustogo Hall Fundraising Committee would like to change the committee name to "Friends of Wescustogo." Selectperson Graham moved to accept the name change to "Friends of Wescustogo." Vice Chairperson Morrison seconded the motion. Discussion: Selectperson Moulton believes that the new name misrepresents what the committee has been charged to do. **Vote 4 Yes – 1 No (Selectperson Moulton)**
- A town newsletter will be sent to residents bi-monthly. Selectperson Whitten requested that the next newsletter include recycling information.
- The Town Manager requested that the Select Board set a date for the special town meeting to approve the

revised Town Comprehensive Plan and amend the town's Land Use Zoning Map. Chairperson Speirs asked that the Town Manager add this action item to the agenda for the 9/4 Select Board meeting.

Old Business

Wescustogo Hall & Community Center Project:

- Bid Results: Owner Representative Ryan Keith reviewed the bid results with the Select Board. The Select Board requested that the Town Manager bring a breakdown of the construction costs, insurance proceeds, and contingencies to their next meeting. Selectperson Graham moved to accept the subcontractor bids as presented. Selectperson Morrison seconded the motion. Discussion: Paul Napolitano of Millridge Road asked what the bid close date was. The bid close was 8/2/18. Paul voiced concern that the time between bid close and review by the Select Board was too long. It was explained that it had to do with the Select Board's revised schedule. Paul also asked for information as to where the oil from the existing boiler went and how many gallons were moved. OR Ryan Keith explained that there was 6500 gallons total that was used to top off the tanks at the Town's Buildings, fill a rental tank that will be used to heat WH&CC during construction and the rest was donated to LIHEAP for people in need of oil. **Vote 4 Yes – 1 No (Selectperson Whitten)**
- The WH&CC Groundbreaking Ceremony is scheduled for Thursday, September 13th at 10 AM. Invitations have been mailed, and notice has been posted to all town media.
- The contract has been executed. The Board had previously inquired about the need for a design performance bond. During the final negotiations of the contract, it was determined the bond would cost \$100,000, and it would be the obligation of Town to pay. The Town Manager had language added to the contract so that it could be signed as is and the Select Board could then have a discussion whether or not to pursue a performance bond. Selectperson Moulton moved to accept the contract without the bond and not require the design bond in the future. Select Person Whitten seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**
- Owner Representative Ryan Keith gave a project update, the building has been emptied, and items moved to storage. The power and alarms have been turned off. Barrett Made is starting interior demolition.

New Business

None.

Accounts Payable – Review & Approval

Chairperson Speirs moved to accept the accounts payable Warrants 5, 6 & 7 in the amount of \$805,545.06. Selectperson Moulton seconded the motion. Discussion: None. **Vote: 5 Yes - 0 No.**

Other Business

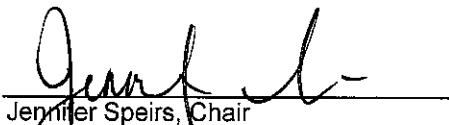
None.

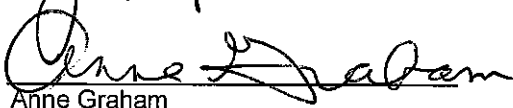
Adjournment

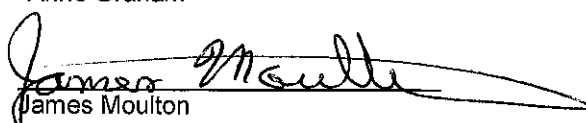
Chairperson Speirs moved to adjourn.

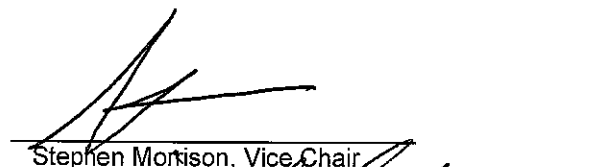
Ashley P. Roan
Recording Secretary

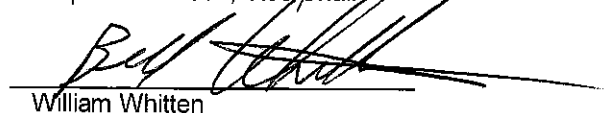
Select Board


Jennifer Speirs, Chair


Anne Graham


James Moulton


Stephen Morrison, Vice Chair


William Whitten