

**Town of North Yarmouth
Select Board
Meeting Minutes of Tuesday, July 2, 2019**

Call to Order – Members Present: Jennifer Speirs, Stephen Morrison, William Whitten, Anne Graham, and James Moulton. Town Manager Rosemary Roy was also present. Chairperson Speirs called the meeting to order.

Appointment of Chair – Vice Chairperson Morrison nominated Bill Whitten for chair of the Select Board for the ensuing year. Chairperson Speirs seconded the motion. Discussion: Selectperson Moulton stated that he opposed the nomination of Bill Whitten due to the lack of experience Mr. Whitten had on the Board. **Vote: 4 Yes – 1 No. (Selectperson Moulton)**

Nomination of Vice Chair – Selectperson Speirs nominated Stephen Morrison as Vice Chair of the Board. Chairperson Whitten seconded the motion. Discussion: None. **Vote: 4 Yes – 0 No – 1 Abstention. (Selectperson Moulton)**

Minutes of Previous Meeting(s) – Selectperson Speirs motioned to approve the minutes of June 18, 2019 business meeting. Vice Chairperson Morrison seconded the motion. Discussion: Selectperson Graham noted on the spelling of one of the recipients of the North Yarmouth School Fund. The Town Manager also noted a misidentification of the Vice Chair. With these error's identified, the Select Board voted to approve the minutes of the June 18, 2018 business meeting. **Vote: 5 Yes – 0 No.**

Public Comment - Non-Agenda Items – None.

Management Reports & Communications:

Town Manager's Report

- A/P Inquires
- EDSC Meeting and Village Master Plan
- Marijuana Representative
- Financial Duties
- CEO Assistant Application Deadline
- Appointment of David Sawyer

Appointment of David Sawyer – Vice Chairperson Morrison motioned to appoint David Sawyer as the Town's interim assessor for purposes of committing the FY 2020 taxes for an estimated amount of \$4,400. Selectperson Moulton seconded the motion. Discussion: Selectperson Speirs questioned if David Sawyer would have open office hours or would only be hired for the tax commitment. The Town Manager responded that his tenure with the town would only be for the tax commitment. **Vote: 5 Yes – 0 No.**

Old Business

Wescustogo Hall and Community Center – Selectperson Graham noted to the public and the Board the work done, without pay by Steve Palmer, for planning the landscaping of the Wescustogo Hall and Community Center. No action was taken.

Matrix – Ryan Keith presented the proposed costs for landscaping at Wescustogo Hall and Community Center to the Board. Discussion: Vice Chairperson Morrison inquired if the proposed costs were within the budget. Ryan Keith confirmed that they were. No action was taken.

Change Orders – Selectperson Moulton motioned to reject the change order. Selectperson Speirs seconded the motion. Discussion: Selectperson Graham inquired on the correct meaning of the term "parging". Ryan Keith explained that this term is used to describe the exposed concrete from the building's edge. Vice Chairperson Morrison inquired on if it was possible to do one location to cover the parging on that one side. Ryan Keith responded that there were multiple locations that needed to be covered and that it would not be cost effective to parge the sides of the building. **Vote: 5 Yes – 0 No.**

Vice Chairperson Morrison moved to approve change order #27 in the amount of \$2787.99. Selectperson Moulton seconded the motion. Discussion: Chairperson Whitten inquired on what the contingency amount is. The Town Manager responded that there was a balance of approximately \$70,000.00. **Vote: 5 Yes – 0 No.**

Solar RFP – Selectperson Speirs motioned to approve the Solar RFP, as written. Selectperson Graham seconded the motion. Discussion: Ryan Keith summarized his findings on the amount of electricity used by the town facilities.

- 2017 – 171,686 kilowatt hours (103,680 kilowatt hours used by the school)
- Total Number of Panel: 537 Panels for Net Zero (No outside electricity)
- For the size of the roof of Wescustogo Hall and Community Center, there can be a total of 310 panels
- Heat and Electric can be covered with about 250 panels, Ryan Keith reports to Selectperson Moulton

Selectperson Graham mentioned to the Board that the Natural Resource Council of Maine is currently working to create a presentation for Maine municipalities that will explain to elected members the new state law on solar energy, LD 1711. Selectperson Graham also mentioned the urgency that municipalities face to establish a relationship with solar industries. **Vote: 5 Yes – 0 No.**

New Business

Select Board Appointments – One (1) Year Terms – Selectperson Graham made a motion to approve Rosemary E. Roy as Tax Collector, Treasurer, and General Assistance Administrator; Clark Baston as Road Commissioner; and Cheryl Trenoweth as Public Access Officer. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote: 5 Yes – 0 No.**

Town Manager's Appointments – One (1) Year Terms – Discussion: The Town Manager presented her appointments for one (1) year terms. Town Clerk, Debbie A. Grover; Code Enforcement Officer and Electrical, Building, & Plumbing Inspector, Ryan Keith; Alt, CEO, Elec., Building & Plumbing Inspector, Debra Larrivee; Public Works Director, Clark M. Baston; Fire Rescue Chief and Emergency Management Director, Greg A. Payson.

Charter Appointments – Three (3) Year Terms to Expire 6/30/2022 – Selectperson Speirs moved to approve the charter appointments as presented. Vice Chairperson Morrison seconded the motion. Discussion: Chairperson Whitten announced the appointments: Board of Assessment Review, Robert Taisey; Parks & Recreation Committee, Brian Emerson; Zoning Board of Appeals, Michael Traister & Thaddeus Day. **Vote: 5 Yes – 0 No.**

Cumberland/North Yarmouth Appointments – One (1) Year Terms to Expire 6/30/2020 – Selectperson Graham moved to approve the appointments as presented. Selectperson Moulton seconded the motion. Discussion: Chairperson Whitten announced the appointments: PM Library Advisory Board, Trudy Dibner & Kelly Barnes. **Vote: 5 Yes – 0 No.**

Ad hoc Committees – No renewal appointments until July 2020

Select Board Member's Appointments to Committees – One (1) Year Terms to Expire 6/30/2020 – Vice Chairperson Morrison moved to approve the appointments as stated. Selectperson Moulton seconded the motion. Discussion: Recreation Advisory Board, Selectperson Speirs; Joint Standing Committee, Selectperson Graham and Selectperson Moulton; Wescustogo Hall Committee, Selectperson Graham and Vice Chairperson Morrison; Advocacy Group Committee GPCOG, Selectperson Speirs. **Vote: 5 Yes – 0 No.**

Donations – Selectperson Graham moved to accept the donations as presented by the Town Manager for a total of \$7,791.65. Selectperson Speirs seconded the motion. Discussion: Vice Chairperson Morrison inquired about where the donations came from and if the donations had any stipulations. The Town Manager and Selectperson Graham elaborated on the fundraising being done for Wescustogo Hall. Chairperson Whitten inquired if it was possible to provide donations after the final project is completed. Selectperson Graham explained that this would not be possible. **Vote: 5 Yes – 0 No.**

Accounts Payable – Selectperson Speirs moved for approval of warrants 51, 52, & 54 in the amount of \$133,933.40. Vice Chairperson Morrison seconded the motion. Discussion: Selectperson Moulton inquired on a charge of about \$3000.00. The Town Manager responded that those funds were given to an outside party

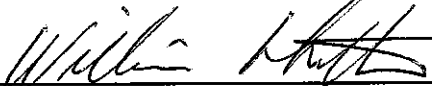
that was tasked with scanning documents for the CEO office. Selectperson Speirs inquired about a charge made from Ion Networking. The Town Manager clarified the charge was made for the completion of a project for the Town Office. **Vote: 5 Yes – 0 No.**

Items 53 and 55 for FY 2020 – Selectperson Moulton moved to approve warrants 53 and 55 in the amount of \$40,651.17. Selectperson Speirs seconded the motion. Discussion: None. **Vote: 5 Yes – 0 No.**

Any Other Business – Selectperson Moulton requested that the issue of the Bus Garage should be addressed in a future agenda. Chairperson Whitten inquired on the agenda for the Board's upcoming retreat. No action taken.

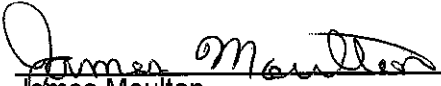
Adjournment - Chairperson Whitten moved to adjourn.

Prepared By: Draven Walker
Administrative Assistant/Recording Secretary



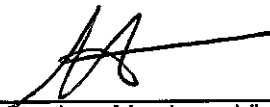
William Whitten, Chair

Anne Graham

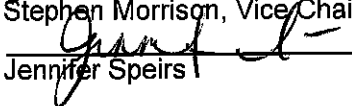


James Moulton

Select Board



Stephen Morrison, Vice Chair



Jennifer Speirs