

**Town of North Yarmouth  
Board of Selectmen  
Meeting Minutes of July 15, 2014**

**I. Call to Order**

Members Present: Chairman Steve Palmer, Vice Chairman Paul Napolitano, Mark Girard, Vice Chairman Clark Whittier, and Alex Carr. Town Manager Rosemary Roy was also present.

Chairman Palmer presented from the Board of Selectmen to former member Darla Hamlin a small thank you for her service to the Board and community.

**II. Minutes of Previous Meeting(s)**

Minutes of July 1, 2014 - Not Available; Minutes of July 2, 2014 - Selectman Napolitano moved to approve the Minutes of July 2, 2014. Selectman Carr seconded the motion. Discussion: None.

Vote: 5-yes 0-no

**III. Payables**

Payroll Warrants #1 & 2; AP Warrant #3 - Selectman Girard moved to approve Payroll Warrants #1 & 2 and AP Warrant #3. Selectman Napolitano seconded the motion. Discussion: None.

Vote: 5-yes 0-no

**IV. Recognition of Visitors - Items not on the Agenda - None.**

**V. Management Reports & Communications**

**Town Manager's Report** - Town Manager Roy gave an overview of the Public Works position which has been reopened and discussed the prospect of a shared Code Enforcement Officer with Pownal (including cost/benefit sharing). The town is reviewing the prospect of a CEO/Planner position. The job description is being revised to reflect the planning aspect of this position for more detail and clarity. The group asked a variety of questions regarding the shared aspect of the position and the two town's responsibilities. The position will be advertised shortly. She also discussed the documentation regarding the transfer of Memorial School to the town and other aspects of the school transfer to the community including the air exchange system and potential storage for the Fire Department. Selectman Carr recommended leaving these issues to the Town Manager given that there is a budget for this. It was agreed to let the Fire Department store equipment there in the interim.

She indicated that outstanding personal and real estate property taxes are in good shape as there are a few. She also outlined some internal changes regarding taxes, staff cross-training and efficiency. It was suggested that the Town Manager's report be posted online.

She reviewed some of the code issues around Harmony Hall and gave a status update and the Fire Chief provided some additional updates. There was a discussion on the deadlines that need to be met in order to remain open.

## **VI. Old Business**

**Code Enforcement Officer Position** Description Consideration/Review - Previously discussed in the Town Manager's Report.

**Contract Zoning Draft Amendment to Zoning Ordinance** - Selectman Whittier asked for updates regarding the town's legal counsel regarding this. Selectman Girard gave a brief overview of legal counsel's rationale and the Planning Board's perspective regarding the phrase/concept of "public purpose/benefit." He believes, as counsel has suggested, that this phrase is not required by state statute and should not be in the document. This process will need to go to Public Hearing for further discussion. Chairman Palmer indicated that the Board of Selectmen and the Planning Board should be united in this wording.

## **VII. New Business**

### **Fee Schedule FY15 – Review & Set Hearing**

Town Manager Roy gave an overview of the fee schedule changes and recommendations which were discussed by the Selectmen. Selectman Girard stated that the impact fees as structured are punitive. Town Manager Roy suggested that once a new Code Enforcement Officer is on board, he/she can review and make recommendations to the Selectmen. Selectman Napolitano suggested a report on the annual amount collected to help with their discussion. There was additional discussion regarding nuisance and false alarm calls.

**Tax Certificates of Settlement & Recommitment of Pending Taxes** - Selectman Girard moved to accept certificate of Settlement for the tax year FY2013 with a balance due of \$384.15. Selectman Carr seconded the motion. Discussion: None.

Vote: 5-yes 0-no

Selectman Girard moved to accept certificate of Settlement for 2014 in the amount of \$7,983.91. Selectman Carr seconded the motion. Discussion: None.

Vote: 5-yes 0-no

Selectman Girard moved to accept the certificate of recommitment to the current date in the amount of \$8,360.64. Selectman Carr seconded the motion. Discussion: None.

Vote: 5-yes 0-no

**Public Hearing for General Assistance Maximums** will be held on 08/05/14 - Selectmen /Town Manager Workshop - Operations/Practices /Goals - Town Manager Roy recommended a workshop with the Selectmen to review the above items. The workshop was scheduled for July 29<sup>th</sup>.

## **VIII. Any Other Business**

Selectman Carr asked about further information regarding a response regarding Wescustogo. There was a discussion on whether or not there has been a public discussion regarding a building replacement and what the agreement with the Grange articulated. Selectman Napolitano suggested a referendum question on the November election ballot. Selectman Carr recommended that a process should begin to be created in advance of the election. Having all the information on the table in advance of the election would bring more discourse. He would like to see a response by the Selectmen to the individual who submitted information to diffuse any issues. Chairman Palmer stated

that there are different perspectives on the future of the building within the community. Town Manager Roy stated that the Selectmen need to wait until the PDI report to determine the future of the town as a whole and Wescustogo is a part of this outcome. Everyone will be heard eventually once the report has been delivered and reviewed. Selectman Carr believes that the 3 individuals with the Wescustogo Grange should have a more formal role and voice in the PDI process.

There was a discussion on the PDI contract wording and whether or not it is focused on the Village Center in particular or the town as a whole.

Selectman Girard updated the group on the updated information regarding the Memorial School septic. The next step would be a meeting with the State.

Selectman Napolitano asked about painting the gazebo and coming up with an alternative plan for heating Memorial School this winter.

### **IX. Adjournment**

Selectman Girard moved to adjourn the meeting at 9:04pm.

Vote: 5-yes 0-no

Recorded by: Nancy Trottier  
Town of North Yarmouth Recording Secretary

#### Board of Selectmen

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Steven Palmer, Chairperson

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Paul Napolitano, Vice Chairperson

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Mark Girard

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Clark Whittier

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Alex Carr