

Town of North Yarmouth
Board of Selectmen
Meeting Minutes
Tuesday, August 19, 2014

 **ORIGINAL**

I. Call to Order

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

II. Minutes of Previous Meeting(s)

The August 5, 2014 minutes were not available for this meeting.

III. Payables

Selectman Napolitano moved to approve Payroll Warrants – 7 & 8. Selectman Girard seconded the motion. Discussion: None.

Vote: 5-yes 0-no

Selectman Napolitano moved to approve AP Warrant – 8. Selectman Girard 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 reported on the severe rainstorm and there were a number of town roads that were damaged. She is still gathering information on any potential state funds. Public Works have repaired and cleaned up most of the roads and work will begin on Milliken Road which was badly damaged. Most of the culverts have been cleared and the dirt roads will be graded soon. All chip seal and paving work has been completed for the season. The speed indicator is in and will be set-up with staff training and she will come back to the Board to get recommendations on which roads it should be placed. There was a discussion on the equipment itself, size, transporting it to and from locations, as well as gathering data and traffic count information that can be used for various purposes. Justin Brown of Falmouth has been appointed alternate CEO. All permits and inspections are current. Property taxes are expected to go out this week. The back stairs for town office have been repaired. The Selectmen had a discussion with Town Manager Roy regarding the financial expense report for FY15.

Invitation to Joint Meeting - An invitation with the town of Cumberland for a North Yarmouth-Cumberland joint meeting was received.

Other: Chairman Palmer briefly outlined Lands for Maine's Future work.

VI. Old Business

NYMS - Use of Facility - Chairman Palmer commented on the Town Meeting discussions regarding the NYMS and what the intent was regarding the vote on whether or not the building would be shuttered or minimum HVAC systems maintained over the winter months. He would like to propose a motion to allow the Town Manager permit the use of the building for the winter months. Chairman Palmer stated that there are sufficient funds to maintain the building for use. Town Manager Roy indicated that they would like to see only a limited usage area (Library, some storage and the gymnasium) and keep it centralized for cost efficiencies.

Selectman Carr moved to accept the Town Manager's proposal to use the NYMS building according to the budget set at the Town Meeting as outlined in her memo dated August 14, 2014. Selectman Napolitano seconded.

Discussion: Selectman Girard asked if this was a change of use and does it require Planning Board approval. Town Manager Roy stated that the use hasn't changed (basketball leagues, meetings and the like), therefore, she doesn't believe it would be necessary. He also asked about the septic system which the Town Manager can check on.

Chairman Palmer asked who will be responsible for gaining access to the building. Town Manager Roy indicated that they will follow similar methods as was done by the school department. Not all the details have been worked out yet.

Selectman Whittier asked what will be done in the event the furnace doesn't work and that some contingent plan possibly included in the contract usage. Town Manager Roy indicated that the furnace will be serviced.

Vice Chairman Napolitano cannot support this motion as there is no contingent plan on what would be done in the event the heating system breaks down. This could cause additional damage to other parts of the building. ~~Selectman Girard believes that the town should not assume any liability for any third party for any unexpected failures with the building.~~ He would advocate that in the event of a gross failure in the heating system "Plan B" is that the town is prepared to winterize the building as originally discussed and proposed. Chairman Palmer stated that the building should be available for use if it is being heated. Selectman Whittier suggested a fee for groups using the building for janitorial fees. Town Manager Roy indicated that there is a percentage of the proposed total that would apply to janitorial services. There was a discussion on assistance with janitorial services, who should be contacted, and the options in the event of an emergency and how the funds were to be applied to this building as a temporary solution.

Vote: 3-yes 2-no (Selectmen Whittier and Napolitano)

Planning Decisions, Inc. (PDI) - Agreement Extension

Chairman Palmer stated that PDI have requested an extension to complete their work. A January, 2015 date has been determined. As a result, the information would not be part of the November election timeframe but rather a special Town Meeting will need to be held to disseminate the results to the public. When asked, Chairman Palmer stated that there would be no change in the contract cost. There was a discussion on the timeline and that all information will be published on the town's website and the public will be informed of its availability. Resident Audrey Lones asked if there will be public meetings or will information gathering be conducted with stakeholder meetings. Chairman Palmer asked for 2 Selectmen to review the timeline to get the public's involvement (as well, as, special Town Meeting) after the data has been collected and presented at PDI's October presentation. There was a discussion on whether it is a single question vote or multiple questions for the public to make its decision, timeline, budget process, and the role the Board needs to play in the informational process and their recommendations. Selectman Girard and Town Manager Roy will sit down and draft a proposed timeline for the Selectmen's review.

Speed Limit Indicator - Proposed Schedule Guideline - Not available at this time.

VII. New Business

Town Manager Review Process - Town Manager Roy presented the proposed review process for the Selectmen's consideration. This is a standard process conducted by most towns. The review process will take place in January 2015.

VIII. Any Other Business

Chairman Palmer commented on the Knight's Pond/Blueberry Hill conservation effort. He presented a white paper in advance of the meeting to the Selectmen regarding this and that there will be a workshop and executive session on September 30th to discuss this and review financial impacts of potential acquisitions. The Recreation Committee and Budget Committee were referenced in relation to this proposal. It would be helpful to get them involved with this and provide them information and determine a price limit. There was a discussion on the timing of the process.

Selectman Girard stated that they are still working to schedule a meeting with the DHHS regarding the septic at NYMS.

Vice Chairman Napolitano expressed thanks to Fire Rescue Chief Plummer for his work with the town. He also indicated that there will be a meeting of the Directors of the Veterans Memorial Park on August 25th. Additionally he asked if the speed limit sign can be placed at varied locations given that school will be starting soon and if the Town Manager could put together some figures on chip sealing versus pavement by footage.

Chairman Palmer also extended his thanks to the Fire Chief for his work with the town.

IX. Adjournment

Selectman Napolitano moved to adjourn the meeting at 8:49 pm.

Vote: 5-yes 0-no

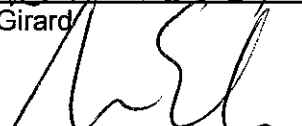
Recorded by: Nancy Trottier

Town of North Yarmouth Recording Secretary

Board of Selectmen


Steven Palmer, Chairperson


Mark Girard


Alex Carr


Paul Napolitano, Vice Chairperson


Clark Whittier