

**Town of North Yarmouth
Board of Selectmen
Meeting Minutes
July 2, 2013
7:00 p.m. Town Office**

MEMBERS PRESENT: Steven Palmer, Clark Whittier, Mark Girard, Darla Hamlin,
Paul Napolitano

OTHERS PRESENT: Rob McSorley, Rick Plummer, Marnie Diffin

- I. The Regular Meeting was called to order at 7:00 p.m. by S. Palmer**
II. Election of Board Officers: Chairman- until June 30, 2014 (Charter)
Motion by P.Napolitano to nominate Mark Girard as Board Chairman; Seconded by: S.Palmer;
(Mark respectfully asked the other Board members not to vote for him)
Motion by C.Whittier to nominate S.Palmer as Board Chairman; Seconded by: D.Hamlin;
Motion by D.Hamlin to have nominations cease; M.Girard second.
Paper Vote: Steven Palmer is Chairman.

Vice-Chairman- until June 30, 2014 (By-Laws)

- Motion by S.Palmer to nominate Paul Napolitano as Board Vice-Chairman; There was no second.**
Motion by D.Hamlin to nominate Clark Whittier; Seconded by M.Girard.
Paper Vote: Clark Whittier is Vice Chairman.

III. Consent Agenda:

- Motion by M.Girard to approve the Minutes of the June 18, 2013 meeting as corrected; Seconded by D.Hamlin (The abstention on the warrant was S.Palmer not R.Wood): VOTE: 4-0-1 with C.Whittier abstaining.**
Motion by D.Hamlin to accept the Minutes of the June 27, 2013 meeting; Payroll Warrant #57; Payables Warrant #58; Seconded by M.Girard. VOTE: 3-0-2 with C.Whittier and M.Girard abstaining.

IV. Public Comment on Items Not Part of the Agenda and Not Relating to Personnel Matter:
NONE

V. Scheduled Items: A. Old Business:

- 1) Deer Brook Apartment- Water District Request Letter: Rob McSorley, representing United Properties, reviewed the information that had been previously requested by the Board.**
Motion by M. Girard to authorize the Chairman to sign a letter to the Gray Water District asking for the line extension; Seconded by D.Hamlin. VOTE: 3-2 with P.Napolitano and C.Whittier opposed.

- 2) Assessing Sub Committee: Paul and Mark volunteered to serve on this sub committee.**

B. New Business:

- 1) Designation of Individuals for Payroll Authorization**
Motion by M. Girard to authorize Clark Whittier to authorize payroll warrants on behalf of the Board and to authorize him to be the second authorized signature on payables checks; Seconded by D.Hamlin. VOTE: 5-0.
Motion by D.Hamlin to authorize Steven Palmer to authorize payroll warrants on behalf of the Board; Seconded by M.Girard. VOTE: 5-0.

2) Approval of Carry Over Funds

Motion by M.Girard to accept the list of carry over funds as discussed; Seconded by C.Whittier.
VOTE: 5-0.

C. Charter Transition

1) Board By-laws & Policy Updates: There will be a sub committee that will work with a prioritized list (presented by the ITM) of policies to create first draft documents. The drafts will be reviewed in a workshop setting, and then brought to a regular meeting for final vote acceptance.

2) Perform or Delegate Duties or Obligations of the Conservation Commission
There needs to be list of the obligations reviewed prior to any indepth discussion.

3) Ad-Hoc Committees- Deadline is September 30, 2013
There was a question if the Board subcommittees would be considered in this deadline.

VI. Interim Town Manager Report:

This report will be moved up on the agenda listing.

VII. Written Correspondence/ E-Mails Received:

The resignations of John Cornish from the Budget Committee and Clark Whittier from the Planning Board.

Motion by D.Hamlin; Seconded by P.Napolitano to accept both resignations as respectfully submitted.
VOTE: 5-0.

VIII. Department & Board Sub-Committee Reports:

Darla reported on the Communications Sub-Committee- their accomplishments from this past year and their goals for the coming year.

IX. Verbal Communications & Future Assignments:

Board of Selectmen

1) Establish Workshop Session to Set Interim Town Manager Goals- No formal action taken.

Paul asked to be excused for the meeting on the 16th.

Darla reported on the first summer concert & open grill event on July 11th

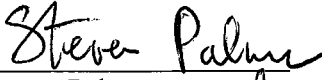
Steve asked for Board input on how they would like to meet: as they are now or some change?


At the second meeting if there could be a shortened regular agenda, then the remainder could be a workshop. Twice a month meetings seemed to remain on tap until the transition on TM is complete.

X. Adjournment

Motion at 8:33 p.m. by P. Napolitano to adjourn; Seconded by D.Hamlin. **VOTE: 5-0.**


APPROVED:


Steven Palmer


Mark Girard

CONSENT AGENDA: July 16, 2013


Clark Whittier


Darla Hamlin

Paul Napolitano