

**Town of North Yarmouth
Board of Selectmen
Meeting Minutes
May 21, 2013
7:00 p.m. Town Office**

Mark Girard, Paul Napolitano, Steve Palmer, Rob Wood, Darla Hamlin (arrived at 7:06pm.)

I. Call the Regular Meeting to Order at 7:00 p.m.

II. Consent Agenda:

- A. Approval of Minutes of the May 7, 2013 Meeting;
- B. Approve Payroll Warrants #51
- C. Approve Payables Warrant #52

Paul Napolitano moved and Mark Girard seconded to approve the following consent agenda items: Minutes of the May 7, 2013 meeting, Payroll Warrant #51, Accounts Payable Warrant #52.

The vote was 4 Yes /1 Abstention (Hamlin).

III. Public Comment on Items Not Part of the Agenda and Not Relating to Personnel Matter

(Comments are limited to issues, concerns, commendations or matters of general public information. Comments or points of view referencing individuals in a negative manner are not acceptable and as such, will not be allowed to be heard. No more than two (2) minutes per speaker. Speaker shall state name & legal residence)

Audrey Lones of 107 Baston Rd. stated that the town's website has been updated with the final report for the proposed Charter. Information will also be posted at various locations in town.

She asked if any Selectmen had questions regarding the proposed charter. She also asked if they would like any Charter Commission members present for their workshop.

Rob stated that the workshop is likely to be on what the process and planning would be for the next 6 months should the charter pass. Steve stated that he would let Audrey know if they would like them there.

Rob asked what the compelling reason to pass the charter was. Audrey stated that there are a number of reasons including streamlining government, encouraging more participation, making committees more efficient, easing some of the restrictions for the Board of Selectmen on what they can do to streamline or expand committees. Committees, in particular, were restructured. She also commented on the timing of Town Meeting. The Charter Commission has provided information and recommendations on this change to ease this process. The Town Manager role is an opportunity to collect many of the roles and responsibilities and to help ease the work of the Board of Selectmen.

IV. Scheduled Items: A. Old Business:

- 1) Draft of Town Meeting Warrant

Steve Palmer commented on a change in the warrant and Article 32. He indicated that the recommendation is to use capital reserve funds and consolidate the different department line items related to capital funding.

Mark stated that this is the most efficient way to address this issue and the Board of Selectmen would still use individual line items to assess the total amount that would be included in this account.

Rob Wood stated he is fine with this change. Mark asked if this references to only Article 32. Steve stated that this is.

Paul Napolitano moved and Rob Wood seconded to approve the warrant for the June 15, 2013 meeting as discussed here tonight and authorize it by signing.

The vote was 4 Yes.

2) Wescustogo Hall Repairs

Darla stated that some of the work items have been completed. Steve stated that there will be a policy document created for those who access the facility.

Chief Plummer stated that most of the major issues have been done and there are only a few items left to do.

3) Fire Chief Posting Process

Steve stated that the Selectmen's vote was split 2/2 to post the position within the fire department and outside within the town.

Rob Wood moved and Paul Napolitano seconded to post the position in-house and have an established a job description along with a regular interview process.

Mark stated that he supports posting this position outside as an internal posting creates the impression that the town only hires from within. He believes it is bad precedence, bad governance and there is talent in many places. Mark doesn't support the motion.

Paul stated that posting from within gives current firefighters a chance for those to move up. The position is only to change the Fire Chief's position from a stipend position to one with an increased salary to reflect the work currently done.

Darla supports posting from within given the rigorous process in hiring the current Chief. She believes that by posting it outside the community, it may appear that the Selectmen may be playing games with the public.

Steve asked for their perspective on posting from "within." Darla stated that it would be within the station and town office. Rob stated that it should be posted to any town employee communications mechanism. He understands the perspective that posting should be an open process to get the best candidate.

Mark stated that he believes that there is a policy being established that the town is hiring from within first by this action. Rob stated that there has been some precedence in the past but that a policy isn't being established. Mark asked what the town would do if someone outside the fire department or other town employee. Paul stated that they would tell the candidate that they are looking from within first and if there isn't a viable candidate then they would look further.

Mark stated that the current Chief was hired from within and that there was no rigorous process. Darla disagreed. Steve stated that the PSA position was posted outside and then when it was changed to the Chief, it was posted from within. Paul stated that not promoting from within jeopardizes keeping fire fighters in the future and to offer them an opportunity to advance.

Mark stated that he believes that not advertising outside jeopardizes the opportunity to gather the best candidates and the town shouldn't proceed in this manner. Darla stated that the fire department that has made incredible strides and has improved greatly due to the current leadership. She believes that this is a unique situation Steve stated that supports Mark's position as there should be a thorough vetting process and the position should be posted outside. He believes that the residents need to know that there was a thorough process (and would require a complete description to be posted.) He stated that the current Chief has done a tremendous job.

The vote was 3 Yes/ 2 No (Girard, Palmer)

Steve asked about the timeline. The group agreed to post the position as soon as the job description is available. Paul asked if there is a need to hurry this process. Mark reminded the group that the budget for this needs to pass on June 15th. Steve stated that the Selectmen would need to approve the job description on June 18th and if approved, it can be posted on June 19th. Mark believes that there is no urgency to post this position

B. New Business:

1) Acceptance of the Resignation of William Healey, Assessor

Paul Napolitano moved and Darla Hamlin seconded to accept the resignation of the Town's Assessor, William Healey, effective May 31, 2013.

Steve wished him well in his new position

The vote was 5 Yes.

Steve stated that Marnie has been in conversation with Cumberland to post this jointly but that it may be difficult given the work being done by the valuation company. He asked others to communicate any questions or concerns to him or Marnie.

2) Acceptance of Paving Bid- Pike Industries, Inc.

There was a discussion on the quotes, in particular the use of recycled asphalt shingles in the materials. Mark asked about overlay and tack coat in relation to the per ton price. Paul stated that he doesn't believe that Pike's quote includes tack coat. Mark believes that a full menu of pricing should be reviewed before voting on this.

Paul Napolitano moved and Mark Girard seconded to table this item until further review of the quotes is completed.

Rob asked what further clarification is needed besides tack coat. Mark stated that there isn't a complete menu of costs for the various items.

The vote was 5 Yes.

4) Setting a Workshop Date- Planning for Potential Charter Change

There was a discussion that a workshop would not be needed if the charter proposal doesn't pass. Steve asked if a date should be set now in the event that it passes.

Mark stated that this should take place after the election given the newly elected Selectmen. Rob stated that the potential Administrative Assistant position change (potentially to Town Manager) is an important consideration and that continuity is important and that planning for the implications now rather than wait until the July 2nd meeting (first meeting after the start of the new charter.) Rob stated that it could be held on June 12th. Paul suggested the 12th as well and that the 2 newly elected Selectmen can participate in the conversation. Mark stated that no action could be taken at that time since the new charter would only go into effect on July 1 but that a transition process needs to begin.

The group agreed to meet on June 12th at 7pm only if the Charter passes.

V. Written Correspondence/ E-Mails Received:

Mark commented on Darla's request for more information on the Sharp House repairs. He stated that there are some electrical items to address but are minor.

There is \$600 expense to change and correct some plumbing issues. It will be slightly over budget. He outlined the work done thus far.

The group is pleased with the changes. Steve commented briefly on some properties as outlined in notes from the Administrative Assistant. The fencing has been installed at Old Town House park.

VI. Department & Board Sub-Committee Reports:

Communications Committee- Darla stated that the postcards were delivered. They are reviewing the use of the town logo. She also stated that the flags are out for the holiday weekend. If you find a flag down, please contact the town office.

Treasurer- April Expenditures

Steve asked the group to send any questions to Marnie. Mark commented on getting information on the budget overages for the Fire/Rescue.

Rob reminded the group that he would like Marnie to get a report from the CEO regarding the review process of the subdivision plans.

VII. Verbal Communications & Future Assignments:

Paul asked about Admin. Asst. review forms. Steve stated that they will be given to them after June 11th.

Steve stated that Thaddeus Day will do some work regarding veterans. Mark reiterated that this is a fact finding mission so to speak in this process.

Steve passed around some materials he received regarding cell phone tower on Parsonage Road. He will ask Marnie to gather more information. Rob stated that he will attend the ecommaine meeting.

Board of Selectmen-


VIII. Adjournment

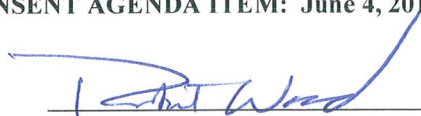
Mark Girard moved and Paul Napolitano seconded to adjourn the meeting. The vote was 5 Yes.


The meeting ended at 8:10pm.

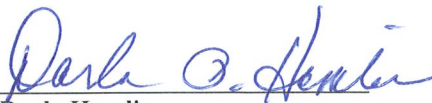
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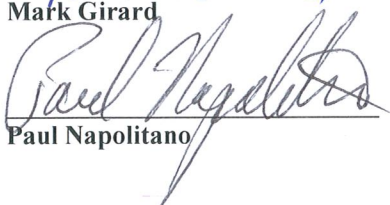
CONSENT AGENDA ITEM: June 4, 2013


Steven Palmer


Robert Wood


Mark Girard


Darla Hamlin


Paul Napolitano