

**Town of North Yarmouth
Board of Selectmen
Meeting Minutes
September 17, 2013
7:00 p.m. Town Office**

Present: Steve Palmer (Chairman), Clark Whittier, Darla Hamlin, Paul Napolitano
Absent: Mark Girard

Others: Beth Cole, Robert Blanchard, Glenda Liggetto, Rick Plummer, Barbara Skelton, Clark Baston,
Audrey Lones, Chris MacLeod, Marnie Diffin

I. The Regular Meeting was called to Order at 7:00 p.m. by Chairman Palmer

II. Kim Allen- Casco Bay Can- Presentation

Beth Cole of Casco Bay CAN gave an overview of the organization. Their focus is on youth substance abuse. She highlighted some of the activities being done in the community and how they can engage residents in the community to help. They serve 6 area communities and their services are free. She outlined some of the projects they are working on including Table Talks to help parents and adults to provide support, and gift certificates to recognize positive activities that young people are doing. This past summer, 22 of these certificates were given to area youth. Coasters are also being distributed to parents and other adults on information and resources. They also have a tip where people can call in to report suspicious youth actions. Back Each Other Up is another support network for adults to help educate youth on the substance abuse issue. They also work with the MSAD and have information available at the town office. There is a great deal of support by various businesses and other groups in the communities.

She asked the Selectmen for any suggestions on ways to improve their services in the community.

Darla Hamlin suggested participating in North Yarmouth's Fun Day which is geared to children and youth in the community. Steve Palmer asked Darla if this would be part of the communications committee. Darla agreed that it would be and gave Beth an overview of including some of their information. She will bring this up to the group.

Audrey Lones suggested the Parents Network.

III. PUBLIC HEARING-

**Automobile Graveyard/Automobile Recycling Business and/or Junkyard Application
Gallant's Auto Salvage, Inc. d/b/a Pineland Auto Salvage, Inc.**

Darla Hamlin moved and Clark Whittier seconded to go into a Public Hearing to hear comments on an Automobile Graveyard/Automobile Recycling Business and/or Junkyard Application Gallant's Auto Salvage, Inc. d/b/a Pineland Auto Salvage, Inc. The vote was 4 Yes.

There was no public comment.

Darla Hamlin moved and Clark Whittier seconded to close the public hearing and return to the regular meeting. The vote was 4 Yes.

Darla Hamlin moved and Steve Palmer seconded to grant an Automobile Graveyard/Automobile Recycling Business Permit to Gallant's Auto Salvage, Inc. d/b/a Pineland Auto Salvage, Inc.

Steve Palmer reminded the group that this is a standard annual renewal and there are no changes from last year.

Barbara Skelton stated that she and the Fire Chief did not have any concerns regarding this application.

The vote was 4 Yes.

IIIA. Authorization of Tax Anticipation Note

Steve Palmer gave an overview of the process for this

Clark Whittier moved and Darla Hamlin seconded to authorize items 1-5 of the Certificate of Clerk tax anticipation note document.

Marnie stated that this is required since the tax bills are late in being sent out.

Paul Napolitano asked if the town anticipates needing this. Marnie said that it is possible. Clark Whittier asked if the late fees from the revaluation company will cover legal fees. Marnie stated that she anticipated that this should.

The vote was 4 Yes.

ADMINISTRATIVE:

IV. Consent Agenda:

Clark Whittier moved and Darla Hamlin seconded to approve the following Consent Agenda items: Approval of Minutes of the September 3, 2013 Meeting; Payroll Warrant #14 and Payables Warrant #15.

The vote was 4 Yes.

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

No public comment.

VI. Interim Town Manager Report:

1) ACO, 2012 MACK TRK Status

Marnie stated that she asked Clark Baston to attend so that he could answer any questions. Clark Baston gave an update on the truck repairs. There should be about \$19,000 returned back to the town. Marnie stated that these funds will be returned to the CIP account.

Marnie gave an overview of the Animal Control Officer budget and that this figure is higher by about \$4,000. She recommended that the Selectmen stay with the 4 town consortium for this year and assess costs/services for North Yarmouth to see if this should continue.

The North Road was resurfaced. The John Deere mower is still out to bid. Lighting struck the Fire Station and there has been a lot of work to get all electronics working again. This will be a second MMA insurance claim this year for the town. There is still work being done to assess the claim for Wescustogo Hall. They have received approval to hold elections at the Church of Latter Day Saints on Route 115. The State will be notified to be certain that this meets state guidelines.

Taxes will be mailed tomorrow (9-18).

Darla Hamlin asked if public information regarding animal control be sent out to educate the public. Marnie stated that there will be some information from the consortium that she will provide to the communications committee.

Darla Hamlin stated that the events committee is making a log of replacement items that were in Westcustogo Hall and will provide the information to Marnie. Clark Whittier stated that the Garden Club has a list of replacement plants and will get that to her.

VII. Board Written Correspondence/ E-Mails Received/ Verbal Reports:

1) Response of the Yarmouth Water District Letter

Steve Palmer stated that a letter from the Selectmen was sent to the Yarmouth Water District. Both he and the Fire Chief had met with Water District regarding some questions from the last Selectmen's meeting and at present, good information provided. He commented on an emergency preparedness plan. He stated that the Water District is more than willing to help the town with this if they wish.

Darla Hamlin asked if he is satisfied with the hydrant inspections being done. Steve stated that he was not.

Fire Chief Plummer stated that the meetings have been productive. The hydrant with problems the night of the Wescustogo Hall fire has been repaired. He expressed confidence in the system being in service. There was some discussion on coding the hydrants to note volume etc. The Water District will offer training to the firefighters.

Steve commented on the water district inspections and service and outlined what the Yarmouth Water District does. There are some issues with rust and they have discussed the best maintenance methods to improve this. He outlined the difference between public and private hydrants.

Paul Napolitano asked about public and private hydrants. There are 36 public hydrants and 7 private ones. He asked about maintenance reporting. Steve and Fire Chief Plummer stated that they are working with the Water District to create something. This is not a requirement from the PUC but between the various entities. Paul asked about training on the various hydrants in town.

Darla Hamlin suggested that as the budget is being prepared for next year that clarity on exactly what services are being done for the fee that the town pays be received. The PUC requires the water districts to calculate the formula for fees. Paul Napolitano stated that they are always told that the Yarmouth Water District maintains the hydrants so they always work. He wants to be sure that the agreement is clear on exactly what the maintenance. Steve stated that the term "serviceable condition" is the term outlined. Clark urged people to contact the PUC if they are not satisfied. Steve asked the group to respect the process being done between the Fire Chief and the Yarmouth Water District and will update everyone. Steve stated that Marnie has suggested that the monthly hydrant charge be broken down. This will determine exactly what they cost. There was a continued discussion on this.

Fire Chief Plummer stated that his understanding from the meetings with the district is that they want to have a plan and work with the community.

No public comment.

LEGISLATIVE/JUDICIAL:

VIII. EDSC-Phase 1 Status

There was a brief discussion on clarity of posting meeting times and locations. The next meeting is Oct. 17 at 7pm at the North Yarmouth Middle School to discuss the next steps now that Wescustogo Hall is gone. Also to be discussed are the Town Office properties. This will be a think tank/brainstorm session.

Steve asked Audrey Lones to not diffuse all the suggestions that may be given at this meeting. He asked them to consider the structure/format of the meeting to allow a lot of discussion. A lot of work needs to be done to prepare for the upcoming Town Meeting to assess the future.

Audrey Lones stated that a brainstorming session with a concept drawing to spark ideas would be beneficial. They are still working on the format.

IX. SPECIAL TOWN MEETING WARRANT APPROVAL

Marnie gave an overview of the warrant. She indicated that the Selectmen had requested legal counsel to best determine the appropriate wording to this process. It is a more complex process and she outlined the process. At the next meeting, there will need to be an agenda item to discuss the discontinuance, which would then go to the Planning Board and then approved at a special Town meeting at a future Selectmen's meeting.

Paul asked if the town's legal counsel to review this process and whether or not this is the correct way to proceed. Marnie reminded the Selectmen that they requested using MMA legal counsel as it is free but if they wish for her to contact the town's legal counsel, she will.

The group did not object to the timeline.

Chris MacLeod did not have any issues with the process.

ADMINISTRATIVE:

X. Board Member Verbal Comments:

Darla Hamlin-Communications Committee working on a proposed new letterhead and will have the draft ready in October. The flags have been taken down and they have received a number of donations for service flags.

Clark Whittier stated that he likes seeing the meeting agenda on the monitors and would encourage that for each meeting. He also commented on a recent article regarding solar panels. He suggested that someone from the industry be a part of the firefighter training. Fire Chief Plummer stated that they have done some training and will continue to do so as things change. Barbara Skelton stated that she lets the Fire Department know about this when she does building inspections. There was a discussion on the town's knowledge about them and whether or not they have separate relays.

Steve Palmer commented on the water district communications during the Westcustogo Hall fire. Fire Chief Plummer updated Steve on how the communication's process ensued.

Paul Napolitano commented on an article about a contractor at the time of the Westcustogo Hall fire. He clarified that the purpose that the contractor was there was to volunteer his services to help the community and he believed it was his civic duty to help the town under a difficult circumstance. He disagreed with the article. Steve suggested that an editorial regarding this would be a good idea. There was a discussion on the volunteerism to help the community.

Steve stated that the past week was a difficult one for town staff and himself. He thanked everyone for all of their efforts to get the tax bills out. He also thanked Marnie for her efforts to be sure that the tax bills were correct. He asked Marnie about the error penalty with the revaluation contractor (Vision). Marnie stated that this will require further Selectmen discussion. Steve suggested reviewing this in Executive Session sometime later in October. There was a discussion on the timeframe and process. The group agreed to meet Monday, September 23 at 6:30pm.

WORKSHOP

XI. Land Use Ordinance Changes- First Review

XII. Charter Transition

1) Committee Charges

XIII. Adjournment

Paul Napolitano moved and Clark Whittier seconded to adjourn to the workshop.


The vote was 4 Yes.

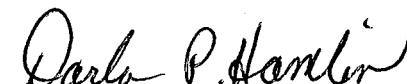
The meeting ended at 8:35pm


APPROVED


Steven Palmer

CONSENT AGENDA: OCTOBER 1, 2013


Clark Whittier


Darla Hamlin


Paul Napolitano