

Town of North Yarmouth
Board of Selectmen
Meeting Minutes of Tuesday, July 21, 2015

I. Call to Order

Members Present: Chairman Alex Carr, Mark Girard, Steve Palmer and Jeanne Chadbourne. Town Manager Rosemary Roy was also present.

II. AED Donation (Item taken out of order)

Chairman Carr proposed moving the AED donation acceptance as the first order of business with approval from the board. Town Manager Roy presented to the board the letter from the Fire Company. Rick Riley and Chief Payson gave a brief presentation about the units being donated. Selectmen Palmer inquired that if businesses decide to purchase a unit would the Fire Rescue Department provide training and would everyone need to be trained in using the unit. Chief Payson confirmed that the Fire Rescue Department does provide training and that everyone in the department as well as town staff are or will be trained in using the AED. Selectman Palmer moved to accept the AED Donation from the Fire Company. Selectperson Chadbourne seconded the motion. Discussion: None. **Vote: 4- Yes 0- No**

III. Minutes of Previous Meeting(s)

Selectman Palmer moved to approve the minutes of July 7, 2015. Selectman Girard seconded. Discussion: To avoid possible misstatements, the Board agreed that the specific requests of the Wescustogo Committee be removed from the minutes. Selectman Girard confirmed Selectman Girard also noted that although the vote was unanimous only four (4) of the five (5) members were present. Chairman Carr move to accept the minutes as amended. Selectperson Chadbourne seconded the motion. Discussion: None. **Vote: 4- Yes 0- No**

IV. Payables

Selectman Palmer moved to approve payroll warrant #3. Selectman Girard seconded the motion. Discussion: None. **Vote: 4- Yes 0- No**

Selectman Palmer moved to approve payables warrant #64 (FY15). Selectman Girard seconded the motion. Discussion: Selectman Palmer inquired about the payment to the Cumberland Police Department for the ACO services. Selectman Palmer withdrew his original motion. Selectman Girard withdrew his second to the motion. Selectman Palmer moved to approve payables warrant #64 (FY15) with the exception of the payment to the Cumberland Police Department. Selectman Girard seconded the motion. Discussion: None. **Vote: 3- Yes 0- No 1- Abstention (Selectperson Chadbourne)**

Selectman Palmer moved to approve payables warrant #4 (FY16). Selectman Girard seconded the motion. Discussion: Selectman Palmer inquired about the All Traffic Solutions if that had anything to do with the speed monitor software and if that was an annual fee. Selectman Palmer questioned if the Guernsey Graphics payment was the amount that fell within the estimate. Selectman Palmer inquired what the BLS compliance was for the Fire Station and general repairs. Town Manager Roy explained it was the Bureau of Labor Standards Compliance which was for the repairs to the Fire Station for general repairs including the roof leaking. **Vote 3- Yes 0- No 1- Abstention (Selectperson Chadbourne)**

V. Recognition of Visitors - Items not on the Agenda

No public comment.

VI. Management Reports & Communications

Town Manager's Report- "The Town Manager provided the Board with a brief summary of her report which contained recent town and departmental activities." The board inquired about hiring an additional person to maintain the NYMS building. Selectman Palmer requested the specifications on the RFP for the Annex building. The board had a brief discussion regarding the economic development and impact fee schedule. Chairman Carr inquired about the re-upping of Pownal's contract with the CEO.

VII. Old Business

Communications & Social Media Policy – Chairman Carr presented the board with an update from the Communications Committee in the need to a social media policy. Rob Wood briefly explained to the board that Town Manager Roy obtained a template from MMA to construct a social media policy then presented it to the Communications Committee. Mr. Wood encouraged the board to approve the policy. Selectman Girard made the motion to accept the Communication & Social Media Policy. Selectman Palmer seconded the motion. Discussion: Selectman Palmer asked about clarification for what "Enterprise Wide" was referring to. It was defined as all facets within the municipality. **Vote: 4- Yes 0- No**

Annual Appointments - After a brief discussion amongst the board regarding appointments Selectman Girard moved to accept Anne Lang, David Holman, & Scott Kerr to the Parks & Recreation Committee. Chairman Carr seconded the motion. Discussion: The board had a brief discussion regarding creating a three (3) year rotation for committees. **Vote: 4- Yes 0- No**

Selectman Girard moved to accept Thomas Hinman & Peter Lindsay to the Planning Board. Selectman Palmer seconded the motion. Discussion: Selectman Girard noted that these two members are significant and consistent participants of the board. **Vote: 4- Yes 0- No**

Selectman Palmer moved to accept Norman Smith to the Zoning Board of Appeals. Selectman Girard seconded the motion. Discussion: None. **Vote: 4- Yes 0- No**

Selectman Palmer moved to accept Trudy Dibner to the Library Advisory Board. Selectman Girard seconded the motion. Discussion: None. **Vote 4- Yes 0- No**

Selectman Palmer moved to accept all five (5) members (Darla Hamlin, Katie Murphy, Kathy Whittier, Rob Wood, & Donna Palmer) to the Communications Committee. Selectman Girard seconded the motion. Discussion: None. **Vote: 4- Yes 0- No**

Selectman Girard moved to accept Katie Murphy, Audrey Lones, Susanne Lee, Matthew Ahlberg, Amy Horstmann & Carol Ellison as alternate to the Economic Development & Sustainability Committee. Selectman Palmer seconded the motion. Discussion: The board had a brief discussion regarding the last three (3) members. The board agreed if the outstanding members did not confirm their interest in staying on the board by the next selectman meeting (August 4th) the members would be dropped. **Vote: 4- Yes 0- No**

Village Center Development – Town Manager Roy gave the board a brief update regarding the financial status of the town's economic development funds.

Draft of Special Town Meeting Warrant – The board had a brief discussion regarding the wording of the warrant. Selectman Girard moved to accept the wording of the special town meeting warrant with the following amendment: the sentence in article 2 question 1 read "Shall the town authorize the Board of Selectman to; A, B, & C" as well as note the location of the vote will be at the Church of Jesus Christ Latter Day Saints. Selectman Palmer seconded the motion. Discussion: None. **Vote: 4- Yes 0- No**

VIII. New Business

Royal River Conservation Trust – The Town Manager gave the board a brief update regarding the Royal River Conservation Trust. She explained everything was in order and there are plans for moving forward.

IX. Any Other Business

Selectman Palmer commented about moving the AED Donation business up to the beginning of the meeting. He thought possibly moving the payable section to a different part of the agenda to be able to get to the bulk of the agenda for discussion. Town Manager Roy recommended it was good practice to approve minutes of the previous meeting before any other agenda item. Selectman Palmer also noted that even though the North Yarmouth Memorial Park Corporation Committee is not a committee under the town umbrella he suggested the board appoint a liaison to the committee.

Selectperson Chadbourne informed the board that she is in "catching up mode." She mentioned that she is just going to listen to the discussion and will contribute when she feels she has something to contribute.

Chairman Carr noted that there are currently two volunteers to do data crunching for the All Traffic speed motor software.

X. Adjournment – Selectman called for adjournment.

Melissa Henes
ACS II- Recording Secretary



Alex Carr, Chairperson

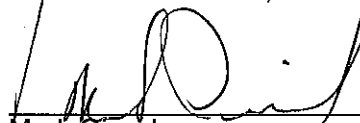


Steve Palmer

Board of Selectpersons



Jeanne Chadbourne, Vice Chairperson



Mark Girard