

**Board of Selectmen
Meeting Minutes of March 17, 2015**



I. Call to Order - 6:00PM

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

Executive Session

Selectman Girard moved that the Board of Selectmen in accordance with their roles and responsibilities enter into executive session pursuant to Title 1 MRSA Chapter 13 Public Records and Proceedings, subsection 405 Executive Sessions subsection 6(E) to consult with the town's attorney, Matt Tarasevich. Selectman Palmer seconded the motion. Discussion: None. **Vote: 4-0-1** (Selectman Carr was running late)

The Board took a short recess to move downstairs to the meeting room.

II. Minutes of Previous Meeting(s) - Selectman Whittier moved to approve the Minutes of February 17, 2015 as amended. Selectman Carr seconded the motion. Discussion: Selectman Carr commented that Dave Tuemmler spoke regarding Fire Dept. training pay and that it should be noted that he spoke at this meeting. **Vote: 4-yes 0-no 1-abstention** (Selectman Girard was not present at the Feb. 17, 2015 meeting).

Selectman Girard moved to approve the Minutes of March 3, 2015. Selectman Carr seconded the motion. Discussion: None. **Vote: 5-yes 0-no**

III. Payables - Selectman Carr moved to approve Payroll Warrant #42. Selectman Whittier seconded the motion. Discussion: None. **Vote: 5-yes 0-no**

Selectman Whittier moved to approve AP Warrant #43, but withdrawing the FEMA training item. Selectman Carr seconded the motion. Discussion: Selectman Carr asked about the line item in the AP Warrant regarding Fire Department FEMA training for an individual. It was agreed to amend the motion to approve the other AP items. **Vote: 5-yes 0-no**

IV. Recognition of Visitors - Items not on the Agenda

David Tuemmler asked if the firefighter training question he sent to the Selectmen would be on the agenda. He provided a response from the Fire Chief and read the response.

V. Management Reports & Communications

Town Manager Roy stated that work is going well in preparation for the public hearing.

She met with the North Yarmouth Baseball League regarding the baseball field. She indicated that the use of the field this spring should not be a problem. She also met with Brian Sites regarding the proposal that was prepared regarding the town brand, as well as, the communications committee regarding the proposed website. Personal property tax letters have been sent. She commented on additional tax items as well. Selectman Napolitano stated that it is important to determine all the businesses in the community and not sending letters to everyone to gather this information limits gathering all the names. Town Manager Roy explained the process they have been using to compile and cross reference the list and the town does not have a business registration policy. She will send this list to the Economic Development Committee and the Selectmen. Selectman Palmer stated that he would be interested in past tally and this year's figures. She commented on the school budget. The Fire Chief has hired a Medical Director to conduct medical training at the Fire Department. She thanked A.H. Grover who provided gravel pit training to Public Works staff.

She also asked about an additional joint meeting with the Budget Committee. March 28th was suggested.

Town Manager Roy indicated that to date 68.08% of budgeted revenues has been received and 66.6% of expenditures have been spent.

Some highlights: Wages are higher as 2 part time workers have been working more various preparations (i.e. budget). Plowing is up but not as much as thought and FEMA funds should even this out.

Sharp House: There are funds in reserve to cover overages such as new windows installed and some repairs for code reasons. Selectman Napolitano would like to revisit the conversation regarding renting this building as revenues are not in line with expenses.

Selectman Whittier commented on Fire and Rescue revenue. Town Manager Roy indicated that it was for the air packs. He also asked about Central Office/Admin and that the part-time employees are listed on that line item.

VI. Old Business - None

VII. New Business

Town Branding Design Request - Brian Sites gave an overview of the branding proposal. It involved a number of residents and committees to help craft a unified vision and branding to promote the town both internally and externally. The initial idea was started with Parks and Recreation Committee and moved outward to a larger group. The proposal is in the design stage and outlined the RFP process for a designer to help followed by the proposed timeline for review and designs for recommendation to the Board of Selectmen in May. Brian indicated that they are requesting \$2,560.00 from the Parks & Recreation Account for this work. There was also a discussion on the town seal. Brian stated that they do not propose any changes to the town seal. The branding design can incorporate the seal or be separate. Selectman Girard commented on the funding request and whether or not the remaining balance in the current fiscal year in this account would be sufficient enough for Spring cleaning etc. Town Manager Roy indicated that the request would come out of the reserves and not this account for this purpose. Brian indicated that the timeline if approved would tie in to work for kiosks, new signage and other upcoming Spring activities. Town Manager Roy commented on the Parks, Economic Development and Contingency Accounts as options to consider for this request. Selectman Girard stated that he believes that since this is an operational item, it should come from the Recreation account or Contingency rather than Reserves. Others agreed.

Audrey Lones, Baston Rd., stated that she has been participating and that there are 5 committees who have also been participating and they are all enthusiastic about this idea.

Jason Raven, New Gloucester Rd., commented on a number of upcoming activities with Fun Day. They would like to have 5 more people to help.

VIII. Any Other Business

Selectman Palmer asked for updates regarding the minutes/agenda postings on the town's website. Selectman Girard stated that legislative boards (i.e. Selectmen, Planning Board), there are a couple of minor deficiencies which were corrected. The review of the information indicates that there are some minor items. He suggested a workshop to discuss the expectations on this issue. Town Manager Roy stated that she would like to also discuss moving minute taking in house and not outsourcing it as part of the discussion. Legally, the video is the official recording of the meetings.

Town Manager Roy commented on the Governor's proposed budget and the potential impact to the town.

Selectman Palmer stated that an employee has requested an appeal hearing. He read the information.

Selectman Girard moved that the Board of Selectmen let the employment decision stand and not hear any further appeal as provided by Article # 9.1.3.3 of the North Yarmouth Personnel Policy as previously referenced. Selectman Whittier seconded the motion.

Discussion: Selectman Carr stated that he would recuse himself from the discussion given his participation in the North Yarmouth Fire Department. **Vote: 4-yes 0-no 1-abstention** (Carr, as outlined above).

Selectman Palmer commented on the Public Hearings on the 18th and 24th at the Memorial School. Selectman Girard reminded everyone that these will be a public comment time.

Selectman Carr congratulated the Greely HS Girls Basketball for their State Championship. He also received an email regarding the proposed dam work in Yarmouth which may potentially impact the Royal River.

Selectman Whittier thanked people for the research regarding the agenda/minute postings.

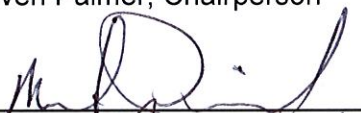
IX. Adjournment - Selectman Whittier moved to adjourn the meeting at 8:06pm.

Recorded by: Nancy Trottier
Town of North Yarmouth Recording Secretary

Board of Selectmen



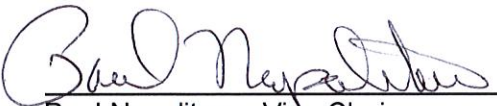
Steven Palmer, Chairperson



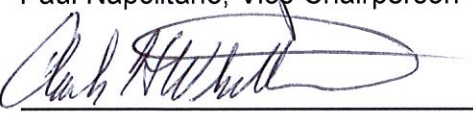
Mark Girard



Alex Carr



Paul Napolitano, Vice Chairperson



Clark Whittier