

**Town of North Yarmouth
Select Board
Meeting Minutes of February 19, 2019**

Call to Order

Members Present: Jennifer Speirs, William Whitten, Anne Graham, Stephen Morrison, and James Moulton. Town Manager Rosemary Roy was also present.

Minutes of Previous Meeting(s)

Selectperson Whitten moved to approve the minutes of February 5, 2019. Selectperson Moulton seconded the motion. Discussion: There are a few typographical errors that were noted. In Old Business the motions need to be reviewed as to who moved and seconded. **Vote 5 Yes – 0 No**

Public Comment - Non-Agenda Items

None.

Management Reports & Communications:

Town Manager's Report Highlights:

- The tentative budget meeting scheduled for March 6th has been moved to March 7th.
- Renovations will begin with the installation of heat pumps on Monday, February 18, 2019, the remaining work is scheduled to take place starting the week of March 11th with the temporary packing up and moving of office items to demolition, construction, and carpet and modular pieces installed from March 14th through and to completion on March 18th.
- The TIF district paperwork is complete. Included with this report is a draft of the document to be referenced and presented at the public hearing on March 5th.

Old Business

Wescustogo Hall & Community Center Project: The Select Board received an updated matrix and expense tracking for review.

Fundraising Policy: The Select Board received a revised fundraising policy that expanded on naming rights. Naming is considered a Donation with Conditions that must be approved by the public at a town meeting. There is concern over the provision that donations are allowed for 5 years, the fundraising monies have to be used towards construction costs. Monies collected after the project completion date need to be held and used for only future projects at the Wescustogo Hall & Community Center. Donations for naming rights must be received in full prior to the completion of the project.

Selectperson Moulton moved to approve the Charitable Fundraising Policy as amended. Donations for naming rights are to be realized in full ~~prior~~ at or before the completion of the project. Selectperson Graham seconded the motion. Discussion: Under individual and family naming, remove the word "prominent." Selectperson Whitten feels that the Board is making it too difficult for the Friends of Wescustogo to raise money. Chairperson Speirs feels that the fundraising policy as written with the naming rights is an appropriate policy, the long-term donations should be changed to 3 years, and there are no long-term donations allowed for naming rights. **Vote 3 Yes – 2 No (Vice Chair Morrison & Selectperson Whitten)**

Town Manager Roy revised the Friends of Wescustogo charitable fundraising policy addendum. Selectperson Graham moved to approve the Friends of Wescustogo addendum to the Charitable Fundraising Policy as written. Selectperson Moulton seconded the motion. Discussion: None. **Vote 3 Yes – 2 No (Vice Chair Morrison & Selectperson Whitten)**

Selectperson Graham moved to approve the Friends of Wescustogo Charge as written. Selectperson Moulton seconded the motion. Discussion: None. **Vote 3 Yes – 2 No (Vice Chair Morrison & Selectperson Whitten)**

Proposed School Bus Department Relocation Project: The Select Board received a revised design for the North Yarmouth PWD facility incorporating the MSAD 51 Bus Department. The new design reflects changes discussed at a meeting with the engineers, MSAD 51, and the Town; as well as a draft schedule and estimated financing. Changes include North Yarmouth building a fuel island and Cumberland building the wash bay. The Town of North Yarmouth will build and own the bus station, and the ~~Town of Cumberland~~ ^{MSAD 51 would} will lease it off of North Yarmouth. Pending items are an official confirmation from the MSAD 51 School Directors and a final decision on the Wash Bay.

Assessing Services Request for Proposals: The Select Board reviewed a draft Request for Proposal for Assessing Services. Proposals will be accepted until 5PM on March 28, 2019. The goal is to have a firm or individual contracted to start by no later than July 1, 2019. Vice Chairperson Morrison moved to approve the RFP, with an amendment that the contract is extended to three (3) years. Chairperson Speirs seconded the motion. Discussion: Chairperson Speirs and Vice Chairperson Morrison will be involved in the interview process. **Vote 5 Yes – 0 No**

Spirit of America Award: The Select Board received the Spirit of America Tribute voting sheets to fill out and return to Town Manager Roy.

New Business

None.

Accounts Payable – Review & Approval

Chairperson Speirs moved to approve accounts payable warrants 31 & 32 in the amount of \$748,344.68. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Any Other Business

Selectperson Whitten would like to incorporate more workshops into the Select Boards schedules, for some of the larger agenda topics, going forward. Ideas for workshops would be to review a business plan put in place for the new community center; discuss the need for all of the towns current committees; Review the job description of the new community center employee and the possibility of a board of directors for the community center.


Adjournment

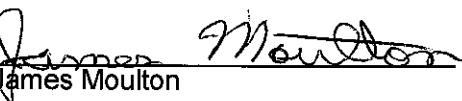
Chairperson Speirs moved to adjourn.

Ashley P. Roan
Recording Secretary

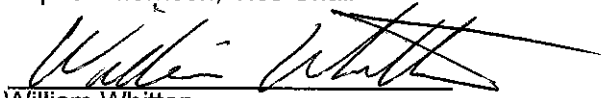
Select Board


Jennifer Speirs, Chair


Anne Graham


James Moulton


Stephen Morrison, Vice Chair


William Whitten