

Town of North Yarmouth
Select Board
Meeting Minutes of Tuesday, December 1, 2020
REMOTE BUSINESS MEETING



Call to Order – Steven Berry, James Moulton, Brian Sites, and Austin Harrell were present. Town Manager, Rosemary Roy, was also present. Chairperson Berry called the meeting to order.

Minutes of Previous Meeting(s) – Chairperson Berry moved to approve the minutes of October 6, 2020, as amended. Selectperson Harrell seconded the motion. Discussion: none. **Vote: 4 Yes – 0 No.** Chairperson Berry moved to approve the minutes of November 17, 2020, as presented. Selectperson Moulton seconded the motion. Discussion: Selectperson Moulton stated that the minutes of November 17, 2020, should reflect, under “New Business,” “Sharp’s Field,” to state that the Board asked the Town Manager to ask for legal advice on the matter of Mr. Sharp’s letter dated October 23, 2020 (this letter can be found in the November 17, 2020, Meeting Materials). Chairperson Berry withdrew his motion.

Public Comment - Non-Agenda Items – Chairperson Berry read a letter to the Board from Judy Potter, 551 Walnut Hill Road. Ms. Potter stated many issues she had regarding the Village Center and its development. Robert Wood, 116 Miliken Road, expressed concerns regarding Mr. Sharp’s letter to the Board. Both letters to the Board can be found in the meetings materials for the December 1, 2020, Select Board business meeting.

Chairperson Berry read an email correspondence to the Board regarding an initiated discussion to two (2) Select Board members. The Chairperson stated that he wanted the public and the full Board to be aware of the correspondence for the purpose that the discussion constituted an accidental quorum of the Board. The Chairman explained that the correspondence asked if Select Board members would be interested in making a statement supporting the work being done by the MSAD 51 committee, specifically the Equity and Inclusion Committee.

Management Reports & Communications:

Town Manager’s Report – The Town Manager provided her full report to the Board. The Town Manager’s report can be found on the town website, www.northyarmouth.org.

Old Business:

Property Tax Assistance for Seniors – The Town Manager presented figures on the number of residents over 70. The Town Manager also stated that the town was part of a Circuit Breaker Program funded by the State to assist with taxes and recommended that the Board increase the income level for seniors from \$40,000 to \$45,000. Chairperson Berry stated that he was in favor of the increase. Selectperson Moulton noted that the program was very successful. Selectperson Sites and Harrell indicated that they were concerned with a continuous income level increase if the Board voted to approve the proposal. Selectperson Harrell stated that the growth for this year could be considered without causing a potential issue. Selectperson Moulton asked that a letter be sent out to all likely eligible residents to see how popular the program is to determine if an increase is needed. The Selectperson also asked what the cost would be to mail out letters to the residents 70 and over. The Town Manager responded that she would look further into that cost.

Planning Board Ordinance Amendment Request – The Town Manager explained that the purpose of holding a Special Town Meeting in January was to meet the Planning Board’s goals, which are to allow for the development of the Village Center, as was adopted in the Comprehensive Plan. Chairperson Lones of the Planning Board explained the need to approve the specific items shown on the memorandum located in the meeting materials (the meeting materials can be found at the Town Office and the town’s website, www.northyarmouth.org). Selectperson Moulton inquired about the proposed changes to section 10.4. Chairperson Lones explained those changes. Selectperson Moulton asked for further clarification. Selectperson Moulton asked if the changes also included the changes to the setbacks to buildings. Chairperson Lones explained that those would not be considered for this Special Town Meeting. However, the discussion by the Planning Board has been ongoing. Selectperson Sites stated that he was also concerned with the setbacks set in town. There was a public comment from Judy Potter, 551 Walnut Hill Road. Chairperson Lones further clarified the actions the Planning Board took to meet the requirements. Selectperson Moulton stated that he favored having these items at an Annual Town Meeting scheduled in April instead of a Special Town Meeting. Chairperson Berry moved to call forth a Special

Town Meeting for Thursday, January 28th, 2021, at 6:00 PM at the Wescustogo Hall & North Yarmouth Community Center for purposes of amending sections III, VII, X, V, VII, X, XI, XII, I, IV, IX, and any sections containing the term "Multiplex" of the Land Use Ordinance. Selectperson Harrell seconded the motion. Discussion: The Town Manager stated that the meeting's cost will be approximately \$2,000.00 and would be expended out of the contingency fund. Selectperson Moulton inquired about the scenario of more than 100 individuals attending the Special Town Meeting. The Town Manager responded that the Board could recess or adjourn the meeting if more than 100 people attended. Selectperson Sites asked how many residents usually attend a town meeting. The Town Manager stated that an average of 200 residents typically attend; however noted that the items were not likely to have a large attendance. **Vote: 3 Yes – 1 No. (Selectperson Moulton)**

Survey on Town Recreation – Chairperson Berry moved to approve and authorize the Town Manager and the Living Well in North Yarmouth Committee to proceed with the residential survey on recreation. Selectperson Moulton seconded the motion. Discussion: Selectperson Sites would like to better understand the survey's objective and recommend it be narrowed. Selectperson Moulton stated that the focus should be on the connectivity of town-owned properties. The Town Manager explained the purpose of better understanding the recreational needs and wants of residents and further stated that she should discuss this with the committee and come back to the Board. By consensus, the Board agreed. Chairperson Berry withdrew his motion.

New Business:

Appointment – Chairperson Berry moved to appoint Jennifer Speirs to the Cumberland/North Yarmouth Recreation Advisory Board for a term to expire June 30, 2022. Selectperson Harrell seconded the motion. Discussion: Selectperson Moulton inquired if Mrs. Speirs was a current resident of the town. Selectperson Sites confirmed that she was his neighbor. **Vote: 4 Yes – 0 No.**

Accounts Payable – Chairperson Berry moved to approve accounts payable warrant 62 in the amount of \$3,700.00, as presented for FY20. Selectperson Moulton seconded the motion. Discussion: none. **Vote: 4 Yes – 0 No.** Chairperson Berry moved to approve accounts payable warrants 23 and 24 in the amount of \$109,740.94, as presented for FY21. Selectperson Moulton seconded the motion. Discussion: Chairperson Berry inquired about work done at Baston Park; the Town Manager responded that the charge was for testing and/or engineering. Selectperson Moulton asked about an expenditure for protective clothing for the Fire Rescue Department and the Public Works Department. The Town Manager responded that the charges were for protection against COVID-19 and other hazards. Selectperson Moulton inquired about the difference between the vendor total and the invoice total as written on the AP warrant. The Town Manager explained each vendor's invoice is listed separately, and then a total of those invoices is provided. **Vote: 4 Yes – 0 No.**

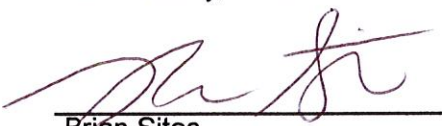
Any Other Business – None.

Adjournment - Chairperson Berry moved to adjourn.

Prepared By: Draven Walker
Executive Administrative Assistant/Recording Secretary

Select Board


Steven Berry, Chair


Brian Sites


James Moulton, Vice Chair


Austin Harrell