

Town of North Yarmouth  
Select Board  
Meeting Minutes of Tuesday, December 21, 2021  
Wescustogo Hall & North Yarmouth Community Center

**Call to Order** – Brian Sites, James Moulton, David Reed, and Paul Hodgetts were present. Austin Harrell provided notice to Chairperson Sites of his absence. The interim Town Manager, Christopher Bolduc, was also present. Chairperson Sites called the meeting to order at approximately 6:04 PM.

**Executive Session** – (9:15) Chairperson Sites moved that the Select Board, interim Town Manager, and Diane Barnes, enter into executive session pursuant to Title 1 M.R.S. § (6)(A) to discuss the position of the new Town Manager and the contract for employment with the Town. Selectperson Reed seconded. Discussion: none.  
**Vote: 4 Yes – 0 No.**

The Board came out of executive session at approximately 7:03 PM.

Chairperson Sites introduced Diane Barnes as the new permanent Town Manager of North Yarmouth.

Selectperson Reed moved that the Board address the appointments in “New Business” prior to “Special Presentations”. Selectperson Hodgetts seconded the motion. Discussion: none. **Vote: 4 Yes – 0 No.**

**New Business**

(1:13:28)

**Appointments** – Selectperson Moulton moved to appoint Barbara Hauke to the Prince Memorial Library Board for a term starting on January 1, 2022, and ending June 30, 2022. Selectperson Reed seconded the motion. Discussion: Selectperson Hodgetts inquired why the term was shorter than one (1) year. The Executive Assistant to the Town Manager responded. **Vote: 4 Yes – 0 No.**

**Special Presentation:**

(1:16:55)

**Yarmouth Water District** – Eric Gagnon, Yarmouth Water District Superintendent, gave an extensive presentation on the aquifer’s status and the district’s goal to continue building infrastructure as prescribed in their master plan. The full presentation can be found on the town’s website, [www.northyarmouth.org](http://www.northyarmouth.org) or a copy of the video can be requested at the Town Office.

Matt Reynolds, Drumlin Environmental, gave an extensive history on the surrounding wells. Mr. Reynolds presentation and questions from the Board and the public can be found on the town’s website, [www.northyarmouth.org](http://www.northyarmouth.org) or a copy of the video can be requested at the Town Office.

**Lisa Thompson, Community Center Director** – The Community Center Director gave a presentation on the last two (2) years of the Community Center’s opening. The Community Center Director’s presentation can be found on the town website, [www.northyarmouth.org](http://www.northyarmouth.org), or a copy of the video can be requested at the Town Office.

**Minutes of Previous Meeting(s)** – (2:16:50) Selectperson Moulton moved to approve the minutes of December 7, 2021, as presented. Selectperson Reed seconded the motion. Discussion: Selectperson Reed requested that the minutes only include the motions, discussion that took place to reach a decision, and vote, to assist staff and keep the minutes concise. **Vote: 4 Yes – 0 No.**

**Public Comment - Non-Agenda Items** – (2:18:52) Katie Murphy, Montfort Road, provided comments on the move of the Old Town House. Marty Kremer, Sligo Road, made comments regarding the Royal River Dam projects happening in Yarmouth with the Army Corps of Engineers and asked the Select Board to provide communication to Dr. Reed of North Yarmouth’s interests. Judy Potter, Walnut Hill Road, commented on the



office hours being published on the cable channel, commented on tax increment financing funds being used towards a planned Yarmouth Water District water tank rather than ratepayer dollars, and spending concerns. Linc Merrill, North Road, stated his concerns about the dams potentially being removed. Mr. Merrill made additional comments on the auditor presenting to the Select Board and Budget Committee and the Budget Committee's first meeting. Ms. Potter asked if the Board has set an Annual Town Meeting date. Mike Mallory, Walnut Hill Road, questioned how grievances towards the Planning Board could be addressed. Chairperson Sites responded to bring them to the Board's attention.

More information on the discussion that took place during public comment can be found on the town's website, [www.northyarmouth.org](http://www.northyarmouth.org), or by requesting a copy of the video at the Town Office.

### **Management Reports & Communications:**

(2:34:52)

Town Office Report – The Town Manager presented an alternative timeline to address the petition question. Selectperson Reed asked why electronic voting delayed the process. The Town Manager responded summarizing the state's process. Selectperson Reed inquired about additional expenses with a hand-count town meeting. The interim Town Manager responded that the amount could be around \$4,500.00. Selectperson Reed moved to amend the date of the special election from February 15, 2022, to March 15, 2022. Selectperson Moulton seconded the motion. Discussion: none. **Vote: 4 Yes – 0 No.**

More information on the discussion that took place during the Town Office Report can be found on the town's website, [www.northyarmouth.org](http://www.northyarmouth.org), or by requesting a copy of the video at the Town Office.

### **Old Business:**

(2:42:57)

Annual Review of Committee Charges – Selectperson Reed inquired about how to increase membership on the Events Committee. The interim Town Manager suggested that the Community Center Director become more involved with the committee. Chairperson Sites recommended speaking with the one (1) member of the events committee, Darla Hamlin. Selectperson Reed suggested having a Board member be on the committee. The Community Center Director offered to speak with Darla Hamlin. The Board, by consensus, asked the Director to look further into the matter.

Update on Senior Housing Forums – Chairperson Sites provided an update to the Select Board on the next steps for the community discussion on senior housing. Selectperson Reed and Chairperson Sites discussed a survey to collect data on the socio-economic status of seniors who live in town to help determine what sort of affordable housing would be appropriate for them.

### **New Business:**

(3:00:43)

Living Well in North Yarmouth Committee Appointment – Diane Morrison, Living Well in North Yarmouth Committee member, provided supporting comments for Mrs. Morrison's application. Selectperson Moulton stated that he felt the process should be adhered to as it was expected by the Board that Ms. Hauke attends this meeting. Selectperson Hodgetts provided supporting comments.

Selectperson Reed requested that the Board place appointments at the top of the agenda. Judy Potter, Walnut Hill Road, asked if previous volunteers who applied were contacted. The Executive Assistant to the Town Manager responded with comments in the affirmative.

Chairperson Sites moved to table the agenda item. Selectperson Moulton seconded the item. Discussion: none. **Vote: 3 Yes – 1 No. (Selectperson Reed)**

**Accounts Payable** – (3:07:10) Chairperson Sites moved to approve accounts payable warrants 23 & 24 in the amount of \$144,695.83, as presented for FY22. Selectperson Reed seconded the motion. Discussion: none. **Vote: 4 Yes – 0 No.**


**Any Other Business** – (3:08:10) Chairperson Sites spoke about the undesignated funds and Financial Policy. Selectperson Reed spoke about the bylaws and rules of order. Selectperson Hodgetts spoke about broadcasting the meetings. Selectperson Reed moved to require that all meetings of boards and committees be recorded so that the public can review the record. There was no second to the motion. Discussion: There was discussion among the Board about what meetings should be recorded. Chairperson Sites clarified that the Planning Board, Select Board, and Economic Development & Sustainability Committee would be recorded. Chairperson Sites responded that the item would be placed on the agenda. Selectperson Hodgetts discussed having a request for proposal (RFP) being made for a new law firm. Selectperson Reed requested budgetary numbers for the fuel island. The interim Town Manager responded that he could have the Road Commissioner come in and provide an update. There was further discussion by the Board.

**Adjournment** – Selectperson Reed moved to adjourn at approximately 9:30 PM. Selectperson Moulton seconded the motion. Discussion: none. **Vote: 3 Yes – 0 No – 1 Abstain. (Selectperson Hodgetts)**

*Note: The meeting video for the December 21, 2021 meeting can be found on the town's website, [www.northyarmouth.org](http://www.northyarmouth.org) or a copy of the video can be requested at the Town Office. The town currently uses Town Hall Streams for their viewing needs and all videos on Town Hall Streams are timestamped for quick access. Also, the timestamp is included next to the agenda item in these minutes.*

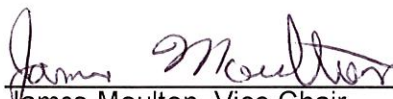
Prepared By: Draven Walker  
Executive Assistant/Recording Secretary

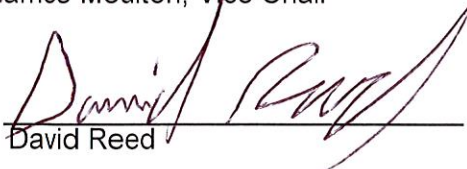
Select Board

  
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Brian Sites, Chair

  
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Austin Harrell

  
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Paul Hodgetts

  
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James Moulton, Vice Chair

  
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David Reed