

**Town of North Yarmouth
Select Board
Meeting Minutes of November 7, 2017**

Call to Order

Members Present: Peter Lacy, Jeanne Chadbourne, Jennifer Speirs, Anne Graham & Steven Morrison.
Town Manager Rosemary Roy was also present.

Executive Session

Vice Chairperson Chadbourne moved that the Select Board enter into Executive Session pursuant to Title 1 MRSA Chapter 13 Public Records and Proceedings, § 405 Executive Sessions, §6 (C) to discuss the consideration of property use or acquisition. Selectperson Speirs seconded the motion. The Select Board came out of Executive Session at 6:45 PM.

Minutes of Previous Meeting(s)

Vice Chair Chadbourne moved to approve the Select Board Meeting Minutes of October 17, 2017. Selectperson Speirs seconded the motion. Discussion: None. **Vote: 5 Yes - 0 No.**

Public Comment - Non-Agenda Items

None.

Management Reports & Communications

Town Manager's Report: The Town Manager provided the Board with a verbal summary of her report.

Highlights:

- The warming shelter was set up and used by approximately 150 citizens during the storm. First Responders performed wellness checks and a total of 369 First Responder hours were logged throughout the storm.
- Wescustogo Hall and North Yarmouth Community Center post and beam meetings took place, Wescustogo Building and Design Committee has made no decisions as of yet. The Committee has requested that Select Board members attend future meetings.
- The North Yarmouth Summit will be held November 30.
- The Town Manager met with the Parks & Rec Committee regarding new signs at parks that include all of the rules and regulations.
- A new drop box has been installed outside the Town Office for afterhours use.
- The franchise agreement with Charter Spectrum has been signed and the TV channel should be up and running in December.

Committee Communications

- *Communications Advisory Committee:* Chris Edmondson has recently taken over the position as Chair for the committee. Completed projects include gateway signs and First Greeter Welcome Bags. Ongoing projects include the quarterly newsletter, Reminders from Town Hall & the electronic sign. Meetings are held the first Friday of each month in the Town Office Meeting Room at 7:30am.
- *Comprehensive Plan Committee:* Grace Lovell, Chair. Over the course of the past 16 months the committee has re-written and edited the Comprehensive Plan, it is to be presented to the Planning Board and Select Board in December.
- *Living Well in North Yarmouth Committee:* Steve Palmer, Chair discussed the First Greeter program. The reaction to the program has been very positive. The Living Well Committee offers daytime meetings, 2nd Monday of the month at 1 PM.

Old Business

Town Office Facility: Immediate issues include air quality and ADA issues. The Select Board agreed that a master plan needs to be developed for Town buildings. Select Board members agreed to have Criterium Engineering perform Capital Needs Assessments on all Town facilities (Fire Rescue, Sharp House, Public Works and NYMS). A workshop will be scheduled in the near future to discuss the proposed plan.

Contract Zoning Internal Policy: Select Person Graham motioned to adopt the updated Contract Zoning as Town policy. Vice Chairperson Chadbourne seconded the motion. Discussion: Chairperson Lacy asked to strike "and in conclusion" from the document. **Vote: 5 Yes - 0 No. As Amended**

New Business

Committee Appointments: Vice Chairperson Chadbourne motioned to table the discussion until the next Select Board Meeting. Chairperson Lacy seconded. **Vote 4 Yes – 1 No (Selectperson Morrison)**

Tax Lien Management Ordinance - Revisions First Review: Selectperson Speirs motioned to present the revised Tax lien management ordinance to the townspeople at the annual town meeting in April. Vice Chairperson Chadbourne seconded the motion. **Vote: 5 Yes - 0 No**

Accounts Payable – Review & Approval

Chairperson Lacy moved to accept the accounts payable Warrants 16 & 17 in the amount of \$84,632.37. Selectperson Speirs seconded the motion. Discussion: Chair Lacy asked if the accounts payable reflected any storm related costs. Town Manager Roy explained that at this point only some of the warming shelter costs had come in. **Vote: 5 Yes - 0 No**

Other New Business

Chairperson Lacy moved to authorize Town Manager Roy to engage the Town Attorney for an access easement from the Canoe Launch to Old Town House Park. Vice Chairperson Chadbourne seconded the motion. Discussion: None. **Vote: 5 Yes - 0 No**

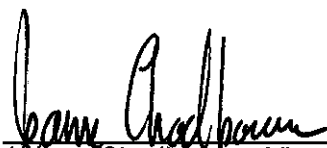
Adjournment

Chairperson Peter Lacy moved to adjourn.


Ashley P. Roan
Recording Secretary

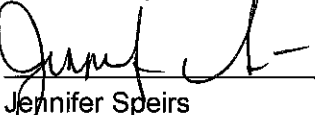
Select Board


Peter Lacy, Chair


Jeanne Chadbourne, Vice Chair


Anne Graham


Stephen Morrison


Jennifer Speirs