

Town of North Yarmouth
Select Board
Meeting Minutes of December 18, 2018

 **ORIGINAL**

Call to Order

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

Minutes of Previous Meeting(s)

Selectperson Whitten moved to approve the minutes of November 20, 2018. Selectperson Moulton seconded the motion. Discussion: None. **Vote 4 Yes – 0 No – 1 Abstain (Selectperson Graham).**

Vice Chairperson Morrison moved to approve the minutes of December 4, 2018. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Public Comment - Non-Agenda Items

Paul Napolitano of Millridge Road asked that the Select Board reconsider their timeline for reinstating personal property tax. He would like to see the town be in a better financial position to afford more hours for an Assessor to properly perform their duties.

Rob Taisey of Montfort Road voiced concerns of the personal property tax; he believes it is an unfair tax with no proper way of valuing assets.

Management Reports & Communications:

Town Manager's Report Highlights:

- A contract has been secured with assessor John Brushwein for the term January 1, 2019, to June 30, 2019.
- The NYHS has requested a short workshop with the Select Board on January 15, 2019, at 6:30 pm to provide the Board with an update on their progress and long-term goals.
- Three (3) real estate accounts have received a 30-Day Foreclosure Notice for outstanding taxes and amount totaling \$7,459.86. Automatic foreclosure, if not paid will be January 15, 2019.
- The draft Budget Schedule and process guidelines are available and have been distributed to the Budget Committee and Department Heads. Any changes to consider should be submitted to the Town Manager by the first of the year.

Old Business

Wescustogo Hall & Community Center Project:

▪ **Proposed Change Orders:**

Change Order #2: Vice Chairperson Morrison moved to approve Change Order #2 in the amount of \$63,713.93 for existing site work conditions. Selectperson Graham seconded the motion. Discussion: None. **Vote 4 Yes – 1 No (Selectperson Whitten)**

Change Order #5: Vice Chairperson Morrison moved to reject Change Order #5 in the amount of \$12,595.39 for the gym drywall and agree that the work is completed by Barrett Made at their own expense. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No**

Change Order #6: Selectperson Graham moved to reject Change Order #6 in the amount of \$8,619.41 for the water lines and agree that the work is completed by Barrett Made at their own expense. Selectperson Whitten seconded the motion. Discussion: None. **Vote 3 Yes – 0 No – 2 Abstain (Selectperson Moulton & Vice Chairperson Morrison)**

Change Order #7: Vice Chairperson Morrison moved to reject Change Order #7 in the amount of \$5,520.90 for stage flooring removal and agree that the work is completed by Barrett Made at their own expense. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No**

- **Solar Bid Award:** The Select Board reviewed bids from three Solar Contractors, Assured, Sun Dog and Revision. Nick Sampson of Revision Energy and Rob Taisey of Assured Solare reviewed their quotes with the Select Board and answered questions. Selectperson Graham moved to approve the purchase of solar panels from Revision Energy in the amount of \$205,515.00. Chairperson Speirs seconded the motion. Discussion: Vice

Chairperson Morrison believes the board needs more time to research and prepare for this decision. Selectperson Moulton also feels that the Select Board needs more time to review the proposals and decide what the best course of action is for the town. Selectperson Graham withdrew her original motion. Chairperson Speirs withdrew her second. Chairperson Speirs moved to table this award until the next Select Board meeting in January. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

- **Matrix Update:** Owner Representative Ryan Keith gave the Select Board a brief update to the progress of WH&CC. The project is progressing on schedule.

Marijuana Survey – Update: The Select Board was provided a sample survey and sample warrant articles. The Select Board would like to see the Economic Development and Sustainability Committee take on this project. Chairperson Speirs moved to assign this task to the EDSC with a goal of presenting to the town in April of 2020. Selectperson Whitten seconded the motion. Discussion: None. **Vote 5 Yes – 0 No**

Finance Policy - Review & Adopt: Selectperson Moulton moved to approve the policy as presented. Chairperson Speirs seconded the motion. Discussion: The Select Board reviewed the draft finance policy presented by Town Manager Roy. The Select Board requested changes be made, including combining Section B.3-Service Contracts with Section B.2-Products, Goods & Equipment; Adding in a section that describes the Purchasing Agent; The Select Board unanimously agreed to strike Section B.3.D from the policy. Town Manager Roy will make changes and bring a final draft for review to the next meeting. Selectperson Moulton withdrew his motion for approval. Chairperson Speirs moved to table the approval of the finance policy until the January meeting. Vice Chairperson seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

New Business

Committee Appointment: Selectperson Whitten moved to approve the appointment of Pasha Marlowe to the Living Well in North Yarmouth and Parks and Recreation Committees. Selectperson Graham seconded the motion. Discussion: Selectperson Moulton knows of other community members that would like to join Parks and Rec and feels that the Select Board should wait to fill the vacant spot until others step forward. **Vote 4 Yes – 1 No (Selectperson Moulton)**

Living Well in North Yarmouth – Banner: Selectperson Graham moved to approve the traffic calming effort and kite banner request brought forth by the Living Well in North Yarmouth Committee. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Accounts Payable – Review & Approval

Chairperson Speirs moved to approve accounts payable warrants 23 & 24 in the amount of \$784,214.66. Vice Chairperson Morrison seconded the motion. Discussion: Selectperson Whitten asked for a list of all employees by department. Town Manager Roy will have available before the next meeting. **Vote 5 Yes – 0 No.**

Any Other Business

Chairperson Speirs moved to approve that the Economic Development & Sustainability Committee and Town Manager move forward with the TIF District work with a deadline of April 2019. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Adjournment


Chairperson Speirs moved to adjourn.

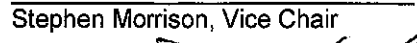
Ashley P. Roan
Recording Secretary


Select Board


Jennifer Speirs, Chair


Anne Graham


James Moulton


Stephen Morrison, Vice Chair


William Whitten