

**Town of North Yarmouth
Board of Selectmen
Meeting Minutes of Tuesday, September 6, 2016**

I. Call to Order

Members Present: Jeanne Chadbourne, Alex Carr, Anne Graham, Paul Napolitano & Peter Lacy. Town Manager Rosemary Roy was absent with notice.

II. Minutes of Previous Meeting(s)

Selectman Carr moved to approve the minutes of August 16, 2016. Selectman Napolitano seconded the motion. Discussion: None. **Vote: 5-Yes 0-No.**

III. Public Comment – Non Agenda Items

Mark Verrill spoke in regards to former Administrative Assistant Marnie Diffin's passing. He also spoke about the Planning Boards decision regarding the Purple House Bakery.

IV. Management Reports & Communications

Town Manager's Report: "The Town Manager provided the Board with a brief summary of her report which contained recent town and departmental activities."

V. Old Business

Approval & Adoption of Committee Policy: Selectman Carr moved to approve & adopt the Committee Policy. Selectman Napolitano seconded the motion. Discussion: Selectperson Graham commented about restricting the number of committees a single individual could be on. **Vote: 5-Yes 0-No.**

Ad hoc Annual Committee Appointments: Selectperson moved to approve the annual committee appointments. Selectman Lacy seconded the motion. Discussion: Darla Hamlin inquired about her alternate standing on the Wescustogo Building & Design Committee. **Vote: 5-Yes 0-No.**

Planning Consultant RFP 2nd Read: The Town Manager presented the 2nd draft of the RFP. The Board discussed their options with the RFP. The Board agreed to allow the Town Manager to send the RFP out. Katie Murphy commented on the Planning Consultant.

VI. New Business

Town Office Renovation Committee: The Town Manager presented the Renovation Committee. Selectman Carr moved to authorize Andy Walsh, Jim Knight the four (4) Department Heads, and the Town Manager to move forward with the Town Office Renovation Committee. Selectperson Graham seconded the motion. Discussion: Selectman Napolitano questioned the structure of the committee. The Town Manager noted that she is still seeking more citizen volunteers. Selectperson Graham asked to move the question. Additionally, Selectman Lacy verified with the Town Manager that the number of committee members is yet to be determined. The Chairperson call for a vote to move the question: **Vote: 4-Yes 1-No** (Selectman Napolitano) **Vote: 1-Yes 3-No** (Selectman Napolitano, Carr, & Chadbourne) **1-Abstention** (Selectman Lacy) Selectman Carr moved to install ad hoc committee Town Office Renovations Committee with two (2) members and to advertise for additional members to be added later, four (4) Department Heads, and the Town Manager. And it be recommended that the total citizens be five (3) and that it be advertised for three (3) more members needed. Selectman Napolitano seconded the motion. Discussion: None. **Vote: 3-Yes 1-No** (Selectperson Graham) **1-Abstention** (Chairperson Chadbourne).

Certificate of Settlement – Taxable Year 2014: The Town Manager presented the agenda item. Selectperson Graham moved to release the Town Manager/Tax Collector for the remainder of the taxes due for tax year 2014. Selectman Carr seconded the motion. Discussion: None. **Vote: 5-Yes 0-No.**

Proclamation: Recognition of Fire Rescue Department on Fun Day: Selectman Carr moved to accept the proclamation. Selectperson Graham seconded the motion. Discussion: None. **Vote: 5-Yes 0-No.**

Proposal to Host a State Candidates Night: Selectperson Graham presented the agenda item. Selectperson Graham moved to authorize the Communication Advisory Committee to host a state candidates night. Selectman Carr seconded the motion. Discussion: Selectman Carr inquired if Selectperson Graham had approached the committee with the idea. **Vote: 5-Yes 0-No.**

Set Public Hearings Date(s): General Assistance Maximums & Fee Schedule: Town Manager explained the reasoning for the Public Hearing dates. Selectman Carr moved to set the General Assistance Maximums Public Hearing for September 20th at the Town Office at 7pm as well as set the Fee Schedule Public Hearing for October 4th at the Town Office at 7pm. Selectman Napolitano seconded the motion. Discussion: Selectman Lacy asked for clarification. **Vote: 5-Yes 0-No.**

VII. Accounts Payable – Review & Approval

Selectman Carr moved to approve the accounts payable in the amount of \$88,734.81. Selectperson Graham seconded the motion. Discussion: Selectman Napolitano inquired about an account payable item. Selectman Carr inquired about an account payable item **Vote: 4-Yes 1-No. (Selectman Napolitano)**

VIII. Any Other Business

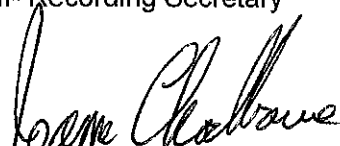
Chairperson Chadbourne commented on the brief discussion the MSAD 51 Superintendent and her had.

IX. Adjournment

Selectman Carr moved to adjourn.

Melissa Henes
ASC II- Recording Secretary

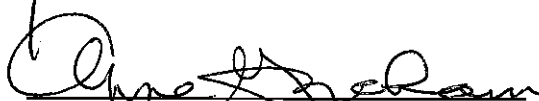
Board of Selectpersons



Jeanne Chadbourne, Chairperson



Alex Carr, Vice Chairperson



Anne Graham



Paul Napolitano



Peter Lacy