

**Town of North Yarmouth
Select Board Meeting Agenda
Workshop 6:15 pm - Solar Proposals
Tuesday, August 20, 2019 - Business Meeting 7:00 PM
Town Office Conference Room**

I. Call to Order

- Pledge of Allegiance

II. Public Hearing - Municipal Fee Schedule

III. Minutes of Previous Meeting(s)

- July 16, 2019
- August 6, 2019

IV. Public Comment - Non-Agenda Items

Comments regarding issues, concerns, commendations, or matters of general public information are welcome. Individuals shall have three (3) minutes to speak and be asked to state their name & legal residence. The public is encouraged when commenting or expressing points of view about an individual(s) that they do so in a respectful and constructive manner. Topics relating to personnel or personnel matters cannot be acknowledged.

V. Management Reports & Communications

- Select Board Communications
- Town Manager's Report
- Financial Update

VI. Old Business

- Wescustogo Hall & Community Center Project
 - Celebration of Community Update (Selectwoman Graham)
 - Friends of Wescustogo Update (Committee Ch. Darla Hamlin)
 - Matrix Update
 - Financial Update
- Solar Bid Award
- Committee Communications - Correspondence Approval

VII. New Business

- Historical Society/Old Town Hall - Property Survey
- Memorandum of Understanding for Demonstration Projects (MOU)
- Property Tax Abatement - Recording Error
- Tax Collector's Settlement - FY17

VIII. Accounts Payable

- Review & Approval

IX. Any Other Business

(Board communications of written, electronic, or verbal information to include but not limited to pending or future agenda meeting topics.)

X. Adjournment

REMINDERS TO THE ATTENDING PUBLIC: Please mute all digital devices; Select Board meetings are open to the public, but the public may not speak unless recognized by the Chairperson first.

Workshops: The public is welcome to attend workshops and listen to the discussion that takes place. The purpose of holding a workshop is to provide the Select Board with the opportunity to focus on specific town matters to later present at a regular business meeting. Therefore, public participation is limited to only regular business meetings of the Select Board.

August 20, 2019

Agenda - Section II. Public Hearing - Municipal Fee Schedule

PRIMARY PROCESS

1. **Open the Hearing** - *Move to open the Public Hearing on the proposed amendments to the Municipal Fee Schedule. Second, discussion and vote follow.*
2. **Presentation/Explanation** - A brief presentation/summary by the Chair or Town Manager is expected.
3. **Public Participation** - The Select Board shall recognize the individuals in the order that they present themselves to the podium. Name and street address should be stated by each individual, making a statement to the Board.
4. **Board Inquiries/Discussions** - After public participation, the Board may discuss the subject matter further if deemed necessary.
5. **Close the Hearing** - *Move to close the Public Hearing on the proposed amendments to the Municipal Fee Schedule. Second, discussion and vote follow.*

FURTHER ACTION

1. **Amendments to Proposed Changes** - If the Board concludes upon the close of the hearing that one or more amendments are needed to the proposed document action may be taken at this time. *Move to amend section XXX of the proposed Fee Schedule to read XXX. or be removed. Second, discussion and vote follow.*
2. **Approved Proposed Fee Schedule** - *Move to authorize and approve the proposed amendments to the Municipal Fee Schedule as presented and effective August 21, 2019. or Move to authorize and approve the proposed to the Municipal Fee Schedule as presented and amended effective August 21, 2019. Second, discussion and vote follow.*

MANAGER'S NOTES:

- The yellow highlighted sections in the public facility use fees text represent the changes suggested by the town attorney basically providing more clarity to profit and non-profit entities.
- Included herein you will find both a redlined and clean copy of the Fee Schedule.

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Administrative Fees

Animal Impoundment Fee	
Flat fee for impoundment	\$ 40.00
Emergency medical bills attributed to the animal	Cost
<u>Dangerous Dog License</u>	<u>\$100.00</u>
<u>Dangerous Dog License Late Fee</u>	<u>\$140.00</u>
<u>Nuisance Dog</u>	<u>\$ 30.00</u>
<u>Nuisance Dog Late Fee</u>	<u>\$ 70.00</u>

Bumper Stickers	\$ 1.00
Copy of Land Use Ordinance (outside)	Cost
Copy of other ordinances done in-house	
Per page up to 20 pages	\$ 0.50
Faxes (per page - Incoming or outgoing)	\$ 2.00
Photocopies per page	
8 ½ inch x 11 inch or smaller	\$ 0.50
8 ½ inch x 14 inch	\$ 0.75
11 inch x 17 inch	\$ 1.00
DVD	\$ 10.00

~~Memorial School Use~~

Single Residents or Residential Groups	\$ 10.00 per hour
Non-Residents or Non-Residential Groups	\$ 20.00 per hour
Special Events - Deposit (single use)	\$150.00

Notary Fee (per page)	\$ 2.50
Non-Sufficient Funds	\$ 40.00
Search Fee (Genealogy)	
Per surname	\$ 15.00
Abstract	\$ 5.00
Street Map (11 inch x 17 inch)	\$ 1.00
Tax Account Listing - electronic format	\$ 75.00
Tax Maps complete set	
11 inch x 17 inch	\$ 25.00
24 inch x 36 inch	Cost
Junkyards	
Application fee	\$250.00
Advertising fee	Cost
Liquor License	
Application fee	\$ 25.00

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Advertising fee	Cost
Bottle Club License	
Application fee	\$ 25.00
Advertising fee	Cost
Catering License - Application Fees	
Catering Privileges off Premises	\$ 25.00
Catered Function by Qualified Catering Organization	\$ 25.00
Catered Function by B.Y.O.B. License	\$ 25.00
Cemetery Fees - Set by Cemetery Commission	
Resident	
Lot Fees	\$300.00
Perpetual care	\$200.00
Non-Resident	
Lot Fees	\$400.00
Perpetual care	\$250.00
Administrative Fee per Interment	\$175.00
Transfer of Burial Rights	\$ 60.00
Interment Fees	Separate fee set by contractor
Disinterment	Separate fee set by contractor
PAYT (Pay-As-You-Throw)	
One (1) Roll of 10 - 15 Gallon Bags	\$ 12.50 <u>\$ 15.00</u>
One (1) Roll of 5 - 33 Gallon Bags	\$ 12.50 <u>\$ 15.00</u>
Recycle Containers	Cost
Composter	Cost
Clean Up Day Fees	Cost

Ambulance Service

Town of North Yarmouth Ambulance Service Ordinance - The North Yarmouth Board of Selectmen shall annually establish a schedule of fees that support the cost of ambulance service to the extent practical while respecting all state and federal laws, rules and regulations.

Mileage (per loaded mile)	\$ 12.00 <u>\$ 16.00</u>
ALS1 (A0427)	\$740.00 <u>\$ 900.00</u>
ALS2-2 (A0433)	\$900.00 <u>\$1,200.00</u>
<u>ALS - Non Emergency (A0426)</u>	<u>\$500.00</u>
<u>BLS – Non Emergency (A0428)</u>	<u>\$400.00</u>
<u>BLS - Emergency (A0429)</u>	\$550.00 <u>\$ 700.00</u>
<u>Paramedic Intercept</u>	<u>\$300.00</u>
<u>On Scene</u>	
Ambulance Response with treatment with no transport	\$125.00 <u>\$ 150.00</u>
Records Request	\$ 5.00

~~* Medicare will not reimburse. Some private insurance companies may pay.~~

Amusement Devices

Coin-Operated Amusement Device Ordinance

Annual license for 5 machines	\$100.00
-------------------------------	----------

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Each additional machine	\$ 50.00
<u>Barking Dogs</u>	
Per offense upon conviction in District Court (Ordinance)	\$ 50.00
<u>Building Permit Fees - Code Enforcement</u>	
Residential buildings or buildings accessory to residential buildings:	
Up to and including 1400 sq. ft. of living space	
Finished area (sq. ft.)	\$ 0.150 <u>0.60</u>
Unfinished area, foundations and garages (sq. ft.)	\$ 0.100 <u>0.20</u>
1401 sq. ft. to 2000 sq. ft. living space	
Finished area (sq. ft.)	\$ 0.300 <u>0.60</u>
Unfinished area, foundations and garages (sq. ft.)	\$ 0.100 <u>0.20</u>
2001 sq. ft. to 2500 sq. ft. of living space	
Finished area (sq. ft.)	\$ 0.450 <u>0.60</u>
Unfinished area, foundations and garages (sq. ft.)	\$ 0.100 <u>0.20</u>
Over 2500 sq. ft. of living space	
Finished area (sq. ft.)	\$ 0.60
Unfinished area, foundations and garages (sq. ft.)	\$ 0.100 <u>0.20</u>
Commercial Buildings: Commercial Area (sq. ft.)	\$ 0.400 <u>0.60</u>
Foundation area (sq. ft.)	\$ 0.100 <u>0.20</u>
Temporary Housing Permit from CEO	\$ 25.00
Demolition	\$ 25.00 <u>50.00</u>
Swimming Pools	\$ 25.00 <u>50.00</u>
Chimneys	\$ 25.00
Temp plastic or canvas structures (or temporary greenhouses)	\$ 25.00
Minimum Fee	\$ 25.00 <u>50.00</u>
Late Fee - double amount of regular fee	
<u>Electrical Permit Fees - Code Enforcement</u>	
Residential Work - all sq. ft.	\$ 0.08
Commercial Work	
Up to 5,000 sq. ft.	\$ 0.11
5,001 to 10,000 sq. ft.	\$ 0.08
10,001 and up	\$ 0.05
Adding Appliances	\$ 25.00 <u>50.00</u>
Temporary or Permanent Service	\$ 25.00 <u>50.00</u>
Re-inspection Fee	\$ 25.00 <u>50.00</u>
Minimum Fee	\$ 25.00 <u>50.00</u>
Inspection Fee	\$ 50.00
Late fee - double amount of regular fee	
<u>Explosives</u>	
Ordinance Regulating the Use of Explosives Permit	\$ 25.00 <u>\$ 50.00</u>

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Floodplain

Floodplain Management Ordinance	
Application Fee	\$100.00
Expert's Fee - Payable 10 days after the town submits an invoice to the applicant.	Cost

Land Use - Code Enforcement/Planning

Town of North Yarmouth, Maine Land Use Ordinance	
Building/Land Use Permit from CEO	\$ 25.00 50.00
Driveway/Road Entrance Permit from CEO	\$ 25.00 50.00
Site Plan Review Permit from Planning Board	\$150.00 250.00
Amendment to Site Plan Review Permit (Planning Board)	\$ 75.00
Subdivision Approval (Planning Board)	
Minor Subdivision	
Non-refundable application fee	\$250.00
Plus for each lot/dwelling unit	\$100.00
Technical Review	Cost + \$ 25.00
Major Subdivision	
Non-refundable application fee	\$350.00
Plus for each lot or dwelling unit	\$100.00
Technical Review	Cost + \$ 25.00 Conditional

Mass Gatherings

Licensing Fee	\$200.00
Penalty Fee	\$200.00 per day, with a maximum penalty of \$2,500

Fire Rescue Department Permits

Alarm: Residential	\$ 50.00
Alarm: Commercial	\$100.00
Sprinkler Systems	\$ 25.00
Liquid/Gas Fuel Burning Appliance	\$ 25.00
Solid Fuel Burning Appliance	\$ 25.00

Nuisance Calls or False Alarms

First three (3) calls	No charge
Fourth (4 th) Call	\$100.00
Fifth (5 th) Call	\$250.00
Sixth (6 th) Call	\$500.00
Applies to a calendar year.	

False Alarm calls are defined as a faulty detector or problem with the system. Actual smoke, be it food on the stove or other types of real activations do not constitute a false alarm. CO (Carbon Monoxide) Alarms that actually ~~a~~ have CO reading does not constitute a false alarm.

Nuisance calls are defined as repeat responds for the same reason, such as the odor of gas with no readings on the gas meter and alike or other reason deemed a "nuisance" by the Fire Rescue Chief.

Parks & Recreation Areas

Ordinance Violations - Per Offence	\$100.00
------------------------------------	----------

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Domestic Animal Commercial Businesses Park Use Permits

North Yarmouth - Monthly	\$ 25.00
Outside North Yarmouth - Monthly	\$ 50.00
North Yarmouth - 1 Day	\$ 5.00
Outside North Yarmouth - 1 Day	\$ 10.00

Groups or Organized Groups Single Event Use Permit (profit or non-profit*)

Singular Event - per day	
Resident	\$ 50.00
Non-Resident	\$100.00

*Fee is waived for nonprofits associated with the Town.

Planning Board

Use Approval from Planning Board	\$150.00 <u>250.00</u>
----------------------------------	-----------------------------------

Plumbing Code - Code Enforcement

Uniform Plumbing Code	
Plumbing Fees	As established by the State of Maine

Private Road Signs

Private Road Sign Replacement Fees

Sign	Cost
10' Green Post	\$ 33.00
Sign Brackett	\$ 7.25
E911 Mapping & Dispatch Updates	\$ 5.00
Labor	Current Laborer Wage Rate

Install time varies; new sign approximately 30 minutes.

Public Facility Use (Wescustogo Hall & Community Center)

Community Center Events For-Profit or Private Individuals/General Public		
Facility Room/Area	Deposit	Rental Fee Per Hour
Wescustogo Hall (Full Rental)	\$500.00	\$300.00
Wescustogo Hall - Wing A	\$150.00	\$ 75.00
Wescustogo Hall - Wing B	\$150.00	\$100.00
Wescustogo Hall (Center)	\$150.00	\$ 75.00
Wescustogo Hall & Wing A (Combination)	\$250.00	\$150.00
Wescustogo Hall & Wing B (Combination)	\$250.00	\$175.00
Gymnasium	\$500.00	\$100.00
Community Room	\$ 50.00	\$ 50.00
General Space Fees		
Community Use	Deposit	Rental Fee Per Hour
501C3 NON-PROFIT - Per Event		
Municipal Business, Town Committee Meetings/Events, Volunteer Adult & Youth Programs, North Yarmouth/Cumberland Recreational Programs, MSAD51 Programs, First Responder Programs & General Community Activities	No Charge	No Charge
FOR-PROFIT or Private Individuals/General Public	No Deposit Required	\$30.00

**Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES**

Miscellaneous Fees		
Loss Key Card(s)	No Deposit Required	\$15.00
Administrative Fee	Applies to All FOR-PROFIT OR PRIVATE Events	\$35.00
Damages	All groups/individuals shall be responsible in full for any costs to the center to include labor and materials.	

Road Naming and Property Numbering

Application \$25.00
 Sign and Post installation - material and labor Cost + \$30.00

Shellfish Conservation Ordinance (Chapter 305 – Towns of Yarmouth/North Yarmouth)

License
 Resident Commercial \$200.00
 Non-resident Non-reciprocating Commercial \$400.00
 Resident Recreational \$ 25.00
 Non-resident Non-reciprocating Recreational \$ 50.00
 Three-day Recreational license (pursuant to section II.B.5) \$ 30.00
 Resident/Non-resident Recreational license fees are waived for individuals of age 65 or older.

Snow

Winter “Snow” Ordinance **Refer to Ordinance.**

Solid Waste

Solid Waste Disposal & Recycling Ordinance
 Refuse Hauler Permit Application \$ 25.00

Sprinklers

Sprinkler Ordinance **Refer to Ordinance.**

Subsurface Wastewater

Subsurface Wastewater Disposal Rules Plumbing fees as established by the State of Maine.

Vehicular Weight

Vehicular Weight Control Ordinance Permit **Refer to Ordinance.**

Zoning Board of Appeals

Administrative Appeal to Zoning Board \$~~50.00~~250.00
 Miscellaneous Appeal to Zoning Board \$~~50.00~~250.00
 Variance Appeal to Zoning Board of Appeals \$~~50.00~~250.00

Select Board

 William Whitten, Chairperson

 Steve Morrison, Vice Chairperson

 Anne Graham

 Jim Moulton

 Jennifer Speirs

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

ADOPTED July 6, 2010, EFFECTIVE July 7, 2010
AMENDED June 7, 2011, EFFECTIVE July 1, 2011
AMENDED June 19, 2012, EFFECTIVE July 1, 2012
AMENDED June 18, 2013, EFFECTIVE July 1, 2013
AMENDED August 5, 2014, EFFECTIVE August 6, 2014
AMENDED October 20, 2015, EFFECTIVE October 21, 2015
AMENDED October 4, 2016, EFFECTIVE October 5, 2016
AMENDED September 5, 2017, EFFECTIVE September 5, 2017
NO AMENDMENTS 2018
AMENDED August 20, 2019, EFFECTIVE August 21, 2019

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Administrative Fees

Animal Impoundment Fee	
Flat fee for impoundment	\$ 40.00
Emergency medical bills attributed to the animal	Cost
Dangerous Dog License	\$100.00
Dangerous Dog License Late Fee	\$140.00
Nuisance Dog	\$ 30.00
Nuisance Dog Late Fee	\$ 70.00
Bumper Stickers	\$ 1.00
Copy of Land Use Ordinance (outside)	Cost
Copy of other ordinances done in-house	
Per page up to 20 pages	\$ 0.50
Faxes (per page - Incoming or outgoing)	\$ 2.00
Photocopies per page	
8 ½ inch x 11 inch or smaller	\$ 0.50
8 ½ inch x 14 inch	\$ 0.75
11 inch x 17 inch	\$ 1.00
DVD	\$ 10.00
Notary Fee (per page)	\$ 2.50
Non-Sufficient Funds	\$ 40.00
Search Fee (Genealogy)	
Per surname	\$ 15.00
Abstract	\$ 5.00
Street Map (11 inch x 17 inch)	\$ 1.00
Tax Account Listing - electronic format	\$ 75.00
Tax Maps complete set	
11 inch x 17 inch	\$ 25.00
24 inch x 36 inch	Cost
Junkyards	
Application fee	\$250.00
Advertising fee	Cost
Liquor License	
Application fee	\$ 25.00
Advertising fee	Cost
Bottle Club License	
Application fee	\$ 25.00
Advertising fee	Cost

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Catering License - Application Fees	
Catering Privileges off Premises	\$ 25.00
Catered Function by Qualified Catering Organization	\$ 25.00
Catered Function by B.Y.O.B. License	\$ 25.00
Cemetery Fees - Set by Cemetery Commission	
Resident	
Lot Fees	\$300.00
Perpetual care	\$200.00
Non-Resident	
Lot Fees	\$400.00
Perpetual care	\$250.00
Administrative Fee per Interment	\$175.00
Transfer of Burial Rights	\$ 60.00
Interment Fees	Separate fee set by contractor
Disinterment	Separate fee set by contractor
PAYT (Pay-As-You-Throw)	
One (1) Roll of 10 - 15 Gallon Bags	\$ 15.00
One (1) Roll of 5 - 33 Gallon Bags	\$ 15.00
Recycle Containers	Cost
Composter	Cost
Clean Up Day Fees	Cost

Ambulance Service

Town of North Yarmouth Ambulance Service Ordinance - The North Yarmouth Board of Selectmen shall annually establish a schedule of fees that support the cost of ambulance service to the extent practical while respecting all state and federal laws, rules and regulations.

Mileage (per loaded mile)	\$ 16.00
ALS1 (A0427)	\$ 900.00
ALS2-2 (A0433)	\$1,200.00
ALS - Non Emergency (A0426)	\$ 500.00
BLS – Non Emergency (A0428)	\$ 400.00
BLS - Emergency (A0429)	\$ 700.00
Paramedic Intercept	\$ 300.00
On Scene	\$ 150.00
Records Request	\$ 5.00

Amusement Devices

Coin-Operated Amusement Device Ordinance	
Annual license for 5 machines	\$ 100.00
Each additional machine	\$ 50.00

Barking Dogs

Per offense upon conviction in District Court (Ordinance)	\$ 50.00
---	----------

Building Permit Fees - Code Enforcement

Residential buildings or buildings accessory to residential buildings:

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Up to and including 1400 sq. ft. of living space	
Finished area (sq. ft.)	\$ 0.60
Unfinished area, foundations and garages (sq. ft.)	\$ 0.20
1401 sq. ft. to 2000 sq. ft. living space	
Finished area (sq. ft.)	\$ 0.60
Unfinished area, foundations and garages (sq. ft.)	\$ 0.20
2001 sq. ft. to 2500 sq. ft. of living space	
Finished area (sq. ft.)	\$ 0.60
Unfinished area, foundations and garages (sq. ft.)	\$ 0.20
Over 2500 sq. ft. of living space	
Finished area (sq. ft.)	\$ 0.60
Unfinished area, foundations and garages (sq. ft.)	\$ 0.20
Commercial Buildings: Commercial Area (sq. ft.)	\$ 0.60
Foundation area (sq. ft.)	\$ 0.20
Temporary Housing Permit from CEO	\$ 25.00
Demolition	\$ 50.00
Swimming Pools	\$ 50.00
Chimneys	\$ 25.00
Temp plastic or canvas structures (or temporary greenhouses)	\$ 25.00
Minimum Fee	\$ 50.00
Late Fee - double amount of regular fee	
<u>Electrical Permit Fees - Code Enforcement</u>	
Residential Work - all sq. ft.	\$ 0.08
Commercial Work	
Up to 5,000 sq. ft.	\$ 0.11
5,001 to 10,000 sq. ft.	\$ 0.08
10,001 and up	\$ 0.05
Adding Appliances	\$ 50.00
Temporary or Permanent Service	\$ 50.00
Re-inspection Fee	\$ 50.00
Minimum Fee	\$ 50.00
Late fee - double amount of regular fee	
<u>Explosives</u>	
Ordinance Regulating the Use of Explosives Permit	\$ 50.00
<u>Floodplain</u>	
Floodplain Management Ordinance	
Application Fee	\$100.00
Expert's Fee - Payable 10 days after the town submits an invoice to the applicant.	Cost
<u>Land Use - Code Enforcement/Planning</u>	
Town of North Yarmouth, Maine Land Use Ordinance	

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Building/Land Use Permit from CEO	\$ 50.00
Driveway/Road Entrance Permit from CEO	\$ 50.00
Site Plan Review Permit from Planning Board	\$ 250.00
Amendment to Site Plan Review Permit (Planning Board)	\$ 75.00
Subdivision Approval (Planning Board)	

Minor Subdivision	
Non-refundable application fee	\$ 250.00
Plus for each lot/dwelling unit	\$ 100.00
Technical Review	Cost + \$ 25.00

Major Subdivision	
Non-refundable application fee	\$ 350.00
Plus for each lot or dwelling unit	\$ 100.00
Technical Review	Cost + \$ 25.00 Conditional

Mass Gatherings

Licensing Fee	\$ 200.00
Penalty Fee	\$ 200.00 per day, with a maximum penalty of \$2,500

Fire Rescue Department Permits

Alarm: Residential	\$ 50.00
Alarm: Commercial	\$100.00
Sprinkler Systems	\$ 25.00
Liquid/Gas Fuel Burning Appliance	\$ 25.00
Solid Fuel Burning Appliance	\$ 25.00

Nuisance Calls or False Alarms

First three (3) calls	No charge
Fourth (4 th) Call	\$100.00
Fifth (5 th) Call	\$250.00
Sixth (6 th) Call	\$500.00
Applies to a calendar year.	

False Alarm calls are defined as a faulty detector or problem with the system. Actual smoke, be it food on the stove or other types of real activations do not constitute a false alarm. CO (Carbon Monoxide) Alarms that actually have CO reading does not constitute a false alarm.

Nuisance calls are defined as repeat responds for the same reason, such as the odor of gas with no readings on the gas meter and alike or other reason deemed a "nuisance" by the Fire Rescue Chief.

Parks & Recreation Areas

Ordinance Violations - Per Offence	\$100.00
------------------------------------	----------

Domestic Animal Commercial Businesses Park Use Permits	
North Yarmouth - Monthly	\$ 25.00
Outside North Yarmouth - Monthly	\$ 50.00
North Yarmouth - 1 Day	\$ 5.00
Outside North Yarmouth - 1 Day	\$ 10.00

Groups or Organized Groups Single Event Use Permit (profit or non-profit*)	
Singular Event - per day	
Resident	\$ 50.00

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Non-Resident \$100.00

*Fee is waived for nonprofits associated with the Town.

Planning Board

Use Approval from Planning Board \$250.00

Plumbing Code - Code Enforcement

Uniform Plumbing Code
 Plumbing Fees As established by the State of Maine

Private Road Signs

Private Road Sign Replacement Fees

Sign	Cost
10' Green Post	\$ 33.00
Sign Brackett	\$ 7.25
E911 Mapping & Dispatch Updates	\$ 5.00
Labor	Current Laborer Wage Rate

Install time varies; new sign approximately 30 minutes.

Public Facility Use (Wescustogo Hall & Community Center)

Community Center Events For-Profit or Private Individuals/General Public		
Facility Room/Area	Deposit	Rental Fee Per Hour
Wescustogo Hall (Full Rental)	\$500.00	\$300.00
Wescustogo Hall - Wing A	\$150.00	\$ 75.00
Wescustogo Hall - Wing B	\$150.00	\$100.00
Wescustogo Hall (Center)	\$150.00	\$ 75.00
Wescustogo Hall & Wing A (Combination)	\$250.00	\$150.00
Wescustogo Hall & Wing B (Combination)	\$250.00	\$175.00
Gymnasium	\$500.00	\$100.00
Community Room	\$ 50.00	\$ 50.00
General Space Fees		
Community Use	Deposit	Rental Fee Per Hour
501C3 NON-PROFIT - Per Event Municipal Business, Town Committee Meetings/Events, Volunteer Adult & Youth Programs, North Yarmouth/Cumberland Recreational Programs, MSAD51 Programs, First Responder Programs & General Community Activities	No Charge	No Charge
FOR-PROFIT or Private Individuals/General Public	No Deposit Required	\$30.00
Miscellaneous Fees		
Loss Key Card(s)	No Deposit Required	\$15.00
Administrative Fee	Applies to All FOR-PROFIT OR PRIVATE Events	\$35.00
Damages	All groups/individuals shall be responsible in full for any costs to the center to include labor and materials.	

Road Naming and Property Numbering

Application \$25.00
 Sign and Post installation - material and labor Cost + \$30.00

Town of North Yarmouth
SCHEDULE OF APPLICATION, LICENSE AND PERMIT FEES

Shellfish Conservation Ordinance (Chapter 305 – Towns of Yarmouth/North Yarmouth)

License

Resident Commercial	\$200.00
Non-resident Non-reciprocating Commercial	\$400.00
Resident Recreational	\$ 25.00
Non-resident Non-reciprocating Recreational	\$ 50.00
Three-day Recreational license (pursuant to section II.B.5)	\$ 30.00
Resident/Non-resident Recreational license fees are waived for individuals of age 65 or older.	

Snow

Winter "Snow" Ordinance

Refer to Ordinance.

Solid Waste

Solid Waste Disposal & Recycling Ordinance
Refuse Hauler Permit Application

\$ 25.00

Sprinklers

Sprinkler Ordinance

Refer to Ordinance.

Subsurface Wastewater

Subsurface Wastewater Disposal Rules

Plumbing fees as established by the State of Maine.

Vehicular Weight

Vehicular Weight Control Ordinance Permit

Refer to Ordinance.

Zoning Board of Appeals

Administrative Appeal to Zoning Board	\$250.00
Miscellaneous Appeal to Zoning Board	\$250.00
Variance Appeal to Zoning Board of Appeals	\$250.00

Select Board

William Whitten, Chairperson

Steve Morrison, Vice Chairperson

Anne Graham

Jim Moulton

Jennifer Speirs

ADOPTED July 6, 2010, EFFECTIVE July 7, 2010
AMENDED June 7, 2011, EFFECTIVE July 1, 2011
AMENDED June 19, 2012, EFFECTIVE July 1, 2012
AMENDED June 18, 2013, EFFECTIVE July 1, 2013
AMENDED August 5, 2014, EFFECTIVE August 6, 2014
AMENDED October 20, 2015, EFFECTIVE October 21, 2015
AMENDED October 4, 2016, EFFECTIVE October 5, 2016
AMENDED September 5, 2017, EFFECTIVE September 5, 2017
NO AMENDMENTS 2018
AMENDED August 20, 2019, EFFECTIVE August 21, 2019

August 20, 2019

Agenda - Section III. Meeting Minutes

- **071619** - *Move to approve the minutes for July 16, 2019, as presented.* Second, discussion and vote follow.

- **080619** - *Move to approve the minutes for July 2, 2019, as presented.* Second, discussion and vote follow.

**Town of North Yarmouth
Select Board
Meeting Minutes of Tuesday, July 16, 2019**

Call to Order – Members Present: William Whitten, Jennifer Speirs, & Anne Graham. Town Manager Rosemary Roy also was present. Chairperson Whitten called the meeting to order. **Vice Chairperson Morrison and Selectperson Moulton gave notice of their absence.**

Old Business

Wescustogo Hall and Community Center – Selectperson Speirs motioned to approve change order 28 in the amount of \$2,206.23. Selectperson Graham seconded the motion: Discussion: Ryan Keith described the layout for the proposed pickle ball lines in the gym of WH+CC. Selectperson Graham inquired about a proposed change order in the amount of 3,694.92 for the two pickle ball courts that was suggested to be installed. Selectperson Graham also inquired about the contingency account and the left-over balance. Ryan Keith responded that the contingency account could cover either of the proposed change orders. Selectperson Speirs motioned to amend her previous motion for the purposed change order in the amount of \$2,206.23 and moved to approved the proposed change order of \$3,694.92. Selectperson Graham seconded the motion. **Vote: 3 Yes – 0 No.**

Accounts Payable

Selectperson Speirs moved to approve warrants 56 and 57 in the amount of \$53,150.59. Selectperson Graham seconded the motion. Discussion: None. **Vote: 3 Yes – 0 No.**

Selectperson Speirs moved to approve warrant 1 in the amount of \$881,270.60. Selectperson Graham seconded the motion. Discussion: None. **Vote: 3 Yes – 0 No.**

Adjournment – Chairperson Whitten moved to adjourn.

Prepared By: Draven Walker
Administrative Assistant/Recording Secretary

Select Board

Jennifer Speirs

Stephen Morrison, Vice Chair

Anne Graham

William Whitten, Chair

James Moulton

**Town of North Yarmouth
Select Board
Meeting Minutes of Tuesday, August 6, 2019**

Call to Order - Members Present: William Whitten, Steve Morrison, James Moulton, Jennifer Speirs. Anne Graham gave prior notice of her absence. Town Manager Rosemary Roy was also present. Chairperson Whitten called the meeting to order.

Minutes of Previous Meeting(s) - Selectperson Speirs moved to approve the minutes for the July 2, 2019 business meeting. Vice Chair Person Morrison seconded the motion. Discussion: Selectperson Moulton requested that the discussion in July 2, 2019 business meeting under "Appointment of Chair" be reflective of its objection to the appointment of William Whitten as chair of the board. Furthermore, Selectperson Moulton requested that his vote in the negative be identified by name. The vote is on the amended version of the July 2, 2019 business meeting minutes. **Vote: 4 Yes – 0 No.**

Selectperson Speirs moved to approve the minutes for July 16, 2019. Vice Chairperson Morrison seconded the motion. Discussion: Selectperson Speirs stated that the Board did not have a quorum to vote on the July 16, 2019 business minutes. Selectperson Speirs amended the motion. Selectperson Speirs moved to table the minutes for July 16, 2019. Vice Chairperson Morrison seconded the amended motion. **Vote: 4 Yes – 0 No.**

Public Comment - Non-Agenda Items – None.

Management Reports & Communications:

Vote of the additional agenda item, "Select Board Communications" – Vice Chairperson Morrison moved to keep the "Select Board Communications" agenda item under "Management Reports & Communications" at the beginning of every business meeting. Selectperson Speirs seconded the motion. Discussion: Selectperson Speirs stated that the "Select Board Communications" item would be very useful for citizens at home who could only view the beginning of select board business meetings. Selectperson Moulton stated that the agenda item seemed to be redundant and similar to "Any Other Business" agenda item. Selectperson Moulton also stated that the new standard agenda item should be voted on. **Vote: 3 Yes – 1 No. (Selectperson Moulton).** A vote took place on the agenda item because of the permanent designation of the agenda item.

Select Board Communications:

- AARP and Living Well Committee (Chairperson Whitten)
- Mabel I Wilson Playground in Cumberland CLOSED (Selectperson Speirs)
- Education task force and school district (Selectperson Speirs)
- EDSC Update (Chairperson Whitten)

Town Manager's Report

- Election Center
- Award
- FY19 Audit
- Tax Commitment
- Senior Tax Assistant Program
- FY19 Tax Liens
- Village Center TIF Approval
- Community Development Block Grant
- Road Salt Bid

- Town Office Roof
- Friends of Wescustogo – Golf Tournament
- CEO Position
- Animal Control Officer
- Notice of Caucus on September 4, 2019
- Drive for kids

Bi-Monthly Reports – Chairperson Whitten announced the board’s request for bi-monthly reports from each committee in reference to the charter.

Old Business:

Wescustogo Hall & Community Center Project – No change orders.

Assessing Service Bid Award – Chairperson Whitten and Vice Chairperson Morrison recommended Cumberland County Office of Regional Assessing for the Town’s assessing services. Chairperson Whitten moved to accept the Assessing Service Bid as presented by Cumberland County Office of Regional Assessing for a term of ten (10) months beginning in September and to expire on June 30, 2020, in the amount of \$40,417.00, and to authorize the Town Manager to enter into an agreement with said provider on behalf of North Yarmouth, as presented. Vice Chairperson Morrison seconded the motion. Discussion: Chairperson Whitten stated that the Town’s need for a corporate assessor was more appropriate based on the Town’s growth. Alex Kimball, affiliated with Cumberland County Office of Regional Assessing, stated to the board that Renee LaChapelle, CMA, would provide the services and be available for more than one day a week. Selectperson Speirs inquired on if the Town would continue to use its own assessing software (Vision program) alongside Cumberland County Office of Regional Assessing’s software. The Town Manager clarified that the Town will no longer contract services to Vision. Selectperson Speirs further inquired on the role of the future Administrative Assistant to the CEO (Code Enforcement Officer). The future Administrative Assistant to the CEO will be working with Renee LaChapelle and the Cumberland County Office of Regional Assessing. **Vote: 4 Yes – 0 No.**

Facility Use Policy Approval – Selectperson Speirs moved to establish and approve the Public Facility Use Policy for the Town of North Yarmouth, as presented. Vice Chairperson seconded the motion. Discussion: Selectperson Speirs inquired on available parking space at WH+CC and if parking should be applicable in the Facility Use Policy. The Town Manager responded that an internal contract between the party and the Town could reflect the issue of parking, however the Town Manager strongly recommended that issues of parking should be addressed case by case. Selectperson Moulton stated that the overflow of parking was inevitable due to the size of the current parking space, thus makes it difficult to add to the Facility Use Policy. **Vote: 4 Yes – 0 No.**

New Business:

Fee Schedule - Annual Review – Chairperson Whitten moved to schedule a public hearing on the proposed changes to the Fee Schedule for Tuesday, August 20, 2019, at 7:00pm. Selectperson Speirs seconded the motion. Discussion: Medical reimbursement has been charged with collecting debts for ambulance services. Selectperson Moulton inquired on the service’s handling of debts for individuals who cannot afford their ambulance services. The Town Manager explained the process for collecting debts from residents regarding ambulance services. Furthermore, the Town Manager reaffirmed that there are waivers available, voted upon by the board, as well as the acceptance of Medicaid assistance by the town to reduce the debt of the individual. In review of the fees associated with building permits, Selectperson Speirs asked the Town Manager if it would be appropriate to simplify the multiple building permit fees into one fee as the fee is the same for all buildings regardless of acreage or scope. In review of the fee schedule for the WH+CC, Selectperson Speirs requested that the Town Manager clarify the amount that will be the security deposit for the WH+CC fee schedule. **Vote: 4 Yes – 0 No.**

MMA - Executive Committee Elections/Vote – Vice Chairperson Morrison moved to authorize the Town Manager to submit a vote on behalf of the Town for the annual election of officers to the Maine Municipal Executive Committee. Chairperson Whitten seconded the motion. Discussion: None. **Vote 4 Yes – 0 No.**

FY20 Goal Setting – Chairperson Whitten moved to accept the list of goals presented as a guide throughout the ensuing year for both the Select Board and management. Vice Chairperson Morrison seconded the motion.

Discussion: Selectperson Moulton stated that the board committed to too many goals for FY20. **Vote: 3 Yes – 1 No. (Selectperson Moulton)**

1. Exploring Town Council form of Governing
2. Budget Process Enhancements
3. Tax Assessing Improvements
4. Law Enforcement Coverage
5. Municipal Facilities Capital Improvement Planning
6. WH&CC Successful 1st Year Operations
7. Rail Trail
8. Broadband
9. Improving Committee Relationships

Committee Communications – Chairperson Whitten moved to authorize the Chairperson to send the proposed correspondence** to town board and committee chairs to invite them to attend a joint workshop with the Board pending approval of the August 20, 2019 select board regular business meeting. Selectperson Speirs seconded the motion. Discussion: Selectperson Moulton inquired on what the contents of the letter Chairperson Whitten will send to each of the committees. Chairperson Whitten responded to Selectman Moulton that the letter would ask the committees to a joint meeting and to ask the committees to provide input on the FY20 goals that were decided by the select board on the July 16, 2019 business meeting and retreat. **Vote: 4 Yes – 0 No.**

Accounts Payable – Selectperson Speirs moved to approve accounts payable warrant #58 in the amount of \$4,803.50 as presented. Chairperson Whitten seconded the motion. Discussion: Selectperson Speirs inquired on the job description of a Health Officer. The Town Manager responded that the Health Officer was responsible to attend calls in which an individual or family's health is in danger due to the surrounding environment or the like. Vice Chairperson Morrison asked how often we utilize the Town's Health Officer. The Town Manager responded that the need is very rare based on the Town Manager's five-year tenure. **Vote: 4 Yes – 0 No.**

Selectperson Speirs moved to approve accounts payable warrant #2, 3, & 4 in the amount of \$143,667.28 as presented. Chairperson Whitten seconded the motion. Discussion: None. **Vote: 4 Yes – 0 No.**

Any Other Business – Selectperson Moulton requested that school board meetings and select members present at those meetings. Selectperson Moulton stated that he was not informed properly on the change of the meeting from 7:00 PM to 5:00 PM. Selectperson Moulton also stated that he would prefer the meetings to be on a regular basis.

Adjournment - Chairperson Whitten moved to adjourn.

Prepared By: Draven Walker
Administrative Assistant/Recording Secretary

Select Board

William Whitten, Chair

Stephen Morrison, Vice Chair

Anne Graham

Jennifer Speirs

James Moulton

August 20, 2019

Agenda - Section V. Management Reports & Communications

- Select Board Communications

- Town Manager's Report

- Financial Update
 - FYE19 - Year End Operational Financial Reports
 - FYE19 - Capital Improvement Reserves
 - FY20 - July 31,2019 Operating Report

The information contained in this report is intended to inform the Select Board, staff, and residents, some of the current activities taking place within the manager's office or the Town in general. All topics are open for discussion.

Tax Commitment - The FY20 taxes were committed on August 13, 2019, with a mil rate of \$16.62 per thousand. .05¢ lower than FY19. Going into Town Meeting in April the estimate was a tax increase to \$16.72. Comparing FY19 to FY20, as well as the projected figures from the budget process the impact is due to the increase of property valuation of \$14,326,400 and personal property addition \$1,811,410 for a total increase in valuation of \$16,137,810. Budget projections were at an 8.5m increase.

Village Center Tax Increment Financing District (TIF) - Included herein, please find the first Village Center TIF financial report. Captured with the FY20 tax commitment are TIF funds of \$34,387.

CEO/Assessing Administrative Position - I am pleased to announce that Tracey Cox an experienced professional in the world of business has accepted the administrative assistant position and will begin her career in North Yarmouth on Tuesday, September 3rd.

Cumberland County Assessing - I met with representatives this week and solidified the contract and the process going forward for assessing services for the Town beginning in September.

Yarmouth Water District Trustee - Official notice has been received (8/15/19) from the water district that Stephen Gorden has resigned from his position as he is no longer residing in North Yarmouth. The water district has asked to the Assistant Town Manager to hold an election in November for the remainder of the term. Term expires June 20, 2021. If the vote is held in November, it would be by paper ballot. The Select Board must call for a Special Town Meeting if they wish to vote on this November 5th. The Board may also choose to have the election in June.

- Action: *Move to hold a Special Town Meeting on XXXX for purposes of electing a Yarmouth Water District Trustee. Second, discussion and vote follow.*

Respectfully submitted,

Rosemary

Rosemary E. Roy, Town Manager



Town of North Yarmouth
Village Center Tax Increment Financing District
FY2020 - Year One

TAX ACCOUNT	Owner Name	Map/Lot	Total Acreage	District Acres	Gross OAV 4/1/18	Exemptions	Net OAV 4/1/18	AV 4/1/19
152	TRAINOR, JOHN W.	004-017	2.60	2.60	\$ 83,800	\$ -	\$ 83,800	\$ 83,800
371	HAZELTON, BRUCE W.	004-018	3.40	3.40	\$ 266,600	\$ -	\$ 266,600	\$ 266,600
1368	HAZELTON, ROBERT C.	004-024	1.50	1.50	\$ 78,300	\$ -	\$ 78,300	\$ 78,300
154	CORBETT, GORDON	004-114	0.50	0.50	\$ 273,000	\$ 20,000	\$ 253,000	\$ 253,000
155	CORNELL, JOHN & MARGARET	004-115	2.00	2.00	\$ 319,700	\$ -	\$ 319,700	\$ 319,700
646	BACALL, CHARLES P	004-116	1.54	1.54	\$ 654,600	\$ 20,000	\$ 634,600	\$ 634,600
1394	VERRILL, MARK WILLIAM	004-120	1.00	1.00	\$ 218,200	\$ -	\$ 218,200	\$ 218,200
388	ICE FUTURES, LLC	004-121	2.30	2.30	\$ 753,900	\$ -	\$ 753,900	\$ 753,900
375	JRV HOLDINGS	004-125	1.20	1.20	\$ 76,800	\$ -	\$ 76,800	\$ 76,800
374	JRV HOLDINGS LLC	004-126	4.00	4.00	\$ 256,700	\$ -	\$ 256,700	\$ 256,700
376	GOULETTE, ELIZABETH E.	004-127	0.50	0.50	\$ 195,600	\$ 20,000	\$ 175,600	\$ 175,600
212	FOGG'S BOATWORKS, LLC	007-022	1.06	1.06	\$ 76,100	\$ -	\$ 76,100	\$ 125,000
1876	LAGASSE, JUSTIN & NATHAN	007-022-001	0.75	0.75	\$ 394,100	\$ -	\$ 394,100	\$ 394,100
881	BAILEY, ROBERT H.	007-024	1.00	1.00	\$ 209,100	\$ 26,000	\$ 183,100	\$ 183,100
882	DECKER, W. SCOTT - HEIRS	007-025	1.40	1.40	\$ 280,700	\$ -	\$ 280,700	\$ 280,700
883	SMITH, DANIEL E. & ROOS KRISTEN A.	007-026	1.00	1.00	\$ 239,600	\$ 20,000	\$ 219,600	\$ 219,600
884	THOMAS, ELIZABETH & NUTTER, ANDREW	007-027	1.90	1.90	\$ 381,600	\$ -	\$ 381,600	\$ 381,600
886	COLE, CHRISTINE	007-029	1.00	1.00	\$ 386,700	\$ -	\$ 386,700	\$ 386,700
888	MCHAN, CHRISTOPHER & ASHLEY	007-030	1.60	1.60	\$ 340,900	\$ 20,000	\$ 320,900	\$ 320,900
639	WASIELEWSKI, MATTHEW J.	007-031	1.00	1.00	\$ 503,000	\$ -	\$ 503,000	\$ 503,000
889	DAY, HOLLY J.	007-032	0.50	0.50	\$ 369,800	\$ -	\$ 369,800	\$ 369,800
890	N L SMITH, LLC	007-033	1.00	1.00	\$ 203,800	\$ -	\$ 203,800	\$ 203,800
*894	SMITH, NORMAN L.	007-034	106.83	56.73	\$ 128,000	\$ -	\$ 128,000	\$ 125,700
1963	CONSTRUCTION AGGREGATE, INC	007-034-001	6.50	6.50	\$ -	\$ -	\$ -	\$ 112,800
1964	CONSTRUCTION AGGREGATE, INC	007-034-002	2.40	2.40	\$ -	\$ -	\$ -	\$ 92,300
1965	CONSTRUCTION AGGREGATE, INC	007-034-003	3.40	3.40	\$ -	\$ -	\$ -	\$ 97,300
1966	CONSTRUCTION AGGREGATE, INC	007-034-004	3.60	3.60	\$ -	\$ -	\$ -	\$ 98,300
1967	CONSTRUCTION AGGREGATE, INC	007-034-005	2.90	2.90	\$ -	\$ -	\$ -	\$ 94,800
1968	CONSTRUCTION AGGREGATE, INC	007-034-006	6.10	6.10	\$ -	\$ -	\$ -	\$ 110,800
1969	CONSTRUCTION AGGREGATE, INC	007-034-007	3.30	3.30	\$ -	\$ -	\$ -	\$ 96,800

Town of North Yarmouth
Village Center Tax Increment Financing District
FY2020 - Year One

1970	CONSTRUCTION AGGREGATE, INC	007-034-008	4.30	4.30	\$ -	\$ -	\$ -	\$ 101,800
1971	CONSTRUCTION AGGREGATE, INC	007-034-009	4.30	4.30	\$ -	\$ -	\$ -	\$ 101,800
1972	CONSTRUCTION AGGREGATE, INC	007-034-010	3.80	3.80	\$ -	\$ -	\$ -	\$ 99,300
1973	CONSTRUCTION AGGREGATE, INC	007-034-011	3.60	3.60	\$ -	\$ -	\$ -	\$ 98,300
1974	CONSTRUCTION AGGREGATE, INC	007-034-012	4.80	4.80	\$ -	\$ -	\$ -	\$ 104,300
1975	CONSTRUCTION AGGREGATE, INC	007-034-013	2.90	2.90	\$ -	\$ -	\$ -	\$ 94,800
1976	CONSTRUCTION AGGREGATE, INC	007-034-014	3.30	3.30	\$ -	\$ -	\$ -	\$ 96,800
1977	SMITH, NORMAN L.	007-034-015	2.30	2.30	\$ -	\$ -	\$ -	\$ 82,300
727	TGOTS, LLC	007-035	1.04	1.04	\$ 186,500	\$ -	\$ 186,500	\$ 186,500
898	LUCEY, JOSEPH A. & LUCEY MAUREEN P.	007-036	1.01	1.01	\$ 320,600	\$ 20,000	\$ 300,600	\$ 300,600
892	SULLIVAN, BRUCE	007-037	1.40	1.40	\$ 424,100	\$ 20,000	\$ 404,100	\$ 404,100
899	BOYNTON, SANDRA J.	007-038	1.40	1.40	\$ 312,100	\$ 20,000	\$ 292,100	\$ 292,100
900	MITCHELL, ESTHER L. & KILGORE, GORDON	007-039	1.30	1.30	\$ 104,800	\$ 26,000	\$ 78,800	\$ 78,800
897	NOONAN, JAMES P.	007-040	1.83	1.83	\$ 256,800	\$ -	\$ 256,800	\$ 256,800
830	MOORE, BRYAN G. & MOORE ELAINE G.	007-041	2.37	2.37	\$ 334,100	\$ -	\$ 334,100	\$ 334,100
893	STACKPOLE, KEITH	007-042	1.10	1.10	\$ 318,900	\$ 26,000	\$ 292,900	\$ 292,900
*591	WALNUT HILL INVESTMENTS, LLC	007-048	34.00	3.80	\$ 483,100	\$ 20,000	\$ 463,100	\$ 550,000
905	ISRAEL, HENRY	007-049	0.50	0.50	\$ 230,200	\$ 20,000	\$ 210,200	\$ 210,200
*643	BASTON, RICHARD M.	007-050	28.00	5.80	\$ 333,800	\$ 26,000	\$ 307,800	\$ 307,800
1075	HASCALL, MARK D.	007-056	1.00	1.00	\$ 181,600	\$ 20,000	\$ 161,600	\$ 161,600
1080	BURGESS, RONALD	007-061	0.75	0.75	\$ 286,700	\$ -	\$ 286,700	\$ 286,700
1045	FEDERAL NATIONAL MORTGAGE ASSN.	007-062	2.20	2.20	\$ 254,300	\$ -	\$ 254,300	\$ 254,300
1046	BRUDER, ROBERT C. & BRUDER, KAREN L.	007-063	1.00	1.00	\$ 280,900	\$ -	\$ 280,900	\$ 280,900
1049	NORTH YARMOUTH, TOWN OF OFFICE/HOUSE	007-064	14.65	14.65	\$ 709,900	\$ 709,900	\$ -	\$ -
1662	NORTH YARMOUTH, TOWN OF/TO FIELD	007-065	2.00	2.00	\$ 121,300	\$ 121,300	\$ -	\$ -
1663	NORTH YARMOUTH, TOWN OF/FRD	007-066	1.00	1.00	\$ 656,700	\$ 650,300	\$ -	\$ -
1052	PIPER, LLC	007-067	2.00	2.00	\$ 451,800	\$ -	\$ 451,800	\$ 451,800
1870	MECAP, LLC	007-067-001	0.94	0.94	\$ 227,200	\$ -	\$ 227,200	\$ 227,200
1044	AMES FAMILY LLC	007-068	6.14	6.14	\$ 474,000	\$ -	\$ 474,000	\$ 474,000
1881	GUIDI, JAMES & AYOOB, ALICE	007-069-001	0.73	0.73	\$ 403,300	\$ -	\$ 403,300	\$ 403,300
1882	GUIDI FLASH HOLDINGS, LLC	007-069-002	0.44	0.44	\$ 83,400	\$ -	\$ 83,400	\$ 83,400
1883	GUIDI FLASH HOLDINGS, LLC	007-069-003	0.45	0.45	\$ 83,400	\$ -	\$ 83,400	\$ 83,400

Town of North Yarmouth
Village Center Tax Increment Financing District
FY2020 - Year One

1884	COLEBROOK CORPORATION	007-069-004	0.36	0.36	\$ 324,700	\$ -	\$ 324,700	\$ 375,000
1885	GUIDI FLASH HOLDINGS, LLC	007-069-005	0.35	0.35	\$ 83,000	\$ -	\$ 83,000	\$ 375,000
1886	COLEBROOK CORPORATION	007-069-006	0.35	0.35	\$ 373,100	\$ -	\$ 374,900	\$ 375,000
1887	WYSE, RICHARD ESTATE OF	007-069-007	0.37	0.37	\$ 237,400	\$ -	\$ 237,400	\$ 375,000
1037	SMITH, NORMAN L. & WHITMAN	007-070	18.00	18.00	\$ 129,700	\$ -	\$ 129,700	\$ 129,700
1050	NORTHERN NEW ENGLAND TELEPHONE OP. LLC	007-071	0.05	0.05	\$ 31,300	\$ -	\$ 31,300	\$ 31,300
1036	HOWE, JAMES G.	007-072	2.33	2.33	\$ 285,300	\$ 20,000	\$ 265,300	\$ 265,300
1035	CURTIS, DENNIS F.	007-073	2.66	2.66	\$ 274,200	\$ -	\$ 274,200	\$ 274,200
1867	HOWE, JAMES G. & LAURA J.	007-073-001	4.30	4.30	\$ 61,400	\$ -	\$ 61,400	\$ 61,400
*1502	NORTH YARMOUTH, TOWN OF / PWD	007-093	31.31	10.48	\$ 130,400	\$ 130,400	\$ -	\$ -
*626	YORK, RUTH E.	010-071	88.20	11.10	\$ 213,300	\$ -	\$ 213,300	\$ 213,300
628	MARTIN, JAY S. & CLAIRE A.	010-076	1.22	1.22	\$ 343,600	\$ 20,000	\$ 323,600	\$ 323,600
845	GRINDLE, POLLY A./PER REP FOR H. CLAYTON	010-078	9.20	9.20	\$ 116,800	\$ -	\$ 116,800	\$ 116,800
131	TRI ENTERPRISES INC	010-140	1.07	1.07	\$ 359,300	\$ -	\$ 359,300	\$ 359,300
1501	PIERCE, ROBERT A	010-160	7.64	7.64	\$ 306,400	\$ -	\$ 306,400	\$ 306,400
1500	SHEEHAN, DANIEL	010-161	3.07	3.07	\$ 266,600	\$ -	\$ 266,600	\$ 266,600
1498	KRC PROPERTIES, INC	010-163	4.10	4.10	\$ 257,000	\$ -	\$ 257,000	\$ 257,000
1074	KRC PROPERTIES, INC,	010-164	7.84	7.84	\$ 132,700	\$ -	\$ 132,700	\$ 132,700
1073	BAILKENZIE PROPERTIES LLC	010-165	4.27	4.27	\$ 376,900	\$ -	\$ 376,900	\$ 376,900
			491.02	290.59	18,513,200	1,975,900	16,532,700	18,628,700

Captured Value - Year 1 2,096,000
Captured TIF Funds - Year 1 \$ 34,837

North Yarmouth Total Acreage 13,702.40
Village Center TIF District Percentage 2.12 %

Trans Date	Description--	Current Budget	Debits	Credits	Unexpended Balance	
110 - MUN ADMN		497,216.00	0.00	0.00	497,216.00	
01 - OPERATIONS		335,123.00	319,152.83	9,458.70	25,428.87	
02 - CONTR/PROF		67,660.00	68,662.45	0.00	-1,002.45	Audit and Assessing Services
03 - BLDG/GRNDS		63,045.00	63,910.40	0.00	-865.40	
04 - COMMCOMM		9,950.00	7,610.91	0.00	2,339.09	
05 - NYMS		21,438.00	23,762.48	0.00	-2,324.48	
	Department..	497,216.00	483,099.07	9,458.70	23,575.63	Overage should be covered from balances available upon completion of the WH&CC project
120 - COMM SVCS		169,562.00	0.00	0.00	169,562.00	
01 - CEO/PLAN		69,219.00	65,407.12	2,319.20	6,131.08	
02 - ECONOM DEV		69,400.00	66,451.09	0.00	2,948.91	
03 - PKS/REC		8,850.00	9,163.15	0.00	-313.15	Water Increase, Dog Waste Disposal Bags
04 - GENL ASST		7,688.00	1,064.00	0.00	6,624.00	
05 - SOC SERVC		3,440.00	3,211.97	0.00	228.03	
06 - CEMETERIES		5,215.00	5,215.00	0.00	0.00	
07 - LIVING WELL		750.00	523.49	0.00	226.51	
08 - HIST SOCIE		5,000.00	5,000.00	0.00	0.00	
	Department..	169,562.00	157,000.79	2,319.20	14,880.41	
130 - PUBL SAFETY		381,794.00	0.00	0.00	381,794.00	
01 - FIRE RESCUE		281,827.00	277,229.31	20,498.54	25,096.23	
02 - CONTR/PROF		99,967.00	94,765.68	0.00	5,201.32	
	Department..	381,794.00	371,994.99	20,498.54	30,297.55	Lower Call Volume & Less Brush Truck Svc
140 - PUBLIC WORKS		447,813.00	0.00	0.00	447,813.00	
01 - OPERATIONS		447,813.00	458,053.63	17,463.88	7,223.25	
02 - ROADWAYS		0.00	0.00	0.00	0.00	
	Department..	447,813.00	458,053.63	17,463.88	7,223.25	Employee Turnover
150 - SW/RECYCLING		202,905.00	0.00	0.00	202,905.00	
01 - SOLID WASTE		202,905.00	224,443.45	0.00	-21,538.45	
	Department..	202,905.00	224,443.45	0.00	-21,538.45	Increased Tonage - All Areas
160 - FIXED EXPENS		8,184,789.00	0.00	0.00	8,184,789.00	
02 - EE BENEFITS		265,654.00	279,525.16	2,697.37	-11,173.79	Health & Worker's Comp. Ins. Increase
03 - INSURANCE		39,767.00	40,509.00	0.00	-742.00	Property & Casualty
04 - EDUCATION		7,333,711.00	7,333,710.77	0.00	0.23	
05 - SHARED SVCS		178,994.00	178,992.00	0.00	2.00	
06 - COUNTY TAX		336,663.00	336,663.00	0.00	0.00	
07 - OVERLAY		30,000.00	54,162.20	14,796.41	-9,365.79	Abatements
	Department..	8,184,789.00	8,223,562.13	17,493.78	- 21,279.35	
Final Totals		9,884,079.00	9,918,154.06	67,234.10	33,159.04	

Revenue Detail Report

ALL Accounts

ALL Months

Account-----	Current			Uncollected
Date Jrnl Desc---	Budget	Debits	Credits	Balance
100 - REVENUES	1,705,172.00	0.00	0.00	
4010 - AGENT FEES	12,300.00	59.00	11,984.00	375.00
4020 - RESCUE FEES	65,000.00	690.88	47,147.00	18,543.88
4030 - APPEALS	50.00	0.00	0.00	50.00
4035 - BAD CHECK FEES	0.00	0.00	40.00	-40.00
4050 - BOAT EXCISE	8,500.00	7.40	8,789.80	-282.40
4060 - BUILDING PERMITS	41,000.00	145.60	48,259.14	-7,113.54
4067 - BURN PERMITS - ONLINE	240.00	0.00	156.00	84.00
4070 - CASH SHORT/OVER	0.00	143.21	114.46	28.75
4080 - CATV FRANCHISE FEES	29,000.00	0.00	33,413.69	-4,413.69
4090 - CELL TOWER RENTAL	37,200.00	0.00	36,108.69	1,091.31
4110 - CEO MISC. PERMITS	300.00	0.00	250.00	50.00
4120 - CEO POWNAL SERVICES	15,000.00	0.00	18,340.46	-3,340.46
4130 - CLERK FEES	755.00	0.00	598.00	157.00
4140 - CUSTOMER SERVICES FEES	700.00	0.00	440.43	259.57
4150 - DOG LICENSE FEES / ACO SERVICE	1,650.00	3.00	1,574.00	79.00
4157 - PARK USE PERMIT DOGS	0.00	0.00	700.00	-700.00
4160 - ELECTRICAL PERMITS	7,500.00	100.00	7,392.19	207.81
4200 - GENEALOGY SEARCH	250.00	0.00	65.00	185.00
4210 - GENERAL ASSISTANCE	2,500.00	0.00	140.00	2,360.00
4220 - HOMESTEAD EXEMPTION	200,527.00	0.00	182,780.00	17,747.00
4240 - PROP/CAS INSURANCE CLAIMS	0.00	0.00	0.00	0.00
4255 - EMA REIMBURSEMENTS	0.00	0.00	26,091.79	-26,091.79
4260 - LOCAL ROAD ASSISTANCE PROGRAM	27,000.00	0.00	27,232.00	-232.00
4265 - PROPERTY & CASUALTY POOL	2,000.00	400.00	2,683.00	-283.00
4270 - MSAD ELECTIONS	2,200.00	0.00	3,117.24	-917.24
4280 - MISC REVENUES	1,200.00	40,025.31	43,909.22	-2,683.91
4290 - BMV EXCISE	867,000.00	153.94	943,235.42	-76,081.48
4310 - PEER REVIEW	1,000.00	0.00	0.00	1,000.00
4320 - PLANNING BOARD	1,200.00	0.00	2,300.00	-1,100.00
4330 - PLUMBING PERMITS	8,000.00	97.50	8,390.00	-292.50
4335 - PRIVATE ROAD SIGNS	300.00	0.00	281.01	18.99
4340 - RENTAL FEES	13,000.00	425.00	11,130.00	2,295.00
4350 - REVENUE SHARING	191,575.00	0.00	190,902.04	672.96
4370 - SITE PLAN REVIEW	1,200.00	0.00	1,175.00	25.00
4380 - SNOWMOBILE CLUBS STATE REIMBUR	1,200.00	0.00	1,271.04	-71.04
4390 - SOLID WASTE/RECYCLING	140,000.00	0.00	134,016.60	5,983.40
4400 - SW HAULER PERMIT	75.00	0.00	0.00	75.00
4415 - TAX SUPPLEMENTAL	0.00	0.00	13,747.75	-13,747.75
4420 - TAX INTEREST	12,500.00	549.62	13,442.16	-392.54
4430 - TAX PENALTY	3,500.00	0.00	946.47	2,553.53
4450 - TIMBER HARVEST	0.00	0.00	0.00	0.00
4480 - TREE GROWTH EXEMPTION	3,700.00	0.00	2,417.84	1,282.16
4500 - VETERAN'S EXEMPTION	2,950.00	0.00	1,340.00	1,610.00
4510 - VITAL RECORDS	3,100.00	4.00	2,564.60	539.40
Final Totals	1,705,172.00	42,804.46	1,828,486.04	- 80,509.58

FOURTH QUARTER ACTIVITY AND ALLOCATIONS

Fund #	Description	Beginning Balances	Additions	Expenditures	Investment Interest & Dividend Income	Investment Gains (Losses)	Investment Expenses	Ending Balances
220-21	PW/FR/HE	525,700.18	-	(33,068.60)	2,581.16	7,307.49	(858.94)	501,661.29
220-22	Technology & Comm	32,596.16	-	(15,472.84)	89.72	254.00	(29.86)	17,437.18
220-23	Future Lands	38,749.27	-	-	203.03	574.79	(67.56)	39,459.53
220-24	Parks and Rec	49,748.72	-	-	260.66	737.95	(86.74)	50,660.59
220-25	Municipal Facilities Reserve	106,690.32	-	(31,208.71)	395.49	1,119.66	(131.61)	76,865.16
220-26	Contingency Reserve	5,176.22	-	-	27.12	76.78	(9.03)	5,271.10
220-32	Records Preservation	132.95	-	-	0.70	1.97	(0.23)	135.39
220-31	Roadway Reserve	(7,900.92)	-	-	(41.40)	(117.20)	13.78	(8,045.74)
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
		750,892.89	-	(79,750.15)	3,516.48	9,955.45	(1,170.19)	683,444.48

Fourth Quarter Ending Balance in the Investment Account	885,206.18
Cash to be physically transferred In From (Out To) the Operating Checking Account	(201,761.70)

Notes

Total Cash to be physically transferred In From (Out To) the Operating Checking Account	(123,956.33)
Actual Cash transferred to the Operating Account	-
Difference	123,956.33

Revenue Detail Report

ALL Accounts

July

Account----- Date	Jrnl	Desc---	Current Budget	Debits	Credits	Uncollected Balance
100 - REVENUES			2,085,347.00	0.00	0.00	2,085,347.00
4010 - AGENT FEES			12,100.00	0.00	1,329.00	10,771.00
4020 - RESCUE FEES			60,000.00	0.00	5,307.37	54,692.63
4030 - APPEALS			50.00	0.00	0.00	50.00
4040 - BETE REIMBURSEMENT			1,200.00	0.00	0.00	1,200.00
4050 - BOAT EXCISE			8,500.00	316.60	573.00	8,243.60
4060 - BUILDING PERMITS			60,000.00	0.00	4,016.10	55,983.90
4067 - BURN PERMITS - ONLINE			240.00	0.00	0.00	240.00
4070 - CASH SHORT/OVER			0.00	0.00	30.00	-30.00
4080 - CATV FRANCHISE FEES			30,800.00	0.00	0.00	30,800.00
4090 - CELL TOWER RENTAL			39,000.00	0.00	3,384.83	35,615.17
4110 - CEO MISC. PERMITS			300.00	0.00	0.00	300.00
4120 - CEO POWNAL SERVICES			17,500.00	0.00	0.00	17,500.00
4130 - CLERK FEES			755.00	0.00	80.00	675.00
4140 - CUSTOMER SERVICES FEES			700.00	0.00	29.66	670.34
4150 - DOG LICENSE FEES / ACO SERVICE			1,650.00	0.00	10.00	1,640.00
4157 - PARK USE PERMIT DOGS			1,200.00	0.00	0.00	1,200.00
4160 - ELECTRICAL PERMITS			10,500.00	0.00	1,470.56	9,029.44
4200 - GENEALOGY SEARCH			150.00	0.00	0.00	150.00
4210 - GENERAL ASSISTANCE			2,500.00	0.00	0.00	2,500.00
4220 - HOMESTEAD EXEMPTION			200,527.00	0.00	52,111.00	148,416.00
4260 - LOCAL ROAD ASSISTANCE PROGRAM			27,000.00	0.00	0.00	27,000.00
4265 - PROPERTY & CASUALTY POOL			2,500.00	0.00	0.00	2,500.00
4270 - MSAD ELECTIONS			1,600.00	0.00	0.00	1,600.00
4280 - MISC REVENUES			1,200.00	0.00	0.00	1,200.00
4290 - BMV EXCISE			965,000.00	18,237.58	78,250.59	904,986.99
4310 - PEER REVIEW			1,000.00	0.00	0.00	1,000.00
4320 - PLANNING BOARD			1,200.00	0.00	0.00	1,200.00
4330 - PLUMBING PERMITS			8,500.00	0.00	727.50	7,772.50
4335 - PRIVATE ROAD SIGNS			300.00	0.00	0.00	300.00
4340 - RENTAL FEES			25,500.00	0.00	1,275.00	24,225.00
4350 - REVENUE SHARING			387,000.00	0.00	26,177.81	360,822.19
4370 - SITE PLAN REVIEW			1,200.00	0.00	0.00	1,200.00
4380 - SNOWMOBILE CLUBS STATE REIMBUR			1,250.00	0.00	0.00	1,250.00
4390 - SOLID WASTE/RECYCLING			186,300.00	0.00	440.00	185,860.00
4400 - SW HAULER PERMIT			75.00	0.00	0.00	75.00
4410 - TAX COMMITMENT			0.00	0.00	0.00	0.00
4420 - TAX INTEREST			15,000.00	0.00	3,266.73	11,733.27
4430 - TAX PENALTY			3,000.00	0.00	478.26	2,521.74
4480 - TREE GROWTH EXEMPTION			4,000.00	0.00	0.00	4,000.00
4500 - VETERAN'S EXEMPTION			2,950.00	0.00	1,598.00	1,352.00
4510 - VITAL RECORDS			3,100.00	0.00	140.20	2,959.80
Final Totals			2,085,347.00	18,554.18	180,695.61	1,923,205.57

7.8% Collected

Expense Detail ReportALL Accounts
July

Trans Date	Current Budget	Debits	Credits	Unexpended Balance
110 - MUN ADMN	541,126.00	0.00	0.00	541,126.00
01 - OPERATIONS	392,333.00	36,847.52	0.00	355,485.48
02 - CONTR/PROF	78,716.00	550.00	275.00	78,441.00
03 - BLDG/GRNDS	61,577.00	59.15	0.00	61,517.85
04 - COMMCOMM	8,500.00	0.00	0.00	8,500.00
05 - NYMS	0.00	0.00	0.00	0.00
	541,126.00	37,456.67	275.00	503,944.33
120 - COMM SVCS	192,841.00	0.00	0.00	192,841.00
01 - CEO/PLAN	103,698.00	7,759.95	0.00	95,938.05
02 - ECONOM DEV	58,400.00	0.00	0.00	58,400.00
03 - PKS/REC	11,350.00	0.00	0.00	11,350.00
04 - GENL ASST	7,688.00	0.00	0.00	7,688.00
05 - SOC SERVC	3,440.00	0.00	0.00	3,440.00
06 - CEMETERIES	5,765.00	0.00	0.00	5,765.00
07 - LIVING WELL	750.00	0.00	0.00	750.00
08 - HIST SOCIE	1,750.00	0.00	0.00	1,750.00
	192,841.00	7,759.95	0.00	185,081.05
130 - PUBL SAFETY	432,210.00	0.00	0.00	432,210.00
01 - FIRE RESCUE	322,308.00	31,296.99	0.00	291,011.01
02 - CONTR/PROF	109,902.00	5,029.59	0.00	104,872.41
	432,210.00	36,326.58	0.00	395,883.42
140 - PUBLIC WORKS	429,518.00	0.00	0.00	429,518.00
01 - OPERATIONS	429,518.00	39,470.62	1,226.39	391,273.77
	429,518.00	39,470.62	1,226.39	391,273.77
150 - SW/RECYCLING	228,188.00	0.00	0.00	228,188.00
01 - SOLID WASTE	228,188.00	0.00	0.00	228,188.00
	228,188.00	0.00	0.00	228,188.00
160 - FIXED EXPENS	9,131,681.00	0.00	0.00	9,131,681.00
01 - DEBT SERVICE	285,900.00	0.00	0.00	285,900.00
02 - EE BENEFITS	323,435.00	23,146.04	0.00	300,288.96
03 - INSURANCE	41,457.00	1,822.00	0.00	39,635.00
04 - EDUCATION	7,368,665.00	614,055.42	0.00	6,754,609.58
05 - SHARED SVCS	165,876.00	0.00	0.00	165,876.00
06 - COUNTY TAX	362,248.00	0.00	0.00	362,248.00
07 - OVERLAY	35,000.00	0.00	0.00	35,000.00
08 - BUD RESVS	549,100.00	0.00	0.00	549,100.00
	9,131,681.00	639,023.46	0.00	8,492,657.54
Final Totals	10,955,564.00	760,037.28	1,501.39	10,197,028.11

6.9% Expended

August 20, 2019

Agenda - Section VI. Old Business

▪ **Wescustogo Hall & Community Center**

- Celebration of Community Update (Selectwoman Graham)
- Friends of Wescustogo Update (Committee Ch. Darla Hamlin)
- Matrix Update
- Financial Update

Move that the opening day "Celebration of Community" of the Wescustogo Hall & Community Center be held on Saturday, November 2, 2019. Second, discussion and vote follow.

▪ **Solar Bid Award**

Award: Move to accept the Solar panel bid as presented by XXXX in the amount of \$XXXX, and to authorize the Town Manager to enter into an agreement with said provider on behalf of North Yarmouth. Second, discussion and vote follow.

Finance: Move to finance the Solar project through/by XXXXX and authorize the Town Manager to enter into an agreement with XXXX or XXXX.

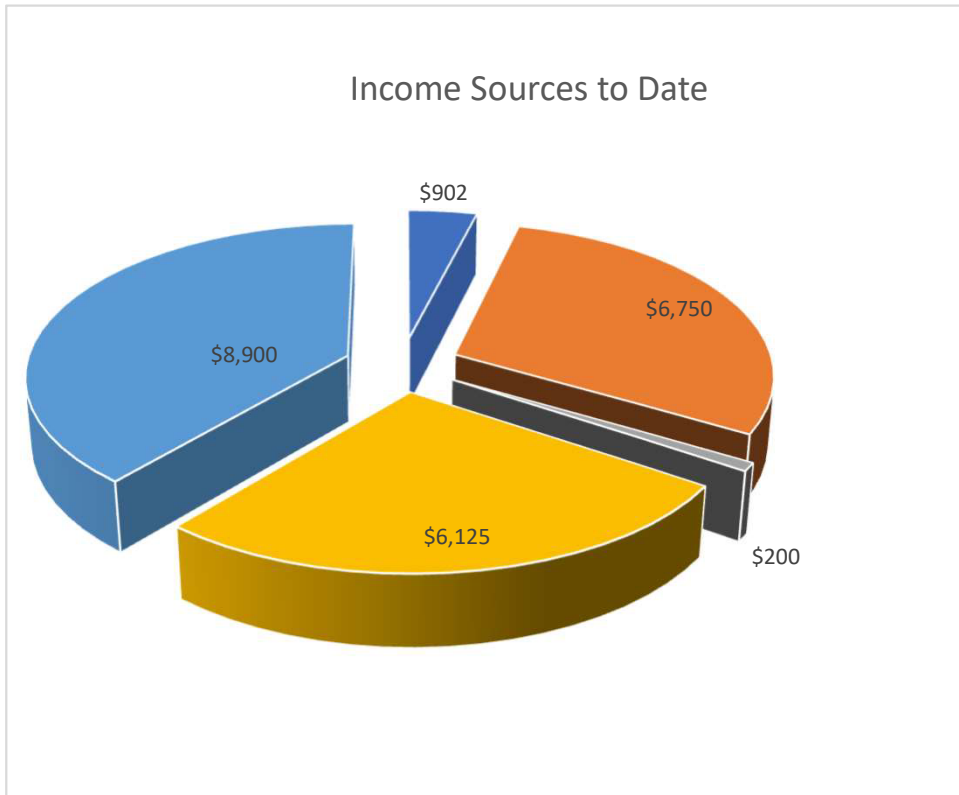
Note: The motions above are very general and may need modifications.

- **Committee Communications Correspondence Approval** - *Move to authorize the release of Chairman Whitten's correspondence on behalf of the Select Board to chairpersons of Town committees as presented. Second, discussion and vote follow.*

Note: Committee letter will be sent USPS and via email. The letter follows herein.

Friends of Wescustogo Hall
Income Source Review
8/15/2019

Mud Ball	\$	902
Boards	\$	6,750
Mosaic	\$	200
Golf	\$	6,125
General	\$	8,900
	\$	<u>22,877</u>



WESCUSTOGO HALL & COMMUNITY CENTER FACILITY				
Task	Who	Start Date	End Date	Notes
Authorization to Proceed	TM	6/19/18	6/20/18	Letter of authorization for Barrett Made to proceed with the project directed by Select Board. COMPLETE
Local Subcontractor Listing	TM	6/28/18	7/6/18	TM and OR compiling list, to be sent to BM by 7/6. COMPLETE
BM Contract - Commence Construction Pricing	TM/BM	7/7/2018 ONGOING		To be presented to Select Board at 7/7 meeting. Details still being ironed out by BM and NY Attorneys Signed 8/16/18. COMPLETE
Bond Anticipated Note (BAN)/Bond Financing	TM	7/3/18		Financial representative and bond council will be at the 7/3 Select Board meeting. TM has started the bond application process. Interview with S&P was held on 9/25/18; waiting on rating- looks to be favorable. Funding expected end of October. Funds received 10/31/18. COMPLETE
Master Construction Calendar	BM	7/11/18		Will be available to TM, office staff, Select Board and the public COMPLETE
Bid Solicitation from Subcontractors/Vendors	BM	7/18/18	8/3/18	Bids will be presented by trade and line item. Bids to be presented to SB at 8/28 meeting. Approved by SB 8/28. Electrical subcontractor to be presented at 10/16 SB MTG. COMPLETE
Planning Board Process	BM/CEO	7/10/18	8/7/18	Planning Board Meeting of July 10th. BM information was submitted to CEO 6/20. Next PB Mtg 8/13. PB Approved Plans with a Parking Requirement Waiver at the 8/13 Meeting. COMPLETE
Site Management Plan	BM	7/17/18	8/13/18	Fence location has been finalized. Fence was installed first week in august, Site sign and BM trailer to arrive mid-August. COMPLETE
MMA - Construction Insurance (builder's risk)	TM	Nov-19		Certificates on file, cost \$ 854. for 7/1/18 - 7/1/19. COMPLETE
Close NYMS	TM	7/20/18		Notifications will be sent out 6/29/18. COMPLETE
NYMS - Playground Removal	TM	7/20/18		PWD to remove and store playground. COMPLETE
BM Subcontractor Walkthrough	BM	7/26/18		BM will be onsite with potential subcontractors. COMPLETE
MMA - Remaining Insurance Proceeds	TM	5/21/19		MMA has release remaining insurance proceeds: \$127,327.16 (238.47 less then estimated) balance of insured and \$44,469.12 (\$30,635.30 more than estimated) Architechual/Engineering cost reimbursement. Total: \$171,823.28 COMPLETE
Generator/Grant Funds	Fire Chief	Jul-18		Chief Payson to research grant funds. Application process 7/9-7/25. BM gathering info to fill out paperwork. Submitted 7/25/18. The town received \$20,000 in grant money, to be used for "phase I" of generator installation. Grant Approved
Lead and Asbestos Testing	TM	Jul-18		Ashley is coordinating lead testing of the gym roof and asbestos testing inside the building to be done by the end of July. Testing done 7/24. Report and pricing due 7/27. Pricing came in, will be covered under contract. COMPLETE
NYMS - Murals (high resolution pictures)	TM	7/9/18	8/24/18	Ashley to take pictures. Possibility of having canvas prints made for renovated gymnasium 8/22/18. COMPLETE
Clean Out Building / Storage	TM	7/20/18	8/24/18	Storage containers delivered on 7/19. Most of building contents have been moved to storage trailers as of 7/25, Ashley is researching more storage options. 53 FT Container was purchased, Building is empty. COMPLETE
NYMS - Heating/Utilities/Alarms (shutdown)	TM/BM	7/23/18	8/24/18	Oil/boiler, water/sprinklers, propane. Alarm to be disabled 8/24. All utilities are disabled. COMPLETE
Biweekly Meetings with the Select Board	TM/BM	Beginning 8/7/18		OR (Ryan) will have construction reports at each Select Board meeting ONGOING
Construction Site Signage	BM	Mid- August		BM working on signage and will have for approval by 7/25. Signage Finalized, will be installed along with fencing mid August. COMPLETE
Interior Selective Demolition and Abatement to begin	BM	9/3/18		Interior demolition beginning 9/10/18. 10/9/18 -Interior abatement and demo is complete, exterior demolition starting. Both wings of old building have been removed. Gymnasium interior demo nearing completion. COMPLETE
Site Coordination Meeting	BM	9/7/18		Meeting held 9/7 with Dugas, OR, PW Director and BM. COMPLETE
Groundbreaking Ceremony	TM	9/13/18		Ceremony to be held at 10AM - invites going out 8/23/18. COMPLETE
Demo Begins	BM	Sep-18		All possible materials will be transported to the appropriate facilities to be recycled. Demolition beginning week of 10/8/18. COMPLETE
Sitework Begins	BM	Nov-18		Ongoing, footings and foundation. COMPLETE
Building Weather Tight	BM	4/19/19		Existing portion of building is now weather tight in order for subcontractors to begin their work, Concrete is being poured and framing will begin after the holidays. COMPLETE
Interior Layouts and Finishes	BM/NY	Ongoing		Electrical layouts of kitchen & Plumbing layouts of gym bathrooms and custodial closet have been selected. Interior finishes will be reviewed and finalized on 5/20.
Solar Panels	BM	8/1/19		Ashley coordinating meeting with Revision solar to discuss solar design and financing options week of 10/8/18. Proposals were requested from Sundog Solar, Assured and Revision, Due on 11/7/18. Options to be presented to SB 12/18/18. All solar quotes were rejected at 1/15/19 SB meeting, project is pending new legislature. To date there is no activity on the state level for solar assistance to municipalities. The Town Manager is preparing a Request for Proposals for the Board's review at a June business meeting. A program has now been approved by the state that will benefit municipalities. It is imperative that we act on the solar RFP as soon as possible. Solar bids are in and the Select Board is scheduled to award the bid on 8/20/19.
Bi-Weekly Construction Progress Photos	AA	Ongoing		Construction progress photos will be taken and posted to the Towns Website, Facebook and Instagram. ONGOING
Heating fuel will be delivered weekly for temp heat	TM/OR	Ongoing		Starting January 1st weekly fuel deliveries will be made to fill the temp heater on site. Cost to be covered by Town. As of 4/1/19 the heater has been returned and fuel deliveries cancelled. COMPLETE
Gymnasium Finishes	AA	Ongoing		Meeting to be coordinated with NY, Peter Bingham and BM to discuss options for gymnasium basketball hoops and line layouts. Construction team has met with P. Bingham and progress moves forward on the selection of hoops.
Landscaping	BM	7/2/19		Landscape plan completed - copy to Select Board 07/02/19.
Selection of Fixtures	OR	Ongoing		In progress-some complete.
Project Completion	TM	10/1/2019		Town Mgr. visited site and discussed with the Project Mgr. project completion and opening dates. Confident that the project will be complete by 10/1/2019 which will allow for set up time, insurance review, etc. and opening date of November 2nd can be confirmed by the SB.

Potential Change Orders

1. Install a fire hydrant on the property BM quoting wall mounted unit. BM presented wall mounted unit to TM and Fire Chief. Chief is getting quotes on a stand alone fire hydrant, possibility of a separate project down the road. Chief has concerns regarding the sprinkler system not having enough flow when the wall mounted fire hydrant is in use. 10/3/18 wall mounted unit will stay, at this time the stand alone unit will not be added to the project. Included in Change Order #1 Change Order #1 only covered a portion of the work for the wall mounted unit. PCO #20 covers the complete scope of work.
2. BM presented a revision to the current building plans, The existing exterior wall of the "community room" is a frost wall, which will be more cost effective to keep in place and add square footage to the building. BM will present a change order for final approval at 11/6/18 SB MTG. Change Order #1 in the amount of \$48,404.17 was approved at 11/20 Select Board Meeting.
3. There is a slight change in the heating units being installed in the community room; wall cassettes to be installed in lieu of ceiling cassettes. This will have little impact to the design and minimal cost implications. This change is being reviewed and re-designed by Ripcord. Included in Change Order #1
4. The underlaying roof shingles have tested positive for asbestos. The roofing will be removed and all associated costs will be tracked on a time and material basis with a not to exceed \$15,000 budget. Change Order # 2 approved at 12/18/18 Select Board meeting.
5. There is rot at the north side of gymnasium, the sheathing and framing needs to be removed and replaced. BM is looking into the best course of action and will provide a quote. PCO #3 \$4,674.22. Approved 12/4/18.
6. During removal of the existing slabs, Dugas discovered additional frost walls supporting slabs that were not included in the original scope of work. Removal of the extra material will be performed, tracked and a change order will be issued. Change Order # 2 approved at 12/18/18 Select Board meeting.
7. The gable wall in the rear of the building was not originally constructed per code. It will need to be re-framed. Included in Change Order #1
8. Barrett Made proposed adding additional perimeter drains. Discussed with OR Ryan Keith and team. PCO #4- Rejected 11/15/18
9. When the wall material was removed from the gymnasium walls it was discovered that the underlying drywall was in disrepair. To remove and replace damaged drywall - PCO #5 \$12,595.39 . To be completed and paid under Barrett Made contingency. PCO #5 now includes upgraded wall board. Approved 2/5/18
10. Pre-existing waterlines were removed during demolition, it was believed they were in a different location than they actually were. Add roughly 250ft of domestic water line back in - PCO #6 \$8,619.41. To be completed and paid under Barrett Made contingency
11. The stage floor had a layer of cardboard subfloor underneath, when the roof leaked the flooring was damaged and needed to be removed. PCO #7 \$5,520.90. To be completed and paid under Barrett Made contingency
12. Security System (cameras and monitoring) were not built into additional price. Working with SMI networks to add them in, they have offered a package discount. CO forthcoming. See PCO #8. Approved 2/5/18
13. BM proposed a new plan for the community room, deleting the sliding partition wall and installing a fixed wall to provide more space for both the stage and community room. Plans were approved at the 1/23/19 construction meeting. PCO #12 forthcoming.
14. There are plumbing & HVAC changes that go along with the updates made to the custodial closet and kitchen, as well as a change in the heat pump in the community room. PCO #11 \$18,459.82
15. Central Maine Power is requiring a pull box to be installed at the telephone pole on site. Waiting to find out if Fairpoint will require one as well. Fairpoint does not require a pull box. PCO #10 \$4,978.34. Approved on an as needed basis 3/19/19.
16. Barrett Made is finishing up pricing the Generator change order, the change order will be submitted for the grant funds that were secured by Chief Payson. PCO #9 \$20,000. Submitted to grant 3/6/19
17. The entrance doors as designed do not have handicapped mechanisms. There will be two options forthcoming. PCO's 16 & 17. PCO #17 for one door opener was approved at 3/5/19 SB Meeting
18. The town was approached regarding adding a window to the storage room next to the kitchen so that the room can be mixed use. PCO #18 was rejected at 3/5/19 SB Meeting.
19. There is a change in the ceiling tiles being used in the kitchen due to the mechanical room above. PCO #13 Approved 3/19/19.
20. Barrett Made proposed adding a water table to the siding of the building, this will provide for more durability and longevity of the siding. PCO #14 \$3537.31 was rejected by the town at the 3/6/19 construction meeting but will still be performed and paid for under Barrett Made's contingency.
21. The concrete floors in the storage and kitchen areas was unlevel and needed to be grinded down and filled. PCO #15. Approved 3/19/19.
22. Change orders submitted 5/21/19 consist of site alterations to accommodate electrical needs, stone drip edges in specified areas, and basketball hoop extras needed for hoop mobility.

Considerations

1. There is a concrete pad behind the building - it may be possible to cut the pad into pavers, move them and create a patio rather than demolishing and throwing away the material. 7/18 it was determined that the pad is not able to be cut and moved, the SB voted in favor of demolishing the pad as originally planned.
2. Replace electrical panel - current panel is unable to be used due to age. BM had anticipated this and included it in the contract. Not CO work.
3. Water Line. RR looking into cost of putting in smaller line. BM and CEO recommended keeping existing for fire suppression system/future expansion. It was decided to keep the existing water line.
4. We have received the bill from CMP for the new transformer, pole and power to the building, the cost is \$26,747.02 to come out of North Yarmouth's contingency. CMP states that the existing transformer is not adequately sized to handle the proposed solar and building loads and must be upgraded (note the existing primary wire is direct buried and 30 years old.) In addition, with the profile of the land, a 4x6 pull box is required so that proper drainage can be achieved.

WESCUSTOGO HALL & COMMUNITY CENTER FACILITY - Construction Team

Barrett Made Project Manager: Bruce Hourigan

North Yarmouth - Owner Representative: Ryan Keith

North Yarmouth - Town Manager: Rosemary Roy

North Yarmouth - Administrative Assistant: Draven Walker

Barrett Made Director of Design Services: Matthew Ahlberg

Barrett Made - Owner: Rob Barrett

Barrett Made - Design Services: Dylan Baker

[Town Letterhead]

August 1, 2019

Dear North Yarmouth Committee Chairs:

Thank you for volunteering your time to help serve our community; you should all be pleased and proud of your accomplishments. As the new Select Board Chair, I have been reviewing some of the needs we can and should address as a board. One of the first topics I hear is that of communication, within the town leadership and to our citizens. One area I see is the need for more conversation between the assigned committees, the Select Board, the Town Manager, and the people of North Yarmouth. To that end, I would ask each of you, as stated in the Town Charter, provide me with a BRIEF summary report of your 2019 fiscal year accomplishments. This can be the same report that you submit to Assistant Town Manager, Debbie Grover for the Annual Town Report.

In addition, I would ask that you put forward your committee goals for the coming fiscal year and a brief plan of how you will accomplish those, and how that will impact the overall goals of the Board and the town as a whole. Please review your charge and decide if you are heading in the right direction if you should merge with other committees, or perhaps dissolve your committee. As you may know, the Select Board met on July 16th to determine our plans/goals for the coming year and is designed to aid you in your goal planning. Below is a list of the Select Board's goals for the fiscal year 2020.

1. Exploring Town Council form of Governing
2. Budget Process Enhancements
3. Tax Assessing Improvements
4. Law Enforcement Coverage
5. Municipal Facilities Capital Improvement Planning
6. WH&CC Successful 1st Year Operations
7. Rail Trail
8. Broadband
9. Improving Committee Relationships

The Select Board would also like to have quarterly or semi-annual meetings with ALL committee chairs and or their representative on a regular basis. The purpose would be to see how our mutual goals are working toward a successful plan for 2020 and to determine how we can assist each other, perhaps change roles, or coordinate our efforts. The Board would like to begin with a meeting in mid-September, and as deemed necessary thereafter. We also decided we would like to continue having committee representatives attend Select Board meetings semi-annually to update us and the public on your accomplishments, plans, and needs.

I am also trying to get to as many committee meetings as possible, but I find it challenging to find schedules. If you could confirm your meeting times with Cheryl Trenoweth in the Town Office, this way, there is ONE source (website calendar) for all meeting schedules which would make it easier for anyone who wants to attend your meeting.

Thank you again for all you have been and are doing for the citizens of North Yarmouth.

Best regards,

Bill Whitten
Select Board Chairman

August 20, 2019

Agenda - Section VII. New Business

- **Historical Society/Old Town Hall - Property Survey** - *Move to share the surveyor costs with the North Yarmouth Historical Society for the town-owned property Map 7, Lot 65 and to include in the survey town-owned lots 66 and 71 at the Town's expense. Second, discussion and vote follow.*

Notes: Map of area in question is included herein; estimated survey costs lot #65 \$1,500-\$1,700; \$2,500 topo; estimate for lots 66 & \$750-\$850. Total estimated Town cost = \$1,200 (Future Land Reserves).

- **Memorandum of Understanding for Demonstration Projects (MOU)** - *Move to authorize the Town Manager to enter into an agreement with the Bicycle•Pedestrian Coalition of Maine and the Maine Department of Transportation for the street demonstration project as presented. Second, discussion and vote follow.*

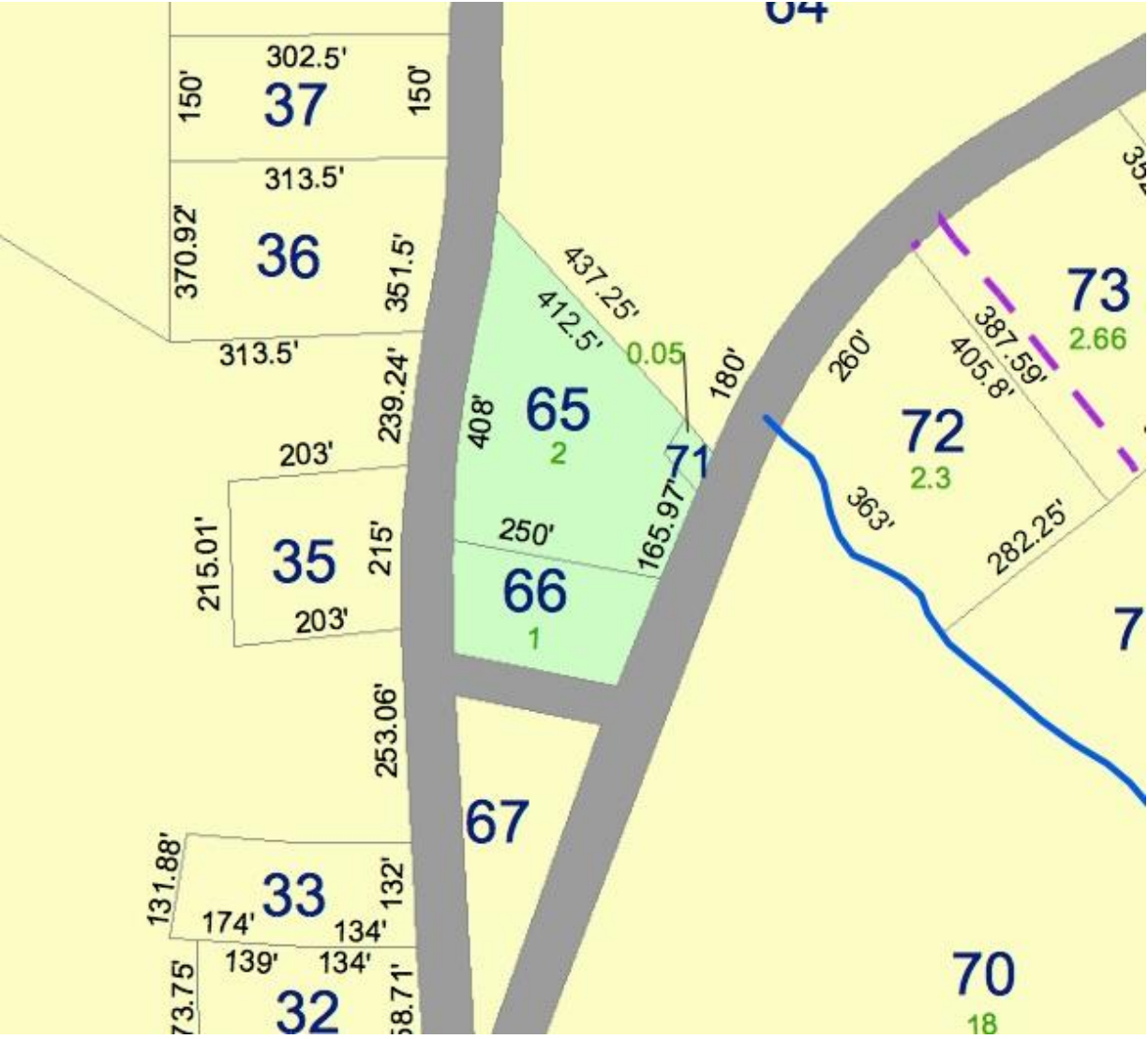
Notes: Project agreement enclosed.

- **Property Tax Abatement** - *Move to certify to the Tax Collector that the abatement requested for Map 13, Lot 3 in the amount of 806.30 be granted. Second, discussion and vote follow.*

Notes: Certificate of Abatement enclosed.

- **Tax Collector's Settlement - FY17** - *Move to endorse to the Tax Collector's settlement for the fiscal year 2017, as presented. Second, discussion and vote follow.*

Notes: Certificate of Settlement enclosed.



August 12, 2019

Memorandum of Understanding for Demonstration Projects in the Town of North Yarmouth, Maine

This Memorandum of Understanding is to document and confirm the details of the proposed demonstration projects/events using paint, rubber curb stops, rubber speed humps, and Pexco FG 300 traffic delineators to calm traffic in North Yarmouth, Maine.

The BCM is working with staff and volunteers from the Town of North Yarmouth and Vanessa Farr, a planning consultant, to plan and execute a traffic calming demonstration project on Route 115 between the intersections with Route 9 (See Figure 1).

Figure 1



Project Details

Project Description

- See attached conceptual project proposal--note that fewer crosswalks and delineators will be used in the final project.
- Project will include “New Traffic Pattern” signage on all approaches. \\
- The demonstration project will focus on improving bicycle and pedestrian conditions by:
 - **Calming traffic by installing multiple gateway treatments** that use PEXCO FG 300 flexible delineators placed on the fog lines and center lines to visually narrow the travel lanes and thereby reduce vehicle speeds. MaineDOT has also authorized a mountable centerline hardening product such as a segment of Tuff Curb instead of a delineator according to engineering judgement. Lane widths will not be reduced below 10 feet (pending MaineDOT approval).



- **Increasing the conspicuity of the crosswalk immediately north of the northern intersection with Route 9** by adding PEXCO FG 300 flexible delineators at the fog lines and either a delineator or a mountable centerline hardening product such as Tuffcurb.
- **Creating a temporary crosswalk at the Stone Diner** with safe landings created with NON MOUNTABLE curbstops and PEXCO FG 300 flexible delineators.
- **Creating curb extensions to slow turning traffic from Rt. 115 to Rt. 9 northbound and southbound** using mountable rubberized speed humps.
- Delineators, curbing and speed bumps will be installed with butyl or bolts.
- Paint used for this temporary installation will not be retro-reflective.
- This design may be adjusted as per MaineDOT or other engineering judgement.

Evaluation

- The project's effect on traffic speeds will be assessed using radar speed studies.
- The public will be provided the opportunity to offer comments via a survey link distributed by the town.

Installation

- Installation is tentatively scheduled for late September/early October, 2019
- BCM will provide Road Work signage and cones
- BCM requests a North Yarmouth DPW truck on site to provide traffic control during installation.

Duration

- a. The duration of the demonstrations has been proposed to last until at least November 1.

Liability

This project is executed as a planning exercise of the Town of North Yarmouth with the full permission and approval of the Town of North Yarmouth. This project has been reviewed by the MaineDOT and has been approved for implementation.

The Town of North Yarmouth shall hold harmless and indemnify the Bicycle Coalition of Maine and Ransom Engineering and its respective officers, directors, employees and agents from and against any claim, loss, damages, theft and liability pertaining to bodily injury, property damage, personal injury, death, or any other type of claim, arising out of or occurring in connection with demonstration project here described.



5. Other—noted below:

See attached conceptual plans

Confirmation

This document confirms and acknowledges that the MaineDOT and municipal authorities in the Town of North Yarmouth Maine approve of and authorize the demonstration project described above and agree to the terms in this memorandum.

Authorized North Yarmouth Municipal Official
(Town Manager, DPW Director, or equivalent):

Bicycle Coalition of Maine Staff:

_____print name

_____print name

_____sign name

_____sign name

_____Title

_____Title

_____Date

_____Date

Authorized MaineDOT Official

_____print name

_____sign name

_____Title

_____Date

Certificate of Abatement

36 M.R.S.A. § 841

We, the undersigned municipal officers of the municipality of North Yarmouth, hereby certify to Rosemary E. Roy tax collector, that an abatement of property taxes has been granted by us as follows:

Name of Taxpayer: Sally A. Packard & Robyn Born

Property Description: Map 13, Lot 3

Type of tax for which abatement sought: Real Estate - Land Only

Amount of tax assessed: \$19,000

Amount of abatement granted: \$ 806.30 (years 2017, 2018, & 2019)*

*only three years are permitted by statute.

Reasons supporting the decision: The property was Quitclaimed to the Friends of the Royal River in 2005, however, the transfer did not get recorded in the Town's real estate records.

Date granted: August 20, 2019

You are hereby discharged from any further obligation to collect the amount abated.

Select Board

William Whitten, Chair

Stephen Morrison, Vice Chair

Anne Graham

Jennifer Speirs

James Moulton

Certificate Of Settlement

36 M.R.S.A § 763

COUNTY OF Cumberland ss.

STATE OF MAINE

TO: Rosemary E. Roy, Tax Collector of the Municipality of North Yarmouth within this County:
We hereby certify that the 2017 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$7,490,410.33
Supplemental commitments totaling:	\$15,524.99
Interest	\$5,327.62
A grand total of:	\$7,511,262.94
Cash Payments:	\$7,386,141.79
Abatements Granted:	\$24,287.10
Tax Lien Mortgages: (Recorded in the Cumberland County Registry of	\$100,834.05
Other Credits:	\$0.00
A net total of:	\$7,511,262.94
Balance Due of:	\$0.00

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$0.00 and acknowledge receipt of the tax lists for the taxable year 2017.

Given under our hands this 20th day of August 2019.

Municipal Officers

August 20, 2019

Agenda - Section VIII. Accounts Payable

Item(s):

- **FY20** - *Move to approve accounts payable warrants 5 & 6 in the amount of \$915,627.52 as presented. Second, discussion and vote follow.*