

**Town of North Yarmouth
Select Board Meeting Agenda
Tuesday, October 16, 2018
7:00PM - Town Office Meeting Room**

I. Call to Order

- Pledge of Allegiance

II. Minutes of Previous Meeting(s)

- October 2, 2018

III. 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.

IV. Management Reports & Communications

- Committee Communications
 - Planning Board
 - Economic Development & Sustainability Committee (EDSC)
 - Comprehensive Plan Committee
- Town Manager's Report
- Financial Report - 1st Quarter

V. Old Business

- Charitable Fundraising Policy
- Wescustogo Hall & Community Center Project
 - Fundraising Guidelines
 - Electrical Bids
 - Matrix Update

VI. New Business

- Request to Maine Department of Transportation (MDOT)
- Loader Bids
- Special Town Meeting Warrant
- Maine School Administrative District (MSAD) 51 - Bus Station

VII. Accounts Payable

- Review & Approval

VIII. Any Other Business

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

IX. 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.

**Town of North Yarmouth
Select Board
Meeting Minutes of October 2, 2018**

Call to Order

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

Public Hearing

Selectperson Whitten moved to open the public hearing for General Assistance Ordinance Amendments. Selectperson Moulton seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Chairperson Speirs explained that appendices A-D are reviewed on an annual basis by the Department of Health and Human Services and, if necessary, revised to meet current standards of living. Municipal officers must adopt the new appendices annually.

There was no public comment.

Chairperson Speirs moved to close the public hearing. Selectperson Whitten seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Selectperson Moulton moved to accept the amendments to the North Yarmouth General Assistance Ordinance as presented. Selectperson Whitten seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Minutes of Previous Meeting(s)

Selectperson Graham moved to approve the minutes of September 18, 2018. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Public Comment - Non-Agenda Items

Steve Palmer of Mountfort Road – The Kite Festival is Saturday, October 6th at Old Town House Park and will feature a remote-controlled demonstration.

Katie Murphy of Mountfort Road – October 14th is Soup & Cider day at Skyline Farm hosted by Skyline Farm and the NY Historical Society.

Management Reports & Communications:

Town Manager's Report:

- Fire Prevention week is October 8-12th, the North Yarmouth Fire Rescue open house will be held on October 8th.
- Comprehensive Plan public hearing is set for Thursday, October 4th at 7 PM.
- Marlee Baston has resigned from her position; the Town Manager thanked her for her dedication to the Town of North Yarmouth.
- A public hearing will be held on October 9th for zoning map changes and land use ordinance amendments.

Department Head Reports: The Select Board received bi-monthly Department Head reports.

Old Business

Wescustogo Hall & Community Center Project

- Fundraising Revenue Policy – First Draft: The Select Board reviewed a draft of the Fundraising Policy. When a company donates to a bond-financed facility in exchange for a room in the facility being named after that company, that donation results in private use. The private use is equal to the amount of the donation. Selectperson Moulton would like clarification on this issue, if the building and/or rooms are named after companies will the Town of North Yarmouth still have control over said building and/or rooms; what does "Use" entail. The Select Board has questions that need to be answered by the town attorney, Town Manager Roy will follow up with the attorney. Chairperson Speirs is concerned that the community would not take well to naming rights and would like the Board members to think about whether or not they want to allow naming rights in the new facility. Vice Chairperson Morrison echoed Chairperson Speirs concerns with naming rights; he does not believe that rooms inside the new Wescustogo Hall and Community Center should be named after donors seeing that the facility is being paid for using taxpayer dollars. Vice Chairperson Morrison asked that the town attorney should attend a Select Board meeting to answer questions and explain the process to the board. The Town Manager will contact the attorney for a more detailed explanation.

Steve Palmer of Mountfort Road expressed a sense of pride that the community has in this project and believes that naming rights would take away from that pride. Naming rights endorse the business which donated and should not be done in a municipal facility. Steve personally thinks that the fundraising efforts should go towards extras for the

building (playground, patio, artwork, etc.) rather than paying down the bond.

Chairperson Speirs moved to table the discussion until the October 16th meeting. Vice Chairperson Morrison seconded the motion. Discussion: Chairperson Speirs would like to break fundraising into two discussions; 1) Review of a fundraising policy for any town committee and 2) A set of guidelines pertaining to Friends of Wescustogo and their efforts over the next two years. This discussion should include an explanation by the town attorney on the 10%, as well as answering any questions the Board has. **Vote 5 Yes – 0 No.**

- Matrix Update: All interior abatement is complete; an electrical crew is disconnecting services to each wing of the building this week. An excavator has been dropped off at the site to begin demolition the week of October 8th.

Parks Uses - Incoming Requests: The Town has received requests to use the parks for weddings, snowmobile club events, commercial and more. Under the current ordinance, there is no language that addresses event activity with the exception of overnight camping. Town Manager Roy is looking for input from the Select Board on how these inquiries are handled. Selectperson Graham suggested looking back to the fee schedule used for Wescustogo Hall. Chairperson Speirs would like the Parks & Recreation Committee to look at these policies and draft use guidelines for the Select Board to review.

New Business

Committee Appointment: Selectperson Graham moved to appoint Steve Berry to Friends of Wescustogo with a term ending June 30, 2020. Selectperson Whitten Seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Fee Schedule - First Review: Selectperson Moulton moved to accept the fee schedule as presented for the ensuing year. Selectperson Whitten Seconded the motion. Discussion: Chairperson Speirs asked that the Memorial School fees are deleted. **Vote 5 Yes – 0 No**

Financial Policies - First Review: Vice Chairperson Morrison moved to table the review of financial policies to the next Select Board Meeting. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Business Advertisements in Town Publications: Selectperson Moulton moved to approve the use of business advertisements in town publications. Selectperson Whitten seconded the motion. Discussion: None. **Vote 2 Yes – 3 No** (Selectpersons Graham, Speirs, and Morrison)

Accounts Payable – Review & Approval

Selectperson Whitten moved to approve accounts payable warrants 11, 12, and 13 in the amount of \$162,941.55. Vice Chairperson Morrison seconded the motion. Discussion: Selectperson Whitten asked what the RCM fees applied to. Town Manager Roy explained that it was regular equipment maintenance for Fire Rescue. **Vote 5 Yes – 0 No.**

Any Other Business

A joint meeting between Maine School Administrative District (MSAD) 51, Town of Cumberland and Town of North Yarmouth is being held on Monday, October 15th at 6 PM.

Adjournment

Chairperson Speirs moved to adjourn.

Ashley P. Roan
Recording Secretary

Select Board

Jennifer Speirs, Chair

Stephen Morrison, Vice Chair

Anne Graham

William Whitten

James Moulton

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.

Town Comprehensive Plan - The public hearing was attended by approximately 23 residents, and a range of town board and committee members. The Comprehensive Plan Committee did an excellent job presenting the new plan, and I want to thank them for time and dedication to this project. We had what we believe was the last official meeting of the coming last Wednesday. If approval prevails at town meeting, the next steps are State review and printing. I also want to thank two citizens who volunteered to proof the final document Kathy Whittier and Audrey Lones. Their work is greatly appreciated.

WH&CC Project Bond - The financial rating is complete, and the town received the second highest possible mark being that of an AA+. The request for proposals has gone out to financial institutions who will bid on the bond. The bid opening is Tuesday morning October 16th. I should have more to report on this during the meeting.

WH&CC Project - Ashley is producing a photo album of the project during the different stages of construction, and these are being posted on the website, as well as social media.

Unity Day - Through an invitation from MSAD 51 staff and I will be participating on a voluntary basis in Unity Day Wednesday, October 24th. Unity Day supports awareness and provides a universal message that bullying is never acceptable behavior.

Maine Department of Transportation (MDOT) - Each board member and I received a letter from MDOT regarding long-term planning. I encourage the Board to complete the online survey or provide other input to MDOT as they work on this important project.

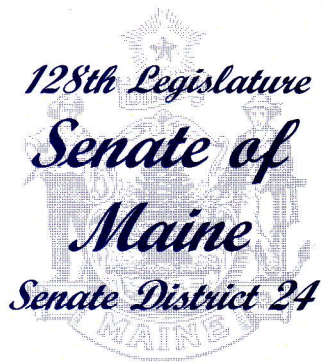
Personal Property Response - Senator Brownie Carson has replied to the Board's letter regarding the review of the personal property. The letter is enclosed with this report.

Respectfully,

Rosemary

Rosemary E. Roy, Town Manager





Senator Brownie Carson
3 State House Station
Augusta, ME 04333-0003
Office (207) 287-1515

P.O. Box 68
Harpwell, Maine 04079

September 28, 2018



North Yarmouth Select Board
10 Village Square Road
North Yarmouth, ME 04097

To members of the North Yarmouth Select Board,

Thank you for your September 18th letter regarding the Personal Property law. I appreciate your reaching out to me.

As you know, there has been much debate about this issue both at the state and local level. I will consult with my colleagues on the Taxation Committee and Maine Municipal Association on the subject to learn a little more about how we might change or alter current law on this issue.

I would also note that the Office of Program Evaluation and Government Accountability (OPEGA) is taking a look at this issue as we speak. OPEGA's work has been extremely valuable to state legislators and I expect that their findings will give us a clearer picture of options going forward. Lastly, this change will have to take place when the new Legislature convenes next January. A complicated issue like this, which I understand (from an inquiry to the MMA) divides some larger and smaller communities, will take serious review and revision, with many differing views at the table. I will learn more in the next several months, especially from the OPEGA report.

Please don't hesitate to reach out to me if you have further questions or need anything else. You can reach my office at (207) 287-1515 or email me at Brownie.Carson@legislature.maine.gov.

Best Regards,

Brownie Carson
Maine Senate District 24

cc: Justin Chenette, Senate District 31, Senate Democratic Lead on Taxation Committee

Expense Detail Report

10/16/2018

ALL Accounts
July to September
Current
BudgetUnexpended
Balance

		Debits	Credits		%
110 - MUN ADMN	497,216.00	0.00	0.00	497,216.00	
01 - OPERATIONS	335,123.00	74,375.56	0.00	260,747.44	
02 - CONTR/PROF	67,660.00	15,185.00	0.00	52,475.00	
03 - BLDG/GRNDS	63,045.00	9,430.21	0.00	53,614.79	
04 - COMMCOMM	9,950.00	1,658.93	0.00	8,291.07	
05 - NYMS	21,438.00	1,733.32	0.00	19,704.68	
	497,216.00	102,383.02	0.00	394,832.98	25.93
120 - COMM SVCS	169,562.00	0.00	0.00	169,562.00	
01 - CEO/PLAN	69,219.00	15,154.72	0.00	54,064.28	
02 - ECONOM DEV	69,400.00	2,000.00	0.00	67,400.00	
03 - PKS/REC	8,850.00	553.00	0.00	8,297.00	
04 - GENL ASST	7,688.00	48.00	0.00	7,640.00	
05 - SOC SERVC	3,440.00	33.48	0.00	3,406.52	
06 - CEMETERIES	5,215.00	0.00	0.00	5,215.00	
07 - LIVING WELL	750.00	0.00	0.00	750.00	
08 - HIST SOCIE	5,000.00	0.00	0.00	5,000.00	
	169,562.00	17,789.20	0.00	151,772.80	11.72
130 - PUBL SAFETY	381,794.00	0.00	0.00	381,794.00	
01 - FIRE RESCUE	281,827.00	56,098.54	0.00	225,728.46	
02 - CONTR/PROF	99,967.00	9,534.56	0.00	90,432.44	
	381,794.00	65,633.10	0.00	316,160.90	20.76
140 - PUBLIC WORKS	447,813.00	0.00	0.00	447,813.00	
01 - OPERATIONS	447,813.00	74,490.25	0.00	373,322.75	
	447,813.00	74,490.25	0.00	373,322.75	19.95
150 - SW/RECYCLING	202,905.00	0.00	0.00	202,905.00	
01 - SOLID WASTE	202,905.00	42,197.35	0.00	160,707.65	
	202,905.00	42,197.35	0.00	160,707.65	26.26
160 - FIXED EXPENS	8,184,789.00	0.00	0.00	8,184,789.00	
02 - EE BENEFITS	265,654.00	61,300.43	0.00	204,353.57	
03 - INSURANCE	39,767.00	1,722.00	0.00	38,045.00	
04 - EDUCATION	7,333,711.00	1,833,427.73	0.00	5,500,283.27	
05 - SHARED SVCS	178,994.00	44,748.00	0.00	134,246.00	
06 - COUNTY TAX	336,663.00	0.00	0.00	336,663.00	
07 - OVERLAY	30,000.00	3,546.25	0.00	26,453.75	
	8,184,789.00	1,944,744.41	0.00	6,784,644.59	28.66
Final Totals	9,884,079.00	2,247,237.33	0.00	8,181,441.67	27.47

Revenue Detail Report

ALL Accounts
July to September

Account----- Date	Jrnl	Current Budget	Debits	Credits	Uncollected Balance
100 - REVENUES		1,705,172.00	0.00	0.00	1,705,172.00
4010 - AGENT FEES		12,300.00	0.00	3,234.00	9,066.00
4020 - RESCUE FEES		65,000.00	0.00	9,665.06	55,334.94
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	1,482.80	7,024.60
4060 - BUILDING PERMITS		41,000.00	0.00	13,390.45	27,609.55
4067 - BURN PERMITS - ONLINE		240.00	0.00	0.00	240.00
4070 - CASH SHORT/OVER		0.00	1.45	8.02	-6.57
4080 - CATV FRANCHISE FEES		29,000.00	0.00	18,004.56	10,995.44
4090 - CELL TOWER RENTAL		37,200.00	0.00	6,439.56	30,760.44
4110 - CEO MISC. PERMITS		300.00	0.00	0.00	300.00
4120 - CEO POWNAL SERVICES		15,000.00	0.00	3,474.73	11,525.27
4130 - CLERK FEES		755.00	0.00	140.00	615.00
4140 - CUSTOMER SERVICES FEES		700.00	0.00	108.47	591.53
4150 - DOG LICENSE FEES / ACO SERVICE		1,650.00	0.00	22.00	1,628.00
4157 - PARK USE PERMIT DOGS		0.00	0.00	500.00	-500.00
4160 - ELECTRICAL PERMITS		7,500.00	0.00	2,581.64	4,918.36
4200 - GENEALOGY SEARCH		250.00	0.00	0.00	250.00
4210 - GENERAL ASSISTANCE		2,500.00	0.00	0.00	2,500.00
4220 - HOMESTEAD EXEMPTION		200,527.00	0.00	182,780.00	17,747.00
4260 - LOCAL ROAD ASSISTANCE PROGRAM		27,000.00	0.00	0.00	27,000.00
4265 - PROPERTY & CASUALTY POOL		2,000.00	0.00	2,683.00	-683.00
4270 - MSAD ELECTIONS		2,200.00	0.00	1,503.38	696.62
4280 - MISC REVENUES		1,200.00	0.00	2,157.43	-957.43
4290 - BMV EXCISE		867,000.00	0.00	240,604.26	626,395.74
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		8,000.00	0.00	2,992.50	5,007.50
4335 - PRIVATE ROAD SIGNS		300.00	0.00	0.00	300.00
4340 - RENTAL FEES		13,000.00	0.00	2,630.00	10,370.00
4350 - REVENUE SHARING		191,575.00	0.00	46,419.83	145,155.17
4370 - SITE PLAN REVIEW		1,200.00	0.00	0.00	1,200.00
4380 - SNOWMOBILE CLUBS STATE REIMBUR		1,200.00	0.00	0.00	1,200.00
4390 - SOLID WASTE/RECYCLING		140,000.00	0.00	28,920.00	111,080.00
4400 - SW HAULER PERMIT		75.00	0.00	0.00	75.00
4420 - TAX INTEREST		12,500.00	14.58	3,115.32	9,399.26
4430 - TAX PENALTY		3,500.00	0.00	440.35	3,059.65
4450 - TIMBER HARVEST		0.00	0.00	124.00	-124.00
4480 - TREE GROWTH EXEMPTION		3,700.00	0.00	0.00	3,700.00
4500 - VETERAN'S EXEMPTION		2,950.00	0.00	1,340.00	1,610.00
4510 - VITAL RECORDS		3,100.00	0.00	904.00	2,196.00
Final Totals	33.76% Collected	1,705,172.00	23.43	575,705.36	-1,129,490.07

I. PURPOSE

The purpose of the Charitable Fundraising Policy is to define and provided guidelines in the collection of money through voluntary contributions, sales, and or events/programs for the purposes of charitable donation and or support.

The Town understands that board and committee members, and citizens may wish to seek external funds to support key initiatives and projects. It is important that all fundraising activities are submitted to the Town Manager for approval prior to solicitation.

II. GENERAL GUIDELINES

- A. Fundraising may be conducted for the purpose of charitable giving or charitable donations.
- B. All fundraising activity must be reported and authorized through the Town Manager and or Select Board prior to starting.
- C. The Select Board may periodically review fundraising projects which are legally attached bond dollars for consistency, funding goals, and potential project additions.
- D. Fundraising shall benefit the citizens of North Yarmouth.
- E. Monies raised must be donated to the Town directly or indirectly through a fundraising representative.
- F. Monies raised for the purpose of charitable giving cannot be held for an extended time period by an individual or board/committee representative and must be turned in to the Town in a timely manner.
- G. Any fundraising activity that creates merchandise or marketing material that includes the Town brand, seal or name, must ensure the usage is in accordance with the Town's guidelines. All materials for use in marketing must receive approval from the Town Manager.
- H. The Town authorizes the use of funds raised for funding to purchase promotional merchandise (e.g., engravings, t-shirts, pens, etc.), host promotional events, mailings or other types of merchandise provided these materials are for-profit fundraising efforts. Fundraising dollars used for this purpose shall be reimbursed to the fund raising account.
- I. All fundraised monies for accounting purposes shall be recorded into the specific committee/project monetary account.
- J. Fundraising activities may be restricted by the Town Manager to reasonable times, places, and manners.

- K. The Town Manager may prohibit and rescind any and all fundraising activity and privileges when deemed appropriate.
- L. Fundraising using crowdfunding platforms such as GoFundMe is prohibited.
- M. Fundraising relating to any candidate for political office or political campaign is prohibited.
- N. All fundraising revenues received shall go only to specific costs outlined in the project, program or purpose for raising funds.
- O. All donations must be accepted by a vote of the Select Board at a regular meeting.
- P. Donations with conditions attached must be submitted to the voters for acceptance or rejection. Please note that this is a statute provision.

III. NAMING PROVISIONS

- A. Projects involving Town facilities/amenities may only be dedicated to the townspeople and not one agency or individual. Honoring the broad community is favored, and the incorporation or uses of the town name ("North Yarmouth") shall be used in projects of significance.
- B. Donations made for the purpose of individual or family acknowledgment may be produced on exterior walkways, interior tiles, or other forms of floor or wall décor.
- C. Exterior or add-on projects/infrastructure to a facility may be named after an individual, family, business or group, e.g., playgrounds, patio, etc.
- D. Recognition of large donors may be done through a display plaque or similar fixture.



Town of North Yarmouth

Friends of Wescustogo - Fundraising Guidelines

October 16, 2018

Purpose: To provide guidance to the Friends of Wescustogo committee in their efforts to raise funds in support of the reconstruction of the Wescustogo Hall.

Phase I - Getting Started

1. The committee establishes their process to obtain the funds.
2. The fund goal is \$250,000.
3. The goal amount or any amount less than this shall go towards the construction costs of the Wescustogo Hall building.
4. Funds raised over the goal amount may go towards additional features consistent with designed project upon Select Board approval.
5. The town's Charitable Fundraising Policy shall also be referenced for use as a guideline for the committee.

Phase II - Donations

1. Donations will be received and recorded at the Town Office; a separate account will be used for this project.
2. Construction costs will be reviewed and paid on a periodic basis from funds raised at the Town Manager's discretion.
3. Long-term donation commitments for 1-5 years will be set up accordingly for collection.
4. Funds raised beyond the \$250K goal will be reviewed by the Select Board for distribution to the project.
5. All products offered based on a donation, i.e. "wooden board w/name" shall be filled and prepared for installation.

Electrical Scope Sheet

Project: North Yarmouth Community Center
Bid Date: August 2nd, 2018 @ 1:00PM

Scope of work to include but not be limited to the following items;		Vendor Amount/Breakdown		
Spec/Item	Scope	Googins	BH Milliken	ESM
16100	Electrical			
	Furnish and install complete electrical system per code and drawings	T&M	\$241,741.00	\$269,315.00
	Site Lighting - 6 Light Poles		inc	inc
	Fire Alarm		inc	\$16,599.00
	Tel Data - By Owner		exc	exc
Total		\$0.00	\$241,741.00	\$285,914.00

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. COMPLETED
Local Subcontractor Listing	TM	6/28/18	7/6/18	TM and OR compiling list, to be sent to BM by 7/6. COMPLETED
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.
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
Master Construction Calendar	BM	7/11/18		Will be available to TM, office staff, Select Board and the public
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.
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.
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. COMPLETED
MMA - Construction Insurance (builder's risk)	TM	Nov-19		Certificates on file, cost \$ 854. for 7/1/18 - 7/1/19.
Close NYMS	TM	7/20/18		Notifications will be sent out 6/29/18. COMPLETED
NYMS - Playground Removal	TM	7/20/18		PWD to remove and store playground. COMPLETED
BM Subcontractor Walkthrough	BM	7/26/18		BM will be onsite with potential subcontractors. COMPLETED
MMA - Remaining Insurance Proceeds	TM	9/17/18		Will not be received until project is 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.

WESCUSTOGO HALL & COMMUNITY CENTER FACILITY				
Task	Who	Start Date	End Date	Notes
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.
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. COMPLETED
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. COMPLETED.
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.
Biweekly Meetings with the Select Board	TM/BM	Beginning 8/7/18		OR (Ryan) will have construction reports at each Select Board meeting
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. COMPLETED
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.
Site Coordination Meeting	BM	9/7/18		Meeting held 9/7 with Dugas, OR, PW Director and BM.
Groundbreaking Ceremony		9/13/18		Ceremony to be held at 10AM - invites going out 8/23/18.
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
Construction Begins	BM	Oct-18	Sep-19	
Building Weather Tight	BM	12/31/18		
Solar Panels	BM			Ashley coordinating meeting with Revision solar to discuss solar design and financing options week of 10/8/18
Bi-Weekly Construction Progress Photos	AA	Ongoing		Construction progress photos will be taken and posted to the Towns Website, Facebook and Instagram.
Selection of Fixtures	OR	TBD		Selection to go through OR (Ryan)

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.
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.
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.
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. Ashley to have discussion with BM on if this will be a CO or come out of contingency; if contingency, which one.
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.
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: Ashley Roan
Barrett Made Director of Design Services: Matthew Ahlberg
Barrett Made - Owner: Rob Barrett
Barrett Made - Design Services: Dylan Baker



TOWN OF NORTH YARMOUTH

The Town Where Others Began.

October 16, 2018

Randy Illian, PE
Southern Region Traffic Engineer
MAINE DEPARTMENT OF TRANSPORTATION
P.O. Box 358
51 Pleasant Hill Road
Scarborough, ME 04070

Dear Mr. Illian,

RE: TRAFFIC REQUEST AT THE LOCATION OF ROUTE 9 & SLIGO ROADS

It has been brought to our attention by residents, our Road Commissioner, and the Town Manager that traffic flow/activity on Route 9 near the Sligo Road intersection has increased in speed and provides for an unsafe area for pedestrians. As you are aware we are currently researching ways the town can improve the safety of this roadway, but we are also seeking other methods that may help the situation.

We understand that the Maine Department of Transportation (MDOT) has plans for road maintenance and improvements to be conducted on Route 9, which includes this area, during the years 2019 and 2020. One way to aid in the improvement of safety would be for MDOT to study the passing zones along this route. Currently passing is allowed through and near this intersection. It is our opinion that MDOT could consider this area of the roadway to be a no-passing zone and possibly make this change with the upcoming road project. We believe this would make a considerable improvement to the vehicles that travel at high speeds through this area.

We appreciate your time and efforts regarding this request.

Respectfully,

Jennifer Speirs, Chairperson

Steve Morrison, Vice Chairperson

Anne Graham

William Whitten

James Moulton

Cc: Clark M. Baston, Road Commissioner
Cc: Rosemary E. Roy, Town Manager

FY19 LOADER BID RESULTS

Bids Received	BEAUREGARD	NORTHLAND JCB	CHADWICK-BAROSS	MILTON CAT	CECO	JOHNDEERE
Type	New Case 621G	Nitco	Volvo L70H	New Cat 930M	Doosan DI220-5	
Cost	\$184,000.00	\$172,000.00	\$184,500.00	\$216,900.00	\$173,700.00	Did not bid - Oversight in their office.
Trade In	\$53,000.00	\$35,000.00	\$40,400.00	\$40,000.00	\$42,000.00	
Final Cost	\$131,000.00	\$137,000.00	\$144,100.00	# \$176,900.00	\$131,700.00	\$0.00
The Public Works Director and Town Manager recommend awarding the bid to Beauregard in the amount of \$131,000.						
CAPITAL IMPROVEMENT PLANNING - BUDGETED COST:			\$ 192,600	SAVNGS:	\$ 61,600.00	



Town of North Yarmouth – Wheel Loader Purchase

INVITATION TO BID

- 1) 3yd, approx. 28,000lbs, wheel loader
- 2) Sweepster CS 32 loader collector sweeper hydraulic drive with right hand gutter broom

Bids for furnishing the Town of North Yarmouth with the manufacturer's latest model Wheel loader and quick attach Sweepster collector sweeper. Specifications may be obtained at the Town Office; 10 Village Square, North Yarmouth ME 04097 during regular business hours, or by emailing Clark Baston, Public Works Director at nypwd@northyarmouth.org or calling (207) 829-3274.

All bids must be submitted to the Town Manager in a sealed envelope clearly marked "LOADER". All bids must be received by no later than 4:00 pm on Thursday, September 6, 2018. The town reserves the right to accept or reject any and all bids and will discuss said bids at the Select Board's meeting of 09/18/2018.

**All bids should be submitted to:
"LOADER"
Town Manager - Town of North Yarmouth
10 Village Square
North Yarmouth ME 04097**



Town of North Yarmouth – Wheel Loader Purchase

NOTICE AND GENERAL SPECIFICATIONS

All vehicles and/or equipment shall be absolutely new and/or the latest model. The dealer will state in their proposal, the name, model numbers, etc. of the vehicle/equipment being offered for bid. Bid should include literature with pictures and detailed specifications for each item bid; including basic warranty and extended service options. Vehicle/equipment shall meet all applicable MSHA, ANSI, SAE, and DOT, federal and state standards. Vehicle/equipment shall be furnished complete and in readiness for use as required by the terms of these specifications. All design, materials and workmanship shall in every respect be in accordance with the best current practices in the industry.

Vehicle/equipment must be completely inspected and service by the vendor prior to delivery; including but not limited to steering geometry, steering wheel alignment and balancing of the front tires, calibration of electronic equipment, hydraulic pressures, component capacity ratings shall be determined prior to deliver to the town. The cab and chassis/ equipment shall be delivered to the Town of North Yarmouth by January 1, 2019 or other date as agreed upon. Any vehicles/equipment considered for trade and agreed upon will not be turned over to trading dealer until new vehicle/equipment is completed in total, accepted, can be placed in service and delivered to the Town of North Yarmouth.

The Town of North Yarmouth will award this bid to the bidder meeting the attached specifications. Operator preference, manufacturers product support, company service capabilities, dealer support and manufacturer affiliation will be a strong factor when awarding this bid. The Town of North Yarmouth reserves the right to waive any informality in the bids, to accept any bid and to reject any or all bids, should it deem in the best interest of the Town to do so.

The Town of North Yarmouth may consider a trade-in for an existing 2008 CASE 621E. Please list new loader with and without trade amount, if applicable.

The vendor, by submitting a bid, agrees to the conditions, requirements and specifications herein questions about the specifications should be directed to Clark Baston, Public Works Director 829-3274 during regular business hours.

Wheel Loader

BID SPECIFICATION FOR Doosan DL220 -5, Case 621G, JD 544K-II OR EQUIVALENT

Basic Specifications

- Y____N____ Engine rated net power shall be a minimum 160HP.
- Y____N____ Machine operating weight minimum of 27000 lb.
- Y____N____ Machine will have fully enclosed cab with heat and air conditioning.
- Y____N____ Loader will be equipped with quick attack coupler system for bucket and attachments.
- Y____N____ Rated bucket capacity shall be approximately 3 cubic yards.
- Y____N____ Reach at full lift at 45° dump angle shall be at least 9'.
- Y____N____ Machine shall have minimum full turn static tipping load of 21,000 lbs.
- Y____N____ Machine shall have minimum straight static tipping load of 23,000 lbs.
- Y____N____ Breakout force shall be a minimum 22,000 lb.

Engine

- Y____N____ Engine shall be EPA Tier IV Final compliant and Tier IV Final compliance certificate shall be available upon request.
- Y____N____ Engine shall be 6-cylinder wet sleeved, turbocharged diesel EPA tier 4 final compliant.
- Y____N____ Engine to have low oil pressure-overheat protection.
- Y____N____ Machine shall have a minimum of two 900 CCA maintenance free batteries mounted in lockable battery boxes.

- Y____N____ Fuel priming pump and fuel/water separator.
- Y____N____ Machine shall have a minimum 95-amp or greater alternator.
- Y____N____ Machine shall have a lockable battery disconnect switch and external boosting points in the event of dead battery's.
- Y____N____ Engine to be equipped with electric block heater and, if available, transmission heater.

Power train / Transmission

- Y____N____ Machine shall have a minimum of four forward and three reverse speeds with a minimum top speed of 24 mph.
- Y____N____ Transmission shall have manual and automatic settings with power modes.
- Y____N____ Joystick shall have a button for downshifting/forward/reverse on demand.
- Y____N____ Machine shall have a transmission cut out which can be turned on and off.
- Y____N____ Machine shall have transmission oil sight gauge and fill spout on the same side of the machine.
- Y____N____ Machine shall have a minimum drain interval of 2,000 hours for transmission oil.
- Y____N____ Transmission heater for cold weather starts and quick operations.

Steering

- Y____N____ Machine shall have two steering cylinders.
- Y____N____ Steering system shall be load sensing and provide for smooth steering movement. All bearings and pins must be grease able.
- Y____N____ Steering console shall be tilting and telescope.

Hydraulic System

- Y____N____ Hydraulic cycle time shall be a minimum of 10 seconds.

- Y____N____ Hydraulic system flow shall operate a Sweepster CS 32 96" collector sweeper for extended periods of use without overheating.
- Y____N____ Machine will have 1 remote circuit controlled in the cab to front of loader arms. This is to control a pick-up sweeper attachment and/or a plow and wing.
- Y____N____ Machine shall have pressure taps to allow quick diagnosis of complete hydraulic system.
- Y____N____ Machine will have a quick coupling system hydraulically controlled from cab operator will not have to leave cab to operate. (other than to connect hydraulic hose couplers)
- Y____N____ Ride control load Isolation system shall be included for smooth operation in rough riding conditions.

Wheels

- Y____N____ Tires shall be Michelin Sno Plus. Tires size shall be 20.5-25 radials.

Operators Station

- Y____N____ Machine shall have a forward/neutral/reverse switch standard on the implement control joystick.
- Y____N____ Hydraulic joystick control shall operate both lift and tilt functions.
- Y____N____ Joystick shall integrate transmission direction switch. Automated bucket controls like "return to dig" or "return to drive".
- Y____N____ Air-suspension seat with retractable seat belt.
- Y____N____ Equipped to conveniently run the Sweepster CS 32 as determined by North Yarmouth Public Works.
- Y____N____ Front and rear wipers with washers.
- Y____N____ Machine cab shall meet ROPS and FOPS criteria as well as MSHA regulations for sound exposer.

- Y____N____ Outside mirrors shall be spring loaded/break away and heated. Cab will also have mirrors inside.
- Y____N____ Machine shall have an easy to read display for monitoring machine functions to include but not limited to, Warning/ indicator Primary steering malfunction, electrical system voltage low, coolant temperature, engine oil pressure low, parking brake applied, brake charge pressure low, transmission oil temperature, transmission oil filter bypass, and hydraulic oil filter bypass clogged air filter, Engine speed.

Loader Linkage

- Y____N____ Breakout force shall be approximately 22,000 lb.
- Y____N____ Loader shall have a Z-bar linkage.
- Y____N____ All movable points must be grease able. Any hidden zerks or unreachable from ground must have grouped grease points.
- Y____N____ Linkage will include an integrated hydraulic quick coupler.

Work Tool Options

- Y____N____ 3-yard general purpose bucket quick tach equipped, to include with Bucket, a bolt on, 3 piece, reversible, cutting edge and a set of teeth.
- Y____N____ All hydraulic couplers on remote circuits to be threaded turn type quick connects, can be turned with a wrench when under pressure.
- Y____N____ To include a set of 60" adjustable forks to match quick tach coupler.
- Y____N____ There shall be an optional auxiliary circuit. With individual lever controls.
- Y____N____ Sweepster CS- Utility tractor loader collector sweeper- hydraulic drive (powered From loader) 96 "sweeping width, 32-inch diameter quick change brush, Right Hand gutter broom, Casters, Quick tach coupler to match loader, Hydraulic couplers To match loader.

Serviceability

- Y____N____ Machines shall have easy access to engine and cooling compartments.
- Y____N____ Radiator and oil coolers shall be separate and easy to clean.
- Y____N____ All daily service points shall be accessible from ground level.
- Y____N____ Machine shall have ground level valve access.
- Y____N____ Radiator, transmission, and hydraulic oil levels shall have sight gauges.
- Y____N____ Fuel tank shall have approximately 60-gallon capacity, with standard DEF tank to match.
- Y____N____ Machine error codes shall be accessible from gauge panel.
- Y____N____ Service features shall include: hydraulic oil cooler, heavy-duty transmission cooler, adjustment free brakes, adjustment free engine fuel system, grouped grease fittings, braided, color coded and labeled wiring.
- Y____N____ Rear Differential capacities should be 5.7 gal (21.5 L).

Owning and Operating Costs

- Y____N____ Machine shall have a recommended oil change interval of 500 hours.
- Y____N____ Machine shall have a recommended 1,000-hour hydraulic filter change.
- Y____N____ 5 yrs./3000 hr. power train/ hydraulic warranty
- Y____N____ 1500 hr. Preventive maintenance, on site, agreement/service contract.

Additional Features

- Y____N____ SMV; Slow Moving Vehicle emblem.
- Y____N____ Fire extinguisher; 5 lb. ABC.

- Y____N____ Printed operator manual.
- Y____N____ Cab mounted Amber beacon and bracket.
- Y____N____ Power Plug and antenna for 2-way radio.
- Y____N____ AM/FM/Bluetooth radio.
- Y____N____ Full set of cab work lights, headlights/directional/brake/tail lights.
- Y____N____ 3 clasp hooks welded to top of bucket; 1 center and 1 on each outside edge.
Hooks to be reviewed by North Yarmouth Public Works
- Y____N____ Printed service manual.
- Y____N____ Machine shall have a backup alarm.



Town of North Yarmouth, Maine
Special Town Meeting Warrant
October 30, 2018

To: Clark Baston, a resident in the Town of North Yarmouth, County of Cumberland, and the State of Maine.

MUNICIPAL ELECTION NOTICE

GREETINGS: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of North Yarmouth, qualified by law to vote in town affairs, to meet at the Church of Jesus Christ of Latter-day Saints, 247 Walnut Hill Road in said Town on Tuesday, October 30, 2018, at 6:30 p.m. Then and there to act upon Articles 1 through 5 as set out below and in conformity with Title 30-A of the Maine Revised Statutes, as amended.

The Registrar of Voters, Debbie Allen Grover, gives notice that the registrar's office will be in session at the Church of Jesus Christ of Latter-day Saints from 6:00 pm to the adjournment of said meeting on Tuesday, October 30, 2018, to register new voters and to correct the current list of voters.

ARTICLE 1. To choose a Moderator to preside at said Special Town Meeting.

ARTICLE 2. To see if the Town will vote to adopt the revised Town Comprehensive Plan as presented?

ARTICLE 3. Shall Chapter 7, Zoning District Regulations, Section 7.6, Space and Dimensional Requirements, Table 7.2 of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in Exhibit A?

ARTICLE 4. Shall Chapter 7, Zoning District Regulations, Section 7.6, Space and Dimensional Requirements be amended to add a new section entitled D. Pocket Neighborhoods to the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" as described and presented in Exhibit B?

ARTICLE 5. Shall Land Use Zoning Map of the Town of North Yarmouth be amended as described and presented in Exhibit C?

Given under our hands this 16th day of October 2018 at North Yarmouth, Maine.

Select Board

Jennifer Speirs, Chairperson

Steve Morrison, Vice Chair

Anne Graham

William Whitten

James Moulton

A true copy of the warrant,

Attest: _____, Debbie Allen Grover, Town Clerk

RETURN OF THE WARRANT

North Yarmouth, Maine

October 31, 2018

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town qualified as herein expressed, to meet at said time and place, and for purposes therein named, by posting an attested copy of said warrant at the Town Office, North Yarmouth Variety, Ames Farm Center, Fire Rescue Station, and Toddy Brook Café in said town, being public and conspicuous places in said town, on the _____ day of October, 2018, being at least seven (7) days before the meeting.

Clark Baston, Resident



Certification of Proposed Land Use Amendments by the Municipal Officers

To: Debbie Allen Grover, Town Clerk

This is a true certified copy of the revised Town of North Yarmouth Town Comprehensive Plan. To be voted on at the Special Town Meeting scheduled for October 30, 2018, Warrant **Article 2, as presented.**

Given under our hands this 16th day of October 2018.

Select Board

Jennifer Speirs, Chairperson

Steve Morrison, Vice Chairperson

Anne Graham

William Whitten

James Moulton

A majority of the Municipal Officers of North Yarmouth, Maine



Certification of Revised Town Comprehensive Plan by the Municipal Officers

To: Debbie Allen Grover, Town Clerk

This is a true certified copy of proposed amendments to the Town of North Yarmouth Land Use Ordinance and Zoning Map. To be voted on at the Special Town Meeting scheduled for October 30, 2018, warrant **Articles 3, 4 and 5, Exhibits A, B, and C.**

Given under our hands this 16th day of October 2018.

Select Board

Jennifer Speirs, Chairperson

Steve Morrison, Vice Chairperson

Anne Graham

William Whitten

James Moulton

A majority of the Municipal Officers of North Yarmouth, Maine

The Following Table and foot notes will replace table 7.2 on pages 82 & 83 of the Land Use Ordinance (Formatting subject to change)

TABLE 7.2 SPACE AND DIMENSIONAL REQUIREMENTS								
District	Minimum Lot Size (Acres)	Maximum Residential Density ¹ (Acres)	Maximum Lot Coverage (%)	Street Frontage (Feet)	Structure Setback From Property Lines (Feet)			Maximum Structure Height (Feet) ³
					Front	Side	Rear	
Village Center ²	1 acre ⁴	N/A	70%	20' – 100'	0' - 20' Max	25' Max	5' Min	3 stories, no higher than 50 feet
Village Residential	1 acre	1 Residential unit per acre; Subdivisions – 1 residential unit per net residential acre	30%	Routes 9, 115 and 231 – Min 200 feet; Other streets – Min 100 feet	20' Min	10' Min	10' Min	2.5 stories, no higher than 35 feet
Farm and Forest ⁵	3 acres	1 Residential unit per 3 acres; Subdivisions – 1 residential unit per 3 net residential acres	20%	Min 200 feet	50' Min	20' Min	20' Min	2.5 stories, no higher than 35 feet
Residential Shoreland	3 acres	1 Residential unit per 3 acres; Subdivisions – 1 residential unit per 3 net residential acres	20%	Min 200 feet	50' Min	20' Min	20' Min	35'
Resource Protection	3 acres	1 Residential unit per 3 acres; Subdivisions – 1 residential unit per 3 net residential acres	20%	Min 200 feet	50' Min	20' Min	20' Min	35'
Table Continued on Next Page								

¹ See Subsection C. for calculation of “net residential acreage”, which is only applicable to subdivisions.

² See Subsection D. for Pocket Neighborhood Standards.

³ Not applicable to wireless communications towers, windmills, antennas, barn silos and structures having no floor area.

⁴ [Minimum Lot Size](#)

Minimum Lot Size:

a. The minimum lot size can be reduced in the Village Center to 20,000 square feet when the lot is served by an advanced wastewater treatment system, or the existing system is retrofitted with an advanced wastewater system that meets or exceeds the state definition providing 50 percent or more reduction in nitrates and has demonstrated that water quality will not [be degraded](#).

b. The minimum lot size can be further reduced below 20,000 sf when that lot treats its wastewater on a separate lot that complies with Maine Subsurface Wastewater Disposal criteria.

c. [Gallon](#) per day (gpd) design flows may be utilized when presented and proven to not exceed the assumed 4 bedroom or 360 gpd flows of a typical residential home per lot. This type of development requires Planning Board approval.

d. Pocket Neighborhoods allow for the use of reduced lot size below 20,000 sf (as described in b. above) and can use gallons per day design flow (as described in c. above), if designed to comply with the standards of Subsection D.

⁵ Open space or clustered subdivisions are mandatory and at least 50 percent of the total parcel must be preserved in open space pursuant to Section 11-3. Cluster Housing Development and Open Space Development.

TABLE 7.2 SPACE AND DIMENSIONAL REQUIREMENTS (Continued from prior page)

District	Minimum Lot Size (Acres)	Maximum Residential Density¹ (Acres)	Maximum Lot Coverage	Street Frontage	Structure Setback From Property Lines	Maximum Structure Height
Royal River Corridor Overlay	3 acres	Same as underlying district	Same as underlying district			
Groundwater Protection Overlay	Single lots not part of a subdivision must meet the minimums for the underlying district; no reduction in lot size shall be permitted.	Same as underlying district	Same as underlying district			

***The following changes will be inserted into Chapter 7,
following section C. page 85***

D. Pocket Neighborhoods allow for the arrangement of a single building type around a central common courtyard space to promote greater density than otherwise allowed with the base district.

1. The purpose of a Pocket Neighborhood is:

- a. To allow increased density without altering the underlying zoning.
- b. To allow the creation of fine-grained public urban courtyards surrounded by buildings of the same type.
- c. To enable a close arrangement of buildings that would not otherwise not be possible.

2. Pocket Neighborhoods must be designed to meet the following standards:

a. Pocket Neighborhoods consist of three elements; the building lots on which buildings are placed, the courtyard around which the building lots are arranged, and access areas which may or may not include driveways, parking lots, and pedestrian walks.

b. Pocket Neighborhoods include one of the following three house types, subject to the following standards:

1.) A cottage, 14 ft. min - 20 ft. max width, 40 ft. length, 1 story max. A cottage is a detached building with one unit.

2) A bungalow, not to exceed 36 feet width, 50 ft. max length, 2 stories max. A bungalow is a detached building with one unit and a front porch. The gable of the bungalow must not face the courtyard, and the second story must be contained within the roof structure or,

3) A townhouse, 18 ft. min - 36 ft. max width, 50 ft. max length, min 2 stories - 3 stories max. A townhouse is a small- to medium-sized attached building type comprised of up to 3 units. A minimum of 2 townhouses must attach. A maximum of 6 townhouses may attach.

c. Pocket Neighborhoods do not contain garages.

d. The total frontage of a Pocket Neighborhood may not exceed 300 ft. in aggregate length along any single thoroughfare.

e. Pocket Neighborhoods may not contain public or private thoroughfares.

f. Pocket Neighborhoods can be configured in one of three ways:

1) Corner-Courts are built on a corner-lot or are assembled from lots with combined frontage on two intersecting thoroughfares.

2) Through-Courts are built on a through-lot or are assembled from lots to create a through lot with frontage on two non-intersecting thoroughfares.

3) Interior-Courts are built on an interior lot or are assembled from lots to create a lot with combined frontage on only one thoroughfare.

g. Parking lots within a Pocket Neighborhood may provide no more than one parking space per unit constructed within the Pocket Neighborhood.

h. Parking within a Pocket Neighborhood must be set back from all abutting thoroughfares by no less than 30 ft. with the exception of alleys.

i. The courtyard at the center of a Pocket Neighborhood must be at least 20 ft. wide on its shortest side, and have an area not smaller than 1000 sf and not larger than 10,890 sf (1/4 acre).

j. The courtyard must be built to create a civic common, park, or square.

k. A courtyard with 4 or more sides must directly front a thoroughfare or alley on at least one side and no more than 2 sides.

l. A courtyard with 3 sides must directly front a thoroughfare or alley on only one side.

m. A Pocket Neighborhood must consist of at least 4 and no more than 20 units of the same building type.

n. No building may orient a rear wall towards the courtyard or any thoroughfare, except alleys.

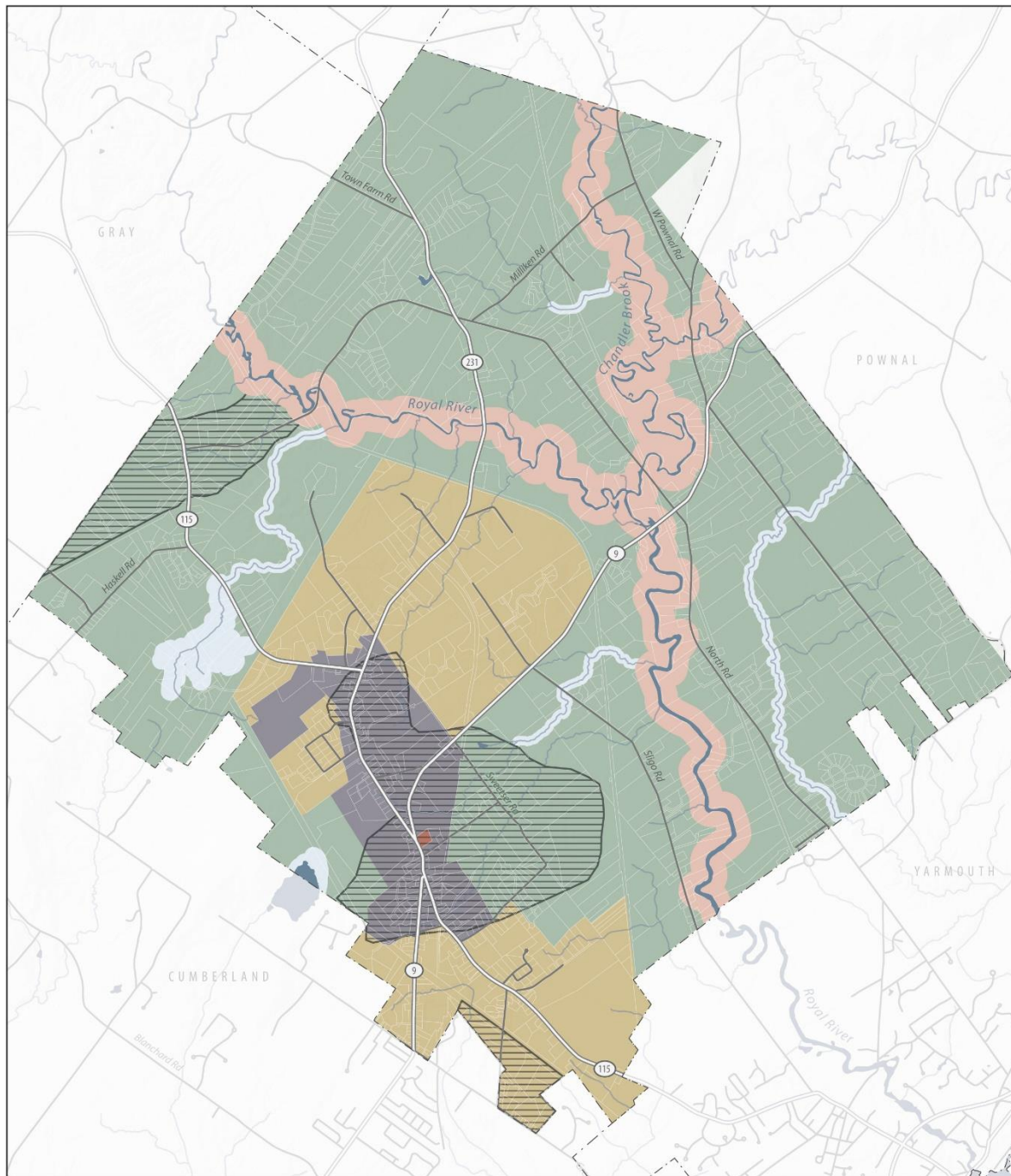
o. Building lots must meet the following lot measurement and building setback standards for the multi-use court, rather than for the base zoning district:

1) primary front setback of 0 ft. min - 10 ft. max, secondary front setback of 0 ft. min - 10 ft. max; side setback 5 - 25 ft. max; rear setback 5 ft. min.

2) No building lot may be greater than 5,000 sf

p. Pedestrian walkways and sidewalks providing access within a multi-use court may not exceed a width of 10 ft.

q. An access driveway to backlots cannot exceed 14 feet to allow for emergency vehicles.



North Yarmouth

Zoning Map

0 1/2 1 2 miles

Scale is approximately 1:50,000

- Contract Zone Agreement
- Village Center
- Village Residential
- Farm and Forest
- Groundwater Protection Overlay
- Shoreland Zoning & Resource Protection
- Royal River Corridor

The boundaries for Shoreland Zoning, Groundwater Protection, and the Royal River Corridor are subject to on-site field verification.

All geographic data are provided for the purpose of reference, some error is to be expected with these layers. They are from the State of Maine GIS catalog, Town of North Yarmouth, and other public sources not from official surveys - they are meant to illustrate and are not intended for the purpose of conveyance.

Data may easily be updated with new files, please contact ben@rhumbline.com for more details about this map.

Sources:
Roads, parcels - Maine Office of GIS
Hydrography - National Hydro Dataset
Zones - Town of North Yarmouth
Groundwater Protection - WSP, RLM

Rhumb Line Maps, 2018.