

**Town of North Yarmouth
Select Board Meeting Agenda
Tuesday, September 18, 2018
7:00PM - Town Office Meeting Room**

I. Call to Order

- Pledge of Allegiance

II. Minutes of Previous Meeting(s)

- August 28, 2018
- September 4, 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

- Town Manager's Report
- Economic Development Update - Vanessa Farr
- Board/Committee Communications
 - Events Committee - Donna Palmer, Ch.
 - Communications Advisory Committee - Chris Edmundson, Ch.
 - Friends of Wescustogo - Darla Hamlin, Ch.

V. Old Business

- Wescustogo Hall & Community Center Project
 - Fundraising Revenue
 - Finance: Project Cost, Bond Surplus
 - Change Order #1 - Frost Wall Location/Community Room
 - Matrix Update
- Draft Letter to State Legislature on Personal Property

VI. New Business

- North Yarmouth Historical Society - Old Town House
- General Assistance Ordinance Amendments - Call for Public Hearing - 10/2/18
- Parks Uses - Incoming Requests

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 August 28, 2018**

Call to Order

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

Executive Session

Chairperson Speirs moved that the Select Board in accordance with our roles and responsibilities enter into executive session with town attorney Shana Cook Mueller and Town Manager, Rosemary Roy pursuant to MRSA Title 1 § 405 § 6(E). Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 4 Yes – 0 No.**

The Select Board came out of executive session at 6:52 PM. No action was taken. The Board recessed until 7:00 PM.

**Selectperson Whitten arrived at 7:00 pm and was not a participant in the executive session.*

Minutes of Previous Meeting(s)

Chairperson Speirs moved to approve the minutes of June 19, 2018, as presented. Vice Chairperson Morrison seconded the motion. Discussion: None. **Vote 2 Yes – 0 No – 1 Abstain (Selectperson Graham).** *Note: There are only three Select Board members still present that served on the Board at the time of the 6/19/18 meeting.

Selectperson Whitten moved to approve the minutes of July 17, 2018, as presented. Selectperson Moulton seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Selectperson Moulton moved to approve the minutes of August 7, 2018. Selectperson Whitten seconded the motion. Discussion: Chairperson Speirs would like the generator grant to clarify that it is for WH&CC as well as clarify that Ryan is the OR for WH&CC. Rewrite the personal property tax section to explain that it may affect favorable bonding. Selectperson Moulton asked that the request for documentation of consensus voting in the meeting minutes be re-written. There is a title mistake under "Other Business," Chairperson Moulton needs to be changed to Selectperson Moulton. Selectperson Moulton withdrew the original motion. Chairperson Speirs moved to table these minutes until the next Select Board Meeting. Selectperson Moulton seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Public Comment - Non-Agenda Items

Paul Napolitano of Millridge Road brought audio issues on the televised meetings to the Select Boards attention. Also, he would like the live school board meetings of SAD 51 broadcast on the town's television channel. Paul asked when the senior tax assistance report will be on the agenda for a Select Board meeting.

Steve Palmer of Mountfort Road also commented on audio issues with the live streaming and television broadcasts. The audience in the meeting room also has a hard time hearing.

Management Reports & Communications:

Town Manager's Report:

- Taxes are scheduled to be committed on Friday, August 31st. The tax bills will include a reminder of the importance of recycling and acceptable trash disposal.
- Beginning in September the Board and Town Manager will be reviewing town financial policies, the fee schedule, the budget schedule, and the Annual Town Meeting Date.
- The next Summit has been scheduled for Thursday, November 29th.
- The Wescustogo Hall Fundraising Committee would like to change the committee name to "Friends of Wescustogo." Selectperson Graham moved to accept the name change to "Friends of Wescustogo." Vice Chairperson Morrison seconded the motion. Discussion: Selectperson Moulton believes that the new name misrepresents what the committee has been charged to do. **Vote 4 Yes – 1 No (Selectperson Moulton)**
- A town newsletter will be sent to residents bi-monthly. Selectperson Whitten requested that the next newsletter include recycling information.
- The Town Manager requested that the Select Board set a date for the special town meeting to approve the

revised Town Comprehensive Plan and amend the town's Land Use Zoning Map. Chairperson Speirs asked that the Town Manager add this action item to the agenda for the 9/4 Select Board meeting.

Old Business

Wescustogo Hall & Community Center Project:

- Bid Results: Owner Representative Ryan Keith reviewed the bid results with the Select Board. The Select Board requested that the Town Manager bring a breakdown of the construction costs, insurance proceeds, and contingencies to their next meeting. Selectperson Graham moved to accept the subcontractor bids as presented. Selectperson Morrison seconded the motion. Discussion: Paul Napolitano of Millridge Road asked what the bid close date was. The bid close was 8/2/18. Paul voiced concern that the time between bid close and review by the Select Board was too long. It was explained that it had to do with the Select Board's revised schedule. Paul also asked for information as to where the oil from the existing boiler went and how many gallons were moved. OR Ryan Keith explained that there was 6500 gallons total that was used to top off the tanks at the Town's Buildings, fill a rental tank that will be used to heat WH&CC during construction and the rest was donated to LIHEAP for people in need of oil. **Vote 4 Yes – 1 No (Selectperson Whitten)**
- The WH&CC Groundbreaking Ceremony is scheduled for Thursday, September 13th at 10 AM. Invitations have been mailed, and notice has been posted to all town media.
- The contract has been executed. The Board had previously inquired about the need for a design performance bond. During the final negotiations of the contract, it was determined the bond would cost \$100,000, and it would be the obligation of Town to pay. The Town Manager had language added to the contract so that it could be signed as is and the Select Board could then have a discussion whether or not to pursue a performance bond. Selectperson Moulton moved to accept the contract without the bond and not require the design bond in the future. Select Person Whitten seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**
- Owner Representative Ryan Keith gave a project update, the building has been emptied, and items moved to storage. The power and alarms have been turned off. Barrett Made is starting interior demolition.

New Business

None.

Accounts Payable – Review & Approval

Chairperson Speirs moved to accept the accounts payable Warrants 5, 6 & 7 in the amount of \$805,545.06. Selectperson Moulton seconded the motion. Discussion: None. **Vote: 5 Yes - 0 No.**

Other Business

None.

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

**Town of North Yarmouth
Select Board
Meeting Minutes of September 4, 2018**

Call to Order

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

Minutes of Previous Meeting(s)

Selectperson Whitten moved to approve the minutes of August 7, 2018, as revised. Selectperson Moulton seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Public Comment - Non-Agenda Items

None.

Management Reports & Communications:

Town Manager's Report:

- The schedule for town boards and committees to come to select board meetings has been set.
- The FY19 taxes have been committed as of 8/31/18.
- Senior Tax Program FY19 - 43 applications were received; 39 were approved, and 4 denied because they were over-income. Each applicant will receive a \$1000 credit on their respective tax bill.
- A BBQ will be held in early October to celebrate the staff of North Yarmouth.
- The Town Manager has been working with Spectrum, MSAD 51 and Sewell Company on broadcasting issues of the school board meetings.

Old Business

Wescustogo Hall & Community Center Project:

- Post Issuance Compliance (Required by IRS & SEC rules with financial bonding) Selectperson Moulton moved to adopt the Post Issuance Compliance Policy. Selectperson Graham seconded the motion. Discussion: Selectperson Whitten asked if this was in regards to personal property tax. Town Manager Roy assured him that this is not for personal property. **Vote 5 Yes – 0 No.**
- OR Ryan Keith gave a brief update as to WH&CC progress. The propane tank has been emptied and will be excavated and removed in the next week or so. All of the subcontracts have been awarded, and the schedule is in place.

Special Town Meeting - Town Comprehensive Plan/Zoning/Easement

- Vice Chairperson Morrison moved to set the special town meeting date of October 30th, 6:30 PM at the Church of Latter-Day Saints. Selectperson Moulton seconded the motion. Discussion: Public Hearings to be held on October 4th and October 9th. **Vote 5 Yes – 0 No.**

New Business

Committee Appointments: Selectperson Graham moved to appoint Jim Knight to the Budget Committee with a term end date of 6/30/19 and Greg Schueman to the Economic Development and Sustainability Committee with a term end date of 6/30/21. Selectperson Whitten seconded the motion. Discussion: None. **Vote 5 Yes – 0 No**

Personal Property: Selectperson Moulton presented the Board with personal property tax billings from 2017, the last year in which these taxes were collected in North Yarmouth. A mailing will be sent to residents, including an explanation form, declaration form, and information on filing for a BETE (Business Equipment Tax Exemption) or BETR (Business Equipment Tax Reimbursement) programs offered through the state.

Chairperson Speirs moved that the Select Board will provide the following guidance to our town Assessor to

assess all property in the town of North Yarmouth in as efficiently and fairly a manner as possible in accordance with Maine law. Selectperson Graham seconded the motion. Discussion: If the law changes the Select Board does not need to vote on implementing the updated law, the town only needs to comply with the updated law. Paul Napolitano of Millridge Road voiced his disagreement with the Personal Property Tax. He believes it is an unfair law and only penalizes those that are honest about their personal property. Selectperson Graham suggested that the Board send a letter to the state voicing concerns over the Personal Property Tax Law and requests for it to be updated. **Vote 5 Yes – 0 No**

Accounts Payable – Review & Approval

None. Next AP September 18, 2018.

Other Business

Selectperson Whitten updated the Board on his work with the GPCOG Regional Advocacy Group and plans on bringing up the Personal Property Tax issue at their next meeting.

Selectperson Whitten asked if the discrepancies in the Barrett Made contract pricing has been cleared up. Town Manager Roy explained that Barrett Made is reviewing and will be discussed at the next contractor meeting.

Selectperson Whitten would like the Select Board to salute the flag at the beginning of their meetings. The Select Board agreed unanimously.

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.

FY19 Tax Commitment - The new real estate property assessment numbers for FY19 will be available online shortly before the end of September. An oversight occurred on the FY19 tax bill in that the percentages on the distribution illustration were placed incorrectly. It should have read 3.24% - Cumberland County Taxes, 26.20% - Town, and 70.56% - MSAD #51. The Town Office has had a hand full of calls regarding this, and we are making all efforts through social media and other resources to inform taxpayers of the correction.

Town Comprehensive Plan - The plan has been released to the public and specific town officials and department heads. Notification when out last week of the upcoming public hearing and town meeting and the Planning Board has called for a public hearing on October 9th for the purpose of proposed amendments to the Land Use Ordinance.

WH&CC Project Bond - Final information has been gathered, and a conference call/interview has been scheduled with the financial institution for September 25th. If all goes well, proceeds should be available by mid-October.

WH&CC Groundbreaking - The event was a distinct success. Approximately 30-35 people attended, and I want to thank everyone for their participation. Additionally, kudos goes out to my administrative assistant Ashely Roan who coordinated the event.

Auditor - The town auditor will be here on Monday, September 17th to finish up the FY18 financial audit.

Retired Employee - Last July, Sherwood White, a 17 year veteran of our Public Works Department retired, sadly last Thursday Sherwood unexpectedly passed away. My condolences to his wife Debbie, his family, and to those who worked alongside Sherwood for many years.

Other - Time has been spent on several other projects ranging from committee work to internal policies.

Out - I will be out of the office from September 20-24th.

Respectfully,

Rosemary

Rosemary E. Roy, Town Manager

Friends of Wescustogo

Presentation to the North Yarmouth Select Board, September 18, 2018



Committee Members

- ▶ Darla Hamlin, Chair
- ▶ Steve Berry, Secretary
- ▶ Steve Barr
- ▶ Brian Sites
- ▶ Jen Smith

Charge

- ▶ DEVELOP and IMPLEMENT a fundraising campaign for the Wescustogo building project
- ▶ RAISE \geq \$250,000
- ▶ Be GUIDED by any conditions and requirements as set forth in the 1997 agreement in which the Town accepted the Grange Hall
- ▶ SUBMIT all donations to the Town Manager
- ▶ KEEP Town Manager updated of the committee's progress

VISIT <https://www.northyarmouth.org/friends-wescustogo>

MISSION

To restore a sense of COMMUNITY by engaging friends and neighbors in the building of a new Community Center that honors the traditions of Wescustogo Hall while embracing the future.

Donor Acquisition

FOCUS

- Identify potential large donors
- Identify & recruit volunteers
- Claim Social Media accounts, i.e. Facebook, Instagram, YouTube, etc.
- Build out a friends program that invites current residents & town committees to leverage their networks to help us reach new donor audiences (i.e. cross post with Town, NYHS, NYEC, Skyline and other friends)

OBSTACLES

- Limited donor history
- Small team/big task
- Volunteer recruitment challenges (time constraints)
- Differing missions

Donor Acquisition - TARGETS

- ▶ Identify and develop donor network
- ▶ Acquire \geq 4 large donations first year (2018)
- ▶ Acquire 50 new donors by year end (2018)
- ▶ Increase social media reach by 50% in first year

Donor Engagement

FOCUS

- ▶ Enlist large donors to “ask”
- ▶ Peer-to-peer Campaigns
- ▶ Facebook, Instagram, etc.

OBSTACLES

- ▶ Historically limited experience on donor engagement
- ▶ Limited experience in use of Social Media for fundraising (Facebook, Twitter, Instagram & YouTube)

Donor Engagement - TARGETS

- ▶ Recruit 15 donors to do peer-to-peer
- ▶ Raise >\$50,000 from 2 special events
- ▶ Large donors and corporate matching gifts

Donor Retention

FOCUS

- ▶ Cultivate a proactive donor retention program (i.e. quarterly outreach with update reports)
- ▶ Produce monthly newsletter for donors (focused on impact; not on ask)

OBSTACLES

- ▶ Competing priorities (new donors acquisition often gets priority which is not a good thing)
- ▶ Difficult and time-consuming to maintain social media
- ▶ Volunteer recruitment challenges (time constraints)
- ▶ Differing missions
- ▶ Chatter

Donor Retention - TARGETS

- ▶ Upgrade >20 donors to recurring
- ▶ Keep Donors Engaged
- ▶ Keep Select Board Engaged

Contact us...

- ▶ General Email: wescustogony@gmail.com
- ▶ Darla Hamlin, Chair
 - ▶ darla@softtrac.com - 207-831-0160
- ▶ Steve Barr
 - ▶ sbarr@maineortho.com
- ▶ Steve Berry, Secretary
 - ▶ berrysb@gmail.com
- ▶ Brian Sites
 - ▶ brian@claydog.com
- ▶ Jen Smith
 - ▶ gollum0917@aol.com

MISSION

To restore a sense of COMMUNITY by engaging friends and neighbors in the building of a new Community Center that honors the traditions of Wescustogo Hall while embracing the future.

FRIENDS OF WESCUSTOGO
2018 Fundraising Calendar

	Fundraising Activity	Costs	Volunteer Hours	Est. Income	Net Income	Leader	Goal Alignment	Other Resources/Notes
Q1								
September	Fun Day Table	\$0.00	6	\$0.00		Barr		Campaign kickoff , handouts, samples boards, brand awareness
	Build FR Database (ongoing)	\$0.00				Hamlin	D	Identify Potential Donors, Volunteers, etc
	Awareness Campaign	Postage: \$300 Materials; \$100	6			TBD		Send postcard or personal letters, all town households (work with Communications Committee)
	Recruitment							Who know who campaign
	Instgram and Facebook Contest	Prize: \$100	3	\$0.00		TBD		Cross promote in RFTS, hold a contest for Instagram/Facebook engagement (i.e.,Raffle a Kindle) Engage help from Deb Grover & Ashley Durgin
Q2								
October	Family Oriented Event (Halloween Theme)	Postage: \$150 Materials; \$75		\$500.00		Brian Sites; Jen Smith		Toddy Brook Café? Hand addressed invitations
	Research Grants					Steve Berry; Peter Lindsay; Brian Sites		*Secure at least 5 sources for community grants (Brian provided names)
	Large Donor & Matching Gift Recruitment					Steve Barr; Darla Hamlin		Personal invitations, nurture
	Recurring giving pledges - email campaign	Postage: \$0 Materials; \$0	15	\$20,000.00				Obtain >10 pledges
November	Holiday giving (promotion)			\$3,000.00		FOW Team		Market branded items, such as cookbooks, t-shirts, bags as gifts. Web page, FB, RFTH
	Donor appreciation phone calls					FOW Team; Select Board		Select Board and FOW Committee members to make thank you calls to donors
	#GivingTuesday peer-to-peer fundraiser					TBD		Date: 11/28/18 Recruit volunteers and promote early November
December	Holiday Special Promotion					Jen Smith		Sale of Poinsetta's
	Continue Holiday Giving Campaign					FOW Team		Same as November
	Promote recurring giving in eNewsletter and social media			\$5,000.00		Darla Hamlin; Steve Barr		Work with Communications Committee & Town Staff Consider incorporating a recurring donor referral incentive
	Recurring giving email campaign			\$36,000.00		Darla Hamlin; Steve Barr	12 recurring donations	Secure a gift match for the month (ask Board)
Q3								

FRIENDS OF WESCUSTOGO
2018 Fundraising Calendar

	Fundraising Activity	Costs	Volunteer Hours	Est. Income	Net Income	Leader	Goal Alignment	Other Resources/Notes
January	Recurring giving direct mail campaign (focus on local businesses)	Postage: \$150 Materials; \$75		\$3,000.00		Darla Hamlin; Steve Barr		>10 Business Pledges and secure a gift match for the month. (ask Board)
	Offer Room Naming					TBD		3 rooms and 1 gym (consider Kitchen), Large donors >25000
	Gala Event (Silent Auction & Dinner)			10000		Darla Hamlin; Jen Smith		Sell program ads, Recruit volunteers to assist
February	Chili Cookoff/Beer & Wine Tasting			5000		Brian Sites; Jen Smith		Details TBD
March	One-Day Social Media Fundraising Blitz					Darla Hamlin		Increase in FB friends by 100%
	Promote purchases					Communications		Pavers, personal pictures (first introduced at Fun Day 2018)
Q4								
April	Donor appreciation letters					Darla Hamlin		Volunteers/board to help handwrite letters to every donor giving \$1+
	Spring Event (Amazing Race)			\$5,000.00		Jen Smith		Walkathon, scavenger hunt
May	Children's event (i.e. Scavenger hunt, fun race, tea party, maypole festival)					Brian Sites; Jen Smith		Recruit young families with children to help
	Continue to market pavers, pictures, etc.					Communications		Widget sales continue
June	Year-End email and social media appeal					Communications		Recap and prepare for 2019
Total								

1



Friends of Wescustogo

2



friends of
WESCUSTOGO

3



friends of
WESCUSTOGO

4



FRIENDS OF WESCUSTOGO

5



FRIENDS OF WESCUSTOGO

6



friends of
WESCUSTOGO

7



friends of
WESCUSTOGO

8



friends of WESCUSTOGO

Date: August 28, 2018

To: Select Board
 Fr: Rosemary E. Roy, Town Manager ~~cc~~
 Cc: Ryan Keith, Owner's Representative

RE: WESCUSTOGO HALL & NY COMMUNITY CENTER PROJECT - FINANCING

Fundraising Revenue - Entering year two of the project design phase the Wescustogo Building & Design Committee in conjunction with the Select Board agreed that fundraising would be a necessary component to the financing of the facility. An amount of \$250,000 was determined to be the targeted goal by the committee. As final project costs were announced and financial planning began we learned that the bond financing must include secure funding of the project to ensure its completion. Because fundraising is an uncertain funding mechanism it was taken out of the equation presented to the voters on June 12, 2018. However, the intent still remains that funds raised for this project are to be applied to the approved cost of the project. I have discussed this matter with both the Town's bond consultant and legal counsel, and they highly recommend fundraising be applied to specific costs of the project, i.e. fixtures in the lobby, tables, lighting in the hall, etc. In support of this, below is warrant Article 3 of the June 12th referendum vote. Fundraising efforts have been assigned to the Friends of Wescustogo Committee, which has, to date, raised \$6,460.

ARTICLE 3. *To see if the Town will authorize the Select Board to appropriate and expend funds from other specific resources such as insurance proceeds, donations, and alike for purposes of assisting in the completion of the Capital Improvement Project known as the Wescustogo Hall & North Yarmouth Community Center.*

Project Cost - Rob Barrett and I have discussed the numbers presented to the Select Board back in August and have agreed to the comparisons below which support both the construction contract and the bond referendum are a true statement to the financing of the project.

Wescustogo Hall & North Yarmouth Community Center - Project Costs		
	4/1/2018 Presented/Bond	9/5/2018 Signed Contract
Project Cost	\$ 3,668,375.97	\$ 3,668,375.00 *
Barrett Made Credit	\$ (32,500.00)	\$ (32,500.00)
Subtotal	\$ 3,635,875.97	\$ 3,635,875.00
Remaining Insurance Fund Credit	\$ (430,989.95)	\$ (430,989.95)
Subtotal	\$ 3,204,886.02	\$ 3,204,885.05
7% Additional Contingency (Town)	\$ 225,113.98	\$ -
Bond Amount	\$ 3,430,000.00	

*Includes BM contingency, subcontractor insurance, overhead & profit.

The question then comes to the foreground that if the project remains inside the contracted price and any unforeseen expenses are included, what would happen to any remaining bond proceeds? Should the SB choose to use excess funds to pay down the bond, or should the Select Board reduce the bond amount? Again, through discussions with both the Town's bond consultant and bond counsel the Select Board has the authority to direct the Town Manager to apply any unexpended bond proceeds to first interest and then principal. We also agreed that continuing with the original bond amount is recommended as unforeseen items can arise and again the Town needs to ensure that the project is completed. In addition to this, language in the referendum relating directly to the contracted construction plans it is specifically noted that "...all subject to variances and contingencies that may occur.", which means that the Select Board also has the authority to apply funds to the project to provide additional improvements/needs to the final product.

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.
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
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	7/18/18		
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	Jul-18		
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
Bid Review with Select Board	BM	8/28/2018		Bids to be reviewed at Select Board meeting on 8/28/18. Reviewed and approved 8/28/18.
Interior Selective Demolition and Abatement to begin	BM	9/3/18		Interior demolition beginning 9/10/18.
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. Reclaimed Asphalt, Sand, Soil, etc. to go to Public Works dept. via a temp road between facilities.
Construction Begins	BM	Oct-18	Sep-19	
Building Weather Tight	BM	12/31/18		
Solar Panels (Electrial & Plumbing Bids)	BM			BM will present the solar package to the Select Board, including purchase and lease options
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.**
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.

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. 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.
3. **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 cost comparison for final approval.**

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.

September 18, 2018

Senator Brownie Carson
MAINE STATE LEGISLATURE
3 Station House
Augusta, ME 04333-0003

RE: Title 36: TAXATION, Part 2: PROPERTY TAXES, Chapter 105: CITIES AND TOWNS, Subchapter 3:
Personal Property Taxes

Dear Senator Carson,

We, the members of the North Yarmouth Select Board, respectfully request that you assist our town and other municipalities by submitting legislation to address the above referenced Taxation law. It has come to our attention that this law creates a significant hardship for some of our community's small business owners. We are working to develop a strong, growing community but this law creates hurdles for existing businesses and those who are considering moving to or starting their business in North Yarmouth.

We recognize that many exemptions have been made dating back to 1973 with the latest exemption enacted into law in 2005 (the law and exemptions are attached). Rather than continuing to create multiple tax exemptions, we urge the Legislature to consider a complete overhaul of the law with a new Personal Property law enacted.

Thank you for consideration of this matter. We would be happy to answer any questions and discuss any concerns.

Respectfully,

The North Yarmouth Select Board

Jennifer Speirs, Chair

Stephen Morrison, Vice Chair

Anne Graham

William Whitten

James Moulton



TOWN OF NORTH YARMOUTH

The Town Where Others Began.

September 18, 2018

Representative Paul Chase
MAINE STATE LEGISLATURE
2 Station House
Augusta, ME 04333-0003

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To: North Yarmouth Select Board
From: North Yarmouth Historical Society and Friends
Re: September 18, 2018 meeting

A group of North Yarmouth Historical Society friends and members has met throughout the summer to discuss the fate of our rapidly deteriorating Old Town House. Now that the Wescustogo project has begun, and development is happening in the village center, it is time to decide how Old Town House should be preserved and utilized, and whether it should be moved.

On September 18 we will be coming before you to elaborate on the conclusions we have reached, to answer questions you may have, to hear ideas and perspectives from you, and to ultimately get your endorsement for moving forward. We have prepared the attached packet for your consideration, but offer this upfront summary of our thinking.

1. Old Town House is the most important public historic building remaining in North Yarmouth, an integral part of the town's tangible past. The National Trust for Historic Preservation suggests that "historic" means "old and worth the trouble." We strongly believe that Old Town House is "worth the trouble" and that the history embedded in North Yarmouth is worthy of full preservation.

2. We propose moving Old Town House to the former Wescustogo lot. We believe its presence there will greatly enhance the village center and will be an aesthetic and economic asset to the community. The restored Old Town House will provide versatile space which can be used for meetings, presentations and programs, education, and social events. It will be very much in character with features currently in place, notably the town bandstand and green, as well as the Memorial Garden.

3. We propose building a modest addition to Old Town House to provide much-needed storage space for our valuable historical holdings, permanent and rotating exhibit space, work space for North Yarmouth Historical Society and visiting researchers, meeting/lecture space for 40-50 people, and space for all required systems.

We acknowledge that many issues will need to be resolved for our proposals to become reality. We are prepared to discuss those questions we have already identified and any others you may raise. We believe Old Town House should be central to a revitalized North Yarmouth village center, and we are looking forward to hearing your thoughts on the 18th.

Thank you.

Old Town House Committee:

Charles Bacall, Jeanne Chadbourne, Ed Gervais, Joyce Gervais, Sandy Green, Dixie Hayes, Mark Heath, Bill Hopkins, Martha Leggat, Joe Lucey, Linc Merrill, Katie Murphy, Steve Palmer

How will the Old Town House restoration and building project benefit North Yarmouth?

- The completed Old Town House project will enhance the village center, encouraging walkability and likely attracting prospective homebuyers and businesses.
- Old Town House will provide a spot for affordable, family-friendly, and educational activities. Such activities strengthen communities, and are especially important for children and Seniors. Simple but memorable public events like Cider Day and the old fashioned Holiday Party promote respect for our agrarian past, and allow people of all ages to experience history together.
- Old Town House and its added space will be a hub for historical research and discovery. We are “the Town Where Others Began” and we are the keepers of countless early records from all seven of the Ancient North Yarmouth towns. The proposed North Yarmouth history center will ensure that all records will be appropriately protected and readily accessible to historians.
- With no public schools and no library in town, North Yarmouth lacks a brick and mortar location for education and life-long learning. The Old Town House history center will be that; a place where town residents and visitors of all ages come together for a variety of programs and learning activities.
- From start to finish, and well beyond, the Old Town House project will need volunteers. The benefits of community service are well-documented: Time spent helping and connecting with others, making new friends, building community, learning new skills and information, and working together to accomplish growth and change benefits individuals and organizations. In addition, research shows that people who volunteer for one civic group are more likely to then volunteer for other initiatives and organizations. An involved citizenry is a critical piece of our democracy.
- Moving Old Town House from its present location could result in a transfer of land that would add visibility and better access to Old Town House Park, thereby improving two important properties.
- The Old Town House restoration and building project could conceivably provide work for local contractors, artisans, and laborers. Every attempt will be made to use qualified local workers to complete the Old Town House project.

Why now?

- Wescustogo is settled.
- North Yarmouth is in the midst of thoughtful and organized growth in the village district. Change is in the air, and we should capitalize on the existing enthusiasm for a revitalized town center.
- As evidenced by the people who volunteered to meet throughout the summer, there is considerable interest and support for preserving and sharing the town's history and iconic building with future generations.
- North Yarmouth Fire Rescue needs the space currently occupied by North Yarmouth Historical Society.
- Although Old Town House deteriorates daily, it is presently solid enough for relocation and restoration. Delaying a decision may result in a building that is too fragile and too costly to move.
- Doing nothing will result in further deterioration and damage, and creates a target for vandalism.
- Doing nothing reduces North Yarmouth Historical Society activities and significantly limits its projects and routine management of historical records. The lack of storage space negatively impacts acquisition of historical materials and artifacts. Historical holdings are being temporarily housed in several places throughout town, increasing the likelihood that things will be damaged or lost.
- North Yarmouth Historical Society continues to pay for electricity and insurance for a space that is not being used to meet the Society's mission.
- It is likely that the cost of borrowing money will continue to increase.
- It is likely that the cost of materials and labor will continue to increase.

Estimates for Phase One of Old Town House project*

These estimates were obtained from Clayton Copp Movers and from Resurgence Engineering, which first worked with NYHS in 2012 to give us an overview of the Old Town House's condition. In the spring of 2018 Resurgence revisited the structure along with Clayton Copp. These estimates are a result of this visit.

Stabilization work scope before moving (3 person crew)	
Shoring up and stabilizing structure; constructing temporary piers, walls; removing front porch; repair rotted framing; remove chimney	\$16,800
Actual structure cutting and moving (Copp)	\$50,000
Stabilization work scope to rebuild after moving (3 person crew)	
Remove temporary partition walls; tie walls together; rebuild new roof structure; reinstall front porch; chimney rebuild	\$34,000
TOTAL	
(Note: building materials and new foundation costs not included)	\$108,000

* Details available upon request

**A letter to the North
Yarmouth Select Board:**

“... [W]e’ve been watching the recent visioning and planning for a town center in North Yarmouth with great interest. We see ourselves as an important stakeholder in this process, as a long time community organization with a unique private/municipal identity. We feel that the success of this plan for a town center is very important to the town’s future economic development, and that NYHS’s presence could be a significant part of the plan.

“To that end the NYHS Board, on February 10, 2013 voted to ... offer the idea of moving the Old Town House to the planned town center or creating a new building for our purposes within the scope of this plan.”

—Feb. 26, 2013

**Signed,
Board of Directors,
North Yarmouth
Historical Society:**

Katie Murphy
Joy Malloy
Eric Austin
Dixie Hayes
Laurie Wood
Linc Merrill
Charles Bacall
Rick Kostelnik
Dick Baston
Mark Heath

**northyarmouth
historical.org**

**Contact:
nyhs@maine.rr.com**

North Yarmouth Historical Society *FY2017 Annual Report*

The intent of moving North Yarmouth Historical Society’s Old Town House from its site on Route 9 to a yet-to-be-determined location in the center of North Yarmouth is a proposal that the NYHS Board forwarded to our Select Board four years ago (*see left*). Because the town has struggled to implement changes to our town’s center, NYHS has not gone ahead with planning and fundraising for the move. It’s always helpful to review the history of such an idea and, in the case of the Old Town House, we must go back to the mid 1800s.

When North Yarmouth’s current borders were finally established in 1849 (following Yarmouth’s secession) we were a town of two villages: Walnut Hill and East North Yarmouth. Walnut Hill is what we think of today as North Yarmouth—with Stones, Walnut Hill Variety, Ames Farm Center, etc. But fewer people know of East North Yarmouth—so named because the village was east of the Royal River. Its center was Dunn’s Corner, at Route 9 and North Road, where there was a post office (established 1851) and a railroad depot.

Walnut Hill, too, had a post office and train station. Both villages had a store, church, and schools. And in 1849, each was *sure* that North Yarmouth’s new Town House (office) should be sited at *their* center. But neither got what it wanted.

The Town House, finally built in 1853, was more than a half-mile from Dunn’s Corner—decidedly NOT in the center of East North Yarmouth, and certainly NOT in the village of Walnut Hill, two miles away. Its location was a reluctant compromise, and it may never have come about if farmer Enoch Morse, at the height of all the arguing, hadn’t carved out an acre lot from his property and donated it to the town. And that is where the Old Town House sits today.

The location wasn’t much good for East North Yarmouth folks. The Royal River often flooded and the bridge was wrecked by heaving ice. Residents were ferried across the water for Town Meeting or to transact town business. Diaries of the time document this very occurrence.

The location didn’t work very well for Walnut Hill residents, either. Although there was no river to cross, the Hallowell Road (Route 9) could be impassable: “deep mud and very sticky.”

But the town stuck with the location. It was cheap and residents were tired of the arguing. The Town House was built, but its location was unfortunate. There was a small mutiny in 1900 when it was proposed to move the Town House to property to within Walnut Hill village—but it would have cost \$2,000. Angry voters turned it down, 96 to 54.

North Yarmouth Historical Society purchased the Old Town House from the town in 1976. By then East North Yarmouth’s commercial center had disappeared. Our town’s modest center of activity had moved years earlier—down to Walnut Hill, with its school, stores, and new town office. The Old Town House is now closed due to structural and safety issues.

As North Yarmouth carefully plans for a true town center, consider the above history of our Old Town House. After 164 years, moving it to a new home can be emblematic of change and collaboration. As we struggle to bring our town together, remember that we are more than two villages. We are one town.

Respectfully submitted,

KATIE MURPHY President, North Yarmouth Historical Society

Date: September 14, 2018

To: Select Board

Fr: Rosemary E. Roy, Town Manager ^{RR}

RE: PUBLIC USE OF TOWN PARKS

From time to time I receive inquiries from individuals or organizations outside of the municipal umbrella who are looking to use a town park for an event. Recently these types of probes have become more of a sincere/serious nature rather than just inquisitive. The town has an ordinance (provided herein) that provides guidance on the general park uses, but it does not directly address event use of parks residential or non-residential, profit or non-profit, and or fees. Looking into past practices of the town before the amendments to the Town Charter in 2013 the then Recreation Commission had provisions for specific events to take place.

Under the current ordinance, there is no language that addresses event activity with the exception of overnight camping. Therefore, I am asking the Select Board for some guidance on how these inquiries should be directed.

Recently inquires include wedding with a reception and snowmobile family fun event. The Board may also wish to get some input from the Parks and Recreation Committee.

**TOWN OF NORTH YARMOUTH
REGULATIONS FOR THE USE OF PARKS AND RECREATION AREAS ORDINANCE**

SECTION 1: TITLE

1.1 This ordinance shall be known and be cited as the “Regulations for the Use of Parks and Recreation Areas within the Town of North Yarmouth (Town).

SECTION 2: AUTHORITY

2.1 This ordinance is adopted pursuant to and consistent with Title 30-A M.R.S.A. Section 3001.

SECTION 3: PURPOSE

3.1 The purpose of this ordinance is to regulate the use of the public parks and recreation areas of the Town so as to preserve these areas for the use of members of the public and to protect these areas from misuse, damage, or destruction.

SECTION 4: DEFINITIONS

4.1 Recreation Area: All lands owned by the Town of North Yarmouth which allow public access by deed, conservation easement, Town Meeting vote, action of the Select Board or common practice.

4.2 Park: A subset of recreation areas; Those recreation areas with Town built infrastructure, outbuildings, etc. and/or established parking lots, existing upon them or associated with them at the time this ordinance is adopted and designated as parks by this ordinance, and those recreation areas subsequently designated as parks by action of the Select Board under Section 11.1.

4.3 Domestic Animal: A domestic animal means any of various non-venomous animals domesticated so as to live and breed in a tame condition. Specific but not limited to dogs, horses, cows, and goats.

4.4 User: A User is defined as a resident of North Yarmouth, Business, Organization or Visitor.

SECTION 5: DESIGNATED AREAS

5.1 **Parks** - For purposes of establishing rules and regulations, the following areas are designated as parks within the Town of North Yarmouth.

A. Wescustogo Park - All Town owned acreage where New Gloucester Road intersects with the Royal River;

B. Old Town House Park - All Town owned acreage behind the Old Town House on Memorial Highway including the boat launch;

C. Baston Park;

**TOWN OF NORTH YARMOUTH
REGULATIONS FOR THE USE OF PARKS AND RECREATION AREAS ORDINANCE**

- D. Sharp's Field;
- E. The Village Green;
- F. Chandler Brook Preserve;
- G. Sam Ristich Trail - Portion of Public Work's property bordered by Parsonage Road;
- H. Former North Yarmouth Memorial School - Those portions of the Sam Ristich Trail that intermix with the property;
- G. Knight's Pond Preserve - Specifically the North Yarmouth portion.

5.2 **Recreation Areas** - For purposes of establishing rules and regulations, the following areas are designated as recreation areas within the Town of North Yarmouth at the time of adoption of this ordinance:

- A. Eleanor Hayes Town Forest: East and West side of Memorial Highway;
- B. Deer Brook Forest: All Town owned land adjacent to Wild Turkey Lane.

SECTION 6: HOURS OF OPERATION

- 6.1 All Town Parks shall be open to the public only between the hours of 5:00 A.M. and 9:00 P.M. No person shall be present in the parks outside of these hours without the permission of the Public Works Director or Town Manager.
- 6.2 Closures: Any park or section of any park may be declared closed to the public by the Public Works Director, the Town Manager or the Select Board for any interval of time, and notice of such will be posted at the entrance of the park.

SECTION 7: TOWN DEPARTMENT OR TOWN CONTRACTED WORK

- 7.1 All Town departments or Town contracted work projects that occur in the park and recreation areas are exempt from Sections 6 and 11 of this Ordinance.

SECTION 8: DOMESTIC ANIMALS IN PARKS

- 8.1 North Yarmouth Parks are for the enjoyment of North Yarmouth citizens and their guests. It is the goal of NY that citizens can bring domestic animals to our parks for their owners' enjoyment and the animal. Priority shall always be given to citizens, wildlife, and the parks themselves. Citizens should be able to address issues between themselves using the rules, but may refer disputes to the Animal Control Officer or Town Manager.
- 8.2 Commercial businesses, groups, or organized groups (profit or non-profit) must obtain permission from Town Manager for use. Fee shall apply.

**TOWN OF NORTH YARMOUTH
REGULATIONS FOR THE USE OF PARKS AND RECREATION AREAS ORDINANCE**

- 8.3 All domestic animals must be under the control of owners, leash, harness or immediate voice recall.
- 8.4 Any user must leash and or harness their domestic animal if requested to do so by another user.
- 8.5 All users shall clean up after their domestic animal.
- 8.6 Domestic animals shall not harass wildlife, the user shall leash and or harness their animal if this occurs.
- 8.7 Damage to Parks by domestic animals shall be repaired by user or charged to user by Town.
- 8.8 Domestic animals that pose risk to citizens, other domestic animals, wildlife, or the park infrastructure can and will be barred from NY parks at the Town Manager's discretion. Progressive restrictions may not be warranted.
- 8.9 Grazing of animals is not allowed unless permission is granted by the Town Manager in conjunction with a weed control program or other conservation effort.
- 8.10 Organized town events take precedence over domestic animal use, specifically off leash or harness use.
- 8.11 Where allowed, hunting will not be curtailed in favor of domestic animal use. State law shall apply to users deliberately impeding a legal hunt.
- 8.12 These rule apply to all users. Citizens and guests of NY may be subject to being barred from the use of NY parks. Citizens may appeal restrictions to the Select Board, through the Town Manager.

9. PROHIBITED USES

- 9.1 Littering: No person shall deposit any waste material in a park or recreation area, except in the receptacles so provided. Where receptacles are not provided, all such waste shall be carried away from the park or recreation area by the person or persons generating the waste.
- 9.2 Camping Prohibited: No person or groups of persons shall use any park or recreation area in the Town of North Yarmouth for the purpose of overnight camping or either as a temporary or permanent abode of habitation.

Exception: After review by the Town Manager and with the written permission of the Town's Code Enforcement Officer, non-profit groups are allowed to use a park or recreation area for overnight camping for a period of time not to exceed five (5) days only if the chosen camping area will not be located in a Resource Protection or Shoreland Zoning District.

**TOWN OF NORTH YARMOUTH
REGULATIONS FOR THE USE OF PARKS AND RECREATION AREAS ORDINANCE**

- 9.3 Alcoholic Beverages: No person shall consume or possess alcoholic beverages in a park or recreation area.
- 9.4 Fires: No person shall build a fire in a park or recreation area, except as authorized by the Fire Rescue Chief and Town Manager as part of a special event.
- 9.5 On-site Sales: No person may offer for sale any food or merchandise within any park property without permission from the Town Manager.
- 9.6 Discharge of Firearms: The discharge of firearms for target practice on any park or recreation area is prohibited.

SECTION 10: HUNTING & TRAPPING

- 10.1 At the time of the ordinance adoption, there are existing designations of park and recreation areas that allow or disallow hunting and trapping by deed easement and/or restrictions. These designations will supersede language in this ordinance.
- 10.2 Should any park or recreation area have no such designation as referenced in Section 8.1, then the Select Board, following Section 12.1, shall establish for each park and recreation area a hunting and or trapping designation as defined in Section 12.

SECTION 11: VEHICLE OPERATION

- 11.1 State Law Applies – All provisions of state law relating to the operation of motor vehicles shall apply within Town parks.
- 11.2 Use Areas – No person shall operate any vehicle in a park on any areas except a public way, park road, parking area, and any other areas specifically designated by the Town.
- 11.3 Night Parking Prohibited – A person shall not leave a vehicle, construction equipment or construction materials standing or parked at night in a park after closing hours, without written permission from the Town Manager. Any vehicle found in a park after closing hours will be removed and stored at the expense of the owner.
- 11.4 Restricted Vehicles – All terrain vehicles (ATVs) and motorized dirt bikes are not allowed in any of the park areas.

SECTION 12: SELECT BOARD PROVISIONS

- 12.1 The Select Board upon 1) receiving written recommendations from the Parks & Recreation Committee; 2) posting required notice; 3) completing a public hearing; shall have the authority:
- A. To designate “parks” and “recreation areas” as property is acquired or located within the boundaries of the Town.
- B. To modify rules and regulations referenced in Section 6, Section 9, and Section 11.4

**TOWN OF NORTH YARMOUTH
REGULATIONS FOR THE USE OF PARKS AND RECREATION AREAS ORDINANCE**

- C. To establish for each park and recreation area not previously designated by Section 9.1 a hunting and or trapping designation.
- D. To establish procedures for the use and regulation of all park and recreation areas at least once annually.

12.2 When establishing or modifying rules, regulations, designations or procedures, the Select Board shall attempt to accomplish the following purposes:

- A. To assure safe and healthful conditions on all park and recreation areas;
- B. To promote peaceful and considerate public use and enjoyment of the parks and recreation areas;
- C. To minimize any nuisance, disturbance, interference, or safety concerns on adjoining or nearby lands;
- D. To protect or enhance the scenic, recreational and environmental value of the property and to prevent erosion, unreasonable disturbance of natural habitat and wildlife, and to prevent pollution;
- E. To allocate the limited use of time and space fairly and equitably among various persons or groups seeking use of the parks and recreation areas;
- F. To provide for efficient care and maintenance of all park and recreation areas.

SECTION 13: PENALTY

13.1 Any person found in violation of any provision of this ordinance shall be punished by a fine of not more than One Hundred dollars (\$100) per offense to be recovered on complaint for the use of the Town.

ADOPTED: June 18, 2011

AMENDED: April 8, 2017