

Town of North Yarmouth Select Board Business

Summary of Recommended Motions & Other Action Items

November 1, 2022

1) Consent Agenda

Move that the Select Board approve the Consent Agenda, as presented. Second, discussion and vote follow.



TOWN OF NORTH YARMOUTH
BOARD & COMMITTEES
Volunteer Form

Select the Board(s) or Committee(s) you would like to serve on:

- Board of Assessment Review
Budget Committee
Economic Development and Sustainability Committee
Events Committee
Flag Committee
Joint Standing Committee
Living Well in North Yarmouth
North Yarmouth School Fund Trustee
Parks & Recreation Committee
Planning Board
Prince Memorial Library Advisory Board
Recycling Advisory Committee
Shellfish Conservation Commission
Zoning Board of Appeal

Please provide the following information:

Name: Elizabeth Bachelder
Email: ebachelder@gmail.com
Mailing Address: 428 Walnut Hill Rd North Yarmouth ME 04097
Phone: (207) 653-4871

- 1. Please give a short narrative as to why you would like to be appointed to this Board(s) or Committee(s) you have selected above. As I have become a frequent attendee at town/MSAD meetings, I feel compelled to serve also. The EDSC has an absolutely crucial role in helping ensure we can attract businesses.
2. Do you have any relevant experience, training or credentials that you would like us to consider? As a resident of the center I see daily the impact the EDSC has on the town and would like to be a part of that!
3. Have you ever served on any boards/ committees before? If so, when and where? not yet!

Volunteer Signature

10 / 19 / 2022
Date

Please email this form to manager@northyarmouth.org, mail to 10 Village Square Road, North Yarmouth, ME 04097, or drop it off at the Town Office; (207)829-3705

→ that are sustainable & a great fit for our community. The need to build the ~~the~~ business base to offset taxes for residents is becoming more urgent and I'd love to be a part of facilitating this. Additionally, I'd love to see a climate plan put into place & would like to help with that in any way I can.

10/27/22

Dear Select Board,

At the Oct 27th, 2022 Economic Development and Sustainability Committee meeting, the committee voted 4-1 to approve our recommendation of Eliza Batchelder to fill the EDSC's open alternate seat.

The one dissenting vote was cast by Kevin Robinson. In regards to his decision to not vote in favor of recommending Eliza's appointment, his only expressed concern was that she was the only applicant that had applied and therefore he wasn't presented with a choice.

The affirmative votes in the recommendation of Eliza came from myself, Kit Maloney, EDSC Chair, Byron Kern, Maureen Lucey, and Alicia Dostillio. EDSC members Ian Acker and Rich Parenteau were not in attendance at our Oct 27th meeting and therefore did not cast a vote in this matter.

Thank you for taking our recommendation under advisement.

Yours Sincerely,
Kit Maloney

Economic Development & Sustainability Committee Chair

REVENUE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	YTD NET	UNCOLL BALANCE	PCT COLL
100 - REVENUES	13,865,474.77	11,877,169.47	1,988,305.30	85.66
4010 - AGENT FEES	12,000.00	5,004.00	6,996.00	41.70
4020 - RESCUE FEES	60,000.00	17,404.80	42,595.20	29.01
4030 - APPEALS	50.00	250.00	-200.00	500.00
4035 - BAD CHECK FEES	0.00	40.00	-40.00	----
4040 - BETE REIMBURSEMENT	69,063.27	0.00	69,063.27	0.00
4050 - BOAT EXCISE	4,200.00	1,177.20	3,022.80	28.03
4060 - BUILDING PERMITS	75,000.00	18,046.81	56,953.19	24.06
4067 - BURN PERMITS - ONLINE	200.00	0.00	200.00	0.00
4070 - CASH SHORT/OVER	0.00	-3.57	3.57	----
4080 - CATV FRANCHISE FEES	30,000.00	0.00	30,000.00	0.00
4090 - CELL TOWER RENTAL	45,000.00	12,472.60	32,527.40	27.72
4100 - CEO FINES	500.00	0.00	500.00	0.00
4110 - CEO MISC. PERMITS	500.00	325.00	175.00	65.00
4115 - CEO ADMINISTRATION FEES	13,725.00	1,890.00	11,835.00	13.77
4130 - CLERK FEES	500.00	155.00	345.00	31.00
4140 - CUSTOMER SERVICES FEES	350.00	123.87	226.13	35.39
4157 - PARK USE PERMIT DOGS	500.00	50.00	450.00	10.00
4160 - ELECTRICAL PERMITS	20,000.00	4,947.33	15,052.67	24.74
4190 - FOAA FEES	200.00	0.00	200.00	0.00
4200 - GENEALOGY SEARCH	50.00	0.00	50.00	0.00
4210 - GENERAL ASSISTANCE	700.00	0.00	700.00	0.00
4220 - HOMESTEAD EXEMPTION	399,947.60	282,693.00	117,254.60	70.68
4230 - RENEWABLE ENERGY EXEMPTION	0.00	6,398.00	-6,398.00	----
4260 - LOCAL ROAD ASSISTANCE PROGRAM	25,000.00	0.00	25,000.00	0.00
4265 - PROPERTY & CASUALTY POOL	5,000.00	2,470.00	2,530.00	49.40
4270 - MSAD ELECTIONS	1,700.00	0.00	1,700.00	0.00
4280 - MISC REVENUES	1,200.00	110.17	1,089.83	9.18
4290 - BMV EXCISE	950,000.00	276,372.58	673,627.42	29.09
4320 - PLANNING BOARD	2,400.00	1,600.00	800.00	66.67
4330 - PLUMBING PERMITS	18,300.00	2,446.00	15,854.00	13.37
4335 - PRIVATE ROAD SIGNS	300.00	272.05	27.95	90.68
4340 - SHARP HOUSE RENTAL FEES	10,200.00	2,550.00	7,650.00	25.00
4342 - ROAD ORDINANCE PERMITS	500.00	50.00	450.00	10.00
4345 - WH&CC FEES	77,305.00	2,015.00	75,290.00	2.61
4350 - REVENUE SHARING	696,729.00	184,107.67	512,621.33	26.42
4360 - SALE OF ASSETS	1,000.00	0.00	1,000.00	0.00
4370 - SITE PLAN REVIEW	1,500.00	250.00	1,250.00	16.67
4390 - SOLID WASTE/RECYCLING	170,000.00	51,363.66	118,636.34	30.21
4400 - SW HAULER PERMIT	75.00	0.00	75.00	0.00
4410 - TAX COMMITMENT	10,843,651.90	10,843,652.15	-0.25	100.00
4420 - TAX INTEREST	10,000.00	3,498.99	6,501.01	34.99
4480 - TREE GROWTH EXEMPTION	2,500.00	0.00	2,500.00	0.00
4485 - CONSOLIDATED COMM. LEASE	6,000.00	0.00	6,000.00	0.00
4500 - VETERAN'S EXEMPTION	2,200.00	0.00	2,200.00	0.00
4510 - VITAL RECORDS	2,000.00	875.40	1,124.60	43.77
4991 - WH DONATIONS	15,000.00	0.00	15,000.00	0.00
4992 - WH PROCEEDS TRANSFER IN	23,928.00	23,928.00	0.00	100.00
4993 - TRANSFER IN TIF	133,049.00	95,365.00	37,684.00	71.68
4994 - TRANSFER IN RESERVE	133,451.00	35,268.76	98,182.24	26.43
Final Totals	13,865,474.77	11,877,169.47	1,988,305.30	85.66

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
110 - MUNICIPAL ADMINISTRATION	633,623.00	151,922.45	11,580.70	140,341.75	493,281.25	22.15
01 - MUNICIPAL ADMIN OPERATIONS	475,339.00	103,339.12	6,916.70	96,422.42	378,916.58	20.28
5100 - FULL TIME WAGES	356,063.00	76,175.35	0.00	76,175.35	279,887.65	21.39
5110 - OTHER WAGES	6,500.00	0.00	0.00	0.00	6,500.00	0.00
5120 - OVER TIME WAGES	5,000.00	736.34	0.00	736.34	4,263.66	14.73
5130 - ALLOWANCES	3,290.00	334.24	0.00	334.24	2,955.76	10.16
5140 - TRAINING	1,855.00	949.43	0.00	949.43	905.57	51.18
5143 - MDOL SAFETY FINES	500.00	0.00	0.00	0.00	500.00	0.00
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	8,478.00	4,093.00	3,868.00	225.00	8,253.00	2.65
5210 - POSTAGE	7,640.00	2,093.70	0.00	2,093.70	5,546.30	27.40
5212 - REGISTRY OF DEEDS	900.00	219.00	0.00	219.00	681.00	24.33
5214 - ADVERTISING	1,500.00	1,432.72	0.00	1,432.72	67.28	95.51
5216 - SOFTWARE	41,708.00	8,149.16	545.94	7,603.22	34,104.78	18.23
5218 - PRINTING	13,890.00	3,592.18	0.00	3,592.18	10,297.82	25.86
5220 - BANK FEES	100.00	0.00	0.00	0.00	100.00	0.00
5222 - SPECIAL EVENTS	2,750.00	0.00	0.00	0.00	2,750.00	0.00
5224 - OFFICE SUPPLIES	12,000.00	2,631.55	336.81	2,294.74	9,705.26	19.12
5226 - OFFICE EQUIPMENT	5,165.00	780.49	13.99	766.50	4,398.50	14.84
5228 - ELECTIONS/REGISTRAR OF VOTERS	8,000.00	0.00	0.00	0.00	8,000.00	0.00
5520 - GENERAL REPAIRS	0.00	2,151.96	2,151.96	0.00	0.00	----
02 - CONTRACTS/PROFESSIONAL SERVICE	136,662.00	44,715.33	4,664.00	40,051.33	96,610.67	29.31
5226 - OFFICE EQUIPMENT	0.00	164.00	164.00	0.00	0.00	----
5310 - AUDITOR	15,750.00	14,800.00	4,500.00	10,300.00	5,450.00	65.40
5312 - ASSESSOR	54,702.00	13,675.50	0.00	13,675.50	41,026.50	25.00
5316 - LEGAL	20,000.00	6,727.38	0.00	6,727.38	13,272.62	33.64
5318 - WEBSITE	4,670.00	0.00	0.00	0.00	4,670.00	0.00
5322 - TECHNOLOGY	41,540.00	9,348.45	0.00	9,348.45	32,191.55	22.50
09 - TIF EXPENSES	7,737.00	3,868.00	0.00	3,868.00	3,869.00	49.99
6100 - TIF GPCOG	7,737.00	3,868.00	0.00	3,868.00	3,869.00	49.99
10 - CAPITAL RESERVES	13,885.00	0.00	0.00	0.00	13,885.00	0.00
6200 - CAPITAL RESERVE TECHNOLOGY	13,885.00	0.00	0.00	0.00	13,885.00	0.00

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
120 - COMMUNITY SERVICES CONT'D						
120 - COMMUNITY SERVICES	218,337.00	36,844.25	241.46	36,602.79	181,734.21	16.76
01 - CEO SERVICES & PLANNING	153,320.00	34,912.89	175.00	34,737.89	118,582.11	22.66
5100 - FULL TIME WAGES	123,200.00	27,432.14	0.00	27,432.14	95,767.86	22.27
5130 - ALLOWANCES	1,920.00	0.00	0.00	0.00	1,920.00	0.00
5140 - TRAINING	2,000.00	1,050.90	175.00	875.90	1,124.10	43.80
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	700.00	672.75	0.00	672.75	27.25	96.11
5600 - ENGINEERING & PEER REVIEW	5,000.00	0.00	0.00	0.00	5,000.00	0.00
5610 - PLANNING BOARD	20,500.00	5,757.10	0.00	5,757.10	14,742.90	28.08
03 - PARKS & RECREATION	7,300.00	659.92	0.00	659.92	6,640.08	9.04
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	3,200.00	0.00	0.00	0.00	3,200.00	0.00
5635 - PARK MAINTENANCE	4,000.00	659.92	0.00	659.92	3,340.08	16.50
5640 - PARKS & RECREATION COMMITTEE	100.00	0.00	0.00	0.00	100.00	0.00
04 - GENERAL ASSISTANCE	2,650.00	574.00	0.00	574.00	2,076.00	21.66
5645 - OUT SOURCE SERVICES FOR GA	1,650.00	384.00	0.00	384.00	1,266.00	23.27
5647 - GA INTERPRETERS SERVICE	0.00	150.00	0.00	150.00	-150.00	----
5650 - GENERAL ASSISTANCE	1,000.00	40.00	0.00	40.00	960.00	4.00
05 - SOCIAL SERVICES	7,492.00	566.46	66.46	500.00	6,992.00	6.67
5601 - REGIONAL TRANSPORTATION	500.00	500.00	0.00	500.00	0.00	100.00
5603 - NORTHERN LIGHT HEALTH	500.00	0.00	0.00	0.00	500.00	0.00
5604 - MAINE HEALTH HOME CARE	500.00	0.00	0.00	0.00	500.00	0.00
5605 - LIFEFLIGHT	892.00	0.00	0.00	0.00	892.00	0.00
5606 - SO. MAINE AGENCY OF AGING	1,000.00	0.00	0.00	0.00	1,000.00	0.00
5607 - MAINE PUBLIC RADIO	100.00	0.00	0.00	0.00	100.00	0.00
5608 - NY VETERANS MEMORIAL CORP	0.00	66.46	66.46	0.00	0.00	----
5609 - OPPORTUNITY ALLIANCE	2,000.00	0.00	0.00	0.00	2,000.00	0.00
5611 - THROUGH THESE DOORS	2,000.00	0.00	0.00	0.00	2,000.00	0.00
06 - CEMETERIES	5,560.00	0.00	0.00	0.00	5,560.00	0.00
5130 - ALLOWANCES	250.00	0.00	0.00	0.00	250.00	0.00
5140 - TRAINING	230.00	0.00	0.00	0.00	230.00	0.00
5525 - MAINTENANCE/SUPPLIES	5,080.00	0.00	0.00	0.00	5,080.00	0.00
07 - LIVING WELL	1,200.00	78.24	0.00	78.24	1,121.76	6.52
5625 - GENERAL EXPENSE	1,200.00	78.24	0.00	78.24	1,121.76	6.52
08 - RECYCLING COMMITTEE	1,500.00	52.74	0.00	52.74	1,447.26	3.52
5625 - GENERAL EXPENSE	1,500.00	52.74	0.00	52.74	1,447.26	3.52
09 - TAX INCREMENT FINANCING	39,315.00	0.00	0.00	0.00	39,315.00	0.00
6101 - TIF ADMIN	15,000.00	0.00	0.00	0.00	15,000.00	0.00

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
120 - COMMUNITY SERVICES CONT'D						
6102 - TIF EDSC	5,000.00	0.00	0.00	0.00	5,000.00	0.00
6103 - TIF RECREATION TRAILS	17,815.00	0.00	0.00	0.00	17,815.00	0.00
6104 - TIF PROFESSIONAL SERVICES	1,500.00	0.00	0.00	0.00	1,500.00	0.00

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
125 - COMMUNITY CENTER CONT'D						
125 - COMMUNITY CENTER	121,806.00	21,037.19	697.04	20,340.15	101,465.85	16.70
01 - OPERATIONS	121,806.00	21,037.19	697.04	20,340.15	101,465.85	16.70
5100 - FULL TIME WAGES	98,539.00	20,100.40	684.05	19,416.35	79,122.65	19.70
5130 - ALLOWANCES	740.00	59.50	0.00	59.50	680.50	8.04
5140 - TRAINING	1,500.00	0.00	0.00	0.00	1,500.00	0.00
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	45.00	391.00	0.00	391.00	-346.00	868.89
5222 - SPECIAL EVENTS	16,562.00	460.31	0.00	460.31	16,101.69	2.78
5240 - CONTRACT SERVICES	920.00	0.00	0.00	0.00	920.00	0.00
5242 - MARKETING/PRINTING/ADVERTISING	1,000.00	0.00	0.00	0.00	1,000.00	0.00
5244 - PROGRAM SUPPLIES	2,500.00	25.98	12.99	12.99	2,487.01	0.52

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
130 - PUBLIC SAFETY CONT'D						
130 - PUBLIC SAFETY	494,746.00	127,024.46	570.65	126,453.81	368,292.19	25.56
01 - FIRE RESCUE DEPARTMENT	369,266.00	92,109.34	570.65	91,538.69	277,727.31	24.79
5100 - FULL TIME WAGES	72,047.00	16,627.20	0.00	16,627.20	55,419.80	23.08
5110 - OTHER WAGES	146,587.00	18,018.96	0.00	18,018.96	128,568.04	12.29
5130 - ALLOWANCES	4,311.00	2,747.45	0.00	2,747.45	1,563.55	63.73
5140 - TRAINING	13,775.00	3,368.23	25.31	3,342.92	10,432.08	24.27
5145 - PHYSICALS & HEP B SHOTS	7,140.00	3,412.42	0.00	3,412.42	3,727.58	47.79
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	3,220.00	1,747.75	0.00	1,747.75	1,472.25	54.28
5520 - GENERAL REPAIRS	0.00	129.99	129.99	0.00	0.00	----
5522 - EQUIPMENT MAINTENANCE &REPAIRS	34,743.00	16,455.26	0.00	16,455.26	18,287.74	47.36
5524 - VEHICLE MAINTENANCE	25,550.00	22,019.72	280.99	21,738.73	3,811.27	85.08
5526 - GAS/DIESEL	8,450.00	84.84	0.00	84.84	8,365.16	1.00
5528 - LIFEPAK 15	1,710.00	0.00	0.00	0.00	1,710.00	0.00
5530 - PARAMEDIC SERVICE	15,900.00	0.00	0.00	0.00	15,900.00	0.00
5531 - RESCUE FEE COLLECTION SERVICE	5,000.00	765.57	0.00	765.57	4,234.43	15.31
5532 - MEDICAL SUPPLIES	15,000.00	6,731.95	134.36	6,597.59	8,402.41	43.98
5534 - PERSONAL PROTECTIVE EQUIPMENT	14,833.00	0.00	0.00	0.00	14,833.00	0.00
5535 - EMERGENCY MANAGEMENT / WARMING	1,000.00	0.00	0.00	0.00	1,000.00	0.00
02 - CONTRACTS / PROFESSIONAL SVCS	125,480.00	34,915.12	0.00	34,915.12	90,564.88	27.83
5324 - DISPATCH SERVICES	29,207.00	14,306.50	0.00	14,306.50	14,900.50	48.98
5326 - ANIMAL CONTROL SERVICES	27,205.00	4,072.00	0.00	4,072.00	23,133.00	14.97
5330 - HYDRANTS	65,000.00	16,154.49	0.00	16,154.49	48,845.51	24.85
5332 - STREET LIGHTS	2,500.00	382.13	0.00	382.13	2,117.87	15.29
5334 - CCSO SPEED PATROLS	1,568.00	0.00	0.00	0.00	1,568.00	0.00

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
140 - PUBLIC WORKS CONT'D						
140 - PUBLIC WORKS	653,784.00	125,454.74	1,931.95	123,522.79	530,261.21	18.89
01 - OPERATIONS	530,827.00	93,149.21	1,599.30	91,549.91	439,277.09	17.25
5100 - FULL TIME WAGES	263,346.00	57,013.41	0.00	57,013.41	206,332.59	21.65
5110 - OTHER WAGES	12,931.00	4,326.72	0.00	4,326.72	8,604.28	33.46
5120 - OVER TIME WAGES	25,000.00	1,738.97	0.00	1,738.97	23,261.03	6.96
5130 - ALLOWANCES	3,115.00	2,375.84	0.00	2,375.84	739.16	76.27
5140 - TRAINING	500.00	0.00	0.00	0.00	500.00	0.00
5145 - PHYSICALS & HEP B SHOTS	500.00	0.00	0.00	0.00	500.00	0.00
5150 - DUES/MEMBERSHIPS/LICENSES/SUBS	300.00	0.00	0.00	0.00	300.00	0.00
5160 - DRUG TESTING	450.00	214.00	0.00	214.00	236.00	47.56
5520 - GENERAL REPAIRS	0.00	426.66	426.66	0.00	0.00	----
5522 - EQUIPMENT MAINTENANCE & REPAIRS	5,500.00	2,713.46	0.00	2,713.46	2,786.54	49.34
5524 - VEHICLE MAINTENANCE	30,000.00	9,164.67	559.75	8,604.92	21,395.08	28.68
5526 - GAS/DIESEL	30,000.00	3,401.84	0.00	3,401.84	26,598.16	11.34
5534 - PERSONAL PROTECTIVE EQUIPMENT	2,920.00	235.11	0.00	235.11	2,684.89	8.05
5540 - RADIO REPAIRS	2,500.00	478.83	0.00	478.83	2,021.17	19.15
5542 - EQUIPMENT RENTALS	2,220.00	0.00	0.00	0.00	2,220.00	0.00
5544 - SUPPLIES	12,000.00	2,603.78	372.89	2,230.89	9,769.11	18.59
5548 - LUBRICANTS	4,420.00	799.15	0.00	799.15	3,620.85	18.08
5550 - TIRES	10,650.00	1,314.94	0.00	1,314.94	9,335.06	12.35
5552 - SIGNS	7,500.00	4,376.52	0.00	4,376.52	3,123.48	58.35
5554 - CULVERTS	7,410.00	60.18	0.00	60.18	7,349.82	0.81
5556 - COLD PATCH	1,500.00	0.00	240.00	-240.00	1,740.00	-16.00
5558 - CRACK SEALING	4,125.00	0.00	0.00	0.00	4,125.00	0.00
5560 - STRIPING	14,900.00	1,320.59	0.00	1,320.59	13,579.41	8.86
5562 - SWEEPING/CATCH BASINS	2,055.00	0.00	0.00	0.00	2,055.00	0.00
5564 - TREE CUTTING	3,500.00	0.00	0.00	0.00	3,500.00	0.00
5566 - EROSION CONTROL	4,950.00	236.00	0.00	236.00	4,714.00	4.77
5568 - GRAVEL PIT OPERATIONS	500.00	0.00	0.00	0.00	500.00	0.00
5570 - CUTTING EDGES	13,050.00	0.00	0.00	0.00	13,050.00	0.00
5572 - SALT	56,760.00	348.54	0.00	348.54	56,411.46	0.61
5574 - LIQUID CALCIUM CHLORIDE	6,200.00	0.00	0.00	0.00	6,200.00	0.00
5578 - SAFETY INSPECTIONS	2,025.00	0.00	0.00	0.00	2,025.00	0.00
09 - TAX INCREMENT FINANCING	9,500.00	0.00	0.00	0.00	9,500.00	0.00
6105 - TIF STREET SAFETY	9,500.00	0.00	0.00	0.00	9,500.00	0.00
10 - CAPITAL RESERVES	113,457.00	32,305.53	332.65	31,972.88	81,484.12	28.18
6201 - CIP RESERVE ROADWAYS	80,977.00	332.65	332.65	0.00	80,977.00	0.00

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
140 - PUBLIC WORKS CONT'D						
6202 - CIP RESERVE HEAVY EQUIP	32,480.00	31,972.88	0.00	31,972.88	507.12	98.44

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
145 - BULDINGS & GROUNDS CONT'D						
145 - BULDINGS & GROUNDS	146,651.00	21,075.63	1,838.91	19,236.72	127,414.28	13.12
01 - CUSTODIAL	43,380.00	7,982.44	376.56	7,605.88	35,774.12	17.53
5100 - FULL TIME WAGES	36,400.00	5,600.00	0.00	5,600.00	30,800.00	15.38
5130 - ALLOWANCES	880.00	134.22	0.00	134.22	745.78	15.25
5516 - CUSTODIAL MAINTENANCE SUPPLIES	6,100.00	1,871.66	0.00	1,871.66	4,228.34	30.68
5520 - GENERAL REPAIRS	0.00	376.56	376.56	0.00	0.00	----
02 - UTILITIES	60,984.00	6,162.84	21.73	6,141.11	54,842.89	10.07
5410 - PHONE	5,450.00	1,653.24	0.00	1,653.24	3,796.76	30.33
5412 - INTERNET	8,440.00	1,540.28	0.00	1,540.28	6,899.72	18.25
5414 - ELECTRICITY	16,700.00	2,315.53	21.73	2,293.80	14,406.20	13.74
5415 - SOLAR PANEL LEASE	17,700.00	0.00	0.00	0.00	17,700.00	0.00
5416 - HEAT	5,000.00	0.00	0.00	0.00	5,000.00	0.00
5418 - PROPANE	3,000.00	653.79	0.00	653.79	2,346.21	21.79
5420 - WATER	4,694.00	0.00	0.00	0.00	4,694.00	0.00
03 - FACILITY MAINTENANCE	36,178.00	6,930.35	1,440.62	5,489.73	30,688.27	15.17
5510 - ALARMS	4,088.00	2,485.59	0.00	2,485.59	1,602.41	60.80
5512 - PEST CONTROL	2,060.00	190.00	0.00	190.00	1,870.00	9.22
5514 - FLOOR MATS	4,000.00	446.81	0.00	446.81	3,553.19	11.17
5518 - LAND FILL COVER (MOWING)	325.00	325.00	0.00	325.00	0.00	100.00
5520 - GENERAL REPAIRS	15,200.00	3,482.95	1,440.62	2,042.33	13,157.67	13.44
5522 - EQUIPMENT MAINTENANCE & REPAIRS	10,505.00	0.00	0.00	0.00	10,505.00	0.00
10 - CAPITAL RESERVES	6,109.00	0.00	0.00	0.00	6,109.00	0.00
6203 - CIP RESERVE MUNICIPAL FACILITY	4,109.00	0.00	0.00	0.00	4,109.00	0.00
6204 - CIP RESERVE CONTINGENCY	2,000.00	0.00	0.00	0.00	2,000.00	0.00

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
150 - SOLID WASTE & RECYCLING CONT'D						
150 - SOLID WASTE & RECYCLING	245,806.00	57,164.43	0.00	57,164.43	188,641.57	23.26
01 - SOLID WASTE	245,806.00	57,164.43	0.00	57,164.43	188,641.57	23.26
5655 - MSW DISPOSAL	72,299.00	22,107.92	0.00	22,107.92	50,191.08	30.58
5660 - RECYCLABLES COLLECTION	72,299.00	22,014.15	0.00	22,014.15	50,284.85	30.45
5665 - MSW COLLECTION SURCHARGE	300.00	0.00	0.00	0.00	300.00	0.00
5670 - ECOMAINE TONAGE	87,908.00	12,295.90	0.00	12,295.90	75,612.10	13.99
5685 - HHW COLLECTION/CLEAN UP DAY	10,000.00	301.66	0.00	301.66	9,698.34	3.02
5688 - GARBAGE TO GARDEN	3,000.00	444.80	0.00	444.80	2,555.20	14.83

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
160 - FIXED EXPENSES CONT'D						
160 - FIXED EXPENSES	11,153,432.76	2,973,720.35	3,308.41	2,970,411.94	8,183,020.82	26.63
01 - DEBT SERVICE	270,150.00	0.00	0.00	0.00	270,150.00	0.00
5700 - DEBT SERVICES	270,150.00	0.00	0.00	0.00	270,150.00	0.00
02 - EMPLOYEE BENEFITS	434,917.00	83,396.13	3,308.41	80,087.72	354,829.28	18.41
5710 - HEALTH & LIFE INSURANCE	228,876.00	52,250.22	2,858.55	49,391.67	179,484.33	21.58
5720 - DENTAL INSURANCE	16,745.00	2,681.56	449.86	2,231.70	14,513.30	13.33
5730 - ICMA RETIREMENT	49,654.00	8,003.26	0.00	8,003.26	41,650.74	16.12
5740 - FICA	84,976.00	16,336.54	0.00	16,336.54	68,639.46	19.22
5750 - WORKMAN'S COMPENSATION	39,196.00	4,124.55	0.00	4,124.55	35,071.45	10.52
5760 - UNEMPLOYMENT	9,984.00	0.00	0.00	0.00	9,984.00	0.00
5765 - EARNED PAY LEAVE	4,986.00	0.00	0.00	0.00	4,986.00	0.00
5770 - EDUCATIONAL INCENTIVE	500.00	0.00	0.00	0.00	500.00	0.00
03 - MUNICIPAL INSURANCE	48,063.00	1,224.00	0.00	1,224.00	46,839.00	2.55
5780 - FIREFIGHTER'S SUPPLEMENTAL INS	2,046.00	1,224.00	0.00	1,224.00	822.00	59.82
5790 - PROPERTY/CASUALTY/VOLUNTEER	46,017.00	0.00	0.00	0.00	46,017.00	0.00
04 - MSAD #51 - EDUCATION	8,850,145.00	2,212,536.21	0.00	2,212,536.21	6,637,608.79	25.00
5830 - EDUCATION MSAD #51	8,850,145.00	2,212,536.21	0.00	2,212,536.21	6,637,608.79	25.00
05 - NY/CUMBERLAND SHARED SERVICES	271,211.00	0.00	0.00	0.00	271,211.00	0.00
5800 - PRINCE MEMORIAL LIBRARY	190,155.00	0.00	0.00	0.00	190,155.00	0.00
5810 - RECREATION	81,056.00	0.00	0.00	0.00	81,056.00	0.00
06 - COUNTY TAX	376,893.00	376,893.00	0.00	376,893.00	0.00	100.00
5840 - COUNTY TAXES	376,893.00	376,893.00	0.00	376,893.00	0.00	100.00
07 - OVERLAY	341,100.37	19,194.31	0.00	19,194.31	321,906.06	5.63
5850 - OVERLAY	341,100.37	19,194.31	0.00	19,194.31	321,906.06	5.63
09 - VILLAGE CENTER TIF DISTRICT	560,953.39	280,476.70	0.00	280,476.70	280,476.69	50.00
5852 - TIF VILLAGE CENTER	560,953.39	280,476.70	0.00	280,476.70	280,476.69	50.00

EXPENSE SUMMARY REPORT

FUND: 10
JULY TO SEPTEMBER

ACCOUNT	BUDGET NET	CURR MNTH DEBITS	CURR MNTH CREDITS	YTD NET	UNEXPENDED BALANCE	PERCENT SPENT
170 - CAPITAL RES. APPROPRIATIONS CONT'D						
170 - CAPITAL RES. APPROPRIATIONS	197,289.00	98,644.50	0.00	98,644.50	98,644.50	50.00
23 - FUTURE LAND RESERVE	10,000.00	5,000.00	0.00	5,000.00	5,000.00	50.00
5899 - BUDGETED RESERVE APPROPRIATION	10,000.00	5,000.00	0.00	5,000.00	5,000.00	50.00
25 - MUNICIPAL FACILITIES RESERVE	37,566.00	18,783.00	0.00	18,783.00	18,783.00	50.00
5899 - BUDGETED RESERVE APPROPRIATION	37,566.00	18,783.00	0.00	18,783.00	18,783.00	50.00
26 - CONTIGENCY RESERVE	20,000.00	10,000.00	0.00	10,000.00	10,000.00	50.00
5899 - BUDGETED RESERVE APPROPRIATION	20,000.00	10,000.00	0.00	10,000.00	10,000.00	50.00
31 - ROADWAY RESERVE	124,723.00	62,361.50	0.00	62,361.50	62,361.50	50.00
5899 - BUDGETED RESERVE APPROPRIATION	124,723.00	62,361.50	0.00	62,361.50	62,361.50	50.00
32 - RECORDS PRESERVATION RESERVE	5,000.00	2,500.00	0.00	2,500.00	2,500.00	50.00
5899 - BUDGETED RESERVE APPROPRIATION	5,000.00	2,500.00	0.00	2,500.00	2,500.00	50.00
Final Totals	13,865,474.76	3,612,888.00	20,169.12	3,592,718.88	10,272,755.88	25.91

Public Works & Fire Rescue Small/Heavy Equipment Reserve

Project #	Project Name (Year Approved)	Approved Town Meeting Expense	Approved Select Board Bid	Total Current Expenses	Remaining Balance	Percentage Spent
21-2023-01	Portable Traffic Signs (2023)	\$ 18,240.00	\$ -	\$ 17,060.00	\$ 1,180.00	93.53%
21-2023-02	New Radio System (2023)	\$ 11,980.00	\$ -	\$ 12,553.88	\$ (573.88)	104.79%
21-2023-03	Small Plate Compacter (2023)	\$ 2,260.00	\$ -	\$ 2,359.00	\$ (99.00)	104.38%

Technology/Communication Reserve

Project #	Project Name (Year Approved)	Approved Town Meeting Expense	Approved Select Board Bid	Total Current Expenses	Remaining Balance	Percentage Spent
22-2023-01	Workstations	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
22-2023-02	Laptops	\$ 6,990.00	\$ -	\$ -	\$ 6,990.00	0.00%
22-2023-03	General Equipment - Receipt Printers	\$ 795.00	\$ -	\$ -	\$ 795.00	0.00%
22-2023-04	Projector	\$ 1,100.00	\$ -	\$ -	\$ 1,100.00	0.00%

Municipal Facilities & Reserves

Project #	Project Name (Year Approved)	Approved Town Meeting Expense	Approved Select Board Bid Difference	Total Current Expenses	Remaining Balance	Percentage Spent
25-2023-01	Sand and Salt Shed Door (2023)	\$ 4,109	\$ -	\$ -	\$ 4,109.00	0.00%
25-2023-02	Walnut Hill Parkway Association Dues	\$ 2,000	\$ -	\$ -	\$ 2,000.00	0.00%

Roadway Reserve

Project #	Project Name (Year Approved)	Approved Town Meeting Expense	Approved Select Board Bid	Total Current Expenses	Remaining Balance	Percentage Spent
31-2023-04	Milliken Road (2023)	\$ 55,977.00	\$ -	\$ -	\$ 55,977.00	0.00%
31-2023-05	Gravel Processing (2023)	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	0.00%

Project Complete

Within District						
Total Committed Fund as of FY23: \$ 395,146.50						
Professional Service Costs \$ 750,000.00						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ 83,000.00	\$ 66,247.50	\$ 16,752.50	\$ 16,752.50	\$ 667,000.00	
2022	\$ 92,000.00	\$ 112.50	\$ 108,640.00	\$ 91,887.50	\$ 575,000.00	
2023	\$ 1,500.00	\$ 4,135.50	\$ 106,004.50	\$ (2,635.50)	\$ 573,500.00	
Administrative Costs \$ 750,000.00						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ 76,000.00	\$ 76,000.00	\$ -	\$ -	\$ 674,000.00	
2022	\$ 65,000.00	\$ 65,000.00	\$ -	\$ -	\$ 609,000.00	
2023	\$ 99,234.00	\$ 95,365.00	\$ 3,869.00	\$ 3,869.00	\$ 509,766.00	
Within/Outside District						
Public Safety and Fire Protection prorated capital expenditures \$ 4,000,000.00						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000.00	
2022	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 3,980,000.00	
2023	\$ -	\$ -	\$ 20,000.00	\$ -	\$ 3,980,000.00	
Street-related Public Safety measures and Village area amenities \$ 3,500,000.00						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ 20,000.00	\$ 17,942.74	\$ 2,057.26	\$ 2,057.26	\$ 3,480,000.00	
2022	\$ 100,000.00	\$ 72.72	\$ 101,984.54	\$ 99,927.28	\$ 3,380,000.00	
2023	\$ 9,500.00	\$ -	\$ 111,484.54	\$ 9,500.00	\$ 3,370,500.00	
Sidewalks and Streetspace Projects \$ 1,000,000.00						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	
2022	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 900,000.00	
2023	\$ -	\$ -	\$ 100,000.00	\$ -	\$ 900,000.00	
Within District/Municipality						
Recreational Trails \$ 1,000,000.00						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000.00	
2022	\$ 5,500.00	\$ 5,678.54	\$ (178.54)	\$ (178.54)	\$ 994,500.00	
2023	\$ 17,815.00	\$ -	\$ 17,636.46	\$ 17,815.00	\$ 976,685.00	
Economic Development Programs and other associated costs \$ 1,500,000.00						
Fiscal Year	Approved Expenses	Current Expenses	Fund Balance	Difference from Budgeted	Remaining	
2021	\$ 7,000.00	\$ 848.00	\$ 6,152.00	\$ 6,152.00	\$ 1,493,000.00	
2022	\$ 25,000.00	\$ -	\$ 31,152.00	\$ 25,000.00	\$ 1,468,000.00	
2023	\$ 5,000.00	\$ -	\$ 36,152.00	\$ 5,000.00	\$ 1,463,000.00	

Goal	Strategy	Action Step	Who will do it? Select Board, Town Manager, or Committee(s)?	Select Board Lead	Progress
Goal 1: Improve Communications & Resident Engagement	Improve Communications	Replace or repair our audio & video equipment in WH&CC	Town Manager	Amy Haile	
		Standardize format and content of staff and committee reports, agendas, and minutes	Select Board	Amy Haile	
		Ask GPCOG/MMA for examples of successful town communications and engagement practices and how those processes get implemented	Town Manager	Amy Haile	
	Resident Engagement	Review Committee Charges: Through Select Board liaisons, determine how each committee defines its purpose/mission; Align stated committee purpose/mission with needs/direction of the town and state statute	Select Board	Brian Sites & Kate Perrin	
		Review Committee Appointment Process: Standardize the committee member selection and appointment process across committees; Create a volunteer recruitment and nomination template with room for committee-specific questions; Promote our committee opportunities and recruit new community members to get involved	Select Board	Amy Haile	
		Clearly Defined Process: Begin to develop a process to review Comprehensive Plan and Land Use Ordinances	Select Board/Town Manager/Committees	Kate Perrin & Brian Sites	
Goal	Strategy	Action Step	Who will do it? Select Board, Town Manager, or Committee(s)?	Select Board Lead	Progress
Goals 2: Work Effectively with Our Strategic Partners	Fire, Public Safety, Waste Management Regionalization	Work with county leaders and ensure North Yarmouth is included in regionalization conversations about fire, public safety, and waste management	Town Manager	Paul Hodgetts	
	Ensure new school project includes strong North Yarmouth input	Recommend that one-half of the new school build committee be North Yarmouth Residents, including representation from the North Yarmouth Select Board; Be a continued voice for North Yarmouth's interests in communications	Select Board	Kate Perrin	
		Support School Committee in hosting multiple project information and listening sessions in North Yarmouth, including a public walk through of the site	Select Board/Town Manager	Kate Perrin	
		Pursue a strong fire and safety partnership with the town of Cumberland regarding school safety coverage	Town Manager	Kate Perrin	
	Protect our groundwater, working in partnership with Yarmouth Water District	Ensure safety in development in groundwater overlay	Town Manager	Paul Hodgetts	
Goal	Strategy	Action Step	Who will do it? Select Board, Town Manager, or Committee(s)?	Select Board Lead	Progress
Goals 3: Craft a Plan for Land Conservation and Open Space	Begin the process to develop a Land Conservation and Open Space Plan through community engagement-	Select Board articulates goals and priorities for a Land Conservation and Open Space Plan	Select Board	Andrea Berry & Brian Sites	
		Create an Ad-Hoc Committee to lead this process	Select Board	Andrea Berry & Brian Sites	
		Seek community input on creating an open space plan through visioning sessions, surveys, and community events	Select Board/Committee	Andrea Berry & Brian Sites	
	Leverage conservation partnerships	Work closely with Royal River Conservation Trust, Skyline Farm, Yarmouth Water District, Maine Farm Land Trust, North Yarmouth Historical Society and other regional conservation organizations to strategically expand protected land in North Yarmouth	Select Board/Committees	Andrea Berry	
	Improve town assets	Move the WH&CC outdoor use project forward under new facility and town leadership	Town Manager	Andrea Berry	

Town of North Yarmouth Select Board Business

VI. Consent Agenda

11/1/2022

Consent Agenda items are considered routine and will be considered for adoption by one (1) motion with no separate discussion unless a Select Board member requests and item to be removed.

- A. Payroll Warrants
#42 \$ 36,047.67
- B. Municipal Accounts Payable Warrants
#41 \$865,227.17
#43 \$ 5,563.06
- C. October 18, 2022, Regular SB Minutes

APPROVE CONSENT AGENDA, AS PRESENTED

Move that the Select Board approve the Consent Agenda, as presented. Second, discussion and vote follow.

OR

FURTHER DISCUSSION

Move to remove _____ from the “Consent Agenda” for further discussion under “Any Other Business”. Second, discussion and vote follow.

NOTE: WHEN A SELECT BOARD MEMBER WISHES TO TAKE AN ITEM OUT OF ORDER, THE BOARD MEMBER MAY MAKE A MOTION TO DO SO, AS LISTED UNDER “FURTHER DISCUSSION”.

Example

- 1) “I move to remove the April 19, 2022, Business Meeting Minutes from the Consent Agenda for further discussion under ‘Any Other Business’”. *Second, discussion and vote.*
- 2) *At this point, there is a vote on the motion (if there is a second). A vote to approve the Consent Agenda, **as amended**, is then required without any further discussion. (see below)*
- 3) “I move to approve the ‘Consent Agenda’, as amended”. *Second, discussion and vote.*

**Town of North Yarmouth
Select Board
Meeting Minutes of Tuesday, October 18, 2022**

Call to Order (1:53-2:11)- Members Present: Brian Sites, Amy Haile, Paul Hodgetts, Katherine Perrin, and Andrea Berry were present. The Town Manager, Diane Barnes, was also present. Chairperson Sites called the meeting to order at 7:03 PM.

History Minute –(2:13-3:46)

Select Person Haile reported that the North Yarmouth Historical Society’s Soup and Cider Day was held on Sunday, October 16th. She stated that even had many wonder activities with 150 in attendance.

Appointments –(3:47-28:24)

Planning Board- Paul Metevier-Alternate member term expiring June 30, 2025
Paul Whitmarsh-Regular member term expiring June 30, 2023

Selectperson Hodgetts stated that the Planning Board wanted the Select Board to reconsider their vote. He said nobody wanted to step up and be chair. Selectperson Hodgetts is in favor of this motion.

Selectperson Haile wanted to know if there was any new information that should be considered since the last meeting. Selectperson Hodgetts said there was no new information other than he supports this motion.

Chairperson Sites stated that the Planning Board had a discussion on this matter at their last meeting. The Planning Board asked the Select Board to watch their meeting. He also said that there was no nefarious intent from the Board’s perspective. He does not believe there is any ill intent on behalf of the Planning Board.

Selectperson Perrin said it was nice to see members of the Planning Board at tonight’s meeting. She said she watched the October 4th meeting, and it was apparent that the Planning Board is made up of a very dedicated group of individuals. The Select Board’s job is how they fill and appoint boards committees. She feels her vote at the last was following the rules and that the Select Board needs to govern with clear processes.

Selectperson Haile met with Jeff Brown and Selectperson Hodgetts this afternoon to discuss the process. She gave the example of being nominated as Vice Chair of the Select Board when she didn’t want that role, but she stepped up. It is hard for her to understand why a member would not want to fulfill a role.

Selectperson Berry stated that one of the Select Board’s goals is to review and standardize the committee and board appointment process.

Chairperson Sites said it was not clear to him the rules on moving someone from a regular member back to an alternate member.

Selectperson Perrin said the rules need to be created that are consistent around the appointment process.

Selectperson Berry thought that a solution had already been presented when Mr. Metevier agreed to be Chair of the Planning Board.

Jeff Brown, 470 Mountfort Road, thanked the Select Board for watching how a good board deliberates and they saw an example of how a good board works well together. Mentioned that three members had recently resigned. He said the Select Board was presented with a solution and interprets the rules in different ways. All the members have gone through the same appointment process until recently when it was changed. Feels the Board’s decision was an over stretch.

Paul Whitmarsh, Wild Turkey Lane, said that someone at the Planning Board agreed to be chair. Given the member's medical issues, attendance to meetings has not been consistent.

Chairperson Sites asked if the Planning Board members had even tried to take a vote on Chair. Jeff Brown said he was told to talk to members individually. He felt the Planning Board came up with a solution.

Selectperson Hodgetts stated that Kimry Corrette offered to step down, but other Planning Board members did not want her to step down. She adds a lot to the meetings and there are a lot of strong feelings on the Planning Board on the matter.

Selectperson Hodgetts, seconded by Chairperson Sites, to appoint Paul Metevier as an Alternate member of the Planning Board with a term expiring June 30, 2025. **Vote: 2 Yes, 3 No, Haile, Perrin & Berry.**

Public Hearing –(28:50-30:48)

Amendments to GA Maximums and Appendices

Town Manager Barnes stated that the Maine Department of Health & Human Services has issued new General Assistance “maximums” effective 10/1/2022 through 9/30/2023, which municipalities must use in the administration of local general assistance programs. All municipalities must annually adopt the most recent maximum assistance numbers issued by DHHS.

Chairperson Sites, seconded by Selectperson Perrin, moved to open the public hearing. After no public discussion, Chairperson Sites, seconded by Selectperson Haile, moved to close the public hearing. Chairperson Sites, seconded by Selectperson Haile, moved to adopt the amendments to the GA Maximums and Appendices from 10/1/2022-9/30/-2023 as presented. **Vote: 5 Yes.**

Special Presentations- None.

Announcements- None.

Consent Agenda-(30:52-31:05)

Chairperson Sites, seconded by Selectperson Berry, to approve the consent agenda as presented. **Vote: 5 Yes.**

Public Comment- Non-Agenda Items-(31:08-38:55)

Linc Merrill, 1572 North Road asked if we knew the number of property tax stabilization (LD 290) applications that have been received. Town Manager Barnes stated that she did not have a number as they are still being accepted and processed. She said she would have a better idea after December 1st. Mr. Merrill is concerned about the impact to the community if the State is unable to fund the program. He also wanted to know the reason that the ZBA appeal hearing was postponed and if there is a new date scheduled for the meeting. Town Manager Barnes stated that a new date has not been scheduled.

Judy Potter, Walnut Hill Road, asked when the EV Charge Stations located at WH&NYCC would be metered. Town Manager Barnes stated that nothing has been done and that it would be a budgetary item in the next budget if the Select Board chooses to charge for electricity. She also stated that she would be checking other municipalities that have metered stations and inquire about the average cost to charge a vehicle. Judy also inquired about Blue Haven Solar reimbursement. Town Manager Barnes stated that she would report back on the amount of credit that was issued. Judy questioned whether process changes would need to be in the charter. Chairperson Sites replied that these would be by-law changes and are not part of the charter.

Management Reports and Communications –(39:04-56.34)

EDSC-Selectperson Perrin

Selectperson Perrin reported that the EDSC met on September 22nd and the meeting was centered around solidifying the work forward regarding their charge to figure out what is and what is not working in the Comp Plan. Subcommittees were created to coordinate an event with public input. The next meeting is scheduled for October 27. Members who assisted in crafting the original comp plan have been invited to attend the October meeting to share their thoughts and reasoning around the creation of the document.

Parks & Recreation-Selectperson Berry

Selectperson Berry did not attend the last meeting but did review the minutes. She stated that they are working on creating a management plan for Chandler Brook Park. She stated that dog waste is becoming an issue at the parks. She encouraged everyone to make sure they are bagging their dog waste and that it ends up in a trash receptacle.

Planning Board-Selectperson Hodgetts

Selectperson Hodgetts stated that everything was covered at the beginning of the meeting.

Recycling Advisory Committee-Selectperson Berry

Selectperson reminded everyone that October has been designated as plastic free October from the Recycling Committee as an attempt to reduce contamination within our recycling materials. Ecomaine has a helpful tool with guidance on recyclable materials. The committee is talking about whether composting should be under their charge as well. Each week they are releasing a plastic alternative to what is typically used as one-use plastics.

Living Well in NY-Selectperson Haile

Selectperson Haile reported on two recent events hosed by Living Well. The first event was the grand opening on September 24th of the “Story Walk” trail. The second event was the annual Kite Festival held on October 1st. Future meetings will be held on the second Tuesday of each month. Peggy Leonard attended their last meeting to discuss her role with Casco Bay Trails on the Rails to Trail.

Zoning Board of Appeals-Selectperson Hodgetts

Selectperson Hodgetts reported that the organizational meeting was held on September 28th. Paul Napolitano was voted in as Chair and Kevin Robinson was voted in Secretary. They also approved their by-laws. They met again on October 13 in executive session with legal and the October 19th appeal hearing has been postponed.

Recreation Advisory Committee-Selectperson Haile

Selectperson Haile spoke with one of the members who confirmed that she was still on the committee and that they meet infrequently.

Joint Standing Committee-Selectpersons Berry & Sites

Chairperson Sites reported that they had not met but heard they might be meeting soon.

Walnut Hill Parkway-Selectperson Sites & Hodgetts

Selectperson Hodgetts reported that they had not met.

Town Manager's Report:

Finances

An overview of the 1st quarter FY 23 finances will be presented at the November 1st Select Board Meeting.

GF Checking- Converted the operating account to an interest-bearing account beginning 10/1/2022. The current offering is 1.75%. she will be evaluating the cash on hand for a few months to determine whether it is feasible to move some on the funds to a CD.

Personnel

Ben Scipione's name was submitted to Cumberland County to be enrolled in the Leadership program at Southern Maine Community College. This program funded through federal funds received by the Community College. Ben was accepted and is committed to attend 7 days starting October 12 through January 18th.

The Leadership Academy is an opportunity for the Towns/County to invest in their up-and-coming leaders within their organization. The Academy introduces leadership concepts to employees and makes employees think a little differently than they may normally do during their normal day.

We are operating with limited staff in our main office. Please be patient and we will serve the public as soon as possible.

Fuel Bids

On 9/23/2022, locked in fixed rates for the following fuel sources:

#2 Heating Oil- \$3.77 with Dead River

Diesel- \$3.85 with Dead River

Gasoline- \$3.25 with Dennis K. Burke Oil

The bid process was done through Maine Power Options who is an energy purchasing consortium that serves an aggregator for Maine's local governmental and non-profit organizations. Their group purchasing programs are designed to increase the buying power of eligible participant organizations for the purchase of fuel oil and electricity.

Audio Visual Update

Connectivity Point provided solid timelines for the installation of our new audio/visual equipment. We are scheduled to receive the equipment by the second week of November. We are on a scheduled for November 21st-24th of November and a target completion date on the 28th and 29th.

Old Business

Select Board Goals- (56.42:1:05:48)

The Select Board discussed which goals that they would like to take the lead on. Selectperson Berry stated that she would update the list to be posted for the public.

New Business

Amendments to GA Maximums and Appendices

This item was voted on under item IV. Public Hearing.

Committee & Board Procedures - (1:05:49-1:13:57)

Chairperson Sites circulated a sample police for Boards and Committees Standard of Conduct. One of the elements is to set standards around our committees. This is information for a future discussion.

Mike Mallory commented that there was a committee policy in place and asked how this differs. Chairperson Sites stated that the policy presented tonight is a code of conduct. This policy would be an enhancement to that section. He also stated that we have a social media policy in place.

Selectperson also stated that this addresses communication and social media.

David Reed suggested that the Select Board make sure the codes of conduct are airtight, that they are published, and that there will be a public process as the Board considers and deliberates on the policy.

Schedule TIF Workshop-November 15, 2022, at 6pm

Select Person Perrin stated that she would like to have updated materials for the workshop.

Chairperson Sites, seconded by Selectperson Haile, to schedule a TIF workshop on Tuesday, November 15, 2022, at 6pm. **Vote: 5-Yes**

Any Other Business- (1:13:58-1:18:23)

Chairperson Sites discussed committee structure and management. He asked the SB Liaisons to reach out to the committees on the following:

Meeting Management- Remind committees that the WH&NYCC closes at 8p on weekday. Ensure that all committee meetings have concluded, and all members and meeting attendees have exited the facility prior to closing.

Committee Evaluation- The Select Board should be monitoring and evaluation activities to ensure that inter-committee work is encouraged, duplicative services/initiatives are minimized or eliminated, and that each committee or board is working to serve the needs and interests of all 4,000 plus residents in the community. In the coming months, the Select Board will discuss how to create a framework of evaluation that this and future Select Boards can use as a tool into the future.

Adjournment- (1:18:38-1:18:40)

Selectperson Hodgetts, seconded by Selectperson Haile moved to adjourn at 8:22pm. **Vote: 5 Yes.**

Diane Barnes
Town Manager/Recording Secretary

Select Board

Brian Sites, Chair

Amy Haile, Vice Chair

Paul Hodgetts

Katherine Perrin

Andrea Berry