

**Agenda Minutes for  
Select Board & Board of Assessors Meeting  
July 10, 2023 @ 7:00 p.m.**

**Fire Station Community Room, 86 River Rd.**

**Present Board Members- Chairperson Karen Paz, Vice-Chair Joel Lind, Tor Glendinning, Thomas Kostenbader, and  
Rufus Percy.**

**Interim Town Manager- Kevin Sutherland  
Minutes transcribed by Town Clerk- Lauren Allen**

- 1. Call to Order- *Meeting called to order at 7:00pm by Karen Paz***
- 2. Pledge of Allegiance**
- 3. Amendments to the Agenda**
- 4. Minutes of the previous meeting**
  - a. June 26, 2023- *Tor Glendinning motioned to accept minutes. The motion was seconded by Joel Lind. Vote 5-0. Minutes were approved.***
- 5. Public Comments on Items Not on the Agenda**
  - *Paul Tenan (65 The Kings Highway)- Mr. Tenan voiced concern about traffic safety on Sheepscot Road. Mr. Tenan said that he speaks on behalf of residents of both Alna and Newcastle who are directly affected by the signage and speeding on Sheepscot Road. He has requested the Select Board reach out to Alna and work in unison to reduce larger vehicles from using or speeding on the road. Joel Lind recommended Mr. Tenan to compile data and request a special meeting so the issues can be discussed further. Mr. Tenan also said that he would try to involve other towns who have experience in speeding activity. Karen Paz recommended having Mr. Tenan investigate the Town of Bristol, who has had similar experiences.***
  - *Mal Carey (58 Spruce Street)- Mr. Carey requested the legal status of work with Road commissioner and planner position. He also recommended the Town have the new Planner; Michael Martone put together a list of road conditions for all town-maintained roads. Mr. Carey also stated that several years ago he was working with the previous Town Manager, Sarah Macy, about Hassan Avenue, and future roadwork options on said road. Many of those records, specifically the Allen Pulley records, were lost or missing. Mr. Carey feels the issues were left unfinished. He is hopeful the Town, new Interim Town Manager, and Select Board will pick up where it was left off.***
- 6. New Business**
  - a. Review of Select Board Bylaws- *Interim Town Manager, Kevin Sutherland proposed wording changes to the Select Board's Bylaws.***
  - b. Review and discussion of select board goals from December 2022- *Goals were tabled for further review and discussion.***
- 7. Unfinished Business**
  - a. Town Planner Services Contract- *Motion was made by Tor Glendinning to accept the Town Planner Services Contract. Joel Lind seconded motion. Vote 5-0. Motion passed. Michael Martone will be the joint Town Planner for both Newcastle and Damariscotta.***

- b. Developing a Fish Ladder Agreement with Nobleboro- ***Karen Paz requested a motion to appoint herself; Karen Paz, Joel Lind, and Jim Brinkler as Newcastle representatives as part of a joint-town Fish Ladder Agreement cooperative. Tor Glendinning made the motion. Rufus Percy seconded the motion. Vote 5-0. Motion passed.***
- c. VHB scope of work and contract for Lynch Road- ***Interim Town Manager, Kevin Sutherland explained the details of the work with VHB and the extent of the contract. The Select Board decided to wait and investigate the work needed on Liberty Road. The Select Board decided that Liberty Road was not an emergency at this time and VHB would only complete work on Lynch Road. Joel Lind made the motion. Tor Glendinning seconded the motion. Vote 5-0. Motion passed.***

## **8. Town Manager Report and Communications**

***Town Manager Report can be found on the [town website](#)***

## **9. Fiscal Warrants**

- a. FY23 End of Year Warrant 1:                      \$38,520.44  
***-Motioned by Joel Lind. Thomas Kostenbader seconded the motion. Vote 5-0. The end warrant of FY23 has passed.***
- b. FY24 First Warrant:                                      \$ 5,671.81  
***-Motioned by Joel Lind. Tor Glendinning seconded the motion. Vote 5-0. The first warrant of FY24 has passed.***

## **10. Executive Session- *Karen Paz requested a motion to move into Executive Session. Joel Lind made the motion. Tor Glendinning seconded the motion. Vote 5-0. Motion passed. Select Board moved into Executive Session at 8:58pm. The Select Board Executive Session ended at 9:47pm.***

***1 M.R.S.A. Section 405 (6) A – Personnel – upon exiting executive session, Karen Paz requested a motion to appoint Kevin Sutherland as EMA Director. Joel Lind made the motion. Tor Glendinning seconded motion. Vote 5-0. Motion passed.***

## **11. Future Agenda Items- *Discussion about addressing the Hagar Enterprises contract for the current fiscal year.***

## **12. Adjournment of Meeting**

***- Karen Paz requested a motion to adjourn the meeting. Joel Lind made a motion. Thomas Kostenbader seconded the motion. Meeting adjourned at 10:02pm.***

## **Upcoming Events**

July 24 at 7PM — Select Board Meeting, Fire Station Community Room, 86 River Road

August 14 at 7PM — Select Board Meeting, Fire Station Community Room, 86 River Road

***\*Executive Session 1 M.R.S.A. Section 405 (6) A – Personnel, C – Real Estate, D - Labor Contracts, E – Legal, H – Consultation With CEO Concerning Enforcement Action***