

Board of Selectmen & Assessors Meeting - Minutes
November 23, 2020 @ 7:00p.m.
Via Zoom Meeting/YouTube Live Streaming

Board of Selectmen (BOS) members present were Brian Foote, Joel Lind, Tor Glendinning, Rob Nelson (via phone) and Wanda Wilcox. Planning Board Chair, Ben Frey. Staff member Jon Duke, Town Manager, Seth Hagar, Road Commissioner (via phone) and Andrew Hedrich from Gartley and Dorsky, Inc. Minutes transcribed by Michelle Cameron, Town Clerk.

1. Call to Order: Foote called the meeting to order at 7:00 p.m.

2. Amendments to the Agenda (Pending Approval)

3. Minutes

3.1 November 9, 2020: **On motion Glendinning/Lind moved to approve the November 9th minutes.**
Vote 5-0

4. New Business

5. Unfinished Business

5.1 **Academy Hill Project Wrap Up:** Hagar gave an update about the changes that had been made during the project.

Hedrich explained that he went over all the change orders and double checked them with Hagar's bid documents to make sure that the numbers lined up. Hedrich recommended that the Town provide payment to Hagar for the change orders and his payment for half of the retainage in pay requisition 12. He suggested that the Town hold onto about forty thousand dollars of project funds until after the final walk through. Hedrich noted that there were several changes that led to exceeding the amount of the original contract amount. There was further discussion regarding project spending and different aspects of the project.

5.2 **Core Zoning Code Implementation:** Duke gave an update about where we are on getting forms, fee schedule and permits ready for the BOS to vote on at their next meeting.

Frey stated that he has been sorting through the town's current fee schedules and has been looking at how much to do from scratch or what do we want to hold over. Frey went over ideas for checklists, fee schedule and permit documents, which were displayed during the meeting for the Board and viewing audience.

Further discussion included implementing the fee schedule, the BOS' authority to decide on fees and lining up the permitting process with the new Core Zoning Code.

The Board stated that they approved with the work Frey had put into the presented documents and asked him to continue his work.

6. Town Manager Report and Communications

7. Fiscal Warrants

7.1 Town Warrant \$ 304,863.80

7.2 Academy Hill \$ 391,838.62

7.3 Academy Hill \$ 46,028.32

On motion Lind/Glendinning moved to approve all three fiscal warrants. Vote 5-0

8. Board of Assessors

9. Executive Session(s)

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

10. Adjournment: On motion Glendinning/Lind moved to adjourn the meeting. Vote 5-0

Public Comments Regarding Items On The Agenda Can Be Sent To The Town Manager's Email Prior To The Meeting For Circulation To The Rest Of The Board (townmanager@newcastlemaine.us)

Upcoming Events

Town Office Closed – Thanksgiving Day – Thursday, November 26th

Town Office Closed – Thanksgiving Friday – Friday, November 27th

Board of Selectmen – Monday, December 7th 7pm Zoom/YouTube

For Updated Information Please Check The Town's Facebook/Twitter accounts and Town's Website: newcastlemaine.us