

**BOARD OF SELECTMEN'S
MEETING MINUTES
6:30/7:00PM MONDAY, NOVEMBER 17, 2014
YORK LIBRARY**

6:30PM Executive Session – Pursuant to M.R.S.A. Title 1, Section 406(6)(E);
Discussion with Town Attorney.

Moved by Mr. Palmer, seconded by Mr. Speers to enter into Executive Session at 6:35PM. Vote 4-0, motion passes.

Moved by Mr. Speers, seconded by Mr. Palmer to exit out of Executive Session at 6:55PM. Vote 4-0, motion passes

7:00PM Regular Meeting

Present: Chairman Mary Andrews, Vice-Chairman Robert E. Palmer, Jr., Jonathan O. Speers, Ronald Nowell, Town Manager Stephen H. Burns, Recorder Melissa M. Avery and members of the press and public.

Absent: Torbert Macdonald

Call to Order

Chairman Mary Andrews called the meeting to order at 7:05PM.

Opening Ceremonies

- A. **Minutes**
- B. **Chairman's Report**

Chairman Mary Andrews congratulated the York High School field hockey team on winning the state championship, and also commended the boys track and football teams on great seasons.

- C. **Manager's Report**

Town Manager Stephen Burns announced that the Village Study Committee has a design event coming up next week and encourages anyone who is interested to attend. Mr. Burns congratulated Jon Gay, a member of the Village Fire

Department who applied for and received a safety enhancement grant for the Village Fire Departments. Mr. Burns read a letter from Granite State Wheelman sent to him thanking the Town for their great support and cooperation with their bicycle ride this year. There was a meeting at York Water District, between both Water and Sewer Departments, along with Public Works and Community Development about upcoming improvements on Church Street and Shore Road to help set the process for coordinated road work. Mr. Burns announced that Charley Steedman will be the Budget Committee Representative on the Municipal Building Committee.

D. Awards

1. Heating Oil

The Town recently initiated the annual process of soliciting heading oil bids for the upcoming heating season. A request for bids was advertised in the York Weekly, Portsmouth Herald and the York County Coast Star. In addition, a direct solicitation was made to ten located heating oil companies that had previously indicated an interest in bidding.

The Town received the following five bids in response to our solicitation for heating oil bids:

| | |
|-----------------|-------------------------------------|
| Welch Oil | \$2.72/g or \$0.20 over rack price |
| York Oil | \$2.779/g or \$0.25 over rack price |
| Estes Oil | \$2.84/g or \$0.25 over rack price |
| Downeast Energy | \$2.899/g or \$0.30 over rack price |
| Hanscom's | \$3.10/g |

Moved by Mr. Palmer, seconded by Mr. Nowell to award the 2014-2015 Heating Season Oil Bid to Welch Oil for \$2.72 per gallon through June 30th, with the stipulation that we do not need to use the entire 20,000 gallons advertised. Vote 4-0, motion passes.

E. Reports

1. Patricia Martine, Executive Director, York Housing Authority

Patricia Martine, Executive Director of the York Housing Authority gave the Board a brief overview of the York Housing Authority's upcoming endeavors and what they have accomplished as of yet.

2. Todd Frederick, Superintendent of the First Parish Cemetery

Todd Frederick, Superintendent of the First Parish Cemetery as of September 1, 2014 gave the Board an overview of some changes he has made since stepping into his new role with the cemetery: He had the old fence, along the 1830 cemetery, behind Town Hall restored. He also has been working with Town Hall

staff to relocate the trailer used to store voting equipment that was parked in front of the cemetery, along with restriping and redesigning the parking spaces in that area and added 4 parking spaces. Mr. Frederick thanked the Town for the partnership that has been had between the cemetery and the Town and hopes to continue and grow that partnership.

3. Energy Steering Committee

Wayne Boardman, Chairman of the Energy Efficiency Steering Committee, gave a midcourse review of the work that the committee has done and immediate plans they have for other work.

E. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on items listed on this meeting agenda. All comments should be respectful in tone and should be directed to the Chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the Town Manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the Town Manager's Office.

Public Comment: None

F. Approval of Warrant #20

Moved by Mr. Speers, seconded by Mr. Nowell to approve Warrant #20. Vote 4-0, motion passes.

G. Public Hearings

H. Endorsements

I. Old Business

J. New Business

1. Discussion and Possible Action on Municipalities Continuing Disclosure Cooperation Initiative

Moved by Mr. Nowell, seconded by Mr. Speers ordered that the Town Manager and/or Finance Director is hereby authorized to execute necessary documents and take all actions necessary to participate in the Municipalities Continuing Disclosure Cooperation Initiative of the Securities and Exchange Commission. Vote 4-0, motion passes.

2. Discussion and Possible Action on the Energy Efficiency Steering Committee's York Beach Fire Station Energy Assessment RFP

The work proposed in the Request for Proposals is to be funded with Capital funds approved for the Energy Steering Committee. There are no cost implications yet because this is simply the start of the process.

Moved by Mr. Nowell, seconded by Mr. Speers to authorize the Energy Steering Committee to issue a Request for Proposals for an Energy Assessment at the York Beach Fire Station, and direct the Committee to return to the Board with a recommendation upon receipt of proposals. Vote 4-0, motion passes.

3. Discussion and Possible Action on the Energy Efficiency Steering Committee's York Beach Fire Station Lighting RFP

The work proposed in the Request for Proposals is to be funded with Capital funds approved for the Energy Steering Committee. There are no cost implications yet because this is simply the start of the process.

Moved by Mr. Nowell, seconded by Mr. Speers to authorize the Energy Steering Committee to issue a Request for Proposals for an LED Lighting Upgrade at the York Beach Fire Station, and direct the Committee to return to the Board with a recommendation upon receipt of proposals. Vote 4-0, motion passes.

4. Discussion Regarding a Proposal by the Energy Steering Committee

This item was not addressed.

5. Discussion and Possible Action on an Expansion of the 6F Boundary of the Bog Road Fields Complex

The Parks and Recreation Department has proposed a project for the FY16 Capital Budget for the Phase 2 development of the Bog Road Athletic Complex. The total cost of the project is \$300,000; the Town has applied for Federal assistance through the "*Land and Water Conservation Fund*" which is a 50% matching program.

The new 6F boundary would include the entire parcel where the new field and parking area are located (approximately 48 acres). Most of the remaining undeveloped land is already designated as resource protection area.

Moved by Mr. Nowell, seconded by Mr. Speers to certify that the Board of Selectmen is familiar with the terms and conditions of the Land and Water Conservation Fund Project Agreement, including the 6F designation requirement, and authorize the Parks and Recreation Department to apply for the grant on behalf of the Town. Vote 4-0, motion passes.

6. Discussion and Possible Action on Fishermen's Walk Extension

In January of 2014 the Town was notified by the Maine Department of Transportation that our application for Small Harbors Improvements Program (SHIP) has been approved for design and/or construction.

Moved by Mr. Nowell, seconded by Mr. Speers to authorize the Town Manager to sign and submit all environmental permits for the Small Harbor Improvement Program project and to continue to work with Maine DOT to finalize the design to the proposed Fisherman's Walk pathway improvements. Vote 4-0, motion passes.

7. Discussion and Possible Action on Urban Compact Boundary Response

The Maine Department of Transportation is in the process of trying to change the boundary of the Urban Compact Zone. This is the area of high building density alongside State highways. It appears there is a good chance that the State will turn over maintenance responsibilities for a sizeable portion of Route One to the town as a result. While the Town may object, there is no clear process for this to occur and MDOT itself makes the final decision. The result would be a need for the Town to assume winter and summer maintenance of Route One from the Kittery line up to Cape Neddick Village. In terms of winter maintenance, this would call for two plow trucks and all associated costs. The State would pay the Town annually for this work, but not in an amount sufficient to cover all associated costs. There is an opportunity to seek a compromise, and that could be requesting the Town be given the MDOT maintenance facility on Route One as part of the transition. There is a 16-bay garage, a 3-bay garage, a small salt shed, and a fueling facility. This could be a substitute for the garage proposed at the new police station, and could allow the Town to store many of its vehicles indoors for meeting maintenance.

8. Discussion and Possible Action on BOS Operating Budget Request

Moved by Mr. Nowell, seconded by Mr. Speers to propose an FY16 operating budget request for the Board of Selectmen totaling \$26,400. This reflects an anticipated 5% increase in municipal dues for the Maine Municipal Association and level funding of all other line items.. Vote 4-0, motion passes.

9. Discussion and Possible Action on BOS Policy Requests

Mr. Burns explained a list of seven expenditures that he thinks the Board of Selectmen would want brought forward as part of the FY16 Budget.

1. Historic Markers Maintenance
2. Grantor/Grantee Index
3. List of Town Rights-of-Way and Landings
4. Re-roof and Re-side the Blinn House
5. Revolving Loan Fund for Septic System Replacement

6. Cliff Walk Legal Fund
7. Veterans' Graves and Ancient Burial Grounds

K. Other Business

L. Citizens' Forum

Public Comment: None

Adjourn

Moved by Mr. Palmer, seconded by Mr. Speers to adjourn the meeting at 9:10PM.
Without objection, so ordered.

Respectfully Submitted,

Melissa M. Avery