

**TOWN OF YARMOUTH
MINUTES OF THE TOWN COUNCIL MEETING**

Meeting: 21-18/19
Date: June 13, 2019
Time: 7:00 PM
Place: American Legion Log Cabin

Roll Call of Members P = Present A = Absent T= Tardy

A Meghan Casey 1 South Street
P April Humphrey, 277 East Main St
P Andrew Kittredge, 84 Rogers Road
P Richard Plourde, 87 Pinewood Road
A Timothy Shannon, 47 West Elm St
P Pat Thompson, 148 White's Cove
P Robert Waeldner, 141 Oakwood Drive

1st Order of Business: Roll Call of Members

2nd Order of Business: To approve the minutes of Meeting 20-18/19 held May 16, 2019. **(5-0)**

3rd Order of Business: Public comment period.

James MacLeod, resident, thanked Councilor Thompson for her years on the Town Council. Pat Ferrell, resident, thanked Councilor Thompson for her hard work and dedication as a councilor. She also welcomed Randall Bates and Rob Waeldner back and believes if not already in the rules they should amend to allow the position as Chair to do 2 years.

Item No. 115: Reports

Councilor Humphrey reported the Renewable Energy and Sustainability Committee would be coming soon to the council to report on municipal solar array, they just had the GPCOG Rep at their meeting. Chair Waeldner reminded residents there will be a MDOT public meeting regarding the Bayview St bridge and information can be found on the Town website and FB.

Item No. 116: Issuance of a full-time malt spirituous and vinous liquor licenses to Chopstick and the Garrison.

Be it ordered that issuance of a full-time malt spirituous and vinous liquor licenses to Chopstick and the Garrison is hereby approved.
(5-0)

Item No. 117: Trailer Park license renewal for Red Wagon Trailer Park.

Be it ordered that an annual Trailer Park license for Red Wagon Trailer Park is hereby approved pursuant to Chapter 302 of the Yarmouth Town Code.

(5-0)

Item No. 118: Due dates and interest penalties for 2019/20 property taxes and sewer user fees.

Be it ordered that real and personal property taxes assessed for the 2019/2020 fiscal year shall become due and payable on the following schedule:

First half (50%)	November 13, 2019
Second half (50%)	May 6, 2020

And be it further ordered that pursuant to 36 MRSA Section 505 (4) interest charges shall be levied against delinquent tax payments at a rate of 8% annually;

And be it further ordered that pursuant to Title 36 MRSA Section 506-A, the rate of interest on tax overpayments shall be 4% annually.

And be it ordered that Sewer User Fee Assessments shall be payable on September 30, 2019 and April 30, 2020. Pursuant to Title 30-A MRSA Section 3406, interest charges shall be levied against delinquent sewer assessments at a rate of 8% annually.

(5-0)

Item No. 119: Authorization the release of various capital reserve funds as authorized at the Annual Town Meeting.

Be it ordered that the following sums are hereby appropriated from the indicated Capital Reserve Accounts:

Fire-Rescue Equipment	\$ 39,460
Public Works Equipment	\$397,400
Road Improvements	\$764,400
Municipal Buildings/Bridges	\$ 40,500
Parks and Playgrounds	\$173,500
Wastewater	\$252,103
Library Building	\$ 20,000
Police Equipment	\$ 68,000
Harbor and Waterfront	\$ 11,500
Technology Reserve	\$252,100
Landfill Reserve	\$ 89,500
Housing Assistance (SMAA)	\$ 25,000
Dam Maintenance and Repair	\$ 40,000
MDOT and PACTS Match	\$ 290,460

(5-0)

Item No. 120: Amendment to Chapter 401 of the Yarmouth Town Code (Fees and Permits) regarding electrical permit fees.

Be it Ordained by the Yarmouth Town Council in town council assembled that Chapter 401 of the Yarmouth Town Code (Fees and Permits) is hereby amended at Article VII (Electrical Permit Fees) as detailed in a draft dated May 21, 2019, a copy of which to be attached to the minutes of this meeting. Said amendment to become effective July 1, 2019.

(5-0)

Item No. 121: Amendment to Chapter 401 of the Yarmouth Town Code (Fees and Permits) regarding Recycling Only Fees.

Be it Ordained by the Yarmouth Town Council in town council assembled that Chapter 401 of the Yarmouth Town Code (Fees and Permits) is hereby amended at Article XV.C as follows:

**Ch 401 Art. XV.C
VEHICLE PERMIT FEE**

Annual vehicle permit stickers as provided in Chapter 306 (III) (E) shall be \$25.00 for the first vehicle and \$5.00 for each additional vehicle registered and operated from the same household. All stickers shall expire annually on December 31.

The Permit Fee for "Recycling Only" stickers shall be \$1.00 per year. This provision for "Recycling Only" permit stickers shall be retroactive to January 1, 2019. The Town Manager is authorized to issue refund payments of \$24.00 to any resident who shall, upon application, establish that he/she paid \$25.00 for a 2019 Recycling Only sticker.

(5-0)

Item No. 122: Establishment of a Latchstring Park Task Force to make recommendations for improvement to the safety, function, aesthetics, and other considerations at Latchstring Park.

Be it ordered that there is hereby established a Citizen's Advisory Task Force on Latchstring Park who shall make recommendations to the Town Council on changes and improvements to Latchstring Park that shall be intended to improve considerations of safety for pedestrians, bicyclist and park users, for community use, improved aesthetics and impacts on nearby business, community and residential interests. In making Task Force appointments the Town Council shall seek to appoint a variety of perspectives and stakeholder interests. The Task Force shall report back to the Town Council with its recommendations and report no later than September 5, 2019. The Task Force shall be deemed dissolved on October 31, 2019 or upon action of the Town Council on the report of the Task Force, whichever is sooner, unless the Town Council shall vote to extend the time period for the Task Force.

Councilor Kittredge moved to amend the motion that the Town Council make the appointments to this committee no later than August 1, 2nd by Councilor Thompson, motion passed 5-0

Councilor Kittredge moved to amend the motion that the committee report back to the Council no later than December 31, 2019, 2nd by Councilor Thompson, motion passed 5-0

Councilor Kittredge moved to amend the motion to remove the last sentence "*The Task Force shall be deemed dissolved on October 31, 2019 or upon action of the Town Council on the report of the Task Force, whichever is sooner, unless the Town Council shall vote to extend the time period for the Task Force.*", 2nd by Councilor Thompson, motion passed 5-0

Councilor Humphrey moved to amend the motion to specify the Task Force be composed of up to 9 members, 2nd by Chair Waeldner, motion passed 5-0

Motion as amended passed 5-0

Item No. 123: Establish an advisory committee for the Community Center project.

Be it Ordered that there is hereby established an Advisory Committee for the Yarmouth Community Center project comprised of 7-9 members who shall be appointed by the Council. In seeking to appoint the various committee members the Appointments Committee shall seek to include representation of significant stakeholders in the project such as, but not necessarily limited to the existing YCC Executive Committee, YCAN, Yarmouth Food Pantry, 317 Main, Aging in Place, Yarmouth Community Services, and the Masons.

And Be it Further Ordered that a Council Liaison to the Advisory Committee shall be elected by the Council.

Councilor Humphrey moved to amend the motion to have the Council Chair make the appointments to help expedite the process, 2nd by Councilor Kittredge, motion passed 5-0

Motion as amended passed 5-0

Item No. 124: Committee and board appointments:

Be it Ordered that the following appointments to the Rental Dwelling Committee as established by Chapter 318 of the Yarmouth Town Code:

Landlord Representatives (3):

Timi Carter for a term to expire 12/31/21

Trevor Herring for a term to expire 12/31/19

Cathy O'Neill Gibbons, Taymil rep, for a term to expire 12/31/20

At Large Representative (1):

Craig Wolffe for a term to expire 12/31/21.

(5-0)

SWEARING IN OF NEWLY (RE) ELECTED TOWN COUNCILORS:

Randall Bates and Robert Waeldner took the oath of office and are seated for the remainder of the meeting.

Councilor Humphrey moved to adjourn the meeting to June 20, 2019, 7PM at the Log Cabin, motion to adjourn passes 5-0. Items 125 – 128.

Meeting Adjourned at 7:44PM

Meeting reconvened June 20, 2019 at 7:00 PM at the Log Cabin, 196 Main St

Councilor Shannon Absent, Councilor Kittredge Tardy, All others present at the start of the meeting.

Item No. 125: To Elect a Chair and Vice-Chair for the FY 20 Municipal Term

Be it ordered that Randall Bates is hereby elected as Chair of the Town Council for the 2019/20 municipal term; and Timothy Shannon is hereby elected as Vice Chair for the 2019/20 municipal term.

(5-0)

Item No. 126: To adopt Council Rules for the FY 20 Municipal term.

Be it ordered that the Council Rules dated February 15, 2018 are to be readopted with the following changes or revisions: at Section 8.B – Update to the Committee list, are hereby adopted at the Council Rules for the 2019/2020 municipal term.

(5-0)

Item No. 127: To make various Committee, delegate and liaison assignments.

Be it ordered that the following committee, delegate and liaison assignments are made for the 2019/2020 municipal term:

Committee Appointments:

Appointments Committee (3): Meghan Casey, April Humphrey, Richard Plourde

Trust Fund Committee (3): Andrew Kittredge, Timothy Shannon, Rob Waeldner

Operations Committee (7): All members of the Town Council

(5-0)

Delegate Appointments:

Delegates to GPCOG (2): Richard Plourde, Nat Tupper

Delegate to MMA Annual Meeting (1): April Humphrey

Delegate to PACTS Policy Committee (1): Rob Waeldner

Alternate Delegate to PACTS Policy Committee (1) Randall Bates
Joint Standing Committee with Chebeague (2): Meghan Casey, Andrew Kittredge
Royal River Recreational Authority LLC: (2 + 2 NYA) Meghan Casey, Timothy Shannon
Cumberland County CDBG MOC (1): April Humphrey
Merrill Memorial Library Trustee (ex officio) (1): Randall Bates
(6-0)

Liaison Assignments:

Shellfish Conservation Commission (1): Richard Plourde
Harbor and Waterfront Committee (1): Randall Bates
Economic Development Advisory Board (1): Rob Waeldner
Recycling Committee (1): Timothy Shannon
Parks and Lands Committee (1): Timothy Shannon
Program Advisory Committee (1): Meghan Casey
Investment Advisory Panel (1): Randall Bates
Renewable Energy and Sustainability Advisory Committee (1 or 2): April Humphrey, Richard Plourde
Rental Dwelling Advisory Committee (1): Meghan Casey
YCC Steering Committee (1) Andrew Kittredge
Latchstring Taskforce: Richard Plourde
School Building Facility Committee: Rob Waeldner
Public Safety Building Committee: Andrew Kittredge

General Board of Appeals: Samuel Carter, term to expire 2019
(6-0)

Item No. 128: Executive Session
None

Meeting adjourned at 7:30PM

Respectfully Submitted,

Jennifer S. Doten, Town Clerk