

## **SELECTMEN'S MEETING MINUTES**

### **September 27, 2011**

**5:45 p.m. EXECUTIVE SESSION:** Selectman Gale moved to go into Executive Session per Title 1 M.R.S.A. §405 (6)(F) to discuss a poverty abatement, seconded by Selectman Girard, voted and passed. **4 yeas.** Selectman Woodsome arrived after the motion was made to go into Executive Session and was present for the discussion. Selectman Gale moved to come out of Executive Session, seconded by Selectman Girard, voted and passed. **5 yeas.**

**PRESENT:** Chairman Littlefield, Selectmen: Woodsome, Gale, Girard & Abbott, Town Administrator Nancy Brandt, Fire Chief Matt Bors, Dep. Fire Chief Lisa Bennett, Road Commissioner Doug Foglio, Sr., Bob Gobeil, Peter Hasler, Jaye Winkel, Todd Abbott, 4 unnamed residents of Ross Corner Rd./Middle Rd., David Lowe & Christina Silberman (Five residents left after the public hearing and Clint Andrews arrived after the first appointment.)

Chairman Littlefield opened the meeting at 6:03 pm with the Pledge of Allegiance

**PUBLIC HEARING:** Chairman Littlefield opened the public hearing to continue to receive public comment on a request to rename a portion of Ross Corner Road and a portion of Middle Road. Chairman Littlefield read a letter from Raymond Parent, Director of Sanford Regional Communication Center and a letter from Robert White, E-911 Spatial Database Manager.

Peter Hasler suggested changing the name of the section of Ross Corner Road from the intersection with Middle Road and going towards Shapleigh. Selectman Gale said that the problem with this is that the Road currently intersects with Ross Corner in Shapleigh and then the road would not be named after Ross Corner.

Chief Bors explained that if they get dispatched to Ross Corner Road they have to try to determine which end of Ross Corner Road they need to go to because a portion of road is impassable. There is also an issue with people traveling along Middle Road not knowing that they have actually gone onto Ross Corner Road. Dispatchers may not be familiar with the geography of the area. The Town of Shapleigh also has confusion when providing mutual aid to Ross Corner Road. This poses a problem for public safety. The simplest thing would be to change the name of the portion of Ross Corner Road from the intersection with Middle Road and going towards Clark's Bridge Road to Middle Road.

Chairman Littlefield stated that there may be an issue with the Middle Road Extension proposal because usually "extension" comes at the end of a road, not in the middle of a road. Mr. Hasler suggested that a different name would make more sense. Chairman Littlefield agreed and stated a prior suggestion was to name this Henderson Brook Road. Residents of the abandoned portion of Middle Road expressed concern with the numbering process and the current Middle Road address getting confused with the proposed new Middle Road address.

Jaye Winkel stated that the proposal would change two groups of residents' addresses and it would be easier to change just one of the road names.

Doug Foglio, Sr., pointed out that the numbering of the proposed change to Middle Road Extension would begin at 1 so it would be a completely different number from the proposed Middle Road. Mr. Foglio stated that if the road names are changed, it is very important that future maps reference both road names for deed abstract research purposes.

Ms. Winkel said that it seems simpler that the portion of Ross Corner Road from the intersection with Middle Road going towards Clark's Bridge Road be changed to something else and leave the abandoned portion of Middle Road as Middle Road. Chairman Littlefield stated that this would still pose a problem due to the seamless change of the road name as people are traveling and not knowing that they have actually left Middle road and are traveling on a different road. Todd Abbott agreed that the issue would not be solved by changing the name of the section of Ross Corner Rd.

Selectman Girard commented that she worked for dispatch previously and she knows that they can put warnings and flags on any location. She feels that dispatch does own a piece of this. There are a lot of road extensions in town and for consistency's sake, she would like to see this as Middle Road and Middle Road Extension. Selectman Woodsome agreed and said the one thing he is looking at is safety.

Selectman Abbott stated that historically people thought Middle Road ran from Clark's Bridge Road to West Road, this is seemingly one paved road. He does not think that it is necessary to reference both street names, the deeds are the deeds and they will change. Selectman Abbott is in favor of the road name proposals. Ms. Winkel said that the research she has done indicates that her road has always been named Middle Road.

Code Enforcement Officer Patti Berry came in to answer questions about the street numbers. Another resident agreed with Ms. Winkel that it would be simpler to leave Middle Road as is and rename the portion of Ross Corner Road to something else. Selectman Gale said there are two issues, one is the hassle for the homeowners in changing their addresses and the other is what is the most logical way and the best for safety. He feels that the portion of Ross Corner Road should be changed to Middle Road and anyone driving it would say they are on Middle Road. It doesn't matter if you call the portion of Middle Road proposed to be Middle Road Extension Henderson Brook Road instead. This may not accommodate home owners now, but for the future it makes the most sense.

Selectman Girard suggested putting a stop sign at the intersection then people will recognize that they are leaving Middle Road. Ms. Hasler stated that this is a bad blind corner. Mr. Foglio stated that it would be difficult for traffic to stop because of the hill and the best thing would be to change the intersection so the two roads come together at 90 degrees. Selectman Woodsome asked Chief Bors if changing the portion of Ross Corner Road to New Middle Road would cause problems. Chief Bors replied that there would still be concerns with this. It would cost a lot of money to change the intersection.

Ms. Winkel asked that this be split into two votes because if the section of Ross Corner Road is changed to Middle Road, they do not want to be Middle Road Extension. Mr. Foglio pointed out that when you hold a public hearing, you cannot change the question you are voting on, you will have to hold another public hearing. Mr. Foglio said that if

we are paying \$40,000 for dispatch services, they ought to be able to know the right direction to go and he does not feel we are getting good service. Mr. Foglio suggested forming a committee to address dispatch issues.

Selectman Abbott moved to close the public hearing, seconded by Selectman Gale, voted and passed. **5 yeas.** Chairman Littlefield stated that there will be another public hearing to discuss renaming the abandoned portion of Middle Road.

Selectman Gale moved to add an item, #9, to the agenda to change the name of the portion of Ross Corner Road to Middle Road as outlined in the public hearing notice, seconded by Selectman Girard. There was a discussion about the wording of the public hearing notice. The motion was then voted and passed. **4 yeas, 1 nay (Girard).**

## **APPOINTMENTS**

**Discuss/Vote on Forestry Truck:** Chief Bors explained that they have a 1983 GMC utility truck that is out of service. The repair estimate is \$2,046. He does not feel it is in the Town's best interest to have the truck repaired due to the value of the truck and the age. This vehicle is needed for off road capabilities. With Ms. Brandt's approval, they looked for other options. Jim's Getty has a 2000 GMC 3500 and is asking \$3,500 for this truck and they could sell the 1983 GMC for \$2,000. The difference would be \$1,500 which is less than the repair estimate. Chairman Littlefield asked the Town Administrator for her recommendation and she replied sell it. Selectman Girard moved to accept the Chief's proposal to sell one truck to purchase another with the monies coming out of the maintenance line, seconded by Selectman Gale, voted and passed. **5 yeas.**

**Walt Stinson of Sebago Technics re: Transfer Station:** Chairman Littlefield thanked Mr. Stinson for his patience and for coming. Mr. Stinson stated that he founded Sebago Technics over 30 years ago and one of his first decent jobs was with the Town of Waterboro and the company has done a fair amount of work through the years for the Town with a wide variety of projects. Mr. Stinson recognized that there has been a lot of discussion over the most recent project at the Transfer Station and he felt it appropriate to come to speak with the Board. Mr. Stinson said he visited the Transfer Station yesterday with the project manager. He is here to answer questions and respond to concerns. He is familiar with the job and he has the surveys.

Chairman Littlefield commented that there were two areas of concern. One is the installation and design of the compactor and the other is the survey of the boundary lines of the entire parcel at the Transfer Station. Mr. Stinson showed an aerial photo outlining the boundaries that covers approximately 161 acres. Selectman Woodsome asked Mr. Foglio for clarification of his concern with the survey. Mr. Foglio responded that there was a monument at one point that was always used as a reference and the monument is now missing. They do need to have the boundaries flagged so they can make sure they are meeting the setbacks for the gravel pit. Mr. Foglio would like someone to come out and flag the boundaries. The road crew can then blaze the lines periodically. Mr. Foglio said that a lot of area, at least 100,000 yards of gravel, was lost when the new gravel laws went into effect for the Town of Waterboro and they cannot go as far as state law would have allowed. Selectman Girard asked what the cost

would be and where the money would come from. Mr. Stinson said that he will look into the price and let Ms. Brandt know.

Chairman Littlefield stated the other issue was the compactor. It seemed there was one problem after another. There are things that the Board feels were engineering deficiencies. Selectman Woodsome commented that he was disappointed because Sebago Technics has worked at the Transfer Station and they know the layout but we ended up with a new compactor that was a foot and a half higher than the other. It should have been brought to their attention by the engineering firm. Mr. Stinson replied that there are two parts of the business, one is the technical part and the other is communication and they pride themselves in each. In this case, there was an issue with communications. He has reviewed the technical part and if they were to design it over again today, it would be pretty much the same. The most important part of civil engineering is drainage. They knew there had to be positive drainage away from the compactor area. They were restricted by the bottom elevation of the pad by the road serving the rest of the complex. Mr. Stinson said it is not significantly off from where it should be for it to function properly from a drainage standpoint. They did not realize that commercial haulers would be using the hopper. Mr. Stinson said he will accept responsibility for those issues not being discussed and he further explained the way it was set up. Selectman Woodsome said that as a result of this, the Town has incurred costs that were not anticipated and this was a bare bones budget as it was. Selectman Woodsome asked if Mr. Stinson feels that Sebago Technics is responsible for some of this additional cost. Mr. Stinson replied that they accept some responsibility for the wall but the bill included extra costs for unrelated things. They requested a breakdown of the bill and they will live up to their obligation. Ms. Brandt will follow up on this.

Selectman Girard said it speaks to the integrity of the company that he came to stand before the Board and accept responsibility for a piece of this. Mr. Stinson said that if the Town does have need for engineering in the future, he would like to be contacted so he can be involved up front.

Chairman Littlefield asked about a prior engineering plan of the layout of the Transfer Station. Selectman Abbott replied that there was one that Charlie Brown, Sebago Technics, did for drainage and we added a wrinkle by adding a piece to it. Mr. Foglio said there was a detailed plan for the drainage that was later discarded because two of the Selectmen didn't want to spend the money for it. Selectman Abbott said that it wasn't Sebago Technics, the plan was changed due to the Town. The Board thanked Mr. Stinson for coming.

**HEARING OF DELEGATION:** Mr. Foglio stated that he has seen work being done on Old Alfred Rd. and thinks we should make a point to have a complete survey done on the road before we take it back. Mr. Foglio asked if the Board wants to be involved in the paving. Ms. Brandt replied that he is the Road Commissioner. Mr. Foglio reviewed the road work. Ms. Brandt commented that we have to put funds in the budget next year to clean out culverts and catch basins.

**CORRESPONDENCE:** Chairman Littlefield reviewed the correspondence.

**NEW BUSINESS:** Selectman Gale moved that the Board take new business items #4, 5 & 6 out of order and hear them first, seconded by Selectman Girard, voted and passed. **5 yeas.**

**#4 Discuss accrual report, #5 Discuss account reconciliation, & # 6 Discuss progress of draft audit:** Chris Backman of RHR Smith & Company and Town Treasurer Julie Giles joined the meeting. Mr. Backman stated that the reconciliations have been done, he has gone through them and verified them. The remaining field work is to do the accruals to get the audit done and turned over to Charemon who will put the draft together. The accruals have been posted in fiscal year 2012 and adjustments need to be made to move these back to 2011. He will do the accrual work on Thursday and then the draft should be ready 3 weeks after that. Selectman Girard said that the amount of accruals is the big question. The accruals were higher than anticipated and they will have to adjust this year's budget to cover it. Mr. Backman said that he did not know that the accruals were put to 2012. Selectman Woodsome asked why the accruals were put in the wrong year. Mr. Backman explained the A/P process. Selectman Abbott asked if he can validate the amount and Mr. Backman said that is what he is working on. Mr. Backman said there appears to be about \$10,000 left for 2011 accruals and this will reduce the amount needed to cover. The draft audit should be ready at the end of October. Ms. Brandt asked Ms. Giles what the amount is that isn't covered from the report they discussed previously and Ms. Giles said it was \$20,000. Mr. Backman said that the accruals should be handled differently next year and explained the issue with the current process. Ms. Brandt said that it has been done this way for years. Selectman Abbott said that we should make sure the entries are done properly. Selectman Woodsome said Ms. Brandt, Ms. Giles, and Mr. Backman need to review the process together. Ms. Giles asked if a warrant can be created in 2012 for 2013. Mr. Backman said that he would prefer to keep the process the same and to use a GL in the new year for the previous year accruals. The Selectmen thanked Mr. Backman and Ms. Giles for attending.

**1. Discuss/Vote Poverty Abatement:** Selectman Abbott moved to grant the poverty abatement for the year requested pursuant to establishing a payment plan with the Tax Collector for the balance of taxes owed to be set up as an automatic draw, seconded by Selectman Woodsome and voted. **4 yeas, 1 abstain** (Girard) she was not present for the executive session discussion on this last week.

**2. Discuss Town Hall Beautification Project:** Selectman Abbott moved that this item be postponed until the candidate comes back with a proposal, seconded by Selectman Girard, voted and passed. **5 yeas.**

**3. Discuss pay week end date change to Thursdays:** Selectman Abbott said that this should defer to Ms. Brandt to get feedback from Department Heads and the Treasurer to determine if it will improve the efficiency of processing payroll. Selectman Gale asked that Ms. Brandt come up with a plan to make payroll more efficient.

**4. Discuss/Vote Property Tax Abatement requests #12-05, #12-06, #12-07, #12-08 & #12-09:** Selectman Gale stated that he has a concern with #12-09 because it seems similar to abatements that have been denied in the past. Selectman Gale moved to accept the Assessor's recommendations to grant abatement requests #12-05, 12-06,

12-07 & 12-08, seconded by Selectman Abbott, voted and passed. **5 yeas.** Selectman Abbott moved to postpone action on Property Tax Abatement #12-09 until next week with the Assessor, seconded by Selectman Gale, voted and passed. **5 yeas.**

**5. Discuss/Vote Order to Correct Violation—septic system:** Selectman Abbott moved to approve the Order to Correct Violation for a septic system as recommended by the Code Enforcement Officer, seconded by Selectman Girard, voted and passed. **5 yeas.**

**9. Vote to change the name of the portion of Ross Corner Road to Middle Road as outlined in the public hearing notice:** Selectman Gale moved to change the name of the portion of Ross Corner Road from the intersection of Middle Road to Clark's Bridge Road to Middle Road as outlined in the public hearing notice to be effective on January 1, 2012, seconded by Selectman Abbott, voted and passed. **4 yeas, 1 nay (Girard).** Moved by Selectman Abbott to set up a workshop with the residents of the unimproved portion of Middle Road to discuss what they prefer the road be named and then subsequent to that, set up a Public Hearing for the vote, seconded by Selectman Woodsome, voted and passed. **5 yeas.**

#### **OTHER:**

**1.** Moved by Selectman Abbott, seconded by Selectman Girard to sign warrants for bills and payroll, voted and passed. **5 yeas.**

**2.** Moved by Selectman Abbott, seconded by Selectman Woodsome to accept the minutes of the 9/20/11 regular meeting as written, voted and passed. **4 yeas, 1 abstain (Girard)** because she was absent.

**3.** Ms. Brandt reported that he would like to meet with the Board on Nov. 15<sup>th</sup> and he would like the Selectmen's questions in advance so that he can answer them. Ms. Brandt said there was a question about fire hydrants and another to bring water down to the elementary school. Selectman Abbott said they are asking if the Water District has been able to change their operating costs to lower the hydrant rental cost for the Town. Selectman Woodsome said he wants clarification on the town and water district's jurisdiction. Chairman Littlefield replied that this will be discussed at the Jensen Baird seminar on Thursday. Selectman Abbott wondered if we are at a point where maybe what we did 20 years ago in setting up a water district should be looked at and asked if we are content with having a water district that is only operational in Waterboro. Ms. Brandt said that this was set up by a Legislator.

**4.** Selectman Girard reported that she attended a 12 town meeting last week. York County is having a caucus to appoint members to the Budget Committee on Oct. 5<sup>th</sup> at 7 pm at the Alfred Town Hall. There is an opening in our district and Selectman Girard is interested in serving. She asked that an item be added next week's agenda to authorize her to serve and if so, she would need a couple of the Board members to attend with her for the nomination and vote.

**5.** Chairman Littlefield announced that the Town has received a dividend check from the Maine Municipal Association for \$1,916 as a result of our good loss experience and loss prevention programs.

**6.** Selectman Gale recommended a new business in South Waterboro, the Crossroads Country Store, it is a very interesting place with some products that you can't find anyplace else and he suggested that people go look in on it. Chairman Littlefield said that Howe & Howe has announced that they are going into limited production of their rip

chair that is designed for people with physical challenges and there may be an opportunity for some work there.

Chairman Littlefield read the reminders.

**ADJOURNMENT:** Selectman Woodsome moved to adjourn the meeting at 8:40 pm, seconded by Selectman Gale, voted and passed. **5 yeas.**

**SIGNED:**

1. Warrants for bills & payroll
2. Minutes of 9/20/11
3. Property Tax Abatements 12-05, 12-04, 12-06, 12-07, 12-08
4. Order to Correct Violation – septic system

APPROVED: Date: \_\_\_\_\_

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