

**Waterboro Board of Selectmen Meeting
February 23, 2016 Meeting Minutes**

EXECUTIVE SESSION: Selectman Girard moved to enter into executive session per Title 1 M.R.S.A. §405 (6)(A) to meet with a committee applicant at 5:47 pm, seconded by Selectman Woodsome, voted and passed, **4 years**. Selectman Littlefield arrived at 5:52 pm. Selectman Woodsome moved to come out of executive session at 5:57 pm, seconded by Selectman Gale, voted and passed, **5 years**.

PRESENT: Chairman Abbott, Selectmen Gale, Girard, Littlefield & Woodsome, Town Administrator Gary Lamb, Public Works Director Doug Foglio, Sr., Charlie Brown (Sebago Technics), RSU #57 School Board Director Brenda Dyer, Tammy Wells (*Journal Tribune*), Administrative Assistant Christina Silberman & IT Manager David Lowe.

PLEDGE OF ALLEGIANCE: Chairman Abbott opened the meeting with the Pledge of Allegiance at 6:00 pm.

ANNOUNCEMENTS: None.

ADDITIONS OR DELETIONS TO AGENDA: None.

APPOINTMENTS: RSU #57 School Board report. RSU #57 School Board Director Brenda Dyer said she is serving on the Budget Sub-Committee and the Policy Sub-Committee. The Budget Committee has been working on special requests. Waterboro Elementary has requested cafeteria tables, playground equipment, renovations to the playground, grounds and main entrance improvements, carpet replacement (with tiles) in the 2nd and 3rd wings, painting of doors, frames & walls, door signage, window shades, window replacements, locker room floor replacement and equipment/repair training for the ropes course. She outlined some improvements that have been completed. They will review the special requests for all of the schools and look at the funds available. They try to fill these in order of necessity. Ms. Dyer reported that as of October, there were 3,140 students district wide in k-12. Waterboro has 1,199 students, which is roughly 38%. The general fund is \$38,794,553 and of that Waterboro's local portion is \$7,728,092. There will be a district budget meeting on May 17th at 7 pm at Massabesic Middle School. Part of the budget issues include special ed students. These numbers have risen from about 25% to 55-60% with a cost of \$38,000 per student. Special ed students include gifted and talented students and students that have to be educated outside of school by being sent to another facility or by being provided with tutors/teachers at their home. They are expecting less federal and state funding in next year's budget. Selectman Littlefield asked about the status of the athletic fields. Ms. Dyer said she is not on that sub-committee. She has heard there is something happening with the leach field. They looked at using fields at Massabesic East but there was an issue with drainage and seeding not taking effect properly. These fields can be used for practice but not for official games. Mr. Lamb asked when Larry Malone will take over. Ms. Dyer said Dr. Davis is stepping back and Mr. Malone is taking on more. Mr. Malone will be the Superintendent come July 1st. The district is only paying for one superintendent. Mr. Malone is a good advocate for the individual schools and he has met with a lot of the students. There are two student advocates that sit on the school board and they are very good. Chairman Abbott thanked

Ms. Dyer for coming in and asked her to bring the other two members with her next time they give a report. Ms. Dyer said they are all busy with the various committees they serve on. Selectmen Woodsome noted that nomination papers will be available on March 16th.

HEARING OF DELEGATION: None.

CORRESPONDENCE: Chairman Abbott reviewed the following correspondence:

- a. Treasurer's reports
- b. RSU # 57 Superintendent. Dr. John Davis State of Schools report
- c. Senator Woodsome's newsletter

REPORTS & STAFF INITIATIVES:

a. Public Works Director Doug Foglio, Sr. with Charlie Brown of Sebago Technics to discuss Holmes Rd.: Public Works Director Doug Foglio, Sr. showed a map of Holmes Road. He said an issue was discovered when David Buck contacted him about a year ago to inquire where the road is laid out and he could not find any definition of the lay out. Mr. Foglio said he contacted Charlie Brown of Sebago Technics to look into it. There were no metes and bounds found for the road. The Town accepted the road at Town Meeting but there is no deed for it and no description of it. Mr. Foglio said that at one point, the pavement is within 2 feet of a house and this is a serious situation. Charlie Brown said he did research at the Registry of Deeds and he looked at all the deeds along the road and the surveys. He reviewed his findings. Research he conducted at the town office showed that on March 13, 1971 the town voted to discontinue the practice of plowing unimproved and unaccepted roads. On September 25, 1971 the town voted to accept the road, then known as Grist Mill Road, as a town road. Mr. Brown noted that there are State Statutes in place that would allow the town to take the road and establish a right of way. The town can also decide to abandon the road or vacate the right of way. Mr. Brown shared documents outlining these processes. The dedication usually involves filing a plan at the Registry followed by a deed of acceptance. He found neither of these at the Registry. Chairman Abbott said there was a vote of the townspeople to accept the road as a town road but the road was never laid out and the Town apparently took no action to record it. Mr. Foglio suggested sending the people along the road a registered letter to ask them to come to a public meeting. Selectman Littlefield suggested consulting the Town Attorney to see what options the town has to remedy the situation. Selectman Gale recommended holding a public meeting with the property owners to try to come to an agreement. Chairman Abbott suggested getting a position paper from the Town Attorney first to see what rights the town has and then meet with the property owners to discuss it. Mr. Lamb, Mr. Foglio and Mr. Brown will plan to meet with the Town Attorney to discuss this.

Mr. Foglio noted that roads are now posted with spring weight limits, this is earlier than usual.

b. Selectmen's reports: Selectman Gale reported that the Community Garden Committee is holding a workshop on March 5th at 10am on herbs & herbalism.

c. Town Administrator Gary Lamb's report: Mr. Lamb reported the following:
-Status report for RFP for borrowing up to \$860K for salt shed (not to exceed \$700K) and new dump truck (not to exceed \$160K). This bid is for the financing, not for the building or truck purchase itself. Hard copy submissions were due by noon Feb 19th. We received two submissions from area banks. Three other banks said they would submit but did not.

One submission was from Biddeford Savings Bank for 2.72% fixed for both items. The other was from Gorham Savings Bank and was for the \$160K as a truck lease/purchase with interest rate of 3.24% fixed. Maine Bond Bank will still accept our application for \$860K through this Friday only. They could be a few tenths of a percentage less than Biddeford Savings for a possible interest savings of approximately \$1,000 per year. They will not know their interest rate until late April at the earliest, and funds would not be available until the end of May. These delays do not fit into our construction schedule. I recommend we go with Biddeford Savings Bank's competitive bid.

-A second contract deputy is being discussed for our FY 16/17 budget. The cost is around \$100K depending on the experience level of the deputy we might hire. This covers all payroll, benefits, insurances, vehicle payment or lease, fuel, etc. As this issue moves forward, my understanding is that Selectmen can choose from the following options:

1) Selectmen could approve a second deputy in their budget recommendation to Town Meeting floor. If Selectmen do approve this and craft their budget and warrant article accordingly, Town Meeting can either approve as presented or vote it down and reduce that article by the cost of the second deputy.

2) Selectmen could send the second deputy question to voters at the Tuesday June 14, 2016 election. Doing this might be in conjunction with Selectmen approving a second deputy in their budget recommendation and accompanying warrant article funding text. If June 14th election voters approve the second deputy, then Town Meeting must also fund the position at the June 18th Town Meeting. If Town Meeting voters do not fund the position, the June 14th vote for a second deputy would be effectively negated.

-Nomination papers can be picked up in Town Hall on or after March 16th. The School Board has one 2 year term and one 3 year term. Selectmen have two 3 year terms and the Water District has one 3 year term. Nomination papers must be returned to town hall by 5pm on Monday, May 2nd. Staff will be in town hall that day until 5pm to receive papers.

NEW BUSINESS:

a. Discuss/vote on committee appointment: Selectman Woodsome moved to appoint Meagan Swahn to the Parks and Recreation Committee and to appoint Brigit McCallum to the Community Garden Committee, seconded by Selectman Gale, voted and passed, **5 yeas**.

OLD BUSINESS: None.

OTHER:

a. Discuss/vote to approve the minutes of the February 9, 2016 regular meeting:

Selectman Girard moved to approve the minutes of the February 9, 2016 regular meeting, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

PENDING DECISIONS:

a. Review Comprehensive Plan task list. The Selectmen met last week to review this and they are back on track.

WEEK'S ACTION LIST: None.

DISCUSSION OF AGENDA ITEMS: None.

ITEMS NEEDING SIGNATURE:

a. Minutes of the February 9, 2016 regular meeting

EXECUTIVE SESSION: Selectman Girard moved to enter into executive session per Title 1 M.R.S.A. §405 (6)(D) at 7:15 pm to meet with the Town Administrator for contract discussions, seconded by Selectman Gale, voted and passed, **5 yeas**. Selectman Girard moved to come out of executive session at 7:25 pm, seconded by Selectman Gale, voted and passed, **5 yeas**.

ADJOURN: Selectman Girard moved to adjourn the meeting at 7:28 pm, seconded by Selectman Gale, voted and passed, **5 yeas**.

APPROVED: Date: _____
