

**Minutes of Waterboro Board of Selectmen Meeting  
May 24, 2016 at Waterboro Town Hall  
5:45pm Executive Session and 6 pm Public Hearings & Regular Meeting**

**Executive Session per Title 1 MRSA section 405(6)(A) to meet with a committee applicant. Motion was made by Gordon Littlefield to open the executive session at 5:47pm. Motion was seconded by Tammy Jo Girard and approved on 4-0 vote (Selectman Dwayne Woodsome was not in attendance yet). Discussion ensued with the applicant and then a motion was made by Gordon Littlefield to adjourn the executive session at 5:52Pm. Motion seconded by Jon Gale and approved on 4-0 vote.**

Regular meeting began at 6pm with the following attendees: Selectmen Gordon Littlefield, Dennis Abbott, Tammy Jo Girard and Jon Gale; Journal Tribune Reporter Tammy Wells, Dave Lowe, Jack Seery, Tim Neill, Judy Wirth, Brigit McCallum, Rep. Dwayne Prescott, Town Planner Lee Jay Feldman, Town Administrator Gary Lamb and eleven other unidentified citizens. Selectman Dwayne Woodsome arrived later at 6:14pm

#### **PLEDGE OF ALLEGIANCE**

#### **PUBLIC HEARINGS**

- a. Public hearing #1 was to hear public comment concerning proposed amendments to the Zoning Ordinance, Article 2, Section 2.08 – Size reductions or Increases with minor revisions to sections 8.01, 9.02, 10.01 and 12.01. Chairman Abbott declared this public hearing open at 6:02pm. Town Planner Lee Jay Feldman made brief opening remarks describing the changes. No public comment ensued so this public hearing was closed at 6:04pm
- b. Public hearing #2 was to hear public comment concerning proposed amendments to the Zoning Ordinance, Article 7, Section 7.03 – Campground Developments. Chairman Abbott opened this public hearing at 6:05pm with brief comments again by Town Planner Lee Jay Feldman. Discussion ensued concerning grandfathered status of accessory structures in a campground, year-round campground opportunities for snowmobilers and ice fisherman during winter months, wintertime utilities access, etc. It was informally agreed that a campground could be open year round as long as RV owners do not live in their rigs and send their kids to school here. This public hearing was closed at 6:32pm.

#### **ANNOUNCEMENTS**

- Sat. June 4<sup>th</sup> is free disposal day for Waterboro residents at our Transfer Station. Vehicles must have a Waterboro sticker.
- Brigit McCallum stated the Taylor House flower bed relocation work party would occur this Wed at 3pm...and resume 3pm Thursday if need be. The plant sale is scheduled for Sat. June 4<sup>th</sup> at Town Hall.
- Gordon Littlefield congratulated Mike Risti Jr. on his recent weight lifting record.

**ADDITIONS OR DELETIONS TO AGENDA - none**

**APPOINTMENT - none**

**PUBLIC COMMENTS (Formerly Hearing of Delegation) - none**

**CORRESPONDENCE**

- a. Treasurer's reports
- b. EcoMaine recycling reports
- c. Letter from Leo Binette regarding Economic Development Committee resignation
- d. Motor Vehicle agents April report
- e. Senator Woodsome's newsletter

**REPORTS & STAFF INITIATIVES**

- a. **Selectmen's reports:** Jon Gale stated he attended the dedication today to rename the Waterboro Head Start facility the Betty Graffam Head Start Center in honor of Betty. Gordon Littlefield stated the recently received DOT bridge report was just photos and no text. Is there supposed to be a text report accompanying the photos to describe any defects seen? Lamb will investigate further.
- b. **Town Administrator Gary Lamb's report** was delivered as follows:
  - Fire Department rehab bus lost its engine recently but has been repaired for under \$2K thanks to the cooperation of RSU 57 administration and expertise of their bus mechanics who worked us in between school bus work. The bus is back in service as of today.
  - Our Transfer Station hauling contract went out to bid May 12th. We advertised locally as well as mailed bid packages to potential haulers. Bids are due in Town Hall by noon June 7<sup>th</sup>
  - New information arrived last week from DOT concerning the replacement of the Route 5 bridge over Little Ossipee River. This project was originally scheduled to have a yearlong temporary bridge of only one lane...with traffic lights on each side. This would have created considerable backups during commuter and school bus times and Fryeburg Fair week, not to mention challenges to log trucks, manufactured home haulers, etc. We recently learned that DOT is now going to have the project contractor install a two lane temporary bridge and no traffic lights needed. This is very good news!
  - Administrative assistant vacancy: Christina will work here at least the next two Fridays, May 27 and June 3. Fire Dept. Administrative Assistant Laura Fish is coming in on Monday or Tuesday as needed for a few hours in the afternoon to help process payroll, code bills, etc. Applications are trickling in but there is much municipal competition right now in our area.
  - Town Hall roof replacement will begin next week with delivery of materials, dumpster, etc. and perhaps the start of roof stripping and replacement (weather

permitting). They will pick a future Monday to do the work around the main entrance.

- We have been working on end of year account maintenance work. I will have a list of account transfer recommendations at the June 7<sup>th</sup> meeting for selectmen to consider.
- As stated previously by email, there is a vacancy on MMA's Legislative Policy Committee, a 70 member statewide committee that reviews pending legislation and creates municipal positions pro or con before and during legislative sessions. I will volunteer to serve on this committee if you would like me to. It involves probably a day in Augusta each month of Oct, Nov and then Jan thru March. I do have to be nominated by a vote of Waterboro Selectmen if you want me to do this. The election process is by ballot to the Senate District 33 towns...so there are seven votes...one vote each from Cornish, Limerick, Newfield, Parsonsfield, Sanford, Shapleigh and Waterboro.

## **NEW BUSINESS**

**a. Discuss/vote whether to approve proposed amendments to the Zoning Ordinance, Article 2, Section 2.08 – Size reductions or Increases with minor revisions to sections 8.01, 9.02, 10.01 and 12.01.** Motion by Tammy Jo Girard to approve these changes. Motion seconded by Jon Gale and approved on 5-0 vote.

**b. Discuss/vote whether to approve proposed amendments to the Zoning Ordinance, Article 7, Section 7.03 – Campground Developments.** Motion made by Jon Gale to approve these changes and motion seconded by Gordon Littlefield. Considerable discussion ensued on year round aspect of campgrounds as being an economic and recreational benefit as long as owners do not live in their rigs 24/7 and send kids to school from campground. Motion was approved on 4-1 vote with Tammy Jo dissenting because no year-round campground use is included in these changes. This issue may be revisited by Town Planner and Planning Board in near future.

**c. Discuss/vote on a committee appointment.** Motion made by Jon Gale to appoint Helen MacKay to the Cemetery Committee. Motion seconded by Gordon and approved on 5-0 vote.

**d. Discuss/vote to approve a quit claim deed.** Motion by Tammy Jo to approve quit claim deed. Motion seconded by Gordon and approved on 5-0 vote.

**e. Discuss nominating the Town Administrator to Maine Municipal Association's Legislative Policy Committee.** Motion by Tammy Jo to nominate the Town Administrator to the Maine Municipal Associations Legislative Policy Committee. Motion seconded by Gordon and approved on 5-0 vote.

**f. Discuss/vote whether or not to set June 21, 2016 as the date for a public hearing and possible vote to update the no smoking language in our existing Parks and Recreation Ordinance.** The date was set by consensus without any formal motion.

**OLD BUSINESS - none**

**OTHER**

- a. Discuss vote to approve May 10, 2016 regular meeting minutes. Motion by Tammy Jo and seconded by Gordon to approve minutes as presented. Motion passed on 5-0 vote.

**PENDING DECISIONS**

- a. Review Comprehensive Plan task list.

**WEEK'S ACTION LIST**

**DISCUSSION OF AGENDA ITEMS – Library by-laws, end of year account transfers**

**ITEMS NEEDING SIGNATURE**

- a. Minutes of the May 10, 2016 regular meeting and quit claim deed.

**REMINDERS**

**ADJOURN** – Motion by Tammy Jo to adjourn at 7:10pm. Seconded by Gordon and motion approved on 5-0 vote.

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

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