

**Minutes of Waterboro Board of Selectmen Meeting  
June 21, 2016 at Waterboro Town Hall  
6 pm Public Hearing & Regular Meeting**

**Attendees:** All five Selectmen were present, including newly elected Dennis Abbott and Tim Neill plus Jon Gale, Gordon Littlefield and Dwayne Woodsome. Also attending were Gary Lamb, Dave Lowe, Todd Harmon, Mike DeAngelis, Ron Gray of Southern Maine Modular Homes and one other citizen.

**1. PLEDGE OF ALLEGIANCE**

**2. ELECTION OF OFFICERS** - former Chairman Dennis Abbott opened the discussion by asking for motions for new officers. Gordon Littlefield moved to nominate Dennis Abbott as new Chairman. The motion was seconded by Dwayne Woodsome and motion approved on 5-0 vote. Dwayne Woodsome then moved to nominate Gordon Littlefield as Vice Chairman. The motion was seconded by Dennis Abbott and motion approved on 4-0-1 vote with Gordon abstaining.

**3. PUBLIC HEARINGS**

a. To hear public comment concerning no smoking amendments to the Parks and Recreation Ordinance. The public hearing was opened at 6:07pm. There were no public comments or comments from Selectmen so the public hearing was closed at 6:08pm

**4. ANNOUNCEMENTS** - Gordon Littlefield offered congratulations to candidates recently elected at our June 14<sup>th</sup> election.

**5. ADDITIONS OR DELETIONS TO AGENDA** - Motion made by Jon Gale to add agenda item 10e tonight for discussion on town meeting wrap up and possible special town meeting on public safety. Motion seconded by Gordon Littlefield and vote was 4-1 with Selectman Woodsome voting in the negative.

**6. APPOINTMENTS** - none

**7. PUBLIC COMMENTS** - none

**8. CORRESPONDENCE**

- a. Treasurer's reports
- b. Report from Transfer Station manager on June 4<sup>th</sup> Cleanup Day
- c. Motor Vehicle agent report
- d. Senator Woodsome newsletter

**9. REPORTS & STAFF INITIATIVES**

a. Selectmen's reports - Gordon Littlefield inquired about the status of library sign/planter repairs. Gary Lamb responded the contractor has scheduled the work during the third week in July

- b. Town Administrator Gary Lamb's report consisted of the following bullet points:
- **Transfer station hauling contract update** - We went out to bid May 12th. We advertised locally as well as mailed bid packages to 12 or more potential haulers. We had four bids submitted and the bid details were given to Selectmen tonight. Unless questions arise I will award the bid to D and E Rubbish who was the low bidder and is our present hauler.
  - **Town Hall roof** stripping started Wed June 8 and the good weather has produced great progress. Only one section of roof still remains to be stripped and shingling started this week. Weather permitting the project should be completed in 2-3 weeks.
  - **Salt shed Update** ... foundation is complete...perimeter drain and backfilling is in process...architectural beams will be delivered this week with roof construction to follow soon.
  - **Administrative Assistant vacancy progress** - Three experienced candidates have been interviewed by Matt Bors and me. Reference checks are in process and I hope to make a hiring decision this week. Competition is strong which is nice
  - **Old Route 202 ROW research progress** - DOT surveyor states they can prepare the order of discontinuance for the town to use if Selectmen decide to approve the request. Before that he is checking with his legal folks because the State had a separate highway purpose easement over and above the original county layout. This is unusual and he is not sure why. He needs to verify with legal just what type of legal instrument is needed for both State and Town usage. Stay tuned FMI.
  - **School Board vacancy** - none of the names written in on the June 14 ballot for RSU 57 Board of Directors were declared write-in candidates so none are declared winners. Selectmen should advertise for interested residents to apply for an appointment to this vacancy.

## 10. NEW BUSINESS

- a. Discuss/vote whether or not to approve a consent agreement for a Stonegate Drive residence. CEO Glenn Charette addressed the Board giving background on the setback violation. Homeowner Todd Harmon and contractor Ron Gray from Southern Maine Modular Homes also addressed the Board explaining the oversight. Motion was made by Gordon Littlefield for a fine of \$6450 against Southern Maine Modular Homes(not the homeowners). Motion seconded by Jon Gale and motion approved on 5-0 vote. CEO Charette also informed the Board he may now require a surveyor to verify setbacks before pouring the foundation.
- b. Discuss/vote whether to approve liquor license renewal for Waterboro Fraternal Order of Eagles. Gary Lamb explained the CEO and Fire Department inspector have visited the club and they have no concerns. Deputy Sanborn did not respond yet to the inquiry but in the past has not had issues with how the club is operated. Jon Gale motioned to approve the license renewal. The motion was seconded by Gordon Littlefield and approved on 4-1 vote.
- c. Initial discussion on possible changes to Growth Management Ordinance and/or fee. Discussion ensued and Selectmen would like some planning board and/or town planner

input before taking further action. This issue will be put on the next Ordinance Review Workshop.

- d. Discuss/vote whether to approve DOT Road Assistance funds form or authorize Town Administrator to sign for the Board. Jon Gale moved to authorize the Town Administrator to sign the LRAP form. Motion seconded by Gordon Littlefield and motion passed on 5-0 vote.
- e. Town Meeting wrap-up agenda item added tonight
  - Dennis Abbott gave background on the months long budget process involving department heads, town administrator, then five member Budget Committee, then Selectmen. The fire department's initial budget request was over a 20% increase. Dennis is not against a special meeting if one is needed or approved, but the budget process was followed, Selectmen and FD administration discussed and all accepted one new captain in FY 16/17 and perhaps one new one the year after.
  - Dwayne Woodsome agreed that the budget process was followed and an agreement was reached to take one new captain to town meeting warrant.
  - Discussion ensued on town meeting attendees' frustration at not being able to increase an article's funding. This has been in effect for years and too many simply are not informed that is what our charter requires. Comments were made as to whether or not the June 18, 2016 town meeting conversation committed the Board to scheduling a special town meeting. Before voting whether or not to hold a special town meeting, the Board will meet with FD administration and Budget Committee on July 12 to get their input.
  - Mike DeAngelis commented on losing \$5000 from a Budget Committee reduction to the Parks and Rec budget for Lions Club and field connection to public water.
  - It was stated any additional spending authorized by a special town meeting would be funded in the upcoming tax commitment this September.
  - Dennis stated if the Budget Committee had been able to meet again after the Selectmen made their FD reductions, the recent town meeting debate might not have even occurred.
  - A change to referendum voting per charter section 212 was discussed briefly. At least 732 verified signatures from Waterboro registered voters would be required for a November 2016 ballot question on whether or not to eliminate town meeting and replace with referendum voting.

**11. OLD BUSINESS** - none

**12. OTHER**

**13. PENDING DECISIONS**

- a. Review Comprehensive Plan task list.

- 14. WEEK'S ACTION LIST** - prepare an ad for RSU Board of Directors vacancy since our recent election had no candidate for one position. Start discussions with Sheriff's department on hiring of second contract deputy. Ascertain status of design standards and Board of Selectmen action needed for same.

**15. DISCUSSION OF AGENDA ITEMS** - July 12 meeting with FD administration and Budget Committee...and continued discussion on possible vote to eliminate Town Meeting

**16. ITEMS NEEDING SIGNATURE**

a. Consent agreement was signed by the Board

**17. ADJOURN** - Motion to adjourn was made by Jon Gale, seconded by Gordon Littlefield and motion passed on 5-0 vote. Meeting adjourned at 7:19pm.

Respectfully submitted, Gary Lamb, temporary scribe

These minutes were approved by the Waterboro Board of Selectmen on \_\_\_\_\_.

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Dennis Abbott

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Dwayne Woodsome

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Gordon Littlefield

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Tim Neill

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Jon Gale