

**Minutes for Waterboro Board of Selectmen Meeting  
December 27, 2016 at Waterboro Town Hall**

**5:45 p.m. – Executive Sessions - 6:00 p.m. Regular Meeting**

**5:45 p.m. – Executive Session** pursuant to 1 M.R.S.A §405 (6)(A), to interview committee applicant.

**A motion was made by Tim Neill to nominate Dwayne Woodsome as Acting Chair. Jon Gale seconded. Motion passed 3-0. (Dennis Abbott and Gordon Littlefield were absent).**

**A motion was made by Tm Neill to enter into executive session at 5:45 p.m. Jon Gale seconded. Motion passed 3-0.**

**A motion was made by Jon Gale to come out of executive session at 5:58 p.m. Tim Neill seconded. Motion passed 3-0.**

Regular meeting began at 6:07 p.m. with the following attendees: Selectmen Dennis Abbott, Jon Gale, Tim Neill, and Dwayne Woodsome. Gordon Littlefield was absent. Also in attendance were Gary Lamb, David Lowe, Julie Giles and Mark Fournier.

**1. PLEDGE OF ALLEGIANCE**

**2. PUBLIC HEARINGS**

**3. ANNOUNCEMENTS**

**4. ADDITIONS OR DELETIONS TO AGENDA**

**5. APPOINTMENT**

**6. PUBLIC COMMENTS**

**7. CORRESPONDENCE**

- a. Treasurer's reports
- b. ecomaine recycling reports
- c. Representative Prescott's Newsletter
- d. Senator Woodsome's Newsletter

## 8. REPORTS & STAFF INITIATIVES

### a. Selectmen's reports

**Dwayne Woodsome commented that the recertification meeting regarding erosion control held by Code Enforcement and MDEP was a good meeting with approximately 40 in attendance.**

### b. Town Administrator Gary Lamb's report

**Town Administrator Gary Lamb's report was delivered as follows:**

- **Health insurance update** - For employee retention, I recommend we change our contribution for family health insurance coverage. Our most popular plan's premium will increase 11% beginning January 1.... to \$693 per month or \$8316 per year just for a single employee. For family coverage, premiums are \$1554 per month or \$18,648 per year. With employees wanting family coverage paying 100% of the difference above single employee coverage, that means it costs an employee well over \$200 PER WEEK to insure their family. That is not sustainable and I recommend we change our policy and have the town pay 50% of the additional family plan cost beginning July 1, 2017. In FY 15/16 we budgeted \$203,000 for health insurance, spent \$145,000 on premiums with our new high deductible plan, and paid out \$25,873 in reimbursable employee costs. This left us with about \$32K in available residual funds as of EOY June 30, 2016. Other policy questions are as follows:
  - If we met each employee halfway for additional family coverage costs, that would amount to just under \$5K additional cost to the town for each family plan member. Certainly if we made this change there might be more enrollees on the family plan than the present three families.
  - Should we eliminate the arbitrary \$9,000 cap for health and dental contribution or set a higher cap and treat all employees equally?
  - Should we change our health insurance options to just one plan?
- **Fire station addition workshop date** will be Jan 17 at 6pm.
- **Assessors update** - Our contracted assessors are leaving us effective December 31, 2016. Per our last Bd Sel meeting consensus, I have posted a job vacancy on MMA for a new employee, not to contract it out. This position could be for 32 or 40 hours at our discretion.
- **Planning Board Chair Resigned** – Unfortunately, we lost the Chair of the Planning Board, Kurt Clason, due to his resignation from the Board. He had to resign for business reasons. We met with someone tonight that has interest in serving on the Planning Board, so we may make an appointment later in the meeting. We need members to serve both on the Planning Board and Economic Development.

- Second Deputy Position –Waterboro’s second deputy, Kevin Collins, will begin on January 2, 2017 and there will be 2 shifts covered.

## 9. NEW BUSINESS

- a. Discuss/vote for an appointment to a committee.

**A motion was made by Jon Gale to appoint David Christensen to the Planning Board for a term to expire June 30, 2018 and to the Economic Development Committee for a term to expire June 30, 2019. Seconded by Dwayne Woodsome. Motion passed 3-0 (Abbott abstained).**

- b. Discuss/vote to approve State Games of Chance Licenses for the Fraternal Order of Eagles for sealed tickets.

**A motion was made by Dwayne Woodsome to approve the Games of Licenses for the Fraternal Order of Eagles for sealed tickets. Seconded by Jon Gale. Motion passed 4-0.**

- c. Discuss/vote to accept a resignation from the Planning Board

**A motion was made by Dwayne Woodsome to accept the resignation of Kurt Clason from the Planning Board. Seconded with a big thank you by Jon Gale. Motion passed 4-0. Tim Neill commented that Kurt Clason has been on the Planning Board for over 16 years and is a big loss for the Planning Board.**

- d. Discuss Personnel Policy and health insurance

**Gary Lamb outlined some of the changes to the Personnel Policy with a focus on health insurance, drugs and alcohol, direct deposit requirement, volunteers, holidays, as well as vacation and sick leave accruals.**

- e. Discuss alternatives for residential yard cleanups

**Gary Lamb presented potential guidelines that could be used in aiding a homeowner to clean up his/her property without the need to incur legal fees by going to court.**

**Jon Gale expressed his approval of this method.**

- f. Discuss dedication ideas for the Annual Town Report

**The Selectmen requested that a list of names of those who died during calendar year 2016 be provided to them to review and further discuss this item at the next meeting.**

- g. Discuss/ possible vote on Hazardous Mitigation Plan**

**A motion was made by Tim Neill to approve the 2015 York County, Maine Hazard Mitigation Plan. Seconded by Jon Gale. Motion passed 4-0.**

- h. Discuss recent Assessor vacancy**

**Gary Lamb commented that an ad for an assessor has been placed on the MMA website. This position will be 32-40 hours per week instead of contracting out the services.**

## **10. OLD BUSINESS**

### **11. OTHER**

- a. Discuss /vote to approve the minutes of the December 13, 2016 regular meeting.**

**Jon Gale made a motion to approve the minutes of the December 13, 2016 regular meeting. Dwayne Woodsome seconded. The motion passed 4-0.**

## **12. PENDING DECISIONS**

- a. Review Comprehensive Plan task list.**

## **13. WEEK'S ACTION LIST**

## **14. DISCUSSION OF AGENDA ITEMS**

**The following items will be on the agenda for January 10, 2017**

**Personnel Policy continued discussion  
Discuss dedication ideas for the Annual Town Report**

## **15. ITEMS NEEDING SIGNATURE**

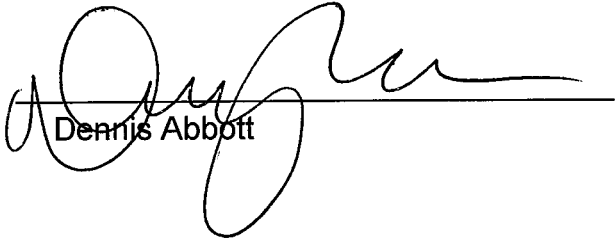
- a. Minutes of the December 13, 2016 regular meeting**
- b. Fraternal Order of Eagles Games of Chance Application**
- c. Hazardous Mitigation Plan signature page**

## **16. REMINDERS**

## **17. ADJOURN**

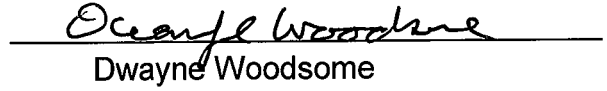
**A motion was made by Jon Gale to adjourn the meeting. Seconded by Dwayne Woodsome. The motion passed 4-0. The meeting adjourned at 7:17 p.m.**

These minutes were approved by the Waterboro Board of Selectmen on January 10, 2017.



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Dennis Abbott

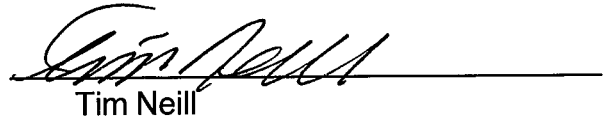


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Dwayne Woodsome

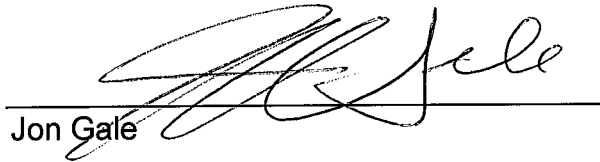
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Gordon Littlefield



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Tim Neill



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Jon Gale