

**Minutes of the Waterboro Board of Selectmen Meeting  
July 23, 2019 at Waterboro Town Hall**

**5:30 p.m. – Executive Session -- 6:00 p.m. Regular Meeting**

**EXECUTIVE SESSION**

- a. Pursuant to 1 M.R.S.A §405 (6)(a), to interview committee applicants.

**Dwayne Woodsome made a motion to enter into executive session at 5:29 p.m. Tim Neill seconded. The motion passed 5-0.**

**Ted Doyle made a motion to come out of executive session at 5:56 p.m. Gordon Littlefield seconded. The motion passed 5-0.**

**PRESENT FOR REGULAR MEETING:** Selectmen Dennis Abbott, Tim Neill, Gordon Littlefield, Ted Doyle and Dwayne Woodsome. Also in attendance were Gary Lamb, Jim Southworth, Lori Anthony, Richard Sirois, Ralph Lefebvre and Joe Gunther.

**1. PLEDGE OF ALLEGIANCE**

**Chairman Abbott opened the meeting at 6:04 p.m. with the 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

**8. REPORTS & STAFF INITIATIVES**

- a. Selectmen's reports
- b. Town Administrator Gary Lamb's report

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

- **Hiring update** -The new full time Assistant to the Recreation Director position has been posted to the Reporter, Smart Shopper, our website, MMA and applications are due by noon Friday August 2<sup>nd</sup>. The new DPW position will be

posted similarly and applications for that position will be due by noon Monday August 12<sup>th</sup>.

- **New vehicles update** - We closed Monday, July 15<sup>th</sup> on the loan for our trash container haul truck and replacement Fire Department pickup. Both vehicles have been picked up and are in the process of final fit-up, lettering and especially training for the trash truck.
- **Route 5 paving update** - DOT states the Townhouse to Dunkin Donuts section of Route 5 will get one more shim coat of final paving after the ditch and driveway entrance work is completed. The Townhouse to Dollar General section of Route 5 is still scheduled for shim coating this summer or early fall.
- **Audit update** - our auditors, RHR Smith, have been here for one day of pre-audit work. They will return for more field work September 12<sup>th</sup> and 13<sup>th</sup>.
- **Code Enforcement office update** - Glenn and Tammy continue to be extremely busy with the volume of building permits of all types increasing somewhat. The number of new houses in 2019 will be close to the calendar 2018 year total of 41 new homes. (The first year I worked here we had one new house...FYI). At times they are both frustrated they do not have time to do what is required. The change to five days has not helped since they used to work 7a.m. to 5 p.m. four days per week. The 7-9 a.m. time was valuable to them for planning their work without public interruptions and now that is gone if work starts at 9 a.m. We are working on an alternating work day schedule for the CEO office staff to try and help. We use Alfred CEO Jim Allaire every Friday for field inspections to help out...and at other times during the week when needed. We need him 6-8 hours per week with this volume of work. If this keeps up our overtime and deputy CEO salary lines may be over budget come June 2020.
- **Farmers Market update** - We now have a farmers market every Monday 2-6 p.m. behind the Taylor House and in the ice rink/parking lot. Their opening day yesterday was a resounding success! I arrived just before 5 p.m. and some vendors were close to sold out...NICE!

**Dwayne Woodsome questioned the overflow of trash at the Transfer Station on weekends.**

- c. July 16, 2019 workshop minutes

**There was no discussion on the July 16, 2019 workshop minutes.**

## **9. NEW BUSINESS**

- a. Discuss/possible vote for an appointment to the Planning Board for a term to expire June 30, 2021.

**Dwayne Woodsome made a motion to appoint Debra Burrows to the Planning Board for a term to expire June 30, 2021. Ted Doyle seconded. The motion passed 4-1 (Littlefield)**

- b. Discussion concerning an ATV ordinance and possible November 2019 ballot question.

**Tim Neill commented that the ATV ordinance should be put on the November ballot.**

**Dwayne Woodsome commented that he originally wanted it on a ballot. He also felt the ATV club should set speed limits.**

**Ted Doyle commented that he had talked with local law enforcement and they recommended the town set speed limits.**

**Dwayne Woodsome made a motion to send the ATV ordinance to the voters on November 5, 2019. Gordon Littlefield seconded. The motion passed 5-0.**

## **10. OLD BUSINESS**

- a. Continued discussion on driveway culvert installations and costs.

**The Selectmen continued discussion on the Town staff installing culverts and felt taxpayers should not be subsidizing culvert installation. Gary Lamb presented draft language that would ensure the cost is borne by the landowner and that any culvert and surface drainage are properly installed. The ordinance will be sent to Natalie for review.**

- b. Initial discussion on Soucy Lane next steps.

**Gary Lamb commented that he talked with representatives from S.W. Cole Engineering concerning core samples on Soucy Lane. He was told it would cost between \$1,500 and \$2,000 to have three cores done. The Town is not allowed to spend taxpayer money on a private road, therefore, would have to be funded from some other source. In order to move forward, these samples would have to be done. The residents on the roadway will be looking into paying for samples to be done.**

## **11. OTHER**

- a. Discuss /vote to approve the minutes of the July 9, 2019 regular meeting.

**Gordon Littlefield made a motion to approve the minutes of the July 9, 2019 regular meeting. Tim Neill seconded. The motion passed 4-0-1 (Woodsome abstained)**

## **12. PENDING DECISIONS**

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

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

**Discussion on the FY 2020 mil rate**

**Discussion on Board of Selectmen Liaisons on Boards and Committees**

#### **15. ITEMS NEEDING SIGNATURE**

- a. Minutes of the July 9, 2019 regular meeting

#### **16. ADJOURN**

**Dwayne Woodsome made a motion to adjourn the meeting. Ted Doyle seconded. The motion passed 5-0. The meeting adjourned at 7:15 p.m.**

These minutes were approved by the Waterboro Board of Selectmen on August 13, 2019.

\_\_\_\_\_/s/  
Dennis Abbott

\_\_\_\_\_/s/  
Dwayne Woodsome

\_\_\_\_\_/s/  
Gordon Littlefield

\_\_\_\_\_/s/  
Tim Neill

\_\_\_\_\_/s/  
Ted Doyle