

**Minutes of the Waterboro Board of Selectmen Meeting  
August 27, 2019 at Waterboro Town Hall**

**6:00 p.m. Regular Meeting**

**PRESENT FOR REGULAR MEETING:** Selectmen Dennis Abbott, Tim Neill, Ted Doyle and Dwayne Woodsome. Gordon Littlefield arrived at 6:04 p.m. Also in attendance were Gary Lamb, Jim Southworth, Doug Foglio and Tammy Wells.

**1. PLEDGE OF ALLEGIANCE**

Chairman Abbott opened the meeting at 6:00 p.m. with the Pledge of Allegiance.

**2. PUBLIC HEARINGS**

- a. to hear public comment concerning amendments to the Highway Entrance Ordinance

Chairman Abbott opened the public hearing at 6:01 p.m.

Dwayne Woodsome commented that we need to appoint a Road Entrance Appeals Board.

Chairman Abbott closed the public hearing at 6:07 p.m.

**3. ANNOUNCEMENTS**

Next Monday is Labor Day and Town Offices will be closed.

**4. ADDITIONS OR DELETIONS TO AGENDA**

Tim Neill made a motion to add under New Business Item #9c a proposal from Jim Southworth on making videos for public access. Ted Doyle seconded. The motion passed 5-0.

**5. APPOINTMENT**

**6. PUBLIC COMMENTS**

Dwayne Woodsome reported that the hot top was placed in the road cuts shortly after the last meeting.

**7. CORRESPONDENCE**

- a. Treasurer's reports

## 8. REPORTS & STAFF INITIATIVES

### a. Selectmen's reports

**Gordon Littlefield reported that he attended the MMA medical and recreational marijuana seminar. There is still a lot of work to be done and the seminar was very informative.**

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

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

#### ➤ **HR update**

- As stated two weeks ago we are losing our Codes and Planning Assistant Tammy Bellman who will be the next Administrative Assistant in Alfred. Her last day of work with us will be August 30<sup>th</sup>. We will miss her and wish her well in her new endeavor. We have 16 applications so far and initial interviews have begun since the position remains open until filled.
- Public Works/Transfer Station position applications closed August 12<sup>th</sup> and we had four applications for this largely CDL driver's position to haul our trash and recycling containers. Interviews concluded today and we will make a decision very soon.
- Recreation assistant position was filled by Laura Lowe and she will start on Sept 3<sup>rd</sup>.

#### ➤ **Tax billing update** - Tax bills have been mailed out. Call Town Hall if not received. Thanks to many who have already started paying. This helps with our fall cash flow.

#### ➤ **Equipment update**

- Our new trash container haul truck had some hydraulic repairs done under warranty three weeks ago and has been back on the road and working fine ever since. This past weekend we had to change out containers on Saturday and Sunday for both household waste and recycling. This rarely happens and we can see our growing population reflected with increased Transfer Station activity.
- Our front office staff has an increasing amount of down time on their hands as rapid renewals and phone payments increase. Consequently they tackle in house projects...like cleaning out and making more function room in our main vault. Christine has done another round of getting documents ready for preservation and discarding what can legally be shredded. To make more room we have a fire safe on wheels that we will be putting out to bid. This one is in good shape so we hope to get at least \$500 for it.
- Our old police cruiser/CEO inspection vehicle has structural rust and will not pass another inspection without major work. We will advertise and sell this car to the highest bidder. If no bidders we will sell for scrap metal.

#### ➤ **RSU 57 trash update** - Clint Andrews, Dave Benton and I met with RSU 57 business manager and staff last week to discuss the excess contamination of Waterboro Middle School's recycling loads. They contain so much non-

recyclable material that we usually put the entire “recycling” load into household rubbish to be burned for electricity...instead of recycled. The problem is with contracting and custodial staff not informed (or not caring) about what goes in the recycling compactor. The kids are NOT the problem and they do a great job of recycling.

- **Fall project update - Town** Hall parking lot addition project is scheduled to begin mid-September. It will be a graveled area behind the food pantry and east of the community garden. The driveway access will use the food pantry Townhouse curb cut and one catch basin will probably be needed.
  - Water line into our fire station is scheduled to start in early to mid-October...so the trench cut can be paved over this fall

## **9. NEW BUSINESS**

- a. Discuss/vote to approve a special municipal election warrant for the November 5, 2019 election.

**Ted Doyle made a motion to approve a special municipal election warrant for the November 5, 2019 election. Gordon Littlefield seconded. The motion passed 5-0.**

- b. Discuss/possible vote to approve the amendments to the Highway Entrance Ordinance.

**Doug Foglio commented that the town will have issues if they allow landowners to install his/her own culvert. The ordinance should not be changed.**

**Tim Neill made a motion to approve the amendments to the Highway Entrance Ordinance. Ted Doyle seconded. The motion passed 3-2 (Woodsome and Littlefield opposed).**

- c. Presentation from Jim Southworth

**Jim Southworth made a brief presentation concerning his interest in doing videos on town and departmental day to day activities. Caution was expressed to be sure the videos are carefully reviewed prior to airing on the public access channel.**

## **10. OLD BUSINESS**

## **11. OTHER**

- a. Discuss /vote to approve the minutes of the August 13, 2019 regular meeting.

**Dwayne Woodsome made a motion to approve the minutes of the August 13, 2019 regular meeting. Gordon Littlefield seconded. The motion passed 5-0.**

**12. PENDING DECISIONS**

**13. WEEK'S ACTION LIST**

**Gary Lamb is to send letters to the McLucas Road Residents**

**14. DISCUSSION OF AGENDA ITEMS**

**Road Entrance Appeals Board appointments  
Little Ossipee Lake Water Level Adjudicatory Hearing Board appointments  
Review of committee vacancies**

**15. ITEMS NEEDING SIGNATURE**

- a. Minutes of the August 13, 2019 regular meeting**
- b. Municipal Special Election Warrant**

**16. ADJOURN**

**Tim Neill made a motion to adjourn the meeting. Gordon Littlefield seconded.  
The motion passed 5-0. The meeting adjourned at 6:47 p.m.**

These minutes were approved by the Waterboro Board of Selectmen on September 10, 2019.

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

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

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

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

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