

**Minutes of the Waterboro Board of Selectmen Meeting
December 10, 2019 at Waterboro Town Hall**

5:30 p.m. – Executive Session

6:00 p.m. Regular Meeting followed by Workshop

5:30 p.m. – 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 5:32 p.m. Tim Neill seconded. The motion passed 3-0 (Gordon Littlefield arrived at 5:38 p.m. – Ted Doyle absent).

Dwayne Woodsome made a motion to come out of executive session at 5:48 p.m. Gordon Littlefield seconded. The motion passed 4-0.

PRESENT FOR REGULAR MEETING: Selectmen Dennis Abbott, Tim Neill, Dwayne Woodsome and Gordon Littlefield. Ted Doyle was absent. Also in attendance were Gary Lamb, Jim Southworth, Dave Benton, Matt Bors, Lisa Bennett, Julie Giles, Jim Townsend, Diane Seehagen, Sherry Stone, John Burrows, Thomas Lee, Ron Smith and Erika McKay.

1. PLEDGE OF ALLEGIANCE

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

2. PUBLIC HEARINGS

3. ANNOUNCEMENTS

4. ADDITIONS OR DELETIONS TO AGENDA

5. APPOINTMENT

- a. Presentation of 2019 Town Audit by CPA Ron Smith of RHR Smith.

Erika McKay made a brief presentation on the 2019 audit. She reported that as of June 30, 2019 there was \$5.2 million in assets with \$539,000 in liabilities and obligations, leaving \$4.2 million in fund balance. \$1.6 million of this amount is undesignated. The Town is fiscally sound and Ron Smith suggested establishing a calculated capital reserve plan and show the crisis fund separate from the general fund.

6. PUBLIC COMMENTS

7. CORRESPONDENCE

- a. Treasurer's reports
- b. Motor Vehicle and Excise Tax reports

8. REPORTS & STAFF INITIATIVES

a. Selectmen's reports

Gordon Littlefield commented that the Community Center Steering Committee is sending letters out to people that own large parcels of land to solicit interest in donating 10 plus acres to the Town for a community center. He also explained the components the building would include. The Committee will be interviewing an architect next Monday.

b. Town Administrator Gary Lamb's report

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

- **Recent storm update** - Last week's storm was long and had mixed reviews on plowing. Some new plow contractor drivers need to work on more frequent plowing of smaller subdivisions...and not hitting mailboxes. DPW staff will continue to work on these issues with our contractor Paul Poirier of Dayton Snow Fighters.
- **Election polling place update** - I have spoken with Sanford School Superintendent Matt Nelson in regards to a regional or statewide aspect to schools as polling places...and schools possibly being closed during elections. He is in communication with RSU 57 Superintendent Larry Malone and others on this issue...but has no specific new information at this time. He is aware that numerous other towns also would be helped if they could use schools for elections without students present. Stay tuned for more information as I hope to have an answer from RSU 57 by end of February at the latest.
- **Community Center Steering Committee update** – This committee met last night to discuss the seven bids for preliminary architectural services not-to-exceed \$25K. This project is for preliminary concept drawings we can take to the public for discussion on whether or not to build a new community center that could consist of a new library, basketball gym, recreation program space, and multipurpose space for our polling place and community meetings and suppers. All bids were between \$24,000 and \$25,000. They decided to interview two firms on either December 16th or January 6th. Once these concept drawings are completed in late winter, then open public meetings can be scheduled in spring/summer for greater public input into this idea.

9. NEW BUSINESS

- ### a.
- Discuss/vote to appoint a member to the Community Garden for a term which expires June 30, 2022.

Tim Neill made a motion to appoint Lisa Moulton to the Community Garden for a term which expires June 30, 2022. Gordon Littlefield seconded. The motion passed 4-0.

- b. Discuss/vote to appoint a member to the Library Board of Trustees for a term which expires June 30, 2020.

Tim Neill made a motion to appoint Kevin Parks to the Library Board of Trustees for a term which expires June 30, 2020. Dwayne Woodsome seconded. The motion passed 4-0.

- c. Discuss/vote to approve a Municipal Quitclaim deed for Map 003, Lot 018T.

Gordon Littlefield made a motion to approve a Municipal Quitclaim deed for Map 003, Lot 018T. Tim Neill seconded. The motion passed 4-0.

- d. Discuss/vote to approve State Games of Chance License for cribbage for the Fraternal Order of Eagles held at 1050 Main Street.

Dwayne Woodsome made a motion to approve State Games of Chance License for cribbage for the Fraternal Order of Eagles held at 1050 Main Street. Tim Neill seconded. The motion passed 4-0.

- e. Discuss/possible vote to approve the 2019 Town Audit.

This item will be further discussed at the December 17, 2019 meeting.

10. OLD BUSINESS

11. OTHER

- a. Discuss /vote to approve the minutes of the November 26, 2019 regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the November 26, 2019 regular meeting. Tim Neill seconded. The motion passed 4-0.

12. PENDING DECISIONS

- a. Road Entrance Appeals Board Appointments

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

Discuss/possible vote to approve the 2019 Town Audit.

Discuss/possible vote to set a public hearing date for amendments to the subdivision ordinance.

Discuss/possible vote on request from the Waterboro Historical Society to place a permanent building on the Taylor-Frey-Leavitt House property.

13. OLD BUSINESS

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the November 26, 2019 regular meeting

- b. Eagles State license application
- c. Municipal Quitclaim deed for Map 003-018T

16. ADJOURN

Tim Neill made a motion to adjourn the meeting. Dwayne Woodsome seconded. The motion passed 4-0. The meeting adjourned at 6:47 p.m.

These minutes were approved by the Waterboro Board of Selectmen on January 14, 2020.

Dennis Abbott

/s/
Dwayne Woodsome

/s/
Gordon Littlefield

/s/
Tim Neill

Ted Doyle