

**Minutes of the Waterboro Board of Selectmen Workshop and Meeting
March 10, 2020 at Waterboro Town Hall**

7:00 p.m. Regular Meeting

PRESENT FOR REGULAR MEETING: Selectmen Dennis Abbott, Tim Neill, Dwayne Woodsome and Ted Doyle. Gordon Littlefield was absent. Also in attendance were Gary Lamb, Jim Southworth, Christine Torno, Nancy Johnson and Dave Benton.

1. PLEDGE OF ALLEGIANCE

Chairman Abbott opened the meeting at 7:04 p.m. with the Pledge of Allegiance.

2. PUBLIC HEARINGS

3. ANNOUNCEMENTS

4. ADDITIONS OR DELETIONS TO AGENDA

Gary Lamb reported that he received the resignation of Tim Neill from the Board of Selectmen. Ted Doyle made a motion to add accepting the resignation to the agenda under New Business, 9b. Tim Neill seconded. The motion passed 4-0.

5. APPOINTMENT

- a. Christine Torno – March 3, 2020 Election Update and June 9, 2020 Election Timeline

Christine presented the March 3, 2020 election results and the June 9, 2020 election timeline. She also commented that we should consider closing the front lobby on June 9th as staff will be needed to help with the election and the lines could get backed up due to each person receiving six to eight ballots. Ted Doyle made a motion to close the front lobby on June 9, 2020. Tim Neill seconded. The motion passed 4-0.

Gary Lamb suggested sending out a mailing to encourage absentee voting.

Dwayne Woodsome commented that a town report can be picked up at the same time a person is at town hall voting absentee.

6. PUBLIC COMMENTS

7. CORRESPONDENCE

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

8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports

Dwayne Woodsome reported that he has received several phone calls on potholes and possible collapsing culverts. There was brief discussion on possibly not having the free day at the transfer station, but instead having a coupon type program allowing residents free disposal of certain items during the course of a year. This will be further discussed during the transfer's stations budget review. Dave Benton commented that they are going to start, as a trial, putting burnable furniture in opens cans so that there are two compactors available for household trash.

Ted Doyle expressed condolences to Dave Benton for the loss of his brother.

Dwayne Woodsome expressed condolences to the family of Dave Tibbetts.

b. Town Administrator Gary Lamb's report

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

- **Community Center Steering Committee update** - This committee will meet 6:00 p.m. Thursday, March 12th at Waterboro Library to review concept design work to date and continue planning for our public forum on Monday, March 23rd at Massabesic East. The purpose of the March 23rd meeting is to show the public initial concept designs for a new community center and to answer questions and gather ideas from the public.
- **Friendship Park deed work** - On March 9th, surveyor Charlie Brown dropped off his research on this issue and I will deliver it to Natalie this Thursday for her quitclaim deed preparation.
- **Transfer station lighting project** - Normand's Electric completed its work as requested for lighting upgrades.
- **Ledgeview Lane acceptance request status** - A Civil Consultants engineer is reviewing submitted data and will write a letter to Selectmen stating whether or not the road is ready for town acceptance. We hope to have this prior to the March 24th Board of Selectmen meeting.
- **Budget update** - The Budget Committee completed its budget recommendations to Selectmen at its Tuesday, February 18th meeting. The Board of Selectmen will conduct its own budget review and final decisions on each of the remaining Tuesdays in March, with the goal of completing its work March 31st at the latest. The Budget Committee and public are welcome at all these meetings.
- **November 3, 2020 election location update** - The RSU 57 School Board scheduled a remote learning day for Massabesic High School students on Election Day November 3, 2020. Consequently, the Town will be able to conduct our presidential election at Massabesic East without students present. Please plan on voting absentee or before 3:00 p.m. that day as the evening rush could be overwhelming once again.
- **LED sign update** - Bids for our new sign are due into Town Hall by 9:00 a.m. Friday, March 13th.
- **Administrative Assistant upcoming vacancy status** - **the** updated job description and ad will be posted this week.

- **Transfer Station Manager vacancy status** - applications are due by 5:00 p.m. Wednesday, March 11th.
- **Staff meeting - At** our monthly staff meeting today we discussed how to replace Free Dump Day with coupons that could be used throughout the year and how to organize such a change if Selectmen agree with this recommendation. Initial staff comment was to issue one coupon book per household when the initial transfer station sticker is obtained for the year.

Dwayne Woodsome commented that he would like to see a concrete wall put up in conjunction with the installation of the new LED sign to protect it from possible motor vehicle damage.

9. NEW BUSINESS

- a. Discuss/vote to approve 2018 and 2019 tax abatements for Map 043, Lot 846.

Dwayne Woodsome made a motion to approve 2018 and 2019 tax abatements for Map 043, Lot 846. Ted Doyle seconded. The motion passed 4-0.

- b. Discuss/vote to accept the resignation of Tim Neill from the Board of Selectmen.

Tim Neill commented that he is selling his home and will be moving out of Waterboro and live closer to his workplace. His resignation will be effective May 20, 2020 which will allow the vacancy to be filled at the June election.

Dwayne Woodsome made a motion to accept, with regret, the resignation of Tim Neill from the Board of Selectmen effective May 29, 2020. Ted Doyle seconded. The motion passed 3-0-1 (Neill abstained).

10. OLD BUSINESS

- a. Continued discussion on dedication ideas for the July 1, 2018 to June 30, 2019 Annual Town Report.

Dwayne Woodsome made a motion to dedicate the town report to two couples, Jim and Judi Carll and John and Betty Champion. Tim Neill seconded. The motion passed 4-0.

11. OTHER

- a. Discuss /vote to approve the minutes of the February 25, 2020 regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the February 25, 2020 regular meeting. Tim Neill seconded. The motion passed 4-0.

12. PENDING DECISIONS

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

The March 24th meeting will begin with an executive session to interview three or possibly four applicants to serve on various committees.

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the February 25, 2020 regular meeting
- b. Tax abatement form

16. ADJOURN

Dwayne Woodsome made a motion to adjourn the meeting. Ted Doyle seconded. The motion passed 4-0. The meeting adjourned at 7:40 p.m.

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

_____/s/_____
Dennis Abbott

_____/s/_____
Dwayne Woodsome

Gordon Littlefield

Tim Neill

_____/s/_____
Ted Doyle