

**Minutes of the Waterboro Board of Selectmen Meeting
June 9, 2020 at Waterboro Town Hall**

6:00 p.m. Regular Meeting

PRESENT FOR REGULAR MEETING: This meeting was held during the COVID-19 pandemic with Selectmen Dennis Abbott, Ted Doyle and Dwayne Woodsome attending. Gordon Littlefield viewed interactively through zoom. It was not open to the public, but available to watch live on the local cable channel and live streaming on the Town's website. Also in attendance were Gary Lamb, Julie Giles, Christine Torno, Josh Andrews, Dave Benton and Dave Lowe. Social distancing was in place with all present sitting at least six feet apart.

1. PLEDGE OF ALLEGIANCE

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

2. PUBLIC HEARINGS

- a. Public Hearing is to receive comments regarding the proposed FY2020/21 Budget. **The public hearing will be aired on the local cable station Channel 1302 and live streaming on the Town's website. Taxpayers may call 247-6166, Ext. 106 for questions and comments during the public hearing. Questions and comments may also be emailed to the Town Administrator at administrator@waterboro-me.gov prior to the public hearing and will be answered during the meeting**

It was announced that anyone may call in who would like to make a comment. The number to call was 247-6166, Ext 106 and was also noted at the top of the screen. Residents may also send an email to a member of the Board of Selectmen or the Town Administrator with any questions and they will be answered.

Chairman Abbott opened the public hearing at 6.02 p.m.

Chairman Abbott went through each of the articles on the warrant and explained what each expense was for and what was appropriated last year. He announced that there are two Selectmen positions, one RSU #57 Board of Directors position and two Water District positions on the ballot. He explained that both Article 3 and Article 4 are stand-alone articles. Article 3 concerns the purchase and financing of a new ladder truck and Article 4 concerns the acquisition of property through funding and land swaps. The property would be used as a gravel source for the Town.

The Election will be held on July 14th at Massabesic East with absentee voting beginning at Town Hall on June 15th. Social Distancing will be put in place.

Chairman Abbott closed the public hearing at 6:39 p.m.

3. ANNOUNCEMENTS

4. ADDITIONS OR DELETIONS TO AGENDA

5. APPOINTMENT

6. PUBLIC COMMENTS

7. CORRESPONDENCE

- a. Treasurer's reports
- b. Motor Vehicle Report

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:

- **Election update** - Our June election has been moved to July 14th and we will be voting at Massabesic East on West Road. Polls will be open 7:00 a.m. to 8:00 p.m. Physical distancing will reduce our numbers of voting booths and up to 6 ballots will tend to greatly increase the time it takes to vote...so wait times may be long especially after 4:00 p.m. Staff strongly encourages voters to vote absentee at your convenience starting June 15th. Come in and vote early at town hall or take your ballots home and fill them out at your convenience. Absentee voting is just as safe and secure as voting in person and uses the same voter ID list to document voter information.
- **Staffing update** - All town staff for all departments as of today still have zero positive Covid19 tests, and we hope that good health continues. This is the fourth week with town hall open by appointments-only, scheduling customers every 15-30 minutes and letting them in one by one. What should our next transition to full opening be? Staff suggests we discontinue with 15 minute appointments, unlock the front door, but monitor the door and keep all waiting customers outside or in their cars.
- **Public Works update** -
 - Our transfer station had a fire two weekends ago...in the metal pile! Investigation is continuing but someone was seen purposely shooting a flare gun into the metal pile and it ignited some crankcase or old fuel or other combustibles. Authorities are investigating.
- **Boat Launch update** - Our milfoil monitoring at Gobeil Park began late May and is 7 days per week 6:00 a.m. to noon to catch the majority of fisherman who travel between many lakes and ponds.
- **Possible contract zone request** - A developer is interested in submitting a contract zoning request for property that abuts the SMHC/Waterboro Urgent Care property. This would be for up to 40 age restricted condos. The

developer is in the process of writing a letter of application/explanation for consideration by Selectmen. Our ordinance section 1.08 describes the contract zoning process and duties of Board of Selectmen and Planning Board. If a contract zone is approved the project would then move through the necessary subdivision and/or site plan review approval Planning Board processes.

DOT Road spraying update - Maine DOT will be spraying Route 202 and 5 roadsides this season for hardwood trees under 6 feet tall and softwood trees under 3 feet tall. Contact DOT's Bob Moosman FMI...592-0774.

Dwayne Woodsome Commented that the hours to monitor Gobeil Park should be revamped to start earlier as fishing is taking place before 6:00 a.m. Discussions also were focused around boats and trailers parking on both sides of the roadway. The spaces on the beach side are for single trucks and cars. This should also be enforced. Parking for additional trucks and trailers are allowed at Town Hall.

c. Update on Public Works projects

Josh Andrews reported that all the material is on site to construct the new waste oil collection building. Once the oil is pumped out of the existing tank, the site will be ready to start building. The Transfer Station has been busy most all days. There are a few quiet times during the day. He commented that the pricing for items should be updated to be closer to the actual cost of disposal. It was decided to hold a workshop on July 21st to discuss this further.

Dave Benton reported they are close to completing the Blueberry Road project. They have done 2,500 feet of construction, gravel, pavement and shoulders. They hope to shim the rest of Blueberry Road. They have shimmed Silas Brown Road, finished pavement and repaired bad sections of Straw Mill Brook Road, as well as paved parts of Ossipee Hill Road and Middle Road. Middle Road also needs some culverts. Staff plans to ditch multiple roads as well. The sidewalks from Plummer's to the House of Pizza will be completed shortly.

Dave Benton also reported that Peter Cote and a few other staff did a great job in replacing the public works building siding. The building has been sprayed and a walk through door has been cut in. The new cement floor will be poured soon and this will be a better place to store equipment.

9. NEW BUSINESS

a. Discussion on rescheduling July Board of Selectmen meetings.

Ted Doyle made a motion to hold Board of Selectmen Meetings on July 7th and July 21st. Dwayne Woodsome seconded. The motion passed 4-0.

b. Discuss/Vote whether or not to re-appoint Gary Lamb to Maine Municipal Association's Legislative Policy Committee for Senate District 33.

Ted Doyle made a motion to re-appoint Gary Lamb to Maine Municipal Association's Legislative Policy Committee for Senate District 33. Dwayne Woodsome seconded. The motion passed 4-0.

10. OLD BUSINESS

- a. Continued discussion of year end expenses including hazard pay for firefighters.

The Selectmen continued discussion on who should receive and how much hazard pay should be allotted to each individual. This and discussion on year end expenses will be discussed at the June 23rd meeting.

- b. Update on the July 14, 2020 election

Christine Torno reported that we are unable to get additional voting machines. There will be personnel at the polling place to clean the voting booths, marking pens and door handles after each use. People may bring their own pens to mark their ballots. She plans on holding training sessions for clerks on June 23rd and June 30th. She reported there have been approximately 200 absentee ballot requests already and encourages absentee voting. She requested the Selectmen close Town Hall on July 14th as staff will be needed at the polls.

Dwayne Woodsome reported that RSD Graphics can make 4 x 4 foot signs for \$60.00 each to say Absentee Voting Now Available. He suggested that 6 are purchased to place around town. The Selectmen authorized this purchase and for staff to go ahead and get them made and put up.

Gordon Littlefield suggested reaching out to those around town with electronic signs and ask them to advertise that Absentee Voting is Now Available as well.

- c. Continued discussion on opening Town Hall to the public.

There was discussion concerning opening Town Hall to the public. It was decided to open back up and do away with appointments. Social distancing practices are to still be followed.

11. OTHER

- a. Discuss /vote to approve the minutes of the May 26, 2020 regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the May 26, 2020 regular meeting. Ted Doyle seconded. The motion passed 4-0.

12. PENDING DECISIONS

- a. Friendship Park Deed Transfer

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the May 26, 2020 regular meeting

16. ADJOURN

Ted Doyle made a motion to adjourn the meeting. Dwayne Woodsome 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 June 23, 2020.

/s/

Dennis Abbott

/s/

Dwayne Woodsome

/s/

Gordon Littlefield

Ted Doyle