

**Minutes for Waterboro Board of Selectmen Meeting
November 10, 2020 at Waterboro Town Hall
Executive Session 5:00 p.m. - 6:00 p.m. Regular Meeting**

Executive Session -

- a. Pursuant to 1 M.R.S.A §405 (6)(e)- To consult with Town Attorney
Gordon Littlefield made a motion to enter into Executive Session at 5:00 p.m.
Dave Chauvette seconded the motion. The motion passed 4 – 0.
Dana Brown made a motion to come out of Executive Session at 5:36 p.m.
Gordon Littlefield seconded the motion. The motion passed 4 – 0.

1. PLEDGE OF ALLEGIANCE

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

Attendance: Dennis Abbott, Dana Brown, Dave Chauvette, Gordon Littlefield, Gary Lamb, Dave Lowe, Christine Torno, Julie Giles, Josh Andrews, Bruce Lewis, and Laura Lowe. Selectman Dwayne Woodsome was absent.

2. PUBLIC HEARINGS – none.

3. ANNOUNCEMENTS – none.

4. ADDITIONS OR DELETIONS TO AGENDA – none.

5. APPOINTMENT

a. Christine Torno Town Clerk – Nov. 3rd Election report

Christine was happy to announce that the Election was a success and everything went smoothly. She thanked staff and her team for their efforts. The reports were all in by midnight Nov. 3rd. There were 4513 ballots cast with a big part of that being absentee ballots. The ballot box out front was a success and we should be getting up to \$1500.00 back for the ballot box and we may be able to use the box again for future elections. There were a lot of new registrations to vote with 300 done at the polls. Selectman Littlefield asked that Christine convey thanks from the board to all the staff for their efforts in making the election go smoothly.

6. PUBLIC COMMENTS – none.

7. CORRESPONDENCE

- a. Treasurer's reports

8. REPORTS & STAFF INITIATIVES

a. Selectmen's reports – none.

b. Town Administrator Gary Lamb's report

Nov. 3, 2020 Election – Gary thanked the leadership and long hours by Christine Torno and Nancy St.Amand that set the stage for the efficient success of the election. He also thanked town hall and Election Day staff who all pitched in to help in so many ways throughout the absentee ballot voting period.

2019-2020 Fiscal Year Audit Status – Julie is sending audit documentation to RHR Smith who will be here next week Nov. 19 & 20, 2020, for two days of audit preparation field work.

Little Ossipee Lake drawdown update – Our dam operator, Chris Brassard, advises that the lake is down 32 inches with four more inches to go. The lake is dropping only ¼ inch per day so it will be

another two weeks or more depending on rainfall before it hits the full 36 inch drop that remains until Dec. 31, 2020.

Fire Department – DPW and FD staff continue to work on the new LED sign on the Route 5 end of John Smith Road with trenching, laying conduit, paving repairs, etc. Our Capital Improvement Plan has a budget of \$31, 000 for a new Scott air pack compressor at Central Station. We discovered the new “replacement compressor-only” stuck out into the bay too much and could be hit by truck tires. Consequently, we entertained bids for a new complete and more compact system including compressor and air storage tanks. Those bids were \$59,000 and just over \$36,000. Gary stated that he and Chief Bors ordered the \$36,000 system which fit into the bay. Matt will make up the \$5,000 difference from his equipment budget, perhaps from the \$8,000 we had budgeted for new tires for the ladder truck which has now been retired and traded in. Our new ladder truck is due in late Spring.

Library – The lower section of the library back roof has been removed and replaced with all new framing, sheathing, ice and water shield, and shingles. We have discovered the chimney is in worse shape than we knew with a cracked flu liner. We are going to get a mason to tear down the top few feet of the chimney to make proper repairs and not just the planned re-pointing the brickwork. We are not sure if that work will be done this Fall or next Spring.

Code Enforcement/Planning Board – CEO Glenn Charette reports this office remains very busy with 40 new homes being permitted compared to 33 in 2019 for the same period per his report handout tonight. Our Planning Board has permitted two solar array power generation projects (one near JD’s Redemption Center and the other near Straw Mill Brook Rd.) A third solar array project has just been submitted for Planning Board review and is on McLucas Road uphill from the back end of the campground.

9. NEW BUSINESS

- a. Discuss/vote to re-appoint Jonathan Gardner to the Saco River Corridor Commission
Gordon Littlefield made a motion to re-appoint Jonathan Gardner to the Saco River Corridor Commission. Dave Chauvette seconded the motion. The motion passed 4 – 0.
- b. Discuss/vote to approve a renewal of a liquor license for Woody’s Sports Grille
Gordon Littlefield made a motion to approve a renewal liquor license for Woody’s Sports Grille. Dana Brown seconded the motion. The motion passed 4 – 0.
- c. Update on Ledgeview Lane Road Acceptance progress
Gary Lamb stated that Bruce Lewis has done many of the items on the list to bring Ledgeview Lane to code but the list has not been completed. Bruce Lewis attended the meeting and stated to the board that he spoke to the Attorney for the homeowner’s association and that the drainage will stay with the homeowner’s association. The board decided to keep this item on the agenda for next week with an update of progress.
- d. Discuss/vote to approve the abatement to correct a tax assessment error
Gordon Littlefield made a motion to approve the abatement to correct a tax assessment error. Dave Chauvette seconded the motion. The motion passed 4 – 0.
- e. Discuss/vote to approve Quitclaim Deed for map 020 lot 025
Gordon Littlefield made a motion to approve the Quitclaim Deed for map 020 lot 025. Dana Brown seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS

- a. Set date for workshop for Comprehensive Plan Action Item List
The board decided to schedule this for January 5, 2020, and to include the Personnel Policy discussion with it.

11. OTHER

- a. Discuss /vote to approve the minutes of the October 20, 2020, regular meeting.
Dave Chauvette made a motion to approve the minutes as written for the October 20, 2020, regular meeting. Dana Brown seconded the motion. The motion passed 4 – 0.

12. PENDING DECISIONS

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

15. ITEMS NEEDING SIGNATURE

- a. Saco River Corridor Commission certificate of appointment
- b. Woody's Liquor License
- c. Abatement
- d. Minutes for the October 20, 2020, regular meeting
- e. Quitclaim Deed for map 020 lot 025

16. ADJOURN

Dana Brown made a motion to adjourn the meeting. Gordon Littlefield seconded the motion. The motion passed 4 – 0. The meeting adjourned at 6:36 p.m.

_____/S/_____
Dennis Abbott

_____/S/_____
Gordon Littlefield

_____/S/_____
Dana Brown

_____/S/_____
Dave Chauvette

_____/S/_____
Dwayne Woodsome

Date: 11/17/20