

## Minutes for Waterboro Board of Selectmen Meeting

December 15, 2020 at Waterboro Town Hall  
6:00 p.m. Regular Meeting

### 1. PLEDGE OF ALLEGIANCE

Chairman Abbott started the meeting with the Pledge of Allegiance at 6:04 pm. Attendance: Dennis Abbott, Gordon Littlefield via Zoom, Dana Brown, Dave Chauvette, Gary Lamb, Julie Giles, Glenn Charette, Angela Chute, Dave Lowe, Diane Gray, Donna Castaldo, Doug Foglio, Sr., and Laura Lowe. Selectman Dwayne Woodsome was absent.

### 2. PUBLIC HEARINGS – none.

### 3. ANNOUNCEMENTS – none.

### 4. ADDITIONS OR DELETIONS TO AGENDA

A closed Executive Session was added after the Regular meeting concluded.

- a. Pursuant to 1 M.R.S.A §405 (6)(a) – Personnel matter

### 5. APPOINTMENT

#### a. Glenn Charette – CEO – Discuss/vote on CEO Consent Agreement – Land Use Violation

A property currently owned by Donna & Carmine Castaldo, who holds a valid conditional use permit for a day care, (Once Upon a time Daycare) issued by the Planning Board November 7, 2007 is under a land use violation. This property is currently under a purchase and sales agreement. A mortgage loan inspection was conducted by surveyor Jim Nadeau on November 16, 2020, which showed that the garage has a 27 foot side line set back instead of the required 35 feet. Glen Charette recommends that the Castaldo's pay the legal fees and Town Administration fees associated with preparing the consent agreement which is \$480.00.

**Dave Chauvette made a motion to approve the recommendation by Glenn Charette, CEO, and charge the Castaldo's the \$480.00 legal & administration fees associated with preparing the consent agreement. Dana Brown seconded the motion. The motion passed 4 – 0.**

#### b. Todd Smith – Recreation Director – To discuss Recreation wage & staffing issues

Todd realizes, due to the current pandemic, that there is a wage freeze. However, he is starting to lose workers due to the pay. Some of these workers have been with him a very long time. He proposes that the selectmen increase the workers starting pay from \$12.00 up to \$14.00 an hour and to increase the FUNergy Directors pay up to \$16.00 per hour. Todd states that he has money in his budget to do this. Selectman Gordon Littlefield feels we should go from \$12.00 to \$15.00. However, Todd does not have the money in his budget to do that now. He says that he plans to put the money in for the next budget to increase their pay more then.

**Dave Chauvette made a motion to increase the hourly wage for the recreation statff from \$12.00 to \$14.00 an hour and \$16.00 per hour for the FUNergy Director as long as Todd has the money in his budget. Dana Brown seconded the motion. The motion passed 4 – 0.**

### 6. PUBLIC COMMENTS – none.

### 7. CORRESPONDENCE

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

### 8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports – none.
- b. Town Administrator Gary Lamb's report

**DPW Update** - David Benton, DPW Director resigned last week. We were hoping he would wait until spring but he has decided not to. Gary thanked David for his many years in the job. We are working towards a transition plan for a new DPW Director.

**Planning Board** – The third solar array project had an initial application review at our December 2, 2020, Planning Board meeting, Public Hearing, and continued Planning Board review is December 16<sup>th</sup>.

**Reimbursed Monies** – The September 2020 traffic accident in front of Gorham Savings Bank resulted in one destroyed pole and much work by Electric Light Co. to repair those traffic lights with a cost of \$7,139.00. We recently received \$6,139.00 reimbursement from our insurer which reflects our \$1,000.00 deductible. Gordon Littlefield asked if we should see if the \$1,000.00 deductible should be paid by the driver's insurance company. Gary will look into this.

Christine Torno and Julie Giles are happy to report that the Secretary of State's office reimbursed us \$2029.00 for our outside ballot box, which is a full 100% of our costs and not the expected 80%.

**One Ton Truck Bids** – We have received three bids for the One Ton Truck needed: O'Connor's in Augusta bid \$53,573 but without SS plow or SS dump body, Arundel Ford bid \$59,847 that includes the SS plow and SS dump body but black in color, Weirs GMC bid \$60,947 that includes the SS plow and SS dump body but a repaint job to the forest green color we requested. Gary recommends that we accept Weirs GMC bid for a little more money for the green color and because Arundel Ford took many months beyond the delivery date for the F250 truck we purchased. A selectman previously told Gary that in the future we should expand to another Ford dealer since Arundel Ford and Weirs GMC have the same owners. Dana Brown commented that we should get the truck in the color we want and not a truck on the lot that they are going to paint. Gary Lamb will go back to Weirs with the request to order the forest green truck.

## 9. NEW BUSINESS

- a. Discuss/vote to re-appoint Nancy St.Amand as Registrar of Voters  
**Dana Brown made a motion to re-appoint Nancy St. Amand as Registrar of Voters. Dave Chauvette seconded the motion. The motion passed 4 – 0.**
- b. Discuss/vote to re-appoint Shirley Bartlett as Assessor  
**Gordon Littlefield made a motion to re-appoint Shirley Bartlett as Assessor. Dave Chauvette seconded the motion. The motion passed 4 – 0.**
- c. Discuss antique safe usage or sale  
Gary offered the safe to the Historical society buy they do not want it. Gary recommends to put it out to bid.  
**Dana Brown made a motion to put the antique safe out to bid. Dave Chauvette seconded the motion. The motion passed 4 – 0.**
- d. Discuss/vote to approve Quitclaim deed Map 032 Lot 001-009  
**Gordon made a motion to approve the Quitclaim deed for map 032 Lot 001-009. Dana Brown seconded the motion. The motion passed 4 – 0.**
- e. Discuss/vote to approve Kurt Clason's resignation from the ZBA  
**Dana Brown made a motion to accept Kurt Clason's resignation from the ZBA. Dave Chauvette seconded the motion. The motion passed 4 – 0.**
- f. Discuss/possible vote to approve waterline easement at Central Fire Station  
Our Water District will own, test, and maintain the hydrant and waterline at our Central Fire Station provided selectmen approve the waterline easement.  
**Dave Chauvette made a motion to approve the waterline easement at Central Fire Station. Dana Brown seconded the motion. The motion passed 4 – 0.**
- g. Discuss Holiday closing hours  
Gary Lamb proposed that the selectmen allow the employees to have the full day off with holiday pay for December 24<sup>th</sup> and 31<sup>st</sup> as an incentive for all the extra work due to the pandemic. No employee vacation time to be used for this extra 4 hours off.  
**Dana Brown made a motion to allow the employees to have a full day of holiday pay for December 24<sup>th</sup> and 31<sup>st</sup>, 2020. Dave Chauvette seconded the motion. The motion passed 4 – 0.**

## 10. OLD BUSINESS

- a. **Update on Ledgeview Lane road acceptance**  
Gary Lamb gave this update. Our FD has tested both cisterns on Ledgeview Lane and both functioned properly. Selectmen should think about whether or not the Town will accept these cisterns or require them to be owned and maintained by the upcoming Home Owner's Association (HOA). Bruce Lewis is in the process of finalizing the Home Owner's Association. These documents Gary should have by the end of next week. Gary asked the Board of Selectmen for clarification on doing the core sample whether or not at the last meeting they

said it needed to be done. There was much discussion on this and the board concluded that in this instance, only, that the core sample did not need to be done as the road has had no problems at all and the town's agent (road commissioner in this instance) is not around anymore to ask if it was done. Bruce and the owners have a plow contractor lined up for this winter. Matt Bors and Gary prefer the HOA retains the cistern maintenance and replacement responsibilities. The board is going to wait until the paperwork is received from the Homeowner's Association and is then looked over by the Town's attorney before they make any decisions on the cisterns.

**b. Update on Bennett Hill Road land swap update- vote on loan borrowing resolution**

The Foglio land swap transaction requires a borrowing resolution since we are paying \$100,000.00 at closing and not \$10,000.00 per year for 10 years as was previously planned for. Doug Foglio, Sr. was at the meeting and wanted the board and the public to know that he did not ask for to be paid in full for the \$100,000.00 but that is how it was written on the contract that he signed.

**Dana Brown made a motion to authorize the issue of a bond for \$100,000.00 for the Bennett Hill land swap transaction. Dave Chauvette seconded the motion. The motion passed 4 – 0.**

**c. DPW equipment repair status**

Gary Lamb gave this update. We have two loader backhoes. One at the Transfer Station and one at DPW. Our older Transfer Station unit has been repaired. The rental unit has gone back and Gary feels we should trade our oldest unit for a new one as it is nearing the 3000 hour usage.

**11. OTHER**

**a. Discuss/vote to approve the minutes of the November 17, 2020, regular meeting**

**Gordon Littlefield made a motion to approve November 17, 2020, regular meeting minutes as written.**

**Dana Brown seconded the motion. The motion passed 4 – 0.**

**b. Discuss/vote to approve the minutes of the December 7, 2020, Closed Executive Session**

**Dana Brown made a motion to approve December 7, 2020, executive session minutes as written. Dave**

**Chauvette seconded the motion. The motion passed 4 – 0.**

**12. PENDING DECISIONS**

**a. Town Report Dedication name discussion**

Dennis Abbot gave the name of John Champion, a long time Lion's member, as a possible candidate.

**13. WEEK'S ACTION LIST**

**14. DISCUSSION OF AGENDA ITEMS**

**15. ITEMS NEEDING SIGNATURE**

**a. CEO Consent Agreement**

**b. Minutes of the November 17, 2020, regular meeting & December 7, 2020 Closed Executive Session**

**c. Quitclaim Deed Map 032 Lot 001-009**

**d. Waterline Easement Deed – Water District**

**e. Loan Borrowing Resolution – Bennett Hill Road Land Swap**

**16. ADJOURN**

**Dana Brown made a motion to adjourn the meeting. Dave Chauvette seconded the motion. The motion passed 4 – 0. The meeting adjourned at 7:09 p.m.**

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

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

\_\_\_\_\_/s/\_\_\_\_\_  
Dana Brown

\_\_\_\_\_/s/\_\_\_\_\_  
Dave Chauvette

\_\_\_\_\_  
Dwayne Woodsome

Date: \_\_\_\_\_