

**Minutes for Waterboro Board of Selectmen Meeting  
January 18, 2022, at Waterboro Town Hall  
5:00 p.m. Workshop - 6:00 p.m. Regular Meeting**

**Workshop – ARPA Funds**

**Attendance: Dennis Abbott, Dwayne Woodsome, David Chauvette, Dana Brown, Matt Bors, and David Lowe. Selectman Michael Provencher was absent.**

The Selectmen viewed a spreadsheet showing wages for Town employees compared to nearby towns. The spreadsheet showed many town employees as being paid under average. The Selectmen discussed whether to use ARPA funds to bring these employees in-line with comparable communities. This was voted on during the regular meeting item #10a.

**1. PLEDGE OF ALLEGIANCE – Regular Meeting**

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

Attendance: All listed above and; Peter Smith, Jennifer Jipson, Jessica Conroy, Penelope Labbe, Ken Labbe, Clyde Smith, and Laura Lowe. Julie Giles arrived at 6:04 p.m. Selectman Michael Provencher was absent.

**2. PUBLIC HEARINGS – none.**

**3. ANNOUNCEMENTS – none.**

**4. ADDITIONS OR DELETIONS TO AGENDA – none.**

**5. APPOINTMENT – none.**

**6. PUBLIC COMMENTS – none.**

**7. CORRESPONDENCE – Available upon request.**

- a. Treasurer's reports
- b. Motor Vehicle report
- c. Sheriff's Reports

**8. REPORTS & STAFF INITIATIVES**

**a. Selectmen's reports**

**Dennis Abbott:** Gave an update on the Town Administrator search. An offer was given to one of the two finalists and it was declined. This person has decided to stay with their current employer. Therefore, Maine Municipal will be continuing to receive resumes for this position as the Town has re-opened its search for a Town Administrator. The deadline to apply for this position is February 4<sup>th</sup> by 5:00 p.m.

**b. Interim Town Administrator Matt Bors report:**

**General:**

RHR Smith (Auditors) would like to plan on attending the meeting on February 1, 2022 regarding FY end 2020-2021.

Email communications with the Town's Attorney's Office regarding creating a Tax Increment Financing (TIF) District, has found the application for this year will be a challenge. Chuck Morgan with Southern Maine Planning has limited time and availability to help. There is an early March deadline for the application for the TIF district application.

Marina will be working with Treasurer Julie Giles to familiarize herself with the payroll process. She will soon begin to take some of those responsibilities weekly.

Amendment for the Parks & Recreation Spaces Ordinance draft has been completed as requested by the Board.

### **Public Works/Buildings:**

We are working on the request for a proposal (RFP) for the Old Town Hall vinyl siding/insulation project. Matt Bors has spoken with Jim Carl from the Historical Society, which had no issue with the repairs.

### **Fire Department**

We have posted on the MMA website for an anticipated FF/EMT opening.

## **9. NEW BUSINESS**

- a. Initial Discussion on River Ridge Road acceptance

**Jennifer Jipson, Jessica Conroy, and Ken & Penelope Labbe from River Ridge Road came before the Board to start the initial discussion of the Town accepting the road. There was some discussion on who owned the road. Chairman Abbott asked that DPW look at the road in the spring to see if it needs to be brought up to specs, and then to pass on the information to the Road Review Committee who will do research and core samples.**

- b. Discuss/vote on accepting a resignation from the Budget Committee

**Dana Brown made a motion to accept the resignation from the Budget Committee of Jedidiah Young. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.**

- c. Discuss/vote on accepting a resignation from the Public Safety Committee

**Dwayne Woodsome made a motion to accept the resignation of Ryan Finch from the Public Safety Committee. David Chauvette seconded the motion. The motion passed 4 – 0.**

- d. Discuss/vote on accepting a Road Review opening with no resignation as a committee member has moved

**Dana Brown made a motion to accept the resignation of the position. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.**

**10. OLD BUSINESS**

- a. Discuss/vote on ARPA funds

**David Chauvette made a motion to accept using the ARPA funds as discussed in today's workshop. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.**

**Matt will be giving the list of employees to the Treasurer Julie Giles for the employee wage changes.**

**11. OTHER**

- a. Discuss/vote to approve the minutes of the January 4, 2022, regular meeting.

**This was not voted on in error at the meeting and will be moved to the next agenda.**

**12. PENDING DECISIONS**

**13. WEEK'S ACTION LIST**

**Matt to get the list of employees for the ARPA funds to Julie Giles**

**Laura to schedule two public hearing for February 15<sup>th</sup> – one for the proposed amendment to the Parks & Recreation Spaces Ordinance & one for the closing of Bennett Hill Road for a portion of the winter.**

**14. DISCUSSION OF AGENDA ITEMS**

**Dwayne Woodsome stated that the owner (s) of an ice shack has to have his/her name and address on the shack per State law.**

**Matt Bors asked Chairman Abbott what he wanted to do about the TIF district. Dennis stated that we should do it right and not try to squeeze it in this year but to do it for March 2023.**

**15. ITEMS NEEDING SIGNATURE – none.**

**16. ADJOURN**

**Dwayne Woodsome made a motion to adjourn the meeting at 6:33 p.m. Dana Brown seconded he motion. The motion passed 4 – 0.**