

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

1. PLEDGE OF ALLEGIANCE

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

Selectmen: Dennis Abbott, Dwayne Woodsome, David Chauvette, and Michael Provencher. Dana Brown was absent.

Other Attendees: Matt Bors, Jason Chamption, Julie Giles, David Lowe, Dana Mooers, and Laura Lowe

2. PUBLIC HEARINGS – none.

3. ANNOUNCEMENTS

- a. Spirit of America Recognition – moved to the next meeting.

4. ADDITIONS OR DELETIONS TO AGENDA

5. APPOINTMENT

- a. Michael Gilpatrick, CEO – Timber Harvesting in the Shoreland Ordinance

Code Enforcement Officer (CEO) Michael Gilpatrick gave a presentation to the Board of Selectmen regarding repealing Timber Harvesting in the Shoreland Ordinance, Section 15 (O), and all associated definitions. This change would mean that the Forestry Department will be responsible for Timber Harvesting up to the 100' mark before a Shoreline of a great pond or wetlands and the Town would be still be responsible from the 100' mark to the shoreline.

Dwayne Woodsome made a motion to hold a public hearing regarding the proposed changes to the Shoreland Ordinance. David Chauvette seconded the motion. The motion passed 4 – 0.

Chairman Abbott gave the option to CEO Mike Gilpatrick on when he wanted the Public Hearing. It was decided for the next Selectmen's meeting on April 19, 2022. Chairman Abbott also requested that the changes in the ordinance be sent to the Town's attorney. Mike agreed and will have this done.

Other Items Mike discussed: Mike also requested from the Board if he can add fees to the following services: Hazard Tree Removal \$50.00, Evaluation of thinning of trees within a Shoreland Protection area \$150.00, and Mobile Vending \$50.00. Chairman Abbott requested Mike get all his recommendations for fee changes together for the next meeting so that Public Comment can be made available regarding this change. Mike will have this ready for the next meeting and it will be added to the next agenda.

Mike gave an update regarding the Restful Way violation: The individual has met the first deadline of presenting his re-vegetation plan. This replanting will need to be completed by June 15th and the fines he has incurred are due by May 1st in the amount of \$8600.00.

Mike also reported that an Investigation of a reported violation at Map 24 Lot 7, near Restful way, has become a bad dispute between neighbors and he feels the Town should not get involved. A licensed Foresters' report showed that there were some simple sediment violations that have been restored. There were also a significant amount of trees removed but not within the 100' shoreline buffer, and no canopy violations incurred as more than 40% of the canopy still remains intact. See Foresters' report following these minutes.

6. PUBLIC COMMENTS – none.

7. CORRESPONDENCE – Available upon request from the Administrative Assistant.

- a. Treasurer's reports
- b. Election Timeline from the Town Clerk
- c. Communication from Senator Woodsome
- d. Communication from Congresswoman Pingree
- e. York County Budget Committee Caucus Invitation

8. REPORTS & STAFF INITIATIVES

a. Selectmen's reports:

Dennis Abbott: Nomination Papers are due by May 2nd and Absentee Ballot Request Forms will be available by May 16th. The York County Budget Committee needs members. For Waterboro (District #4) they are looking for 3 seats to fill: 2 Elected Officials and one public. The meeting for Election is on April 13th at 6:30 p.m. at the York County Courthouse.

Selectman Provencher asked if the Old Home Days Committee received approval for the scaled down plan they wanted. Matt Bors answered saying there is a meeting coming up between himself, Dwayne Woodsome, Todd Smith, David Lowe, and April Tucker from the Old Home Days Committee to discuss the plans for Old Home Days.

Dwayne Woodsome: Someone in Town is looking for a building to hold a free Spay & Neuter Clinic. Please let Dwayne know if someone has a building that can be used.

b. Interim Town Administrator Matt Bors report:

Budget Process

- We have completed the budget documents and updated the information requested from the final workshop held with the Board on March 22, 2022. This information is included for your review later in the meeting.
- Departments and committees all spent considerable time helping to create this budget. Our budget committee met with staff, board members and others over the past 3 months which has culminated in the final product the board received on March 15, 2022.

Town Hall/General

- Bids were received for the Siding/Window project. Unfortunately, the bids were higher than what we had originally budgeted. We are reviewing options to get this completed with one of the contractors.
- Don Holden has closed the dam gates.

Public Works/Maintenance

- We have posted the open DPW Driver/Laborer position; this will remain open until a suitable candidate is hired. At this point we have 2 potential candidates with an interview scheduled for April 14, 2022

- DPW posted the requests for bids/proposals with local vendors to obtain quotes for the installation of fencing at Gobeil Park. This will be reviewed on April 8, 2022
- DPW, with assistance from Foglio, Inc., performed repairs at the boat launch this past week.
- Jason and I met with MDOT Engineer, Ryan Hodgman, on Monday. He has indicated they will repair the malfunctioning lights at the intersection of 202/5. No ETA yet.
- The logs have been removed from the cemetery behind town hall.

Library

- The leaking boiler pipes have been replaced in the basement of the library.

9. NEW BUSINESS

- a. Discuss/vote on repealing Timber Harvesting in the Shoreland Ordinance

This will be moved to the next meeting after the Public Hearing is held on April 19th.

- b. Discuss/vote on appointment of Ecomaine Representative & Alternate Present term ends 6/30/22

Dwayne Woodsome made a motion to re-appoint Dennis Abbott as the Ecomaine Representative and Joshua Andrews as Alternate. Michael Provencher seconded the motion. The motion passed 3-0-1 with Dennis Abbott abstaining.

Please note that in error the Ecomaine Representative was voted on. His term does not expire until 2024. Only the Alternate needed to be voted on. The term expiration for the Representative will not change.

10. OLD BUSINESS

- a. **Discuss/vote on request for changes to the Zoning Ordinance Section 3.01 to go to the Planning Board regarding a location of a medical grow facility Map 13 Lot 30:**

Dana Mooers came before the Board requesting a change to the Zoning Ordinance, Section 3.01 General, as he wants to build a Medical Marijuana Grow Facility in an area that is outside of the Ordinance.

Dwayne Woodsome made a motion to send this Zoning Ordinance Change request to the Planning Board. Michael Provencher seconded the motion. The motion passed 3 – 1 (Dave Chauvette).

- b. **Discuss/vote on FY 2023 Budget & Warrant:**

Dept. 10-General Government \$562,412, Dept. 13-Leases/Debt Services \$349,555, Dept. 15-Insurances \$955,077, Dept. 20-Town Clerk \$81,598, Dept. 25-Tax Collector \$55,435, Dept. 30-Treasurer \$79,589, and Dept. 32-I.T. \$145,445:

Dwayne Woodsome made a motion to approve lines 2 through 120 of the proposed 2023 Budget Spreadsheet, Michael Provencher seconded the motion. The motion passed 4 – 0.

Dept. 35 Municipal Buildings:

Dwayne Woodsome made a motion to approve \$105,000 for Municipal Buildings. David Chauvette seconded the motion. The motion passed 3 – 1 (Michael Provencher).

Dept 40 Assessor:

Dwayne Woodsome made a motion to approve \$79,250 for the Assessor. David Chauvette seconded the motion. The motion passed 4 – 0.

Dept. 45-Code Enforcement:

Michael Provencher made a motion to approve \$101,532 for Code Enforcement. Dwayne Woodsome seconded the motion. The motion passed 4-0.

Dept. 50-Library:

Dwayne Woodsome made a motion to approve \$121,840 for the Library. David Chauvette seconded the motion. The motion passed 4-0.

Dept. 55-Recreation:

Dwayne Woodsome made a motion to approve \$384,755 for Recreation. David Chauvette seconded the motion. The motion passed 4-0.

Dept. 60 – Planning Board \$3850, Dept 62-Planning Dept. \$101,231, and Dept 65-Zoning Board of Appeals \$1300:

Dwayne Woodsome made a motion to approve lines 248-291 of the Proposed 2023 Budget Spreadsheet. David Chauvette seconded the motion. The motion passed 4 – 0.

Dept. 70 – Public Safety:

David Chauvette made a motion to approve \$1,595,701 for Public Safety. Dwayne Woodsome seconded the motion. The motion passed 3 – 1 (Michael Provencher).

Dept. 77 – Hydrant Rental:

Dwayne Woodsome made a motion to approve \$61,000 for Hydrant Rental. Michael Provencher seconded the motion. The motion passed 4-0.

Dept. 79 – Ross Corner Fire Company:

Dwayne Woodsome made a motion to approve \$9993 for Ross Corner Fire Company. Michael Provencher seconded the motion. The motion passed 4-0.

Dept. 80 – Health & Sanitation:

Dwayne Woodsome made a motion to approve \$803,600 for Health & Sanitation. David Chauvette seconded the motion. The motion passed 4-0.

Dept. 85 – Public Works:

Dwayne Woodsome made a motion to approve \$1,611,726 for Public Works. David Chauvette seconded the motion. The motion passed 4-0.

Dept. 87 – General Assistance:

Dwayne Woodsome made a motion to approve \$38,640 for General Assistance. Michael Provencher seconded the motion. The motion passed 4-0.

Dept. 92 – Capital Improvement Programs:

David Chauvette made a motion to approve \$306,500 for Capital Improvement Programs. Dwayne Woodsome seconded the motion. The motion passed 4-0.

Dept. 95 – Miscellaneous Accounts:

Dwayne Woodsome made a motion to approve \$731,827 for Miscellaneous Accounts. David Chauvette seconded the motion. The motion passed 3-1 (Michael Provencher).

Dept. 97- Old Home Day:

There was some discussion on this as there were not enough volunteers this fiscal year to have the usual event. It was decided that the committee, with a scaled down version of the event this fiscal year, can use the balance of money that will be carried over to the next fiscal year.

Dwayne Woodsome made a motion to approve \$8,000 for Old Home Day. Michael Provencher seconded the motion. The motion passed 4-0.

It was requested from the Board to add the Town Planner Salary to Article 20 of the Warrant as a carry-over account.

Dwayne Woodsome made a motion to approve the warrant with the changes voted on this evening by the Board of Selectmen. David Chauvette seconded the motion. The motion passed 4-0.

c. Set Public Hearing date for FY 2023 Budget:

It was decided by the Board to hold this Public Hearing as the second Public Hearing, immediately following the first, on April 19, 2022.

d. Set Public Hearing date for York County Blues Festival:

It was decided by the Board to hold this Public Hearing as the first Public Hearing, at 6:00 p.m., on April 19, 2022.

11. OTHER

a. Discuss/vote to approve the minutes of the March 15, 2022, regular meeting.

Dwayne Woodsome made a motion to approve the minutes from the March 15, 2022 meeting. David Chauvette seconded the motion. The motion passed 3-0-1 with Michael Provencher abstaining as he was not present at the last meeting.

12. PENDING DECISIONS – none.

13. WEEK'S ACTION LIST:

- Update the Municipal Warrant
- Selectmen to sign updated Warrant before April 15th.
- Set up 2 public Hearings for April 19th meeting: Special Amusement Permit – Blues Festival & Shoreland Zoning change request on Timber Harvesting.

14. DISCUSSION OF AGENDA ITEMS

- Spirit of America Recognition moved to next Agenda
- Shoreland Zoning Request Public Hearing and voting on next Agenda
- Public Hearing for Special Amusement Permit for the York County Blues Festival on next Agenda
- Fee Schedule changes from Code Enforcement to be put on next Agenda

15. ITEMS NEEDING SIGNATURE

a. Municipal Warrant

The Warrant needs to be updated due to the Selectmen's votes. The warrant will be updated and the Selectmen will sign it before April 15th.

16. ADJOURN

Michael Provencher made a motion to adjourn the meeting at 8:38 p.m. Dwayne Woodsome seconded the motion. The motion passed 4-0.