

**Minutes for Waterboro Board of Selectmen Meeting
May 3, 2022, at Waterboro Town Hall
5:00 Workshop - 5:45 p.m. Executive Session - 6:00 p.m. Regular Meeting**

5:00 p.m. Workshop – Contract Deputies Contract language

All Selectmen except for Michael Provencher were present for the workshop.

The Selectmen, along with Interim Town Administrator Matt Bors, went over the contract language for the new Contract Deputy contract. The 2022 Contract Deputy contract expires 6/30/22. After discussion on the wording of the 2022 contract, there were some concerns raised of information and services that the Town is not receiving. Matt Bors will be setting up a meeting between the Selectmen, himself, and Sheriff King in regards to the new contract.

5:45 p.m. Executive Session - Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter – Interview an potential committee member

The Selectmen did interview a potential committee member for various committees.

**Dana Brown made a motion to enter into Executive Session at 5:45 p.m.
Dwayne Woodsome seconded the motion. The motion passed 4 – 0.**

**Dwayne Woodsome made a motion to come out of Executive Session at 5:59 p.m.
Dana Brown seconded the motion. The motion passed 4 – 0.**

1. PLEDGE OF ALLEGIANCE – Regular Meeting

Chairman Abbott started the meeting at 6:04 p.m. with the Pledge of Allegiance.

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

Other Attendees: Matt Bors, Michael Gilpatrick, Jason Champion, David Lowe, Kim & Rob Shubert, and Laura Lowe.

2. PUBLIC HEARINGS – none.

3. ANNOUNCEMENTS:

Chairman Abbott announced that Absentee Ballot voting starts May 16th.

Candidate's Night will be held here at the Town Hall (for 2 Selectmen seats, a Water District member, and a School District Board member) Thursday May 12th, at 6:30 p.m. in the Selectmen's meeting room. The time was changed from 5:00 p.m. to 6:30 p.m. this evening by the Selectmen. We will publish the change in the Reporter and put it on our website and Facebook page.

4. ADDITIONS OR DELETIONS TO AGENDA – none.

5. APPOINTMENT – Michael Gilpatrick:

a. To discuss a Consent Judgment and assess a fee (Map 16 Lot 19b)

Ceo, Michael Gilpatrick went before the Board with a request from the property owners of Map 16 Lot 19b to lessen the violation fines incurred of \$12,268 and to keep the situation out of court on May 13th. He feels the owners fines should be less because of communication mishaps between his office and the owner, and because the owners have gone through a great deal of personal tragedies in the last year. Mike suggested that the fines should be reduced to \$5,500 total payment. Chairman Abbott asked the property owners that if the Board was to lessen the fine or resolve the fine, do they know what their next steps are? The owners stated that they did. It is to continue with their application with the Planning Board.

Dana Brown made a motion to drop the fines to \$2500 and to keep the attorney fees at \$2000 with a total charge to the owners of Map 16 Lot 19b of \$4,500. Dwayne Woodsome seconded the motion. There was no vote taken and both Dana and Dwayne removed their motions from the table.

David Chauvette made a motion to drop the fines to \$1500 and the attorney fees to stay at \$2000 with a total charge to the owners of Map 16 Lot 19b of \$3,500. Dwayne Woodsome seconded the motion. The motion passed 4 – 0. The owners signed the corrected Consent Agreement and the Hearing scheduled for May 13th is on hold pending their payment of the \$3.500.

6. PUBLIC COMMENTS – none.

7. CORRESPONDENCE – Available by request

- a. Treasurer's reports

8. REPORTS & STAFF INITIATIVES

a. Selectmen's reports:

Dwayne Woodsome: He met with Old Home Day Committee and there will be no fireworks this year but they will be having free children's entertainment at Friendship Park.

David Chauvette: Stated that help is needed in a lot of the Town's committees. He encouraged all who can participate to get an application in and help.

b. Interim Town Administrator Matt Bors report:

General Information:

- Work has started on the siding/window project on the Old Town Hall.
- The Docks for Gobeil Park have been ordered and will hopefully be installed prior to Memorial Day. We will also have signage posted.
- Maine Municipal conducted a safety audit of the Old Town Hall and Annex last week. We have some housekeeping items to address but nothing major.
- The flagpole lights have been installed at the Lions field and Monument. If these solar lights don't work out, we have a plan for power at the monument.
- I have been able to register most of the staff for the MMA online university. This will allow us to enroll employees with mandatory training programs throughout the year.

- YCSO has informed me that they will be removing the older contract cruiser from patrol/service due to the condition of the vehicle. According to Major Mitchell emergency equipment will be removed within a few weeks and they will send the vehicle back to us. Deputy Fay will be using a County owned vehicle for the interim.
- Reminder: Town Hall customer service area will be closed on June 14th for our municipal election.
- Reminder: Voting will take place at the Massabesic East Building June 14th 7am-8pm. Pete, Georgia and Marina will be setting up on June 13 at noon.

DPW Updates:

- Fencing at Gobeil Park will be starting the week of May 30th. Most likely the park may need to be closed while the equipment is blocking the entrance.
- Pleasant Hill Excavation will work with us to grade Bennett Hill Road.
- DPW Staff have prepped equipment for the summer season
 - Mowers and blowers
 - Transfer Station Tractors
 - Excavator, trucks and wheeler
- DPW crew worked again to repair another washout on Hamilton Road.
- We have posted online for on call flaggers. This will help us save considerable money and get our road projects completed. Unfortunately, as of today, we have not received any applicants.
- Pending work plan:
 - Crews have saw cut the pavement for multiple culverts on Middle Road.
 - Dearborn will assist in the replacement of culverts and ditching, road will be prepped for pavement.
 - DPW has started some ditching work on Hamilton Road and will continue while also prepping other roads for pavement.

9. NEW BUSINESS:

- a. Discuss/vote on approving the Final Audit Report from RHR Smith

Dwayne Woodsome made a motion accept the Final Audit from RHR Smith. Dana Brown seconded the motion. The motion passed 4 – 0.

- b. Discuss/vote on approving Quitclaim Deed Map 044 Lot 000-A400
- c. Discuss/vote on approving Quitclaim Deed Map 045 Lot 001-352
- d. Discuss/vote on approving Quitclaim Deed Map 055 Lot 023

Dwayne Woodsome made a motion to accept the Quitclaim deeds for Agenda item #'s 9b-9d for Map 044 Lot 000-A400, Map 045 Lot 001-352, and Map 055 Lot 023. Dave Chauvette seconded the motion. The motion passed 4 – 0.

- e. Discuss/vote on a potential committee member to various committees

The Selectmen did not vote on this item because the potential committee member decided to first visit a few of the committees he is interested in before making a decision of what committee he wants to commit to.

- f. Discuss/vote on RSU #57 Warrant & Referendum

Dave Chauvette made a motion to sign the RSU #57 Warrant. Dana Brown seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS – none.

11. OTHER:

- a. Discuss/vote to approve the minutes of the April 19, 2022, regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the April 19th meeting. David Chauvette seconded the motion. The motion passed 3 – 0 – 1. With Dana Brown abstaining as he was absent from the last meeting.

12. PENDING DECISIONS – none.

13. WEEK'S ACTION LIST:

**Change the time for candidate night for the Reporter, put on our website and Facebook page.
Matt to set up meeting with Sheriff King**

14. DISCUSSION OF AGENDA ITEMS:

There will be a clean-up day on May 14th at Friendship Park. Help is needed.

15. ITEMS NEEDING SIGNATURE:

- a. Quitclaim Deeds listed under item #9b-9d
- b. RSU #57 Warrant & Referendum

The selectmen signed all documents listed above.

16. ADJOURN:

**Dana Brown made a motion to adjourn the meeting at 6:51 p.m.
Dwayne Woodsome seconded the motion. The motion passed 4 – 0.**