

**Minutes for Waterboro Board of Selectmen Meeting
June 7, 2022, at Waterboro Town Hall
5:00, 5:30, & 5:45 p.m. Executive Sessions - 6:00 p.m. Regular Meeting**

All Selectmen except for Dana Brown were present for the Executive Sessions.

Executive Sessions 5:00 p.m. - Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter
– Town Administrator Search

**David Chauvette made a motion to enter into Executive Session at 5:02 p.m.
Dwayne Woodsome seconded the motion. The motion passed 4 – 0.**

**Dwayne Woodsome made a motion to come out of Executive Session at 5:30 p.m.
David Chauvette seconded the motion. The motion passed 4 – 0.**

Executive Sessions 5:30 & 5:45 p.m. - Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter
– Interview potential committee members to various committees

The 5:30 interviewee did not show. Contact to reschedule will be done.

**Dwayne Woodsome made a motion to enter into Executive Session at 5:40 p.m.
David Chauvette seconded the motion. The motion passed 4 – 0.**

**Dwayne Woodsome made a motion to come out of Executive Session at 5:52 p.m.
David Chauvette seconded the motion. The motion passed 4 – 0.**

1. PLEDGE OF ALLEGIANCE

Chairman Abbott started the meeting with the Pledge of Allegiance at 6:01 p.m.

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

Attendance Other Attendees: Matt Bors, David Lowe, Julie Hoyle, and Laura Lowe

2. PUBLIC HEARINGS

Public Hearing is to receive comment on the Special Amusement Permit for Five Ponds Public House

Chairman Abbott opened the Public Hearing at 6:02 p.m. There were no questions or statements from the public.

Dwayne Woodsome made a motion to close the Public Hearing at 6:03 p.m. David Chauvette seconded the motion. The motion passed 4 – 0. Voting on the approval of the renewal license will be under New Business item #9d.

3. ANNOUNCEMENTS

Chairmain Abbott reminded all of the upcoming State Primary & Municipal Election that will be held at Massabesic High School, East Building, on West Road, June 14th from 7 a.m. to 8 p.m.

Dwayne Woodsome made a motion to add item #9f under New Business – Discuss/approve of Town Administrator Contract. Michael Provencher seconded the motion. The motion passed 4 – 0.

4. ADDITIONS OR DELETIONS TO AGENDA – Added #9f under New Business: Discuss/Approve Town Administrator Contract

5. APPOINTMENT

- a. Julie Hoyle Librarian – Fine Free Discussion : (Julie’s letter to Board added to end of minutes).

Julie Hoyle, Librarian, came before the Board representing the entire Waterboro Public Staff and Board of Trustees. She discussed terminating library fines due to the fact that the fines can cause a financial burden on our patrons which contradicts the goal of the library which is to provide citizens with access to information and literature that promotes literacy and lifelong learning for them and their families. The loss of these fines averages \$928 per year which is less than 1% of the Libraries total budget of \$118,980. Julie also discussed how the Library would like to charge a non-resident card fee of \$15.00. This non-resident card fee is not for tax payers of Waterboro, residents of the RSU#57 towns, RSU #57 employees, or Town employees.

Michael Provencher made a motion to move Item #9a up before Public Comments. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

- 9a** : Discuss/vote on terminating Library Fines & Charging Non-Resident Library Card Fees

Michael Provencher made a motion to terminate library fines and to allow the Library to charge a non-resident card fee of \$15.00 as presented. David Chauvette seconded the motion. The motion passed 4 – 0.

6. PUBLIC COMMENTS - none.

7. CORRESPONDENCE – available upon request

- a. Treasurer’s reports
- b. Senator Woodsome’s Newsletter
- c. Message from Congresswoman Chellie Pingree
- d. Charter Communication – Franchise Fees for 2022

8. REPORTS & STAFF INITIATIVES

- a. **Selectmen’s reports:**

Michael Provencher – The boat launch, dock, and fence look great and the work that was put in is much appreciated. He wants all to remember that there is a safe way to boat on the lake and that there are laws for this. He has received three complaint phone calls regarding unsafe boating on the lake and he will be following up with the Warden Service regarding this.

He will also be getting together with the DPW Director Jason Champion to start the process with the State of changing the Speed Limit on Route 5 in front of the Lake to 25 miles per hour. This is about a three year process.

Dwayne Woodsome – He has noticed that people are still parking on route 5 where the No Parking signs are. There was some discussion on changing the signs from No Parking to Tow Away Zone.

Dennis Abbott – Wants all to know that if you are heading East on Route 5 with a boat and try to turn into Gobeil Park to be careful as you cannot swing wide now because of the new fence. Dwayne Woodsome noted that if you have a large boat & trailer that it will be safer to go down to the intersection and turn around and come from the other direction.

b. Interim Town Administrator Matt Bors report

General Information/Consideration:

- Matt asked the Select Board if a workshop can be scheduled soon regarding pricing for items being brought into the Transfer Station and for the Transfer Station hours (staffing on the weekend could become a problem).

Dwayne Woodsome stated that he thinks that if we change the days the Transfer Station is open that we would have to have a Public Hearing. Chairman Abbott stated that it would be nice to get some public feedback on this. Chairman Abbott stated that the fees can be done at any time as it is not part of the ordinance. A specific date was not set for the Public Hearing.

- We spoke with Natalie at Jensen, Baird, Gardner, and Henry and they will be setting up a complimentary training session in September with committees but it will be open to all Town employees that need it regarding Freedom of Access Training, and how we operate at meetings.

DPW Updates:

➤ **Gobeil Park Updates:**

- o Fence installation is occurring now and should be completed by Wednesday
- o Dock was installed just prior to Memorial Day by B&B Docks
- o A few dead trees were inspected and then removed
- o Beach updates (Sand and Benches Installed)
- o Trash cans (Thank you the Waterboro Trash Guy- Jim Southworth)
- o Unfortunately, someone decided to tip over the port potty twice in the past week and drove a vehicle onto the beach. If folks see something, please report this nonsense

General:

- o Ditching and culvert work completed on Middle Road
 - § Reclaim will begin June 13th and pavement to follow
- o Ditching and culvert work on Hamilton ongoing
- o Fir Drive has been paved
- o Culverts have been replaced on Deering Ridge Road and are waiting for pavement
- o Power lines have been installed here for the Community Garden Shed. The trench was dug by DPW and an Electrician came in for the power.

➤ **Transfer Station:**

- o Pavement work was completed at the transfer station

➤ **Friendship Park:**

- o Thank you to all the volunteers that have helped with cleaning and improving Friendship Park. The park looks great!
- o Continued projects are pending and will be completed as soon as possible

9. NEW BUSINESS

- a. Discuss/vote on terminating Library Fines & Charging Non-Resident Library Card Fees**

This item was moved before Public Comment per motion. See under Item #5a.

- b. Discuss/vote on appointing a member to various committees

This potential committee member did not show up for her interview so this item could not be voted on.

- c. Discuss/vote on appointing a member to Planning Board & Road Review Committee

Michael Provencher made a motion to appoint Staci Walker to the Road Review and Planning Board. David Chauvette seconded the motion. The motion passed 4 – 0.

- d. Discuss/vote to sign a Special Amusement permit for Five Ponds Public House

David Chauvette made a motion to approve & sign the Special Amusement Permit for Five Ponds Public House. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

- e. Discuss/vote to accept the resignation from Ed Zelmanow from the Planning Board

Dwayne Woodsome made a motion to accept the resignation from Ed Zelmanow from the Planning Board. Michael Provencher seconded the motion. The motion passed 4 – 0.

- f. Discuss/Approve Town Administrator Contract

Dwayne Woodsome made a motion to appoint Matt Bors as Town Administrator/Fire Chief as explained in the contract before them for two years. David Chauvette seconded the motion. The motion passed 4 – 0. Dennis Abbott stated the contract expires June 30, 2024 and they can make a determination then if they would like to renew. He also asked to terminate any further search from MMA for the Town Administrator position.

10. OLD BUSINESS

- a. Discuss/vote on proposed amendments to the Remote Policy for Zoom Committee meetings

Dwayne Woodsome made a motion to adopt the paragraph that was added to the remote policy presented today. David Chauvette seconded the motion. The motion passed 3 -1 (Michael Provencher).

- b. Discuss/vote on Scheduling Public Hearing on proposed amendments to the Special Amusement Ordinance

The Board decided to have the Public Hearing during the July 5, 2022 meeting. Changes need to be done first to add language that states that if a resident calls to complain of an event that has a Special Amusement Permit, that the town will notify the York County Sheriff for the resident.

11. OTHER

- a. Discuss/vote to approve the minutes of the May 17, 2022, regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the May 17th meeting. David Chauvette seconded the motion. The motion passed 3 - 0-1 with Michael Provencher abstaining as he was not present during that meeting.

12. PENDING DECISIONS – none.

13. WEEK'S ACTION LIST

Reschedule interview with potential committee member if possible

Make changes to the Special Amusement Ordinance as discussed

Update Remote Participation Policy as voted on

14. DISCUSSION OF AGENDA ITEMS

15. ITEMS NEEDING SIGNATURE

- a. Special Amusement Permit – Five Ponds Public House

The Selectmen signed this permit.

16. ADJOURN

**Dwayne Woodsome made a motion to adjourn the meeting at 6:45 p.m.
Michael Provencher seconded the motion. The motion passed 4 – 0.**



187 MAIN STREET • EAST WATERBORO, MAINE 04030 • 207-247-3363

Dear Selectmen,

June 2, 2022

A large part of our mission here at the Waterboro Public Library is to provide our citizens with access to information and literature that promotes literacy and lifelong learning for them and their families. A barrier to that access is created as late fines on overdue items cause an undue financial burden. The fear of accumulating fines for overdue materials can keep parents and low-income families away from the library and from checking out items to take home. Because of this, the entire staff of the Waterboro Public Library and the Board of Trustees are recommending that the Board of Selectman eliminate late fines on books, magazines, and audios for our patrons.

Fines were created with the thinking that patrons would bring back materials faster, generate revenue for the library, and teach responsibility. Published research and a growing amount of recent evidence show that none of these assumptions are true. The fines do however negatively impact patrons with lower incomes and block patrons from using their library cards. In FY 21 our school district had a Free & Reduced Lunch eligibility of 36.61% telling us that parents need less financial worry.

One of our trustees talked about the feeling of shame that comes from having overdue fines. At the library, we constantly have patrons concerned that they are late, have a fine, or that they will be penalized somehow. Eliminating fines will ensure that our community members and children can use the library without fear.

The revenue received from overdue fines for Fiscal Years 2014-2020 averaged \$928 per year which is less than 1% of our current total budget of \$118,980. There is also the cost of employee time, paper and printing, and postage to consider. Currently, there are four stages for overdue notices:

- A notification is sent at 7 days
- an overdue postcard is sent at 14 days
- a letter is sent at 21 days
- a final letter and phone call at 45 days, items are marked as lost/missing

With the elimination of fines, patrons would still receive notifications that items are due as a courtesy reminder, but automatically via email or text. Patrons would still be responsible for the replacement cost of any lost, damaged, or unreturned items.

Another item we would like to address is that we currently offer library cards for free. However, we believe that non-residents should pay a fee to have a library card at WPL. The Board of Trustees has voted to charge a

non-resident fee of \$15.00 per year based on the current tax structure. We ask the Selectman to vote and approve this action also. The Waterboro Public Library will continue to offer free cards to residents of Waterboro, Alfred, Limerick, Lyman, Newfield, Shapleigh, and all Town Employees and RSU 57 employees.

As more and more libraries across the country and right here in Maine go fine free, we feel it is time to do the same. Thank you for considering this proposal that will build goodwill and benefit all the members of our local community.

Sincerely,

Julie Hoyle, Director

Board of Trustees:

Kellie DeMers, President

Jennifer Bishop, Vice President

Lori Littlefield, Secretary

Michelle Conners

Laura Lowe

Bethany Woodsome