

**Mintues for Waterboro Board of Selectmen Meeting
June 21, 2022, at Waterboro Town Hall
6:00 p.m. Regular Meeting**

1. PLEDGE OF ALLEGIANCE:

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

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

Other Attendees: Matt Bors, Joshua Andrews, Jason Champion, Julie Giles, David Lowe, Lee Ann Cob, Roger Lauzier, and Laura Lowe

2. SWEARING IN OF NEW BOARD OF SELECTMEN MEMBERS:

Marina Gagne, Town Clerk, swore in Dennis Abbott and David Chauvette who were re-elected as Selectmen at the June 14th election. Their term will end 06/30/2025.

3. ELECTION OF CHAIRMAN AND VICE CHAIRMAN FOR FY 22/23:

Dwayne Woodsome made a motion to appoint Dennis Abbott as Chairman. David Chauvette seconded the motion. Dwayne Woodsome made a motion to cease nominations. David Chauvette seconded the motion. The motion to cease nominations passed 3 -1 Michael Provencher.

The nomination for Dennis Abbott as Chairman was on the table by Dwayne Woodsome and seconded by David Chauvette that needed to be voted on now that nominations ceased: The motion to appoint Dennis Abbott as Chairman passed 3 – 1. Michael Provencher.

Michael Provencher made a motion to appoint Dwayne Woodsone as Vice-Chairman. David Chauvette seconded the motion. David Chauvette made a motion to cease nominations. Michael Provencher seconded the motion. The motion to cease nominations passed 4 - 0.

The nomination for Dwayne Woodsome as Vice-Chair was on the table by Michael Provencher and seconded by David Chauvette that needed to be voted on now that nominations ceased:

The motion to appoint Dwayne Woodsome as Vice-Chair passed 4 – 0.

4. PUBLIC HEARINGS – none.

5. ANNOUNCEMENTS:

Dwayne Woodsome – The Dept. of Public Works did a wonderful job at the lake. At the top of the hill we need No Parking signs because people are parking on both sides of the entrance and blocking access for people with boats to burn around.

David Chauvette – The Public Safety Committee has been working on changes to the Parking Ordinance. This proposed Ordinance will have higher fines for parking fines than the current \$10.00. The Board agreed that this change is needed as it should help with parking violations.

6. ADDITIONS OR DELETIONS TO AGENDA – none.

7. APPOINTMENT:

a. Town Clerk – Marina Gagne: Update on June 14th Election

Out of the 5,835 voters in Waterboro we only had about a 11% turnout for the election. The only problem was in the morning with a minor delay with the voting machines but it was handled and the rest of the day ran smooth. We tried a different layout and changed up some processes for this election and there was a lot of good feedback from the election workers and voters.

There was some discussion with the Selectmen with Marina regarding renting one or two more voting machines for the November Election as having only two machines can hold up voting. Marina will be getting in touch with ES&S regarding renting one or two more machines.

8. PUBLIC COMMENTS – none.

9. CORRESPONDENCE – Available upon request

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

10. REPORTS & STAFF INITIATIVES:

a. Selectmen's reports:

Michael Provencher – Has picked up a copy of the Little Ossipee Lake Association Annual Report for the lake. He encouraged people who belong to pay their dues as it goes to a good cause. He also feels the Boat launch program is very important to make sure the lake stays healthy. He urged everyone to pick up a copy if you want to know more about the association.

Dennis Abbott – Recently went to the Ecomaine Annual Meeting along with Transfer Station Manager Joshua Andrews. The guest speaker Marco Castaldi spoke on the future of recycling and waste energy and it was fairly informative. You can pick up a copy of that from the Ecomaine website.

b. Town Administrator Matt Bors report:

General Information:

- The siding and window replacement project on the Old Town Hall will be completed within the week.
- We have posted for the new Finance/HR Director position. This position will remain open until a suitable candidate has been found.
- Our Code Enforcement Officer has a serious septic violation located on Main Street. He has requested some additional guidance from Natalie.
- A reminder that I am on vacation the week of July 5 – 8th and will not be in attendance at the next Selectmen's meeting.

DPW Updates:

- We are working with Bill Single to provide us with a quote for repairs to Friendship Park Ball Field. We have been told this should be set up with an irrigation system and regular fertilization maintenance. The cost is around 12-15K for irrigation. Jason will be setting up a meeting between us all to look at our options.
- Jason is working with vendors to determine which trackless multipurpose machine best meets our needs. We may need to sole source depending upon availability of this equipment.
- Middle Road Paving Project is complete.
- 300' of Scooter Way has been paved.
- Drainage work on Ricker Lane has been completed.
- Drainage work on Pheasant Run is nearing completion.
- Crews are continuing to work on ditching on Deering Ridge and Pavement will be done prior to the end of the month.

Fire Department:

- We have finalized the documents for the proposed ambulance. For us to lock in with current pricing we would like to proceed with the agreement with Sugarloaf Rescue Vehicles/PL Custom to order the ambulance. The estimated build time remains 18 months. Price would be \$297,402.62 for a 2022/23 Ford F550 Super Duty (Chassis and Body the same as our other ambulance). The manufacturer continues to see increases with pricing.
- We are working on the replacement of our SCBA packs and we hope will be completed soon. If all goes well, we will be prepared to move forward at the beginning of the new budget year. Again, costs have impacted this equipment so we are trying to beat additional price increases.
- The Generator Project has been completed at Massabesic Middle School. We will work to close out the grant with FEMA and submit for the reimbursement. The generator allows the Middle School to act as an emergency shelter when needed. It powers enough emergency lighting and heat for the building to be used as an emergency shelter. For example: the gym, kitchen, cafeteria, office, library, and most of the area down to the nurse's station.

11. NEW BUSINESS:

- a. Discuss/vote on resignation from Dana Brown from the Select Board effective July 19, 2022

Dwayne Woodsome made a motion to accept the resignation of Dana Brown from the Select Board. David Chauvette seconded the motion. The motion passed 4 – 0.

The Select Board thanked Dana for all the time and effort that he has put in as they know he is a very busy person this time of year.

- b. Discuss/vote on action to take regarding the resignation of Dana Brown

Dwayne Woodsome made a motion to hold an election at the November Gubernatorial election for the absence of Dana Brown. Michael Provencher seconded the motion. The motion passed 4 – 0.

- c. Discuss/vote on committee and staff appointment renewals to expire June 30, 2022

Dwayne Woodsome made a motion to hold off until the next meeting so attendance can be checked on the re-appointments for committee members. David Chauvette seconded the motion. The motion passed 4 – 0.

Dwayne Woodsome made a motion to reappoint the five people listed on the submitted list for Assessor, Code Enforcement Officer, Deputy Code Enforcement Officer, Licensed Plumbing Inspector, and Deputy Licensed Plumbing Inspector. Dave Chauvette seconded the motion. The motion passed 4 – 0.

- d. Set public Hearing date for the temporary closure of Winter Roads

The Selectmen would like the Road Review Committee to supply them with a list of roads they suggest should be closed.

The Select Board set the date for the Public Hearing to be September 6, 2022 at 6:00 p.m.

- e. Discuss/vote to sign the renewal liquor license for Woody's Restaurant

Michael Provencher made a motion to sign the renewal liquor license for Woody's Restaurant. David Chauvette seconded the motion. The motion passed 4 – 0.

- f. Discuss/vote to sign a Corrective Municipal Release Deed – Map 45 Lot 001-689 & 690

Michael Provencher made a motion to accept the Corrected Municipal Release Deed. David Chauvette seconded the motion. The motion passed 4 – 0.

- g. Discuss/vote on adjustments possibly required to close out FY 2022

Matt and Julie have identified two accounts that need funds transferred into them. They have found that the Planning Dept. account #62-01-15-5125 has enough money in it to transfer into the two accounts lacking: Treasurer and I.T. They will review the expense report again on Tuesday for any unforeseen adjustments/expenditures.

Dwayne Woodsome made a motion to take \$2000 out of the Planning Dept. with a \$1000 going to the Treasurer and \$1000 to I.T. with account numbers of 30-01-10-5000 and 32-01-10-5000. Michael Provencher seconded the motion. The motion passed 4 – 0.

- h. Discuss/possible vote for Selectmen to allow TA to sign Ambulance Purchase Agreement w/Sugarloaf Rescue Vehicles

Dwayne Woodsome made a motion to allow the Town Administrator and the Chair of the Select Board to sign the Ambulance Purchase Agreement with Sugarloaf Rescue Vehicles. David Chauvette seconded the motion. The motion passed 4 – 0.

Ceo Michael Gilpatrick has asked the Board to look at the options given by the Town's attorney (Problem listed in Town Administrators Report item#10B) and to vote on which option he should pursue.

Michael Provencher made a motion to activate Option 1. David Chauvette seconded the motion. The motion passed 4 – 0.

Option 1 – Utilize the provisions of 30-A M.R.S.A. Sec. 3428 to require the property owner to remedy the malfunctioning septic system. This would require notice from the Select Board and an order to the owner to fix the septic within 10 days of service of the order (the period for correction can be extended for an additional 20 days). The order has to be served by a member of the Select Board or by the Deputy Sheriff and there has to be a return of service. If the owner fails to fix the system, the Select Board is authorized by the statute to hire a contractor to enter the property and remedy the malfunctioning system. The Town would bill the property owner for the costs. If the amount isn't paid, the Town either takes the owner to court to collect or assesses a special tax in the next annual warrant. This is treated the same as property taxes and so the lien will automatically foreclose if not paid within the statutory period.

12. OLD BUSINESS – none.

13. OTHER

- a. Discuss/vote to approve the minutes of the June 7, 2022, meeting.

Dwayne Woodsome made a motion to approve the minutes of the June 7, 2022 meeting. David Chauvette seconded the motion. The motion passed 4 – 0.

14. PENDING DECISIONS

November Election Issues

15. WEEK'S ACTION LIST

Mike & Matt to take action on Option 1 regarding failing septic system – 900 Main Street

16. DISCUSSION OF AGENDA ITEMS

17. ITEMS NEEDING SIGNATURE

- a. Renewal liquor license for Woody's Restaurant
- b. Corrective Municipal Release Deed – Map 45 Lot 001-689 & 690

The Select Board signed the above documents

18. ADJOURN

**Dwayne Woodsome made a motion to adjourn the meeting at 7:00 p.m.
David Chauvette seconded the motion. The motion passed 4 – 0.**