

**Minutes for Waterboro Board of Selectmen Meeting
February 21, 2023, at Waterboro Town Hall
5:00 p.m. Workshop – 5:45 p.m. Potential Executive Session
6:00 p.m. Regular Meeting**

5:00 p.m. Workshop – The Selectmen will hold a workshop on the DPW facility:

Attendance: Select Board Chairman Dennis Abbott, Selectman Dwayne Woodsome, Selectman David Chauvette, Selectman Gary Fecteau, Administrator Matt Bors, DPW Director Jason Champion, Budget Committee Chairman John Burrows, Resident Glenn Seehagen, and Laura Lowe.

Matt went over the costs for snow plowing. Our current contract is \$560,000 from October to April with Dayton Snow Fighters. The new contract for the 2023 – 2024 FY is a three year contract with Dayton Snow Fighters with a two year extension option. The contract is for \$728,000 with a 2% increase each year. There is also a clause that states after two years of the contract the Town and contractor may negotiate a reduction in costs for up to two established plow routes, should the Town be equipped to plow/sand the routes. This clause was put into the contract because Paul Poirier, the owner of Dayton Snow fighters, has expressed possible retirement after three years as his health has been up and down. Additionally, when we put the snowplowing/sanding out for bid in 2017 and again just recently, we only had one bidder. We do not know what will happen in three years but we do not want to be left without a contractor or equipment to plow for ourselves if needed. We do not have any other options. If we are going to plow we will need to have a facility to house the trucks. Our current DPW facility (used previously as a salt shed) will not house the trucks we need or support future growth. Matt put together a spreadsheet looking at current staff, the facility, staffing, and equipment costs for the future. If we stick with a contractor for plowing, in ten years we will be paying over one million dollars just for plowing not including the sand and salt costs. Dennis Abbott stated that we are at an extremely high risk if we do not do anything. There was discussion on if there would be enough work if we did expand DPW (possibly up to 7 people not including Jason) all year round for the additional staff and Jason thought that there would be as there is tree and ditching work that could be done. We could possibly also use some of these employees at the Transfer Station and replace most of the part-time staff that we currently employ.

There was also some discussion on some of the work that needs to be done before the building is built like marketing (getting the word out to the public about the new building), engineering work, DEP might possibly have to sign off on it too.

The workshop ended with all in agreement that something has to be done to expand the DPW department over the coming years so that we are not left without a contractor and trucks and equipment enough to plow.

5:45 p.m. Potential Executive Session –Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter – Regarding the attendance of a committee member:

This Executive Session did not happen as the member was not in attendance. This will be rescheduled.

1. 6:00 p.m. Regular Meeting - PLEDGE OF ALLEGIANCE:

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

Attendance: All the same people listed above for the workshop plus Planning Board Chairman Lori Anthony. Selectman Michael Provencher was absent.

2. **PUBLIC HEARINGS** – none.

3. **ANNOUNCEMENTS:**

Gary Fecteau – He gave an updated list of contact numbers to Matt for Lakeside Community Church. This facility may be able to help as a shelter during emergencies.

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

8. **REPORTS & STAFF INITIATIVES:**

a. **Selectmen's reports:**

Dwayne Woodsome – The Road Review Committee is still in need of two members. There are also other committees that need members. Planning Board & ZBA are having some training with the Town's attorney on March 15, 2023

Dennis Abbott – There is a recent project that the Planning Board was looking at that the water district declined water to this project. We will be discussing this later in the meeting.

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

General Information:

- We have met with RSU 57 regarding our costs involved with transporting recycle trash to Ecomaine. They will touch base with us in a couple weeks and completely understand the issue.
- Natalie Burns will be conducting a training session on March 15th for the Planning Board (PB) and Zoning Board of Appeals (ZBA) members. Additionally, the PB and ZBA will be able to watch a recorded program sponsored by MMA, Dave Lowe will make this available. If the board is planning to attend, we will post as such.
- The budget committee has wrapped up the review and recommendations for the FY 23/24 budget. They began meeting weekly at the beginning of January, I truly appreciate the help the committee provided.

- Per your request a letter was sent to Lee Jay requesting the review of potential changes needed to the Zoning Ordinance to support the potential retail medical marijuana sales if approved in June. He will be working with the planning board to provide the information needed
- The Town of Alfred will be hosting a meeting with RSU 57 to discuss the budget on Monday February 27th @ 3pm. If you plan to attend and we have 3 or more, we will post accordingly

Important dates provided by Marina:

- Wednesday, March 15th, 2023 : Nomination papers are available
- Monday, April 17th, 2023: This is the date in which we will start accepting requests for Absentee Ballots
- Monday, May 01st, 2023: Nomination papers will be due by end of business day, on this date. Anything that comes in after cannot be accepted
- Monday, May 15th, 2023: This is when absentee ballots should be available (pending a delay)
- Thursday, June 08th, 2023: This is the LAST DAY for someone to request an Absentee Ballot
- Friday, June 09th, 2023: This is the day that Marina will be doing the early processing of any and all ballots we will have received

9. NEW BUSINESS:

a. Discuss BOS appointed (3) charter committee members

We need a total of nine charter committee members. Three are appointed by the Selectmen and six are voted on at the June Election. If anyone is interested in running, see the Town Clerk to fill out the paperwork.

b. Discuss/Vote for clarification of Section 8.5 of personnel policy

David Chauvette made a motion to accept the proposed policy changes as written. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

Dwayne Woodsome would like Laura Fish to look into the MainePers program to see if part-timers are allowed to receive retirement benefits. Laura will look into this and bring the finding back to the next meeting.

c. Discuss Water District impacts with economic development

The Water District recently denied water to a new project that was in the Planning Board stages. This is causing a negative impact on Economic Development for the Town of Waterboro. We do not know what is happening with the Water District so the Select Board would like to set up a workshop with the Water District in March to discuss this issue.

d. Discuss and possible vote on next steps for DPW facility

Dennis Abbott thinks the question should be for DPW facility & Equipment and the Board agreed.

Gary Fecteau made a motion to bring the DPW facility & Equipment to the voters at the June Election. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS:

- a. Discuss/vote to add the Referendum question on the June ballot that was proposed by the petition, “Should the Town of Waterboro, Maine allow Medical Marijuana Retail Business to operate under Maine Medical Use of Marijuana Act, 22 MRSA Chapter 558-C?”

Dennis Abbott stated that he has spoken to the Planning office and not much is needed to change in the Zoning Ordinance, just some small language and definition changes.

Dwayne Woodsome made a motion to put the question on the June Ballot that was proposed by the petition, “Should the Town of Waterboro, Maine allow Medical Marijuana Retail Business to opertate under Maine Medical Use of Marijuana Act, 22 MRSA Chapter 558-C?” Gary Fecteau seconded the motion. The motion passed 3 -1 (David Chauvette).

11. OTHER:

- a. Discuss/vote to approve the minutes of the February 7, 2023 meeting.

Gary Fecteau made a motion to accept the minutes of the February 7, 2023 meeting. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

There was some discussion regarding the Contract Deputies. Dennis Abbott stated that the Contract Deputies will be on their own separate article this year on the Municipal warrant.

12. PENDING DECISIONS:

- a. Discuss/vote regarding tax acquired properties

13. WEEK’S ACTION LIST:

Confirm appointment next agenda for RHR Smith, auditor
Contact Water District to have Workshop in March
Update Personnel Policy with changes to section 8.5
Confirm with MainePers regarding part-time employees

14. DISCUSSION OF AGENDA ITEMS:

There was some discussion on committee members that have not made meetings at all. Matt will check with Marina regarding this for the next meeting.

Part-time employees and MainePers

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

16. **ADJOURN:**

Dwayne Woodsome made a motion to adjourn the meeting at 6:33 p.m.

David Chauvette seconded the motion. The motion passed 4 – 0.