

**Minutes for Waterboro Board of Selectmen Meeting
April 4, 2023, at Waterboro Town Hall
5:15, 5:30, & 5:45 p.m. Executive Sessions
6:00 p.m. Regular Meeting**

Executive Sessions — Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter – Interview potential committee members (5:15, 5:30, & 5:45 p.m.)

Attendance: Dennis Abbott, David Chauvette, and Gary Fecteau. Dwayne Woodsome arrived at 5:35 p.m. Michael Provencher was absent. All three interviewees showed for their appointments.

Votes: David Chauvette made a motion to enter into Executive Session at 5:20 p.m. Gary Fecteau seconded the motion. The motion passed 3 – 0.

David Chauvette made a motion to come out of Executive Session at 5:25 p.m. Gary Fecteau seconded the motion. The motion passed 3 – 0.

David Chauvette made a motion to enter into Executive Session at 5:27 p.m. Gary Fecteau seconded the motion. The motion passed 3 – 0.

David Chauvette made a motion to come out of Executive Session at 5:30 p.m. Gary Fecteau seconded the motion. The motion passed 3 – 0.

Gary Fecteau made a motion to enter into Executive Session at 5:37 p.m. David Chauvette seconded the motion. The motion passed 4 – 0.

Dwayne Woodsome made a motion to come out of Executive Session at 5:44 p.m. David Chauvette seconded the motion. The motion passed 4 – 0.

1. PLEDGE OF ALLEGIANCE – Regular Meeting:

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

Select Board Attendance: Same as listed above under Executive Sessions.

Other Attendees: Matt Bors, Laura Fish, Jason Champion, Deputy Fay, David Lowe, Glenn Seehagen, Brigit McCallum, Sherry Stone, and Laura Lowe.

2. PUBLIC HEARINGS: none.

3. ANNOUNCEMENTS: none.

4. ADDITIONS OR DELETIONS TO AGENDA: none.

5. APPOINTMENT:

a. Contract Deputy Update – Dwayne Fay

Deputy Fay came before the Board with an update: They are continuing to make more of a presence on the most speed offended roads such as: Old Alfred Road, Main Street (near FM Abbott area), the Lake, Elementary School, Deering Ridge Road, Webber Road, Ossipee Hill Road, and Townhouse Road. Please contact the contract deputies if any questions or concerns regarding areas of speeding that are of in need of deputy coverage. You can contact the Deputies through the Information Center on the Town Website on the contact information page.

6. PUBLIC COMMENTS: none.

7. CORRESPONDENCE – Available upon request:

- a. Treasurer's Reports
- b. YCSO Monthly Reports
- c. YCSO Newsletter Jan – Mar

8. REPORTS & STAFF INITIATIVES:

a. Selectmen's reports:

Dennis Abbott: The Select Board has asked representative Woodsome to write a bill that will allow Towns to fully tax Solar Farms. Dennis will be testifying tomorrow regarding this.

b. Town Administrator Matt Bors report:

General Information:

- We have received a few applications for the Deputy Tax Collectors position and have interviewed a few candidates that had prior experience. No hiring decision has been made yet.
- CEO Mike Gilpatrick- Letter/MEMO regarding LADA auto compliance and legal action. We need a formal vote from the Board to move this forward.

Vote: Dwayne Woodsome made a motion to allow CEO Michael Gilpatrick to ensue with legal action against Map 13 Lot 53A-BO. David Chauvette seconded the motion. The motion passed 4 – 0.

- MMA Risk Management will be visiting us on April 12th for a safety audit, this is a good time for staff to review pertinent information and evaluate offices for safety concerns.
- Mike Gilpatrick and I tried to visit all the occupied properties last week, a couple places we were unable to contact. Additionally, we have sent a letter to everyone and indicated that if they wish to meet with the board to notify us by April 13th. We have received payment from 3 of the properties identified already.

- Our roll off truck should be back tomorrow. They have replaced the engine electrical harness and the PTO harness. Hopefully this will take care of the problems.

Pending:

- Follow up with RSU 57 recycling- **UPDATE:** We are drafting an MOU with RSU 57. They will pay us in July for the year based on current estimates. We will evaluate costs annually with them.

REMINDER: Important dates provided by Marina:

- Wednesday, March 15th, 2023: Nomination papers are available
Wednesday, March 22, 2023: Nomination papers will be available for the remainder of Mike Provencher's term
- 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/vote to appoint two members to the Old Home Days Committee:

Vote: David Chauvette made a motion to appoint Dolly Graffam and Judy Berry to the Old Home Days Committee. Gary Fecteau seconded the motion. The motion passed 4 – 0.

b. Discuss/vote to appoint a member to the Garden Committee and Library Board of Trustees

Stephanie decided not to pursue the Library Board of Trustees

Vote: David Chauvette made a motion to post-pone the vote to appoint the applicant to the Garden Committee until the applicant can meet with the committee. Gary Fecteau seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS:

- a. Discuss/vote on FY 2024 Budget/Warrant: Total Budget is \$8,971,493. This will go to the voter on June 13th election.**

1. Dept. 10 – General Government: Town Administrator (TA) recommends \$521,337 and the Budget Committee (BC) recommends \$521,337. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: David Chauvette made a motion to approve the Budget Committees recommendation of \$521,337. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

2. Dept. 13 – Leases: TA & BC recommends \$460,550. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: Dwayne Woodsome made a motion to approve \$460,550 that the Town Administrator and Budget Committee recommended. Gary Fecteau seconded the motion. The motion passed 4 – 0.

3. Dept. 15 – Insurances: TA & BC recommends \$938,829. The BC approved on 1/26/23 with a 4 -1 Vote.

Vote: Dwayne Woodsome made a motion to approve \$938,829 that the Town Administrator and the Budget Committee recommends. David Chauvette seconded the motion. The motion passed 4 – 0.

4. Dept. 20 – Town Clerk: TA & BC recommends \$82,050. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: Gary Fecteau made a motion to approve the \$82,050 as recommended. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

5. Dept. 25 – Tax Collector: TA & BC recommends \$51,534. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: Dwayne Woodsome made a motion to approve the \$51,534 that was recommended by the two committees. Gary Fecteau seconded the motion. The motion passed 4 – 0.

6. Dept. 30 – Treasurer: TA & BC recommends \$81,672. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: Dwayne Woodsome made a motion to approve the recommendation by the Town Administrator and Budget Committee of \$81,672. David Chauvette seconded the motion. The motion passed 4 – 0.

7. Dept. 32 – I.T. Department: TA & BC recommends \$173,480. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: Gary Fecteau made a motion to approve the \$173,480 as recommended by both committees. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

8. Dept. 35 – Municipal Buildings: TA & BC recommends \$108,250. The BC approved on 1/30/23 with a 5 – 0 vote.

Vote: Dwayne Woodsome made a motion to approve the \$108,250 for Municipal Buildings. David Chauvette seconded the motion. The motion passed 4 – 0.

9. Dept. 40 – Assessor: TA & BC recommends \$102,000. The BC approved on 1/30/23 with a 5 – 0 vote.

There was discussion of why the Assessor budget was up \$25,000 from last year. It is because the cost of the Assessor updating the cost files over a four year period has been put into the budget that the Select Board had voted to have done.

Gary Fecteau made a motion that Dept. 40 – Tax Assessor gets approved for the \$102,000. David Chauvette seconded the motion. The motion passed 4 – 0.

10. Dept. 45 – Code Enforcement: TA & BC recommends \$107,644. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: Dwayne Woodsome made a motion to approve the \$107,644. Gary Fecteau seconded the motion. The motion passed 4 – 0.

11. Dept. 50 – Library: TA & BC recommends \$152,112. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: David Chauvette made a motion to approve the \$152,112 as recommended. Gary Fecteau seconded the motion. The motion passed 4 – 0.

12. Dept. 55 – Recreation: TA & BC recommends \$383,136. The BC approved on 2/6/23 with a 5 – 0 vote.

There was some discussion from Dwayne Woodsome that stated that he thinks that Todd's and the workers' salaries should be covered by the FUNergy revenue. The Board discussed some refining of bumping up the cost of FUNergy to cover these costs in the future.

Vote: Gary Fecteau made a motion to accept the amount of \$383,136 for Dept. 55 Recreation. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

13. Dept. 60 – Planning Board: TA & BC recommends \$5,100. The BC approved on 1/26/23 with a 5 – 0 vote.

Vote: Gary Fecteau made a motion to accept the \$5,100 for Dept. 60 – Planning Board as recommended by the Town Administrator and the Budget Committee. David Chauvette seconded the motion. The motion passed 4 – 0.

- 14. Dept. 62 – Planning Dept: TA & BC recommends \$101,113. The BC approved on 1/26/23 with a 5 -0 vote.**

Vote: Dwayne Woodsome made a motion to approve the \$101,113. Gary Fecteau seconded the motion. The motion passed 4 – 0.

- 15. Dept. 65 – Zoning Board of Appeals: TA & BC recommends \$2,550. The BC approved on 1/26/23 with a 4 - 0 – 1 vote with Debra Burrows abstaining as she is on the Zoning Board of Appeals.**

Vote: Dwayne Woodsome made a motion to approve the \$2,550. David Chauvette seconded the motion. The motion passed 4 – 0.

- 16. Dept. 70 – Public Safety: TA & BC recommends \$1,643,110. The BC approved on 1/26/23 with a 5 – 0 vote.**

Vote: Gary Fecteau made a motion to approve the \$1,643,110 as recommended by the Budget Committee and the Town Administrator. David Chauvette seconded the motion. The motion passed 4 – 0.

- 17. Dept. 77 – Hydrant Rental: TA & BC recommends \$61,000. The BC approved on 1/26/23 with a 5 – 0 vote.**

Vote: Gary Fecteau made a motion that Dept. 77- Hydrant rentals gets approved for \$61,000 as recommended by the Budget Committee and Town Administrator. David Chauvette seconded the motion. The motion passed 4 – 0.

- 18. Dept. 79 – Ross Corner Fire Co: TA & BC recommends \$9,993. The BC approved on 1/26/23 with a 5 – 0 vote.**

Vote: David Chauvette made a motion to accept the \$9,993 as recommended by both committees. Gary Fecteau seconded the motion. The motion passed 4 – 0.

- 19. Dept. 80 – Health & Sanitation: TA & BC recommends \$830,220. The BC approved on 1/30/23 with a 5 – 0 vote.**

Vote: Gary Fecteau made a motion that Dept. 80 – Health & Sanitation is approved for \$830,220 as recommended by the Budget Committee and Town Administrator. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

- 20. Dept. 85 – Public Works: TA recommends \$1,880,476 and BC recommends \$1,910,476. The difference being gravel crushing and gas/diesel. Budget Committee approved \$1,910,476 on 1/30/23 with a 5 – 0 vote.**

Vote: David Chauvette made a motion to stick with the Budget Committee's recommendation of \$1,910,476. Gary Fecteau seconded the motion. The motion passed 4 – 0.

- 21. Dept. 87 – General Assistance: TA & BC recommends \$37,437. The BC approved on 1/26/23 with a 5 – 0 vote.**

Vote: Dwayne Woodsome made a motion to approve the \$37,437. Gary Fecteau seconded the motion. The motion passed 4 – 0.

- 22. Dept. 92 – Capital Improvement Program: TA recommends \$354,820 and the BC recommends \$404,820. The difference being the \$50,000 for planning purposes of the future proposed Public Works facility. The BC approved \$354,820 on 2/6/23 with a 5 – 0 vote. They then added the 50,000 discussed above on 02-16-23 to bring the total to \$404,820 with a 4 – 0 vote (one member was absent). The \$50,000 for the planning of the future proposed Public Works Facility is a separate question on the ballot.**

Vote: Gary Fecteau made a motion for Dept. 92.- Capital Improvement Programs to approve the \$404,820. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

- 23. Dept. 95 – Unclassified: TA & BC recommends \$795,080. This dept. contains the York County Taxes and Contract Deputies. The Contract Deputies will be a separate question on the ballot this year. The BC approved on 02-16-23 with a 4 – 0 vote.**

Vote: Gary Fecteau made a motion on Dept. 95 – Unclassified to approve the \$795,080 as recommended by the Budget Committee and Town Administrator. Dwayne Woodsome seconded the motion. The motion passed 3 – 0 – 1 with David Chauvette abstaining as he is a York County Sheriff Dept. Deputy.

- 24. Dept. 97 – Old Home Days: TA & BC recommends \$8,000. This money will be added to their carry over budget of approximately \$26,000. This will be enough for the event FY 24 and to help with set up costs for the next FY event. The BC approved the \$8,000 on 02-16-23 with a 4 – 0 vote.**

Vote: Gary Fecteau made a motion that Dept. 97 that funds Old Home Days gets approved the \$8,000 recommended by the Budget Committee and Town Administrator. David Chauvette seconded the motion. The motion passed 4 – 0.

b. Set Public Hearing date for FY 2024 Budget:

The Select Board did not receive the Warrant to look over before the meeting in their packet as the Town Administrator was waiting on legal regarding some of the questions. Therefore, the Board decided to hold a special meeting on Tuesday, April 11, 2023 at 6:00 p.m. to discuss the warrant they received tonight and to vote on it then. They will set the public hearing date then. A tentative date of May 2, 2023 was discussed for the public hearing.

11. OTHER:

a. Discuss/vote to approve the minutes of the March 21, 2023 meeting.

Vote: Dwayne Woodsome made a motion to accept the minutes of the March 21, 2023 meeting. Gary Fecteau seconded the motion. The motion passed 4 – 0.

12. PENDING DECISIONS: - none.

13. WEEK'S ACTION LIST:

Set special meeting for April 11th to sign the warrant.

14. DISCUSSION OF AGENDA ITEMS: - none.

15. ITEMS NEEDING SIGNATURE: - none.

16. ADJOURN:

Vote: Gary Fecteau made a motion to adjourn the meeting at 7:13 p.m. David Chauvette seconded the motion. The motion passed 4 – 0.