

**Minutes for Waterboro Board of Selectmen Meeting
April 18, 2023, at Waterboro Town Hall
6:00 p.m. Regular Meeting**

1. PLEDGE OF ALLEGIANCE:

Chairman Abbott started the meeting with the Pledge of Allegiance.

Select Board Attendees: Dennis Abbott Chairman, Dwayne Woodsome Vice Chair, David Chauvette, and Gary Fectea. Michael Provencher was absent.

Other Attendees: Matt Bors, John Burrows, David Lowe, John Burrows, James Mikulski, Robert Littlefield, and Laura Lowe.

2. PUBLIC HEARINGS: none.

3. ANNOUNCEMENTS: Dennis Abbott expressed for the Board their sympathies to Nancy St.Amand who had a loss of a family member.

4. ADDITIONS OR DELETIONS TO AGENDA:

- a. **Executive Session was added to the end of the meeting before Adjournment**
Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter – Discussion of a Real Estate taxes hardship

Vote: Dwayne Woodsome made a motion to add an Executive Session to the end of the meeting before adjournment. David Chauvette seconded the motion. The motion passed 4 – 0.

5. APPOINTMENT: none.

6. PUBLIC COMMENTS: none.

7. CORRESPONDENCE – Available Upon Request:

- a. Treasurer's Reports
- b. Motor Vehicle Report
- c. March 21, 2023 Water District Meeting Minutes
- d. Letter from Planning Board – Alves Extension

Chairman Abbott asked that the Alves Extension request be put on the next agenda.

8. REPORTS & STAFF INITIATIVES:

- a. **Selectmen's reports:** none.
- b. **Town Administrator Matt Bors report:**

General Information:

- DPW Crew has started spring clean-up.
- MMA Risk Management will be visiting us on April 24th 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:

REMINDER: Important dates provided by Marina:

- Wednesday, March 15th, 2023: Nomination papers became available
- **Wednesday, March 22, 2023: Nomination papers were 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 on abatement for Map 008 Lot 055:

Two lots were combined back in 2016 (Lot 55 & 56) in error. This abatement is to correct this error and reimburse the home owner the extra taxes paid.

Vote: Dwayne Woodsome made a motion to abate Map 8 Lot 055 for the mistake in 2016 of combining two lots for a total of \$1253.52. David Chauvette seconded the motion. The motion passed 4 – 0.

b. Set Public Hearing date for Waterboro Zoning amendments ie; definitions:

CEO Mike Gilpatrick gave a brief explanation. He is proposing a change to section 2.03 of the Zoning Ordinance. The change is adding that prior to the construction or installation of any building, the property owner or contractor shall provide to the CEO a certification from a land surveyor demonstrating that the placement of the foundation meets the required setbacks. Due to this change Some definitions were also added to the definitions section of the ordinance.

The Board set the public hearing date for this item on Tuesday, May 16th at 6 p.m.

c. Set Public Hearing date for Shoreland Zoning Set Back amendments:

CEO Mike Gilpatrick gave a brief explanation. He is proposing a change to section 15b.1.

Section e of the Shoreland Zoning Ordinance and Section 16 H. This first change would make our Shoreland Zoning part of our original Zoning map by making the 250 'from a protected resource its own zone. This will make our zoning map consistent with our ordinance. The Shoreland Zone will stand alone doing away with the dual zone in many cases. The second change, proven recently by case law stating that all action taken by authority having jurisdiction is appealable, thus reasoning for notifying direct abutters of all development. This allows us to start the time table for the Appeals Board.

The Board set the public hearing date for this item on Tuesday, May 16th immediately following the public hearing at 6 p.m. Chairman Abbott requested that Mike add the notification process into the Shoreland Zoning appeals section in the ordinance before the public hearing is held.

10. OLD BUSINESS:

a. Discuss/vote on appointing a member to the Garden Committee:

Vote: David Chauvette made a motion to appoint Stephanie Simpson to the Garden Committee. Gary Fecteau seconded the motion. The motion passed 3-1 (Dwayne Woodsome).

11. OTHER:

a. Discuss/vote to accept the minutes of the April 4 and 11, 2023 meeting:

Vote: Dwayne Woodsome made a motion to accept the minutes of the April 4 and 11th meetings. Gary Fecteau seconded the motion. The motion passed 4 – 0.

12. PENDING DECISIONS: none.

13. WEEK'S ACTION LIST:

Public hearing ads for item #'s 9b & 9c for May 16 6pm & immediately following first public hearing.

14. DISCUSSION OF AGENDA ITEMS:

Alves Extension Request
Budget Public Hearing

15. ITEMS NEEDING SIGNATURE:

a. Abatement

The Select Board signed the abatement.

16. Executive Session - Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter – Discussion of a Real Estate taxes hardship.

Vote: Dwayne Woodsome made a motion to enter into Executive Session at 6:45 p.m. Gary Fecteau seconded the motion. The motion passed 4 – 0.

Dwayne Woodsome made a motion to come out of Executive Session at 6:50 p.m. Gary Fecteau seconded the motion. The motion passed 4 – 0.

17. ADJOURN:

Vote: Dwayne Woodsome made a motion to adjourn the meeting at 6:50 p.m. Gary Fecteau seconded the motion. The motion passed 4 – 0.