

**Minutes for Waterboro Board of Selectmen Meeting
October 3, 2023, at Waterboro Town Hall
5: 30 p.m. Workshop - 6:00 p.m. Regular Meeting**

Workshop – Board meeting with Dan Albert from Little Ossipee Lake Association:

The Board met with Dan Albert from Little Ossipee Lake Association regarding the Bladderwort weed that was found in the Lake. Dan Albert suggested lowering the lake this year lower than usual so the plant does not have water to it and it will help freeze it out. He stated that Chris Brassard the Dam Controller was going to request this. The Board requested Matt to invite Chirs Brassard to the next meeting along with Dan Albert. They also requested to look into how many hours were spent last season by the boat attendants.

1. PLEDGE OF ALLEGIANCE:

Select Board Attendance: Dennis Abbott, David Chauvette, Gary Fecteau, and Jon Bell. Dwayne Woodsome was absent.

Other Attendees: Matt Bors, Dan Albert from Little Ossipee Lake Association , Steve Armstrong lake resident, David Lowe, Marina Gagne from 6:20 to 6:30 pm, and Laura Lowe.

2. PUBLIC HEARINGS:

a. The public hearing is to hear public comment regarding the revised General Assistance Ordinance

Updates to the General Assistance Ordinance are: to Appendix A (overall maximums), Appendix B (food maximums), and Appendix C (housing maximums) of the General Assistance Ordinance. There is also a new Recovery Residence Housing Maximums guide. You can find information about the MMA model Ordinance on the Maine Welfare Directors Association (MWDA) website at www.mainewelfaredirectors.org.

Chairman Abbott started the public hearing at 6:10 p.m. The meeting started late due to technical difficulties. There were no representatives of the public present. There were no emails sent to the Administrative Assistant regarding the public hearing. Chairman Abbott read the updates to the General Assistance Ordinance as presented. The public hearing was closed at 6:14 p.m. and the ordinance updates will be addressed under item #9a.

3. ANNOUNCEMENTS:

Dennis Abbott – Absentee ballots are now available for the November 7th Election.

4. ADDITIONS OR DELETIONS TO AGENDA: - none.

5. APPOINTMENT

a. Marina Gagne – Voting/Election update

Matt Bors gave the update until the Town Clerk Marina Gagne could come into the meeting:

We were told no on using the middle school for voting so we have reached out to the school to see if we could do voting for the November Election at the elementary school as we were told it was a potential option. They responded back that in order to use the elementary school we would need law enforcement there the whole day inside the building monitoring everything going on. We cannot guarantee the whole day. We had a hard time with the Old Home Days getting the deputy coverage. Therefore, Marina is looking into the Lakeside Community Church. He knows some people are against using the church but we do not know what to do. We have complaints constantly when we use the Town Hall. There was some discussion on hiring a security firm. Selectman Chauvette stated that he was appalled that the school will not allow us to use the middle school even though no children will be present. He asked Matt Bors to see if the York County Deputies can be posted there at the elementary school instead of patrolling. We should not have to pay for the deputies if we can get the Waterboro designated deputies. Matt will be looking into this.

Marina Gagne came into the meeting at 6:20 p.m. for the update. Marina feels that we should be able to use the school as it is a public building. We were told no for the Middle School and If this is their expectation for use of the Elementary School this November (deputies there the entire time in building) when no children are going to be there, then what is it going to be Next November during the Presidential. She does not have funds in her already tight budget to hire a security company as she is going to have three elections next year (March, June, & November). She appreciates the apprehension with using Lakeside church by some people but we should be thankful to have a place to vote and not keep having to change the voting place. Chairman Abbott stated that we should reach out to the York County Sheriff's office to see if we can cover from 7am – 8pm. Marina stated that her concern is that she has a time frame she has to work with and has already put in for a voting place change to the State from using the Town Hall. It was decided by the Board to reach out to York County Sheriff's office to see if we can cover from 7am – 8pm at the elementary school.

6. PUBLIC COMMENTS – none.

7. CORRESPONDENCE – Available upon request

- a.** Motor Vehicle Report
- b.** Water District Minutes 08-16-23
- c.** York County Sheriff's Office Newsletter

8. REPORTS & STAFF INITIATIVES

a. Selectmen's reports:

Dave Chauvette requested all residents to put numbers on their houses as it helps emergency personnel to find you if needed. He offered his help if anyone needs it.

Dave also stated that the sidewalks in South Waterboro look great and pedestrian friendly and he thanked DOT and the Public Works Department for a job well done.

Dennis Abbott reported that he attended the Executive Board Meeting of Ecomaine. Ecomaine has leased the Yankee Sturbridge building with a twenty year lease which will become the new recycling center. The downside is that the Tipping fees will be going up to \$10.00 a ton next year for Bulky and \$20.00 a ton for recycling. This will be about a \$40,000 hit. This will be approved this month's full board meeting and we will go from there. He suggested Josh Andrews, Transfer Station Manager to come to the next meeting with a report of how many tons we did last year broken out to give everyone a good idea of what is going on at the transfer station.

b. Town Administrator Matt Bors report

We have sold the 2011 one ton GMC for \$15,100 using the new Municipi-bid program. Money will be used for a new plow and/or sander. Chairman Abbott stated that the Board does not have to vote where the money is going to as long as they are aware of the money.

Legal documents keep floating in by Mr. Barth and we are referring everything to the legal team. Nothing we have to do at this point.

November 16th there will be a Thanksgiving senior luncheon at the Snowmobile club. The plan is for about 75 people and the Board is invited to attend.

We have been reviewing daily transactions at the Town Hall and we are seeing the trend of customer activity changes. Our numbers are really dropping off at night and we are seeing a lot of early morning people arrive before 9 am and we cannot help them as we do not open until 9 am. Several of our surrounding communities have changed their hours to accommodate these changes and are going to a four day work week and starting earlier. We have seen the change also when we have gone to hire and the Town where the applicant was currently working was a four day work week so they were not interested in going back to a five day work week. This change to a four day work week could help in employee retention and recruitment.

Chairman Abbott requested Matt put a proposal together for the next meeting.

9. NEW BUSINESS

a. Discuss/vote on proposed changes to the General Assistance Ordinance

Vote: David Chauvette made a motion to accept the changes as written and publicized to the General Assistance Ordinance. Gary Fecteau seconded the motion. The motion passed 4 -0.

10. OLD BUSINESS

a. Discuss/vote on proposed changes to the Personnel Policy

Matt made a few changes and tweaks to the Personnel Policy:

1. Section 3.3 Overtime – the word holiday was taken out as when workers have worked overtime at an election and a holiday was in the same week the employee missed out on overtime.
2. Section 5.6 Employee appearance – This section was tweaked because times have changed and these small changes will help with employee morale.
3. Section 8.1 Vacation – added newly hired employees based on experience may be eligible for additional vacation time as indicated within the table and added 20 years vacation back in the table that was taken out by Gary Lamb for a one time buy out. The 20 years added back in for employee retention.
Section 8.3 Sick Time – clarified the awarding of time for good attendance.
4. Section 8.10 Longevity Benefits – added part-time and per diem in as discussed in the last meeting.

Vote: Dave made a motion to adopt the changes to the Personnel Policy as written. Jon Bell seconded the motion. The motion passed 4 – 0.

11. OTHER

a. Discuss/vote to approve the minutes of the September 19, 2023 meeting

Vote: David Chauvette was so moved. Gary Fecteau seconded the motion. The motion passed 4 – 0.

12. PENDING DECISIONS: - none.

13. WEEK'S ACTION LIST:

Check with Sheriff's office – November 7th Election

Schedule Dan Albert, Steve Armstrong, and Chris Brassard for next meeting.

Schedule Josh Andrews for next meeting

14. DISCUSSION OF AGENDA ITEMS:

Selectman Bell asked if the Board should be meeting with the School Board regarding the building to be used for voting. **Selectman Chauvette is also in favor of meeting with the School Board and see if we can be added to their agenda. This was added to the week's action list.**

15. ITEMS NEEDING SIGNATURE: - none.

16. ADJOURN:

Vote: Chairman Abbott entertained a motion to adjourn. Gary Fecteau was so moved. Jon Bell seconded the motion. The motion passed 4 – 0. The meeting was adjourned at 6:52 p.m.