

**Minutes of Waterboro Board of Selectmen Meeting  
November 7, 2023, at Waterboro Town Hall  
5:00 p.m. workshop -- 6:00 p.m. Regular Meeting**

**5 pm Workshop is with Fire Department staff regarding proposed wages:**

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

**Fire Department Attendees:** Captain Dan Roy, Captain Chris Carpenter, Captain Marc Cunningham FF-EMT James Farrenkopf, FF-EMT Sean Perkins, FF-EMT Casey Lord, and FF-EMT Michael Hersom

**Other Attendees:** Matt Bors, Laura Fish, David Lowe, Glen Seehagen, and Laura Lowe.

The Select Board met with Fire Department personnel regarding proposed wages for the upcoming FY 2025 budget. James Farrenkopf was the spokesperson for the Fire Department. He presented to the Board two wage proposals comparing two local Fire Departments. The Board agreed that the first proposal was the best option as the increase brings our department in line with the towns around us and in following years the COLA's will help the wages to stay in line with our local towns. Option 2 would be pointless as next year or the year after they would have to sit down and do this again. See proposed below:

<u><b>WATERBORO FIRE DEPARTMENT</b></u>			<u><b>BUXTON FIRE DEPARTMENT</b></u>		<u><b>HOLLIS FIRE DEPARTMENT</b></u>	
Responds to approx. 1100 calls per year			Responds to approx. 1200 calls per year		Repsonds to approx. 700 calls per year	
Pay Rates Full - Time			Pay Rates Full - Time		Pay Rates Full - Time	
Option 1	Option 2					
AEMT -	\$26.55-\$28.39	\$25.55-\$27.39	AEMT -	\$24.10 - \$28.30	AEMT	\$25.05 - \$30.05
Paramedic	\$28.15-\$29.00	\$27.15-\$28.99	Paramedic	\$27.00 - \$29.60	Paramedic	\$28.05 - \$33.05
Captain	\$30.00-\$34.84	\$29.00-\$33.84	Captain	\$26.78 - \$32.02		
Pay Rates Per Diem			Pay Rates Per Diem		Pay Rates Per Diem	
Option 1	Option 2					
EMT-B-	\$20.95-\$22.79	\$19.95-\$21.79			EMT- B-	\$19.05 - \$27.80
AEMT	\$23.11-\$24.95	\$21.61-\$23.45	AEMT	\$19.60 - \$22.52	AEMT	\$20.30 - \$29.05
Paramedic	\$27.60-\$29.44	\$25.60-\$27.44	Paramedic	\$23.54 - \$26.45	Paramedic	\$23.30 - \$32.05

**1. PLEDGE OF ALLEGIANCE:**

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

**Other Attendees:** Matt Bors, David Lowe, Glenn Seehagen, Nicholas Fecteau, and Laura Lowe

2. **PUBLIC HEARINGS:** - none.

3. **ANNOUNCEMENTS:**

**Gary Fecteau** – Announced that the Historical Society will be having their “Festival of Trees” again this year. A two week event starting Friday, November 17<sup>th</sup> at the Grange Hall on West Road where local businesses sponsor a tree with gifts underneath that people can purchase tickets for to try and win. You can look on their Facebook page to find the dates and times of the event.

**Dwayne Woodsome** – Announced that the Town’s Senior Luncheon is next Thursday, November 16<sup>th</sup> from 11:30am -1pm at the Snowmobile club, 275 Old Alfred Road.

**Dennis Abbott** – Announced that voting is happening today at the Elementary School and the polls are open until 8 pm.

4. **ADDITIONS OR DELETIONS TO AGENDA:** - none.

5. **APPOINTMENT:** - none.

6. **PUBLIC COMMENTS:**

Nicholas Fecteau came before the Board with a suggestion for the Transfer Station. He is a contractor and wants to be able to dump mixed demo in the dumpster like he used to before the insurance company put gates up and contractors could no longer dump into the dumpster but instead had to off-load. He thinks if the Can (dumpster) is turned 90 degrees then they will be able to dump again. He also stated that anywhere else he pays \$120-130 ton and he is honest with Josh and pays him that. Some of the other employees will just say \$20.00. There was some discussion on obtaining some sort of a scale. The Board will have Matt talk to Josh Andrews, Transfer Station Manager regarding all of this to see if something can be worked out.

7. **CORRESPONDENCE: Available upon request:**

- a. Financial Reports
- b. Motor Vehicle Report
- c. Water District Meeting Minutes September & October
- d. Letter from Town Planner re: Zoning Ordinance Amendments for LD 2003 compliance

8. **REPORTS & STAFF INITIATIVES:**

a. **Selectmen’s reports:**

**Dennis Abbott** – Reported that on November 1, 2023, the silver bowl was presented to Barbara Bean for Oldest Waterboro resident at 104 years old. The next recipient will be chosen after

Barbara passes. The article and pictures for this event were sent to the Reporter paper and should be in the next issue.

**Jon Bell** – Voted today at the elementary school and feels everyone did a great job with the set-up and the layout was good and it was running smoothly. He thanked the school for letting us use it.

**Dennis Abbott** – Reported that Shenna Bellows, the Secretary of State, was at the Election when the polls opened this morning. There was some good conversation between herself, Representative David Woodsome, and Senator Harrington regarding our voter location and expectations for moving forward. She also previously met with Dr. Marquis, RSU#57's Superintendent. Selectman Fecteau stated that we voted at the Elementary School this time because that was the school that RSU#57 offered us to use. Matt Bors reiterated that Marina Gagne reached out to RSU#57 when she saw the Elementary School was having a teacher in-service day. This was not planned as the location in the beginning. It is beyond our control as we do not have a building that we can use big enough and with sufficient parking.

Chairman Abbott also commented on a comment he saw on Facebook about the new Dollar General being built and he wanted to set straight the rumors. The Town officials did not make any deals with Dollar General. When someone comes to the Planning Board with a building that they want to build, they just have to make sure the building is up to code and all permits are done. We do not decide what businesses are allowed in these buildings.

The Town is also in need of two Zoning Board of Appeals members and one Planning Board member.

**Dwayne Woodsome** – Reported that the FD Engine will need to be replaced and we need to put this the budget this year because we may not get the truck for 3 – 4 years as it has been 3 years that we are still waiting on the ambulance. Matt stated that a new engine is in the ball park of \$500-700K.

## **b. Town Administrator Matt Bors report –**

### **General Information:**

- As you know with our current staff shortage, the audit WILL not be complete for several months. The charter indicates that if the audit will not be completed prior to November 15<sup>th</sup>, the BOS must vote to waive the requirement and apply an extension. We have added the extension to the agenda under New Business item #9d.
- We have posted the Deputy Treasurer position on MMA and Website. We have received some applications and hope to do interviews soon.
- He has spoken with Victor Wright and Jim Carll regarding building a Community space that we can use for voting behind the Taylor House.

**Chairman Abbott reminded the Board that the Town owns the Taylor House, snowmobile and ATV club, and the Lions building. We have a 99 year lease with all.**

- The junkyard litigation (LADA) – Court is set for December. There has been no action on the Consent Agreement.
- Barth Legal Matter – The court will be appointing a mediator. Mr. Barth has several steps he has to take.
- We cannot find a Roll-off truck. Our budget is \$260,000 and everything we have seen is above this price.
- No update on the ambulance.
- Fire Department Food Drive is November 19<sup>th</sup> from 9-2 at Hannaford. Donations go to the food pantry.
- Lake is down 24” and I am looking for approval from Board to go to 36”.

**The Board approved the 36”.**

- We have posted in Hannaford, on social media, the website, and on the FD sign the change in the Town Hall’s hours. We did not change the hours out of the blue but there was research done on the active hours for business. Also taken into account was the four day work week that surrounding towns are offering and it will be an asset for recruitment and retention of current employees.

**Selectman Gary Fecteau commented that he saw a comment on social media underneath our hours change post that stated, “Laziness at its Finest”. He stated that our employees are not being lazy and research was done before the hours were changed and we tried to accommodate employees and customers in our decision.**

#### **Agenda Item Information:**

- Approval from the Board for the assessing agreement with Shirley Bartlett for 3 years. I’m ok with moving forward, the charter requires the BOS to approve the assessor’s agreement.

#### **Reminder:**

- As Dwayne already stated, November 16<sup>th</sup> is the Senior Thanksgiving Lunch that will be held at the Snowmobile Club. We are expecting 75 people but only 20 have signed up so far.

**Dwayne Woodsome stated that if anyone needs a ride to the lunch to please contact Matt and someone will get you and get you back home.**

### **9. NEW BUSINESS:**

- Discuss/vote on accepting the resignation of Michelle Conners from the Library Board of Trustees**

**Vote:** Dwayne Woodsome was so moved. Gary Fecteau seconded the motion. The motion passed 4 – 0.

**b. Discuss/vote on Assessor's contract/agreement**

Matt stated that Shirley came to him regarding the contract/agreement as the Town used to have a contract with her. She would like one for five years for a commitment as she is planning for her next chapter in life. She is very happy with Vanessa, her assistant and will be helping Vanessa transition into the Assessor's role for when she retires. There was discussion that perhaps a three year contract with an optional two year extension might be better. The Board decided that the contract can be signed by Matt.

**Vote:** Dwayne Woodsome made a motion that the Board approve of a contract with the Assessor for anywhere between three to five years. Gary Fecteau seconded the motion. The motion passed 4 -0.

**c. Discuss the proposed Zoning Ordinance Amendments for LD 2003 compliance and set public hearing date**

The Board received a letter from Lee Jay Feldman, our contract Town Planner regarding Zoning Ordinance Amendments for LD 2003 compliance. The Planning Board has held several workshops and a Public Hearing on November 1, to go over the LD 2003 Affordable Housing amendments. The Board has determined that the minimum unit size should be established at 410 square feet in order to not allow Tiny homes to be used as an Accessory Dwelling Unit (ADU) and a maximum size of 800 sq. ft. which they felt would be comfortable living space and a one or two bedroom unit with a full bath. During the Public Hearing no one spoke for or against. One email was received from a citizen who was concerned that if an ADU was vacant for two years and un-kept that it should be torn down. Mike Gilpatrick, CEO answered the email and indicated that once a permit has been issued it could not be revoked unless the building as a whole was considered dangerous or does not meet building code requirements. The Planning Board voted on a favorable recommendation to the Select Board for passage of the proposed amendments.

**The Select Board decided to hold their Public Hearing on January 16, 2024 at 6:00 p.m.**

**d. Discuss/vote on audit extension**

The Charter states that the Audit has to be completed by November 15<sup>th</sup>, and if not, an extension needs to be voted on by the Select Board. Matt stated that he does not think the audit will be completed until March or the first of April.

**Vote:** Gary Fecteau made a motion to approve the extension of the audit up to six (6) months. Jon Bell seconded the motion. The motion passed 4 – 0.

**10. OLD BUSINESS: - none.**

**11. OTHER:**

**a. Discuss/vote to approve the minutes of the October 17, 2023 meeting.**

**Vote:** Gary Fecteau was so moved. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

**12. PENDING DECISIONS: - none.**

**13. WEEK'S ACTION LIST:**

Matt to sign Assessor's contract  
Talk with Josh Andrews regarding Nicholas Fecteau's suggestions

**14. DISCUSSION OF AGENDA ITEMS:**

Chairman Abbott reminded the other Board members that if they have anything to put on the next agenda, to let him know by the Friday morning before the meeting. Dwayne Woodsome reminded the Board that come December 4<sup>th</sup> when the hours for the Town Hall change, that the Board members will have to let Dennis know of any agenda items by the Thursday morning before the meeting as the Town Hall will be closing on Fridays.

**15. ITEMS NEEDING SIGNATURE:**

- a. Updated New Zoning map from last meeting
- b. Assessor's Contract

**The Board signed the New Zoning map from the last meeting. They decided that Matt could sign the Assessor's contract.**

**16. ADJOURN:**

**Vote:** Chairman Abbott entertained a motion to adjourn. Gary Fecteau was so moved. Dwayne Woodsome seconded the motion. The motion passed 4 -0 and the meeting adjourned at 6:41 p.m.