

**Minutes for Waterboro Board of Selectmen Meeting
November 21, 2023, at Waterboro Town Hall
5:30 & 5:45 p.m. Executive Sessions
6:00 p.m. Regular Meeting**

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

The 5:30 applicant was absent for the interview. The Board interviewed the 5:45 p.m. candidate. Selectmen David Chauvette and Jonathan Bell were absent from this Executive Session.

Votes: Gary Fecteau made a motion to enter into Executive Session at 5:40 p.m. Dwayne Woodsome seconded the motion. The motion passed 3 -0.

Gary Fecteau made a motion to come out of Executive session at 5:45 p.m. Dwayne Woodsome seconded the motion. The motion passed 3 – 0.

1. **PLEDGE OF ALLEGIANCE:** Chairman Abbott started the meeting with the Pledge of Allegiance.

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

Other Attendees: Matt Bors, Jason Champion, Joshua Andrews, Patrick Chevalier, David Lowe, Glenn Seehagen, and Laura Lowe.

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

3. **ANNOUNCEMENTS:**

Gary Fecteau: Announced that there was a good turn-out at the Senior Thanksgiving Luncheon on the 18th. He thanked the Fire Department and all the volunteers that made it happen.

Dwayne Woodsome: Commented that he hopes to continue doing meals for the seniors monthly.

4. **ADDITIONS OR DELETIONS TO AGENDA:**

Vote: Dwayne Woodsome made a motion to add to the agenda under New Business, Item number 9e: Discuss/vote to appoint Judi Carll as a Zoning Board of Appeals member. Gary Fecteau seconded the motion. The motion passed 4 – 0 and the item was added to the agenda.

5. APPOINTMENT:

- a. **Contract Deputy Update:** The Contract Deputy was not available as he was on a call.
- b. **Marina Gagne, Town Clerk – Election Update:** The voter turnout for the State referendum exceeded her expectations. There were 1,989 total ballots cast. 657 were absentee ballots which resulted in a 33% voter turnout. Everything ran smoothly and efficiently. Marina gave her appreciation and thanks to all the volunteers and staff. With special thanks to the Principal, Vice Principal, the crew from the school who helped throughout the Election: Grace, Johnny, Scott, and Shawn, and to the Historical Society who provided the food for the poll workers. The only negative comments she received were about the constant changes in polling places. She hopes for the future to eventually have one polling place for the voters. The Board thanked her & staff for a well-run election. There were no questions for Marina from the Board.

6. PUBLIC COMMENTS: - none.

7. CORRESPONDENCE – Available upon request:

- a. Finance Reports
- b. Contract Deputy Monthly Reports – October

8. REPORTS & STAFF INITIATIVES:

a. Selectmen's reports:

Dwayne Woosome – Reported that the luncheon went very well and everyone was happy with the turnout. They also brought 18-20 meals to Applewood Apartments.

Gary Fecteau – Went to the Festival of Trees and strongly recommends that people attend. There are a lot of great presents underneath each tree.

Dennis Abbott - Informed the Board that the financial reports will be on Google drive for the Board to view.

b. Town Administrator Matt Bors report:

General Information:

- We continue to work on our reconciliation of accounts and prepping for our audit. The check recs must be completed prior to us beginning the audit work. The reconciliation has been time consuming since it had not been completed since RHR did it last year. Fred Holt continues to help during this

transition. We have already started our budget planning for the next FY. We will begin meeting with the budget committee in January.

- Talked with the Water District and we will use the same numbers as last year.
- Budget prep for the FY 25 budget is well underway. Our plan is to compile preliminary numbers and begin meeting with the budget committee in January. Again, I have asked all to keep the operations as flat as possible, realizing we need to make some adjustments to wages. If there are any projects the Board is concerned with let me know. We will be talking with the Budget Committee about an ADA swing for Friendship Park. They run about \$3500-\$4500. We are also looking for grant money or donations for this.
- This past Thursday we held the senior turkey luncheon. I think it went very well with about 70 or more folks served. Much appreciation to the staff that helped make this happen.
- We need to plan a workshop or workgroup session to discuss the public works garage. We need to do this now if we want to do a June public vote.

The Board decided to hold a workshop at the next meeting, December 5th regarding the Public Works Garage at 5pm.

9. NEW BUSINESS:

a. Discuss/vote on appointing a member to the Old Home Days Committee

The applicant did not show for the interview so this could not be done.

b. Discuss/vote on appointing a member to the Cemetery Committee

Vote: Dwayne Woodsome made a motion to appoint Patty Theriault to the Cemetery Committee. Gary Fecteau seconded the motion. The motion passed 3 – 0 -1 abstention. (Jon Bell was not at the Executive Session).

c. Discussion on Transfer Station dumping

The discussion on this was prompted from the last BOS meeting during public comment from a resident contractor who would like to be able to dump directly from his dump trailer into the dumpster. In 2021 the insurance company suggested that the Transfer Station put up a gate in front of the compactors for safety. Since then, they had said they would like us to keep the gates closed because one Town had a death. However, this is their opinion to keep the gates closed the insurance company said that they cannot make us keep the gates closed. This closing of the gates stopped contractors from being able to dump directly into the compactor. Josh Andrews, Transfer Station Manager stated that he will

keep the gates open if the Board wants. He has been looking into the price of getting scales so that there is consistency in pricing. These scales will run in the \$40,000 range. Matt stated that the dumping and scales are two different issues. Scales would be nice but right now we need a way to assign consistent pricing so that different workers are not giving inconsistent pricing. The Board seems to think that if it is not busy Josh should be able to open the gates and let contractors dump if they have a dump trailer. If the Transfer Station is busy then do not let them dump. The workers should use their best judgment.

Patrick Chevalier, Transfer Station worker wanted to give a shout of appreciation to Jason Champion, Joshua Andrews, and James Charland for replacing an oil pan in the Trash Truck that got a hole in it 7:00 am Saturday. Repair places are not open on Saturday.

d. Discuss/vote on re-scheduling the Public Hearing date for Proposed Zoning Ordinance Amendments for LD 2003 compliance. (Needs to be before December 31, 2023).

The Board rescheduled the Public Hearing for the 19th of December at 6:00 p.m.

e. Discuss/vote to appoint Judi Carll to the Zoning Board of Appeals.

Vote: Dwayne Woodsome made a motion to appoint Judi Carll to the Zoning Board of Appeals for whatever term she desires. Gary Fecteau seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS: - none.

11. OTHER:

a. Discuss/vote to accept the minutes of the November 7, 2023 meeting.

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

12. PENDING DECISIONS: - none.

13. WEEK'S ACTION LIST: -

Get Public Hearing Ad ready to go out for the 19th

14. DISCUSSION OF AGENDA ITEMS:

Workshop for next meeting, December 5th at 5:00 pm regarding DPW Garage

15. ITEMS NEEDING SIGNATURE: - none.

Dwayne Woodsome expressed from the Board a Happy Thanksgiving to All!

16. ADJOURN:

Vote: Dwayne Woodsome made a motion to adjourn the meeting at 6:39 p.m. Jon Bell seconded the motion. The motion passed 4 – 0.