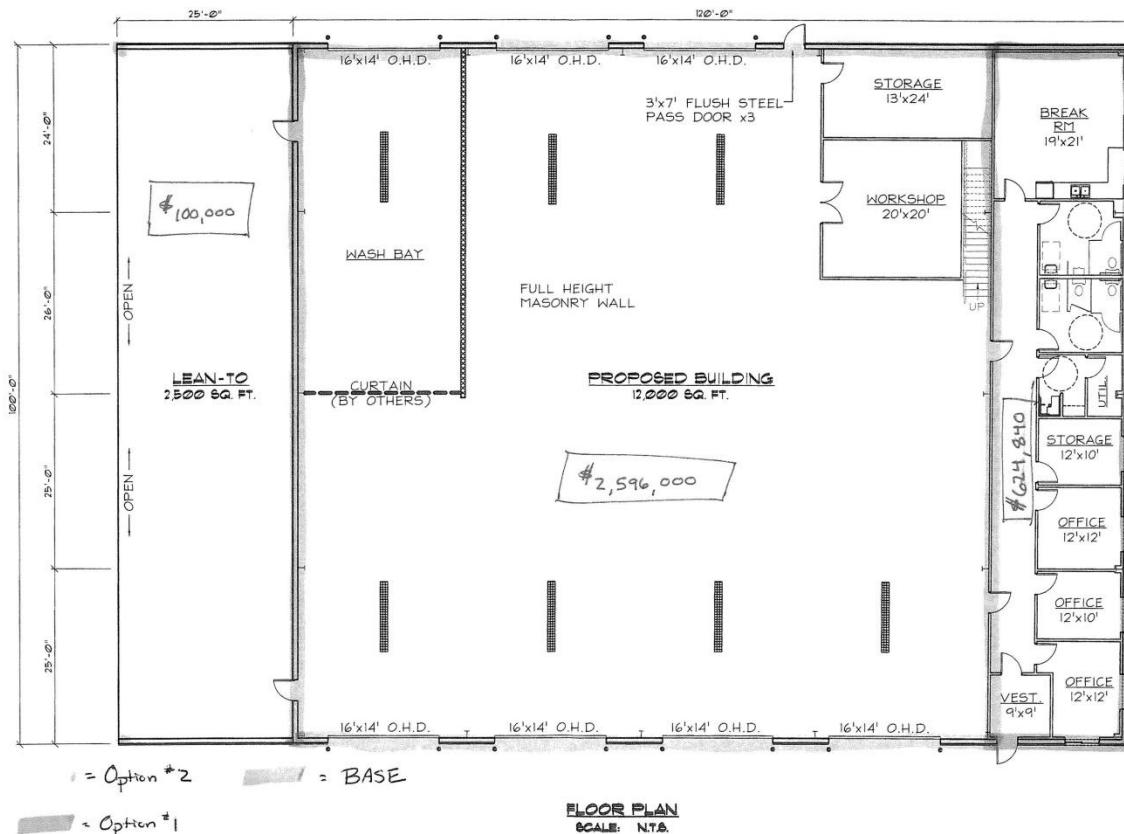


**Minutes for Waterboro Board of Selectmen Meeting  
December 5, 2023, at Waterboro Town Hall  
5:00 p.m. Workshop - 6:00 p.m. Regular Meeting**

**Workshop – 5:00 p.m. – Regarding DPW Garage:**

Workshop Attendance Select Board: All Select Board members were present except David Chauvette.  
Other Attendees: Matt Bors, Jason Champion, Michael Gilpatrick, David Lowe, Glenn Seehagen, and Laura Lowe.

The workshop started at 5:11 pm. The below building sketch was presented by Jason Champion, DPW Director, to the Select Board for the proposed DPW Garage. This building will benefit the Town for the future so we can take over the plowing from our current plowing contractor which is currently charging us \$728,000 for this fiscal year and will increase 2% the next two years. The price for the two year additional contract option was not priced. The building will also house a Town mechanic which will help with our Town wide vehicle and equipment repairs. The below building has three different options with payment amounts in case the Board wants to do the building in stages: Main Building (Base) \$2,596,000, Option 1 - Offices, storage, and break room \$624,840, and Option 2 – Lean-to \$100,000. The total proposed building cost is \$3, 320,840. The location of the building will be right on Bennett Hill Road right before the Transfer Station & DPW entrance. There was some discussion on adding a generator by saving money in a different area. The Board agreed that the next step for the building is to contact a surveyor and to explore financing options. Then the voters will have to decide in June if it is approved through the Budget process. Matt will provide the Board with an update on the next steps at the next Board meeting December 19, 2023.



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

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

**Other Attendees:** Matt Bors, David Lowe, Glenn Seehagen, Adam Goad, Ted Doyle, and Laura Lowe.

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

3. **ANNOUNCEMENTS:** - none.

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

5. **APPOINTMENT:**

- a. **Adam Goad, Director of Massabesic Adult Education overview of program**

Adam is going around to each Town in the Massabesic school system to make sure that they are aware of the programs that they provide besides GED services. They also offer a large variety of career based services like resume' writing, interview skills, and how to apply for a job. They work with all people who come through their doors to better their circumstances through education and work force training/certifications. They also offer quality of life programs such as pickle ball and painting.

Gary Fecteau asked Adam what he is seeing regarding the lack of work force. Adam stated that they work with the High School to try to catch the graduation seniors that have no concrete plans for after High School. There were no further questions from the Board.

6. **PUBLIC COMMENTS:** - none.

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

- a. Financial Reports
  - b. Motor Vehicle Report
  - c. SRCC Waterboro Quarterly Report
  - d. Waterboro Public Library Winter Newsletter

8. **REPORTS & STAFF INITIATIVES:**

- a. **Selectmen's reports**

**Dwayne Woodsome** – reported that the Planning Board meeting that was scheduled for this evening has been cancelled. However, there is a ZBA hearing tomorrow here at the Town Hall at 6:00 pm.

**b. Town Administrator Matt Bors report**  
**General Information:**

- We have offered and received an acceptance letter from Amber St. Ours for the Deputy Treasurer position. Amber brings 18 years of municipal experience to Waterboro. Her experience ranges from tax collections, clerk, MV service and Office Manager. She will begin her duties with us January 2.
- Fred Holt continues to work on balancing our checking account. As of yesterday, he is now up to July 2023. Although he has found multiple data entry errors, he has been correcting as needed. We will continue to keep you updated with his progress. He will also be working with Amber on some of the Trio software programs.
- Public Works Director Champion had the shoulders repaired on Old Alfred Road. This will help with the longevity of the paved surface. Thank you Jason.
- We had a complaint regarding some training and safety issues at the Transfer Station. I have asked Capt. Fraser (WFD) to assist with our MDOL/BLS safety compliance for ALL departments. This involves the creation of written programs, postings, and annual training. Some of the programs that we have used at the Fire Department can be recreated for the other sites. Our goal is to use the Maine Municipal Association- Online University. The training is not optional and will be required by all employees.
- FD and Water District assisted with the ICE Rink this past Saturday. It took a little over 12,000 gallons to fill it.
- We will have funding remaining from ARPA funds. I have a couple of thoughts that I think might be beneficial.
  - LED Sign for Town Hall and Library for Public Information
  - 2. Pickleball Courts at Friendship Park – Large following of folks
  - Covered Pavilion that can be used during inclement weather by pickle ball users and for seating for Concerts in the Park or maybe ice skating in the winter.
- Victor Wright , President of the Historical Society has requested a workshop with the Board on December 19<sup>th</sup> at 5:30pm.

**The Board asked to schedule a workshop with the Historical Society for the next meeting and Matt will see if Victor can come in at 5:00 instead of 5:30 pm as there is already an Executive Session at 5:45 pm that was re-scheduled from this meeting.**

**9. NEW BUSINESS:**

- a. Discuss/vote on signing a State Application to sell used cars for a current repair shop-1110 Main St.**

This is the first time this type of State Application has come to the Board.

**Vote:** Dwayne Woodsome made a motion to authorize the Select Board Chair to sign the State Application. Gary Fecteau Seconded the motion. The motion passed 4 – 0.

**b. Discuss/vote on appointing a member to the Zoning Board of Appeals**

The Board decided that since the resignation they thought they were receiving tonight did not come in and this person will be running tomorrow's ZBA meeting, they will move this item to the next agenda.

**c. Discuss/vote on re-appointing Marina Gagne as Registrar of Voters and Nancy St.Amand as Deputy**

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

**d. Discuss/vote on the renewal Bingo Application for the Massabesic Lions Club**

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

**e. Discuss/vote on setting a public hearing date for New Liquor License – El Tequila**

The Board decided to have the public hearing on December 19, 2023, immediately following the first public hearing scheduled for 6:00 p.m. to hear public comment on Proposed Zoning Ordinance Amendments for LD 2003 compliance.

**f. Discuss/vote on renewal Games of Chance license for the Waterboro Eagles**

**Vote:** Dwayne Woodsome made a motion to sign the renewal Games of Chance license for the Waterboro Eagles. Gary Fecteau seconded the motion. The motion passed 4 – 0.

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

**11. OTHER:**

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

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

**12. PENDING DECISIONS:** - The proposed DPW building that was presented to the Board in the workshop will have to go through the Budget Process with the Budget Committee before coming back to the Board for a decision.

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

See if the starting time for the Workshop with the Historical Society on December 19, 2023, can be changed to 5:00 p.m. instead of 5:30 p.m.

Update current Public Hearing ad to include a second public hearing on December 19, 2023, for a new liquor license for El Tequila Mexican Restaurant.

**14. DISCUSSION OF AGENDA ITEMS:**

Executive Session – Interview a potential committee member for Library Board of Trustees

Workshop with Historical Society

Two Public Hearings

**15. ITEMS NEEDING SIGNATURE:**

- a. State application – 1110 Main Street
- b. Massabesic Lions Club bingo application
- c. Eagles Games of Chance application

The Board Chairman signed the State application. All present Board members signed the Bingo & Games of Chance applications.

**16. ADJOURN:**

**Vote:** Gary Fecteau was so moved. Dwayne Woodsome seconded the motion. The motion passed 4 – 0 and the meeting adjourned at 6:25 p.m.