

WATERBORO CHARTER COMMISSION

Regular Meeting, May 26, 1981, 8:00 pm, Municipal Office Bldg.

Members present were: Robert Newton, Frank Goodwin, Robert Fay, Michael Hammond and James Hamilton. Also attending, Dianne Holden, Clerk.

Michael Hammond was elected Acting Chairman for the meeting.

Reported that Paul Willinhanz, Thomas Cole and Daniel Casey have requested that their names be considered for the vacancies on the Commission. The Commission will discuss the vacancies with the Selectmen when they arrive later in the meeting.

James Hamilton made the motion to accept the May 12, 1981 minutes as written. Robert Newton seconded. Voted; Passed.

Dianne Holden, Town Clerk/Tax Collector/Treasurer was present to discuss and answer any questions in regards to the job. She presented a job description that had been accepted by the Board of Selectmen in 1977 when the job was put into a salaried position. It was noted that Registrar of Voters should also be included in the job description. It was stated that the possibility of doing new vehicle registrations and transfers of same is being looked into. Possibly the expense ledger that was traditionally been done by the Selectmen's Office should be under the Treasurer and also that a personnel policy is needed by the Town.

Other members of the The/Board of Selectmen (John Monteith and Andrew Woodsome, Jr.) joined the meeting. They felt that a charter is needed to have guidelines, spell out authority, etc. for the Town in writing. They didn't feel that an Administrative Assistant would be kept busy 40 hours unless taking on some of the office worker's duties. They felt that the Selectmen and Assessors should be two separate boards. They felt that a quorum should be set up for Town Meetings due to the poor attendance, especially at Special Town Meetings. Asked whether they felt a larger board with delegation of workload should be considered, they answered no as the feeling was too large a board is an unworkable board.

Due to the time (10:30 PM), it was asked whether the Selectmen could join the board another time to continue the discussion. The Selectmen stated that Tuesday evenings are bad for them due to other meetings scheduled. Secretary Goodwin will discuss a date for a special meeting with the Selectmen and notify the members of the Commission. It was also requested that the office worker, Mrs. Chick be in attendance so that the Commission could get an overview of her duties.

The vacancies on the Commission was discussed. The Selectmen will make their decision on replacing the appointed vacancy and will let the Commission know as soon as possible. Therefore, the Commission will await the Selectmen's decision before making any appointments.

Meeting adjourned at 10:35 pm.

Respectfully submitted,

Frank Goodwin

Frank Goodwin, Secretary

Prepared By:
Dianne Holden
Clerk