

SELECTMEN MEETING

JUNE 24, 1997

Regular meeting of the Waterboro Board of Selectmen.

Present: Bob Fay, Dennis Abbott, Dale Witman, Brenda Charland, Pat Sicard, Millard Genthner, Fred Fay, Bob Gobeil, Bertha McAloon, Dianne Holden, Dave Dittmer.

Guests: Frank and Scott Carroll, Kathy Holmes.

APPOINTMENTS

7:00 Dianne Holden regarding end of the year accounts. Discussion of accounts. General Government account will be washed out by incidentals. Municipal Building account will carry over about \$15,000. The Library account is close to being overdrawn. Dennis suggests that Dianne find out what the library has for open book orders, and that Pat Sicard and Dianne meet with the library to request a full financial disclosure to the Town. Then report to the selectmen. The board agreed to that.

Parks and Rec. account discussed. The Board would like a full disclosure of their checking account also. Dennis would like to know why the statements to that account aren't turned in to the Town. Bob Fay says the business practice of how we pay town bills should be part of the Director's practice of paying bills.

7:30 Fred Fay regarding school buses running on East Shore Road. They are picking up kids up to the snow plow turnaround. On Bagley Road there is a request for the bus to pick up kids. Fred will contact Caroline Rouillard and see what she is requesting of the Town. Fred thinks there might be a problem with the first hill on Bagley Road in bad weather.

7:40 Kathy Holmes RTG regarding taxes owed on Lake Arrowhead lots. She estimates that they have paid \$88,000. In back taxes this year. \$12,000. In interest. She was going to ask the town to forgive the interest owed, which after the last payment is only \$73.16. Bertha has talked with her and is going to get a meeting for Kathy with Bob Konzcal the Assessor to see if the lots are over valued. Dennis Abbott says after she meets with Bob, and we have gathered more information on the grand total of taxes and interest paid the board will take a look at forgiving some of the taxes. Kathy will meet with the selectmen again after she meets with Bob K.

7:50 Fred Fay and Frank and Scott Carroll regarding using FR Carroll for paving again this year. Dennis says in the past we have bid this out, although the last couple of years we haven't had a need to bid it out. Fred recommends that we stay with FR Carroll. Included in the price is fine grading and shoulder work, that is an extra because Waterboro is near by. Bob Motions to stay with them. Dennis would like to hold off on the vote

until next week to think about it. It will be on next week's agenda, at 7 p.m. for vote if Frank or Scott Carroll want to be here for that.

8:00 Meeting turns back to Dianne Holden and the end of the year bookkeeping. Dianne says that an earlier comments about the park's and rec. revenue goes into miscellaneous fees in the general account, not into parks and rec. summer rec. like it always has. We need to change that at special town meeting.

The Planning Board account. Dennis wonders why there is a legal fees line items in this account. Bob F. makes a motion for the planning board balance to roll over into the CEO account. Dale W. amends the motion to state the up to \$550 of the balance of the planning board roll over into code enforcement. It states in the zoning ordinance that subdivision fees are to be used to defray the cost of enforcing the ordinance. Legal fees were discussed. \$1044 was spent in legal fees for the Jones junkyard, \$200 for subdivision and on May 20 \$1700, Dianne is not sure for what. Dennis would like to look at the original budget request, to see why there is a line item for legal fees. Dianne can sit down with Pat and go over the planning board account.

Fire Dept. Dennis would like to know why there is \$31,000 left in that account. Dianne will look at it.

Transfer station account looks OK. Dennis moves to get the tires hauled off by Casella and have them use their equipment. All agree. Motion passes. Bob Fay would like the dump exit paved and there is enough money in the transfer station account to do it. Dennis doesn't think we should do that. The Board decided to take this to special town meeting for vote on this expense.

Conservation Comm. E911, Taylor House, Old Home Days, balances will be carried forward.

Dale Witman states that if the revenues from summer rec. are undone from what was voted in at town meeting there will be an overdraft of accounts taking from misc. fees.

DISCUSSION

Bob Fay states that if the Library is using Town funds there ought to be an opportunity for people to apply to be on the Board of Trustees.

Dianne informs the board that the Taylor House committee would like to move the gazebo to behind the Taylor House this summer, and would like to know if the board will approve that. The Board moves to approve that. All agreed.

Bob Fay asks Dianne why no one knew where the information was that we needed on the Patterson lot in Lake Arrowhead while she was on vacation. Money was spent on an attorney when it didn't need to. Dianne stated that this happened before she left on

vacation and she was not asked. She also stated that Nancy, Deputy to the Treasurer was also not asked, nor does she believe anyone was asked. Patti stated that she had asked Bertha and Sharon. Dianne stated that no one knew what they were looking for. She also stated that there are other things the town is going to the attorney for that could be found within the town hall. Dale Witman asks Dianne if she feels the tax title system is workable? Dianne says yes, she feels very confident with it. Bob Fay agrees about the attorney being called too much and that we should have a policy regarding who calls the attorney and for what.

Bob Fay asks for a meeting to be set up between Jon Carr and Paul L'Heureux regarding snow mobiles and Jon's concern with them that he voiced at council meeting.

Bob Fay asks about the visiting nurse service and whether we have an adult clinic here. We don't presently but we do have a child clinic here. The Board agrees that an adult health clinic is a good idea. Pat Sicard reports that she has called the visiting nurse service and that she is waiting for them to call her back.

Bob Fay would like to see the idea of a welcoming committee that was mentioned at town meeting followed up on. Pat Sicard reports that she is also working on that.

Dianne was asked by the board to do separate income and expense reports. The auditor would like to see it done this way. Dianne says that there won't be a balance sheet having two separate reports. The board asked Dianne to print out reports separate and one with income and expenses together. The board will sample both reports next week.

Bob Fay regarding the finance committee being all year, he doesn't know if it should be or not but he would like to see hearings before town meeting and/or a volunteer warrant committee for an advance warning to the selectmen of what people want before town meeting.

Bob Fay asks Dennis what the level of Ossipee Lake is? Dennis says the level is at 6' 7". Dennis talked to Don Holden before he lowered the dam. Dale says that he hasn't heard any complaints lately.

Bob Gobeil reports that Old Home Days has a problem with the fireworks. The State Fire Marshall has told the committee that they can't have any fireworks larger than 5" and that they might have to change the site because it is too close to the gas pumps. Mike MacAlevey met with the Fire Marshall today. Fred Bechard wants to know if the town will cover the deductible for the schools insurance, which is \$5,000 if something should happen. The Board will request a copy of the regulations used. And to get Jim Libby involved also. Pat Sicard will look into it tomorrow.

Dianne was asked by Pat Sicard to present a request to the Board regarding the Risk program for the computer system. Dennis asks what is the next step to upgrade. Dianne states that this would speed up the system, which we need because it is so slow.

Dianne suggests that there be a meeting with all people within the building on what computer need are. Dennis motions to have the meeting and include Sam E. from Northern Data and Bob Konzcal. Bob seconds, Dale agrees. Motion passes. Pat Sicard will set up the meeting.

Composting at the dump, question. There is a composting permit and Dennis believes that it states what can be composted. Walt Stinson should know. Patti called him today and he knew nothing about our composting pile. Dennis said to ask Shawn Frank or Owen McCollum at Sebago Technics for more information.

CEO Secretary position discussed. Dale motions for Dennis, Dale and Brenda to meet and discuss what can be offer to Sharon, then meet with Sharon. Dennis says they don't need him to make her an offer, he won't be voting or discussing this because he has a conflict. Dennis states that the reason there is a problem with Sharon is that she pointed out to the Planning Board that they were wrong and the zoning was right and there are a bunch of male chauvinist pigs on that board who didn't like a women pointing out they were wrong. Now we have someone who has worked for the town for ten years, who is leaving because the board has not dealt with this issue. Dale states that if there is any finger pointing to be done that he would like to remind everyone that he submitted in April a proposed resolution and was the only one who has proposed anything. Dennis states that his proposed resolution would only have made the two employees leave in April instead of now. We have an employee who the board hired a year ago, and now we say Thank you very much, see you later. Brenda believes that a dialogue should be opened up with Sharon. She thinks Sharon needs to feel the support of the Board, and they have never approached her. Pat Sicard states that if the Board makes a decision, it should be concrete. To put up and say this is what we will give you and this is what we expect. The Board decided to try to set up a meeting with Dale, Brenda, Pat and Sharon Thursday night. We will also run the Code Enforcement Officer ad again. The Board reviewed the applications that we received. There were three and decided to run the ad again to get more.

Pat Sicard would like the Board to give her and Fred the go ahead to gather information and apply for federal mitigation on washouts. All agreed.

Pat asks about the ATV signs. How big, and what should they say. The size of a no parking sign and to say No ATV'S Allowed. One on Old Alfred Road side of the Taylor House and one on Route 5 side. Bob Gobeil thinks that there might be some extra signs that Parks and Rec. had, he will check.

PERSONNEL POLICY

Vacations discussed, there is a proposed change in the new policy and employees would like to be grandfathered to the old policy. Dennis says no grandfather clauses. Regarding elected officials being included. Dennis states that that would have to be approved by town meeting vote. Bob Fay says that elected officials should get their

benefits approved at town meeting. Dale W. would like vacation hours to have clear language that it is earned not automatic.

Full time. Bob F. doesn't think 35 hours should be considered full time. Pat S. says that 35 hours is a base standard for full time.

Brenda's comments. She has a problem with the Library people, being treated differently not merging with the policy. Pat S. says there are situations where they don't fit. In section 2 employment at will is repeated from 1st page. Brenda asks if we have a definite safety policy. Pat S. -Yes. B. C.- do we have an organizational chart and job descriptions. Will they be finalized in conjunction with this policy. Pat S. says she is working on it.

Statement "Dept. heads may also be evaluated by the Selectmen" Bob F. says it should say will be evaluated.

Brenda asks if medical information is kept separate from employee file, and who has access to that. Overtime is only over 40 hours, not after 8? Yes, overtime is only after 40 hours.

Life insurance in section 7.2 only paid for the assistant. Doesn't need to be in policy, should be a negotiation, not locked in. Bob F. agrees.

Sick days are discussed. Bob F. motions to have 6 personal days per year, no accumulation. Unused personal days to be paid to the employee at end of each year. Board agrees. Motion passes.

Bereavement leave. Brenda has a problem with significant other. And would like the 5 day leave to be for spouse or child. Dale motions to take the last two sentences out of this section. Board agrees. Motion passes.

Military leave for reserves. The town must let people take two weeks for reserve duty by law. The town must let them take vacation time for this but cannot require them to use their vacation time.

Education. Brenda and Bob think this is discretionary and should be pulled out of the policy.

Jury Duty is mentioned twice.

Anti lobbying could be defined better, Brenda says. The board agrees that this should be deleted.

Sexual Harassment. Bob Fay would like it stated that all committee members fall under this section.

SIGNED

The Board of Selectmen signed the Warrant for Bills and Payroll.

They also signed:

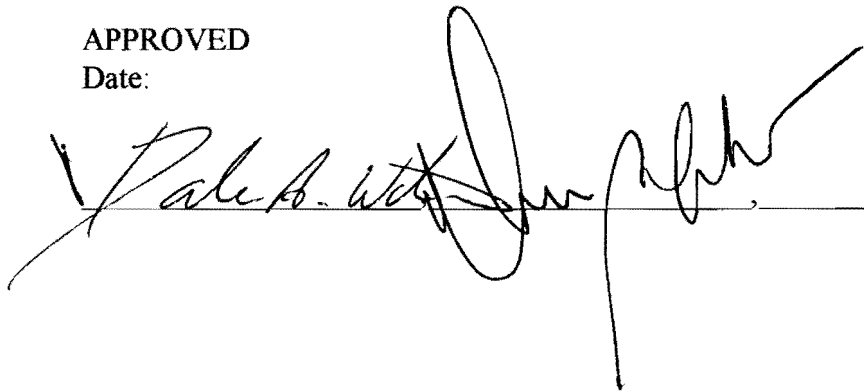
1. Confirmatory deeds to Donald & Patricia Cargill, Margaret Pinkham, Benjamin & Linda Day. Re: Lake Arrowhead lots purchased at 8/96 auction.
2. selectmen meeting minutes for 6/17.
3. application for public official & employment liability insurance to Coregis.
4. background check for concealed weapons permit.

ADJOURNMENT

Bob Fay motions for adjournment at 11:00.

APPROVED

Date:



A handwritten signature, likely of Robert A. Wetherill, is written over a horizontal line. The signature is in cursive and includes the name 'Robert A. Wetherill' followed by a stylized flourish.