

**SELECTMEN'S MEETING
OCTOBER 21, 1997**

Regular meeting of the Waterboro Board of Selectmen. Present: Dennis Abbott, Dale Witman, Brenda Charland, Patti Berry, Bob Gobeil, Millard Genthner, Ron Miller, Fred Fay, Pam L'Heureux, Beverly Sinclair, Jim Libby, Doug Foglio, Margaret Beavis, Don Cargill.

APPOINTMENTS:

7:00 P.M. Margaret Beavis regarding her opinion on the public hours of town offices. Margaret explains her reporting procedures. Dennis asks Margaret to get a copy of the regulations on her reporting procedures. Margaret informs the Board that we need to order dump stickers.

Don Cargill regarding his request at special town meeting to swap two of his lots for one of the town's lots. Mr. Cargill discussed with the Board the possibility of buying lot 1752 as an abutter to that lot. It was explained that the minimum bid is \$2,500.00 for abutters. Mr. Cargill asked if he must be present at town meeting for the article to be voted on. He does not. He requests that his original letter of request to swap be read at town meeting. The Board of Selectmen agree to do that. Mr. Cargill then requests to have the article tabled when it comes up.

7:25 Finance Committee regarding expectations of the Board of Selectmen. Dennis Abbott states that the Board would like to be a little more comprehensive with the look at the budget. Would like to get started with that tone and create some level of continuity. This town has to take a futuristic look at financing and more of a long term look than just this year's budget. Jon Gale states that the problems that have happened in the past is when one group does not feel communicated with. Jon thinks it would be best if the Selectmen requested that departments be asked to submit their budget requests right away so that negotiations can be done in January. Dale Witman states that in the past, it has been the practice to require money articles to be submitted 90 days prior to town meeting. Dale states that he is prepared to keep to that practice this year. Dennis Abbott states that the money articles are not going to be a lot different than last year, and a bigger concern to him is that there will be big ticket items for the future. Brenda Charland adds that she knows what the committee went through last year, being on it. Her vision for the committee is to be ongoing, not just a budget committee; to do financial planning; dust off the comprehensive plan. She would like to see this committee keep going after town meeting. Dale Witman asks the opinion of the committee on whether they think some should be elected. Steve Kasprzak stated that the charge to go beyond the town meeting to look at a 5 year plan must come from the Board of Selectmen. Once the charge has been given it is his opinion to have multi year appointments in place of electing the committee. Jon Gale states that he would like to have workshops for the committee on various issues. He also states that the Board should get notices out to the departments to get their budget requests in. Dennis Abbott states that we can do that, and that the

deadline for money articles this year will be December 7th. This will allow more time for communications this year.

OPEN DISCUSSION

Doug Foglio requests to speak to the Board regarding the duplex on an 80,000 square foot lot. Our zoning ordinance does not say it can't be done. When we adopted the land use chart it took the place of all the definitions. He questions that some of the language got left out when the chart was introduced. Doug thinks the planning Board needs to work on this. Dale Witman discusses the new state criteria for granting of a variance. Would like the Board to submit it to the Planning Board for their review and ultimately go to Town Meeting. Doug states that the Planning Board is already working on that. Doug informs the Selectmen that the bond is up on Belanger Drive. In the past the CEO has sent a letter stating that no further permits will be issued until it is taken care of. Rob Baker is aware of the situation, and will be asked to send out a letter.

Fred Fay meets with the Board to discuss the Sand and Salt bids. The cost of hauling the sand is discussed. Dennis Abbott suggests that the Town stay with Morton Salt. Dennis Abbott motions to award the sand bid the Northeastern Sand & Gravel's option A. The town to buy it out of their pit and we will hire the truckers to haul it. Dale Witman seconds. Vote is All in favor. Motion carries. Dennis Abbott reminds Fred that we need the size of trailer dumps and excavators so the town can set the rate before we start hauling sand.

NEW BUSINESS

1. Ginny Pare' requested information from the Selectmen on her sick days and vacation days after adoption of the personnel policy. The Board would like to invite Ginny in to discuss this in person.
2. Nancy Brandt requests a new printer or to use the one that is not being used at present. Brenda wonders why the system can't have one printer for all. The computers are not networked is the reason why that won't work at this time. The Board asks Patti to check with Ray to get the computers networked.
3. Brenda Charland wants to discuss the changing of contracts after voting to accept them. Doesn't agree with it happening, specifically the snowplow contracts. Some wording was changed after the vote and although she agrees with the change does not agree with the process. Dennis states that this case was a failure to communicate and apologizes to Brenda for that.

OLD BUSINESS

1. Dennis Abbott makes the motion to keep public hours of town offices the way they are. Dale Witman seconds. Vote is All in favor. Motion carries.

2. Discussion of the Purchasing Agent. It is decided that the Board of Selectmen will sign purchase orders either throughout the week or on Tuesday nights at their regular meetings.
3. Discussion of work plans submitted by the Road Commissioner. A letter of request to continue submitting work plans will be sent to Fred.
4. Dennis Abbott spoke with Rodney Stanley from MEMICS regarding what the town must do to lower our risk ratio with workmen's comp. Dennis suggests we ask the Fire Department to contact Occupational Health in either Sanford or Biddeford.
5. Fuel use is discussed. Dale Witman motions to put fuel use out to bid. Dennis asks do we advertise or selectively bid? It is decided to send bids out to JP Carroll, William Swett, Top It Off, Buxton Oil, Norton, Dead River and Mapes. Dennis seconds the motion. Vote is All in favor. Motion carries.
6. Brenda Charland was asked by a resident of Straw Mill Brook Road to have the old sign when the new signs go up. The Board agrees to that.
7. Dale Witman brings up the malfunctioning septic system account that was created and some moneys were expended but seems none have been put back in. The moneys that have been collected have gone back into the general fund. If they want to generate another fund it will have to go to Town Meeting.

SIGNED

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

They also signed the following:

1. Selectmen meeting minutes for week of 10/14.
2. Appointment papers as follows: Nancy Brandt as Deputy Warden, Chauncey Gerry as Warden.
3. Three tax abatements as follows: \$107.97 to Peter and Marion McAvoy, \$181.17 to Saco River Telephone, \$170.19 to Dwight and Anitra Pierce.
4. Maine DOT Road Assistance program certification for 1997-1998.

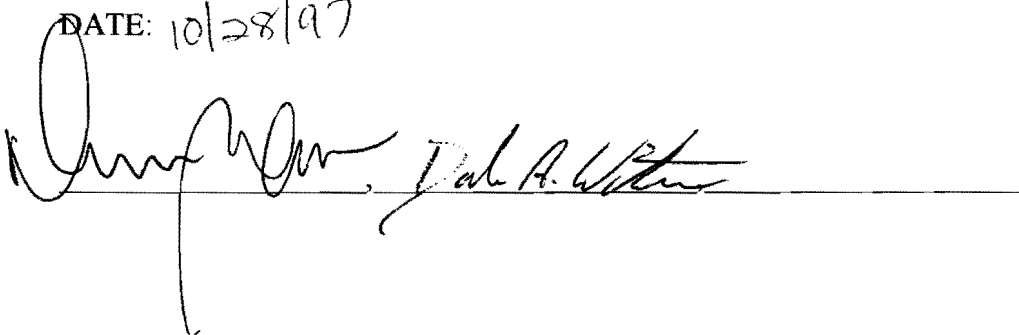
Dennis Abbott made the motion to go into EXECUTIVE SESSION at 9:30 for the purpose of doing an interview for employment. Dale Witman seconds. Vote is all in favor.

ADJOURNMENT

Meeting is Adjourned at 9:45 p.m.

APPROVED

DATE: 10/28/97



OLD BUSINESS

1. The General Assistance Ordinance proposed update from MMA is discussed. Dale Witman motions to adopt the revisions to the ordinance as presented by MMA. Dennis Abbott seconds. Vote is all in favor. Motion passes.
2. Dale Witman made the motion to adopt the personnel policy in it's current form. Brenda Charland seconds. Vote is all in favor. Motion passes.
3. The vote on the public hours of town offices will be put off until the Board can meet with the Motor Vehicle Agent.
4. Discussion of Article for the Warrant for Special Town Meeting. The articles are finalized.
5. Fuel use for last year is discussed upon the research provided to the Board. Dale states that the price range we paid is varied, and suggests that the Board put a bid package together. We need to research the amount of fuel ordered for general assistance applications. After some discussion, Dale Witman made the motion to put Fuel out to bid. Dennis Abbott seconds. Vote is all in favor. Motion passes.

NEW BUSINESS

1. Jon Gale renters the meeting at this time. The Finance committee met on the warrant for special town meeting. They have suggested changes in the Fire Department Ordinance that the Board decides to accept. Being, adding a comment under Article 7 stating that funds mentioned above shall not be spent without prior town meeting approval. And striking training and education from the list of expenses coming out of the revolving account. The Board will make sure that Elias Smith knows about these changes.
2. Request from Don Day as to whether the selectmen are going to replace Mike Carter at the dump if he has quit. The Board has not been informed that Mike does not plan to come back after the winter months as he usually does. It will be looked into.
3. Dianne Holden had requested that a purchasing agent be appointed by the Board of Selectmen. The Board discussed possibly asking John Monteith to do it, or one of themselves. It will be decided next week.
4. Dianne Holden requested of the Board to vote on paying Patti Berry overtime or to use comp time. The Board decided to pay overtime if that is what Patti requests, the Selectmen will sign her time sheet weekly to authorize the overtime and to decide what account it will come out of.
5. Dale Witman received a request from Rob Baker to contact the Town's attorney with questions. The Board gives Rob permission to contact the attorney when needed, with the condition that the Selectmen's office receive a copy of all attorney's opinions.
6. Dale Witman states that Alan Roberts reported to him that the parks and rec. mowers need to be repaired. The Board decides that during the off season they should be repaired and to make sure Dave Dittmer knows about it.