

## SELECTMEN MEETING MINUTES

### MARCH 24, 1998

Regular meeting of the Waterboro Board of Selectmen. Attending: Dale Witman, Brenda Charland, Patti Berry, Willis Lord, Frank Allen, Millard Genthner, Beverly Sinclair, Elias Smith.

Before appointments begin Dale after reading the minutes of last week made the motion that Fred Fay should begin immediately to code the use of the Town Tractor to the specific jobs it is being used for. Brenda seconds. Vote is 2-0-0 in favor. Motion carries.

#### APPOINTMENTS

**Dave Dittmer re: summer maintenance contracts.** Dave explains the changes in the proposed contracts for summer maintenance for this summer. The Taylor House grounds are included with the parks and rec. maintenance for the reason that Dave believes that one person should be using the town tractor. The cemetery maintenance will be kept separate. The parks contract would be for 25 hours and the cemeteries for 15 hours. Dave would like to change the time sheets for accountability reasons. There are no other changes from last year. There is discussion why this is contracted and not hired out. Dave would like to put this out to bid as soon as possible after the selectmen approve the contracts. Brenda would like the week to think about these contracts. Dale states that when this does go out to bid to make sure that the requirement of insurance coverage is part of the specs.

Dave discusses the Route 5 park attendant schedule. He has revised it in rough draft form. It will give attendants the opportunity to rotate weekend schedules.

Dave reports on the Safety Committee. The fire extinguishers have been checked by AAA Fire Extinguishers. Dave has been looking at the ergonomics of the clerk's office employees. Brenda states that we should have Simone Palmer from Massabesic Health Resources study our work stations. Dave will contact her and get information.

Dave presents an expense voucher for the swim program in the amount of \$2,280 for approval. It is signed.

Dave reports he would like to make improvements to the ball fields by putting a plastic guard over the fences. He is looking into prices right now.

Dave reports that the Cable Committee is meeting again on Thursday.

Discussion of Dave's requests for time off. His requests are approved.

**Lisa Rapson and Don Mondor re: dog problem.** Lisa states she has a problem with Chauncey not responding to her calls. There are several instances. Don Mondor says

there is a real problem in Beaver Ridge with dogs roaming loose. Lisa would like our dog laws to be enforced. Dale states we will talk to Chauncey and get him to patrol the area more often.

**Millard Genthner re: dump problem.** Patti talked with Karen Lovell regarding the restraining order possibly being placed on Wade Junkins. Karen told Patti that the Town has no authority to put a restraining order on a citizen, that Millard would have to do it. Brenda will call Karen herself. Brenda requested copies of letters that have been sent to Wade in the past.

**Claire Poissant re: Business Directory.** Claire would like to run one last ad to inform the citizens that we are printing the directory soon and give them a chance to be included if they want. Dale and Brenda agree to running the ad with a deadline of two weeks.

**Ron Miller request for a consent agreement Map 29 Lot 5.** Ron Miller states that he has contacted DEP and was told that the Selectmen had the authority to grant a consent agreement in the shoreland zone. Dale states that he feels unable to enter into an agreement for one reason because the language in the agreement states that the violation is not willful. The fact that no permits were taken out for the deck makes this a willful violation. There is one deck on the lake that the Town is going to court to get them to remove it. There was one last fall that we required to be removed. Dale asks if Ron realizes he can apply to the Zoning Board of Appeals. Ron does. Dale says he sees no reason why we should not maintain our regular procedures. The consent agreement is not granted.

**Elias Smith re: renewal of annual Fire Department license.** This is the regular annual renewal of the department's license. It is being brought for the selectmen to sign because the Fire Department is a municipal department now. The request for renewal is signed by Dale Witman representing the Board of Selectmen.

Elias requested that the Selectmen consider holding monthly council meetings on the fourth Tuesday of each month instead of the third so that he may attend the monthly Fire Chief's meetings. Dale and Brenda do not see a problem with that.

Brenda wanted to bring up the subject of the chain of command at the Fire Department now that it is a municipal department. All complaints, questions or issues must be filtered through Elias first as the immediate supervisor and then to the Board of Selectmen. Brenda will draft a letter to this effect and it will be sent out to the departments.

Beverly Sinclair requests that the out of town rescue people who occasionally go out on Waterboro calls be allowed to use the town public beach to show our appreciation for their help. There could be a special pass made for them. Dale and Brenda agree with this. Beverly will get a list of the people involved in this back to the selectmen.

## NEW BUSINESS

1. The requests for time off for Dave Dittmer were dealt with when Dave was here.
2. The request for time off for Margaret Beavis which is just a rescheduled workshop was approved.
3. Request from Chauncey regarding John Maguire's dog running loose again. Dale made the motion to contact the sheriff's department and request the necessary assistance from them. Brenda seconds. Vote is 2-0-0 in favor.
4. The letter of resignation from Dianne Holden from the selectmen's representative to the Taylor House Committee is accepted. Brenda agrees to participate in the meetings as the selectmen's representative.
5. Patti reports that the Sheriff's Dept. and State Police have requested the use of the Town Hall parking lot for tomorrow to take jurors from Portsmouth up to a site on Ossipee Mountain that involves their case. They will bring a bus of jurors who will be brought up the mountain in four wheel drive vehicles and officers will stay with the bus and vehicles remaining in the parking lot until they leave. Patti gave them permission to do this.
6. Patti reports that when Maine State Security was here to install panic buttons she was informed that the plans that are stored in the attic are a fire hazard. There are a lot of plans that could be combustible because of the heat up there in the summer. It was also reported to her that although we have smoke detectors they are not tied in to the alarm system. Patti will ask the Planning Board to look at the maps and see what should be done with them.

## OLD BUSINESS

1. The proposed change to the personnel policy is reviewed. Dale made the motion that the revision be included in the personnel policy as presented. **To Read:** Section 8.04 Personal days: Six (6) personal days per anniversary year will be available to employees working at least thirty (30) hours per week for fifty two (52) weeks per year. Personal days may be used in half day increments. Personal days cannot be accrued beyond the end of each employee's anniversary year. Whenever possible, time taken for reasons other than illness should be approved by the Department Head/Trustee at least one week in advance. Brenda seconds. Vote is 2-0-0 in favor. Motion carries. Brenda would like to be sure that the revision date gets put on the cover of the policy.

## CORRESPONDENCE

1. Patti reported that we received the written report from the Department of Human Services which will require a plan of action from the Town. She will draft a letter for review next week.
2. Dale reviewed a letter received regarding a complaint about the conditions of the roads during the recent past storm, which was stated to have caused an accident due

to West Road not being plowed. Brenda would like to see a written response from Fred Fay to the letter just out of courtesy.

3. Patti asked if the Selectmen would consider hiring temporary office help for a couple of weeks so she can get caught up. Brenda made a motion to get a temp for two weeks. Dale seconded. Vote is 2-0-0 in favor. Motion carries. Patti will call Kelly Services and try to set something up for next week.

#### SIGNED

The Board of Selectmen signed the Warrant for bills and payroll. They also signed the following:

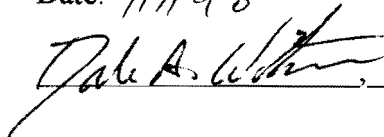
1. Pole location permit for Saco River Telephone.

#### ADJOURNMENT

The meeting is adjourned at 9:30 p.m.

#### APPROVED

Date: 4/17/98

 Brenda Chauland