

**Waterboro Board of Selectmen  
June 11, 2013**

**PRESENT:** Chairman Abbott, Selectmen Gale, Girard, Littlefield and Woodsome, Transfer Station Manager Clint Andrews, Dwayne Prescott, Administrative Assistant Christina Silberman and IT Manager David Lowe. Rec. Director Mike DeAngelis arrived during the Transfer Station Manager report. Code Enforcement Officer Mark Mitchell was present for his report. Fire Chief Matt Bors arrived during New Business.

**PLEDGE OF ALLEGIANCE:** Chairman Abbott opened the meeting with the Pledge of Allegiance at 6:00 pm.

**ANNOUNCEMENTS:** Chairman Abbott reminded people that the polls are open until 8 pm at Massabesic Middle School to vote on the RSU #57 budget, Board of Selectmen, RSU #57 School Board and Waterboro Water District. The Annual Town Meeting will be Saturday June 15<sup>th</sup> at 10 am at the Massabesic Middle School Cafeteria.

Chairman Abbott explained that due to Town Charter changes that will be effective on July 1<sup>st</sup>, the Board decided to look at candidates for the Town Administrator position which will change and include the duties and responsibilities of a Town Manager. Chairman Abbott announced that Gary Lamb has been selected to be the new Town Administrator. The current Town Administrator Nancy Brandt was a finalist for the position. Ms. Brandt is out on vacation until the end of her contract on June 30, 2013. Chairman Abbott urged the public to contact any of the Selectmen with any questions.

**APPOINTMENTS:** None

**HEARING OF DELEGATION:** None

**CORRESPONDENCE:**

1. Rep. Libby's newsletters
2. Assessors' Agent's June calendar
3. Twelve Town Group June 10<sup>th</sup> agenda
4. Information on the Maine State Surplus Property Public Auction
5. EcoMaine's May 2013 ecoBriefings
6. **CONFIDENTIAL** Memo from the Town Administrator regarding a delinquent tax account

**REPORTS & STAFF INITIATIVES**

**1. Road Review Committee:** Selectman Girard reported that the Road Review Committee sent 3 letters to the Selectmen and are awaiting a reply. The Committee is short on volunteers. They are down to 3 members and they need replacement members.

**2. Road Commissioner:** None

**3. Transfer Station Manager - Discuss/vote to change rates:** Transfer Station Manager Clint Andrews explained that he and the Transfer Station/Recycling Committee would like to have a trial period to stop charging a fee to dispose of metal and accept it for free. The Town receives money for disposing of metal. Other places accept metal for free and the competition is hurting the Town. Selectman Girard moved to suspend charging fees for metal for a trial period of six months, seconded by Selectman Woodsome, voted and passed, **5 yeas.** **Discuss outcome of free disposal day:** Mr. Andrews said that the free

disposal day went great. People were very happy and thankful. He estimates the cost will be \$13,000 to \$18,000. Selectman Gale remarked that at any given time there were at least 20 vehicles in line. People seemed upbeat and willing to help each other and there were no accidents. Pictures of the activity that day were shown.

**4. Code Enforcement Officer – Discuss dock lengths:** Code Enforcement Officer Mark Mitchell commented that the free disposal day was fantastic and he was able to urge some people to clean up their yards. Mr. Mitchell said the current ordinance says that docks cannot be more than 15' long. He has not found other towns with a maximum length restriction. Mr. Mitchell feels that docks should not require permits and the length restriction should be removed. He has viewed at least 100 docks on Little Ossipee that are over 15'. He would like the Board to approve a freeze on enforcement of dock length violations until the Planning Board reviews the ordinance for changes. Selectman Littlefield moved to declare a moratorium on dock enforcement until such time as a plan is presented by the Planning Board for the Selectmen to review to make a final decision, seconded by Selectman Woodsome, voted and passed, **5 years**.

**5. Selectmen's reports:** Selectman Littlefield recognized Deputy Jason Solomon who was recently named as the 2013 School Resource Officer of the Year.

Selectman Girard reported that the 12 Town Group met last night. They discussed the State budget proposal. If the state does not approve a budget there will be a State shutdown on July 1<sup>st</sup>. Selectman Girard said there would be impacts to citizens especially if the Bureau of Motor Vehicles and the Department of Health and Human Services were to shut down. The Group discussed the status of the York County Budget Committee proposed censure. The County Commissioners will vote on this on July 10<sup>th</sup> at the Commissioners' office in Alfred. Municipal officials are urged to attend. They discussed a State statute that mandates if a private cemetery loses funding then the municipality has to take it over and they discussed cemetery responsibilities. The Group will not meet in July and the next meeting will be the 2<sup>nd</sup> Monday in August.

Chairman Abbott reported that Thursday, June 13<sup>th</sup> at 11:30 am is EcoMaine's Annual Meeting.

Selectman Gale moved to add items not on the agenda and hold two executive sessions at the end of tonight's meeting, one to discuss an employment appointment per Title 1 M.R.S.A. § 405(6)(A) and one to discuss an employee issue per Title 1 M.R.S.A. § 405(6)(E) seconded by Selectman Littlefield, voted and passed, **5 years**.

#### **NEW BUSINESS:**

**1 Discuss/vote to schedule a Public Hearing on June 25, 2013 to discuss acceptance of a Public Infrastructure Community Development Block Grant to extend a water main from the Middle School to the Elementary School.** Selectman Girard moved to schedule a Public Hearing on June 25, 2013 to discuss acceptance of a Public Infrastructure Community Development Block Grant, seconded by Selectman Woodsome, voted and passed, **5 years**.

**2. Discuss/vote to call and approve the June 25, 2013 Special Town Meeting Warrant to approve a Community Development Block Grant application for a Public Infrastructure Grant.** Selectman Girard moved to approve the June 25, 2013 Special Town Meeting Warrant to approve a Community Development Block Grant application for

a Public Infrastructure Grant, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

**OLD BUSINESS:**

**1. Discuss Town Charter revision implementation progress:**

- Town Administrator position: This has been finalized.
- Job descriptions: These are nearly finalized.
- Public Works: The next step is to sit with the Town Administrator to review things.
- Board of Selectmen By-Laws and Policies: This should be done within the next week or two.

**OTHER:**

1. Selectman Littlefield moved to sign the warrants for bills and payroll, seconded by Selectman Gale, voted and passed, **5 yeas**.
2. Selectman Gale moved to approve the minutes of the May 30, 2013 special meeting, the June 4, 2013 regular meeting, and the June 5, 2013 special meeting, seconded by Selectman Girard, voted and passed, **4 yeas, 1 abstained (Littlefield-not present on 5/30/13)**.

**PENDING DECISIONS:**

1. Public Service Announcements
2. Review Driveway Opening Permit language
3. Board & Committee status
4. Economic Development forum
5. Implementation of Town Charter changes that will be effective July 1, 2013

**WEEK'S ACTION LIST:**

- Schedule a budget review with Department Heads.

**DISCUSSION OF AGENDA ITEMS:**

- Review status of current budget at next meeting.
- Discuss meeting with the Road Review Committee.
- Town Administrator Contract acceptance
- Discuss the Bob Fay Memorial Park with members of the Land Trust re: concerns with maintenance

Chairman Abbott read the reminders.

**EXECUTIVE SESSION #1:** Selectman Girard moved to go into executive session per Title 1 M.R.S.A. § 405(6)(A) to discuss an employment appointment at 7:05 pm, seconded by Selectman Woodsome, voted and passed, **5 yeas**. Selectman Littlefield moved to come out of executive session at 7:30 pm, seconded by Selectman Gale, voted and passed, **5 yeas**.

**EXECUTIVE SESSION #2:** Selectman Gale moved to go into executive Session per Title 1 M.R.S.A. § 405(6)(E) for an employee issue at 7:31, seconded by Selectman Woodsome, voted and passed, **5 yeas**. Selectman Girard moved to come out of executive session, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

**ADJOURN:** Selectman Woodsome moved to adjourn the meeting at 8:08 pm, seconded by Selectman Gale, voted and passed, **5 years**.

**SIGNED:**

- Warrants for bills and payroll
- Minutes of May 30, 2013, June 4, 2013 and June 5, 2013
- Special Town Meeting Warrant

**APPROVED:** Date: \_\_\_\_\_

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