

**Waterboro Board of Selectmen
January 28, 2014 Meeting Minutes**

PRESENT: Chairman Girard, Selectmen Gale, Littlefield & Woodsome, Town Administrator Gary Lamb, Dwayne Prescott, Tammy Wells, Administrative Assistant Christina Silberman and IT Manager David Lowe. Assessors' Agent Jerry Daigle, Road Commissioner Doug Foglio, Sr., and Code Enforcement Officer Mark Mitchell were present for their respective report items.

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

ANNOUNCEMENTS: Chairman Girard gave a reminder that all dog licenses are due by this Friday, January 31st. A \$25.00 late fee will be due beginning Feb. 1st. A current rabies certificate will be needed. Dog licensing can be done online.

AGENDA ADDITIONS/DELETIONS: None

APPOINTMENTS: None

HEARING OF DELEGATION: None

1. CORRESPONDENCE: Chairman Girard reviewed the following correspondence;

- a. Rep. Libby's Newsletter
- b. Senator Tuttle's Newsletter
- c. Assessors' Agent's 2014 schedule
- d. Town Clerk's report
- e. Seasonal Road closing information

2. REPORTS & STAFF INITIATIVES

a. Assessors' Agent Discuss/vote on abatements & Discuss/vote to approve the supplemental tax warrant: Assessors' Agent Jerry Daigle said that a revision has been distributed. He explained that the 29 abatements on tonight's agenda are all due to the computer problem. There is also a list of supplemental taxes for approval. Selectman Gale moved to approve abatements #14-63 through #14-90, seconded by Selectman Littlefield, voted and passed, **4 yeas**. Selectman Gale moved to approve the supplemental tax warrant for \$77,986.69, seconded by Selectman Woodsome, voted and passed, **4 yeas**.

b. Code Enforcement Officer Mark Mitchell reported on the Lada Auto Sales matter and said that the Town Attorney is reviewing this. The mobile home is about ¾ of the way taken down. The Board said that they want the mobile home taken down. Mr. Mitchell said he will follow up with the Town Attorney tomorrow. Mr. Mitchell reported that he has compiled a list of 11 properties with buildings that need to come down and he will be sending letters out to the owners this week.

c. Road Commissioner: Chairman Girard explained that in December A T & T needed to get some equipment up to their tower and they hired someone to plow McLucas Road. They may have caused damage to the road. Information regarding seasonal

closing of ways was included in the packets. Road Commissioner Doug Foglio, Sr. said that in past years the Town posted some roads as closed for winter. Mr. Foglio said that State law sets up a standard to stop people from using these roads in the winter with the exception of snowmobiles, ATVs and logging operations. He outlined the procedure to follow when closing roads for the winter. Mr. Foglio pointed out that if a road is voted to be closed for the winter, the closing cannot be altered until one year after the vote. This could be an issue if the closing is voted at Town Meeting in June and then someone obtains a building permit after the vote and builds a home on that road before winter. The Town and/or the owner could not plow that road until the year had passed. Mr. Foglio recommends that the Town have winter road closings for approval at the Annual Town Meeting. Mr. Foglio is concerned with private parties plowing Town roads and causing damage to the road. There is a danger if people think a road is open and get stuck. He suggested posting signs on these roads so people know that the road is closed to through traffic in the winter. Chairman Girard suggested that Mr. Lamb contact the Town Attorney to ask if the Town can post signs on these roads indicating that the roads are not maintained in the winter. Mr. Foglio said he noted in the packet that the Town has the right to limit motor vehicle access on lakes and ponds from sunset to sunrise, Title 30-A, sec. 3009. The Town could have an ordinance in place by spring and he urged the Selectmen to consider this. He also suggested the Town consider an ordinance requiring property owners to clear the sidewalk in front of their property. Selectman Woodsome asked if there is anything Mr. Foglio can do for McLucas Rd. to prevent it from washing out. Mr. Foglio said there is nothing he can do now but he will keep an eye on it and if there are any issues as the snow melts, he will do whatever is necessary. Mr. Foglio said that he enrolled Tom Blackburn in a class for a 2 year certification on erosion control. This is required if road work is being done within 250' of the water. Mr. Foglio reported that they are working on improvements to the Town Garage. Selectmen Woodsome moved to authorize the Road Commissioner to purchase the appropriate signs for the road closures, seconded by Selectmen Gale, voted and passed, **4 yeas**.

d. Selectmen's reports: Selectman Gale said that the Transfer Station/Recycling Committee met last night. Transfer Station/Recycling Committee Chairman Dwayne Prescott reported that they discussed additional signage at the Transfer Station and voted to reduce the cost of tire disposal to \$1. He has contacted Pine Tree Waste and they are working on the cost to provide curbside trash and recycling pick-up based on 62 miles of town roads. This initial estimate will not include Lake Arrowhead or private roads. They will contact RSU #57 regarding recycling to see how it is going. Selectman Gale added that they discussed getting recycling rates up and curbside pick-up and/or pay per bag is the way to go. Selectman Gale reported that the Library Board of Trustees is working on a community survey that can be picked up at Town Hall or at the Library. The Library is looking to get a new drop box with funds from the Maggie Taylor donations and Friends of the Library could also contribute. The book sale plans are under way and they are busy planning activities.

Chairman Girard gave a reminder that this Friday at 8:30 am at York County Superior Court the oral arguments will be heard relating to the York County Budget Committee.

e. Town Administrator Gary Lamb reported the following:

- We said goodbye to Tina Smith, CEO Secretary of nearly 9 years, and wished her well. The job description is under review and the position will be advertised ASAP.
- 128 lien foreclosure notices for 2012 property taxes will go out this week. Payments must be made by 5pm on Monday, March 17th or the Town will own the property. The town will be much more aggressive in the future in taking possession of property because of unpaid taxes and then selling the property to get it back on the tax rolls.
- The DPW garage addition is closed in and heated. Insulation is underway. Tom Blackburn and Doug Foglio have done much of the work and saved the town thousands of dollars vs. contractor costs.
- We received four bids for the Fire Department's 1999 Dodge pickup. The winning bid was from Gas Motors for \$1,011.01.
- The CES Engineers' report to DEP for the old tannery lagoons should be here by Feb 1st. DEP may ask for additional testing to show the extent of the decades old contamination. He will investigate whether EPA Brownfields funding is applicable if further testing is required.
- Workman's comp. insurance costs will increase from \$32,834 to \$49,454 in FY 14/15. The reason is that our three year experience MOD dropped the 2009 year, a very low year of claims and added the 2012 year, a high year of claims.
- He delivered an early draft budget to the Selectmen and the Budget Committee last week. He needs discussion with Selectmen on the CIP projects as there are many needs and not enough funds and we will have to prioritize.
- A survey of work on the Deering Ridge Road started today between the Hooper Hill and Edith Hughey Roads. Sebago Technics is doing the work and will be creating a road profile in preparation for road reconstruction over the next couple of years if funding is available.
- We still need Budget Committee members if folks are interested.

Selectman Woodsome reported that a group at the Massabesic Middle School is holding a food drive through February 12th for York County food banks/shelters and donations are appreciated.

Selectman Littlefield said that he understood that DEP would pay for any additional testing of the tannery lagoons. Mr. Lamb replied that they have paid for everything to date and he is unsure if they will pay for any further testing. Selectman Littlefield asked where the bulk of the worker's comp. claims are from and if safety training is needed. Mr. Lamb said that claims were across the board with some very minor injuries in everyday activities. He will check on training with MMA's Safety Works.

Selectman Gale asked if the Budget Committee will attend the Selectmen's Budget Workshops. Mr. Lamb said he hopes that they do attend and he will invite them.

3. NEW BUSINESS:

a. Discuss/vote on a committee appointment: Selectman Gale moved to appoint Leo Binette to the Economic Development Committee, seconded by Selectman Littlefield, voted and passed, **4 yeas**.

b. Discuss/vote to approve appointments for the Registrar of Voters, Deputy Registrars of Voters and Ballot Clerks with terms to expire 12/31/2015: Selectman Gale moved to approve the list of appointments as presented, seconded by Selectman Woodsome, voted and passed, **4 yeas.** **Voter Registrar** - Yvette M. Murray **Deputy Voter Registrars** - Nancy Johnson, Judy Carll, James Carll, Dianne Holden, Carolyn Widen, Judith Durney, Brigit McCallum & John T. Seery **Ballots Clerks** - Nancy Johnson, Judy Carll(D), Brigit McCallum(D), John T. Seery(D), Robert E. Powers(D), Claudette L. Smith(D), Roberta L. Gallant(D), Jennifer Roberts(D), Catherine T.G. Hensel(D), James Carll(R), Carolyn Widen(R), Dianne Holden(R), Robert Gobeil(R), Theresa Storey(R), Joseph Warren Eragitano(R) & Judith (Cindy) Durney(G)

c. Discuss/vote to approve and sign a Municipal Quitclaim Deed: Selectman Woodsome moved to approve and sign a Municipal Quitclaim Deed, seconded by Selectman Littlefield, voted and passed, **4 yeas.** (Note: Deed is for Mark D. Taylor)

d. Discuss/vote to schedule a goal workshop: The Board scheduled a goal workshop for Tuesday, February 18th at 6 pm.

4. OLD BUSINESS:

a. Discuss/vote to approve the Social Media Policy: Selectman Littlefield said that a revised draft of the policy has been reviewed by the Town Attorney and he will incorporate the suggested changes to be voted on at the next regular meeting.

OTHER:

a. Minutes of the January 14, 2014 regular meeting: Selectman Woodsome moved to approve the minutes of the January 14, 2014 regular meeting, seconded by Selectman Gale, voted and passed, **4 yeas.**

PENDING DECISIONS:

a. Discuss making policy changes regarding the use of social media: This is now complete and will be removed.

b. Town Charter revision to add a Public Works Department: This is progressing. Mr. Lamb would like the Selectmen to consider if they want the Transfer Station employees to also be able to work as Public Works employees.

WEEK'S ACTION LIST:

- Invite the Budget Committee to attend the Selectmen's Budget Workshop next Tuesday.
- Finish up with the Social Media Policy for the February 11th meeting.

DISCUSSION OF AGENDA ITEMS:

- Discuss plans for the Annual Town Report.
- Vote on the Social Media Policy.
- Follow up on LADA Auto and ask the CEO for an update on the dangerous properties.

Chairman Girard read the reminders.

ADJOURN: Selectman Woodsome moved to adjourn the meeting at 7:01 pm, seconded by Selectman Gale, voted and passed, **4 yeas.**

SIGNED:

- Minutes of the January 14, 2014 meeting
- Abatements
- Supplemental Tax Warrant
- Quitclaim deed

APPROVED: Date: _____
