

**Waterboro Board of Selectmen
February 11, 2014 Meeting Minutes**

PRESENT: Chairman Girard, Selectmen Abbott, Gale, Littlefield & Woodsome, Town Administrator Gary Lamb, Mary Ross with her daughter, Lisa Faith, Sharon Abbott, Transfer Station Manager Clint Andrews, Administrative Assistant Christina Silberman and I.T. Manager David Lowe.

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

ANNOUNCEMENTS: Chairman Girard announced that the Waterborough Historical Society's Valentine's Dinner/Dance for Saturday, February 15th has been canceled.

Chairman Girard warned dog owners that all dogs aged 6 months and older are required to be licensed by State law and dog licenses are now overdue. Anyone that has not licensed their dog is subject to late fees and also may be summonsed to court and could be fined.

AGENDA ADDITIONS/DELETIONS: None

APPOINTMENTS: None

HEARING OF DELEGATION: None

CORRESPONDENCE: Chairman Girard reviewed the following correspondence;

- a. Treasurer's reports
- b. Rep. Libby's newsletters
- c. Senator Tuttle's newsletter
- d. Assessors' Agent's February calendar

REPORTS & STAFF INITIATIVES

a. RSU #57: School Board member Mary Ross reported that they have begun work on the FY15 budget and state funding is expected to be similar to last year. The Board will be asked to review a proposal to update the fields, track and stadium area. They are negotiating with the teachers and have conducted the fact finding and are waiting for the report. The Superintendent will continue to meet with representatives of the six towns and the next meeting will be on March 18th in Alfred. The Curriculum Committee is looking at the proficiency based diploma and the current 8th graders will need this and it will have to be in place by September. The Superintendent has created a Curriculum Cabinet to look at what is needed for this and report back to Curriculum Committee. The Transportation Department is currently inspecting the buses. One bus did not pass inspection and one needs some engine work. There has been an issue with the diesel fuel gelling because of the cold so they are using an additive to address this.

School Board member Lisa Faith said that the Policy Committee continues with policy review. A few policies have been taken out of order for review due to public request. There is some concern with the use of buildings policy concerning how buildings are left

and keys being copied. They are gathering information from the state on the graduation rate. When a student graduates early or attends for five years, they are counted as a drop out and Ms. Faith is concerned with this. The Technology Committee works with the Technology Director and there are no major issues right now.

School Board members answered questions from the Selectmen. Lisa Faith said her term on the School Board is up in June and she will not run for another term. She hopes someone is willing to take her place because it is very important to have full representation for the Town.

b. Code Enforcement Officer: Mr. Lamb reviewed an update from Code Enforcement Officer Mark Mitchell on Lada Auto Sales. The Board indicated that they wish to move forward and hold a public hearing for removal of the motor home (a dangerous structure) located on the property. Mr. Mitchell has sent notice to other property owners regarding dangerous structures and the Town could follow the same procedure for those properties if needed.

c. Transfer Station Manager: Transfer Station Manager Clint Andrews reported that the Transfer Station/Recycling Committee has voted to ask that the tire disposal fee be reduced to \$1.00 each for regular tires and \$5.00 each for regular tires with rims. They also recommend that there be a disposal limit of 4 tires each trip. This would cover the town's disposal cost. They are still working to dispose of the tires that are there now and can add 75 tires in each load to EcoMaine. This can be increased to 100 if needed.

Discuss/vote on reduced tire disposal fee. Selectman Woodsome moved to support the reduction in tire disposal fees (regular tires will be \$1.00), seconded by Selectmen Gale, voted and passed, **5 yeas**. Selectman Abbott commented that the Solid Waste Disposal Ordinance needs to be updated and Chairman Girard agreed and added there are others that should be updated also. Selectmen Woodsome said that people can donate their returnable bottles to be used for fuel assistance at the Transfer Station. Mr. Andrews said the donated bottles can be brought to the household waste area and they have bags to collect them in. Since November, bottle donations have raised about \$1,000.00 for fuel assistance.

d. Selectmen's reports: Selectman Gale reported that the Community Garden Committee raised over \$12,000 in donations and services. The potential for income from plot rentals is \$625.00. Volunteer hours exceeded 940 hours. The Community Garden Committee donated 550 pounds of vegetables to St. Stephen's Food Pantry. The budget request submitted to the Town is not for running the garden itself. The Committee will finish construction of the shed and all the materials for this were donated. They will be adding plots for next season and some of these will be raised beds for handicap accessibility. The Committee will hold free public workshops on the third Saturday of each month at the Old Town Hall at 10 am and Selectmen Gale reviewed the workshop schedule.

Selectman Abbott reported that the EcoMaine Budget Committee will be meeting to discuss investment strategies next Thursday.

Selectman Woodsome reported that the 20/20 Committee met last night and they are working to summarize their work and get reports finished. They are making progress

and it is a lot of work. He received a notice from the Saco River Corridor Commission that they are having a workshop on February 19th on low impact development. Selectman Woodsome said the Town Charter describes the Town Administrator and not a Town Manager and until the charter is changed we do not have a Town Manager and this should be accepted and respected. He does think this should be addressed and clarified as a Town Manager.

Chairman Girard reported that the 12 Town Group met last night. On March 19th Mike Michaud will be coming to Waterboro for a Community Forum and Eliot Cutler is coming on April 28th. Governor LePage has been invited but has not accepted the invitation yet. They hope to have a gubernatorial debate with all 3 candidates in mid-September. The Group discussed LD1762 to preserve revenue sharing. It looks like this will pass through the House and Senate. The feel right now is that Governor LePage will not veto this. They will meet again on March 10th.

e. Town Administrator Gary Lamb's report:

- The CES engineer's report to DEP for the old tannery lagoons has been received. DEP paid for the initial site assessment and is reviewing the report. He expects that DEP will want to do additional water and soil sampling once the snow and frost are gone and they will pay for this work, in part because they approved of this waste disposal site and methods many decades ago. DEP still likes the idea of a large salt/sand shed directly above these lagoons as good mitigation to keep rainwater infiltration to a minimum. No timeline exists as to when DEP might be done testing.
- He always assumed he would prepare a town manager's rough draft budget and pass that on to the Budget Committee for discussions. That budget draft is now ready for the Budget Committee. Unfortunately, the only two Committee members recently resigned so he is calling for new volunteers to step forward this month. Applications are on the town website.
- The DPW bucket loader/backhoe engine was recently rebuilt at no charge and is back in service. The Road Commissioner is reviewing the cost of extending the engine warranty coverage.
- Efficiency Maine recently reimbursed the town \$5,940.00 as a rebate for energy improvements made to Town Hall with more efficient lighting.
- The costs of joining Maine PERS, formerly Maine State Retirement System, with COLA's upon retirement requires 6.5% of a salary from both the town and employee. Such a plan will increase to 7.8% town contribution and 7.0% employee contribution as of July 1st. Another plan that does not have COLA's after retirement will require a 4.1% employer contribution and 7.0% employee contribution as of July 1st (3.4% and 6.5% respectively now). There are no other admin costs to joining PERS other than the contribution level we choose.
- Staff are making vacation plans for 2014. We have many requests for vacation time on Friday Dec 26th (the day after Christmas) and cannot honor them all. All staff are willing to take vacation time for Dec 26 if Selectmen are OK with town hall being closed that day.

- A customer service workshop for Town Hall and Transfer Station employees will be held on Monday March 24, 2014 from 9am to noon. It will be conducted by MMA's Coordinator of Education Services Margaret Noel, a former hotel manager.
- The Public Safety Cmte. meeting on Feb. 20 was scheduled to have the Fire Chief present but he has to be at a Maine Forest Service wildfire mtg. that is being hosted at Central Station that night. The Committee could reschedule the meeting to Feb. 19 or discuss other non-Fire/EMS matters on Feb. 20 and invite the Fire Chief later.

NEW BUSINESS:

a. Discuss the next Annual Town Report: Chairman Girard suggested deciding on the dedication of the Town Report privately and keep it secret then present the person with the first copy of the Town Report at a meeting to make it more special. The Board considered this and will further discuss it at their workshop next week.

b. Discuss/vote to accept committee resignations: Selectman Littlefield moved to not accept the resignations of Dianne Holden and Rebekah Higgins from the Budget Committee at this time until after the Town Administrator has spoken with them personally, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

2. OLD BUSINESS:

a. Discuss/vote to approve the Social Media Policy: Selectman Littlefield moved to approve the Social Media Policy, seconded by Selectman Abbott, voted and passed, **5 yeas**.

OTHER:

a. Minutes of the January 28, 2014 regular meeting: Selectman Littlefield moved to approve the minutes of the January 28, 2014 regular meeting, seconded by Selectman Gale, voted and passed, **4 yeas, 1 abstained (Abbott-not present)**.

PENDING DECISIONS:

a. Town Charter revision to add a Public Works Department: Mr. Lamb said he has not had time to work on this since the last meeting. Selectman Woodsome will meet with Mr. Lamb next week to work on this.

WEEK'S ACTION LIST:

- Gather information and plan for a public hearing on Lada Auto Sales.
- Update the Transfer Station policy for the change in tire disposal fees.
- Mr. Lamb will contact the Budget Committee members.
- Check on the process to change the Town Administrator title to Town Manager in the Town Charter.

DISCUSSION OF AGENDA ITEMS:

- Hold a public hearing on Lada Auto Sales.

Chairman Girard said that Bonita Pothier of Senator King's office has been attending the 12 Town Group meetings and she would like to know of any infrastructure needs that the Town has. She will be suggesting work be done on Route 5. Chairman Girard read the reminders.

ADJOURN: Selectman Woodsome moved to adjourn the meeting at 7:15 pm, seconded by Selectman Abbott, voted and passed, **5 yeas**.

SIGNED:

- Minutes of the January 28, 2014 meeting

APPROVED: Date: _____
