

**Waterboro Board of Selectmen Meeting
December 16, 2014 Meeting Minutes**

PRESENT: Chairman Woodsome, Selectmen Abbott, Girard, Gale and Littlefield, Sharon Abbott, Brigit McCallum, Jack Seery, Deputy Treasurer Julie Giles, Dick Bateman, Cleo Smith, 1 unidentified woman, Public Works Director Doug Foglio, Sandra Negus, Administrative Assistant Christina Silberman and IT Manager Dave Lowe David Lowe

PLEDGE OF ALLEGIANCE: Chairman Woodsome opened the meeting with the pledge of allegiance at 6:01 pm.

ANNOUNCEMENTS: Selectman Littlefield extended best wishes for a speedy recovery to Jim Carll who is currently in the hospital.

Chairman Woodsome said that there is a Public Hearing tomorrow night at Central Station at 7 pm for the Planning Board to consider Dollar General in North Waterboro. IT Manager Dave Lowe added that this will be broadcast live over the public access cable channel.

ADDITIONS OR DELETIONS TO AGENDA: None

APPOINTMENTS: None

HEARING OF DELEGATION: None

CORRESPONDENCE: Chairman Woodsome reviewed the following correspondence:

- a. Rep. Libby's newsletter
- b. Senator Tuttle's newsletter
- c. Treasurer's Reports

REPORTS & STAFF INITIATIVES:

Selectmen's reports: Selectman Littlefield said he met with the Buxton Chief of Police and he has tentatively scheduled a Public Safety Committee meeting there at the beginning of January. He added that an ice rink is being set up at the Taylor House and it is looking very good.

Town Administrator Gary Lamb: Mr. Lamb reported the following:

Code Office Update - New Code Enforcement Officer Glenn Charette will be working here Wed thru Friday each week until the end of the year. Then he will be full time here outside of assisting Alfred occasionally until they get a new CEO hired.

Food Pantry update - Sandra Negus (our former St. Stephens food pantry coordinator) is here tonight to help Selectmen understand food pantry needs and commitments.

Town Hall holiday hours - A reminder that town hall will be closed on Friday, Dec 26th and staff will be taking vacation time off that day. Town hall also closes at 1pm Wednesday, Dec 24th.

West Road Sidewalk – The bid to blow or plow 0.4 miles of the West Road sidewalk was awarded to the low bidder Leighton Excavation for \$4,800 for one year. One other bid for \$13,500 was received.

Foreclosure update – The vacant land sale list and advertising for sealed bid auction is progressing well. Bids will be due mid-January. Two properties' quitclaim deeds are in preparation as their accounts have, or very soon will be, paid in full.

Waterboro Urgent Care - Dave Woodsome, Fire Chief Bors, Deputy Chief Bennett and many others attended the Dec 10th Urgent Care reopening.

DOT meeting re: Rte 202 Road improvements - Doug and I are attended a Dec 8th DOT meeting and walked Route 202 in South Waterboro with 5 DOT staffers. Possible improvements including drainage, curbing and road slope were discussed. This is the time for the town to have sidewalk work done, if we are going to do it, because the cost would be much cheaper.

Workshop topics - Mr. Lamb suggested a workshop on Jan 6th or 20th to meet with Assessor Bob Konczal for his six month status report of our assessing needs and progress to date. Bob should finish this report this Friday and he will forward it to the Board. We need to listen to and discuss what he has seen since July and what he thinks our staffing level should be for FY 15/16 budget. He thinks this subject would consume 30-60 minutes. Another workshop agenda item for the same night could be discussion of the post attorney version of our Personnel Policy. Mr. Lamb asked for Selectmen's guidance on benefit details, possible changes for new employees, etc.

Equipment trade - The sander for our one ton truck needed some expensive corrosion repairs so we traded it for \$1,750 off a new one for \$3,995. It is cheaper to replace than repair for such high corrosion equipment.

Cemetery Committee – Waterboro's Cemetery Committee has been selected to host a headstone cleaning/leaning workshop which will occur this spring. More information will be provided.

Dog licensing – Dog licenses expire 12/31/14. Please remember to license your dog.

Selectman Littlefield asked where the funds for the sander replacement will come from. Mr. Lamb replied that it will come from the Road Department budget, either the salt/sand line or the town roads line.

Public Works Director Doug Foglio said that there is an issue with Old Alfred Road. The pavement that the Maine Department of Transportation put down before turning the road over to the town that was supposed to be good for 10 years is coming up after only 2 years. He has ground the road in the bad spots and will repair these areas. He suggested Rep. Prescott and Senator Woodsome raise these issues in Augusta. The Board discussed contacting the MDOT to discuss the problem.

Selectman Abbott asked about the bridge repair on West Road. Mr. Foglio said that the MDOT has done a repair. The underlying problem is that the bottom of the concrete culvert has deteriorated. The MDOT does not think this is a high priority.

NEW BUSINESS

a. Discuss/vote to accept a committee member's resignation: Selectman Abbott moved to accept the resignation of Debra Harding from the Economic Development Committee with regrets, seconded by Selectman Girard, voted and passed, **5 years**.

b. Discuss/vote to appoint a committee member: Selectman Gale moved to appoint Timothy Folley to the Economic Development Committee, seconded by Selectman Littlefield, voted and passed, **5 years**.

c. Discuss/possible vote on food pantry situation and donation offer from the Foglio family: Sandra Negus of Limington said that she ran the food pantry at St. Stephens. The church has closed and some volunteers of the food pantry resigned. She explained how

the food pantry was run. There are a number of other food pantries near Waterboro. The former food pantry in Waterboro served about 250 families or 800 people per month. Ms. Negus said Good Shepard Food Bank and York County Food Rescue require that a contract be signed before starting a food pantry and that records be maintained for 3 years. The food is not delivered and needs to be picked up. The food pantry was closed due to lack of volunteers, especially to pick up the food. The businesses and the people in Waterboro were very supportive of the food pantry. The food pantry does require money to run because Good Shepard Food Bank charges pantries for the food. She spent about \$8,000 on food last year. She talked about the challenges of running the pantry and answered questions from the Board. The Board thanked her for the information. Doug Foglio said that his family has offered to donate the work to install a foundation for a 24' x 32' building. Many other people have approached Mr. Foglio and have also offered assistance. As of now, they would need another \$3,000 to erect the building that is proposed to be on town property. Mr. Foglio said he has also had an offer of free legal assistance to set up a 501C3 non-profit status. The Board discussed wanting an organization to step forward to take responsibility for the business part of running a food pantry. Cleo Smith said she would be willing to be the coordinator and she has 8 volunteers lined up. Ms. Smith said she would be willing to work with any organization. The Board asked that an organization such as a church be found to run the pantry and they will discuss this again at the 1/27/15 meeting.

d. Discuss/vote to authorize the Town Clerk, Deputy Town Clerk or both to sign one day caterer's liquor licenses instead of the Board of Selectmen: Selectman Gale moved to authorize the Town Clerk or Deputy Town Clerk to approve one day caterer's liquor licenses, seconded by Selectman Littlefield, voted and passed, **4 yeas, 1 nay (Woodsome)**.

The Board scheduled a workshop for January 20, 2015 at 5:30 to meet with the Assessor and discuss proposed revisions to the Personnel Policy.

OLD BUSINESS: Friday, December 19, 2014 is the annual employee/volunteer holiday dinner from 5 -7 pm.

OTHER

a. Discuss/vote to approve the minutes of the November 25, 2014 regular meeting: Selectman Abbott moved to approve the minutes of the November 25, 2014 regular meeting, seconded by Selectman Girard, voted and passed, **4 yeas, 1 abstained (Littlefield-not present)**.

PENDING DECISIONS: None.

WEEK'S ACTION LIST

- Mr. Lamb will compile a list of issues for MDOT including Old Alfred Road.

Selectman Abbott moved to change the next Selectmen's meeting to December 30th instead of December 23rd, seconded by Selectman Littlefield, voted and passed, **5 yeas**.

DISCUSSION OF AGENDA ITEMS: None.

ITEMS NEEDING SIGNATURE

Minutes of the November 25, 2014 Regular Meeting

ADJOURN: Selectman Abbott moved to adjourn the meeting at 7:32 pm, seconded by Selectman Gale, voted and passed, **5 yeas**.

APPROVED: Date: _____
