

**Waterboro Board of Selectmen Meeting
December 30, 2014 Meeting Minutes**

PRESENT: Chairman Woodsome, Selectmen Abbott, Girard, Gale and Littlefield, Town Administrator Gary Lamb, Sharon Abbott, Jeff Walker & Julie Harrison with children Ethan, Brody and Sierra, Park & Recreation Director Mike DeAngelis, Town Assessor Bob Konczal, Alex Konczal, Administrative Assistant Christina Silberman and IT Manager David Lowe

PLEDGE OF ALLEGIANCE: Chairman Woodsome opened the meeting with the pledge of allegiance at 6:00 pm.

ANNOUNCEMENTS: Selectmen Littlefield extended condolences on behalf of the Board to the family of Frank Carll, a long-time resident who passed away on Christmas Day.

ADDITIONS OR DELETIONS TO AGENDA: Chairman Woodsome added an item to the agenda as new business item e to vote to accept the resignation of David Woodsome as Chairman of the Board of Selectmen and elect a new Vice Chairman.

APPOINTMENTS: Waterboro Association of Businesses (WAB) presentation for the Deck the House Holiday Light Contest winner. Parks and Recreation Director Mike DeAngelis announced on behalf of WAB that the winner of this year's Deck the House Holiday Light Contest is Jeff Walker & Julie Harrison with children Ethan, Brody and Sierra of 74 Mayfair Way. Their light display contained over 21,000 lights and they collected over 7 industrial size bags of toys for the Toys for Tots program. The family has a Facebook page called the Waterboro North Pole if people want to visit the page.

Mr. DeAngelis presented Selectmen Gale with a Waterboro Parks and Recreation fleece jacket to thank him for his service as liaison of the Parks and Recreation Committee.

HEARING OF DELEGATION: None

CORRESPONDENCE: Chairman Woodsome reviewed the following correspondence:

- a. Treasurer's Reports
- b. ZBA Notice of Decision
- c. EcoMaine recycling reports
- d. Motor Vehicle Agent November 2014 report

REPORTS & STAFF INITIATIVES:

Selectmen's reports: Chairman Woodsome reported that he is trying to get the Old Home Days Committee started up again. He urged citizens to volunteer to serve on the Committee to get the Old Home Days event started up again.

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

Town Hall holiday hours: Town Hall will close at 1pm Wednesday, Dec 31st and is closed Jan 1st. Town Hall will be open Friday, Jan 2nd.

Foreclosure update: The vacant land sale list and advertising for a sealed bid auction will go out this week with bids due by noon January 21, 2015. The list will be posted on the website or citizens can contact Christina or Mr. Lamb for a copy.

Workshop update: Please read the Personnel Policy before the January 20th workshop and call with any questions or comments. Mr. Lamb asked for Selectmen's guidance on benefit details, possible changes for new employees, etc.

Paving repairs: The Old Alfred Road paving repairs cost taxpayers \$2,600.00 to grind and patch approximately 50 spots where the MDOT skinny mix paving has lifted and is now in the ditch. I have communicated with MDOT's Scarborough office for more info before sending anything to the MDOT Commissioner. Since the work was done, the paving has lifted in many other spots and this road will be a royal mess come spring.

Town Hall repairs: Yesterday we discovered that 5 of 8 zone valves in the attic are leaking into the ceiling. Mr. Lamb ordered them all to be replaced and we will be checking the pH of the anti-freeze.

General Assistance: Mr. Lamb asked Selectmen to consider making Nancy Johnson fulltime with 40 hours with Monday hours for all General Assistance appointments except emergencies. We know all Monday hours will not be filled with GA, so her other Monday work time can be spent on other office projects (annual HR filing, seasonal assessing and deeds work, old Town Hall records sorting, vault inventory/organization improvements, etc.). Tuesday through Friday Nancy would assume the role of motor vehicle agent once Brenda leaves on January 21st and would drop some routine Clerk duties back to Yvette and whoever we hire to replace Brenda.

Health Insurance update: As of Dec 29th, we have 15 employees who have signed up for the PPO 2500 plan, about twice what I had hoped for. For a single employee, the PPO 2500 premium costs the town \$567 vs \$1003 for the POS A plan that will be discontinued Feb 1st. The town can use the savings to reimburse out of pocket costs employees will pick up starting Feb 1st. This will reduce or eliminate the \$25-\$185 weekly payroll deductions employees had been paying and will save the town money in lower premiums even though the town will be picking up a good portion of employee out of pocket costs. After 1-2 years of experience with the PPO 2500 plan, we can then decide whether to offer just this plan and eliminate our two other MMA health insurance options. We will have a new health reimbursement account line in the FY 15/16 budget for reimbursements through a third party administrator.

MDOT Public Hearing – A Maine Department of Transportation public hearing will be held for the Route 5 Stimson Bridge project at Town Hall on Wednesday, January 14th at 6 pm.

NEW BUSINESS

a. Discuss/vote to accept a board member's resignation: Selectman Girard moved to accept Sonya Durney's resignation from the Library Board of Trustees, with regret, seconded by Selectman Gale, voted and passed, **5 yeas**.

b. Discuss/vote to sign a quitclaim deed: Mr. Lamb explained that Rebecca Proctor is working to obtain a loan to pay off the property taxes owed. He asked that the Town sign a quit claim deed to allow Ms. Proctor to finalize a loan to pay the town and the deed will be held in escrow until the loan is approved. Selectman Girard moved to sign a quit claim deed, seconded by Selectman Littlefield, voted and passed, **5 yeas**.

- c. Discuss/vote to appoint the Registrar of Voters:** Selectman Littlefield moved to appoint Yvette Dailey as the Registrar of Voters, seconded by Selectman Littlefield, voted and passed, **5 yeas**.
- d. Discuss/vote to approve the Fraternal Order of Eagles #4393 State Games of Chance license application for Cards, Daily Pool and Sealed Tickets:** Selectman Gale moved to approve the State Games of Chance licenses for the Eagles Club, seconded by Selectman Girard, voted and passed, **5 yeas**.
- e. Discuss/vote to accept the resignation of Selectman David Woodsome as Chairman of the Board of Selectmen and elect a new Vice Chairman:** Chairman Woodsome moved to accept his resignation as Chairman of the Board of Selectmen, seconded by Selectman Littlefield, voted and passed, **5 yeas**. Selectman Girard (former Vice Chairman) will take over as Chairman. Selectman Girard nominated Gordon Littlefield as Vice Chairman of the Board of Selectmen, seconded by Selectman Gale, voted and passed, **4 yeas, 1 abstained (Littlefield)**.

OLD BUSINESS: None

OTHER

- a. Discuss/vote to approve the minutes of the December 16, 2014 regular meeting:** Selectman Gale moved to approve the minutes of the December 16, 2014 regular meeting, seconded by Selectman Littlefield, voted and passed, **5 yeas**.

PENDING DECISIONS: None

WEEK'S ACTION LIST:

- Mr. Lamb will send a letter to the Waterboro Eagles regarding the timeliness of filing applications for license approvals.
- Mr. Lamb is working on capital budget items and will schedule a meeting soon with Budget Committee members.
- Selectman Gale asked for a Code Enforcement update on unsightly properties.

DISCUSSION OF AGENDA ITEMS

- Discuss adopting a property maintenance code.

ITEMS NEEDING SIGNATURE

- a.** Minutes of the December 16, 2014 Regular Meeting
- b.** Quitclaim Deed
- c.** Eagles Club State Games of Chance Licenses

ADJOURN: Selectman Girard moved to adjourn the meeting and enter into a workshop at 6:30 pm, seconded by Selectman Gale, voted and passed, **5 yeas**.

APPROVED: Date: _____
