

**Waterboro Board of Selectmen Meeting
September 8, 2015 Meeting Minutes**

5:45 pm EXECUTIVE SESSION: Selectman Gale moved to enter into executive session at 5:45 pm per Title 1 M.R.S.A. §405 (6)(A) to meet with a committee applicant, seconded by Selectman Woodsome, voted and passed, **4 yeas**. Selectman Woodsome moved to come out of executive session at 5:54 pm, seconded by Selectman Gale, voted and passed, **4 yeas**.

PRESENT: Chairman Abbott, Selectmen Gale, Littlefield & Woodsome, Town Administrator Gary Lamb, Sharon Abbott, Transfer Station Manager Clint Andrews, Public Works Director Doug Foglio, Sr., Doug Foglio, Jr., Brigit McCallum & IT Manager David Lowe. Town Assessor Bob Konczal arrived during new business item a.

PLEDGE OF ALLEGIANCE: Chairman Abbott opened the meeting with the Pledge of Allegiance at 6:01 pm.

ANNOUNCEMENTS: None.

ADDITIONS OR DELETIONS TO AGENDA: Town Assessor Bob Konczal's report will be added under Reports and Staff Initiatives.

APPOINTMENTS: None.

HEARING OF DELEGATION: None.

CORRESPONDENCE: Chairman Abbott reviewed the following correspondence:

- a. Treasurer's reports
- b. List of vacancies on town boards and committees
- c. Waterboro Land Trust Officers & Board of Directors list
- d. Senator King's "Your Government, Your Neighborhood" outreach information

REPORTS & STAFF INITIATIVES:

a. Selectmen's reports: None.

b. Town Administrator Gary Lamb's report: Mr. Lamb noted that Town Assessor Bob Konczal plans to report at tonight's meeting and this was not on the agenda. Chairman Abbott said this will be added when he arrives. Mr. Lamb reported on the following:

- **Staff changes:** Deputy Town Clerk Yvette Dailey's last day at work was Sept 4th. We are actively searching for an experienced Town Clerk. In addition, Bob Gobeil has rescinded his full retirement plans and will continue to work at our transfer station on a more limited basis.
- Selectmen liked the Assessor's idea of reimbursing last year's double collection of county tax over two years. Consequently we will reimburse 80% of the over-collection in upcoming tax bills and the remaining 20% next fall. This should help minimize a mil rate increase in fall 2016. The 20 percent town wide assessment reduction we had hoped to implement because of over-valuation will not happen this year due to some database problems that could not be solved despite the Assessor working much of this past weekend here on it.

- **Deering Ridge Rd.:** Grinding started today for probably two days. During the week of Sept. 14th, the contractor will grind Portland cement into the road base and wet the road. Paving will follow soon after and should be completed by Sept. 25th. Road striping town-wide was done Sept 3rd. Hooper Hill Road drainage, tree removal and a new plow turnaround was completed recently. Ricker Ln.'s large pine tree removal was done today with final cleanup tomorrow for approximately \$1,500. This is about half of the estimate.
- **Audit prep update:** We continue to gather remaining information for our Auditor. We have some challenges with bank statement reconciliations for our PERS payments that began Jan. 1, 2015. We used to send one check per month for our simple IRA retirement plan. Now we send 8 electronic transfers per month just for our 457 plan, in addition to PERS payments. We will be scheduling the audit field work here later this month.
- **Update on Townhouse Rd. lot for possible athletic field:** I walked the Townhouse Rd. lot again with two members of MAYFC. They can see how a field can be built there and are very appreciative of the town's interest and potential offer. With 185 football players, ten Waterboro teams and 60 cheerleaders, it is clear that this lot would help but not cure the field shortage. Even if they decide to pursue this lot, they will need more land for more fields.

c. Town Assessor Bob Konczal (This was heard after new business.): Mr. Konczal said that there is an obstacle in the software that does not allow an across the board valuation reduction and this will not be done this year. The county tax that was over collected last year will be credited back over two years with 75% being applied this year and 25% being applied next year. Mr. Konczal predicts the mil rate will be \$13.95 and he is working on finalizing this, hopefully this evening.

NEW BUSINESS

a. Discuss town of Hollis use of the Waterboro Transfer Station: Chairman Abbott explained that the town of Hollis was allowed to utilize our Transfer Station to dispose of items that were not household waste or single sort recycling. This relationship ceased a couple of years ago. The town of Hollis has approached the town of Waterboro to entertain allowing them to come back. Transfer Station Manger Clint Andrews prepared some information that goes back to 1993. Chairman Abbott said that the issue was whether the administrative costs (for preparing reports) were being covered. Chairman Abbott suggested a meeting with the Hollis Selectmen to discuss the issues. The Board discussed some ideas and issues with allowing town of Hollis residents to use the Transfer Station. Public Works Director Doug Foglio, Sr. spoke in favor of charging the town of Hollis an administrative fee annually and having their residents pay the same rate as Waterboro residents to dispose of their items. Further discussion on this will be had with the town of Hollis.

b. Discuss/vote to award the snowplow bid: Selectman Littlefield moved to accept the contract (with Foglio, Inc.), seconded by Selectman Gale, voted and passed, **4 yeas**.

c. Discuss/vote on a donation request by the Waterboro Land Trust: Mr. Foglio outlined the area of land (a portion of the property shown as Tax Map 8, Lot 48) that the Waterboro Land Trust is asking the town to transfer to them to add to their abutting parcel. Mr. Lamb and Mr. Foglio have recently viewed the property. It is mostly wetlands. The Land Trust intends to forever keep the property open for recreational uses. Selectmen Littlefield moved that the town transfer the property to the Waterboro Land Trust with the

caveat that the land remain forever open to public recreational purposes, seconded by Selectmen Gale, voted and passed, **3 yeas, 1 nay (Woodsome).**

d. Discuss/vote on a committee appointment: Selectman Gale moved to appoint Richard Briganti to the Budget Committee, seconded by Selectman Woodsome, voted and passed, **4 yeas.**

e. Discuss/vote to appoint a Registrar of Voters: Selectman Gale moved to appoint Nancy Johnson as Waterboro’s Registrar of Voters, seconded by Selectman Littlefield, voted and passed, **4 yeas.**

f. Discuss what needs to be done for the proposed new athletic field: Mr. Lamb outlined a parcel of land, Tax Map 11, Lot 83B that is being considered for use as a new athletic field. He said he has walked the property with two members of the MAYFC and it appears to have enough room for one field. MAYFC appreciates the potential offer from the town and may pursue it. They would ideally like a larger piece of property with room for many fields. The Board further discussed field needs in town. Chairman Abbott said that the Parks & Recreation Director should work collectively with the schools and other groups that need field space.

OLD BUSINESS

a. Discuss/vote on the food pantry lease: This item was postponed.

Selectman Woodsome said that the State is working on ditching along West Rd. and there may be some delays.

OTHER

a. Discuss/vote to approve the minutes of the August 25, 2015 regular meeting: Selectman Littlefield moved to approve the minutes of the August 25, 2015 regular meeting, seconded by Selectman Gale, voted and passed, **4 yeas.**

PENDING DECISIONS: None.

WEEK’S ACTION LIST:

- Follow up with the Town of Hollis to discuss their use of the Waterboro Transfer Station.
- Ask the Waterboro Land Trust to prepare the deed for the property transfer with the covenant that the land remains open for recreational use.

DISCUSSION OF AGENDA ITEMS

- Have an update on eyesore properties in town.

ITEMS NEEDING SIGNATURE

a. Minutes of the August 25, 2015 regular meeting

ADJOURN: Selectman Woodsome moved to adjourn the meeting at 7:11 pm, seconded by Selectman Gale, voted and passed, **4 yeas.**

APPROVED: Date: _____

