

**Minutes for Waterboro Board of Selectmen Meeting  
February 14, 2017 at Waterboro Town Hall**

**5:30 p.m. – Executive Session - 6:00 p.m. Regular Meeting**

**5:30 p.m. - EXECUTIVE SESSION** pursuant to Title 36 M.R.S.A. §841 and 1 M.R.S.A. §405 (6)(F), to discuss an application for poverty abatement.

**A motion was made by Jon Gale to enter into executive session at 5:30p.m. Tim Neil seconded. Motion passed 4-0. (Gordon Littlefield absent)**

**Tim Neill made a motion to come out of executive session at 5:45 p.m. Jon Gale seconded. Motion passed 40.**

**5:45 p.m. Executive Session - pursuant to 1 M.R.S.A §405 (6)(a), to interview committee applicant.**

**A motion was made by Tim Neill to enter into executive session at 5:47 p.m. Dwayne Woodsome seconded. Motion passed 4-0.**

**Dwayne Woodsome made a motion to come out of executive session at 5:58 p.m. Jon Gale seconded. Motion passed 4-0.**

Regular meeting began at 6:02 p.m. with the following attendees: Selectmen Dennis Abbott, Jon Gale, Tim Neill, and Dwayne Woodsome. Also in attendance were Gary Lamb, David Lowe, Matt Bors, Lisa Bennett, Julie Giles, David Benton, Kevin Collins, Tom Baran, Stephen Bodge, Brigit McCallum and Jack Seery. Gordon Littlefield arrived at 7:05 p.m.

**1. PLEDGE OF ALLEGIANCE**

**2. PUBLIC HEARINGS**

**3. ANNOUNCEMENT**

**4. ADDITIONS OR DELETIONS TO AGENDA**

**5. APPOINTMENT**

**a. Introduction – Kevin Collins – 2<sup>nd</sup> Contract Deputy**

**Chief Deputy Tom Baran outlined some of the history of Waterboro's involvement with the York County Sheriff's Office and expressed that the York County Sheriff's Department is pleased to have the citizens of Waterboro fund another contract deputy position. He thanked the Board of Selectmen for the**

opportunity to attend the meeting. He turned the introduction over to the Town's Contract Deputy Kevin Collins. Deputy Collins outlined the history of his career and looks forward to serving the community. He also noted that he is a child safety seat technician and if anyone would like his assistance with installation of a child safety seat, they may get in touch with him.

- b. Stephen Bodge – MDOT – installation of rumble strips in Route 202 and Route 5

Stephen Bodge from the Maine Department of Transportation (MDOT) made a brief presentation on the purpose of rumble strips and how they are installed. He reported that new rumble strips will be placed in the following locations:

1. Alfred to Waterboro, Route 202 (2.9 miles) – 45 mph sign near Brackett Hill Road to 35 mph sign near Railroad Drive
2. Waterboro, Route 202 (2.2 miles) – 55 mph sign near Straw Mill Brook Road to beginning of center turn lane near Route 5
3. Waterboro to Lyman, Route 202 (1.1 miles) – 50 mph sign near Dearborn Construction to intersection of 202/5.

## **6. PUBLIC COMMENTS**

Brigit McCallum reported that a network of people consisting of Waterboro area snowshoe enthusiasts and others have joined together. They have a Facebook page and anyone interested in joining may do so. The first activity is Saturday, February 18<sup>th</sup> from 10 a.m. to 12 noon at the Sid Emery Experimental Forest.

## **7. CORRESPONDENCE**

- a. Treasurer's Reports
- b. Motor Vehicle and Excise Tax Reports
- c. Representative Prescott's Newsletter
- d. Senator Woodsome's Newsletter
- e. ecomaine Recycling Reports

## **8. REPORTS & STAFF INITIATIVES**

- a. Selectmen's reports

Dwayne Woodsome presented at letter from the Maine State Police that commended everyone on doing a wonderful job during the recent blizzard.

- b. Town Administrator Gary Lamb's report

Town Administrator Gary Lamb's report was delivered as follows:

- Fire station renovation Selectmen's Jan 17<sup>th</sup> workshop update - Selectmen met with Chief, Deputy Chief and numerous FD officers and staff. We then discussed

possibilities concerning fire station issues of concern. Next steps include the following:

- Central station septic system had a video inspection Jan 20<sup>th</sup> to look for subsurface problems. Possibilities include inadequate slope of pipe, one broken pipe connection and internal venting problems that can be worked on in the spring.
- Civil engineer visited attic Jan 27 and is compiling insulation/ventilation solutions that I have estimated in our draft FY 17/18 budget.
- FD administrators and staff are working on sketches for enlarging existing decontamination area, renovating one existing office into two small shower rooms, eliminating offices for Chief, Deputy Chief, Admin. Asst., Sheriff's Deputy and converting those into small bunkrooms and other uses...and proposing a much smaller addition for new admin offices. Stay tuned FMI as we draft up a floor plan for addition and renovation costs that would be in the \$500K-\$900K range.

➤ **Assessors update** - Telephone interviews have been completed and we hope to conduct three interviews here in town hall Friday Feb 17. In addition, I was invited to the January 23rd Limerick Board of Selectmen meeting where we discussed the possibility of sharing an assessor in case we only hire for 4 days per week. I attended to learn Limerick's assessing problems and what they think they want for in-office assessing time. We agreed to keep each other informed as to interviews and possibility of sharing. Other than that no commitments were made by either town. Alfred is also interested in buying one day per week of assessing services.

➤ **Budget preparation** Budget committee meeting #6 will be Feb 16 6:30pm. We hope to have all budget committee recommendations completed by March 17<sup>th</sup>, so Selectmen and Budget Committee will then have a month to meet jointly as they see fit before the warrant closes to routine changes.

➤ **Marijuana update** - We still have three options on how to proceed with marijuana businesses here.

- do nothing and wait for state and federal rulings before allowing or prohibiting retail marijuana businesses
- proactively pursue a temporary moratorium like many other communities have done
- proactively prepare new ordinance language to prohibit or permit and regulate marijuana retail stores and other marijuana related businesses

Should we schedule a public forum at a future meeting (or separate workshop night) so Board of Selectmen can gather more public comment on how to proceed? If Waterboro chooses to allow and regulate marijuana businesses, our planning board and staff have more work to do than a simple ordinance prohibition of such businesses.

➤ **Economic Development Committee (EDC) work** - Recently the Board of Selectmen and EDC held a Tax Increment Finance workshop to examine the pros and cons of forming our own TIF District. What is a Tax Increment Finance or TIF District? It is a way to shelter new growth from state valuation so our county taxes do not increase in response to the new development, as well and our state revenue sharing and school funding not decreasing. Stay tuned for more information as the EDC and Board of Selectmen work to decide where a TIF district might provide the greatest benefit to our community.

- **Food Pantry** - The Waterboro Food Pantry next to Town Hall had a great open house Saturday Jan 28<sup>th</sup> with a packed house and ribbon cutting ceremony. They will be open on the first Tuesdays of each month 4pm – 7pm, and all other Tuesdays 1pm to 4pm. On Saturdays they will be open for donations only from 2pm to 4pm. If you need more information or want to volunteer your time or food, please call the pantry at 247-7789 and leave a message on their machine.

## **9. NEW BUSINESS**

- a. Discuss/vote to accept two board members resignations.

**Dwayne Woodsome made a motion to accept the resignations of Lisa Hughes and Laurie Warchol from the Economic Development Committee. Jon Gale seconded. The motion passed 4-0**

- b. Discuss/possible vote for an appointment to the Economic Development Committee

**Jon Gale made a motion to appoint Kristina Mariner to the Economic Development Committee for a term to expire June 30, 2019. Dwayne Woodsome seconded. The motion passed 4-0.**

- c. Update on drug testing issues/concerns

**There was continued discussion on who should be tested? Who should be included in the drug testing random pool? What do other municipalities do? The Board of Selectmen requested Gary Lamb meet with Department Heads to discuss this further and whether or not we should move forward on this.**

- d. Six month budget review status

**Gary Lamb presented an Expense Summary Report for the period of July 1, 2016 to December 2016. He outlined a few budget lines that at that point had exceeded 50% in expenditures.**

## **10. OLD BUSINESS**

### **11. OTHER**

- a. Discuss /vote to approve the minutes of the January 10, 2017 regular meeting.

**Dwayne Woodsome made a motion to approve the minutes of the January 10, 2017 regular meeting. Jon Gale seconded. The motion passed 4-0. Gordon Littlefield abstained.**

## **12. PENDING DECISIONS**

- a. Review Comprehensive Plan task list.

## **13. WEEK'S ACTION LIST**

#### 14. DISCUSSION OF AGENDA ITEMS

Further discussion and potential location(s) of a TIF District(s) at the February 28, 2017 meeting.

Develop an ordinance regarding the use of ATV's on Town roadways.

Discussion of abandoned and/or discontinued roads.

#### 15. ITEMS NEEDING SIGNATURE

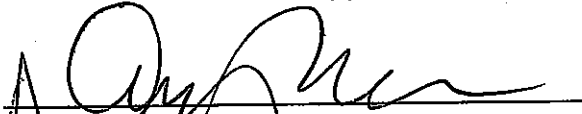
- a. Minutes of the January 10, 2017 regular meeting

#### 16. REMINDERS

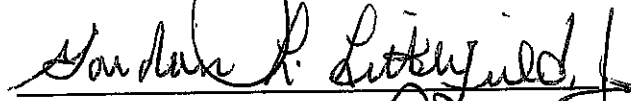
#### 17. ADJOURN


A motion was made by Dwayne Woodsome to adjourn the meeting. Seconded by Tim Neill. The motion passed 4-0. Gordon Littlefield abstained. The meeting adjourned at 7:38 p.m.

These minutes were approved by the Waterboro Board of Selectmen on February 28, 2017.

  
Dennis Abbott

  
Dwayne Woodsome

  
Gordon Littlefield

  
Tim Neill

  
Jon Gale