

**Minutes of the Waterboro Board of Selectmen Meeting
August 22, 2017 at Waterboro Town Hall**

5:45 p.m. – Executive Session - 6:00 p.m. Regular Meeting

5:45 pm EXECUTIVE SESSION pursuant to Title 36 M.R.S.A. §841 and 1 M.R.S.A. §405 (6)(F), to discuss applications for poverty abatements.

A motion was made by Gordon Littlefield to enter into executive session at 5:46 p.m. Ted Doyle seconded. Motion passed 5-0.

A motion was made by Ted Doyle to come out of executive session at 5:53 p.m. Gordon Littlefield seconded. Motion passed 5-0.

PRESENT: Selectmen Dennis Abbott, Tim Neill, Dwayne Woodsome, Gordon Littlefield and Ted Doyle. Also in attendance were Gary Lamb, David Lowe, Dave Benton, Todd Smith, Brigit McCallum, Tammy Wells, Kevin Collins, and 4 members from the public.

1. PLEDGE OF ALLEGIANCE

Chairman Abbott opened the meeting at 6:00 p.m. with the Pledge of Allegiance.

Ted Doyle reported that he went by the Plummer's fire site and looks like it is about 90% cleaned up.

2. PUBLIC HEARINGS

3. ANNOUNCEMENTS

4. ADDITIONS OR DELETIONS TO AGENDA

5. APPOINTMENT

6. PUBLIC COMMENTS

7. CORRESPONDENCE

- a. Treasurer's reports

8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports
- b. Lamb's report

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

- **Ossipee Lake Level petition update** - The Little Ossipee Lake Water Level Management Ordinance was approved by DEP on or about August 10th, and thereafter any lake level petitions would be heard by a future Lake Level Management Committee formed by Waterboro Selectmen. The 2007 petition's public hearings scheduled for August 21 were cancelled by DEP and the petitioners may file a new petition to the Town if they so choose.
- **McLucas Road extension update** - DPW Director David Benton and I met with the Allens at their home. More research is needed into 1955 records to determine the best course forward on this road issue...and to determine whether or not the lack of recording at the Registry is the main problem.
- **DPW Director hiring** - Seven applications for this FT position were received prior to deadline. Three candidates will be interviewed next week for the position.
- **Code Enforcement Office update** - CEO Glenn Charette and Tammy Bellman compiled a status report of permit activity January 1, 2017 through the end of July. Suffice to say building activity both residential and commercial is up over last year...and considerably up from a few years ago when we had one new house in an entire year...compared to 21 in the last 7 months. I raise this issue because if this continues we are going to need more field inspection help in our next budget. We are paying Glenn for 36 hours per week now and he is working 40 nearly every week...some of it unpaid. Alfred's CEO Jim Allaire does not work on Fridays and he has been very helpful when needed.
- **Plummers Hardware cleanup** - the insurance investigators have completed their work and we are told the debris cleanup will be completed perhaps this week.
- **DOT's Route 202 Bartlett Brook culvert project** - lights are there plus commuters seeking alternate routes is apparently working...no calls to my desk thus far.
- **Upcoming Parks and Recreation Senior Events** – there will be the senior lunch on August 23rd, the Lake Winnepesaukee trip on September 19th, the Fryeburg Fair trip on October 3rd and the guided historic tour of Salem, MA on October 10th.
- **Tax Commitment** - Tax Assessor Shirley Bartlett hopes to have the commitment done by August 31st so Board of Selectmen should be able to discuss and set the mill rate at the September 12, 2017 meeting.

9. NEW BUSINESS

- a. Initial discussion on street opening ordinance draft

The Board of Selectmen discussed the draft street opening ordinance and requested it be moved forward with legal review, followed by a public hearing.

- b. Initial discussion of harbormaster to regulate lake and pond moorings.

Dwayne Woodsome suggested using the Town's current deputies to conduct the duties of a harbormaster.

The Board of Selectmen discussed establishing an adjudicatory hearing board first, and then request that board discuss having a harbormaster.

Gordon Littlefield presented a clarification of a harbormaster with regard to training.

- c. Initial discussion on appointments to Community Center Steering Committee.**

Gary Lamb presented information on the outcome of a meeting held on August 16th with the Friends of Waterboro Library.

Dwayne Woodsome commented that he would like to see a maximum of nine (9) members on the committee.

It was felt that a couple people from the Recreation side and a couple from the Library side as well as a member of the Board of Selectmen should serve on the Committee.

Tim Neill and Gordon Littlefield expressed interest in serving on the committee.

The Board of Selectmen would like an ad prepared and put out to solicit individuals to serve on the committee.

- d. Discussion whether or not to support Town Administrator application and commitment to MMA Health Trust Board membership**

Gary Lamb expressed his interest in serving on the MMA Health Trust Board. There is currently one vacancy. Prior to submitting an application, the Board of Selectmen needs to endorse the applicant. He would be willing to give up his positions on the Executive and Finance Committees for SMPDC.

Gordon Littlefield expressed his support and commented that if the Town hired a full-time Economic Development Director, then that person could take on as liaison on the SMPDC committees.

Tim Neill commented that it was a good idea and it dovetails the work that was done last year in dependent coverage and consolidating insurances.

Gordon Littlefield made a motion to authorize the Town Administrator to seek the position on the health board and the Board of Selectmen supports his application. Tim Neill seconded. The motion passed 5-0.

- e. Discussion/possible vote on poverty abatement

10. OLD BUSINESS

- a. Continued discussion of FY 17/18 Board of Selectmen goals

Several goals were outlined as a result of the August 1, 2017 workshop. They included the following:

- 1. Continue improving the quality and efficiency of municipal services.**
- 2. Direct and promote economic development within the community.**
- 3. Reduce the cost of solid waste in the community.**
- 4. Continue to evaluate and plan the community's public safety needs over the next 5 years.**
- 5. Explore cost savings to the community through collaboration with other municipalities.**
- 6. Formal discussion concerning whether or not to build a Town Community Center.**

The Board will continue to work on the goals throughout the year.

- b. Continued discussion of new combination position of Town Planner/Economic Development Director in next fiscal year 18/19 budget

The Board is looking to go back to hiring a Town Planner/Economic Development Director. The Board of Selectmen may want to have a workshop with the Planning Board.

The Board also discussed the contract for snowplowing that expires June 30, 2018 and what plans need to be made to put these services out to bid etc.

11. OTHER

- a. Discuss /vote to approve the minutes of the August 8, 2017 regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the August 8, 2017 meeting. Gordon Littlefield seconded. The motion passed 5-0.

12. PENDING DECISIONS

- a. Review Comprehensive Plan task list.

The Board of Selectmen discussed holding a workshop for further discussion. The current list will be refreshed and brought back at the next meeting.

13. WEEK'S ACTION LIST

**Seek legal review on the street opening ordinance.
Prepare an ad seeking individuals to serve on a Community Center
Steering Committee.**

14. DISCUSSION OF AGENDA ITEMS

**Public hearing on the marijuana ordinance.
Appoint an adjudicatory hearing board as part of the Little Ossipee Lake
Water Level Management Ordinance.**

15. ITEMS NEEDING SIGNATURE`

- a. Minutes of the August 8, 2017 regular meeting

16. REMINDERS

17. ADJOURN

**Dwayne Woodsome made a motion to adjourn the meeting. Gordon Littlefield
seconded. The motion passed 5-0. The meeting adjourned at 7:07 p.m.**

These minutes were approved by the Waterboro Board of Selectmen on September
12, 2017.

_____/s/
Dennis Abbott

_____/s/
Dwayne Woodsome

_____/s/
Gordon Littlefield

_____/s/
Tim Neill

_____/s/
Ted Doyle