

**Minutes of the Waterboro Board of Selectmen Meeting
January 9, 2018 at Waterboro Town Hall**

6:00 p.m. Regular Meeting

PRESENT: Selectmen Dennis Abbott, Tim Neill, Dwayne Woodsome, Gordon Littlefield and Ted Doyle. Also in attendance were Gary Lamb, David Lowe, Dave Benton, Lee Jay Feldman, Dwayne Prescott, Judi Carll, Robert Powers, Mike Allen, Tammy Wells and John Malone.

1. PLEDGE OF ALLEGIANCE

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

2. PUBLIC HEARINGS

3. ANNOUNCEMENTS

4. ADDITIONS OR DELETIONS TO AGENDA

5. APPOINTMENT

John Malone wishes to speak with the Board of Selectmen regarding his 36 acre parcel opposite Dunkin Donuts.

John Malone outlined the history of the property and his intent to sell the property. The property has been appraised at \$350,000. He offered first refusal to the Town for \$275,000. He presented a copy of a real estate broker's recent opinion letter.

6. PUBLIC COMMENTS

7. CORRESPONDENCE

- a. Treasurer's reports
- b. Motor Vehicle and Excise Tax reports
- c. Representative Prescott's Newsletter

8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports

Dwayne Woodsome commented that anyone needing fuel that may not have funds should contact him or Nancy Johnson for assistance.

Gordon Littlefield attended the last budget workshop. Things are moving along. There are two vacancies on the Budget Committee and we need people to serve. He reported that the Patriot Riders group out of Sanford is helping with fuel assistance for veterans and public safety officials.

Dennis Abbott reported that nominations for the eco-excellence award are due January 19th. If anyone knows of someone who has done a lot with recycling, please let us know.

b. Town Administrator Gary Lamb's report

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

- **Staff update** - New librarian Julie Hoyle began work on Jan 2nd. Our DPW crew continues to be down one person with an employee still out sick. Our transfer station also needs new part-time help if anyone is interested in working at our Transfer Station.
- **Budget update** - The Budget Committee meeting #3 is scheduled for Jan 11th here at town hall at 4:30pm in advance of the Library Trustees meeting that evening I need to attend with Julie.
- **Fire station update** - we have been having a serious air quality problem at Central Station with sewer gas backing up into the building. It was so bad recently; we thought we might have to stop having people sleep in the building. We hired a plumber to investigate the venting systems. We filled the plumbing vent system with the Fire Department smoke machine, noticed smoking coming out of a kitchen wall, opened the wall, found the broken pipe and repaired the break.
- **Library update** – our library will be closed Wednesday and possibly Thursday this week because our 14 month old “new” boiler malfunctioned and cracked the boiler jacket. A new boiler was delivered today, will be installed tomorrow and Thursday and hopefully the Library will open Saturday at the latest. Warranty and insurance aspects are being investigated.
- **Tax Increment Finance District update** – our TIF application to the State is nearly complete and should be finalized at the February 8th EDC meeting and forwarded to the Selectmen for review, comment, eventual public hearing and formal vote to approve. Natalie advises us that per our charter, the TIF application can be approved by the Selectmen and does not require a town meeting referendum vote.

9. NEW BUSINESS

- a. Discuss dedication ideas for the 2017 Town Report**

Dwayne Woodsome suggested Pauline Morrill and Lorraine Birkemose. Both ladies were very active in the Waterboro Fire Department Auxiliary.

- b. Discussion/possible vote regarding the Community Center Steering Committee**

Dwayne Woodsome made a motion to appoint Todd Smith, Julie Hoyle, Craig Richardson, April Cote, Kellie Demers, Rosemary Whitaker, Tim Neill, and Gordon Littlefield to the Community Center Steering Committee. Ted Doyle seconded. The motion passed 5-0. Tanya Thayer will be interviewed as she has not served on a committee in the past.

- c. Initial discussion on the Zoning Ordinance Amendments**

Lee Jay Feldman summarized the changes that were made in the ordinance. The major changes include the following:

- **The Table of Contents was realigned to bring all of the Administrative type of language to the front of the ordinance.**
- **The Site plan review process was incorporated into the zoning ordinance.**
- **Conditional Uses applications will now go through the site plan review process knowing certain requirements for submission can be waived.**
- **Uses were removed that are not normally regulated, for example Trapping and Fishing.**
- **Definitions were cleaned up and/or removed if they were not listed or used anywhere in the ordinance.**

- d. Discussion regarding possible new Town Planner position.**

It was decided that the Town Administrator, two Selectmen and two Planning Board members will meet to determine what they want to see in this position.

10. OLD BUSINESS

11. OTHER

- a. Discuss /vote to approve the minutes of the December 26, 2017 regular meeting.**

Ted Doyle made a motion to approve the minutes of the December 26, 2017 meeting. Gordon Littlefield seconded. The motion passed 5-0.

12. PENDING DECISIONS

- a. Review Comprehensive Plan task list.**

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

Executive Sessions – Community Garden member and Planning Board member.

School Choice Week Proclamation

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the December 26, 2017 regular meeting

16. REMINDERS

Dwayne Woodsome made a motion to enter in Executive Session at 7:00 p.m. pursuant to 1 M.R.S.A. §405 (6)(C) concerning real estate discussion. Gordon Littlefield seconded. The motion passed 5-0.

Dwayne Woodsome made a motion to come out of Executive Session at 7:17 p.m. Gordon Littlefield seconded. The motion passed 5-0.

Dwayne Woodsome made a motion that Town Administrator Gary Lamb make an offer to John Malone, and if accepted, pursue a Purchase and Sale Agreement and Town Meeting approval as needed to purchase the property. Gordon Littlefield seconded. The motion passed 5-0.

17. ADJOURN

Ted Doyle made a motion to adjourn the meeting at 7:25 p.m. Gordon Littlefield seconded. The motion passed 5-0.

These minutes were approved by the Waterboro Board of Selectmen on January 23, 2018.

/s/
Dennis Abbott

Dwayne Woodsome

/s/
Gordon Littlefield

/s/
Tim Neill

/s/
Ted Doyle