

**Minutes of the Waterboro Board of Selectmen Meeting
February 13, 2018 at Waterboro Town Hall**

6:00 p.m. Regular Meeting

PRESENT: Selectmen Dennis Abbott, Tim Neill, Gordon Littlefield and Dwayne Woodsome. Ted Doyle was absent. Also in attendance were Gary Lamb, David Lowe, Julie Giles, Glenn Charette, Todd Smith, Julie Houle, April Cote, Kellie DeMers and Tammy Wells.

1. PLEDGE OF ALLEGIANCE

Chairman Abbott opened the meeting at 6:02 p.m. with the Pledge of Allegiance.

2. PUBLIC HEARINGS

3. ANNOUNCEMENTS

Gordon Littlefield, on behalf of the Board, expressed condolences to the Orcutt and McCoy families for their recent loss of family members.

4. ADDITIONS OR DELETIONS TO AGENDA

Dwayne Woodsome made a motion to move Item #17a up under Old Business as Item #10b and to forgo the executive session. Tim Neill seconded. Motion passed 4-0.

5. APPOINTMENT

6. PUBLIC COMMENTS

7. CORRESPONDENCE

- a. Treasurer's reports
- b. Motor Vehicle and Excise Tax reports
- c. ecomaine recycling reports
- d. Waterboro Lions Club

8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports
- b. Town Administrator Gary Lamb's report

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

- **Letter of Thanks** - The Massabesic Lions Club sent a letter to thank Lisa Bennett for her outstanding presentation regarding lifesaving technics to the Club members on January 25th.
- **Staff update** - Sad news to report the passing last week of resident and longtime Waterboro firefighter Nathan McCoy. His service was yesterday at Lakeside Church and reception followed at Central Fire Station. Nathan fought hard to regain his strength and come back to work but complications arose while in the hospital. He loved this town and the people in it...and loved being a firefighter even more. He will be missed. Our condolences to his parents Rosemary and Dwayne and their extended family.
- **Budget update** - Budget Committee meeting #8 is scheduled for February 15th here at town hall at 4:30 p.m. Through February 8th the Budget Committee completed their recommendations to Selectmen for 14 out of 25 total budget sections: General Government, Leases and Debt Service, Town Clerk, Tax Collector, Treasurer, Information Technology, Municipal Buildings, Code Enforcement, Library, Planning Board, ZBA, Hydrant Rentals, Ross Corner FD and General Assistance. Eleven budget sections will hopefully be completed at the February 15th meeting with possible February 22nd meeting for finalizing recommendations to Selectmen. Those sections pending final recommendations are Insurances, Assessing, Recreation, Transfer Station, Public Safety, Planning, DPW, Capital Improvements, Education, Unclassified and Olde Home Days. Dave Benton, Matt Bors and Todd Smith will all attend the Feb 15th BC meeting.
- **Tax Increment Finance District update - our** Economic Development consultant Chuck Morgan from Southern Maine Planning and Development Commission has completed our application and the EDC feels it is ready for Board of Selectmen review and discussion. The application was handed out and hopefully will have agenda discussion on this at the February 27th meeting. Chuck will be invited to this discussion when it occurs.
- **Old Alfred Road** - pavement patching started today and will continue most of the week weather permitting. One pothole today consumed an entire hotbox contents.
- **Update on Library Boiler** – The boiler has now been fixed and the cost was \$6,800.00. We received \$5,800 from our insurance company. Our insurance company will be investigating to determine if the boiler has a warranty as it was only 14 months old.

Gordon Littlefield commented that if you are traveling Old Alfred Road and Route 5, use caution as they are currently patching these roadways.

9. NEW BUSINESS

- a. Initial discussion with the entire Community Center Steering Committee and its task ahead.

Gary Lamb presented a draft mission statement for the Committee to review and make changes as they saw fit. There were 6 of the 9 members

present at the meeting. Dennis Abbott commented that tonight is the initial discussion and that the task ahead is what a new community center would look like, where it could be located and what could be housed in the building.

- b. Discussion regarding a Code Enforcement and Planning Board Fee Schedule and update on new State Building Code.**

Glenn Charette reported that effective January 23, 2018, the Town now enforces the 2015 version of the building codes. All building construction with a municipality of over 4,000 inhabitants shall be governed by the Maine Uniform Building and Energy Code (M.U.B.E.C.) pursuant to 10 M. R. S. A. §9721. He also presented the Board of Selectmen a proposed fee schedule for Planning Board and Code Enforcement fees. This is in conjunction with the possible passage of a new zoning ordinance which has removed the fees from within the ordinance language and established one separate fee schedule.

- c. Six-month budget review.**

Gary Lamb presented Expense and Revenue Summary Reports as of January 5, 2018. He outlined a few budget lines that, at that point, had exceeded 50% in both expenditures and revenues.

10. OLD BUSINESS

- a. Discussion regarding 2017 Town Report dedication.**
- b. Discussion/possible vote regarding Malone's property purchase and sale agreement and presentation material for the public.**

Dwayne Woodsome made a motion to approve and sign the Purchase and Sale Agreement for the Town to purchase property on Route 202 from John Malone. Gordon Littlefield seconded. The motion passed 4-0.

Gordon Littlefield made a motion to set March 27, 2018 for a special election at Town Hall from 11 a.m. to 7 p.m. Tim Neill seconded. The motion passed 4-0.

11. OTHER

- a. Discuss /vote to approve the minutes of the January 23, 2018 regular meeting.**

Gordon Littlefield made a motion to approve the minutes of the January 23, 2018 meeting. Tim Neill seconded. The motion passed 3-0-1 (Woodsome abstained).

12. PENDING DECISIONS

- a. Review Comprehensive Plan task list.

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the January 23, 2018 regular meeting

16. REMINDERS

17. Executive Session pursuant to 1 M.R.S.A. §405 (6)(C) concerning real estate discussion.

- a. Discussion/possible vote regarding Malone's property purchase and sale agreement and presentation material for the public.

The Executive Session was not held and this item was moved up under Old Business as Item #10b.

18. ADJOURN

**Dwayne Woodsome made a motion to adjourn the meeting at 7:40 p.m.
Gordon Littlefield seconded. The motion passed 4-0.**

These minutes were approved by the Waterboro Board of Selectmen on February 27, 2018.

_____/s/_____
Dennis Abbott

_____/s/_____
Dwayne Woodsome

_____/s/_____
Gordon Littlefield

_____/s/_____
Tim Neill

Ted Doyle