

**Minutes of the Waterboro Board of Selectmen Meeting  
October 23, 2018 at Waterboro Town Hall**

**6:00 p.m. Regular Meeting**

**PRESENT:** Selectmen Dennis Abbott, Dwayne Woodsome and Tim Neill. Gordon Littlefield arrived at 6:10 p.m. Ted Doyle was absent. Also in attendance were Gary Lamb, David Lowe, Dave Benton, Julie Giles, Todd Abbott, John Burrows, Debra Burrows, James Carll, Judith Carll and Dale Adams.

**1. PLEDGE OF ALLEGIANCE**

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

**2. PUBLIC HEARINGS** - To hear public comment concerning the November 6, 2018 referendum questions.

**The public hearing was opened at 6:05 pm. Chairman Abbott reviewed each of the ballot questions explaining the proposed Charter changes, the purchase of a fire truck and the non-binding question regarding ATV usage on certain Town roads. The public hearing closed at 6:37 p.m.**

**3. ANNOUNCEMENTS**

**4. ADDITIONS OR DELETIONS TO AGENDA**

**Tim Neill made a motion to add under Old Business the discussion of a minimum bid for the auction of foreclosed property. Gordon Littlefield seconded. The motion passed 3-0-1(Woodsome out of the room).**

**5. APPOINTMENT**

**6. PUBLIC COMMENTS**

**7. CORRESPONDENCE**

- a. Treasurer's reports**

**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:**

- **Budget Committee members are needed badly.** We are only at three tentative members now and should have five committed for the budget season that begins in earnest in January.
- **Quarterly budget summary** - With 31% of the year behind us, our expense budget is at just under 31% expended. We would have been at 28% expended or less except we paid our entire \$391,000 county tax bill since they do not bill us quarterly. A few other accounts are also paid in full once per year...LAC milfoil contribution (\$3K), Taylor House (\$5K). As usual the IT Department is ahead in spending because of the one-time capital purchases Dave makes in July and August for the year. Recreation is always ahead in spending the first quarter because of the heavy summer camp spending. Old Home Days has spent 80% of this FY allotment as they usually do because of the timing of Old Home Days early in the new FY.
- **Election update** - Tuesday, November 6<sup>th</sup>, Waterboro voters will go to the polls at Town Hall. We no longer are voting at Massabesic East.
  - The Brandts have agreed to let us use a sizeable portion of their field across from Town Hall for overflow parking. We will have parking attendants and will also have a deputy on site for the 4:00 p.m. to 8:00 p.m. busy time. Voters will enter Town Hall on the north entrance; walk through the hall and Selectmen's chambers over to the old Town Hall section to vote, then exit directly onto the walkway next to Townhouse Road and back to their vehicles. Handicapped voters should park on the south end of Town Hall and use the handicap ramp for both entrance and exit for voting.
  - Absentee voting began October 9<sup>th</sup> and has been busy. As of tonight just under 800 absentee ballots have been filled out or taken home...so come on down and vote or pick up your ballot Tuesday through Friday. **Absentee voting ends 5:00 p.m. Thursday, November 1<sup>st</sup>.**
- **Foreclosure auction - Selectmen** have scheduled a foreclosed property auction for Saturday, November 17<sup>th</sup> at 10:00 a.m. here at Town Hall. Certified and regular mail letters have been sent to the owners in case they want to pay back taxes and fees in full and regain clear title to their property. Letters to abutters will go out by October 26<sup>th</sup>. We did make telephone contact with the \$200K plus value home on Middle Road and hope that the family trust members come in and pays the back taxes so they can retain their property.
- **Alfred/Waterboro workshop** - A Roberts Rules of Order workshop was held last night and conducted by CEO Glenn Charette and Town Planner Lee Jay Feldman. About 20 members of the Zoning Board of Appeals, Planning Board and Boards of Selectmen from both Alfred and Waterboro attended for a very informative and helpful discussion. With a bigger room we could invite Limerick next time!
- **December 25, 2018** - Christmas falls on a Tuesday, this year, so we have to decide if we want to meet on the 4<sup>th</sup> and the 11<sup>th</sup>, the 4<sup>th</sup> and the 18<sup>th</sup>, the 11<sup>th</sup> and 18<sup>th</sup> or just on the 11<sup>th</sup>.

c. DPW Projects update /Fall projects wrap-up

**Public Works Director updated the Board of Selectmen on the projects that are in the process of being done and those completed. These projects included cleaning up sand on a number of roads, removing stumps out of the sharp turn on Beaver Dam Road, striping intersections, roadways and the beach, ditching,**

paving and new shoulders on Mountain View and Oak Street, paving and shouldering on Federal Street and Sand Crossing, ditching ½ of Roberts Ridge Road starting at the Route 5 end, new parking lot at Friendship Park, cleaned up Mill Pond Road shoulders, prepared Cody Lane for overlay, shimmed and overlaid Old Alfred Road, as well as various tree cuttings and road side mowing throughout the Town.

## **9. NEW BUSINESS**

- a. Discussion with the Waterboro Historical Society on them moving the Belvel house to the Taylor House property.

Jim Carll from the Waterboro Historical Society briefly outlined the history of the building and the Society's hope of moving the building to the Taylor House property. The Society currently has a 99 year lease with the Town and is looking to the Town transferring the property to them if it is moved. This project is in its early stages and it still has to be determined whether the building can be moved as well as the cost of moving it.

- b. Initial discussion concerning a cell phone reimbursement policy.

The Board would like the positions to be removed out of the body of the cell phone policy and listed as an attachment. They would also like the employees to be shown the policy. Dennis Abbott felt that the \$25.00 category should be removed.

Dwayne Woodsome made a motion to table until the next meeting. Tim Neill seconded. The motion passed 4-0.

## **10. OLD BUSINESS**

- a. Discussion concerning a minimum bid for properties sold at the foreclosed auction.

The consensus of the Board was to not have a minimum bid.

## **11. OTHER**

- a. Discuss /vote to approve the minutes of the September 25, 2018 regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the September 25, 2018 regular meeting. Gordon Littlefield seconded. The motion passed 4-0.

- b. Discuss /vote to approve the minutes of the October 9, 2018 regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the October 9, 2018 regular meeting. Gordon Littlefield seconded. The motion passed 4-0.

## **12. PENDING DECISIONS**

### 13.WEEK'S ACTION LIST

### 14. DISCUSSION OF AGENDA ITEMS

Discussion on creating a paid parking system for commuter parking at  
Friendship Park  
Belvel House relocation  
Cell Phone Policy

### 15. ITEMS NEEDING SIGNATURE

- a. Minutes of the September 25, 2018 regular meeting
- b. Minutes of the October 9, 2018 regular meeting

### 16. REMINDERS

### 17. EXECUTIVE SESSION – pursuant to 1 M.R.S.A, §405 (6)(a), concerning performance evaluation of Town Administrator.

Dwayne Woodsome made a motion to enter into executive session at 7:45 p.m.  
Gordon Littlefield seconded. Motion passed 4-0.

Gordon Littlefield made a motion to come out of executive session at 8:07p.m. Tim Neill seconded. Motion passed 4-0.

### 18. ADJOURN

Dwayne Woodsome made a motion to adjourn the meeting. Gordon Littlefield seconded. The motion passed 4-0. The meeting adjourned at 8:07 p.m.

These minutes were approved by the Waterboro Board of Selectmen on November 13, 2018.

\_\_\_\_\_  
/s/

Dennis Abbott

\_\_\_\_\_  
/s/

Dwayne Woodsome

\_\_\_\_\_  
/s/

\_\_\_\_\_  
Gordon Littlefield

\_\_\_\_\_  
Tim Neill

\_\_\_\_\_  
Ted Doyle