

**Minutes of the Waterboro Board of Selectmen Meeting
January 28, 2020 at Waterboro Town Hall**

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

5:45 p.m. – Executive Session

- a. Pursuant to 1 M.R.S.A §405 (6)(a), to interview a committee applicant.

Dwayne Woodsome made a motion to enter into executive session at 5:46 p.m. Tim Neill seconded. The motion passed 4-0 (Gordon Littlefield arrived at 6:00 p.m.).

Tim Neill made a motion to come out of executive session at 6:08 p.m. Dwayne Woodsome seconded. The motion passed 5-0.

PRESENT FOR REGULAR MEETING: Selectmen Dennis Abbott, Tim Neill, Dwayne Woodsome, Ted Doyle, and Gordon Littlefield. Also in attendance were Gary Lamb, Angela Theriault, David Lowe, Jim Southworth, Lori Anthony, David Christensen, Dwayne Prescott, Hedy Smith, Clyde Smith and Sterling Roop.

1. PLEDGE OF ALLEGIANCE

Chairman Abbott opened the meeting at 6:11 p.m. with the Pledge of Allegiance.

2. PUBLIC HEARINGS

3. ANNOUNCEMENTS

4. ADDITIONS OR DELETIONS TO AGENDA

5. APPOINTMENT

- a. Sterling Roop, Partnership Specialist with US Census 2020.

Sterling Roop made a very informative presentation on the upcoming 2020 census. He explained the history, how the data is used, methods taken to be sure everyone is counted and the importance of doing it. The U.S. Department of Commerce is currently hiring people within each community to aid in this process at \$20.00 per hour with employment from April to July. He reported that each household will get an invitation to respond either by telephone or on-line. He wants to ensure the public that only statistical information is made public and personal information is not shared. He did comment that after 72 years, this year's data will be made public.

6. PUBLIC COMMENTS

Clyde and Hedy Smith commented they were attending to discuss the closing of Bennett Hill Road during the winter. Hedy commented that the roadway should not be blocked off by a pile of ice or trees across as well as jersey barriers and cables. She expressed her approval of the Town looking into signage.

7. CORRESPONDENCE

- a. Treasurer's reports

8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports

Dwayne Woodsome reported that the Zoning Board of Appeals hearing was continued to February 6th. He has stopped at the Road Review Committee workshop being held tonight as well.

Gordon Littlefield reported that the Community Center Steering Committee met with the architectural firm that was hired. Additional information will be forthcoming. He reiterated on what the Committee's goals were, where they are in the process and what they hope the new building will house.

- b. Town Administrator Gary Lamb's report

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

- **Community Center Steering Committee update** - This committee met Monday, January 20th with Scott Simons Architects from Portland for this not-to-exceed \$25,000 concept design project for a possible new community center. This project will help inform voters whether or not we should build a new community center that could consist of a new library, basketball gym, recreation program space, and multipurpose space for our polling place and community meetings and suppers. The Steering Committee does not have a building site yet, but they are investigating possible locations and donations of land. The Committee is looking for 10 buildable acres of land, preferably on or near Routes 202 or 5. The Steering Committee is also in need of new members who might form the nucleus of a future building committee. We could use people who work in construction, legal, finance, fundraising, civil engineering, surveying or other development related disciplines.
- **Ledgeview Lane acceptance request** - We recently received a formal request for the Town to accept Ledgeview Lane as a town road. This road is roughly 2000 feet in length and is the main road in Ledgewood subdivision plan approved by our Planning Board in 2004. Lee Jay, Dave Benton and I will be reading the documents submitted and deciding what civil engineering

assistance the Town will need to move this request forward. After our charter changed to replace town meeting with elections, the authority to accept town roads now lies with the Board of Selectmen and not a ballot question to voters. Staff hopes to have this submission ready for Selectmen review at one of the February or March meetings.

- **Budget Committee update** - The entire Budget Committee had a tour of our Central Station last night. Discussion included operations, staffing, equipment and space needs inside and outside the station. This morning our ladder truck was being driven to Hartford's garage for some cab and body repairs when it died on the side of the road for some unknown reason. It was towed to Hartford's and is out of service until further notice. The Budget Committee next meets February 3rd to hear General Assistance, Transfer Station budget with Joanne Andrews assisting, and DPW budgets. That should complete budget presentations so discussion and Budget Committee decisions can start.
- **Gravel lot swap status** - Doug Foglio Sr. and I discussed this issue again last week and Doug would like to meet with Selectmen again to try and negotiate terms of swapping the North Waterboro Town owned Map 13, Lot 3 of 21 acres for Doug's lot (Map 5, Lot 22-1 of 17 acres) near the Transfer Station...plus some financial consideration from the Town. Doug will make himself available for any of the Board of Selectmen meetings on February 25th, March 10th or 24th
- **John Barth Legal Case** - At this time, one of the three counts have been dismissed. The attorney is working on getting the other two counts dismissed.

9. NEW BUSINESS

- a. Discuss/possible vote for an appointment to Community Center Steering Committee.

Dwayne Woodsome made motion to appoint E. Jayne to the Community Center Steering Committee. Tim Neill seconded. The motion passed 4-1 (Littlefield).

- b. Initial discussion on a proposed ordinance regulating write-in candidates in municipal elections.

The Selectmen would like to hold a public hearing on this proposed ordinance on February 11th.

- c. Discussion on the location and new cost figures of an electronic sign.

Gary Lamb presented the Board of Selectmen estimates on electronic signs. The purchase will be put out to bid, but these cost estimates provide ballpark figures. There will be a sign demo truck at Town Hall at 5:00 p.m. on February 11th for anyone who would like to see a demo. It was consensus of the Selectmen to move forward with placing the sign at the

Fire Station. Dwayne Woodsome would like staff to look into a solar powered sign.

10. OLD BUSINESS

- a. Discuss/possible vote to approve the amendments to the Subdivision Ordinance.

Gordon Littlefield commented that he wanted to ensure the public that comments made at any public hearing are not taken lightly and they are taken into consideration by the Board of Selectmen.

David Christensen outlined the process taken to get to the final version of the ordinance and noted that it was a unanimous vote to send the final version to the Selectmen.

Dwayne Woodsome commented that he was concerned with the 5 day response time in Article III, Section T. He felt this was not enough time to respond.

Tim Neill made a motion to approve the amendments to the Subdivision Ordinance as presented with one amendment in "Article III, Purpose and Guidelines," Section T, changing the response time from 5 days to 15 days. Ted Doyle seconded. The motion passed 4-1 (Woodsome).

11. OTHER

- a. Discuss /vote to approve the minutes of the January 14, 2020 regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the January 14, 2020 regular meeting. Gordon Littlefield seconded. The motion passed 4-0-1 (Abbott abstained).

12. PENDING DECISIONS

- a. Road Entrance Appeals Board Appointments

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

- **Public Hearings on the request for a Special Amusement Permit for the Blues Festival and a proposed Write-in Candidate Ordinance.**
- **Deputy Kevin Collins update.**
- **Appointment of a Warden for the 2020 elections.**
- **Granting permission for alcohol to be served in Friendship Park during the Blues Festival.**

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the January 14, 2020 regular meeting

16. ADJOURN

Dwayne Woodsome made a motion to adjourn the meeting. Tim Neill seconded. The motion passed 5-0. The meeting adjourned at 7:15 p.m.

These minutes were approved by the Waterboro Board of Selectmen on February 11, 2020.

_____/s/_____
Dennis Abbott

_____/s/_____
Dwayne Woodsome

_____/s/_____
Gordon Littlefield

_____/s/_____
Tim Neill

_____/s/_____
Ted Doyle