

**Minutes of the Waterboro Board of Selectmen Meeting
May 26, 2020 at Waterboro Town Hall**

5:00 p.m. Regular Meeting

PRESENT FOR REGULAR MEETING: This meeting was held during the COVID-19 pandemic with Selectmen Dennis Abbott, Tim Neill, Ted Doyle and Dwayne Woodsome. Gordon Littlefield arrived at 5:06. It was not open to the public, but available to watch live on the local cable channel and live streaming on the Town's website. Also in attendance were Gary Lamb, Julie Giles, Josh Andrews, Dave Benton and Dave Lowe. Social distancing was in place with all present sitting at least six feet apart.

1. PLEDGE OF ALLEGIANCE

Chairman Abbott opened the meeting at 5:01 p.m. with the Pledge of Allegiance.

2. PUBLIC HEARINGS

3. ANNOUNCEMENTS

Dennis Abbott announced that this is the last meeting for Selectmen Tim Neill. He thanked him for his time and efforts on the Board of Selectmen, the Planning Board and various liaison positions. He will be missed.

Dwayne Woodsome thanked Tim Neill for all he has done over the years.

4. ADDITIONS OR DELETIONS TO AGENDA

5. APPOINTMENT

6. PUBLIC COMMENTS

It was announced that anyone can call in who would like to make a comment. The number to call was 247-6166, Ext 106 and was also noted at the top of the screen.

7. CORRESPONDENCE

- a. Treasurer's reports

8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports

Dwayne Woodsome commented that he had received complaints on ATV's and motorcycles and dirt bikes being seen that were registered out of State.

b. Town Administrator Gary Lamb's report

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

- **Election update** - Our June 9, 2020 election has been officially moved to July 14, 2020 and we will be voting at Massabesic East on West Road. Polls will be open 7:00 a.m. to 8:00 p.m. Social distancing with reduced numbers of voting booths and up to 6 ballots will tend to greatly increase the time it takes to vote...so wait times may be long especially after 4:00 p.m. Staff strongly encourages voters to vote absentee at your convenience starting June 15, 2020....or three weeks from yesterday. Come in and vote early at town hall or take your ballots home and fill them out at your convenience. Absentee voting is just as safe and secure as voting in person and uses the same voter ID list to document voter.
- **Staffing update** - All town staff for all departments as of today still have zero positive Covid19 tests, and we hope that good health continues. This is the second week with town hall open by appointments-only, scheduling customers every 15-30 minutes and letting them in one by one. Citizens simply call and get a set time to come in at their convenience...first come first served. This has worked well and we service about 60 customers per day with three front lobby staff plus a door scheduler.
 - Our fire department staffing is back to pre-pandemic normal level.
 - Our library is getting closer to opening hopefully by July 1stbut cleaning issues and individual book quarantine time issues are still being discussed among Maine State Library network folks.
 - With little recreation dept. program activity and possible layoffs looming, I propose we not fill Sherry's position and use Laura Lowe for now....part-time for recreation and part-time as Sherry's replacement.
 - Do Selectmen want to continue with appointment only town hall access past June 1st....or on June 1st or June 8th? Do we unlock the front doors for first come first served service with no appointments... but any line is to be kept outside weather permitting?
- **Public Works update** -
 - Blueberry Road project has the culverts and ditch slopes completed along with road base buildup. Weather permitting base pavement should occur by mid-June. Straw Mill Brook Road pavement shim over rough areas has been completed. Base paving is next for entire length.
 - Transfer station waste oil building project is progressing.
- **ATV Enforcement** - Extensive ATV enforcement was done this past Saturday and Sunday by the Warden Service and our deputies. The enforcement was centered on Old Alfred Road and Deering Ridge Road.
- **Selectmen Tim Neill** - A thank you to Tim Neill for all his work on the Board of Selectmen and various committees. He will be missed.

Dwayne Woodsome commented that Hazard pay for the firefighters needs to be completed before the end of June. It will be further discussed at the June 9, 2020 meeting.

The Selectmen discussed when Town Hall should open to the public. It was decided to continue with taking appointments and will discuss again on June 9, 2020.

9. NEW BUSINESS

- a. Discuss/possible vote to set a date for a public hearing on the proposed 20/21 Municipal Budget.

The Selectmen chose Tuesday, June 9, 2020 and June 23, 2020 to hold public hearings on the Municipal budget. If someone has comments or questions, they may call in during the public hearing or email prior to the public hearing and these comments and/or questions will be made public at the hearings. The meetings will go back to 6:00 p.m. beginning June 9th.

10. OLD BUSINESS

- a. Continued discussion of year end expenses.

This will be further discussed at the June 9, 2020 meeting.

- b. Update on the July 14, 2020 election location.

The Election will be held at the Massabesic East Complex with polls opening at 7:00 a.m. and closing at 8:00 p.m. The Selectmen discussed hiring people to clean the booths after each person uses it, wiping door handles, sanitizing pens used for marking the ballot, using a different entrance in case of inclement weather and renting two additional voting machines.

11. OTHER

- a. Discuss /vote to approve the minutes of the May 12, 2020 regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the May 12, 2020 regular meeting. Ted Doyle seconded. The motion passed 4-0-1 (Littlefield abstained).

Dwayne Woodsome commented that there were no signs on the dam to prohibit people on it. People have been fishing off it and signs need to be put up to protect the Town if anyone gets hurt.

12. PENDING DECISIONS

- a. Friendship Park Deed Transfer

Gary Lamb reported that this transfer will be a little more involved because of conservation easements on the property when it was transferred ten years

ago in error to the Waterboro Land Trust. It was questioned whether the Land Trust has liability insurance on the property.

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

Continued discussion on year end account transfers including hazard pay for firefighters.

Public hearings on the budget for June 9th and June 23rd.

Updates on the July 14, 2020 Election.

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the May 12, 2020 regular meeting

16. ADJOURN

Dwayne Woodsome made a motion to adjourn the meeting. Ted Doyle seconded. The motion passed 5-0. The meeting adjourned at 5:49 p.m.

These minutes were approved by the Waterboro Board of Selectmen on June 9, 2020.

_____/s/
Dennis Abbott

_____/s/
Dwayne Woodsome

Gordon Littlefield

Tim Neill

_____/s/
Ted Doyle