

**Minutes for the Waterboro Board of Selectmen Meeting
June 23, 2020 at Waterboro Town Hall**

6:00 p.m. Regular Meeting

PRESENT FOR REGULAR MEETING: This meeting was held during the COVID-19 pandemic with Selectmen Dennis Abbott, Ted Doyle and Dwayne Woodsome attending. Gordon Littlefield viewed interactively through zoom. 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, Matt Bors, Julie Giles, Josh Andrews, Dave Benton, Laura Lowe, 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 with the Pledge of Allegiance.

2. PUBLIC HEARINGS

- a. To hear public comments on the proposed 2020/2021 Municipal Budget. **The public hearing will be aired on the local cable station Channel 1302 and live streaming on the Town's website. Taxpayers may call 247-6166, Ext. 106 for questions and comments during the public hearing. Questions and comments may also be emailed to the Town Administrator at administrator@waterboro-me.gov prior to the public hearing and will be answered during the meeting**

It was announced that anyone may 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. Residents may also send an email, after the session, to a member of the Board of Selectmen or the Town Administrator with any questions and they will be answered.

Chairman Abbott opened the public hearing at 6:01 PM.

Chairman Abbott announced that the Election will be held at Massabesic East on July 14th, and because of the COVID -19 precautions and a 5-7 page ballot, the voting process may take a little more time than usual. Absentee ballots are available now and can be requested up to the day of the Election. You can also call the town hall and request one to be mailed to you. If you do want to request a ballot on the day of the election, it will have to be done at the polls as the Town Hall will be closed. Ballots will have to be cast before 8pm on the day of the election in order to be counted.

Chairman Abbott announced that there are two Selectmen positions, one RSU #57 Board of Directors position, and two Water District positions on the ballot. He went over all 19 articles on the ballot with no questions from the public or from the board.

3. ANNOUNCEMENTS – There were none.

4. ADDITIONS OR DELETIONS TO AGENDA – There were none.

5. APPOINTMENTS – There were none.

6. PUBLIC COMMENTS – There were none.

7. CORRESPONDENCE

a. Treasurer's reports

8. REPORTS & STAFF INITIATIVES

a. **Selectmen's reports** – There were none.

b. **Town Administrator Gary Lamb's report**

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

Election Update – Our June election is scheduled for Tuesday July 14 at Massabesic East on West Road. Polls open 7am-8pm. Physical distancing will reduce our numbers of voting booths. Up to 5-7 ballots will greatly increase the time it takes to vote...so wait times may be long especially after 4 pm. Staff strongly encourages voters to vote absentee which began on June 16th. Come in and vote early at town hall or take your ballots home and fill them out at your convenience. Absentee in person voting at Town Hall ends 5pm Monday July 13. Telephone or online absentee ballot requests to get a ballot mailed out ends 5pm July 9th. All absentee ballots must be returned to the polls by 8pm election day July 14. Absentee voting signs are being made as directed by Selectmen and perhaps available later this week.

Staffing Update – Town hall outside doors opened on Wednesday, June 10, for routine business without appointments. Staff work to keep any front lobby customer line outside. Assessing and CEO customers can enter the building at any time.

Public Works Update – South Waterboro sidewalk paving is completed. Final loam and seeding being done by DPW. The Drainage project at Chadbourne Ridge Road and Lords Lane is scheduled to begin next week, followed by Partridge Lane drainage project afterwards.

Dave Benton reported that paving for this fiscal year has been completed. The section that was rebuilt on Blueberry road has been completed and the shim from that section to West Road has been completed. The bad spots on Straw Mill brook have been repaired and finish pavement has been done along with the small section on Ossipee Hill Road has been completed. A shim was put on Silas Brown Road and we completed a large section on the Middle Road. After the new budget begins, there will more paving projects to be done. A joint project was done between the transfer station and the DPW. The old used oil tank building and the tank have been removed. The new containment area was installed today and they will be pouring a 10X20 slab on

Friday for the prefab building that has been purchased to be set upon. Also, the flooring for the old salt shed will be poured the same day so all the equipment can be moved into this shed for storage.

Foglio is crushing gravel now for this fiscal year and then will start crushing before July 4th for the next fiscal year. Monday the catch basin will be put in for Oak Lane off Old Alfred Road that has been a problem for some time.

Update on Transfer Station – Josh Andrews reported that a new cable on our new trash truck snapped. They were without the Trash Truck over the weekend. Josh found a local vendor in Falmouth who custom made a new cable for under \$500.00. Joshua will be looking to have a second one on hand so having a two day truck down time will not happen again.

Land Transfer – in 2010 there was a mishap regarding friendship Park. The land that was transferred to the land trust should have been the parcel behind Friendship Park instead of Friendship Park. Our attorney is working with the Land Trust attorney to do one quick claim deed and one warranty deed to get this corrected.

9. NEW BUSINESS

- a. Discuss/vote to renew the state malt, vinous & spirituous liquor license for the Fraternal Order of Eagles located at 1050 Main Street.
Ted Doyle made the motion to approve the state malt, vinous & spirituous liquor license for the Fraternal Order of Eagles. Dwayne Woodsome seconded. The motion passed 4 – 0.
- b. Discuss/vote remove bad debt
Dwayne Woodsome made the motion to write off bad debt for 2013 and older and to identify the bad debt from 2014 -2018 to see if it can be collected. Ted Doyle seconded.
The Motion passed 4 – 0.
Discussion Continued.
Dwayne Woodsome made a motion to reconsider the vote. Ted Doyle seconded. The motion passed 4 – 0.
Ted Doyle made the motion to write off all of the bad debt. Dwayne Woodsome seconded. The motion passed 4 – 0.
- c. Discuss/vote on committee appointments for terms to expire June 30, 2023 and 2025 and staff appointments for terms to expire June 30, 2021.

Ted Doyle made the motion to approve all 3 year terms for the various boards to expire June 30, 2021. Dwayne Woodsome seconded. The motion passed 4 – 0.

Dwayne Woodsome made a motion to approve Lori Anthony and Kurt Clason for five year terms for the Planning Board and Zoning Board of Appeals. Ted Doyle seconded. The motion passed 4 – 0.

A motion was made to accept the staff appointments to expire on June 30, 2020. So moved by Ted Doyle. Gordon Littlefield seconded. The motion passed 4 – 0.

10. OLD BUSINESS

A request was made by Dave Benton for a new well water district well on either Jim Carlls property or the one here at town hall. This new well is needed because an existing well is failing to keep up with demand. Chairman Abbott will take under advisement for the next meeting agenda. It was requested by Dave Benton to have a workshop.

a. Continued discussion of year end expenses including hazard pay for firefighters

Insurance year end account over expenditure – a motion was made by Dwayne Woodsome to move \$7300.00 from general government legal account to insurance account. Ted Doyle seconded. The motion passed 4 – 0.

Assessment year end account over expenditure due to maps– a motion was made by Ted Doyle to move the -17,706 from assessing account to the overlay account. Dwayne Woodsome seconded. The motion passed 4 – 0.

There was much discussion on the hazard pay for firefighters. The board will reassess at the next meeting and this item will be kept on the Agenda for the next meeting.

11. OTHER

- a. Discuss /vote to approve the minutes of the June 9, 2020 regular meeting.**
A motion was made by Dwayne Woodsome to approve the minutes of the June 9 regular meeting. Ted Doyle seconded. The motion passed 4 – 0.
- b. Discuss/vote to approve the minutes of the Special June 15, 2020 meeting.**
A motion was made by Dwayne Woodsome to approve the minutes of the June 15 Special Meeting which Gordon did not attend. Ted Doyle seconded. The motion passed 3 – 0 as Gordon Littlefield was not present at this meeting.

12. PENDING DECISIONS

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the June 9, 2020 regular meeting
- b. Fraternal Order of Eagles state liquor license application
- c. Minutes of the Special June 15, 2020 meeting

16. ADJOURN

A motion was made by Dwayne Woodsome to adjourn the meeting. Ted Doyle seconded. The motion passed 4 – 0. The meeting adjourned at 7:23 PM.

/s/
Dennis Abbott

/s/
Dwayne Woodsome

/s/
Gordon Littlefield

Ted Doyle