

**Minutes for Waterboro Board of Selectmen Meeting
July 21, 2020 at Waterboro Town Hall
6:00 PM Regular Meeting**

1. PLEDGE OF ALLEGIANCE

Dennis Abbott started the meeting with the Pledge of Allegiance at 6PM. In attendance was: Dennis Abbott, Josh Andrews, Dave Benton, Dana Brown, Dave Chauvette, Gary Lamb, Gordon Littlefield, Dave Lowe, Laura Lowe, Dwayne Prescott, and Dwayne Woodsome.

2. PUBLIC HEARINGS – There was not a public Hearing.

3. ANNOUNCEMENTS – There were no Announcements.

4. ADDITIONS OR DELETIONS TO AGENDA

Dennis Abbott suggested we move Additions & Deletions to the Agenda after the swearing in and election of officers.

5. APPOINTMENT – Christine Torno

a. Christine swore in the elected candidates for Selectmen from the July 14th election: Dana Brown (3 year term), Dave Chauvette (2 year term), & Dwayne Woodsome (3 year term). All three candidates listed above were sworn in.

b. Election of Officers – started at 6:21pm and ended at 6:30 pm.

Dave Chauvette nominated Dennis Abbott as Chairman. Gordon Littlefield seconded. There were no other nominations. Gordon made a motion to cease nominations. Dana Brown seconded. The motion passed 5-0. The vote for Dennis Abbott as Chairman passed 5-0.

Chairman Dennis Abbott nominated Gordon Littlefield as Vice Chairman. Dave Chauvette seconded. There were no other nominations. Chairman Abbott made a motion to cease nominations. Dana Brown seconded. The motion passed 5-0. The vote for Gordon Littlefield as Vice Chairman passed 5-0.

6. PUBLIC COMMENTS

7. CORRESPONDENCE

- a. Treasurer's reports
- b. Motor Vehicle report

8. REPORTS & STAFF INITIATIVES

a. Selectmen's reports

Dwayne Woodsome had two items to report on:

- 1. Selectmen in previous years had said the well near Lakeside Market should not be used due to contamination so he is not sure why they are even looking at this well for possible use. Old minutes will have to be found from why the Selectmen closed the door to a well at Lakeside. A workshop was scheduled with the Water District on August 5, 2020, at 6PM in the Selectmen's room.
- 2. He received two phone calls and one text from a concerned citizen regarding why the Sheriff department is not checking boat trailers that are being parked on Route 5. There was much discussion on this and a question as to who owned the signs: The town or the state? This will be looked into and to see if Route 5 is part of the parking ordinance.

Chairman Abbott thought possibly a sign down at the dock would help. Dave Benton added to the discussion that when the Bass Masters have their annual event they park in single person vehicle spots which can cause problems for the beach attendees. Chairman Abbott requested that we contact someone from the Bass Nation website to report this.

b. Town Administrator Gary Lamb's report – went as follows:

Gary Lamb reminded people viewing the meeting that boat trailers can be parked at the Town Hall for use at Little Ossipee Lake to help with the parking issue. Dwayne Woodsome said that there may be a dock at the Ossipee Lake Campground for public use. This will be researched.

Customer Service Update: Since June we have been working with the outside doors unlocked and staff working to keep customer lines outside. The public has been very supportive and the over whelming majority of customers now wear masks. He thanked Sharon Reed for moving her work schedule to Monday-Thursday so that we have three front lobby staff on duty all five days of the week. **DPW update:** Drainage projects on Lord Lane and Pheasants Run are both held up because the supplier of catch basin structures has not delivered the structures. Over a dozen catch basins around town were cleaned out last week by a contractor's vacuum truck. Cross walks and intersections will be painted this month. Our new waste oil shed and tank are in place at the Transfer Station. **End of Year Update:** As of June our FY expense budget is 96% expended and our non-property tax revenue budget is 99% collected. We were over 95% collected for property taxes as of July 16th and many payments have been collected since then. For expenses, we will continue to pay June 2020 bills until the end of July. Excise tax revenue was estimated to be \$1.5 million for FY 19/20 and we collected \$33K more than that. Revenue sharing comes from 5% of total sales and other statewide taxes being apportioned to individual towns. This could be drastically less in FY 20/21 so estimation is \$350K for now. Our tax commitment preparations will be completed soon with mil rate options for the August 11th selectmen's meeting. Dwayne Woodsome requested 3 options for the mil rate. **Workman's Comp refund:** We recently received a refund check for \$3,721.00 from MMA because of our good workman's comp loss performance for FY 18/19. **Ladder truck order:** Chief Bors and Senior officers have completed the ladder truck purchase proposal with Greenwood Emergency Vehicles. They have agreed to accept the truck in as-is condition in early 2021 when the new truck will be delivered. We will not receive any cash for the truck but instead they are providing us with over \$15,000 in equipment for the truck at no additional charge. Accepting the truck as-is relieves us from the financial burden of having to pay for truck testing and certification for municipal use elsewhere. The borrowing amount for the truck will be \$800K. **Gravel parcel and land swap:** Gary met with Doug Foglio, Jr. last week. We are proceeding with property access and environmental assessment for the voter approved land swap of Bennett Hill Road gravel lot for two town owned North Waterboro parcels plus \$100K from the Town. We will pursue a phase 1 assessment: a records search in DEP and other government files, interviews with persons familiar with any possible pollution sources, etc. If this phase shows we should have the gravel deposit sampled and tested we will do that to ensure it is useable gravel.

Friendship Park Deed Issue: The purpose of this Corrective Deed is to correct the Quitclaim Deed with Covenant dated January 26, 2010, and recorded in the York County Registry of Deeds in Book 15805, Page 272. The legal description contained in the Quitclaim Deed with Covenant recorded at Book 15805, Page 272, contained incorrect legal description for Parcel 2. This Corrective Deed revises and corrects the legal

description for Parcel 2 contained in the Quitclaim Deed with Covenant recorded Book 15905, Page 272.

Gary also announced to the newly voted in selectmen that if anyone approaches them regarding the Town's finances that all of the Town's finances are public. They just have to let him know and he will get the information to the requestor.

9. NEW BUSINESS

a. Discuss results of the July 14th election

Discussion and a report from Christine Torno happened after the swearing in while she was in the room. She reported the election went well with one mishap with the Absentee Ballot machine. The machine was able to be reset and the ballots had to be re-run into the machines the morning after the election. This made the results later than usual.

b. Legislative Policy Committee Discussion/Vote

Gary Lamb explained the Legislative Policy Committee to the newly appointed selectmen. **Gordon Littlefield made a motion to approve Gary Lamb as a Legislative Policy Committee member. Dana Brown seconded. The motion passed 5-0.**

c. Discussion of when to resume interviews for committee volunteers

Chairman Abbott explained the process to the newly appointed selectmen. The Board is ok with people coming the next few or more meetings one at a time.

d. Discuss possible goal setting and communication workshop

A workshop for Communication and Goal Setting was set for August 4th, at 6pm

10. OLD BUSINESS

a. Review Local Emergency Declaration approved April 2, 2020

This will be kept as pending business for now and will remain in effect until cancelled by the board.

Dwayne Woodsome asked about the cemeteries being mowed. Josh Andrews is working on it but can only mow while not at the Transfer Station. Josh said he had a worker who would be willing to do more of the mowing.

11. OTHER

a. Discuss /vote to approve the minutes of the June 23, 2020 regular meeting

Dwayne Woodsome made a motion to approve the June 23, 2020 meeting minutes. Gordon Littlefield seconded. The motion passed 3-0.

12. PENDING DECISIONS

13. WEEK'S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

15. ITEMS NEEDING SIGNATURE

- a. Minutes of the June 23, 2020 regular meeting**
- b. Legislative Policy Committee Ballot**

16. ADJOURN

Dwayne Woodsome made a motion to adjourn the meeting. Dave Chauvette seconded. The motion passed 5-0. The meeting adjourned at 7:20 PM.

_____/S/_____
Dennis Abbott

_____/S/_____
Gordon Littlefield

_____/S/_____
Dana Brown

_____/S/_____
Dave Chauvette

_____/S/_____
Dwayne Woodsome

Date: 8/11/2020