

**Minutes for Waterboro Board of Selectmen Meeting
October 06, 2020 at Waterboro Town Hall
5:45 Executive Session-6:00 p.m. Regular Meeting**

Executive Session -

- a. Pursuant to 1 M.R.S.A §405 (6)(a), to interview a committee applicant
Dana Brown made a motion to enter into Executive Session at 5:41 p.m. Dave Chauvette seconded the motion. The motion passed 4 – 0.
Dana Brown made a motion to come out of Executive Session at 5:48 p.m. Gordon Littlefield seconded the motion. The motion passed 4 – 0.

1. PLEDGE OF ALLEGIANCE

Chairman Abbott opened the meeting with the Pledge of Allegiance at 6:00 p.m.

Attendance: Dennis Abbott, Gordon Littlefield, Dana Brown, Dave Chauvette, Gary Lamb, Julie Giles, Tim Neill, Ted Doyle, Laura Lowe, Dalyn Houser, and Dave Lowe were present. Dwayne Woodsome, selectman was absent.

2. PUBLIC HEARINGS – none

3. ANNOUNCEMENT

- a. **Tim Neill & Ted Doyle –Recognition for Selectmen service**
Former selectmen Tim Neill and Ted Doyle were honored by the selectmen and received a plaque for their years of service to the Town of Waterboro as Selectmen.

4. ADDITIONS OR DELETIONS TO AGENDA - none

5. APPOINTMENT

- a. **Saco River Corridor Commission – Dalyn Houser**
Dalyn Houser, Executive Director of the Saco River Corridor Commission (SRCC), came to the selectmen's meeting to give a presentation regarding the history of the SRCC, their purpose, and the differences between the SRCC and Shoreland zoning. The presentation was ended with the selectmen and Ms. Houser agreeing that working together when issues arise where rules differ will make for a happier situation for everyone. Gary Lamb stated that a pre-approval permit process in writing between SRCC and the Town of Waterboro might be a good idea. Ms. Houser was agreeable to this.

6. PUBLIC COMMENTS - none

7. CORRESPONDENCE

- a. Treasurer's reports

8. REPORTS & STAFF INITIATIVES

- a. **Selectmen's reports**
Dave Chauvette stated that several residents do not have house numbers posted on their houses or their house numbers are not properly posted for fire, police, and rescue, and how important this is. Gordon Littlefield reiterated the importance of house numbers are to lives when fire, police, or/and rescue are needed. Dennis Abbott reminded residents that we have an Enhanced 9-1-1 Addressing Ordinance that was adopted June 3, 1995, and was amended April 25, 2003, that is online on our website for residents to check on how numbers are to be posted. He also stated that anyone can contact our Code Office if they have any questions.
- b. **Town Administrator Gary Lamb's report**
Nov. 3, 2020 Election Update – Gary Lamb provided the selectmen with an example of the Nov. 3rd ballot. He stated that in person absentee voting at town hall began yesterday and will continue through

to Thursday, October 29 2020, 5:00 p.m. Voters can also pick up an absentee ballot at the Town Hall and fill them out at home, but must return them by 8 p.m., Tuesday, November 3, 2020. The election will be at Massabesic East School building on West road. Over 1000 absentee ballot requests have been received and we hope to have them all mailed out by the end of this week.

Transfer Station Update – We received three bids for spray insulation for the Quonset hut to keep it above freezing when we put compacted trash containers inside overnight during winter months: Northeast Spray Insulation \$15,735.00 for a two inch spray layer and required fire resistant paint, Anderson Insulation \$30,800.00 for a three inch spray layer and painting, and Quality Insulation \$32,280.00 did not include fireproof painting. We awarded the bid to Northeast Spray Insulation and Josh and crew are preparing the building for insulation. The question was raised by Dana Brown of why the bids came with different spray layer thicknesses? Was it specified in the bid of how thick we wanted the insulation? Gary is checking with Josh Andrews from the transfer station to see if it was specified. Northeast Spray was awarded this contract, but for the future, the selectmen would like bids to be more specific.

Fire Dept. Update – Chief Bors and Gary Lamb, the Town Administrator, agree on awarding the new LED sign bid to RSD graphics of Waterboro for \$26,756.76. We received three bids. One bid for \$18,300 from Georgia was deemed to have an inadequate one year warranty and significant concerns about service after the installation. Another bid from a Houlton Maine firm for \$27,258 did not submit their sealed bid on time but did email it in. RSD Graphics bid met the specifics and should provide more prompt service in future years than an out of state vendor. The ladder truck is out of service permanently. We will be relying on our mutual aid neighbors for ladder truck dispatching until the Spring of 2021 when our new ladder truck arrives.

Staffing Update – Our new DPW position #4 job posting produced only one applicant to date. We will have to go out again with the ad and rethink our advertising strategy.

Little Ossipee Lake Drawdown Update – It is time to get your boat out of the Little Ossipee and Lake Arrowhead. Our dam operator Chris Brassard advises that per our dam ordinance, this fall's drawdown of Little Ossipee will start October 1, 2020, two weeks earlier than the usual October 15th start. The drawdown follows our five year cycle of an additional foot lower to allow for more Shoreland repairs. It will be drawn down three feet instead of two feet. Dam gates will be raised back to two feet down as of January 1, 2021, until ice out.

Governor Mills Stage 4 Reopening Maine Announcement – Gary Lamb read parts of the governor's announcement.

Solar Array Projects - We have two solar array projects happening right now for the Town of Waterboro and two site walks lined up: October 7, 2020, 5:00 pm - 719 Main Street, Waterboro, ME - NBD Solar Maine, Solar Array Project and October 21, 2020, 5:00 pm – 41 Sokokis Trail, Waterboro, ME – NBD Solar Maine, Solar Array Project. They have already changed some of their plans like adding in a vegetation buffer for the abutters of the properties.

9. NEW BUSINESS

- a. Discuss/vote to appoint committee applicant to the Public Safety Committee
Gordon Littlefield made a motion to appoint Ryan Finch to the Public Safety Committee. Dave Chauvette seconded the motion. The motion passed 4 – 0.
- b. Discuss/vote to close the Town Hall for Election Day
Gordon Littlefield made a motion to close the Town Hall for Election Day. Dave Chauvette seconded the motion. The motion passed 4 – 0.
- c. Discuss/vote to approve renewal of a Junkyard Permit for Richard & Robin Lavigne, 1190 Main Street.
Dana Brown made a motion to approve the renewal of a Junkyard Permit to Richard & Robin Lavigne. Gordon Littlefield seconded the motion. The motion passed 4 – 0.
- d. Discuss/vote to approve renewal of a Junkyard Permit for Danny Laskey, 1533 Goodwins Mills Road
Gordon Littlefield made a motion to approve the renewal of a Junkyard Permit to Danny Laskey. Dana Brown seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS

a. Update on Bennett Hill Road land swap

Gary Lamb is working with Natalie in legal to finalize. There are no other updates.

b. Update on Bennett Hill Road “old landfill” repairs

We have hauled some fill out there to fill in the hole but we could use some more. We also need a management plan for the future for control of the bamboo. We do not need to close the area this winter to sledding as it poses no threat..

c. Update on Little Ossipee Lake maintenance

Dam maintenance will be scheduled for this Fall.

d. Update on Parking Ordinance – tow away zones

The selectmen have decided to add this to their workshop on Tuesday, October 13, 2020, 6:00 p.m.

e. Update on Comprehensive Plan Action Items List

The list was provided for all of the selectmen. Chairman Abbott said he put this on the agenda so they can start talking about it and maybe do a workshop on it in the future. Gary Lamb read some of the top priority items that are on the list that we have accomplished or are working on. Gordon Littlefield stated that a better effort should be made to educate the public on the Comprehensive Plan as he is frustrated with putting through ideas and then having them shot down from the public. .

11. OTHER

a. Discuss/vote to approve the minutes of the September 22, 2020, regular meeting.

Dave Chauvette made a motion to approve the minutes as written for the September 22, 2020, regular meeting. Gordon Littlefield seconded. The motion passed 3 – 0 with Dana Brown abstaining from voting as he did not attend this meeting.

12. PENDING DECISIONS

13. WEEK’S ACTION LIST

14. DISCUSSION OF AGENDA ITEMS

15. ITEMS NEEDING SIGNATURE

a. Minutes of the September 22, 2020, regular meeting

16. ADJOURN

Dana Brown made a motion to adjourn the meeting. Dave Chauvette seconded. The motion passed 4 – 0. The meeting adjourned at 7:29 p.m.

_____/S/_____
Dennis Abbott

Gordon Littlefield

_____/S/_____
Dana Brown

_____/S/_____
Dave Chauvette

Dwayne Woodsome

Date: 10/20/2020