

**Agenda for Waterboro Board of Selectmen Meeting
April 20, 2021, at Waterboro Town Hall
5:30 p.m. Executive Session - 6:00 p.m. Regular Meeting**

Executive Session - 5:30 P.M.

- a. Pursuant to 1 M.R.S.A §405 (6)(a), to interview potential committee members
All Selectmen were present except Gordon Littlefield for the Executive Session.
Dwayne Woodsome made a motion to enter into Executive Session at 5:30 p.m.
Dana Brown seconded the motion. The motion passed 4 – 0.

Dave Chauvette made a motion to come out of Executive Session at 5:46 p.m.
Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

1. PLEDGE OF ALLEGIANCE – Regular Meeting 6:00 P.M.

Chairman Abbott opened the meeting at 6:02 p.m. with the Pledge of Allegiance.
Attendance: Dennis Abbott, Gordon Littlefield by Zoom (at 6:18 pm), Dwayne Woodsome,
Dave Chauvette, Dana Brown, Gary Lamb, Michael & Marsha Gilpatrick, Peter Smith,
Joshua Andrews, Julie Giles, Dave Lowe, and Laura Lowe.

2. PUBLIC HEARINGS - None.

3. ANNOUNCEMENTS – None.

4. ADDITIONS OR DELETIONS TO AGENDA:

**Dave Chauvette made a motion to add to item 9A of the Agenda: To set a Public Hearing
Date for the FY 2021/2022 Budget.**
Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

5. APPOINTMENT – New Code Enforcement Officer, Mike Gilpatrick

Mike introduced himself to the Selectmen and the Selectmen welcomed him. Mike has lived in the town of Limerick for the majority of his life. He has been a Code Enforcement Officer for 5 years and our Deputy Code Officer for two years. He looks forward to working in the Town of Waterboro. He would like the Selectmen to consider for the future, a software program called Iworq's, which he used in the town of Acton.

6. PUBLIC COMMENTS – none.

7. CORRESPONDENCE

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

8. REPORTS & STAFF INITIATIVES

a. Selectmen's reports:

Dave Chauvette would like to remind residents that house numbers are very important for 911 services.

b. Town Administrator Gary Lamb's Report:

COVID Update – The Waterboro Middle School COVID VAX clinic was cancelled today from lack of vaccine per Maine CDC priorities.

Foglio Land Swap Update: The Town has submitted all requested info and we are just awaiting closing papers to be circulated. The Town's attorney stated today he will reach out again to Doug's attorney.

Nomination Papers Update: Nomination papers for Selectmen (1), RSU 57 School Board (1), and one Water District trustee must be returned by 5pm April 26th. So far we have papers returned by two Selectmen candidates and one School Board candidate.

Hiring Update: Pete Smith, Josh, and I interviewed a candidate today for our second Transfer Station driver/DPW employee. Gary Lamb is checking references. Staff is also interviewing a candidate Friday for the Deputy Town Clerk position.

June 8, 2021 Election Preparation: Absentee voting begins Monday, May 10, 2021, at Town Hall which is also the site for the June 8, 2021 Election.

Gobeil Park Closing: Gobeil Park and the entire boat launch will be closed to the public on Monday, April 26, 2021, for dead tree removal. The entire park area will be a worksite so no other vehicles will be allowed there all day. Please do not park there that day because we will have to tow your vehicle.

Miscellaneous: The double door safe that was scheduled to be put out to bid was dropped and damaged when DPW staff moved it. The door mechanism was jammed so the Jaws of Life had to be used to open the doors. Consequently, the doors were severely damaged and beyond repair. Therefore the entire unit was sold for scrap metal.

-The I.T. Manager Dave Lowe said the Selectmen's laptops have been ordered.

- Gary has spent some time with the new Planning Board member, Devin Chamberlain, to help get him acclimated to the Planning Board processes. Town Planner, Lee Jay Feldman, will do the same ASAP.

- Sheriff King will be here as requested to update the Board on police services and our contract deputies at the next Selectmen's meeting, May 4, 2021, 6:00 p.m.

- Do the Selectmen want to have a candidate's night this year? A possible date could be Thursday, May 6, 2021. The Board agreed a candidate's night would be a good idea.

9. NEW BUSINESS

- a. Discuss/possible vote on the Annual Municipal Election Warrant & to set a Public Hearing Date for the FY 2021/2022 Budget:

Chairman Abbott read the questions on the Annual Municipal Election Warrant for the FY 2021/2022 Budget.

Dave Chauvette made a motion to accept the Annual Municipal Election Warrant for the FY 2021/2022 Budget as presented.

Dana Brown seconded the motion. The motion passed 4- 0.

The date for the Public Hearing for the FY 2021/2022 Budget was set for May 4, 2021, 6:00 p.m. during the Selectmen's Regular Meeting.

- b. Set Workshop for Personnel Policy Review:

The date for the Workshop for the Personnel Policy Review was set for May 4, 2021, 5:00 p.m., before the Selectmen's Regular Meeting.

- c. Discussion/possible vote on Release Deed to remove building restrictions on a formerly Town owned lot Map 46 Lot 1290 (Formerly Lot 1290 & 1291)

There was some discussion on how many structures were being put on the combined lot. If it is one residential dwelling being built than the Selectmen will consider signing the Release Deed. If it is two they cannot. Gary Lamb will get a plot plan from the owner to show how many dwellings will be built and where they will be located on the combined lot. The Selectmen will revisit this at their next meeting on May 4, 2021.

- d. Discuss/vote to approve two member to the Economic Development Committee:

Dana Brown made a motion to appoint Nadine Molloy and Jonathan Rideout to the Economic Development committee and Nadine Molloy to the Public Safety Committee. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS

a. Update on Transfer Station Operations: Josh Andrews gave the update

Transfer Station Vehicle Traffic: On 4/7/21 He started compiling how many vehicles visited the Transfer station using two traffic counters from the Road Review Committee. In a 12 hour time span; 1,538 vehicles were there on Saturday and 1,624 on Sunday, with a total of 3,162 vehicles. He will continue to compile this information for a time as the Selectmen might want to change the hours of the Transfer Station to help with this issue.

The New Can: We were to receive the new can last Thursday but it was held up in New York due to some issue with freight. Josh may drive to New York if it does not come soon and pick it up and take the freight costs off of the invoice.

The New Slabs: The two new slabs that will be at the burnable furniture & demolition area will be prepped on April 26, 2021, and the contractor will be there to pour the slabs.

Single Sort Compactor: Pete Smith, Gary, and Josh met with a representative from Rubb Building. They suggest repairing the compactor we have as a new structure would be \$35,000-\$40,000.

Quonset Hut Heating Unit: We have received 3 of the 4 quotes. Deadline is Mid-April. The quotes we have received to date range from \$2500-\$13,500.

Dump Stickers: The new dump stickers will be red. All sticker prices will be staying the same. Josh inquired of the Board why the Hollis stickers ended on a different date (10/31) than ours. It was decided because they started using our Transfer Station in October. The Board thought it was ok if Josh wanted to change the ending date of the Hollis stickers to match ours.

b. Discuss/vote to approve recommended Transfer Station Fees:

Transfer Station Costs: Demo costs have increased to \$97.00 a ton on 4/15/21 and other costs have gone up too. Josh handed out a proposed change in costs for dumping fees that are not household trash. The Board thought that we should start with changing the prices for Asphalt Shingles and Mixed Demo/Sheetrock and to have a Workshop in changing other prices.

Dwayne Woodsome made a motion to allow Josh Andrews to increase the charges for Asphalt Shingles and Mixed Demo/Sheetrock now. Dave Chauvette seconded the motion. The motion passed 4 – 0. The Selectmen will schedule a workshop for next month to increase other Transfer Station fees.

Temporary Help: Saturday/Sunday we had a temporary worker and it helped a lot. Angela Chute from Code Enforcement helped with the register. Two workers have been ordered for this weekend too.

11. OTHER

a. Discuss /vote to approve the minutes of the April 6, 2021, regular meeting.

Dwayne Woodsome made a motion to accept the minutes of the April 6, meeting as written. Dana Brown seconded the motion. The motion passed 4 – 0 -1 (Gordon abstaining).

12. PENDING DECISIONS

13. WEEK'S ACTION LIST

Bring back 9C as Old Business for the May 4, 2021 Selectmen's Meeting

14. DISCUSSION OF AGENDA ITEMS

15. ITEMS NEEDING SIGNATURE

a. Municipal Warrant

b. Release Deed Map 46 Lot 1290 (formerly lot 1290 & 1291)

The Board did not sign this as this Item is being brought back under Old Business at the next Selectmen's meeting on May 4, 2021.

16. ADJOURN

Dwayne Woodsome made a motion to adjourn the meeting at 7:12 p.m.

Dana Brown seconded the motion. The motion passed 5 – 0.