

**Minutes for Waterboro Board of Selectmen Meeting
September 21, 2021, at Waterboro Town Hall
5:00 p.m. Executive Session - 6:00 p.m. Regular Meeting**

Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter – Interviews

The Interim Town Administrator Matt Bors and all but David Chauvette of the Selectmen were present for the Executive Session.

**Dana Brown made a motion to enter into Executive Session at 4:51 p.m.
Michael Provencher seconded the motion. The motion passed 4 – 0.**

**Dwayne Woodsome made a motion to come out of Executive Session at 5:59 p.m.
Dana Brown seconded the motion. The motion passed 4 – 0.**

1. PLEDGE OF ALLEGIANCE – Regular Meeting

Chairman Abbott started the Regular Meeting at 6:03 p.m. with the Pledge of Allegiance.
Attendance: Dennis Abbott, Dana Brown, Michael Provencher, Dwayne Woodsome, Matt Bors, Peter Smith, Mike Gilpatrick, David Lowe, Julie Giles, Lori Anthony, Clyde Smith, Spencer Egan, and Laura Lowe.

2. PUBLIC HEARINGS – None.

3. ANNOUNCEMENTS -

4. ADDITIONS OR DELETIONS TO AGENDA – Add to Old Business, Item #10d – Discuss/vote whether to enter into the Regional Solar Collaboration.

**Dana Brown made a motion to Discuss/vote whether to enter into the Regional Solar Collaboration.
Michael Provencher seconded the motion. The motion passed 4 – 0.**

5. APPOINTMENT

a. Michael Gilpatrick – Code Enforcement Update

The Solar Project that is on Straw Mill Brook Road & Route 202 is nearing the end of the project.

They have received the design and three bids for construction from local contractors for the septic design for the failing septic system located on Map/Lot: 011/042-10A. Mike passed out a copy of the design and the three bids to the Selectmen. Chairman Abbott stated that Matt Bors and Mike should handle this situation as the Board did not need to vote on it.

October 14th from 8:00 a.m. to 4:00 p.m. the Code Enforcement Office is hosting a Shoreland Erosion Control Certification Training at the Town Hall. There is a \$35.00 per attendee fee. John McClain from Maine D.E.P. will be teaching. Mike encouraged all Excavating Contractors and anyone working the Shoreline to attend due to the many changes that have been made to the certification class. The certification will be now good for five years.

Michael Provencher stated that he has heard good things about Mike around town from homeowners and contractors and he thanked him for doing a good job.

Mike Provencher also asked about the IWORQ's software that the code office has purchased. Mike answered that they are about 2-3 weeks from implementing as they had some issues integrating their parcel data but they are working with CAI to get the issues worked out. Chairman Abbott stated that regarding the request from 23 Deerfield Drive, they will get a legal opinion, and if the gentleman would like to come in to speak with the Board he is welcome. Mike Gilpatrick stated he will keep the Board updated on this issue.

b. **Encore Renewable Energy – Spencer Eden**

Spencer Eden from Encore Renewable Energy, a development company from Vermont, came to the Selectmen's Meeting to answer questions that the Board had regarding the Regional Solar Collaboration. Spencer explained that we will receive a credit for every kilowatt of energy put out and we can use these credits, that we will purchase from the project, to offset our CMP electric bill. Any excess credits purchased but not used can be banked and used at another time. Chairman Abbott asked how this could be audited? Spencer stated that it can get a bit confusing especially with all the parties involved but the CMP electric bill should be helpful as their bill will show how many kilowatts were used and how many credits were used to offset the bill. The bill received from the project will be for all of the Town CMP accounts and will not be broken out but can be tracked from the CMP bills.

Spencer also stated that all of the projects will be getting most of their credits from their Town of Wilton Pleasant Street project which should close in about 4-6 weeks, start construction in November, and should be operating and generating credits in May/June. If the Town of Waterboro wants to wait and not join the collaboration before the three week deadline then another project coming on line in the summer of 2022 could be an option.

6. PUBLIC COMMENTS – none.

7. CORRESPONDENCE

- a. Treasurer's reports
- b. Motor Vehicle report
- c. Contract Deputy report
- d. Congresswoman Chellie Pingrie communication
- e. Senator David Woodsome communication

8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports –

Dwayne Woodsome reported that the Transfer Station has been mowed and hayed. He noticed that there are two large holes down back near where the bamboo is growing that need to be fixed as someone might get hurt. Peter Smith, DPW Director, stated that he would look into it.

Dwayne also stated that one of the Transfer Station attendants is feeding dog bones to dogs coming in the vehicles. He would like this to stop as it could be a liability to the town.

Chairman Abbott reported that ECO Maine's financial audit has been completed. The Town of Waterboro's Household Waste is up 309 tons and Bulk Waste is up 255 tons. The recycling was flat.

All owner communities - Household waste was 51,000 tons in 2020 and 53,008 in 2021 so it was up 3000 ton. Next month ECO Maine will vote to raise the household waste tipping fees \$3.00. Recycling single sort will stay \$35 a ton. Chairman Abbott stated he can send a report to anyone who requested one.

- b. Interim Town Administrator Matthew Bors report –

TH General information:

Matt has completed the ARPA Funding request for approx. \$841,652.00, and states that we have specific criteria for the use of these funds.

Staff have spent time organizing workspaces and relocated Georgia to the office behind the customer service counter.

Dave Lowe will be updating the cameras at Town Hall and installing additional cameras in office areas Pete Cote's schedule has been adjusted to allow for better cleaning. He will be in on Sundays to do the floors and other work that cannot easily be done during a regular workday. Pete will continue to take care of the returnables for heating assistance and cleaning at the library.

Matt states that we have been dealing with a list of issues, However communications still seems to be a problem

Public Works:

Loader/Backhoe Bids were posted on August 30th and Closed on September 13th. We received 1 bid from Milton CAT. We are Currently working on financing with CAT Financial.

Pete will work on a current and future project list.

Reminder:

Town hall will be closed for regular business on November 2, 2021 to allow for voting.

Fire Department:

Delivery of the new ladder truck is scheduled for next Tuesday.

9. NEW BUSINESS

- a. Discuss/vote on a School Board Member to serve until 06/2022

Dana Brown made a motion to appoint Adam Tanguay as a School Board Member. Michael Provencher seconded the motion. The motion passed 3 – 1 (Dwayne Woodsome).

Chairman Abbott stated that Adam should be called to come in tomorrow to be sworn in so that he can attend the School Board meeting tomorrow.

- b. Discuss/vote on new member for the Parks Committee

Dana Brown made a motion to appoint Debbie Hoyle-Burrell as a new member of the Parks Committee. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

- c. Discuss/vote to hire a part-time person to assist the Deputy Treasurer in lieu of our accounting firm

Chairman Abbott gave some background information regarding this need. Currently we have a contract with RHR Smith to help us with accounting issues and Chairman Abbott stated that he believes it would be a better use of money to hire a permanent part-time solution. As the end of year audit has not yet been completed and the treasurer suggested various issues with software, it was decided by the Board to have a meeting with the treasurer, the Chairman and any other Selectmen that would like to attend, Matt Bors Interim Town Administrator, Trio Software developers Harris Computers, the Auditors RHR Smith, and Dave Lowe IT Manager. Selectmen will revisit this in their next meeting.

- d. Discuss/vote to establish a date for the Public Hearing for the Proposed Bulk Propane Storage Zoning change

Dana Brown made a motion to set the date for the Public Hearing for the Proposed Bulk Propane Storage Zoning change as October 5, 2021 at 6:00 p.m. Michael Provencher seconded the motion. The motion passed 4 – 0.

- e. Discuss/vote to establish a date for Public Hearing for the Proposed Contract Zone

Dana Brown made a motion to set the date for the Public Hearing for the proposed Contract Zone as October 5, 2021 immediately following the 6:00 p.m. hearing. Michael Provencher seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS

- a. Discuss/vote to accept the Deed to Ledgeview Lane

This quitclaim deed gives the Town of Waterboro ownership of the road excluding the cisterns. This will need to be added to the Snowplow contract.

Dwayne Woodsome made a motion to accept the quitclaim Deed from Bruce Lewis. Michael Provencher seconded the motion. The motion passed 4 – 0.

Dwayne Woodsome mentioned that Carpenter Road has been on the plowing contract but it cannot be plowed in the winter because of the condition of the road. The road has not been touched in 3-4 years. Dwayne requested that it be paved to Peter Smith and Peter said he will look into it.

- b. Discuss/vote on Alternate Energy Source Ordinance (Aka Solar Ordinance)

Michael Provencher made a motion to accept the Alternate Energy Source Ordinance article 4 section 4.14 as written here before us and amend the Zoning Ordinance with this. Dwayne Woodsome seconded the motion. The motion passed 4 – 0.

- c. Discuss/vote on moving forward with the request to do away with the exemption of 40 acre lots from the Subdivision Ordinance

There was much discussion on this and the Board decided to bring this back to the next meeting so property ownership for tax map 6 lot 32 can be researched.

Michael Provencher made a motion to postpone this until the next meeting. Dana Brown seconded the motion. The motion passed 4 – 0.

- d. Discuss/vote to enter into the Regional Solar Collaboration

There was much discussion on this. Peter Smith, DPW Director, gave new information to the Board about a CMP program to update the street lights to LED. This program will not cost us

anything to change the lights. CMP will do the changing of the lights and the program will save the Town \$6,936 a year. There will still be a fixed cost but it will be reduced. All that is needed will be a Board vote to go ahead with this program and a signature on the contract. The Board decided to bring this back to the next meeting after getting more information from Peter Smith, DPW Director, regarding this program.

11. OTHER

- a. Discuss/vote to approve the minutes of the September 7, 2021, meeting.

Dwayne Woodsome made a motion to approve the minutes of the September 7, 2021 meeting. Dana Brown seconded the motion. The motion passed 4 – 0.

Peter Smith, DPW Director stated that he met with the new Parks Committee on Thursday. They had concerns about some trees that they thought should come down. Peter asked the Board if he marked the trees would they come down to look before he takes the trees down. The Board said they would come down.

Dennis Abbott reminded Peter Smith that there is an engineered drawing of Friendship Park by Sebago Technics that may be helpful to the new Parks Committee.

12. PENDING DECISIONS

13. WEEK'S ACTION LIST

Post two Public Hearings

Call Adam Tanguay

Set up meeting between Interim Town Admin., Selectmen, Harris Computer, Deputy Treasurer, RHR Smith, and Dave Lowe, IT Manager.

14. DISCUSSION OF AGENDA ITEMS

Bring back to next meeting: Old Business: exemption of 40 acre lots from the Subdivision Ordinance
Solar Collaboration, Deputy Treasurer part-time help
New Business: LED Light Contract with CMP

15. ITEMS NEEDING SIGNATURE

16. ADJOURN – Regular Meeting

Dana Brown made a motion to adjourn the meeting at 7:46 p.m. Dwayne woodsome seconded the motion. The motion passed 4 – 0.

Workshop – Immediately Following the Regular Meeting. The Selectmen will be discussing/researching properties to consider for auction.