

**Minutes for Waterboro Board of Selectmen Meeting
November 16, 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 -
Discussion on the top two candidates interviewed for the Town Administrator position.**

All Selectmen were present for the Executive Session except for Dana Brown.

**Dwayne Woodsome made a motion to enter into Executive Session at 4:59 p.m.
David Chauvette seconded the motion. The motion passed 4 – 0.**

**David Chauvette made a motion to come out of Executive Session at 5:25 p.m.
Dwayne Woodsome seconded the motion. The motion passed 4 – 0.**

1. PLEDGE OF ALLEGIANCE – Regular Meeting

Chairman Abbott started the meeting at 6:00 p.m. with the Pledge of Allegiance.
Attendance: Dennis Abbott, Dwayne Woodsome, David Chauvette, Michael Provencher,
Matt Bors, Julie Hoyle, Julie Giles, David Lowe, Staci & Rodney Walker,
Lynn Deschambeault, Clyde Smith, Dayna Pittiglio, Emelia Pittiglio, Reed Pittiglio,
Anthony Pittiglio, Jr., and Laura Lowe

2. PUBLIC HEARINGS – none.

3. ANNOUNCEMENTS – none.

4. ADDITIONS OR DELETIONS TO AGENDA – none.

5. APPOINTMENT

a. Waterboro Spirit of America Winners

The Waterboro “Spirit of America” winners were recognized for their outstanding volunteerism for the Town. The winners present took a picture with the Select Board. The winners are: Elizabeth & the late John Champion, Emelia Pittiglio, Reed Pittiglio, and Anthony Pittiglio, jr. The winners will be recognized tomorrow via Zoom at the Commissioners’ meeting that begins at 3:00 p.m. The public can participate in the awards ceremony by going to www.yorkcountymaine.gov and go to Agendas and click on the ZOOM link.

b. Julie Hoyle – Library Update

Julie Hoyle, Librarian for the Town, gave an update on the Library: The library kicked off on their new StoryWalk® on November 10th at 10:00 am in honor of Native American Heritage Month. They chose the book, “I Am Birch”, written by Maine author, Scott Kelley. The StoryWalk® will be up until the end of November. The Library is planning a permanent StoryWalk® that will be at Friendship Park.

The Library has purchased a ready-to-use Orion Star Blast 4.5” Reflector Telescope from the Cornerstones of Science that has been fully modified for

libraries. The Education Pack includes a simple, user-friendly telescope instruction manual, and constellation guide. There will be a Stargazing Party on January 8th that will kick off the Library's ability to lend the telescope out to their patrons.

Julie Hoyle also stated that there are two Library Trustee positions available if anyone is interested.

6. **PUBLIC COMMENTS** – none.

7. **CORRESPONDENCE** – Available upon request.

- a. Treasurer's reports
- b. Motor Vehicle report
- c. York County Sheriff's Sept. 2021 Call Report

8. **REPORTS & STAFF INITIATIVES**

a. **Selectmen's reports**

David Chauvette – Stated that he wanted to remind residents about the 911 house numbering and how important it is. He also stated that if anyone needs help putting up the numbers that he would be willing to volunteer his time to help.

Selectman Chauvette also requested a moment of silence in memory of Fire Fighter Duane McCoy who passed away November 5, 2021. Duane has served the Town of Waterboro for almost 50 years. He began working for the Waterboro Fire Department on June 5, 1972.

Dennis Abbott – Stated that the Town will be going with one of the top two candidates that were interviewed for the Town Administrator position. More information to come on this.

b. **Interim Town Administrator Matt Bors report:**

Town Hall/General

RHR Smith Inc. started work Monday with Training and our Audit. We expect them to be at Town Hall all week.

We have started to gather budget information from departments and will begin putting this information into the spreadsheets.

This past weekend someone decided to tip over the portable speed sign that was located on Rt. 5 near Cozy Corner. This has been picked up and put away for the winter.

Dave Lowe, I.T. Manager has ordered a door chime to help the clerks out front. Some of the clerks desks are not facing the door or are blocked by a pole and it makes seeing customers harder. This door bell will alleviate this problem.

Code Enforcement Office

Memo from CEO regarding a failure to comply with a foundation certification at 1262 Sokokis Trail (Map 13 Lot 52-3). Matt passed out a memo from CEO Michael Gilpatrick along with a map of the property. Michael is looking for guidance from the Select Board on the matter. The Select Board feel the best course of action at this time is to have the responsible party remove and replace the foundation appropriately or fix the problem and meet the required setbacks. Matt Bors will relay the message to Mike.

Public Works/Maintenance

Pete Smith is out on Vacation this week

Pete Cote will be out minimally this week with an injury, he will keep us posted but he could be out for possibly a few weeks.

Fire Department

We have put our new ladder in service as of Monday November 15th.

Contractors have started to put the ice/snow dams on Central Station Roof. This is a project Gary authorized with the contractor Heritage Company in June of 2021.

9. NEW BUSINESS

- a. Discuss/vote to appoint a member to the Community Garden Committee

Dwayne Woodsome made a motion to appoint Sherry Stone to the Community Garden Committee. Michael Provencher seconded the motion. The motion passed 4 – 0.

10. OLD BUSINESS – none.

11. OTHER

- a. Discuss/vote to approve the minutes of the November 1, 2021, meeting.

Dwayne Woodsome made a motion to approve the minutes of the November 1, 2021 meeting. David Chauvette seconded the motion. The motion passed 4 – 0.

12. PENDING DECISIONS

13. WEEK'S ACTION LIST

Matt Bors to relay the suggestion from the Board of Selectmen to CEO Michael Gilpatrick regarding Map 13 Lot 52-3 listed above under his report.

14. DISCUSSION OF AGENDA ITEMS – none.

15. ITEMS NEEDING SIGNATURE – none.

16. ADJOURN

**Dwayne Woodsome made a motion to adjourn the meeting at 6:22 p.m.
David Chauvette seconded the motion. The motion passed 4 – 0.**