

SELECTMEN'S MEETING

August 9, 2011

PRESENT: Dennis Abbott, Gordon Littlefield, Jon Gale, TammyJo Girard, Nancy Brandt, Dave Lowe, Clint Andrews, Roger Macomber, Tom Ursia, Douglas Foglio, Sr. and Dianne Holden

Meeting called order at 6 PM, by Chairman Gordon Littlefield with the Pledge of Allegiance

ANNOUNCEMENTS: None

APPOINTMENTS: None

HEARING OF DELEGATION:

1. Roger Macomber, Chair of the Road Review Committee (RRC), reported on *equipment rates* that were done in 2007. The RRC has met with the Road Commissioner and also done research by contacting various contractors. They took the highest rates and the lowest rates and came up with a recommended rate for the Board. Maine DOT does not have a set rate. Rather they go by department and region and negotiate them as necessary. The RRC's recommendation is done by equipment weights rather than by bucket size, whereas buckets can be swapped. He has noticed that one item is missing from the list – motor grader, 37,000 lbs, high \$165. hr., low of \$100. hr. The RRC recommends \$100. hr. Gordon asked if other towns use similar systems. Roger answered that they had checked with other towns and they tend to negotiate. Jon asked if Waterboro could do the same, use RRC rates as a guideline to negotiate a lower rate. Roger said he wouldn't recommend doing so if you want quality equipment. RRC feels the rates are fair. TammyJo said that they should keep in mind that companies also provide drivers, so salaries and benefits have to be take out, also the cost of moving equipment. Gordon suggested that the Board digest the report and put on the agenda for next week. Jon & TammyJo felt they could make a decision this week. Dennis pointed out that it was not on the agenda for tonight's meeting so therefore felt the vote should be taken at the next meeting, also so Dave could vote on it too. Gordon asked Roger if someone from the RRC could attend next week's meeting and Roger said yes, and the report will have the corrections. Gordon asked if most contractors are going by the job or by the hour. Roger stated that big jobs, typically 1 week or more, are bid out, whereas for work less than 1 week, they are done by the hour.
2. Doug reported that *Dirigo Drive* is near completion. He has received one price to reinstall the existing guardrail @ \$1,995. He will obtain another quote. He has had calls on the *water flow in brooks* being stagnant due to obstructions such as trees. Most particularly Hamilton Brook, before and after the Mill Pond in South Waterboro. He would like to see the *driveway entrance permitting* changed and have the Town put in the culvert so they are installed properly, and the property owner reimburse the Town for the cost of culvert. This would be for single family residences. Most Towns charge for the culvert only. Dennis asked what controls the permitting today. Doug stated there is a Driveway Entrance Ordinance. Currently the application is given to the CEO office who forwards it to the Road Commission. Dig Safe isn't always called and with the Town doing the installation, they could be sure the proper departments are notified. Gordon was not sure the Town should be subsidizing the installation of driveways. Doug said that it is the Town's responsibility to maintain the ditches. The ditch should be cleaned out 10 ft. either side before the culvert is installed. People don't want to clean it out. He

said the Town could charge them for a load or two of gravel in addition to the culvert cost. Dennis had obtained a copy of the permit and Ordinance from the CEO office. He noted that it was approved at Town Meeting in 1979 and read from it. Dennis suggested that the RRC should look at the ordinance. Gordon feels funding of private driveways will be perceived. Doug stated that the ordinance doesn't say it has to be inspected and approved prior to receiving the occupancy permit. The Town would be better off just to do it and have it done right. He also agrees that it needs more review. Gordon and TammyJo agreed on it being reviewed whereas the ordinance is over 30 years old. Dennis found Bethel's ordinance and it's very specific, with the responsibilities of the owners listed. Doug also spoke to the Board about the *West Road cement bridge* near the intersection with Federal St. It needs attention and he is concerned that school buses are at risk. The pavement is caving in as erosion is undermining the pavement and the cement needs more support. Lots of heavy trucks use that road, if the bridge goes out, there is no easy way to get to Ross Corner, especially for emergency vehicles. TammyJo stated that Fred had already contacted the state. Nancy said that the State keeps funding other bridges ahead of this bridge. Doug suggested that the Board contact the Legislators. He is working on the *Scooter Way* drainage problem and the resident will pay for the culvert. The transmission on the *tractor* is estimated to cost \$8,200. to fix. It can only be used in 1st. gear. They think it's the converter that is the problem. Gordon asked if it was worth fixing. Doug said yes, but Clint doesn't have money in his account, nor is there money in the road account to do it. Dennis suggested they get it fixed and forego the new lease one for a month or so. Doug suggest that Clint can have this one and fix it, they lease a rubber tire tractor and get a new small excavator next year. TammyJo pointed out that in doing the budget this year they had budgeted \$10,000. for maintenance of Town assets. Nancy stated that it was intended for such things as boiler or roof repairs. Dennis said even if the tractor lease is delayed a month or two, get this one fixed and after getting it fixed they can discuss how to move forward. Gordon asked how much work can be done at the Transfer Station with the Bobcat. Clint replied that it's not good for plowing snow and it's hard to push brush and pile it up high enough. Doug suggested a workshop with the Board to discuss several items. He said something needs to be done on *paving* soon as *Dirigo Drive* has to be paved and patching has to be done. Nancy requested Doug meet with her tomorrow to determine the tonnage needed. Doug reported that the *new truck* is being painted and should have it by Thursday or Friday of this week. Nancy asked Doug to provide her with figures she needs in regards to the truck. Doug asked if the Board got the pictures taken of the *New Dam Road* that the RRC had. They are in favor of the work proposed. Nancy noted that there is still \$6,000. left in *URIP monies* and they had appropriated \$7,100. to be received this fiscal year and have been notified that it will be over \$8,000. that will be received. Doug noted that Nancy has mandates on repairs needed at the *garage*. Some work has been done and they are almost ready to have the floor poured. He is getting prices on an overhead door.

TOWN ADMINISTRATOR'S REPORT: Nancy reported that they had received correspondance in regards to the *Little Ossipee Lake dam* repairs and they prefer to wait until fall when the water goes down. Interviews are set up for this Saturday for the *Administrative Assistant*. She also noted that it was Gordon that asked that the *sidewalk bids* be put on the agenda last week. Gordon requested that the bidding be done now.

SELECTMEN'S REPORT:

1. TammyJo reported that the *RRC* worked on the new equipment rates. Next week they will meet to inventory all the culverts and catch basins using GPS and landmarks. They will also

determine the condition of each for use in future budgeting. The project should take 2-3 months to complete. They are also working on the CIP.

2. TammyJo reported on the activity of the *Land Trust*, a non-town committee. They have worked at Fay park, cleaning up, working on trails, placing picnic tables and portapotties. They will also work with the lake association and York County Soil & Water in regards to soil erosion in the Park. The Trust has installed a dog park on Federal Street, however the signage has been stolen, but will be replaced. The park is fenced in, in a natural state with doggie waste bags available. They are also working on a project on Ossipee Mountain. The Trust has a 70 acre parcel which has been surveyed and are looking to do a snow park with seasonal trails. They have been awarded a grant from the Maine Conservation Corp. to have a 6 person team for 5 days to work on the 3-trail system for skiing, snowboarding and tubing. They have just been notified that they will have an additional 4 days free, so will have the workers for a total of 9 days. The intent is to have the trails open next year.
3. Gordon presented a slide show of the Fire Department training exercise discussed last week, with pictures taken, courtesy of Crystal Lord and Patti Blaisdell. It shows what it is like to be in a fire and the amount of smoke and fire created.

COMMITTEE REPORTS: No report from the Zoning Board of Appeals.

Tom reported as Town Planner and for the Planning Board. He noted the prior discussion of the tiredness of the driveway entrance ordinance and would be happy to obtain several illustrations to help bring it up to standards. The Board had asked him to work with the Planning Board to prepare a detailed *Performance Bonding Ordinance*. The Planning Board has reviewed it several times and they should have it back to the Board before the end of August, without legal review. Dennis noted that he has met with Tom and the Planning Board and there are two phases. Number one is for the PB to change the wording in the Zoning Ordinance in regards to performance bonds and the second thing is who administers the it. He feels the Board has to own this portion and make sure it is done. Tom suggested that the Board appoint a staff member or two that will log in the bond information and would be in charge of monitoring and doing notifications to all involved of deadlines, etc. Dennis noted that the PB got overwhelmed with how they would administer it.

Tom further reported that the *Central York County Transportation Committee* has postponed their meeting this week until September due to technical work that needs to be completed. He will get a copy to the Board once it is available.

Green Court subdivision has applied for final approved with some minor items that have not been completed as yet. The most critical is the turn at Barb's Way.

The *20/20 Comprehensive Plan* Energy Chapter is moving forward. He has talked with Woodard & Curren and will formally engage them in the next couple of weeks, with the work being completed by the end of November. The goal of the committee is to have a minimum of two chapters completed before next years town meeting – Energy and Village Chapters. The Village Chapter will commence by the first of 2012, due to the school schedule and be completed by June 2012. The 20/20 Committee will meet right after Labor Day.

Tom is working with Nancy to start the *CIP* process and work with the Dept. Heads in Sept. The target date for completion and presentation to the Board is November 22, 2011.

Tom reported that *Dearborn Construction* has put out a letter of intent in regards to a hot top plant. This would require contract zoning or a zoning change. No formal application has come in as yet. He assumes that DEP will also have to permit it. TammyJo asked how much land they own, to which Tom answered 136 acres.

Tom spoke on the possibility of the State giving *Old Alfred Road* back to the town. In his opinion, there might be grant monies available. There is a need to revisit types of infrastructure that could be made with monies coming from the State or Federal government. Opportunities may be there. He would like to discuss it with the Board, Road Commissioner and the RRC to see if they should pursue. Jon asked what level he was talking. Tom stated 1/5 to 1/4 million dollars, depending on what other communities are drawing from the 'pot', which is an unknown amount currently. TammyJo asked about matching funds. Tom answered that the design aspect could be \$6,000; for the matching portion, it could be 15-20% which could be in kind products or services or cash. TammyJo is concerned not to go the route of Safe Route to Schools grant that they had previous done – be cautious, especially with the town not being able to come through with the match. Tom stated that he would be cognizant of the integrity of the Town when competing for grants, would do it with the intent to pursue. It is in the 2012-2013 timeline, so have a chance to get ducks in order. He was just letting the Board know there's a possibility and for them to make the decision on whether to pursue or not. Safe Routes to Schools is sometimes looked at just as sidewalks, when drainage work worth 10's of thousands of dollars could be included in. They need to look at the triangle of Routes 5, 202 and Old Alfred Road in that subsurface drainage will be an issue in 15-20 years. These monies would fall under the Safe Routes to Schools grant. Gordon stated they could discuss it at a workshop, but they need to be cognizant of the economic times, the possibility of another recession or the continuation of the current one. They may need to look at a shorter term. Tom noted that there are fewer grants for infrastructure that the town can go for. They should look at fixing drainage and building sidewalks before the problems come. The 100% grant days are gone, which separate communities that can do matching funds and those who can't. He will continue to look for grants.

NEW BUSINESS:

1. *Committee Appointments*: TammyJo made the motion to reappoint Tim Nelson as an Alternate to the Planning Board with the term expiring June 30, 2016. Jon seconded. Voted, passed.
2. *Discuss/Vote on back hoe vs. excavator*: Discuss during hearing of delegation.
3. *Vote on Waiver Form for Partial Payment*: Dennis made the motion to accept the forms as presented by the taxpayer. TammyJo seconded. Voted, passed.
4. *Eagle Scout community project suggestions*: Dave asked that this item be put on the agenda. Jon stated that usually the Eagle Scout comes up with the ideas, rather than the Board. TammyJo agreed.

OLD BUSINESS

Update on Administrative Assistant process: Reported during Administrator Report.
GA update: Nancy reported that in regards to General Assistance and if the landlord owns back taxes, they can not attach the rent. They are two separate issues. Gordon noted that the Board is looking for ways to streamline GA to reduce the overall cost of to the community. Jon noted that Nancy J. can meet with York County Community Action to obtain a sense of how to handle cases and get good ideas. Gordon said he had heard that Waterboro has a disproportionate high number compared to other communities. Jon stated that GA is not an interpretation, they have hard and fast rules and have to fit the criteria. He could ask someone to come in and give a presentation.

Gordon asked him to do so to help inform the Board. Dennis would like to know if Waterboro is consistent with surrounding rural towns with GA expenditures – would YCCA be able to provide that data? Also are we putting more demands on them than other towns. Nancy suggested that they could send out a questionnaire to other municipalities.

Compactor: Dennis stated there was a need to come to closure with the compactor. He would like to have a final report given, plus where they are putting it back to it's original configuration so it the 'can' is able to be bolted directly to the compactor.

OTHER:

1. *Warrants for bills and payroll:* Jon made the motion to approve. TammyJo seconded. Voted, passed.
2. *Minutes of August 2, 2011:* Jon made the motion to approve. Dennis seconded. Voted, 3-0-1, as TammyJo was not present at the meeting.

PENDING DECISIONS:

1. Public Service Announcements
2. Performance Bonds
3. Committee Self-evaluations

WEEK'S ACTION LIST:

1. *Planning Board – Wellhead Protection Public Hearing* is scheduled for August 23.
2. Nancy to work on updating *Committee Member List* that will include vacancies and date of expiration.
3. *Public Hearing for continuation of Road Name Change* – Nancy to contact all necessary emergency personnel to see if they would be available on August 30th.

DISCUSSION OF AGENDA ITEMS:

1. Administrative Assistant interview update
2. FYE 2011 Accruals
3. Equipment Rates
4. Attendance of Committees
5. Schedule General Assistant presentation for August 23rd.
6. Compactor update

REMINDERS: Gordon read the reminders for the week. Noted that the 20/20 Comprehensive Planning Committee would not be meeting during August – the next meeting will be Sept. 7, 6PM at Central Fire Station and the August 10th. meeting of the Road Review Committee has been cancelled and their next meeting will be held on Aug. 17th.

ADJOURNMENT: TammyJo made the motion to adjourn at 7:55 PM. Dennis seconded. Voted, passed.

SIGNED:

1. Warrants for bills & payroll
2. Minutes of 8/2/2011
3. Committee appointments
4. Waiver Form for Partial Payment

APPROVED: Date: August 16, 2011
