

**SELECTMEN'S MEETING MINUTES**  
**January 24, 2012**

**PRESENT:** Chairman Littlefield, Selectmen: Woodsome, Gale, Girard & Abbott, Tom Ursia, Clint Andrews, David Barker, Nancy Johnson, Jerry Daigle, Christina Silberman & David Lowe.

Chairman Littlefield opened the meeting at 6:00 pm with the Pledge of Allegiance.

**ANNOUNCEMENTS:** None

**HEARING OF DELEGATION:** Nancy Johnson, Welfare Director, thanked the community for their help. Ms. Johnson was able to help 7 families at Thanksgiving with donations from local businesses. At Christmas, the Santa's Helper Fund provided assistance. Ms. Johnson was able to provide toys and a holiday meal to 65 families including 165 kids. Citizens and businesses also donated to the cause and there were many Santa's elves to help with shopping and wrapping. Ms. Johnson expressed her appreciation to everyone that helped. Donations totaling \$7,840.98 have been received for fuel assistance. Cans and bottles collected at the transfer station raised \$934.75 as of May 2011. JD's package Store donated \$1,000, Waterboro Firefighters donated \$2,500 raised from holding bean suppers, \$406.23 was donated by the Santa's Helper Fund and \$3,000 was donated from Waterboro Association of Businesses. Ms. Johnson said that most of the fuel assistance money has been distributed and the need is great this year. Chairman Littlefield thanked Ms. Johnson and echoed her appreciation to those who shared a spirit of giving.

**CORRESPONDENCE:** Chairman Littlefield reviewed the following correspondence:

1. EcoMaine recycling totals for December 2011 and July through December 2011
2. Letter from Massabesic High School Principal Christian Elkington re: accreditation
3. Time Warner Cable routine notice re: broadcaster agreements/programming
4. *Portland Press Herald* Bill Nemitz article featuring Esther Smith
5. **Confidential** legal summons
6. **Confidential** letter from Attorney Cole re: settlement
7. Rep. Libby's newsletter
8. Treasurer's weekly financial reports

**REPORTS: Selectmen's Report:** Selectman Girard reported that the York County Commissioners met last week and rejected the Budget Committee's proposed budget. The Commissioners sent the budget back to the Budget Committee and asked that funding for York County Shelter be removed and that funds be added for an ortho-imaging mapping program. The Budget Committee will meet on Wednesday to discuss the Commissioner's request. If the Budget Committee decides to make changes they will hold another public hearing. They could decide to keep what they have proposed without any changes. Even if the Budget Committee retains funding for the York County Shelter, the Commissioners could decide not to expend the funds. Selectmen Girard commented that she has heard rumors that she is illegally serving on the County Budget Committee because she works for the District Attorney's office. She clarified that she does not work for the District Attorney's office. She works for a police department and does has frequent contact with the District Attorney's office, as do other

people serving on the Committee. Selectman Girard stated that if anyone has questions they can call her and her telephone number is in the phone book.

Selectman Abbott said that he met with the Transfer Station Committee last night and distributed a report showing the frequency of having the recycling bins emptied with the corresponding tonnage. Selectman Abbott said that there is a concern with the silver bullets and recycling can because the tonnage is down so there is a higher cost per ton to take the material to Ecomaine. D & E Rubbish currently takes the recycling bins to Ecomaine for a fee of \$130 for each trip. He would like to see a new arrangement made with D & E for them to take the recycling to the transfer station so that the material can be compacted. Selectman Abbott asked that the Town Administrator set up a meeting with the Transfer Station Manager and D & E to discuss this. Selectman Abbott indicated he would be willing to attend the meeting also. Selectman Abbott asked for an item on next week's agenda to discuss recycling bin issues with the School Business Manager. Selectman Abbott said that there are 10-12 compost bins left and are available for sale. He would like to have one on display at the town hall.

**20/20 Master Planning Committee Report:** Tom Ursia, Town Planner & Co-Chair of the 20/20 Committee, provided the following report on the work of the 20/20 Committee.

- **Goal:** Prepare new energy chapter using guidelines set forth by the 20/20 Committee with emphasis on positioning the Town for future energy-related grants. **Status:** Report completed with the assistance of Woodard & Curran and delivered to the Board of Selectmen. (Accomplishments are currently undergoing grant close-out process/procedures by the State of Maine & Efficiency Maine Trust.)
- **Goal:** Set the ground work for Phase One: Research stage of the Village Planning Chapter and Phase Two: Graphics and design guidelines. **Status:** The Conway School of Landscape Design has been engaged and the first team of graduate students has visited the Town and is currently setting up stakeholder meetings for the beginning of February. Student site visitations to all four village areas completed.
- **Goal:** Complete "draft" map of current zoning, finalize details and create web-based PDF on existing zoning on Town website. Additionally, create four preliminary village corridor maps to be used in public stakeholders meetings this spring. **Status:** Project has commenced with completion date of April 3, 2012.
- **Goal:** Establish the guiding principles and anticipated costs associated with defined tasks to initiate and complete the infrastructure chapter of the new master plan. **Status:** Proposal has been submitted to the Town Administrator and Board of Selectmen in the FY 12-13 Operating Budget for the 20/20 Master Planning Committee.

Selectman Girard asked if the village corridor maps would be mounted and Mr. Ursia replied that they would have them marked as preliminary, mounted and displayed at the town hall if the Selectmen wish. Selectman Girard commented that this would draw some interest for the stakeholders meetings. Chairman Littlefield asked that IT Director David Lowe be involved in the web-based mapping and Mr. Ursia indicated that Mr. Lowe will be involved with this. Selectman Gale asked for clarification of goal #4 and indicated that the 20/20 Committee should include municipal facilities and buildings in the infrastructure chapter and the Board agreed. Mr. Ursia said he will share this with the Committee.

## **NEW BUSINESS:**

**1. Discuss scheduling a meeting with the Charter Review Commission:** Selectman Abbott suggested a meeting with the Charter Review Commission to see where they are. Selectman Gale asked if it would be better to have them provide a report at a Selectmen's meeting. Selectman Girard said that she would prefer to have a report at a Selectmen's meeting. Dianne Holden sent an e-mail message to suggest the report be given after Feb. 20<sup>th</sup>. The Chairman of the Charter Review Commission will be asked to report to the Selectmen at their meeting on February 21<sup>st</sup>.

**2. Discuss budget process and schedule:** Selectman Abbott observed that the budget process is behind schedule. Ms. Brandt will be out this week and Ms. Silberman can start putting budget materials together. The Board scheduled budget workshops for Monday, January 30<sup>th</sup> from 5 -7 pm, Thursday, February 2<sup>nd</sup> from 5-7 pm and on Saturday, February 4<sup>th</sup> from 8 am-noon.

**3. Discuss/vote on committee appointments:** An interview will be set up with the applicant before the Board votes on an appointment.

**4. Discuss/vote on supplemental tax assessments:** Assessor's Agent Jerry Daigle reviewed the supplemental tax assessments. Selectman Abbott moved to approve the list of supplemental tax assessments as presented by Mr. Daigle, seconded by Selectmen Girard, voted and passed, **5 yeas**.

**5. Discuss/vote on property tax abatement requests #12-23, #12-24, #12-25, #12-26, #12-27, #12-28, & #12-29:** Selectman Girard moved to approve tax abatement requests #12-23 through #12-29 as recommended by Mr. Daigle, seconded by Selectman Gale, voted and passed, **5 yeas**.

**6. Discuss/vote on property tax abatement request for a mobile home:** This was included in new business item #4 and was listed separately in error.

**7. Discuss/vote on Mr. Daigle's letter of January 10<sup>th</sup> regarding supplemental tax for 3 years:** This was included in new business item #4 and was listed separately in error.

**8. Discuss/vote on request not to plow near the front of Roger Bouffard's property at 537 Sokokis Trail:** Selectman Gale moved to approve Mr. Bouffard's request that the Town not plow near the front of his property at 537 Sokokis Trail as defined by the Road Commissioner and Mr. Bouffard, seconded by Selectman Girard, voted and passed, **3 yeas, 2 nays (Littlefield & Woodsome)**.

**9. Discuss/vote to approve CEO's "Order to Correct Violation" for tax map 46, lot 1305:** Selectman Girard moved to approve the Code Enforcement Officer's "Order to Correct Violation" for tax map 46, lot 1305, seconded by Selectman Abbott, voted and passed, **5 yeas**.

## **OLD BUSINESS:**

**1. Discuss topic for 2<sup>nd</sup> public night scheduled for February 9, 2012:** The Board will highlight town boards and committees. Each Selectman will highlight the board and/or committee that they are the liaison for. The Board will also discuss ideas for recognizing Waterboro's Veterans at this meeting.

## **OTHER:**

**1. Moved by Selectman Woodsome, seconded by Selectman Girard to sign warrants for bills and payroll, voted and passed, 5 yeas.**

2. Moved by Selectman Woodsome, seconded by Selectman Gale to accept the minutes of the 01/17/12 regular meeting as written, voted and passed, **4 yeas, 1 abstained (Girard – not present at meeting).**

**PENDING DECISIONS:**

1. Public Service Announcements: ongoing
2. Committee self-evaluations: Selectman Gale will address this at the meeting on Jan. 26
3. Work with Logan Circle residents on water runoff issue: ongoing
4. Review Driveway Opening Permit language: in progress
5. Board & Committee status: vacancies still exist, will highlight board and committees at Public Night on Feb. 9
6. Water District survey: pending
7. Water District office space lease: 51 returns have been received so far and these will be sent in to be compiled in 1 week
8. Eagle Scout Project: Selectman Woodsome has contacted the Scout Master who will follow up with the Eagle Scout

**WEEK'S ACTION LIST:**

1. Set up a meeting with D & E regarding the recycling collection

Selectman Gale said that the public service programming on how the Fire & Rescue Dept. runs is taking longer than he thought. He is continuing to work on this and if someone wants to work on another department that would be great.

**DISCUSSION OF AGENDA ITEMS:**

1. Committee appointment
2. Discuss meeting with the School Business Manager to address emptying the recycling bin at the Middle School

Chairman Littlefield read the reminders.

**ADJOURNMENT:** Selectman Gale moved to adjourn the meeting at 7:48 pm, seconded by Selectman Girard, voted and passed, **5 yeas.**

**SIGNED:**

1. Warrants for bills & payroll
2. Minutes of 01/17/12
3. Supplement tax assessments and property tax abatements
4. CEO's Order to Correct Violation
5. 2 Concealed Firearm Permits

**APPROVED:** Date: \_\_\_\_\_

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