

SELECTMEN'S MEETING MINUTES

June 12, 2012

EXECUTIVE SESSION-5:00 PM: Selectman Gale moved to go into executive session at 5:08 pm per Title 1 M.R.S.A. §405(6)(A) to discuss a personnel issue, seconded by Selectman Abbott, voted and passed, **4 yeas**. Selectman Girard moved to come out of executive session at 5:46 pm, seconded by Selectman Abbott, voted and passed, **4 yeas**. Selectman Woodsome was absent.

PRESENT: Chairman Littlefield, Selectmen: Gale, Girard & Abbott, Tammy Wells, Shawn Sanborn, David Barker, Philip Johnson, Kyle Johnson, James Triance, Tom Ursia, Andy Cote, Tim Neil, Tom Ursia, Christina Silberman & David Lowe.

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

ANNOUNCEMENTS: Chairman Littlefield announced that Old Home days will be held on July 6th & 7th. The Parade will be on the 7th.

APPOINTMENTS: None

HEARING OF DELEGATION: Philip Johnson stated that his son, Kyle, is in the Air Force and has a new vehicle to register. They want to get the excise tax waived per the new ordinance exempting eligible active duty military personnel. His son will be away for 24 months but will not be at his station until the 20th. Ms. Brandt explained that there is a required form that he has to get from his commanding officer before we can give the exemption. This form has to be sent to the State Bureau of Motor Vehicles. Selectman Girard asked if it would be possible to refund the excise tax after receiving the required form. Ms. Brandt excused herself to check. The meeting proceeded during her absence. Ms. Brandt returned during the Selectmen's reports and indicated that the excise tax stays within the town and the Selectmen can vote to refund it.

Selectman Gale moved to add an item not on the agenda to refund Mr. Johnson's excise tax when the proper paper work is received and address this item immediately, seconded by Selectman Girard, voted and passed, **4 yeas**. Selectman Girard moved that Kyle Johnson register his vehicle and pay the excise tax and the town will refund the excise tax upon receipt of the required paperwork, seconded by Selectman Gale, voted and passed, **4 yeas**. The Board wished Kyle well and thanked him for his service.

CORRESPONDENCE: Chairman Littlefield reviewed the following correspondence:

1. Treasurer's Weekly Financial Reports
2. Maine Dept. of Economic & Community Development notice re: Certified Business Friendly Community Program application – Chairman Littlefield explained that Waterboro was not selected for this. Suggestions for changes were made to be reconsidered again in the future.
3. Town Attorney letter re: Charter Commission Draft review
4. American Red Cross 2013 Real Heroes Awards nominations

REPORTS & STAFF INITIATIVES

1. Selectmen: Selectman Girard reported that the newly reformed Conservation Commission met last Thursday. The three members came well prepared. Two more

members are needed. They discussed the barrier at the public beach. They are considering planting a border of shrubbery, such as sea roses or high bush blueberries, and also placing some benches as a barrier to keep vehicles from driving on the beach. The Commission will work on getting cost estimates and will check with the Department of Environmental Protection. It was a productive meeting.

Selectman Abbott gave a reminder about ecoMaine's annual meeting this Thursday.

Selectman Gale reported that he attended the meeting of the Cemetery Committee who act as guardians of the old, untended, cemeteries in Town which number over 100. They would like additional members so that they can do more work. The Committee is asking neighbors of the cemeteries to volunteer to provide basic care of the cemetery such as mowing. They would also like to create a list of the persons buried at these cemeteries with their dates of death so this information can be posted on the website for research.

Chairman Littlefield remarked that the Maine Dept. of Transportation has been doing work on ditching and culverts along Old Alfred Rd. in preparation for the transfer to the town and it is looking good.

2. Town Administrator: Ms. Brandt said she is preparing for the Annual Town Meeting. Southern Maine Regional Planning Commission's new road salt bid has been awarded. The cost for outside storage delivered is \$50.34 per ton and the cost without delivery is \$50.00 per ton. This is a decrease from \$54.20 per ton that we were paying. Ms. Brandt met with the bank last week along with the Auditor, Chris Backman. In one account the interest has almost doubled. Mr. Backman recommends waiting until after July 1st to consolidate any accounts. Beginning on August 1st, the town will scan checks for deposit to send electronically to the bank. If the checks are submitted by 6 pm, the funds will be in the account the next morning. Ms. Brandt said the town is also looking at a different company to process debit & credit card transactions. Ms. Brandt reported that Waterboro was not picked by the State as a certified business friendly community. Town Planner Tom Ursia told Ms. Brandt that it was bazar that Waterboro was not picked. The State did recommend some minor changes and the town can reapply.

3. Contract Deputy: York County Deputy Sheriff Shawn Sanborn reported that he is tied for first place for number of arrests this year with Deputy Car at 40 arrests. Deputy Solomon, the Massabesic High School Resource Officer is in second place with 31 arrests. Dep. Solomon has kick-started a Massabesic Police Cadet program and students attending high school this fall are eligible. Please call 324-1111 x1 and ask for Dep. Solomon for more info. Residential burglary rings have started up again and are under investigation. Anyone with info is encouraged to call. Catalytic converters are being stolen for scrap metal and can be worth over \$100. De. Sanborn feels these thefts are drug related and leads are being followed up on. Chadbourne Ridge and Ossipee Hill Roads have a problem with illegal dumping. Dep. Sanborn encouraged people to notify the Sheriff's office if they notice anything suspicious. Underage drinking parties are going on. The favorite spot in the area is on Chadbourne Ridge Road on the trail to Ossipee Landing. Dep. Sanborn continues to break these up and he asked if someone is aware of underage drinking parties to please report them. This can lead to drunken driving, drug use and assault. Warm weather is here and ATVs are an issue. He encouraged people to wear helmets and put helmets on their kids when riding ATVs. Snorkel kits that allow ATVs to drive in water are illegal. Dep. Sanborn said that marijuana grows should be reported and he encouraged people to notify

him. He will not give out the names of persons making reports. Anonymous reports will also be accepted. There is a heroin problem in the area. If parents find drug paraphernalia, please report this. There are currently 12 registered sex offenders in town. They are listed on the Maine Sex Offender website. Dep. Sanborn recommended that people attend the Annual Town Meeting this Saturday at 10 am at the Massabesic Middle School. Dep. Sanborn encouraged anyone that has issues with his performance to contact him or his supervisor at 324-1111 ext. 1. Dep. Sanborn said that if he is not on duty when someone calls, please ask for another deputy instead of leaving a voice mail message for him. Chairman Littlefield reported that there have been some thefts from unlocked cars on McLucas Road. Dep. Sanborn encouraged everyone to lock their vehicles and their houses. Dep. Sanborn reminded people that burning permits are required. Burning without a permit is a crime and violators can be arrested. The Board thanked Dep. Sanborn for his report.

4. Planning Board: Planning Board member Tim Neil reported that things have been slow. They are currently reviewing the growth ordinance. The Planning Board would like to meet with the Selectmen and the Town Attorney soon. Mr. Neil remarked that the State's business friendly community program is political. He pointed out the success of the Napa project as an example of the ease of doing business in Waterboro.

5. Zoning Board of Appeals: Dave Barker reported that the Zoning Board of Appeals has not had any business. They are waiting for the Annual Town Meeting on Saturday to see if they can get approval for funding to hold some workshops. It would be nice if they could access Google Maps to see pictures of lots, etc. during their meetings. Chairman Littlefield indicated that the technology is available to do this here in the meeting room.

6. Town Planner: Tom Ursia reported that there is a strategic approach working with a national hospitality university and the Innkeepers Association here in Maine to having a lodging establishment in town. He is optimistic that there will be a hospitality industry in town in the future. The growth ordinance review is underway. The town is required to do this every three years. The Planning Board would like a meeting with the Selectmen and the Town Attorney on June 27th or July 11th. They will notify the Selectmen of the date after it is confirmed with the Town Attorney. Mr. Ursia reported that the 20/20 Committee working with the Planning Dept. has created a new zoning map. It is 99% accurate and some changes are going to be made. Copies will be available for purchase. Mr. Ursia said it will soon be available on the website. The next step is to make the tax maps more compatible with the zoning maps. There may be an opportunity to partner with the Muskie School for a 50/50 grant match toward updating the maps. The 20/20 Committee has a small amount of funds for this in their budget. They hope to apply for the grant within a couple of months. Aerial photography of the entire community was recently done through the Emergency Management Agency and he hopes this data is available soon. The Conway School that is working with the 20/20 Committee has completed the work of phase 1 which was research. Mr. Ursia provided a report to the Board. Phase 2 is underway and involves graphic drawings that will be extremely beneficial. The documents will be done sometime in July and some of the graphics will hopefully be available for the Town Meeting. Mr. Ursia has been working with a developer, Victor Wright, who is close to having a presentation with the Planning Board for a 3,000 square foot building on Route 202. He intends to use Waterboro trades people for this project. Napa has been really pleased with their soft opening and they should be at 100% inventory within the next few weeks. Napa plans a large grand

opening in July. There hopefully will be a small manufacturing business to occupy the former Doors North property and an announcement should be forthcoming in the next couple of months. The 20/20 Committee hopes to in-house gather up an approach to facility asset management from a planning perspective. This is depending on the budget outcome at Town Meeting. Capital Improvement Program work is beginning and Mr. Ursia is looking for recommendations so he can do research on costs. The Board thanked Mr. Ursia.

NEW BUSINESS:

1. Discuss/vote on a request to purchase town owned property, tax map 1, lot 22 G & status of Railroad Drive: Mr. James Triance explained his request. Selectman Abbott moved that pending review and approval of the Town Attorney the Board will consider the sale of this property to James Triance, seconded by Selectman Gale, voted and passed, **4 years**. Ms. Brandt will follow up with the Town Attorney with the Board's questions.

2. Update on Public Service Announcements project: Selectman Abbott provided a handout outlining the next public service announcement project to review the Transfer Station/Recycling Committee and operations of the Transfer Station and Ecomaine.

3. Discuss/vote to establish an ordinance on funding and maintenance for dry hydrants and cisterns: The Board asked that the Town Administrator, Fire Chief and Town Planner work with the Planning Board to create an ordinance on funding and maintenance for dry hydrants and cisterns.

4. Review possible tax rate: Selectman Girard indicated that she wanted something on the impact of the next budget on the tax rate for the Annual Town Meeting. Ms. Brandt indicated that the Assessor's Agent has not finalized his calculations. A low estimate of the new mil rate is \$12.48 and a high estimate is \$13.11. Ms. Brandt stressed that these are only estimates. Selectman Abbott said that the mil rate cannot be set yet but the estimate will be helpful for the Town Meeting.

5. Discuss/vote to reply to the York County survey regarding funding of outside agencies: Selectman Abbott moved to reply to the survey that the Board of Selectmen would like York County to fund outside agencies, seconded by Selectman Girard, voted and passed, **4 years**.

6. Discuss/vote to approve the Policy on Treasurer's Disbursement Warrants for Employee Wage and Benefits: Selectman Girard moved to approve the Policy on Treasurer's Disbursements Warrants for Employee Wage and Benefits, seconded by Selectman Abbott, voted and passed, **4 years**.

7. Discuss/Vote to confirm action of the May 30, 2012 Executive Session: Selectman Abbott moved to confirm the action of the May 30, 2012 Executive Session, seconded by Selectman Girard, voted and passed, **4 years**.

8. Discuss/vote on account balances: Selectman Abbott moved to direct the Town Administrator and Town Treasurer to go forward with the journal entries as presented in the packet, seconded by Selectman Girard, voted and passed, **4 years**.

OLD BUSINESS: None

OTHER:

Moved by Selectman Girard to sign warrants for bills and payroll, seconded by Selectman Gale, voted and passed, **4 yeas**.

PENDING DECISIONS

- 1. Public Service Announcements:** This was reviewed during new business.
- 2. Review Driveway Opening Permit language:**
- 3. Board & Committee status:** Chairman Littlefield reviewed the list of vacancies.
- 4. Water District office space lease:**
- 5. Internet and Electronic Mail Policy revisions:** This will be reviewed after Town Meeting.
- 6. Barriers to prohibit vehicles from driving on the public beach:** The Conservation Commission is reviewing options. The Board instructed the Town Administrator to see that a temporary barrier is erected in the interim. The Board urged the public not to drive on the beach.

WEEK’S ACTION LIST:

Follow up with the Town Attorney about the sale of the property Map 1 Lot 22G and the status of Railroad Ave.

DISCUSSION OF AGENDA ITEMS:

Have an assessment of the Election and Annual Town Meeting.

Chairman Littlefield reviewed the reminders.

ADJOURNMENT: Selectman Gale moved to adjourn the meeting at 8:40 pm, seconded by Selectman Abbott, voted and passed, **4 yeas**.

SIGNED:

- 1. Warrants for bills & payroll

APPROVED: Date: _____
