

SELECTMEN'S MEETING MINUTES
July 17, 2012

PRESENT: Chairman Abbott, Selectmen Gale, Girard, Littlefield & Woodsome, Brigit McCallum, Jack Seery, Tammy Wells, & Christina Silberman. Mike DeAngelis & Mark Mitchell were present for their items under Reports & Staff Initiatives.

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

ANNOUNCEMENTS: None

APPOINTMENTS

1. Contract Deputy Sanborn to discuss speeding issues: Chairman Abbott explained that he was asked to come in to discuss speeding issues due to various resident complaints. Selectmen Littlefield clarified that the reason the Board asked Deputy Sanborn to come in tonight is to formulate a plan and it is not an indictment of the effectiveness of things that the Sheriff's Dept. is doing. Deputy Sanborn said that the root of the issue is that there is inadequate police coverage for a town of this size. He provided a list of populations for each York County town. Waterboro is #10 in population at 7,693 and is the largest York County municipality that does not have a full time police force. The town of Standish is contracted for 4.5 Contract Deputies. Buxton is very close to Waterboro in size and demographics and they have a 10 man police department. There is only one contract deputy assigned to Waterboro and this is something that should be addressed in the future. Other Deputy Sheriff's come to Waterboro when they can and as they respond to calls but they do not get out on the back roads like Dep. Sanborn can. Dep. Sanborn said that he will ask the supervisors in charge of speeding details at the Sheriff's office to do more patrols in Waterboro. Dep. Sanborn said that he wrote the most tickets from York County Sheriff's Department last year, so it is not like he is not doing anything. Dep. Sanborn proposed a plan and would like to begin with Deering Ridge Rd. followed by Roberts Ridge Rd. He would like to have the speed limit signs moved further back from the intersections with orange flags attached to them to make them more noticeable. He would also like some large signs put up that state "Warning Speed Limit Strictly Enforced by Radar". Dep. Sanborn would like a notice put in the local paper to warn people that Deering Ridge Rd. will be a no tolerance zone and if drivers speed there, they will be issued a ticket. Chairman Abbott said that the Road Review Committee has traffic counters that can track speed. Selectman Girard said that the Road Review Committee will gather some data with the traffic counters to share with Dep. Sanborn. Chairman Abbott suggested putting up "No Passing" signs on Deering Ridge Rd. Selectman Girard said she has seen the "speed limit strictly enforced" signs in Biddeford that also show the fine amounts. Selectman Girard noted that follow through on people contesting speeding tickets is important. Dep. Sanborn said that they have a Court Officer to do this. The Board approved of Dep. Sanborn's ideas and asked the Town Administrator to follow up on ordering the signs, etc.

2. 20/20 Committee to review the Conway School team two's progress & final report: Town Planner Tom Ursia said that the town of Waterboro retained the services of the Conway School. They had 4 graduate students participate in conducting some research. The second phase was to produce some graphics to help people visualize the current state of the villages and what some of the initiatives might be for the future growth of the villages. The Board was provided with copies of the final report including the graphics.

This includes some hypothetical plans for each of the villages to show what the density looks like if a certain area builds out. Mr. Ursia said that he and the members of the 20/20 Committee are very pleased with the report and it will gel nicely with their next piece of work on infrastructure. Mr. Ursia said a copy of the report will be available to view at the town hall and at the library. Selectman Gale remarked that this is an incredible piece of work. Mr. Ursia said that the next step that the 20/20 Committee is working on is water, wastewater and storm water management and they have submitted a request for proposals for engineering work, etc. They expect to have a recommendation for a firm to work with the Committee before Labor Day.

HEARING OF DELEGATION: None

CORRESPONDENCE: Chairman Abbott reviewed the following correspondence:

1. Treasurer's Weekly Financial Reports
2. Rep. Libby's newsletters
3. Letter from RHR Smith (Town Auditors) re: Management letter and other matters
4. Notice re: Howe & Howe Technologies "Outdoors Again" non-profit golf tournament
5. Town Attorney's notice re: changes to the Freedom of Access Act
6. Letter from Mariner Tower re: expiration of proposed easement agreement
7. Copy of the letter from the Town of South Berwick to York County re: the funding outside agencies survey
8. Town Administrator's memo re: Long Causeway Rd.

REPORTS & STAFF INITIATIVES:

1. Parks & Recreation report: Parks & Recreation Director Mike DeAngelis reported that they had a great year last year. Their number one goal is safety. They had a very safe year with 30 kids for 6 hours each day during Funergy plus summer camp, senior programs and the staff. They came in just under \$164,000 in revenues which is about \$14,000 above what was set at Town Meeting. They were about \$5,000 under what was budgeted for expenditures. The new budget was set \$3,000 lower than the previous year. Mr. DeAnelis said he was not thrilled with this but he thinks it will be fine. They have new signage that was paid for in the last budget and most of these have been put up. They had a lot of tournaments and field use with more to come including an additional baseball season and a fall league for the Bulldogs. Doug LaTulippe is the new boat launch attendant working about 25 hours each week. Mr. DeAngelis has gotten a lot of feedback that he is doing a great job. They have a new supply of shirts for staff and he presented Selectmen Littlefield with one as a thank you for his year as Chairman of the Board and for his work on the Parks & Rec Ordinance. Summer camp is going well with about 100 kids registered. The swim program is going well also with about 25 kids and a new session starting July 30th that people can still sign up for. Senior lunches are going great with about 40 meals each week at \$5.00 per meal. Mr. DeAngelis said they are planning some senior trips with one scheduled in November to a museum in Portland. He will have a list ready by late summer/early fall to post. Mr. DeAngelis thanked the Board and the Town Administrator for the recent increase in the personnel policy for the health insurance buyout and he said he appreciates it. Mr. DeAngelis said that they have had George Bennett, who is very active in the community with youth sports, in to spray the fields (for insects) and around town hall. He has also removed some dangerous trees. His prices are great and he has also done some work at no charge.

2. Discuss/vote to allow Energy Surveys to be conducted by the Code Enforcement Officer (CEO): CEO Mark Mitchell explained that he is a state certified energy auditor. He would like to offer energy surveys for residents to help them reduce their energy usage and save money. This would not be a full energy audit. He could do a walk through survey that would take about an hour. Mr. Mitchell said that residents can check out a device called a kilowatt from the library. You can plug the kilowatt into the wall outlet and then plug things into the kilowatt and it will display how much energy that item is using. Mr. Mitchell said that many things have “ghost loads” and draw power when they are plugged in even when the item is not in use such as DVRs, coffee makers, toasters, etc. Mr. Mitchell recommended that people check the Efficiency Maine website for energy saving information and more. Selectman Girard asked how he would fit these energy surveys into his schedule. Mr. Mitchell replied that he could probably fit in one a day, schedule permitting. Selectman Girard suggested that Mr. Mitchell could add some tips to his page on the website. Brigit McCallum suggested adding information on preventing dryer fires. Mr. Mitchell discussed other safety tips regarding pools, decks, railings, etc. Selectman Gale said this would be a great topic for a public service announcement. Selectman Littlefield moved to allow Energy Surveys to be conducted by the Code Enforcement Officer, seconded by Selectman Gale, voted and passed, **5 years**. Selectman Girard commented that this would be a good thing to do as a priority for people receiving fuel assistance. Mr. Mitchell agreed as long as confidentiality is maintained.

3. Selectmen’s reports: Selectman Woodsome asked if the town of Waterboro should follow up with York County regarding the survey they sent asking about funding for outside agencies. The survey indicated that all of the towns had to respond with a “yes” vote before the County would consider doing this. Many towns responded to the County to say they disagreed with their “all in/all out” method. Chairman Abbott said that Waterboro did reply “yes” to the survey and we could follow up and send a similar letter.

4. Town Administrator report: Town Administrator Nancy Brandt reported the following:

- Applications for the tax club are now available.
- The State is going to apply a coat of pavement to Old Alfred Road.
- Representatives from the town’s insurance company are coming tomorrow morning to look at the Taylor House, Pearl St. Station and a couple of other properties/buildings.
- The audit pre-work has been completed on checks and accounts and they look good. The auditors will be back after August 1st.
- A new phone system was installed last week. She asked that people be patient while staff gets used to it.
- The town offices will be closed for one hour this Thursday for a staff meeting.

NEW BUSINESS:

1. Discuss/vote to approve renewal of a spirituous liquor license for the Fraternal Order of Eagles #4392: Selectman Gale moved to approve renewal of a spirituous liquor license for the Fraternal Order of Eagles #4392, seconded by Selectman Girard, voted and passed, **5 years**.

2. Discuss/vote on town employee appointments: Selectman Gale moved to approve town employee appointments as provided, seconded by Selectman Littlefield, voted and passed, **5 years**. **Sharon Reed**-Tax Collector & Deputy Town Clerk **Brenda Crenner**-Motor Vehicle Agent, Deputy Tax Collector & Deputy Town Clerk **Nancy Johnson**-Welfare Director, Deputy Town Clerk, Deputy Tax Collector & Deputy Registrar of Voters

Yvette Murray-Town Clerk, Registrar of Voters & Deputy Tax Collector **Christina Silberman**-Deputy Town Clerk & Deputy Tax Collector **Julie Giles**-Treasurer **Nancy Brandt**-Deputy Town Clerk, Deputy Tax Collector, Deputy Treasurer

3. Discuss/vote on Selectmen Board & Committee Liaison assignments: Selectman Littlefield moved to approve the Selectmen's board & committee liaison assignments as presented except to have Jon Gale as the liaison to the Community Garden Committee, seconded by Selectman Woodsome, voted and passed, **5 years**. **Finance Cmte:** Dennis Abbott, **Transfer Station/Recycling Cmte:** Dennis Abbott & Jon Gale **20/20 Comp. Planning Cmte:** David Woodsome & Dennis Abbott **Planning Board:** David Woodsome **Library Board of Trustees:** Jon Gale **Parks and Rec Cmte:** Jon Gale **Cemetery Cmte:** Jon Gale **Conservation Commission:** Tammy Jo Girard **Economic Development Cmte:** Tammy Jo Girard **Road Review Cmte:** Tammy Jo Girard **Charter Review Commission:** Gordon Littlefield **Old Home Days Cmte:** Gordon Littlefield **Public Safety Cmte :** Gordon Littlefield **Community Garden Cmte:** Jon Gale **12 Town Group:** Tammy Jo Girard **York County Budget Cmte:** Tammy Jo Girard

4. Discuss/vote on MMA Annual election for Vice President and Executive Committee: Selectman Girard moved to vote for the Maine Municipal Association Executive Committee's Vice President and Directors as proposed by the Nominating Committee, seconded by Selectman Gale, voted and passed, **5 years**.

OLD BUSINESS:

1. Discuss/vote on use of Library garden donation account funds: Selectmen Woodsome moved to allow the Library to use the garden donation funds, seconded by Selectman Gale, voted and passed, **5 years**.

OTHER:

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

2. Selectmen Girard disclosed an error in the prepared minutes for 7/10/12. Ms. Silberman will correct the minutes and approval is postponed until next week.

PENDING DECISIONS:

1. Public Service Announcements: Project 2 will be on the Transfer Station and is in process.

2. Review Driveway Opening Permit language: Selectman Girard will work on this with Road Commissioner. Chairman Abbott asked that the CEO Mark Mitchell be involved with this too.

3. Board & Committee status: Chairman Abbott reviewed board & committee vacancies and asked anyone interested to submit an application at the town office. **Vacancies:** Fair Hearing Cmte, Zoning Board of Appeals, 20/20 Master Planning Cmte, Finance Cmte, Planning Board, Parks and Rec. Cmte, Conservation Commission, Transfer Station / Recycling Committee, Road Review Cmte, Library Board of Trustees, Hiring Panel, Saco River Community Television Cmte, Economic Development Cmte & Public Safety Cmte

4. Water District office space lease: Ms. Brandt will follow up on this

5. Internet and Electronic Mail Policy revisions: This is being finalized.

6. Barriers to prohibit vehicles from driving on the public beach: The Conservation Commission is working on this.

7. Review of employee contracts: This item was added tonight.

Ms. Brandt provided the Selectmen with copies of a booklet written by Richard Neal on Municipal Management & Finances.

Chairman Abbott reminded everyone that with the new phone system, employees have new extensions. New extension numbers can be found on the website and there is a “dial by name” option on the phone when you call in.

WEEK’S ACTION LIST:

- 1. Work with Deputy Sanborn on what he needs for signs
- 2. Check on availability of the kilowatt energy monitors at the Library

DISCUSSION OF AGENDA ITEMS:

- 1. Discuss Selectmen’s goals
- 2. Release deed for the Goodwin’s (if ready)

Chairman Abbott read the reminders.

ADJOURNMENT: Selectman Woodsome moved to adjourn the meeting, seconded by Selectman Gale, voted and passed, **5 years**.

SIGNED:

- 1. Warrants for bills & payroll

APPROVED: Date: _____
