

**SELECTMEN'S MEETING MINUTES
SEPTEMBER 11, 2012**

5:45 pm Executive Session: Selectman Littlefield moved to go into executive session per Title 1 M.R.S.A. § 405(6)(A) to meet with a Committee applicant at 5:45 pm, seconded by Selectman Woodsome, voted and passed, **5 years**. Selectman Woodsome moved to come out of executive session at 5:51 pm, seconded by Selectman Littlefield, voted and passed, **5 years**.

PRESENT: Chairman Abbott, Selectmen: Gale, Girard, Littlefield & Woodsome, Nancy Brandt, Tim Neil, Debra Wentworth, Bob Powers, Tom Ursia, David Barker, Tammy Wells, Dwayne Woodsome, Doug Foglio, Sr., Jack Seery, Todd Abbott, Dianne Holden, Jim Carll, Steve Ross, Bob Gobeil, Christina Silberman & David Lowe.

Chairman Abbott opened the meeting with the Pledge of Allegiance at 6:01 pm.

ANNOUNCEMENTS: Chairman Abbott reported on the passing of Jean Chick, a former town employee, and extended sympathies on behalf of the Board to the family. Chairman Abbott reflected that this is the 11th anniversary of 9/11, an event that changed all of our lives and asked that we think of those who were lost. Chairman Abbott reported that the lake level is going down. The boat launch will be closed soon, within the next week and he urged people to take their boats out of the lake now.

PUBLIC HEARINGS on three local referendum questions planned for the November 6, 2012 Election, one on revisions to the Town Charter, one on funding to provide fire hydrants in Lake Arrowhead and one to consider funding to build a salt shed.

Chairman Abbott opened the public hearings and read proposed question 1, "Shall a capital expenditure not to exceed \$500,000.00 be approved for the purpose of constructing and equipping a Winter Sand and Salt Shed on the Town of Waterboro property located at Bennett Hill Road, said costs to be financed or reimbursed by the issuance of general obligation bonds and/or notes of the Town, hereby authorized, in a total aggregate principal amount of up to \$500,000.00, with such dates, maturities, denominations, interest rate(s), redemption provisions and other details as the Municipal Officials shall determine? (Total estimated debt service of \$610,875.00 of which principal is \$500,000.00 and the estimated interest rate at 3.00% to 4.00 %, depending on the year of maturity, over 10 years is \$110,875.00)." Road Commissioner Doug Foglio, Sr. displayed plans and explained the proposed sand/salt shed. The proposed site is on land that the Department of Environmental Protection (DEP) has deemed unusable due to the former use as waste pits and has agreed to allow the sand/salt shed to be built there. Mr. Foglio stated that the town puts up about 4,000 yards of sand and 350 tons of salt with the sand each year. This is currently exposed to the weather. If the salt can be kept in a building, the salt use will be decreased by more than 50% and would save about \$10,500 per year. This would be more than \$100,000 over the term of the proposed bond. The salt is a contaminant and when it rains it leeches into the ground. The shed will have capacity to hold 5,500 yards. The building is designed to accommodate the town taking over maintenance of Old Alfred Road and additional roads in the future. The sand/salt can be put up in the summer when prices are lower and it will be covered. Mr. Foglio said this will be environmentally good for the town, will make good use of the property and will save the taxpayers money over the life of the shed.

Chairman Abbott read proposed question 2, "Shall the Town authorize to appropriate up to \$22,000.00 from Surplus for installation of four (4) water hydrants along New Dam Road for the purpose of fire suppression?" Chairman Abbott explained that Lake Arrowhead has asked the Town to purchase and install the hydrants into the Lake Arrowhead water system. The locations have been identified and a Memorandum of Understanding has been drafted and reviewed. Lake Arrowhead would be responsible for maintenance of these hydrants. The Fire Dept. would be able to access the hydrants if needed, not just for use in Lake Arrowhead. Selectman Littlefield pointed out that under the Waterboro Water District, the Public Utilities Commission (PUC) requires the town to spend a certain amount of public funds to support the system but this is not the case with the Lake Arrowhead system because it is not governed by the PUC. Chairman Abbott said that these would provide a closer water source for fire suppression.

Chairman Abbott read proposed question 3, "Shall the Town approve the Charter Revisions Recommended by the Charter Commission, as summarized below?" Chairman Abbott said a summary of the revisions will appear on the ballot and is available to view. If the revisions are passed, they will be effective 7/1/13. Todd Abbott, Chairman of the Charter Review Commission, thanked everyone that has put time into this and said the Commission has worked very hard on this. He explained that the proposed changes address some issues with the structure of town government and would make some menial corrections. The proposed changes were all things that were brought to them by the public or suggestions from the Board of Selectmen. Chairman Todd Abbott said the proposals are not drastic changes to the town government and will prepare the town for the future. The Town Administrator would have more authority to run the town and over the town budget. An issue with opening the polls would be addressed. There would be a caveat to change from Town Meeting to referendum style in the future if desired. The town would have a Public Works Director overseeing an appointed Road Commissioner, town buildings and the transfer station. Selectman Gale commented that this process is not easy and the Commission has been working on this for two years has done a good job. Bob Gobeil pointed out that the changes to Road Commissioner/Public Works Director are not mentioned in the summary. The Board asked to have this added. Selectman Littlefield commended the Commission's efforts. He said that it was a lot of hard work and the people served on the committee without remuneration for two years with a spirit of cooperation and a heightened level of teamwork. Chairman Abbott explained that the charter revision process requires that 1/3 of the number of voters from the previous gubernatorial election participate in the charter revision election. Selectman Woodsome said that this is not something that can be done on the spur of the moment, it is long term and well thought out. Dwayne Woodsome added that the law requires that the Town Charter be reviewed every 10 years.

Doug Foglio, Sr. commented further on the sand/salt shed question. He stated that \$500,000 is a lot of money to spend. These things can cost substantially more than that. The town will be able to come within budget and save a considerable sum if the town opts to be their own construction manager. Steve Ross commented that if the charter revisions are passed, the Public Works Director will need an office. Chairman Abbott said there is a plan for this.

Chairman Abbott closed the public hearings.

APPOINTMENTS:

1. 20/20 Master Planning Committee-Discuss/vote to approve the 20/20 Master Planning Committee's recommendation for an engineering consultant: 20/20

Committee Co-Chairman Bob Powers reported that the 20/20 Committee members are very excited with where they are. The 20/20 Committee has representation from the Planning Board and the Water District. This will only result in good things for the town. The Committee embarked on an infrastructure chapter this year with a focus on water and wastewater. They submitted an RFP (request for proposal) and received two proposals from Wright Pierce and James W. Sewall Company. In evaluating the proposals they created a list of questions for the two firms and the responses were received. Both proposals were very good and ultimately the Committee chose the James Sewall Co. proposal. It will be state of the art and usable by many groups in town. Selectman Girard asked why they chose the Sewall Co. Mr. Powers replied that there were two major factors in the proposals, one is mapping and the Committee felt Sewall Co. does an outstanding job with mapping. Another major component is to focus on one site in the event the town would like to have an industrial park and felt the Sewall Co. info would be user friendly with up to date technology and access to mapping. Selectman Girard said that York County has done some aerial mapping that is available for use by municipalities at no cost. Todd Abbott said the Sewall Co. is very well known for their mapping. The Sewall Co. proposal was \$20,000 and was cheaper and will provide the town with professional, usable information. Dianne Holden added this will be a basis for mapping that will be usable in the future. Co-Chair and Town Planner Tom Ursia asked that the Selectmen vote to support this tonight and then they will move forward.

Selectman Girard moved to go with the recommendation of the 20/20 Committee (for the James W. Sewall Co.), seconded by Selectman Littlefield, voted and passed, **5 years**.

HEARING OF DELEGATION: None

CORRESPONDENCE: Chairman Abbott reviewed the following correspondence:

1. Treasurer's Weekly Financial Reports
2. Rep. Libby's newsletters
3. Public Hearing notice for 9/18/12 Selectmen's meeting to discuss fireworks concerns:
Chairman Abbott encouraged residents to complete an online survey regarding fireworks at www.waterboro-me.gov.
4. Info on Ecomaine's annual golf tournament

REPORTS & STAFF INITIATIVES:

1. Road Commissioner: Doug Foglio, Sr. reported that the lake is down 13 inches and he has opened the gates as high as they will go. He has posted signs and put up fencing to warn people that the gates are open. Mr. Foglio said that we need a better way to drain the lake and he would like to add a hole in the dam. There was general consensus of the Board for Mr. Foglio to explore the cost of his proposed improvements. Mr. Foglio reported that he has lowered the hill on McLucas Rd because it was difficult to see pedestrians on the road. Mr. Foglio reported that he needs to obtain a special permit from Dig Safe to install the guardrails. He has been in contact with CMP and they have committed to having the wires changed over by Friday night. OTT communications will be in also. It may be forever for Time Warner. Dayton is ready to pave it. The wires on end of West Shore Road are all changed over. The mini excavator will be delivered tomorrow. The buckets will not be here for several weeks. He has a spare bucket set that he will loan

the town to use. Mr. Foglio said that they are done with grinding brush and people have been generally happy with it.

2. Selectmen's reports: Selectman Girard reported that last Wednesday evening she and Selectman Gale attended the York County Budget Committee Caucus. There were 39 elected officials that attended. There is now a full 15 member Budget Committee in place. The group talked about where municipal officials want to go from here if the County Commissioners choose to continue with their caucus on September 19th. There is support for taking legal action. John Sylvester will notify the County Commissioner's office that the Caucus was held and Committee members were elected and he will ask that the County cancel their caucus. There has been no reply yet from the Commissioners. There will be further discussion on Monday at the 12 Town Group meeting.

Selectman Gale reported that the Cemetery Committee met and discussed clean ups that they will be doing. He attended a Community Garden Committee meeting and he said that this is an energized group. The land beside the town hall has been cleared and is ready for the next step. The Committee plans to meet on Sept. 29th from 8-11 am. They are looking for volunteers to join them and help remove rocks from the cleared area. The next step will be to build a fence and condition the soil so it will be ready for next spring. Ms. Brandt said there is someone willing to donate compost. They would like to get it rototilled, limed and composted and have the soil tested so they can be ready for next year. Ms. Brandt said they have chosen a logo.

Chairman Abbott reported that the Annual Ecomaine Open House & Recycling Fair will be on Saturday, September 22nd from 8:30-11:30 am.

Selectman Littlefield reported on recent projects and happenings in town with a slide show. This included work on New Dam Rd., the SIS new location, the boat launch, work at the library with paving and the addition of rock walls, a marijuana bust with Dep. Sanborn, the site of the proposed salt/sand shed, McLucas Rd., Old Home Days, the new Napa store, and Old Alfred Rd. Selectman Littlefield said that he, Selectman Woodsome and Road Commissioner Doug Foglio attended the NIMS (National Incident Management Systems) training and they are now certified.

3. Town Administrator report: Ms. Brandt reported that she has started compiling a list of town owned property with forested land. She has started drafting a letter to DOT regarding issues with Old Alfred Rd. and asked Mr. Foglio to meet with her tomorrow to review it. Ms. Brandt said that Biddeford Savings was here yesterday and trained her and the Treasurer and on the new check scanning. Checks made payable to the town will now be processed the day they are received. Checks will be scanned here and sent electronically for deposit and automatically credited to the account. The deed for the lot on Railroad Drive is being reviewed by the Town Attorney and it will hopefully be ready for next week. Tom Ursia has sent out the CIP, Capital Improvement, forms to Department Heads and we will have a kickoff meeting tentatively scheduled for Sept. 19th. Ms. Brandt said that the flags for the speed limit signs that Deputy Sanborn asked for have been received.

NEW BUSINESS:

1. Discuss/vote on 2 Board & Committee appointments: Selectman Woodsome moved to appoint Andre Cote to the 20/20 Comprehensive Planning Committee and Sonya Durney to the Library Board of Trustees, seconded by Selectman Gale. Chairman

Littlefield commented that the town is lucky to have Ms. Durney on the Library Board of Trustees and she will be a good asset. The motion was voted and passed, **5 years**.

2. Discuss/review Mass Gathering Ordinance: Chairman Abbott said that Selectmen Littlefield asked for a review of the Mass Gathering Ordinance adopted 3/11/1989. Selectman Littlefield said that the ordinance is extremely broad and we should take a week or two to look it over and suggest amendments. This is in response to complaints he has received regarding the car shows. There is haphazard parking along route 5 and issues when vehicles are leaving with some participants' excessive engine and tire noise. It is also difficult for an emergency vehicle to get in. Chairman Abbott indicated that the current ordinance only applies when there are 1,000 people. Selectman Girard suggested changes to the parking ordinance and to have the Sheriff's Dept. be more involved. Selectman Littlefield said he is not looking to stop the activity but there needs to be some peaceful coexistence and an increase in safety. Selectman Woodsome asked if anyone from the town has talked to the owners other than the Sheriff's Dept. Selectman Girard wondered if anything in the building code would address this. Selectman Littlefield said he has checked with the Code Enforcement Officer and there isn't anything in the code. Chairman Abbott said if the town is getting complaints then the Board could contact the owner regarding the issues. Selectman Gale suggested having an emissary of the town to speak with owner. The Board decided to invite the owner to a future meeting to discuss the issue.

3. Discuss/scheduling a candidate's night: Selectman Girard suggested hosting a candidates' night for State offices for the November Election. The Board agreed and suggested Oct. 4th at 7 pm as a date. Ms. Silberman will work with Selectman Girard on contacting the 4 candidates for State Senate and House of Representatives to schedule this.

OLD BUSINESS: None

OTHER:

1. Moved by Selectman Woodsome to sign warrants for bills and payroll, seconded by Selectman Littlefield, voted and passed, **5 years**.
2. Moved by Selectman Woodsome to approve the minutes of the 9/4/12 regular meeting, seconded by Selectman Littlefield, voted and passed, **5 years**.

PENDING DECISIONS

1. **Public Service Announcements:** Chairman Abbott suggested recording information on the local referendum questions to broadcast over the local cable TV channel.
2. **Review Driveway Opening Permit language**
3. **Board & Committee status:** Chairman Abbott reviewed the list of vacancies: Old Home Days Committee, Community Garden Committee, Fair Hearing Committee, Zoning Board of Appeals, Finance Committee, Planning Board, Parks and Rec. Cmte, Conservation Commission, Transfer Station / Recycling Committee, Road Review Committee, Hiring Panel, Economic Development Committee & Public Safety Committee
4. **Barriers to prohibit vehicles from driving on the public beach**
5. **Cistern maintenance:** Selectman Gale suggested developing a plan for regular maintenance of cisterns. Chairman Abbott said that the Planning Board should have something to address future cisterns.

WEEK'S ACTION LIST:

DISCUSSION OF AGENDA ITEMS:

Public hearing on fireworks
Vote on recommendations and approval of warrant

Chairman Abbott read the reminders.

ADJOURNMENT: Selectman Woodsome moved to adjourn the meeting at 7:56 pm, seconded by Selectman Gale, voted and passed, **5 yeas.**

SIGNED:

1. Warrants for bills & payroll
2. Minutes of 9/4/12

APPROVED: Date: _____
