

SELECTMEN'S MEETING MINUTES DECEMBER 11, 2012

PRESENT: Chairman Abbott, Selectmen: Gale, Littlefield & Woodsome, Fire Chief Matthew Bors, Deputy Chief Lisa Bennett, Contract Deputy Shawn Sanborn, 20/20 Cmte Co-Chairman Bob Powers, Andy Cote, Dwayne Prescott, David Barker, Tim Neill, Lisa Faith, Mary Ross, Administrative Assistant Christina Silberman & IT Manager David Lowe. Welfare Director Nancy Johnson and Treasurer Julie Giles were present for their items. Roger Lauzier arrived and left during reports.

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

ANNOUNCEMENTS: None

APPOINTMENTS: Fire Chief Matthew Bors and Welfare Director Nancy Johnson to discuss providing assistance for emergency situations: Nancy Johnson suggested having emergency vouchers for personal items available through the Fire Dept. for \$25 or \$50, depending on the number of people. This will get people by for a couple of days until she can meet with them. These vouchers will not be reimbursable through General Assistance. She will put together a packet with a list of agencies and phone numbers such as the food pantry, shelter, etc. This will help in an emergency if people are displaced from their home due to a fire or similar emergency. Chief Bors said that this is not something that will happen often. The Fire Dept. contacts the Red Cross in these situations and they provide help also. Chief Bors said it will be helpful to have the contact information available for the Fire Dept. staff. Ms. Johnson said that she spoke with the person that runs the clothing closet and they said to call anytime and they will be there to help. Selectman Littlefield said that in Sanford there is a military surplus and they have packets available with toiletries and maybe the Fire Dept. could have some of these on hand. The Board agreed to go forward with this plan. Chief Bors and Ms. Johnson will follow up with the Town Administrator to finalize the plan.

HEARING OF DELEGATION: None

CORRESPONDENCE: Chairman Abbott reviewed the following;

1. Treasurer's Weekly Financial Reports
2. Rep. Libby's 12/7/12 e-newsletter
3. List of Board & Committee vacancies
4. Assessor's Agent's December calendar
5. Twelve Town Group 12/17/12 meeting memorandum
6. Motor Vehicle Agent's November report
7. Ecomaine recycling reports

REPORTS & STAFF INITIATIVES

1. Contract Deputy: Deputy Shawn Sanborn said that September and October were quiet. He reported the following;

- There was a mentally disturbed woman who lives on the lake who was calling dispatch a lot with some weird things. Dep. Sanborn contacted her adult children to get them involved.

- On Halloween, motor vehicle burglaries were reported in the morning on Beaver Dam Rd. Dep. Sanborn urged people to lock their vehicles and homes. That evening, there was someone in a jacked up pick-up truck squealing their tires and later there were 3 teenage males chased by an angry homeowner because they pounded on the side of his house and scared his wife. The man was charged with assaulting the teenagers.
- There was a major drug related incident concerning a man on Old Alfred Rd. and the person is now in federal custody.
- There was a fight at the Transfer Station and the aggressor was charged.
- Houses are being egged on Old Portland Rd. along with some crank knocking and Dep. Sanborn is looking for suspects,
- 2 nights ago, a vehicle on Beaver Dam Rd. was badly vandalized and he would like any information if someone wants to contact him.
- An elderly woman was victimized by her grandson who was draining her bank account. He has been charged with felony theft.
- Woody's Pub was the victim of the theft of 4 empty beer kegs. The suspects have been identified.
- Deputy Jones, working the midnight shift, was assaulted by a drunken minor on Meadowbrook Drive. The young male was taken to jail.
- There was a Deering Ridge Rd. burglary involving gun theft. The owner witnessed two men running away with a bag. They found the sack of guns in the woods and the men were caught.
- A home on Justin Way was burglarized last night and the suspects focused on the room of the homeowner's daughter.
- An outdoor party took place on Chadbourne Ridge Rd. last Saturday night, he received a call from the Wardens Service to say that a fire there was still smoldering.
- Dep. Sanborn encouraged parents to know where their children are and not to let them roam around at night.
- There are two unsolved burglaries that may be linked. One on Little Ossipee Landing and one on Nathan Smith Rd. An ATV trail connects these two homes through the woods. A car that was stolen was found recently on Nathan Smith Rd. hidden in the woods and covered with tarps and pine boughs. Dep. Sanborn asked if anyone knows anything about these burglaries to please contact him.
- Please call 324-1113 to make reports. Reports can be given anonymously.

Selectman Woodsome asked if the signs for Deering Ridge Rd. have been put in and Dep. Sanborn said yes but the flags on the speed limit signs have not been put on yet.

At this time, Treasurer Julie Giles addressed the Board to review the changes to the audit report.

2. Fire Department: Fire Chief Matthew Bors provided a written report to the Board including a department update, maintenance report, apparatus responses, average response times, response list and incident roll call. Chief Bors reported the following:

- The 1996 GMC truck that was purchased a couple of years ago to get them by has not passed inspection. The cost of repairs exceeds the value of the truck. This vehicle is no longer in service. There were unforeseen issues with pumps on Engine 3 and on Engine 4. Unexpected vehicle repairs have significantly depleted the maintenance account. Future maintenance for known items will be about \$12,000. The Fire Dept.

will work hard to conserve funds in other areas and hope to shift these funds to the maintenance line. They will watch this closely.

- A grant in conjunction with Alfred to outfit the mobile trailer as a mobile rehab unit has been awarded. A grant application has been submitted to the Stephen and Tabitha King Foundation for a UTV, trailer and tow vehicle in the amount of \$37,000.
- Per Diem & full time staffing is on track. There are no current injuries or vacancies.
- The new exhaust system has been installed and is working well. The 2 power cots have come in and are in service. The new ambulance is on order and delivery is expected in late April.

Selectman Woodsome asked about the damage to Engine 4. Chief Bors explained that the damage occurred when they were testing the hoses. The pump was running at a high rpm and a bearing broke loose and caused damage. Chief Bors said they have to use the truck pumps to test the hoses. There is a separate unit that can do this but they haven't had the funds to buy one. Selectman Woodsome asked how much it would be to repair the truck that is out of service. Chief Bors said estimates are around \$3,000 and it also needs some front end work. The other truck has significant corrosion and is not expected to pass inspection due this month. Selectman Gale pointed out that the average response time to get to someone is 7.5 minutes and this is pretty quick. Chairman Abbott asked if this information is posted on the website and Chief Bors said a lot of information is posted. Selectman Littlefield asked what the back up plan is if both trucks are out of service and Chief Bors said that one of the engines will have to be used. Chairman Abbott asked the Chief to keep them up to date on the other truck.

3. EMA: None

4. 20/20 Master Planning Committee: Committee Co-Chairman Bob Powers recognized fellow members Tim Neill, David Barker and Andy Cote as well as Dwayne Prescott of the Planning Board. He recapped the work of the 20/20 Committee. They began meeting in summer 2010. They reviewed prior comprehensive plans and developed a vision statement. They held visioning sessions to obtain information from citizens. An energy chapter has been developed with the help of Woodward and Curran. They worked on a chapter on villages with help from the Conway School. They are refining the village chapter and will hold 4 sessions in January and February to obtain input on the conceptual designs that were published last spring. They finalized the operating budget request for 2013-2014 and are not seeking any CIP funds. They hope to complete their task by 2014. This winter and spring, they will work with the Sewall Company on the wastewater infrastructure chapter with electronic records of the findings. A contract with the Sewall Co. has been finalized. Mr. Powers said that the data they create will be extremely beneficial to the town. The Committee will work on ownership and track references of railroad bed locations, population history/projections, status of the Carthage holdings, natural resources/open space/recreation planning, tourism/hospitality marketing and economic development strategies. The Committee hopes to fully complete all remaining tasks between July 2013 and June 2014. Selectman Littlefield asked if there has been input from the Water District. Mr. Powers replied yes, and they are pleased to have good communication with them. Mr. Powers said another thing the Committee should be able to do is make a recommendation for locations for an industrial park. The Board thanked the Committee for their work.

5. RSU #57 (This report was omitted from the agenda): School Board member Mary Ross reported that the Finance Cmte is on task and revenues and expenditures are where they

should be. The district has decided that something has to be done at Waterboro Elementary regarding the water issue. They now plan to replace all the pipes in the old section of the building and they are waiting on bids for this. They are pursuing connecting to the Waterboro Water District. Ms. Ross said there was an initial meeting with a bank to discuss upgrading facilities at the high school, such as fields, tracks and tennis courts. This is in the beginning stages. The cost is estimated at three million dollars. They are waiting for the Business Manager and the Superintendent to set the budget meeting schedule. The Finance Cmte is brainstorming on ways to get more people to attend their meetings. The Negotiation Cmte had their first meeting with the teaching staff and this is ongoing. Chairman Abbott asked where the funds will come from if they re-pipe the elementary school and Ms. Ross said they do have one million in contingency that could be used and they would have to find the funds. They are spending up to \$50,000 to bring in water now and are testing every couple of weeks. Mr. Cote added that the pipes in the old section may contain lead due to the age of the building.

School Board member Lisa Faith reported that the PR Cmte has taken on the issue of technology to ensure they stay on top of technology needs and that everything stays up and running. The Transportation Cmte merged with the Safety Cmte. The Safety Cmte portion of the meeting is held in executive session due to the nature of these discussions. School Resource Officer Solomon is helping with this. The Curriculum Cmte is working on the standards based implementation and the work habits rubrics. The new system for grading has been a learning curve. High school conferences have taken place and their report cards are out. The elementary school conferences and report cards will be done before the holiday break. The Policy Cmte continues their work and the building use policy will be reviewed sometime in January. Selectman Woodsome asked about the new communication system and Ms. Faith said this involves access for parents via the computer to look at a student grades, missing assignments, etc. Selectman Woodsome said that parents need to get involved and kids need to know their parents care. Ms. Faith agreed that parental involvement is important and if there were 100% parental involvement, kids wouldn't fail. Ms. Faith said that public involvement is always welcome at their meetings. The Board thanked them for their reports.

6. Road Commissioner: None

7. Selectmen's reports: None

8. Town Administrator's report: None

NEW BUSINESS:

1. Discuss CIP requests: The Board was provided with copies of the CIP requests. They will review these and discuss them next week under old business.

2. Discuss requirements for documents needed from outside agencies for budget requests: Chairman Abbott said a letter should go out to the outside agencies that typically submit requests to us and have not yet submitted one. The letter should not be construed as approval of the request. Selectman Littlefield said the agency should also provide information on what services are provided. Selectman Gale said the number of Waterboro residents served and a financial report would be useful.

3. Discuss a schedule for budget meetings: Chairman Abbott reviewed the Town Administrator's prepared budget calendar that is in accordance with the policy.

4. Discuss ideas for getting the Economic Development Committee going: Selectman Woodsome said he would like to see people in town come forward to get this group going. Chairman Abbott suggested reviewing the ordinance that created this committee and the

membership requirements. Selectman Gale said it would be good to have a specific task for the Economic Development Cmte, such as developing an industrial park. Chairman Abbott said that many of the Planning Board members have joined the 20/20 Cmte and there should be a close relationship between both committees. Perhaps economic development could be a branch off of their work. Selectman Woodsome said we could ask people to come together to brainstorm, even if they don't want to be on the Committee. Chairman Abbott suggested holding a forum after the first of the year and inviting the business community, Planning Board, 20/20 Committee and other interested parties to come to a forum to discuss economic development. The Board will add an economic development forum to the list of pending decisions. Chairman Abbott said they should think about doing something similar to restart the Public Safety Committee.

5. Discuss implementation of Town Charter changes: The Board discussed things that have to be addressed due to the changes to the Town Charter that will take effect on July 1, 2013 such as; incorporating changes and publishing the revised Town Charter, transitioning to a Budget Committee, revisions of the Town Administrator's duties, transition to a Public Works Director and changes to the Selectmen's duties. Chairman Abbott suggested asking the Charter Review Commission to meet with the Board and discuss implementing these changes.

OLD BUSINESS:

1. Discuss/vote to approve the audit report: Selectman Gale moved to accept the revised audit report, seconded by Selectman Littlefield, voted and passed. **4 yeas.**

2. Discuss/vote to approve the Massabesic Lions Club application for a State of Maine Games of Chance and Beano license for the year 2013: Selectman Gale moved to approve the Lions Club applications for Games of Chance and Beano licenses, seconded by Selectmen Littlefield, voted and passed, **4 yeas.**

3. Discuss plans for the Employee/Family Holiday Party: Ms. Silberman said that Laura Fish at the Fire Dept. has been keeping track of people attending and the last count she heard was at 42. Selectman Gale will purchase the food and do the preparation for the main meal. Selectman Girard is taking care of the desert. Selectman Woodsome said this is for employees and board and committee members and their families. The Selectman should arrive around 3 pm to help with setting up. Selectman Gale said he would rather have too much food than not enough and he is going to plan for 70 people.

OTHER:

1. Selectman Woodsome moved to sign the warrants for bills and payroll, seconded by Selectman Gale, voted and passed, **4 yeas.**

2. Selectman Woodsome moved to approve the minutes of the December 4, 2012 regular meeting, seconded by Selectman Gale, voted and passed, **4 yeas.**

PENDING DECISIONS

- 1.** Public Service Announcements
- 2.** Review Driveway Opening Permit language
- 3.** Board & Committee status

WEEK'S ACTION LIST

- Follow up on letter to outside agencies for budget requests.
- Work with the Administrative Assistant to invite members of the Charter Review Commission to meet with the Board to discuss implementing the Town Charter changes.

DISCUSSION OF AGENDA ITEMS

- Discuss CIP requests.
- Discuss scheduling a special meeting prior to January 8, 2013 if needed.

Chairman Abbott read the reminders.

ADJOURNMENT: Selectman Woodsome moved to adjourn the meeting at 7:54 pm, seconded by Selectman Gale, voted and passed, **4 yeas.**

SIGNED

Warrants for bills & payroll
Minutes of December 4, 2012
Lion’s Club State Licenses

APPROVED: Date: _____
