

**Waterboro Board of Selectmen
March 5, 2013**

PRESENT: Chairman Abbott, Selectmen Gale, Girard, Littlefield and Woodsome, Town Administrator Nancy Brandt, Dianne Holden, Roger Macomber, Dwayne Prescott and IT Manager David Lowe. Assessing Agent Jerry Daigle was present during his report.

PLEDGE OF ALLEGIANCE: Chairman Abbott opened the meeting with the pledge of allegiance at 6:00 pm.

ANNOUNCEMENTS: Selectman Littlefield expressed condolences on behalf of the Board to the family on the passing of Joyce Ramsdell. Chairman Abbott reminded everyone to set the clocks ahead one hour this weekend for daylight savings time.

APPOINTMENTS: None

HEARING OF DELEGATION: None

CORRESPONDENCE: Chairman Abbott reviewed the following;

1. Treasurer's Weekly Financial Reports
2. Weekly newsletter from Rep. Aaron Libby
3. Assessors' Agent March calendar
4. Ecomaine ecoBriefings February 2013
5. Letter from RSU #57 High School Principal Christian M. Elkington offering to attend a future Selectmen's meeting
6. Southern Maine Regional Planning Commission newsletter
7. Planning Board 3/6/13 agenda & Public Hearing notice

REPORTS & STAFF INITIATIVES

1. Assessors' Agent: Discuss/vote to approve the Supplemental Pilot Tax FY2013:

Assessors' Agent Jerry Daigle explained that the "Pilot" Tax is for pay in lieu of taxes. This allows charitable organizations that do not pay taxes to contribute to the public charges as long as we (municipalities) subtract education and some other items. This comes out to about 20% of the tax rate. Waterboro has two applicants, the Nature Conservancy of Maine and Avesta. Selectman Gale moved to approve the Supplemental Pilot Tax, seconded by Selectman Girard, voted and passed, **5 years.**

Discuss/vote to approve abatement requests #13-27, #13-28 and #13-29:

Selectman Littlefield moved to approve all three abatements based on the criteria outlined by the Assessors' Agent, seconded by Selectman Girard, voted and passed, **5 years.**

Discuss/vote to approve the 2013 Assessors' Notice to Taxpayers: Selectman Gale moved to approve the 2013 Assessors' Notice to Taxpayers, seconded by Selectman Girard, voted and passed, **5 years.**

2. Road Review Committee: Committee Chairman Roger Macomber reported that the Road Review Committee held a workshop in January and canceled their February meeting because so many people were away. It is hard to get anything done due to the weather. They are working on updating road maps. They want to designate the town roads, private roads and discontinued/abandoned roads with distances and have them

color coded on a map. They are waiting to measure the roads. They will also do an inventory on culverts and assess the roads at the same time. Selectman Littlefield asked if the Committee will use the town's GIS. Mr. Macomber said that the town is not using GIS. Selectman Girard said the town has the software but not the mapping and there isn't anyone with the expertise to use it. Selectman Woodsome said this will be addressed by the 20/20 Committee.

3. Selectmen's reports: Selectman Woodsome went to the podium and addressed the Board as a citizen. He said he went to the Transfer Station last Friday night with household waste and recycling. He dumped the household waste and when he went to dispose of his recycling, the recycling bin was locked. There were three guys in the office and the door was locked. He knocked on the door and said he wanted to dispose of his recycling. He was told to dump it with the household waste, which he refused to do. It was before 5 o'clock. Selectman Woodsome returned to his seat and said as a Selectman, he would like the transfer station staff brought in to discuss this. Chairman Abbott said that this should be addressed through the Transfer Station Manager and asked the Town Administrator to address this with him. Selectman Woodsome said the Manager was not there when this happened. Ms. Brandt said she did speak with one of the employees and he thought they could not work any extra time. She told the employee that they cannot lock things up prior to closing time and if the workers have to stay later, they will get paid for it. Selectman Woodsome said this has happened before and the Town has spent too much time, effort and money to encourage recycling to have the employees working against it. Ms. Brandt said she will follow up with the Manager.

Chairman Abbott said that Ecomaine is having their eco-Excellence awards ceremony next Tuesday morning and Mr. Pope and some of his students plan to be there. Chairman Abbott said he plans to attend and believes some of the Transfer Station/ Recycling Committee members are going.

4. Town Administrator's report: Ms. Brandt reported that she spoke with Sheriff Ouellette last week. She provided the contract deputy costs and it is the same as last year. Sheriff Ouellette told her he would be glad to meet with the Board at any time. Ms. Brandt said she has made the updates to the proposed budget and provided a revised spreadsheet.

NEW BUSINESS:

1. Discuss/vote to sign the Public Infrastructure Grant application for a Community Development Block Grant to partially fund a water main extension along Sokokis Trail, between Waterboro Middle School and Waterboro Elementary School: Selectman Gale moved to sign as agent for the application for the Community Development Block Grant program, seconded by Selectman Woodsome, voted and passed, **5 years**.

2. Discuss plans for the Annual Town Report: Chairman Abbott said we should move forward with publishing the Town Report and asked for thoughts on dedications. The Board discussed ideas for a dedication and encouraged the public to submit suggestions. A dedication and the deadline for the report will be discussed further next week.

3. Review and make recommendations for CIP requests: The Board reviewed the CIP requests and suggested that the CIP funding be the same amount as the current year. The Board made recommendations on what to include for funding in the proposed budget.

4. Discuss/vote to permit the use of town roads for the MS Great Maine Getaway annual two day cycling event on August 10 - 11th, 2013: (Selectman Gale left the room briefly and was not present during this item.) Selectman Girard moved to approve the permit, seconded by Selectman Woodsome, voted and passed, **3 yeas, 1 abstained (Littlefield)**. Selectman Woodsome suggested that the town hold an annual road race. Other communities have done this and started out small and have grown immensely. Selectman Woodsome said if anyone in the community would like to work on this, he is available to help.

OLD BUSINESS

1. FY2014 Budget Updates: Ms. Brandt provided a revised budget spreadsheet. Selectman Girard asked if the Finance Committee has everything they need. Committee member Dianne Holden replied that the Committee is waiting for the warrant and they prefer to work from it. Ms. Brandt said she is working on the warrant. Ms. Holden said the Finance Committee meets on March 14th.

2. Discuss Town Charter revision implementation progress: Selectman Gale moved to accept the Budget Committee document as written to be used as a directive to the Budget Committee in July, seconded by Selectman Girard, voted and passed, **5 yeas**. Chairman Abbott said he made the suggested changes to the Town Administrator job description and the next step is to look at an advertisement for this position. Chairman Abbott and Selectman Gale will meet to put something together. Selectman Littlefield said he should have some information next week. Selectman Girard is continuing to work on the bylaws and policies. Selectman Woodsome has met with two towns that have been through adding a Public Works Department and it has been a big plus for them. The big thing is having the workers be able to transition from one job to another and to emphasize service and flexibility. Chairman Abbott said that there will need to be a warrant article to address the emergency fund and this will be an annual article. Selectman Littlefield asked if we also need the article about accepting grants and donations. Chairman Abbott said this will have to be an annual article.

OTHER

1. Selectman Littlefield moved to sign the warrants for bills and payroll, seconded by Selectman Gale, voted and passed, **5 yeas**.

2. Selectman Gale moved to approve the minutes of the February 19, 2013 regular meeting, seconded by Selectman Woodsome, voted and passed, **3 yeas, 2 abstained (Abbott & Girard-not present)**. Selectman Gale moved to approve the minutes of the February 26, 2013 regular meeting, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

PENDING DECISIONS

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

- 4. Economic Development forum
- 5. Implementation of Town Charter changes that will be effective July 1, 2013

WEEK'S ACTION LIST

- Follow up on items needing signatures

DISCUSSION OF AGENDA ITEMS:

- Discuss Annual Town Report
- Invite Principal Elkington to a meeting on March 19th or 26th

Selectman Girard asked if Selectmen Littlefield has met with the 6 Town Group to review the school budget and Selectmen Littlefield said they have not met this year. Selectman Girard said it is important to keep an eye on the school budget and she will contact John Sylvester to see if he has any information.

Chairman Abbott read the reminders.

Selectman Girard said that EcoMaine has a "Recycling is a Work of Art" contest for people to decorate the silver bullets and it is open to the public. Contest information will be available on the town's website.

ADJOURN: Selectman Girard moved to adjourn the meeting at 7:34 pm, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

SIGNED:

- Warrants for bills & payroll
- Minutes of February 19, 2013 & February 26, 2013
- Supplemental Pilot Tax form
- Abatements
- 2013 Assessors' Notice to Taxpayers
- Public Infrastructure Grant Program application
- Authorization letter for use of town roads for the MS Great Maine Getaway cycling event

APPROVED: Date: _____
