

**Waterboro Board of Selectmen
March 26, 2013**

5:45 PM EXECUTIVE SESSION: Selectman Littlefield moved to go into executive session at 5:47 pm per Title 1 M.R.S.A. § 405(6)(A) to meet with a Committee applicant, seconded by Selectman Girard, voted and passed, **5 yeas**. Selectman Girard moved to come out of executive session at 5:51 pm, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

PRESENT: Chairman Abbott, Selectmen Gale, Girard, Littlefield and Woodsome, Town Administrator Nancy Brandt, MHS Principal Christian Elkington, Dwayne Prescott, Tony Lucarelli, Amy Lucarelli, Donald Scouler, Administrative Assistant Christina Silberman and IT Manager David Lowe.

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

ANNOUNCEMENTS: Chairman Abbott announced that Town Clerk Yvette Murray has been appointed as a Dedimus Justice for the State of Maine which allows her to swear in public officials, including Notary Publics. This service will be available at the town office during regular business hours when Ms. Murray is available. Chairman Abbott extended sympathies on behalf of the Board to the family of Gerald "Mac" McCoy on his passing.

APPOINTMENTS: MHS Principal Christian Elkington shared updates on programs, course offerings and student results at Massabesic High School. He shared the work habits rubric that is now being used on report cards and will eventually be part of the student transcripts. Mr. Elkington shared data on the education cost per student and overall placement compared with all public high schools in Maine.

HEARING OF DELEGATION: None

CORRESPONDENCE: Chairman Abbot reviewed the following:

1. Treasurer's Weekly Financial Reports
2. 2 Weekly newsletters from Rep. Aaron Libby
3. **Confidential** Letter from the Town Attorney re: legal matter
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5. Ecomaine recycling total reports
6. Notice from Maine Department of Agriculture, Conservation and Forestry re: proposed expansion of the Maine Forest Legacy Program area
7. Request and info from Lee Burnett of Forest Works! seeking support for the proposed expansion of the Maine Forest Legacy Program area
8. Invitation from Waterboro Association of Businesses for their Spring Business After Hours event on March 26th
9. County Commissioners announcement –new York County Emergency Management Agency Director Leo Rogers effective April 8th

REPORTS & STAFF INITIATIVES

1. Community Garden Committee: An application packet for the Community Garden was distributed to the Board. Amy Lucarelli reported that applications will be released on

April 8th and will be due on April 29th. They plan to have 13-15 plots available and can add more plots if they receive donations of good, clean soil and lumber. The Committee is hosting free workshops relative to gardening. They are selling personalized bricks as a fundraiser and these will be used to create a walkway for the garden. Their website is www.waterborocommunitygarden.com. They are asking to tap into a water line at the town office for the garden's water supply. Selectman Girard asked how they will determine who gets a plot if there are more applications than available plots. Ms. Lucarelli said that the Committee is currently discussing this and Selectman Girard suggested using a lottery system. The Committee is looking for volunteers at all levels and is seeking donations.

2. Conservation Commission: Tony Lucarelli reported that the Conservation Commission last met in the fall. They have contacted Bill LaFlamme about hosting a contract certification on shoreland erosion to prevent sediment and erosion from entering the lake. They are exploring holding a local evasive plants workshop. Chairman Abbott stated that the Conservation Commission is looking for more members.

3. Assessors' Agent: Assessors' Agent Jerry Daigle outlined the abatement requests. **Discuss/vote to support the Assessors' Agent's recommendation to deny an abatement request from Trust Building, LLC:** Selectman Girard moved to go with Mr. Daigle's recommendation to deny the application, seconded by Selectman Gale, voted and passed, **5 years**. **Discuss/vote to approve abatement request #13-30:** Selectman Gale moved to go with the Assessors' Agent's recommendation and grant the abatement, seconded by Selectman Girard, voted and passed, **4 years, 1 abstained (Littlefield)**.

4. Selectmen's reports: Selectman Littlefield reported that he contacted John Sylvester about the RSU 57 meetings and learned that the Superintendent decided not to hold the budget meetings with the six towns this year because there is a minimal increase in the proposed budget. Selectman Littlefield said is working with Ms. Silberman to prepare revised job descriptions (for the positions that will change to Deputies when the revised Town Charter takes effect on July 1st). He will meet with employees soon to review these.

Selectman Girard reported that the Sewall Company that is working with the 20/20 Committee has asked the Road Review Committee for help developing a map. This map will be color coded for different types of roads such as state roads, town roads, public roads, etc. Selectman Girard attended the 12 Town Group meeting last week and they spoke a lot about the Governor's budget proposal. Channel 6's Pat Callahan did an interview with Justin Alford who commented that there have been hundreds of municipal officials that have gone to Augusta and testified on different components of the proposal and no one has spoken in favor of it. Municipalities are encouraged to continue attending these meetings and making their voices heard. Examples of resolutions towns have submitted regarding the proposed budget were shared. Selectman Girard provided copies of two that she liked. Selectman Girard said that the next meeting of the York County Advocacy Group will be April 6th at 10 am at the Sanford Council Chambers. John Sylvester suggests that municipalities take a hard look at the effect of the proposed change in the excise tax.

Selectman Woodsome said he was asked what is happening with the Economic Development Committee. He asked if the 20/20 Committee meeting on April 22nd could be taped and Mr. Lowe said yes. Selectman Woodsome said the Planning Board had a

workshop on cisterns last week and he recommended that the Selectmen attend the next cistern workshop.

Chairman Abbott reported that the ecoMaine Board met last Thursday. They presented a plan with a significant change in direction. There will be a reduction in tipping fees for member communities. There will also be a reduction to our assessment. The Town of Ogunquit is requesting to withdraw from ecoMaine. The town of Hampton, NH is joining as a recycling member. Chairman Abbott said that the Transfer Station/Recycling Committee voted at their last meeting to recommend that the transfer station be open on Mondays from Memorial Day through Labor Day. This will be on next week's Selectmen's agenda. The Committee will discuss fees at their next meeting. Selectman Littlefield said that he recently spoke with someone that thought the transfer station is wasting a lot of money and he asked for input from the Board. Chairman Abbott responded that when you look at the last 5-7 years, the cost of running the transfer station has steadily declined. Selectman Woodsome added that it is running more efficiently and the taxpayers can make a difference by recycling more. Chairman Abbott said that there are always ways to do things faster and more cost efficient and there is room on the Transfer Station/Recycling Committee if anyone wants to join. Chairman Abbott said that Dr. Pepper Snapple Group is donating \$300,000 for a Keep America Beautiful program. Grant applications are due April 26th. The program will fund placement of recycling bins to provide citizens visiting public parks greater access to recycling. He will share this info with the Committee.

5. Town Administrator's report: Town Administrator Nancy Brandt said she has provided a draft warrant to the Finance Committee and they are making their recommendations. We received the York County 6 month transition budget figure. Ms. Brandt said that we do not need a warrant article for the crisis fund because it is spelled out in the Town Charter. We would need a warrant article or a special town meeting before spending any of the crisis fund. If the town did not have enough funds to establish the crisis fund, there would have to be a warrant article to add the funds. Ms. Brandt is updating the budget sheets weekly. There will be a Department Head meeting on Thursday for a review of the proposed budget. The town's insurance plans run July 1st to June 30th and the renewal forms have been completed and sent in. The fixed asset list has been updated. Maine Municipal Association offers some free webinars. There are two that we are looking into offering for employees, Customer Service in an Anti-Government Age and Understanding Others, it's All About Perspective. Ms. Brandt will prepare an appropriation report for the Selectmen next week. She is working on handouts for Town Meeting.

NEW BUSINESS:

1. Discuss/vote to approve the Disaster Mutual Aid Agreement for York County:

Selectman Gale moved to approve the agreement, seconded by Selectman Littlefield, voted and passed, **5 years**.

2. Discuss/vote to sign a letter to the Water District regarding the work of the 20/20 Committee:

Selectman Littlefield moved to sign the prepared letter to the Water District, seconded by Selectman Gale, voted and passed, **5 years**.

3. Discuss/vote to approve a resolution regarding the Selectmen's position on the Governor's proposed budget:

Selectman Girard suggested adding a clause to the proposed resolution to state the impact in dollars to the taxpayers and she would like us to

use the resolution from Sanford as a template. This item will be delayed until next week when a revised resolution is prepared.

4. Discuss/vote on committee appointment: Selectman Woodsome moved to appoint Donald Sauls to the Cemetery Committee, seconded by Selectman Gale, voted and passed, **5 years**.

5. Discuss/vote to ask the Road Commissioner to complete the Speed Limit Request for Information from MaineDOT regarding the request for speed zone review on West Rd.: Selectman Littlefield moved to ask the Road Commissioner to complete the request for information, seconded by Selectman Woodsome, voted and passed, **5 years**.

6. Discuss/vote to approve the lease for the new ambulance: Selectman Gale moved to go with the 7 year lease with Gorham Savings Bank, seconded by Selectman Girard, voted and passed, **5 years**.

7. Discuss the Planning Board moving forward with a proposed addition to the Zoning Ordinance, Section 7.06 Well-head Protection District: Selectman Gale moved that the Selectman agree in principal with the Planning Board's proposed addition to the Zoning Ordinance, seconded by Selectman Littlefield, voted and passed, **5 years**.

OLD BUSINESS:

1. FY2014 Budget Updates/CIP requests update: There were no updates.

2. Discuss Town Charter revision implementation progress

- **Town Administrator position:** Chairman Abbott reported that the position has been posted
- **Job descriptions:** Selectman Littlefield is working on this.
- **Emergency Fund:** Ms. Brandt explained during her report that a warrant article to create a crisis fund is not needed because it is in the revised Town Charter. A warrant article or a special town meeting is needed before expending any of these funds.
- **Public Works:** Selectman Woodsome is working on this.
- **Board of Selectmen By-Laws and Policies:** Selectman Girard is working on this.

OTHER:

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

2. Selectman Littlefield moved to approve the minutes of the March 12, 2013 regular meeting, seconded by Selectman Gale, voted and passed, **5 years**.

PENDING DECISIONS:

1. Public Service Announcements

2. Review Driveway Opening Permit language

3. Board & Committee status

4. Economic Development forum: Chairman Abbott suggested working with Town Planner Tom Ursia on spurring development of the Economic Development Committee

5. Implementation of Town Charter changes that will be effective July 1, 2013

WEEK'S ACTION LIST:

- Revise the resolution regarding the Governor's proposed budget.

DISCUSSION OF AGENDA ITEMS:

- Hold an executive session at 5:30 pm next week with Deputy Sanborn and his Sergeant
- Discuss the Code Red program - York County vs. local
- Discuss water access for the Community Garden
- Discuss a request for the transfer station to be open on Mondays in the summer

Chairman Abbott read the reminders.

ADJOURN: Selectman Gale moved to adjourn the meeting at 7:55 pm, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

SIGNED:

- Warrants for bills and payroll
- Minutes of March 12, 2013
- Disaster mutual aid agreement for York County
- Letter to the Water District regarding the work of the 20/20 Committee
- Abatement

APPROVED: Date: _____
