

**Waterboro Board of Selectmen
July 9, 2013**

5:30 pm EXECUTIVE SESSION: Selectman Abbott moved to go into executive session at 5:28 pm per Title 1 M.R.S.A. §405 (6)(F) to discuss an application for a poverty abatement, seconded by Selectman Littlefield, voted and passed, **4 yeas**. Selectman Littlefield moved to come out of executive session at 5:44 pm, seconded by Selectman Abbott, voted and passed, **4 yeas**.

PRESENT: Chairman Girard, Selectmen Abbott, Gale and Littlefield, Steve Levy-MRWA), Tammy Wells, Administrative Assistant Christina Silberman and IT Manager David Lowe. Dwayne Prescott, Roger Macomber, Doug Foglio, Sr. and Nancy Roberge arrived during appointments. David Benton arrived during the Road Commissioner's report.

PLEDGE OF ALLEGIANCE: Chairman Girard opened the meeting with the Pledge of Allegiance at 5:57 pm.

ANNOUNCEMENTS: None

APPOINTMENTS: Steve Levy of Maine Rural Water Association (MRWA) addressed the Board regarding the proposed Water Main Extension Agreement. He explained that the Town is the recipient of the Community Development Block Grant and this requires that the Town do certain things. Mr. Levy reviewed the things that are needed and provided a draft copy of a water main extension agreement. Mr. Levy also provided a list and packet of things that need to be addressed and left this with Ms. Silberman. Selectman Girard said that the Town Attorney will be asked to review the agreement and approval of the agreement will be placed on next week's agenda.

HEARING OF DELEGATION:

CORRESPONDENCE: Chairman Girard reviewed the following correspondence;

1. Treasurer's reports
2. Rep. Libby's newsletters
3. Planning Board July 10th workshop notice

REPORTS & STAFF INITIATIVES

1. Selectmen's reports: None

2. Road Commissioner report: Road Commissioner Doug Foglio, Sr. spoke about the Hamilton Road bridge reconstruction. He is waiting for approval from Inland Fisheries & Wildlife. There will be a deadline to complete the work with the Department of Environmental Protection. The school department does not want Hamilton Rd. closed when school starts in the fall. Mr. Foglio does not have any bid specifications to be able to go out to bid and he should start this as soon as possible. Mr. Foglio said there are two suppliers for the special design of the culverts and they are both the same price. The Board said that we have to follow the Purchase Policy which does require the project to be put out to bid. Mr. Foglio said he will contact Sebago Technics about getting the bid specifications.

NEW BUSINESS:

1. Discuss/vote on Fire Department utility truck purchase: This item needs no action by the Selectmen at this time.

2. Discuss the proposed Forest Management Plan: Selectman Girard asked that Brian Reader be invited to attend a future meeting to discuss the proposed Forest Management Plan.

3. Discuss social media use by employees and Board/Committee members:

Selectman Littlefield said there should be a policy for employees and board & committee members so that they are held to a higher standard regarding posted remarks, use of social media, email comments, etc. Selectman Girard suggested making changes to the current Internet and E-Mail Usage Policy and/or the Personnel Policy to add guidelines for the use of social media. Chairman Girard asked that this issue be placed under pending decisions for further review when Town Administrator Gary Lamb is here.

4. Discuss Old Home Days parade & Board/Committee information table: Selectman Gale said he has spoken with Cindy Durney, OHD Committee Chairman, and there will be a table set up in the tent during Old Home Days with information on the various town boards and committees along with applications. Selectman Gale will gather the materials needed and asked that the Selectmen take turns sitting at the table to answer any questions from citizens. Ms. Silberman will contact Ms. Durney about the parade details.

5. Discuss July 10th meeting of the York County Commissioner's re: censure of the York County Budget Committee: Chairman Girard, who is a member of the York County Budget Committee, said that tomorrow night at 6 pm at the York County Commissioner's office there will be a censure hearing. The Commissioners prepared an Ethics Policy and asked that members of the York County Budget Committee sign it. The Committee had concerns with the legality of portions of the policy and did not sign it. The Commissioners have scheduled a hearing and vote on censure of the Budget Committee for not signing the policy. The Committee is seeking support from local Municipal Officers to attend the hearing. Chairman Girard said that the Budget Committee is not opposed to signing an ethics policy but they want input on what it contains to ensure that the policy does not contain anything that is illegal.

OLD BUSINESS

1. Discuss Town Charter revision implementation progress

- Public Works – This will be moved to pending decisions.

Mr. Foglio said that a meeting has been scheduled for Thursday morning with the Department of Transportation in Scarborough pertaining to the boat launch issue.

OTHER:

1. Minutes of the July 2, 2013 regular meeting: Selectman Gale moved to approve the minutes of the July 2, 2013 regular meeting seconded by Selectman Littlefield, voted and passed, **4 yeas**.

PENDING DECISIONS:

1. Schedule a meeting to discuss Selectmen's goals.
2. Discuss making policy changes regarding the use of social media.
3. Town Charter revision to add a Public Works Department.

WEEK'S ACTION LIST:

- Send the proposed water main extension agreement to the Town Attorney for review.
- Contact Brian Reader to attend a meeting and discuss the forest management plan.

- Contact Cindy Durney about the Old Home Days parade plans.

DISCUSSION OF AGENDA ITEMS:

- Water Main Extension Agreement approval

Chairman Girard read the reminders. IT Manager Dave Lowe announced that customers of Time Warner Cable that do not have a digital television will need to get a digital adapter from Time Warner. Right now you can get the adapter for free and you should call Time Warner Cable. The digital adapter will be needed after July 23rd.

RECESS TO WORKSHOPS: The meeting recessed at 7:00 pm for a workshop with the Road Review Committee. The scheduled workshop to discuss Board and Committee liaisons was postponed until next week’s meeting. The meeting resumed at 7:44 pm.

EXECUTIVE SESSION: Selectman Abbott moved to go into executive session at 7:44 pm per Title 1 M.R.S.A. §405 (6)(A) to discuss a personnel matter, seconded by Selectman Littlefield, voted and passed, **4 yeas**. Selectman Abbott moved to come out of executive session at 7:46 pm, seconded by Selectman Littlefield, voted and passed, **4 yeas**.

EXECUTIVE SESSION: Selectman Gale moved to go into executive session at 7:47 pm per Title 1 M.R.S.A. §405 (6)(F) to discuss a confidential legal matter, seconded by Selectman Littlefield, voted and passed, **4 yeas**. Selectman Littlefield moved to come out of executive session at 7:54 pm, seconded by Selectman Abbott, voted and passed, **4 yeas**.

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

SIGNED:

- Minutes of July 2, 2013

APPROVED: Date: _____
