

**Waterboro Board of Selectmen  
September 3, 2013 Meeting Minutes**

**PRESENT:** Chairman Girard, Selectmen Abbott, Gale, Littlefield and Woodsome, Town Administrator Gary Lamb, Donna Mayo, Dennis Prescott, Parks & Recreation Director Mike DeAngelis, George Kandu, Charles Thornton with 3 others, one unidentified man, Administrative Assistant Christina Silberman and IT Manager David Lowe.

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

**ANNOUNCEMENTS:** Chairman Girard announced that road construction will occur on Route 5 in the area of the Elementary School starting on Friday that will impact traffic. Selectman Littlefield said that Lakeside Market has put a notice about this on their digital sign and it has been on Facebook.

**AGENDA ADDITIONS/DELETIONS:** None

**APPOINTMENTS:** None

**HEARING OF DELEGATION:** George Kandu if the tax title auction will be held and Chairman Girard said it has been postponed and discussion on this will be had later tonight. Charles Thornton introduced himself and Chairman Girard said that if he is here about the consent agreement it will be discussed later tonight.

**CORRESPONDENCE:** Chairman Girard reviewed the following correspondence;

- a. Rep. Libby's newsletter
- b. Planning Board 9/4/13 Workshop Agenda
- c. Assessors' Agent's September calendar
- d. EcoMaine Recycling Reports
- e. Jensen Baird Gardner Henry Invitation to Municipal Client Seminar

**REPORTS & STAFF INITIATIVES**

**a. Cemetery Committee:** Cemetery Committee Chairman Donna Mayo reported that it has been a slow summer. Committee meeting attendance has not been good. They did get new members but they also lost some members. They would appreciate additional help. They did not get as much work done as they had hoped due to the heat and the rain. The "Adopt a Cemetery" program is going well. There is a problem with poison ivy at the cemetery on Hamilton Road and Russell Jensen is working on this. Ms. Mayo is trying to get replacements of damaged Veteran's markers. This is not an easy task because the Veteran's Administration requires a lot of information before they will provide a new marker. The Autumn Green Funeral Home supplied temporary markers that the Committee will use to record information from any damaged stones. These small markers can be sealed and placed where the stone is so that the information from the damaged stone is available. The missing inventory reported last year has been located. She asked Selectmen Littlefield about the tape measures he mentioned previously that he could donate. She will be advertising again for the Adopt-a-Cemetery program. She has been getting calls from people looking to purchase plots in the active cemeteries and the callers said the town office gave her number to contact

but she does not deal with this. Ms. Mayo said they do need more volunteers. There are not enough members to keep all of the cemeteries in town mowed and they do what they can. Their next meeting is Monday, September 9<sup>th</sup> at 7 pm at the old town hall.

**b. Parks & Rec. Director to discuss the bandstand:** Parks & Rec. Director Mike DeAngelis said that the old bandstand at Friendship Park was taken down. Funds are not available to replace it this year. Mr. DeAngelis said he has been approached by PATCO Construction Company. PATCO likes to do a community project each year and asked him if he needs anything. He told them about replacing the bandstand. PATCO has said they think they will be able to fund the whole project and provide labor. Mr. DeAngelis visited the site with them today and marked out the area for a bandstand and saw plans for the project. Mr. DeAngelis said that if the cemeteries need to be cut, let him know and he will make sure it gets done. He will plan to attend the next Cemetery Committee meeting. Mr. DeAngelis said his department is in the process of painting the salt shed and there is also a fence project to do.

**c. Selectmen's reports:** Selectman Girard said that she received an email from a resident whose vehicle overheated over the weekend. They stopped at the Fire Station and Lt. Mike Fraser assisted them and this was very much appreciated.

**d. Town Administrator report:** Gary Lamb reported the following:

- A poverty abatement application is ready to consider at next week's meeting
- He met EMA Director Leo Rogers with Chief Bors and discussed upcoming EMA exercises and other training.
- The CDBG water main extension project bid was awarded to D & C Construction of Rockland, MA (with an office in Waterboro) for \$382,295.
- The Aug 30<sup>th</sup> water main extension project pre-construction meeting was well attended. Four copies of the contract were signed and distributed. A mandatory checklist of pre-construction items was reviewed. The construction window is Sept. 6<sup>th</sup> thru Oct. 23<sup>rd</sup>. A Code Red notification will be sent to the entire town this week to notify residents of traffic delays.
- Department of Environmental Protection staff member Iver McCloud will be coordinating a renewed VRAP investigation of the patent leather lagoon site. A site visit for this may be held on Sept. 6<sup>th</sup> or 12<sup>th</sup>.
- He made contact Goodall Hospital Director Ken Albert re: long term plans for the Waterboro health care site. Mr. Albert states the facility will remain a medical facility and hopefully will expand in the future.
- He met with School Board member Lisa Faith and will attend the Sept. 11<sup>th</sup> RSU #57 School Board meeting.
- Lee Burnett of Forest Works! has \$7000 that could be spent on multi-use trail improvements. We need to find a trail project soon if these funds are going to be spent in Waterboro this fall.

## **NEW BUSINESS:**

**a. Discuss/vote on a proposed Social Media Policy:** Selectman Littlefield explained the proposed Social Media Policy and the Board discussed it. Selectmen Littlefield will meet with Mr. Lamb to further review the policy. It will then be sent for legal review and come back to the Board for consideration.

**b. Discuss/vote to move forward with the Forest Management Plan:** Selectman Gale moved to accept the Forest Management Plan and move forward with a harvest to be done in one operation, seconded by Selectman Littlefield, voted and passed, **5 yeas**.

**c. Discuss Consent Agreement:** Chairman Girard explained that this concerns an issue with the Machado property. Selectman Woodsome said he would like a synopsis of the issue. Chairman Girard said this was a property that was split and a home was built on the lot after obtaining a building permit. Subsequently a building and occupancy permit was granted to add an in-law apartment. It has been determined that the property is not large enough for the building. Selectman Abbott asked if all other alternatives have been explored, such as procuring more land. Selectman Littlefield said he understood that a land purchase option is cost prohibitive and the owners feel the price offered is punitive and not at fair market value. Abutter Charles Thornton spoke against granting a consent agreement and said he has ample property abutting this lot and would be willing to sell some at fair market value. The Board agreed that they will not consider the consent agreement until proof that all other options have been explored. Mr. Lamb will contact Atty. Danylik regarding other options.

**d. Discuss auctioning of property:** Selectman Abbott said he thinks there are more town owned properties than what shows on the printout provided. A workshop will be held following a brief business meeting on September 24<sup>th</sup> to further discuss the tax acquired and town owned properties. There will not be a tax title auction on September 14<sup>th</sup>.

#### **OLD BUSINESS:**

**a. Discuss Economic Development Committee:** Selectman Abbott reviewed a proposed change to the bylaws of the Economic Development Committee. He will provide a final draft of the changes for consideration at the next meeting.

#### **OTHER:**

**a. Minutes of the August 27, 2013 Regular Meeting:** Selectman Littlefield moved to approve the minutes of the August 27, 2013 Regular Meeting, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

**b. Minutes of the August 29, 2013 Special Meeting:** Selectman Littlefield moved to approve the minutes of the August 29, 2013 Special Meeting, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

#### **PENDING DECISIONS:**

**a. Discuss making policy changes regarding the use of social media:** Selectmen Littlefield will meet with Mr. Lamb to finalize the draft and then will send it in for legal review prior to Board consideration.

**b. Town Charter revision to add a Public Works Department:** There is more work to do on this.

**c. Forest management plan and whether to harvest now:** This has been resolved and will be removed from the list. Brian Reader will be notified to move forward with the harvest.

#### **WEEK'S ACTION LIST:**

- Mr. Lamb will contact Atty. Danylik about the consent agreement

- Ms. Silberman will work on a town owned/tax acquired property list with maps for a workshop on Sep. 24<sup>th</sup>.
- Follow up on a trail project funding opportunity through Forest Works!

**DISCUSSION OF AGENDA ITEMS:**

- Discuss/vote on Economic Development Commission's bylaw revision.
- Reschedule the Selectmen's Goals Workshop originally set for Sep. 12<sup>th</sup>.

Selectman Abbott spoke about an article he saw about volunteer firefighters and the increase in training requirements. The Fire Marshalls office reported that there are only 6 departments in the Maine that hire career firefighters. It is difficult to find volunteers with adequate training. Selectman Gale said there are laws in place to provide for safety. Selectman Littlefield said there are some Federal regulations that effect grant requirements for training also.

Mr. Lamb distributed some information from *Mountain Bike* magazine for the Board to review.

Chairman Girard reminded the Board about the Jensen Baird Gardner Henry Client Seminar and asked them to leave a registration form with Christina if they plan to attend. Mr. Lamb said information on the Maine Municipal Association Convention was provided if Selectmen are interested in attending.

Chairman Girard read the reminders.

**ADJOURN:** Selectman Woodsome moved to adjourn the meeting at 7:32 pm, seconded by Selectman Gale, voted and passed, **5 yeas**.

**SIGNED:**

- Minutes of the August 27, 2013 Regular Meeting
- Minutes of the August 29, 2013 Special Meeting

**APPROVED:** Date: \_\_\_\_\_

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