

**Waterboro Board of Selectmen
April 8, 2014 Meeting Minutes**

Executive Session: Chairman Girard moved to go into executive session at 5:45 pm per Title 1 M.R.S.A. §405 (6)(A) to meet with a committee applicant, seconded by Selectman Littlefield, voted and passed, **4 yeas**. Selectman Woodsome arrived at 5:50 pm. Selectman Woodsome moved to come out of executive session at 5:52 pm, seconded by Selectman Gale, voted and passed, **5 yeas**.

PRESENT: Chairman Girard, Selectmen Abbott, Gale, Littlefield & Woodsome, Town Administrator Gary Lamb, Sharon Abbott, Dwayne Prescott and Administrative Assistant Christina Silberman. Marshall Thayer was present through reports/staff initiatives item b. Assessor's Agent Jerry Daigle was present through new business item a. Code Enforcement Officer Mark Mitchell was present for reports/staff initiatives item b. Treasurer Julie Giles arrived during reports and was present through new business item b. Transfer Station Manager Clint Andrews and Dean Waterhouse were present for old business.

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

ANNOUNCEMENTS: None

AGENDA ADDITIONS/DELETIONS: None

APPOINTMENTS: None

HEARING OF DELEGATION: Marshall Thayer said he was here regarding a setback issue for a property he is purchasing and Chairman Girard said this item is on the agenda and will be discussed a bit later.

CORRESPONDENCE: Chairman Girard reviewed the following correspondence;

- a. Treasurer's reports
- b. Rep Libby's newsletter
- c. Senator Tuttle's newsletter
- d. Assessors' Agent's April 2014 calendar

REPORTS & STAFF INITIATIVES

a. Assessor's Agent Jerry Daigle explained the request to authorize a supplemental tax bill. Selectman Gale moved to authorize the supplemental tax bill, seconded by Selectman Abbott, voted and passed, **3 yeas, 2 nays (Woodsome & Littlefield)**.

b. Code Enforcement Officer Mark Mitchell explained the request to approve and sign a letter of no action (consent agreement) regarding a setback violation at 775 Middle Road/11 Selah Ln. Selectman Woodsome moved to grant the request for a consent agreement, seconded by Selectman Abbott, voted and passed, **5 yeas**.

c. Selectmen's reports: Selectman Gale reported that he attended the Community Garden Committee meeting last night. It was a working meeting. Members made

containers out of newspaper for transferring vegetables. They discussed sign needs and decided to order a banner to use until more funds are available. Selectman Gale said he has discussed the Waterboro Photo Day idea with others and he has reviewed the laws regarding use of photographs. People that submit photographs will have to sign off for them to be the property of the Town. Mark Kelley, who owns a frame shop on Route 5, said he could create a display at cost and perhaps a local business would fund this.

Chairman Girard congratulated Captain Dan Roy of the Waterboro Fire Dept. for obtaining his Advanced EMT License. She asked Mr. Lamb to locate the owners of the fishing shacks that have not been picked up from the parking area.

d. Town Administrator Gary Lamb reported the following:

- Lisa Tutor has been hired as the new Recreation Department Assistant. Lisa has experience working for us previously and should be a great addition to our team.
- Interviews with five very strong candidates for the CEO Secretary position will be conducted on Monday, April 14th.
- The 128 foreclosure notices that were sent out are down to 70 properties that the town has now taken for non-payment of taxes. Mr. Lamb and other staff will first visit the properties with structures to determine occupancy in case evictions are necessary. Citizens should know they can regain ownership of these properties by paying all outstanding tax bills and any other associated fees. If all taxes and fees have been paid, we will issue them a quitclaim deed. Mr. Lamb asked for direction from the Board on what methods to use to dispose of these 70 properties - auction, sealed bids or listing with a broker. Chairman Girard said she recalled that the Board voted to authorize Gary to handle this matter.
- There are several hundred unlicensed dogs in Waterboro from several years of lax enforcement. Deputy Town Clerk Yvette Murray is still working to complete the unlicensed dog list. She is up to 228 people we need to contact for 332 dogs. Last week ACO Wade Andrews took his first installment of dog owners to contact. Mr. Andrews has been directed by Mr. Lamb that license non-compliance will result in a court summons and the Town will take owners to court.
- If anyone knows who owns the two ice shacks left at Gobeil Park, kindly ask them to remove them by this weekend. If the shacks are still there on Monday April 14th, they will be given away.
- Mr. Lamb has been working on the traffic backup problem at the elementary school that is creating a dangerous situation on Route 5, especially in the mornings. On April 7th he met with Supt. John Davis and other personnel of RSU 57 to observe the morning traffic jam. Several solutions are being discussed. Stay tuned for more info and an action plan.
- Last night Mr. Lamb attended the Massabesic High School athletic complex improvement ad hoc advisory committee meeting. Eight people attended. Discussion centered around a fall election for this \$6.3 million project. The committee decided to recommend to the school board that a late Sept/early October election be conducted instead of being part of the November gubernatorial election. They also will recommend the ballot read as one question rather than several individual questions.

- Chuck Morgan, Economic Development Specialist with Southern Maine Planning and Development Commission, will be at the April 9th Economic Development Committee meeting to discuss grant opportunities, tax incentives and other ideas and assistance.
- Mr. will be in Augusta all day this Thursday for MMA's labor law workshop.

Selectman Littlefield asked for an update on having a mountain bike presence in Town and Mr. Lamb replied that they are waiting for a meeting with a land owner in Town.

Selectman Gale asked if the traffic issue at the elementary school is on the RSU 57 agenda to be resolved or if they need to be nudged. Mr. Lamb replied that they are aware of the issue. He raised the issue at a School Board meeting and Supt. Davis scheduled the meeting.

NEW BUSINESS:

a. Discuss/vote on going out to bid for assessing services: Selectman Gale moved to go out to bid for assessing services, seconded by Selectman Littlefield, voted and passed, **3 yeas, 2 nays (Abbott & Littlefield).**

b. Discuss/vote on going out to bid for auditing services: Selectman Gale moved to go out to bid for auditing services, seconded by Selectman Girard, voted and passed, **4 yeas, 1 nay (Abbott).**

c. Discuss/vote on a committee appointment: Selectman Littlefield moved to appoint Jason Straetz as an ex-officio member to the Economic Development Committee, seconded by Selectman Abbott, voted and passed, **5 yeas.**

d. Discuss/vote to accept the resignation of Linda Stapleton from the Library Board of Trustees: Selectman Abbott moved to accept the resignation of Linda Stapleton from the Library Board of Trustees, seconded by Selectman Gale, voted and passed, **5 yeas.**

e. Discuss/vote on the Annual Town Report dedication: Selectman Woodsome moved to dedicate the Annual Town Report to Robert Powers, Dianne Holden and Doug Foglio, Sr., seconded by Selectman Littlefield, voted and passed, **5 yeas.**

f. Discuss/vote to schedule budget workshops: A Budget Workshop was scheduled for Saturday, April 19th from 8 am to noon.

OLD BUSINESS:

a. Discuss/vote on the D & E Rubbish contract: Selectman Littlefield moved to extend the contract with D & E Rubbish (7/1/14-6/30/16), seconded by Selectman Gale, voted and passed, **5 yeas.**

OTHER:

a. Minutes of the March 25, 2014 regular meeting: Selectman Littlefield moved to approve the minutes of the March 25, 2014 regular meeting, seconded by Selectman Woodsome, voted and passed, **5 yeas.**

PENDING DECISIONS:

a. Town Charter revision to add a Public Works Department: Mr. Lamb reported that work continues on this. He asked for clarification on whether a full time or part time director is desired. Selectman Littlefield commented that this position falls under the

Town Administrator and the Board can advise him but it is his decision. They will discuss this in more detail at the budget workshop.

WEEK'S ACTION LIST:

- Notify Mr. Straetz of his appointment to the Economic Development Committee.
- Follow up with Town Report dedications.
- Post notices for the 4/15/14 budget review/committee reports workshop and the 4/19/14 budget workshop.
- Check on a dead tree at Gobeil Park.

DISCUSSION OF AGENDA ITEMS:

- Add a Budget Workshop if time allows.

Selectman Abbott commented that the appeal period has passed on the Bouffard matter. Mr. Lamb said he intends to meet with Mr. Bouffard in the future to discuss this.

Chairman Girard read the reminders.

ADJOURN: Selectman Woodsome moved to adjourn the meeting at 7:00 pm, seconded by Selectman Gale, voted and passed, **5 yeas.**

SIGNED:

- Minutes of the March 25, 2014 meeting
- Rubbish contract extension
- Consent Agreement

APPROVED: Date: _____

