

Waterboro Board of Selectmen Meeting September 22, 2015 Meeting Minutes

PRESENT: Chairman Abbott, Selectmen Gale, Girard, Littlefield & Woodsome, Town Administrator Gary Lamb, Sharon Abbott, Dick Bateman, Cleo Smith, Dwayne Prescott, Code Enforcement Officer Glenn Charette, Administrative Assistant Christina Silberman & IT Manager David Lowe.

PLEDGE OF ALLEGIANCE: Chairman Abbott opened the meeting with the Pledge of Allegiance at 6:02 pm.

ANNOUNCEMENTS: The Ossipee Lake dam gates will be opened on October 1st to begin the drawdown of the lake for the winter. The lake is drawn down below normal every 5 years to allow for permitted maintenance activities and this year is a low drawdown year.

Selectman Littlefield offered condolences to the family of James Allen of J D's Store on his passing and also to the family of David Charland on his passing. He extended best wishes for a speedy recovery to former Selectman Bimmy Woodsome who recently had surgery.

ADDITIONS OR DELETIONS TO AGENDA: None.

APPOINTMENTS: None.

HEARING OF DELEGATION: None.

CORRESPONDENCE: Chairman Abbott reviewed the following correspondence:

- a. Treasurer's reports
- b. List of vacancies on Town boards and committees
- c. Waterboro Librarian 8-24-15 report
- d. Motor Vehicle Agent August 2015 report

REPORTS & STAFF INITIATIVES:

a. Selectmen's reports: Selectman Woodsome said that the Water District meeting was very informative and they discussed their plan for future expansion.

Selectman Girard said she attended the 12 Town Group meeting last week. They brainstormed about ways that the towns can work together. They will discuss the broadband issue again at their next meeting. They talked about ways to share services, such as having an Animal Control Officer pool. They discussed hosting some trainings for Select Boards such as ethics, personnel, effective communications, etc. They also discussed creating a webpage and email group list for the 12 Town Group.

Selectman Gale reported that he attended the Community Garden Committee meeting. They have had a great year. Renewal applications for plots for next year are due from current members by October 15th. All remaining plots will become available for new applicants after October 15th. The Committee will open more plots if needed. The Cemetery Committee met and they are active and very enthusiastic. They worked at a

cemetery off West Road on Saturday to do some restoration. He also attended the Parks & Recreation Committee meeting and they do need more members.

Selectman Littlefield said that he is waiting to hear from the High School Principal about getting a student for a community project to work on Waterboro's Facebook page.

Chairman Abbott said there have been a few cases of meningitis at the High School. We do not know any more than what has been reported by the news media. He reported that EcoMaine held their annual open house on Saturday and it went very well. Ecomaine Communications Director Frank Gallagher is moving on and they will be looking to replace him. Waterboro is part of Ecomaine's district 2, which was five York County towns. Ogunquit has dropped out leaving Lyman, Limington, Waterboro and Hollis. This would be Lyman's year to serve on the Executive Committee but that person has stepped down so Len Van Gaasbeek of Hollis will serve this year. The Planning Board meeting last week was very well managed. Chairman Abbott said that the Water District should be applauded. They are looking at what is needed to sustain the system. Storage, water flow and potential new well sites are the issues they are working on.

Selectman Gale said that Waterboro Photo Days will be held the Friday & Saturday prior to Columbus Day. People are encouraged to take pictures in town on these two days and submit them. More information will be posted on the website. An email address will be set up to receive submissions. Pictures will be chosen to be included in another display.

b. Town Administrator Gary Lamb's report: Mr. Lamb reported on the following:

Staff changes: Georgia Boisse Hall is our new two day per week front office employee. Georgia grew up in Shapleigh and was a student athlete at Massabesic High School and during her college years. She graduated in 2013 from Bethel College in Indiana with a degree in communications. She and her husband live in Limerick. Georgia will start work Tuesday October 6th. She will work four days per week for at least two weeks to get acclimated then will work Tuesday and Friday each week.

He has made an offer for the 32 hour per week Deputy Town Clerk vacancy after two interviews with two very strong candidates and awaits an answer to an offer he has made.

Tax bills: By now, tax bills have been received by all. Our new mil rate is \$13.95 per thousand compared to \$13.99 last year. The Assessor is working through the usual phone calls and emails from citizens with concerns or issues. Please call town hall if you have any questions on your tax bill.

Deering Ridge Road: The base coat paving should be completed by September 25th.

Audit prep update: Our RHR Smith Auditor Chris Backman has been building his reports and work papers off site. He or his staff will be starting field work here Monday September 28th.

Water District: 18 people attended last night's Water District long term planning meeting, The Water District Board of Trustees, Economic Development Committee, Selectmen, Planning Board, Town Planner, Economic Development Coordinator and Sebago Technics engineering firm were represented. Sebago Technic's staff did a presentation on existing infrastructure, demands on the present system and future needs and cost estimates. Sebago will have their draft report delivered to the town by Oct 1st with comments/edits requested back to them by October 10th and a final report created soon thereafter. This report should help the Water District plan their work for the next 5-20 years.

Town hall roof: Estimate work is in process and we will try and get the new roof installed before Thanksgiving. Some contractors are telling us they are booked up this fall so we hope to find a good contractor with time in their schedule.

Salt shed: The Waterboro Planning Board approved the salt shed site plan on Sept 16th. Now we move forward to the bid process and RFP. We intend to put the electrical, concrete foundation and building structure out to bid and do the excavation and site prep in house to save money. We will rent a large excavator for 1-2 months and town staff will use that and our small excavator to prepare the site for a foundation contractor. If we can get the foundation in before winter we will. We cannot start on the foundation until bids are in and we ensure the total job will not exceed \$700,000. If it does, we will make the building shorter to reduce our construction costs to below \$700,000. The custom ceiling beams could take several months. Building construction will probably occur next spring or early summer.

Project financing: I met with Biddeford Savings Bank loan officer Peter Sylvester recently and we explored potential interest rates for our salt shed project funding. We also discussed an open line of credit for future major equipment/vehicle purchases and what these interest rates might be. This would certainly be a more efficient method of outside funding as long as the rate remains competitive. We will discuss further with Peter when we get closer to awarding the salt shed bid, buying our new dump truck, etc.

Selectman Woodsome commented that the roof job is required to go out to bid per the Town Charter and Mr. Lamb agreed. He also asked if it is time to shop around for a banking service package for the town. Selectman Girard said that the town did this 4-5 years ago and Biddeford Savings Bank offered the best package.

Selectman Littlefield expressed concern with having an open line of credit to pay for things that are not funded and not authorized by the citizens. Mr. Lamb clarified that this would be used only for items that are approved at Town Meeting that need to be financed.

Selectman Woodsome proposed having a Special Town Meeting to raise funds for the new snowplow contract because it exceeds the amount that was raised at the Annual Town Meeting. Chairman Abbott agreed. Mr. Lamb said we should think of other things that can be covered also. Mr. Woodsome asked if the new dump truck will go out to bid and Mr. Lamb said yes.

c. Code Enforcement Officer Glenn Charette to report on eyesore properties: Mr. Charette reviewed a report he provided previously to the Selectmen on the status of some of the eyesore properties in town. He distributed some pictures. Mr. Charette shared a copy of a letter from Brian Dube regarding Saabworks, LLC. Mr. Dube is asking for time to relocate the cars. Mr. Charette intends to issue Mr. Dube an order to comply with a November 30th deadline. Mr. Charette answered questions from the Board.

NEW BUSINESS

a. Discuss/vote on a poverty abatement application heard in executive session on 7/14/15: Selectman Littlefield moved to deny an application for a poverty abatement that was heard in executive session on July 14th due to lack of information, seconded by Selectman Girard, voted and passed, **4 yeas, 1 abstained (Woodsome-not present)**.

b. Discuss high priority Comprehensive Plan tasks: Chairman Abbott said Bob Powers provided him with an article from the *Journal Tribune* about a municipality that has

a volunteer coordinator and it was very interesting. Selectmen Gale said that a Director of Volunteers is an area we should move towards. It may be difficult to find a volunteer for this and we may want to look at funding a part time position for this. Review of the Comprehensive Plan task list will be added to pending decisions for future review. Monthly workshops will continue with the next one scheduled for October 20th at 6 pm.

OLD BUSINESS

a. Discuss/vote on the food pantry lease: Cleo Smith stated that the latest proposed lease has been agreed upon by both Attorneys. Selectman Gale moved to approve the ground lease agreement (for the food pantry) as written, seconded by Selectman Littlefield, voted and passed, **5 yeas**.

b. Discuss Town of Hollis use of the Waterboro Transfer Station: Mr. Lamb will set up a meeting with the Hollis Selectmen to talk with them about use of the Transfer Station.

OTHER

a. Discuss/vote to approve the minutes of the September 8, 2015 regular meeting: Selectman Woodsome moved to approve the minutes of the September 8, 2015 regular meeting, seconded by Selectman Gale, voted and passed, **5 yeas**.

PENDING DECISIONS: Add review of the Comprehensive Plan task list.

WEEK'S ACTION LIST:

- Mr. Lamb will arrange a meeting with the Hollis Selectmen.

DISCUSSION OF AGENDA ITEMS

- Discuss holding a Special Town Meeting.
- Review the new Planning Board Bylaws.
- Have an executive session for a poverty abatement application.
- Hold a workshop with Hollis Selectmen on Transfer Station use after regular business.

ITEMS NEEDING SIGNATURE

- a. Minutes of the September 8, 2015 regular meeting
- b. Poverty abatement application denial
- c. Food Pantry lease

ADJOURN: Selectman Girard moved to adjourn the meeting at 7:30 pm, seconded by Selectman Woodsome, voted and passed, **5 yeas**.

APPROVED: Date: _____

