

**Minutes of Waterboro Board of Selectmen Meeting  
June 7, 2016 at Waterboro Town Hall  
6 pm Regular Meeting**

**Attendees:** Selectmen Jon Gale, Gordon Littlefield, Dennis Abbott, Tammy Jo Girard....along with Julie Giles, Gary Lamb, Dave Lowe, Todd Abbott, Cleo Smith and seven other citizens.

Selectman Dwayne Woodsome was absent because he had to work. He did call in advance to inform the Board of his absence.

**1. PLEDGE OF ALLEGIANCE**

**2. ANNOUNCEMENTS** - Chairman Abbott thanked Tammy Jo for her years of service and she responded with thanks to the Board and citizens. She stated she will enjoy her time away from elected office but will still be involved in the community.

**3. ADDITIONS OR DELETIONS TO AGENDA** - Motion was made by Jon to add agenda item #9a under Old Business to discuss and vote on annual end-of-year account transfers. Motion seconded by Gordon and motion approved on 4-0 vote.

**4. APPOINTMENT** - none

**5. PUBLIC COMMENTS** - none

**6. CORRESPONDENCE**

- a. Treasurer's reports
- b. Selectmens 6/21/16 public hearing notice regarding no smoking amendments to Parks and Recreation Ordinance
- c. Senator Kings office outreach notice

**7. REPORTS & STAFF INITIATIVES**

- a. Selectmen's reports - Jon Gale commented on the recent Community Garden Committee plant sale and other upcoming activities. Dennis Abbott commented on the upcoming EcoMaine annual meeting on June 16th
- b. Town Administrator Gary Lamb's report included the following bullet points
  - Our transfer station hauling contract went out to bid May 12th. We advertised locally as well as mailing bid packages to 12 or more potential haulers. We had four bids submitted to Town Hall by the noon deadline today. The bids were opened and Clint is reviewing their details. We will report all the figures and recommendation at the next Bd Sel meeting...but it is clear that our existing contract hauler D and E was the low bidder.
  - Town Hall roof work is ramping up. Contractor was nice enough to wait until yesterday to start bringing in equipment...so plant sale folks had plenty of room this past Saturday.
  - Salt shed foundation footings were poured yesterday. Next DPW installs perimeter drainage pipe and then backfills walls when the wall forms are stripped.

The walls could be poured this Friday or early next week. Laminated beams should be delivered before July 1 and the structure completed by mid-August or sooner.

- For the Administrative Assistant vacancy, we have received 12 applications and will end up interviewing 3-5. I still have a few more reference calls to make before interviews. Christina is willing to continue to work Fridays until the new person is hired

## **8. NEW BUSINESS**

- a. Discussion ensued on ATV and Snowmobile club's concerns about recent trail closings and possible solutions. Todd Abbott and Roger Letendre, representing both ATV and Snowmobile clubs, participated in discussion with Selectmen on recent trail access problems and part of the town being cut off from all recreational vehicle traffic. One possible solution is to enact a new ordinance allowing ATV's to ride on town roads. Numerous communities in Maine do this and it is a way to control riders while improving trail access to businesses and services. Many businesses here do support such recreational activity. Discussion ensued concerning Deering Ridge Road, Bennett Hill Road, Blueberry Road and East Shore Road as some that might be considered for ATV road use. One citizen commented he does not want ATV's on East Shore Road (which has both public and private road sections). A Mrs. Hatch commented that the clubs could do a better job with advance signage before intersections or closed trails ahead. The Town Administrator and Todd Abbott will meet to discuss next steps and return to a future Selectmen's meeting discussion.
- b. Discussion and possible vote concerning the food pantry building design approval as required by their lease. Cleo Smith informed the Board that George Harnois, a retired builder from Massachusetts, is the new general contractor for the food pantry project. She informed the Board the food pantry's building exterior will be natural wood reverse board and batten, with clear finish/preservative and green metal roof. Discussion ensued on various architectural aspects of the building. A motion was made by Tammy Jo to approve the submitted food pantry exterior design. Motion was seconded by Jon and approved on 4-0 vote.
- c. Initial discussion with local surveyor Steve Everett and possible vote regarding discontinuance of a portion of old Rte 202 right of way in South Waterboro next to Hamilton Brook. Steve spoke in general about old county roads being conveyed back to the towns. His client is trying to gain ownership of this old right of way so he can change one non-conforming lot into three conforming lots. If this ROW area is acquired his client could accomplish this which would be a benefit to the Town. Gary Lamb stated the DOT surveyor involved is pursuing legal documents for Selectmen's consideration and possible signature to accomplish this transfer. We await those documents from DOT and will revisit at a future Selectmen's meeting.
- d. Discuss/vote whether to accept a committee member resignation. Motion made by Jon to accept Brigit McCallum's resignation (with regrets) from the Community Garden Committee. Motion seconded by Gordon and motion approved on 4-0 vote.
- e. Discuss/vote whether or not to approve a quitclaim deed that corrects a lack of lien discharge oversight from 1980 that was caught by the Registry of Deeds. Motion to approve signing the deed was made by Tammy Jo. Motion was seconded by Gordon and motion approved on 4-0 vote.

- f. Discuss/vote whether or not to approve amended Library by-laws. Motion by Jon to approve the proposed by-laws. Motion seconded by Tammy Jo and motion approved on 4-0 vote.

**9. OLD BUSINESS**

- a. Discussion on annual end-of-year transfers began with the Town Administrators handout on 14 budget points and recommended adjustments. Selectmen suggested the FY 16/17 budget and future ones be constructed to show health reimbursement account expenses into one line separate from health insurance premiums. Discussion ensued on contract deputy total costs including vacation and sick time accrual we are being asked to pay for. Motion to approve the list of suggested transfer was made by Tammy Jo. Motion seconded by Gordon and motion approved on 4-0 vote.

**11. OTHER**

- a. Discuss/vote to approve the minutes of the May 24, 2016 regular meeting. Motion to approve made by Gordon, seconded by Tammy Jo and passed on 4-0 vote.

**12. PENDING DECISIONS**

- a. Review Comprehensive Plan task list - no discussion or action taken

**13. WEEK'S ACTION LIST**

- Route 202 ROW investigation continues with town attorney review when ready.

**14. DISCUSSION OF AGENDA ITEMS**

**15. ITEMS NEEDING SIGNATURE** - below items were signed by the Board

- a. Quit Claim deed
- b. Minutes of the May 24, 2016 regular meeting

**16. REMINDERS**

- 17. **ADJOURN** - Motion to adjourn made by Jon. Motion seconded by Gordon and motion approved on 4-0 vote. Meeting adjourned at 7:44pm.

Respectfully submitted, Gary Lamb, temporary scribe

These minutes were approved by the Waterboro Board of Selectmen on \_\_\_\_\_.

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Dennis Abbott

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Dwayne Woodsome

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Gordon Littlefield

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Tim Neill

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Jon Gale