

**Minutes of Waterboro Board of Selectmen Meeting
July 12, 2016 at Waterboro Town Hall
6 pm Regular Meeting**

Attendees: all five current Selectmen, (former Charter Commission members Todd Abbott, Doug Foglio, Jim Carll and Dwayne Woodsome), Fire Chief Matt Bors, Joe Bender, Richard Sevigny, Julie Giles, Jack Seery, Tammy Wells, Ted Doyle, Brigit McCallum, Deputy Fire Chief Lisa Bennett, (Budget Committee members Richard Briganti, Donna Berardi and Lisa Crocker), Dave Lowe, Bob Powers, Leo Binette, Dave Benton and Gary Lamb

1. PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENTS - none

3. ADDITIONS OR DELETIONS TO AGENDA - none

4. APPOINTMENTS - none

5. PUBLIC COMMENTS

- Joe Bender stated agenda item 8b concerning eliminating town meeting will hopefully have public comment allowed tonight. Dennis Abbott replied that public comments will be allowed during agenda item 8b.
- Doug Foglio updated the Board on salt shed construction progress. The project is going well with end wall and roof framing members in place and roof sheathing to begin soon.

6. CORRESPONDENCE

a. Treasurer's reports

7. REPORTS & STAFF INITIATIVES

a. Selectmen's reports

- Gordon Littlefield thanked the Olde Home Days Committee for their hard work leading up to this past weekends festival
- Jon Gale commented on recent vandalism of the community garden and last nights Garden Committee meeting here in the garden

b. Town Administrator Gary Lamb's report included the following comments;

- **Olde Home Days** - many thanks to the OHD Committee's hard work to move this event to a new location, have a new parade route, and unfortunately deal with uncooperative weather. The layout at Middle School was well organized and the entire town owes these volunteers a great thank you for all their efforts. I hope to join the Committee, Fire Chief, and sheriff's office for a recap meeting this month to help start planning next years event.
- **Town Hall roof status** - shingling has been completed, minor flashing and final cleanup is in process and contractor will move offsite this week
- **Salt shed Update** - roof sheathing begins this week with metal roof to follow. CMP hookup is in process

- **Administrative Assistant hiring progress** - Three experienced candidates were interviewed and competition was close. I am pleased to say that I have hired Sherry Nadeau from Limerick as our next Administrative Assistant. Sherry has been working in South Portland City Hall since 1989 and as the Admin Assistant to City Manager and City Council there for the past 21 years. She will start with us Tuesday July 19.
- **Old Route 202 ROW research progress** - nothing new from DOT surveyor on this old ROW next to Hamilton Brook and across the street from Lions Medical Center
- **Selectmen Workshop topics to plan for** - General goal setting workshop as a new Board, Fire station addition next steps and whether or not to ask voters bonding question at Nov 2016 election, ordinance rewrite and comp plan task list review. Below are Tuesday dates that are not regular meeting nights. FD addition is the most timely if we are going to Nov 8 election with a bond question for the voters.
- July 19 _____
- August 2 _____
- August 16 _____

8. NEW BUSINESS

- a. Discussion with Fire Department administration and Budget Committee concerning possible special town meeting for second captains position
 - Another captains position would cost the town \$58,000 in salary, benefits and new equipment.
 - Budget committee member Donna Berardi stated she was OK with only one new captain this FY, and perhaps the second one in FY 17/18. It was also noted the budget committee as group approved the two new captains positions at a January 2016 meeting, but did not have time to meet again after Selectmen made their decision in March or early April to approve only one new captain's position.
 - Gordon Littlefield stated the budget process was followed, all parties did their job, the Bd of Sel needed to reduce the budget to prevent a more severe tax increase and that was the reason the second captain's position was removed.
 - Dwayne Woodsome stated hours of budget review and discussions with Fire Chief and Deputy Chief resulted in only one new captain's position in order to minimize the mil rate increase. Dwayne is also not in favor of a special town meeting on this issue because he feels all parties in budget review did their jobs and reductions had to be made.
 - Dennis Abbott stated the budget process was followed and he reviewed some budget and charter history
 - Tim Neill stated he thought our recent town meeting was promised a public discussion on the second captain's position...but not a special town meeting.
 - Doug Foglio recommended the Bd of Sel hold an open public hearing on the second captain issue before any further Board voting on this issue. Dave Benton and Jon Gale both agreed.

- Joe Bender stated too many town meeting members are too uninformed on warrant article contents
 - Jon Gale motioned to have a formal public hearing August 23 on whether or not to have a special town meeting for this second captain issue. Motion seconded by Gordon Littlefield and motion passed 5-0.
- b. Discussion with Charter Commission members on charter section 212 and possible November 2016 election to eliminate town meeting and replace with referendum voting
- Dennis Abbott reviewed the history of recent town meeting attendance and asked if we can change the date of town meeting without a full blown charter commission. The town administrator will look into this question.
 - Former Charter Commission member Jim Carll stated charter section 212 seemed logical because of perennially low town meeting attendance.
 - Former Charter Commission member Doug Foglio stated he does not want referendum voting to replace town meeting. He feels townspeople's opinions would be left out. He thinks we should have town meeting and elections in the same building to reduce public confusion of where to vote. He recommended we improve advertising and promotion of town meeting dates, warrants and other backup data for citizens to read. He also recommends hiring an outside moderator, perhaps from our legal firm, and move town meeting to a weekday evening.
 - Richard Seigny stated he wants to keep town meeting, not change to referendum voting and move town meeting back into early spring and perhaps on a weekday. He feels town meeting works well now even with the low attendance.
 - Jim Carll stated we have had very low town meeting and board and committee participation for the past decade
 - Jack Seery stated our decision making process should naturally change as we grow and asked what do other towns like Hollis experience when they eliminate town meeting and change to referendum voting?
 - Dwayne Woodsome stated he thinks 50-60% of Lake Arrowhead residents are not registered voters.
- c. Discuss/vote on Senate District 33 nomination to MMA legislative policy committee
- Motion was made by Gordon Littlefield to vote for Gary Lamb for the MMA Legislative Policy Committee. Motion seconded by Jon Gale and motion approved on 5-0 vote.
- d. Vote on committee re-appointment requests received recently and staff appointments
- Motion was made by Jon Gale to approve the presented list of renewals or new nominations to boards and committees. Motion was seconded by Gordon Littlefield and approved on 5-0 vote.
 - Motion was made by Gordon Littlefield to appoint Gary Lamb as Town Administrator, Treasurer, Tax Collector, General Assistance Administrator and Town Clerk per his recent three year contract renewal. Motion was seconded by Tim Neill and motion approved on 5-0 vote.
 - Jon Gale made a motion to appoint Glenn Charette as Code Enforcement Officer and Plumbing Inspector. Motion was seconded by Gordon Littlefield and motion approved on 5-0 vote.
- e. Discussion/possible vote on Spirit of America award
- Gordon Littlefield made a motion to nominate Leo and Sandy Binette for the Spirit of America award. Motion was seconded by Jon Gale and motion approved on 5-0 vote.

9. OLD BUSINESS

- a. Discuss/vote whether or not to approve of changes to Parks and Recreation ordinance concerning non-smoking areas.
 - Motion was made by Dwayne Woodsome to approve the no-smoking ordinance change as presented. Motion seconded by Tim Neill and motion approved on 4-1 vote (Jon Gale voting in the negative)

10. OTHER -

- Discuss/vote whether to approve minutes of June 7 and 21, 2016
- Motion was made by Dwayne Woodsome to approve the June 7th minutes. Motion seconded by Jon Gale and approved on 4-0-1 vote (Tim Neill abstained since he was not a selectmen at that time)
- Motion was made by Jon Gale to approve the June 21 minutes. Motion seconded by Gordon and motion approved on 4-0-1 vote (Dwayne Woodsome abstained because he did not attend that meeting)
- A consensus decision was approved to have a July 19th workshop on the central fire station addition and Selectmen goal setting for FY 16/17.

11. PENDING DECISIONS

- a. Review Comprehensive Plan task list.

12. WEEK'S ACTION LIST

13. DISCUSSION OF AGENDA ITEMS

- RSU vacancy ad needs to be posted so Selectmen can meet with and appoint an interested citizen to fill this vacancy.
- July 26 will be the initial exposure to new shoreland zoning changes. The Board will schedule August 9th as the date for a Shoreland Zoning public hearing and continued discussion that night. The CEO will attend the August 9 meeting but not the July 26th meeting.
- August 23 will be the date for a public hearing on the second fire captain and special town meeting issue.

14. ITEMS NEEDING SIGNATURE

- a. Minutes of June 7 and 21, 2016

- 15. ADJOURN** - Motion was made by Jon Gale to adjourn, seconded by Gordon Littlefield and approved on 5-0 vote. Meeting was adjourned at 8:02 pm.