

**Minutes for the Waterboro Board of Selectmen Meeting  
October 11, 2016 at Waterboro Town Hall  
6:00 p.m. Public Hearing and Regular Meeting followed by a Workshop**

Regular meeting began at 6:00 p.m. with the following attendees: Selectmen Gordon Littlefield, Dennis Abbott, Tim Neill, Dwayne Woodsome and Jon Gale. Also in attendance were Gary Lamb, Glenn Charette, Matt Bors, David Lowe, Lee Jay Feldman, Deidre Donovan, Gary Zuger, James Joyce, Stephen Everett, Susan Robertshaw and John Seery.

**1. PLEDGE OF ALLEGIANCE**

- 2. PUBLIC HEARINGS** – to receive comments on the November 8, 2016 referendum question on whether or not Waterboro voters will approve borrowing up to \$2,000,000 for renovations and addition to the Central Fire Station.

**To open the public hearing, an informational video, created by Saco River Cable, was presented. The video outlined the current layout of the fire station and the need for expansion and renovations. Dennis Abbott gave a brief overview of the project with regard to funding and commented that the town is seeking possible grant monies.**

**Matt Bors gave a brief overview of the project, beginning with hiring Port City Architect to develop plans for the building to outlining the current building and showing the changes to be made. He responded to questions asked regarding the shower area, a new decontamination room as well as how hoses are stored especially during winter calls. He noted that there is an open house on Sunday, October 16th and Monday, October 24<sup>th</sup>. The public is also welcome to stop by the facility anytime.**

**Gordon Littlefield commented on the Department of Labor's inspection of the building and things that needed correction. The town could face a fine if the deficiencies were not addressed.**

**Jon Gale commented that at this time, long term debt is less costly than it would be in the future.**

**The public hearing closed at 6:37 p.m.**

### 3. ANNOUNCEMENTS

Dennis Abbott reminded the public that the first one-half of property taxes are due on October 14, 2016.

### 4. ADDITIONS OR DELETIONS TO AGENDA

### 5. APPOINTMENT

### 6. PUBLIC COMMENTS

### 7. CORRESPONDENCE

- a. Representative Prescott's Newsletter
- b. Senator Woodsome's Newsletter

### 8. REPORTS & STAFF INITIATIVES

- a. Selectmen's reports
- b. Town Administrator Gary Lamb's report

**Town Administrator Gary Lamb's report was delivered as follows:**

- **Central Station open house** - just a reminder that voters will be deciding on Nov 8th whether or not to fund an addition to our fire station. Our next open houses are Sunday Oct 16 from 10am to 2pm, followed by another Monday Oct 24 from 10am to 7pm. We especially encourage citizens not in favor of the project to come for a tour so you can see why this addition is being proposed. In addition the next Bd Sel meeting Oct 25 will be at the fire station meeting room.
- **Nov 8<sup>th</sup> signature collections at polls** - Should we eliminate town meeting? The Board Selectmen has decided to collect signatures on election day Nov 8<sup>th</sup> to determine whether or not citizens want to eliminate town meeting and replace it with referendum voting for all annual warrant articles. By charter, before that question can go to the voters in June 2017, 15% of our 4880 registered voters must sign a petition calling for that ballot question... (732 minimum verified signatures). We need at least six volunteers to sit at tables and collect signatures from voters leaving the polling place on Nov 8th. Please contact Lamb or Christine Torno if interested.
- **Dump truck bids** - We received five competitive bids for our new dump truck ranging from \$135K to \$148K and will be making a final decision this week on where to purchase.
- **Town Hall alarm** - if you have an alarm code for Town Hall, please know the alarm system has been changed and soon your old code number will not work. The new system uses individual codes of your choosing and produces an audit trail of who left the building last...for those few instances when the building is not secured properly. See Dave Lowe if you need to get a new code number.

- **Absentee ballots** - over 200 have been mailed out as of today and must be returned into town hall before the polls close Nov 8th. Nov 3 is the last day you can vote absentee in town hall. Absentee voting has been taking place at the town hall in the front lobby.
- **Library boiler** - died recently and replacement must happen because the boiler jacket is beyond repair. This could be a \$10K-\$15k cost. I was hoping to put in propane, but the whole building would have to be plumbed and would cost a considerable amount of money. We are currently soliciting bids for this work.
- **October 10, 2016 Candidates Night** -Tim Neil, Jon Gale and I attended the candidates night, hosted by the 10 Town Group (formally the 12 Town Group) on October 10, 2016. There were 18 of the 30 candidates in attendance. It was an energetic evening with comments from municipal officials on what they would like the legislative delegation to do once in Augusta. The meeting lasted about 2.5 hours and was well attended with above average conversation.
- **Thanks to Doug Foglio** - once again I want to publicly thank Doug Foglio for his years of service as our Public Works Director. Doug gave his notice last month and his last day at work was September 30 so he can pursue some personal and business projects he has lined up. Doug and I have been talking for over a year on when would be the opportune time to get done on his timetable. His resignation was expected but accepted with regrets. He has helped me immensely during my three years here and the entire Town of Waterboro owes him a debt of gratitude. His job was for 20 hours per week and he regularly worked much more because he loves this town and wants to improve our roads and infrastructure. He told me emphatically he did NOT want any public sendoff...but I have to thank him publicly again here.

**Gordon Littlefield asked whether there is a check and maintenance system in place for the boilers. From the picture that was presented of the Library boiler, it looked as though it had not been maintained in a long time. He would like to have a program put in place whereby all the boilers in town buildings are systematically maintained so that this does not happen again.**

## **9. NEW BUSINESS**

- a. Discuss/vote to appoint Election/Ballot Clerks as presented

**Gordon Littlefield made a motion to approve the list of Election/Ballot clerks as presented for the November 8, 2016 election. Dwayne Woodsome seconded. The motion passed 5-0.**

## **10. OLD BUSINESS**

- a. Discuss/vote to discontinue a portion of the former Route 202

**Gary Lamb commented that this was put on hold to allow the abutters to be notified. The abutters were notified and this is now ready for action. One of the abutters was present at the meeting and stated that he is all for**

it. Dennis Abbott gave a brief history and described the location of the old roadway.

James Joyce stated that CMP trucks are welcome to park on the property if needed during a power outage.

Tim Neill made a motion to approve the discontinuance. Gordon Littlefield seconded. Dwayne Woodsome requested the cost of recording the documents in the registry be shared with the landowners. James Joyce stated that he would take care of these costs. The motion passed 5-0.

#### **11. OTHER**

- a. Discuss /vote to approve the minutes of the September 27, 2016 regular meeting.

Jon Gale made a motion to approve the minutes of the September 27, 2016 regular meeting. Gordon Littlefield seconded. The motion passed 5-0.

#### **12. PENDING DECISIONS**

- a. Review Comprehensive Plan task list
- b. Design Standards

Town Planner Lee Jay Feldman explained that the design standards had been put back in the Planning Board's court as the Selectmen had requested the requirements to go beyond Routes 202 and 5. The Planning Board's response is to stick with it staying on Routes 202 and 5. Dennis Abbott requested that written communication be transmitted to the Selectmen regarding the Planning Board's decision and then the Selectmen will go ahead with a public hearing. Gordon Littlefield requested that this communication also include the rationale for the Planning Board's decision.

#### **13. WEEK'S ACTION LIST**

Town Administrator is to record the necessary paperwork regarding the discontinuance of a portion of the former Route 202.

#### **14. DISCUSSION OF AGENDA ITEMS**

The Selectmen received a request by a resident to be placed on the October 25, 2016 agenda for discussion of the Board's decision to temporarily allow ATV access on Deering Ridge Road.

**15. ITEMS NEEDING SIGNATURE**

- a. Minutes of the September 27, 2016 regular meeting
- b. Ballot Clerks Appointment Form
- c. Order of Discontinuance of a Road

**Jon Gale shared his concern with the Library using space heaters for heat. Use of space heaters could be a fire hazard.**

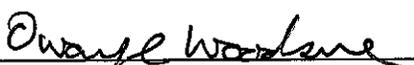
**16. REMINDERS**

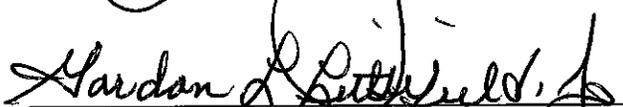
**17. ADJOURN**

**A motion was made by Jon Gale to adjourn. Seconded by Gordon Littlefield. Motion passed 5-0. Meeting was adjourned at 7:00 pm.**

These minutes were approved by the Waterboro Board of Selectmen on 10/25/16.

  
\_\_\_\_\_  
Dennis Abbott

  
\_\_\_\_\_  
Dwayne Woodsome

  
\_\_\_\_\_  
Gordon Littlefield

  
\_\_\_\_\_  
Tim Neill

  
\_\_\_\_\_  
Jon Gale