

**Town of Waldoboro, Maine**  
**Select Board Meeting Minutes**  
**Municipal Building - 1600 Atlantic Highway**  
**Tuesday, August 26, 2014**

1. **Call to Order** – This meeting was called to order by Chairman Clinton Collamore at 6:00 p.m. with a quorum present. Other members present were Ted Wooster, Carl Cunningham, Joanne Minzy and Ronald Miller.

Staff present were Town Manager Linda-Jean Briggs, Town Clerk Linda Perry, Finance Director Eileen Dondlinger, Assessors Agent Darryl McKenney, E.M.S. Deputy Director Michael Poli, Fire Chief Paul Smeltzer, Assistant Fire Chief Bill Maxwell, Public Works Director John Daigle, Police Chief Bill Labombarde and Public Works Crewman Gifford Campbell. Lincoln County News Reporter Dominik Lobkowicz and LCTV Station Manager Mary Ellen Crowley were also present.

2. **Pledge of Allegiance.**

3. **Public Hearings:**

- 3.1. **General Assistance Ordinance as prepared by the Maine Municipal Association September 2013 including changes to Appendices A. & B.** – Ted Wooster and Clint Collamore were available with questions and comments. GA Administrator Darryl McKenney gave an explanation of all the changes that have been made to the updated Ordinance. On a motion of Wooster/Collamore the board voted 5-0 to adopt the local General Assistance Ordinance and yearly Appendices as prepared by the Maine Municipal Association in September of 2013 as presented.

4. **Adjustments to the Agenda** – 10.1 was removed from the Agenda.

5. **Citizen Comments** – None.

6. **Town Manager's Report** – The Town Manager reported the following:

- She held a follow-up meeting with cemetery associations. It is her understanding; the larger organizations want to continue to care for their cemeteries and specifically the veterans' graves. We will continue to contact folks from the smaller cemeteries through various means including working with members of the historical society. In the meantime, she is working on a process that will ensure the organization's that choose to, remain autonomous from the efforts of the municipality to maintain veteran graves.
- There have been more than 7900 hits on the Waldoboro Video on the Waldoboro Website and more than 2000 hits in the last week.
- She met with the Lincoln County Economic Development rep. beginning discussions for various funding sources for capital projects in town.

- She has agreed to meet with representatives from Cushing and Friendship. They expressed concern with the make-up of the transfer station committee of which they are a part.
- She has received multiple complaints of fireworks ordinance violations. She reminded all businesses and residents that the ordinance is in effect and will be enforced. If someone is shooting off fireworks in a restricted area, you are asked to contact the Waldoboro Police Department. You can access the fireworks ordinance through the following URL: <http://waldoboromaine.org/index.php/departments/fire/348-new-fireworks-ordinance>.
- The Town has received a dividend check from MMA Risk Management Services Workers Compensation Fund in the amount of \$4003.00.
- Numbers are in for the driveway and other work in and around the Town Office.
- DEP approval for the work at the transfer station was received. Bid packages are being prepared. We plan to open the bids and present them for award in the coming weeks.
- She is working with Lincoln County Planner to better address the planner opening.
- Working through list of maintenance issues in the Town office and garage bays.
- The caucus for municipal officers from Commissioner District Two (Bremen, Bristol, Monhegan Plantation, Nobleboro, South Bristol and Waldoboro) will be held on Thursday, September 11, 2014 at 7:00 pm at the Lincoln County Court House in the Superior Court Room. The presence of all selectmen from each town appears to be required by law. Contact Carrie Kipfer with questions or concerns at 882-6311.
- She reminded property owners that they have a limited amount of time left challenge the FEMA maps and that the Town is willing to assist in answering any questions that they may have.

Things to consider:

- She will be on vacation the week of September 1, 2014 and return on September 9, 2014
- She receives complaints on a daily basis of trash and debris located on property throughout town—consider providing some ordinance which would allow us to address and enforce health and safety concerns
- Review all ordinances to address the direction the Town wants to go based on findings and values defined in the comprehensive plan

## 7. **Consent Calendar:**

Clinton Collamore wanted to remind everyone that there are still commercial shellfish licenses available for purchase.

On a motion of Miller/Wooster, the Board voted 5-0 to approve the consent calendar as follows:

- 7.1. Approve Meeting Minutes for August 12, 2014.**
- 7.2. Financial Warrants & Reports:**
  - 7.2.1. Warrants #12, 13, 14, & 15.
  - 7.2.2. Waldoboro HRA Operating Warrant - 7/2014.
  - 7.2.3. Waldoboro Water Department Operating Warrant - 7/2014.
  - 7.2.4. Financial Reports - July 2014.
  - 7.2.5. RSU / MSAD #40 Warrants - None.
- 7.3. Correspondence - None**
- 7.4. Quitclaim Deed(s) / Mortgage Discharge(s) - None**
- 7.5. Department Reports:**
  - 7.5.1. Assessing & General Assistance - July.
  - 7.5.2. Finance & Customer Services - July.
  - 7.5.3. Town Clerk - July.
  - 7.5.4. Emergency Medical Services - July.
  - 7.5.5. Fire Department - July.
  - 7.5.6. Police Department - July.
  - 7.5.7. Shellfish - July. Clinton Collamore on behalf of the Shellfish Committee wanted to remind everyone that there are still Commercial Shellfish Licenses available for purchase.
  - 7.5.8. Emergency Management - July.
  - 7.5.9. Recreation - July.
  - 7.5.10. Public Works – July.
  - 7.5.11. Transfer Station - July.
  - 7.5.12. Planning & Development / Code - No report.
- 8. Old Business - None.**
- 9. New Business:**
  - 9.1. Conservation Commission Membership - John Higgins** – Clinton Collamore, Linda-Jean Briggs, Joanne Minzy, Ron Miller and Carl Cunningham were available for comment. On a motion of Cunningham/Miller the Board voted 5-0 to appoint John Higgins, who was the only applicant, to the Conservation Commission for a three year term ending in June 2017.
  - 9.2. Police Cruiser Bid** – A detailed explanation by Police Chief Bill Labombarde was given concerning the bid recommendation for the 2015 Ford Utility Police Interceptor. On a motion of Cunningham/Wooster, the Board voted 5-0 to award the police cruiser bid to Quirk for the 2015 Ford Utility Police Interceptor in the amount of \$24,600 plus up to \$4,100 to outfit the cruiser.
  - 9.3. Ballot Question for Water Department Bond for Pine and Elm Streets** – Ted Wooster, Linda-Jean Briggs and John Daigle were available for comment. On a motion of Wooster/Cunningham, the Board voted 5-0 for approval to place a request for a Water Department Bond to be placed on the November, 2014, ballot for a town vote.

10. Executive Session(s) – Item 10.1 was removed from the agenda. On the motion of Cunningham/Miller, the Board voted 5-0 to convene in executive session at 6:40 p.m. pursuant to 1 M.R.S.A. §405 (6)(F) as Philbrook Fund Trustees to discuss applications 2015 1 & 2 (3 & 4 were no application received) and 1 M.R.S.A. §405 (6)(F) to discuss Poverty Abatements 2015-1,2, &3.

On the motion of Cunningham/Wooster the Board voted 5-0 to reconvene in regular session at 7:25 p.m.

On the motion of Miller/Cunningham the Board voted 5-0 to table Philbrook Fund Application 2015-1.

On the motion of Miller/Cunningham the Board voted 5-0 to approve \$1000 from the Philbrook Fund for application 2015-2.

On a motion of Cunningham/Wooster the Board voted 5-0 to deny poverty abatements 2015-1, 2, & 3.

11. **Adjourn** – On a motion of Miller/Wooster the Board voted to adjourn at 7:27 p.m.

Board of Selectmen:  
Town of Waldoboro, Maine

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Clinton E. Collamore, Chairman

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Joanne Minzy, Vice-chair

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Ronald L. Miller

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Theodore M. Wooster

Respectfully submitted,

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Linda E. Perry, Town Clerk

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Carl W. Cunningham