

Town of Waldoboro, Maine
Select Board Meeting Minutes
Municipal Building - 1600 Atlantic Highway
Tuesday, February 24, 2015

1. **Call to Order** – The meeting was called to order at 4:00 p.m. by Chairman Clinton E. Collamore with a quorum present. Others members present were Vice Chair Joanne Minzy, Carl Cunningham, Ronald Miller, and Ted Wooster.

Staff present were Town Manager Linda Jean Briggs, Assessors Agent Darryl McKenney, Town Clerk Linda E. Perry, Finance Director Eileen Dondlinger, Fire Department Captain John Blodgett, E.M.S. Deputy Director Michael Poli. Others present were Robert Butler, Katherine Winchenbach, Terry Gifford, and Town Attorney Matt Tarasevich from Bernstien Shur, Lincoln County News Reporter Dominik Lowkowicz, and Courier Gazette Reporter Beth Bermingham.

2. **Pledge of Allegiance.**

3. **Executive Session(s):**

On the motion of Cunningham/Miller, the Board voted 5-0 to Convene in Executive Session Pursuant to 1 M.R.S.A. §405 (6)(E) with the Town Attorney to Discuss Legal Rights and Duties at 4:00 p.m.

On the motion of Wooster/Miller, the Board voted 5-0 to resume regular session at 5:59 p.m.

4. **Public Hearings** – None.

5. **Adjustments to the Agenda** – None.

6. **Citizen Comments** – None.

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

- Since the last meeting she has been meeting with department heads and social service agencies to discuss the FY16 budget for presentation to both the board and budget committee by March 10, 2015.
- She represented the town as a questioner for the Lions speak out program. This program is an opportunity for high school students to research a contemporary topic and deliver a persuasive speech. They are also required to answer questions to support their position. There were five students from Coastal Christian Academy who participated and all did a fine job
- She met with the Utility District Board to discuss options for expansion and district solvency. She suggested an expansion in various parts of town. The infrastructure would bring more diversity to our tax base.

- The overtime budget for FY 2015 is expended.
- We budgeted for 575 ton of salt for the road, to date we have used over 700 ton and expect to need approximately 200 more.
- We budgeted 5000 yards of sand and have less than 500 yards remaining. We expect to need an additional 1000-1500yds.
- Driveways are getting very narrow and on a few occasions the ambulance has had to be towed out, please, help us to help you and make them as wide as possible

Because winter doesn't want to end I will repeat the following:

- Our emergency staff responded to a number of vehicle accidents. We ask the public to drive in accordance with weather conditions. If you don't need to leave your home or business during a storm, please stay put.
- Further, we ask your patience as our crew gets out clearing the streets.
- Our crews have gone into snow removal mode whenever the snow is not flying. They work to break down significant snow banks in the past two days. Please be patient with the crew as they are working extremely long hours to make the roads safe for you.
- As always there is maintenance to trucks. We have one down which is going in for warranty service. Meanwhile, that driver is using the spare truck.
- There is an expectation as they wing back the banks, there may be more mailbox casualties, based on the depth of the snow. We need to discuss how we will handle them. There is not a budgeted line item. It is my understanding the residents have replaced them in the past as they are in the right of way.
- Continued personnel issues are being addressed in accordance with established policies.

Things to consider:

- As we approach budget season, I would like to consider the purchase of snow removal equipment for our 3 miles of sidewalks

Town Manager Linda Jean Briggs gave a history on her education and career background. She has a Bachelor's Degree in Applied Economics and a Master's Degree in Quality Systems Management. After 25 years as a telephone company manager she retired and perused her passion for community service and went back to school to earn her Master's Degree in Public Administration with the idea that she would go into an executive position for a town. Her and her husband then moved to Maine. She served as Sewer Commission Chair for 8 years in Dexter where she first worked as a Town Manager prior to coming to Waldoboro.

8. **Consent Calendar** – On the motion of Wooster/Minzy, the Board voted 5-0 to approve the consent calendar as follows:

8.1. Approve Meeting Minutes for February 10, 2015.

8.2. Financial Warrants & Reports:

- 8.2.1. Warrants #64, 65, 66, & 67.
- 8.2.2. Waldoboro HRA Operating Warrant - None.
- 8.2.3. Waldoboro Water Department Operating Warrant - 1/2015.
- 8.2.4. Financial Reports - January.
- 8.2.5. RSU / MSAD #40 Warrants - None.

8.3. Correspondence:

8.4. Quitclaim Deed(s) / Mortgage Discharge(s):

8.4.1. Quitclaim deed for property formerly owned by Richard D. Pelky (now Paul Wilson) at Tax Map R18 / Lot 28E.

8.5. Department Reports:

8.5.1. Assessing & General Assistance - January.

8.5.2. Finance & Customer Support - January.

8.5.3. Town Clerk - January.

8.5.4. Emergency Medical Services - January.

8.5.5. Fire Department - January.

8.5.6. Police Department - January.

8.5.7. Shellfish - None.

8.5.8. Emergency Management - January.

8.5.9. Recreation - January.

8.5.10. Public Works - January.

8.5.11. Transfer Station - No report from Lincoln County as of distribution time.

8.5.12. Planning & Development - January.

9. Old Business – None.

10. New Business:

10.1. Disposition of Tax Acquired Property –

On the motion of Wooster/Cunningham, the Board voted 5-0 to allow the property owners 30 days to pay all outstanding taxes to retain their property.

10.2. Discussion and Action re: Contents of Select Board's Meeting Packets - Town Manager Linda-Jean Briggs said the cost involved to include the extra contents in the Select Board packets would be \$2500 and had not been budgeted for in FY15.

On the motion of Cunningham/Miller, the Board voted 2-3 (motion failed) to leave the Select Board packets as is.

On the motion of Minzy/Wooster, the Board voted 3-2 to suspend the current practice of the extra packet contents.

11. Executive Session(s) – On the motion of Wooster/Miller, the Board voted 5-0 to convene in Executive Session Pursuant to 1 M.R.S.A. §405 (6)(F) as Philbrook Fund Trustees to discuss Philbrook Application #15-8 at 6:25 p.m.

On the motion of Cunningham/Wooster, the Board voted 5-0 to resume regular session at 6:50 p.m. and to approve \$1181 for Philbrook Fund Application #15-8.

12. Adjourn – On the motion of Wooster/Miller, the Board voted 5-0 to adjourn at 6:51 p.m.

Board of Selectmen:
Town of Waldoboro, Maine

Clinton E. Collamore, Chairman

Joanne Minzy, Vice-chair

Ronald L. Miller

Respectfully submitted,

Theodore M. Wooster

Linda E. Perry, Town Clerk

Carl W. Cunningham