

**Town of Waldoboro, Maine**  
**Select Board Meeting**  
**Municipal Building - 1600 Atlantic Highway**  
**Tuesday, December 8, 2015 - 6:00 p.m.**

*“New England has no better Americans than the Waldoboro Folk”, The Boston Herald - 1919.*

1. **Call to Order** - This meeting was called to order at 6:00 p.m. by Chair Jann Minzy with a quorum present. Also present was Ronald Miller, Abden Simmons, Clinton Collamore, and Katherine Winchenbach.

Also present was Town manager Linda-Jean Briggs, Finance Director Eileen Dondlinger, Assistant Fire Chief Bill Maxwell, Richard D. Mogul, John W. Higgins, Craig Lewis, Robert Butler, Carole MacDonald, Jeanette Wheeler, David Hungerford, Geraldine Hungerford, George Enman, Jane Enman, Elaine Johnston, and Ralph Johnston.

2. **Pledge of Allegiance.**

3. **Public Hearings:**

- 3.1. **Open Public Hearing** - On the motion of Collamore / Simmons, the Board voted 5-0 to open the Public Hearing at 6:01 p.m.

- 3.2. **Liquor License Renewal for Broadwing Farm, LLC and Bennett Collins d/b/a Harvest Moon Pizza** - The Police Chief recommended renewal of this license. There were no comments for or against this Liquor License.

- 3.3. **Close Public Hearing** - On the motion of Miller / Winchenbach, the Board voted 5-0 to close the Public Hearing at 6:02 p.m.

- 3.4. **Action on Liquor License Renewal** - On the motion of Miller / Simmons, the Board voted 5-0 to approve the Liquor License for Broadwing Farm, LLC and Bennett Collins d/b/a Harvest Moon Pizza.

4. **Adjustments to the Agenda** - On the motion of Miller / Collamore, the Board voted 5-0 to add items 8.1 and 9.3.

5. **Citizen Comments** - None.

6. **Town Manager's Report:**

- Attended NH/ME Leadership Seminar—topics presented ranged
  - o from how/why we should regionalize on projects or when to go it alone
  - o hiring the best person for the job and handling difficult employees
- continued meetings to bring a number of businesses to town
- working on Department Heads evaluations
- Payments at the counter with credit/debit cards is quickly becoming a reality— we received a test message yesterday, once we are able to confirm it, we are just days away, it is possible we will have that program running before the end of the year, but, certainly by the first of 2016
- Attended and accepted a wreath from the Wreaths across America program— the program was very well done and the High School band entertained us with

patriotic songs—thanks to those who planned and participated in this successful event

- As part of on-going efforts of the water quality task force a smoke test was performed in the Pine St Landing area
- Comprehensive Plan committee continues to meet—we are looking for one or more folks with school aged children to join our group which meets the third Monday of each month
- Participated in the People to People Thanksgiving Basket program. This year our public works department went to Newcastle to get the baskets and we distributed 76 baskets to needy Waldoboro residents
- Donations are being accepted for the Waldoboro Toy Program. We accept new and gently used toys, hats, mittens and cash Please see Melody Tracy at the Town Office
- Reminder the parking ban is in effect, because there is one thing we all know about winters in Maine—there will be snow
- There are interested parties who continue to look at the Winslows Mills property we discussed at the last meeting—I hope to bring resolution to you in the foreseeable future
- Depot St property clean-up has been awarded to Brian Marks Mr. Lemieux has been notified via phone and the bill will be processed after the cleanup
- Wishing all residents a healthy and happy Christmas season. I encourage you all to be safe and responsible during this time.

**7. Consent Calendar** - On the motion of Simmons / Collamore, the Board voted 5-0 to approve the consent calendar as follows:

**7.1. Approve Meeting Minutes for November 10, 2015.**

**7.2. Financial Warrants & Reports:**

7.2.1. Warrants #35, 36, 37, 38, 39, 40, 41, 42, & 43.

7.2.2. Waldoboro HRA Operating Warrant - 4/2016.

7.2.3. Waldoboro Water Department Operating Warrant - 10/2015.

7.2.4. Financial Reports - October.

**7.3. Correspondence - None.**

**7.4. Quitclaim Deed(s) / Mortgage Discharge(s):**

7.4.1. Mortgage Discharge for Jacqueline M. Merrifield.

7.4.2. Mortgage Discharge for Russell W. Anderson and Loretta M. Anderson.

**7.5. Department Reports:**

7.5.1. Assessing & General Assistance - October.

7.5.2. Finance & Customer Support - October.

7.5.3. Town Clerk - October.

7.5.4. Emergency Medical Services - October.

7.5.5. Fire Department - October.

7.5.6. Police Department - October.

7.5.7. Shellfish - August, September, & October.

7.5.8. Emergency Management - October.

7.5.9. Recreation - October.

7.5.10. Public Works - October.

7.5.11. Transfer Station - No report from Lincoln County Recycling.

7.5.12. Planning & Development - No report submitted for October.

**8. Old Business:**

**8.1. Winslows Mills Property** - There are interested parties who continue to look at purchasing the Winslows Mills property. The Town Manager hopes to bring resolution to the Board soon.

**9. New Business:**

**9.1. Budget Calendar** - On the motion of Miller / Simmons, the Board voted 5-0 to approve the 2017 Budget Calendar as presented.

**9.2. Select Board Meeting Guidelines (per Katie Winchenbach)** - The Board decided to conduct a workshop on this item at the next meeting.

**9.3. Christmas Tree** - There will be a lighted Christmas tree on the Town Property again this year.

**10. Executive Session(s)** - None.

**11. Adjourn** - On the motion of Collamore / Winchenbach, the Board voted 5-0 to adjourn at 6:45 p.m.

Board of Selectmen:  
Town of Waldoboro, Maine

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Joanne Minzy, Chairman

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Ronald L. Miller, Vice-chair

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Clinton E. Collamore

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Abden S. Simmons

Respectfully submitted,

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Liam D. Ducharme, Executive Assistant

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Katherine W. Winchenbach