

Town of Waldoboro, Maine
Select Board Meeting
Municipal Building - 1600 Atlantic Highway
Tuesday, January 26, 2016 – 5:30 p.m.

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

1. Workshop:

1.1. Select Board Procedures - The Board conducted a workshop regarding the construction of a document to establish written rules of procedure for the Select Board. The title of the document was declared to be “Waldoboro Select Board Rules of Procedure”. The Board agreed to continue this discussion at a later meeting.

1. Call to Order - This meeting was called to order at 6:15 p.m. by Chair Jann Minzy with a quorum present. Also present was Ronald Miller, Abden Simmons, Clinton Collamore, and Katherine Winchenbach.

Others present were Town Manager Linda-Jean Briggs, Finance Director Eileen Dondlinger, Assistant Fire Chief Bill Maxwell, John W. Higgins, James P. Blier, Jen Merritt, Caren Clark, Ed Fisher, Michael D. Rogers, William Blodgett, Carol A. Blodgett, Nancy Gault, Robert Gault, Susan Price, and Robert Butler.

2. Pledge of Allegiance.

3. Public Hearings:

3.1. Liquor License Renewal for Laura Cabot d/b/a Laura Cabot Catering.

3.1.1. Open Public Hearing - On the motion of Winchenbach / Collamore, the Board opened the public hearing at 6:05 p.m.

3.1.2. Public Comment.

3.1.3. Close Public Hearing - On the motion of Miller / Collamore, the Board voted 5-0 to close the public hearing at 6:06 p.m.

3.2. Action on License Renewal for Laura Cabot d/b/a Laura Cabot Catering - On the motion of Miller / Collamore, the Board voted 5-0 to approve the Liquor License Renewal for Laura Cabot d/b/a Laura Cabot Catering.

4. Adjustments to the Agenda - On the motion of Collamore / Simmons, the Board voted 5-0 to add item 9.1.

5. Citizen Comments - Caren Clark and Jen Merritt had comments.

6. Town Manager’s Report:

- Two Waldoboro seats on the SAD 40 School Committee remain open. We encourage those interested to contact the Town Office. Filling these seats with concerned citizens is crucial to our community as we work through the budget season

- Continued work on the Comprehensive plan update
- Focus Groups meetings have begun to develop strategies and goals for moving the town forward in to the next 10-15 years
- Public input sessions will be scheduled in the spring time frame all are encouraged to participate
- Reminder the parking ban is in effect
- The broadband sub-committee, recognizing their efforts have consumed a good deal of time at the Economic Development Committee meetings, will present a recommendation at your next meeting. Their request is to be identified as a standing committee
- New Hope for Women has opened office space on Jefferson St. We are happy to have their continued presence in town serving the residents of Waldoboro
- Volunteer Week is April 10-16, 2016 - I will prepare a budget for your consideration
- Waldoboro Utility District has not sought a rate restructure over the past 10 years. However, loss of high use customers has resulted in a shortfall to their operations that can no longer be absorbed under its current rate structure. They have recently voted to pursue a rate increase of 5%. This increase will be reflected in the proposed FY17 budget
- Notification for the Fire Chief - ladder truck did not pass annual inspection but is still available for its other functions. The Fire Department is investigating the logistics of its repair.
- The ladder truck did not pass its annual aerial inspection. We were given a list of defects that need to be repaired. Until the defects are fixed, the aerial device is out of service. The rest of the truck is still in service and will continue to respond to calls that require the use of its other equipment. In the interim, I have personally spoken with the fire chiefs in Damariscotta and Thomaston regarding aerial coverage for mutual aid if necessary. This has been my practice in the past when this truck has been out of service.
- As a full service community we are experiencing challenges to our physical infrastructure needs. As we consider maintenance of our buildings we need also to address the overcrowding of vehicles as well as accommodations for our emergency services
- FYI topics:
 - We are looking for businesses who may want to get some subtle advertising to display their service or products on a table in the lobby of Town Office - applications are available in print or on our website
 - As many of you are aware, one of our own and his family recently gave birth to a little boy with significant medical needs. The family of Brody Wilson have organized a potluck dinner and auction event taking place at the VFW on February 20, 2016. See attached URL for more information. <https://www.facebook.com/events/416485108546805/>
 - The family has also set up an account at Rockland Savings for those who would like to contribute. Additionally, there is a meal train available on the link below for those of you who might want to provide an evening meal for

the family as they face this medical challenge.
<https://www.mealtrain.com/trains/8918n1>

7. **Consent Calendar** - On the motion of Miller / Collamore, the Board voted 5-0 to approve the consent calendar as follows:
 - 7.1. **Approve Meeting Minutes for January 12 & 19, 2016.**
 - 7.2. **Financial Warrants & Reports:**
 - 7.2.1. Warrants # 54, 55, 56, & 57.
 - 7.2.2. Waldoboro HRA Operating Warrant - None.
 - 7.2.3. Waldoboro Water Department Operating Warrant - 12/2015.
 - 7.2.4. Financial Reports - December.
 - 7.3. **Correspondence - None.**
 - 7.4. **Quitclaim Deed(s) / Mortgage Discharge(s):**
 - 7.5. **Department Reports:**
 - 7.5.1. Assessing & General Assistance - December.
 - 7.5.2. Finance & Customer Support - December.
 - 7.5.3. Town Clerk - December.
 - 7.5.4. Emergency Medical Services - December.
 - 7.5.5. Fire Department – November & December.
 - 7.5.6. Police Department - December.
 - 7.5.7. Shellfish – No report submitted.
 - 7.5.8. Emergency Management - December.
 - 7.5.9. Recreation - December.
 - 7.5.10. Public Works - December.
 - 7.5.11. Transfer Station - No report from Lincoln County Recycling.
 - 7.5.12. Planning & Development – December.

8. **Old Business:**
 - 8.1. **Transfer Station Ordinance Attachment B Amendments** - On the motion of Collamore / Miller, the Board voted 5-0 to discuss this item.

On the motion of Miller / Simmons, the Board voted 5-0 to approve the Transfer Station Ordinance Attachment B Amendments with the additional amendments discussed at this meeting.
 - 8.2. **Quarry Hill Revenue Policy** - On the motion of Miller / Collamore, the Board voted 5-0 to approve the Quarry Hill Revenue Policy as written.
 - 8.3. **Request for Funds from Conservation Commission** - On the motion of Miller / Simmons, the Board approved up to \$1,500 from the Quarry Hill fund for the acquisition and installation of picnic tables and signs for the Town parks.
 - 8.4. **Select Board Meeting Guidelines** - On the motion of Collamore / Miller, the Board voted 5-0 to approve the Select Board Meeting Guidelines as presented.

8.5. Boundary Line Agreement - Robert & Nancy Gault - On the motion of Collamore / Miller, the Board voted 5-0 to approve the boundary line agreement with Robert & Nancy Gault as presented.

9. New Business:

9.1. Discussion of re-writing the Transfer Station Ordinance - The Transfer Station Committee voted unanimously to have the Transfer Station Ordinance re-written into a more user friendly format by an outside contractor.

On the motion of Miller / Collamore, the Board voted 5-0 to seek outside help to re-write the Waldoboro Transfer Station Ordinance to a more user friendly document without changing the legal aspect of the Ordinance itself.

10. Executive Session(s) - None.

11. Adjourn - On the motion of Winchenbach / Simmons, the Board voted 5-0 to adjourn at 7:30 p.m.

Board of Selectmen:
Town of Waldoboro, Maine

Joanne Minzy, Chairman

Ronald L. Miller, Vice-chair

Clinton E. Collamore

Abden S. Simmons

Respectfully submitted,

Liam D. Ducharme, Executive Assistant

Katherine W. Winchenbach