

**Town of Waldoboro, Maine**  
**Select Board Meeting**  
**Municipal Building - 1600 Atlantic Highway**  
**Tuesday, January 10, 2017 – 5:00 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 by Chair Clint Collamore with a quorum present. Also present were Jann Minzy, Robert Butler, Abden Simmons, and Katherine Winchenbach.

Also present was Town Manager Linda-Jean Briggs, Finance Director Eileen Dondlinger, Public Works Director John Daigle, EMS Director Richard Lash, Police Chief Bill Labombarde, Planning & Development Director Emily Reinholt, Assessors' Agent Darryl McKenney, EMA Director Kyle Santheson, Fire Chief Paul Smeltzer, Assistant Fire Chief Bill Maxwell, Jen Merritt, Robert Morin, Ted Wooster, Marcia Smolin, Jim Blier, Seth Hall, Courier Reporter Beth Birmingham, and Lincoln County News Reporter Alex Violo.

- 2. Workshop - Department Heads - Projects in Progress** - There was a discussion of open projects to keep in mind during the transition between Town Managers.
- 3. Executive Session:** On the motion of Butler / Simmons, the Board voted to convene in Executive Session at 6:02 p.m. pursuant to 1 M.R.S.A. §405 (6) (A) for a personnel issue (Interim Town Manager Discussion).

On the motion of Simmons / Minzy, the Board voted 5-0 to reconvene in regular session at 6:12 p.m.

On the motion of Butler / Winchenbach, the Board voted 4-1 (Collamore abstained) to extend an offer for a contract to an individual for the position of Interim Town Manager.

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- 1. Reconvene as Select Board if Needed (not needed).**
  - 2. Pledge of Allegiance.**
  - 3. Public Hearings - None.**
  - 4. Adjustments to the Agenda** - On the motion of Butler / Simmons, the Board exchanged item 9.3. with 9.5.
  - 5. Citizen Comments** - Jen Merritt, Bob Morin, Seth Hall, and Ted Wooster were present for comment.
  - 6. Town Manager's Report** - None.

7. **Consent Calendar:** On the motion of Minzy / Butler, the Board voted 5-0 to approve the consent calendar as follows:
- 7.1. **Approve Meeting Minutes for December 2, 13, & 27, 2016.**
  - 7.2. **Financial Warrants & Reports:**
    - 7.2.1. Warrants #41, 42, 43, 44, 45, 46, 47, & 48.
    - 7.2.2. Waldoboro HRA Operating Warrant - None.
    - 7.2.3. Waldoboro Water Department Operating Warrant - None.
    - 7.2.4. Financial Reports - None.
  - 7.3. **Correspondence - None.**
  - 7.4. **Quitclaim Deed(s) / Mortgage Discharge(s) - None.**
  - 7.5. **Department Reports - None.**

8. **Old Business:**

- 8.1. **Disposition of Dangerous Buildings** - The Town has met all the requirements to notify the Registry of Deeds of an order for the demolition of the buildings. The residents would have 30 days to appeal, and barring any appeal, the Town could then raze the buildings.

On the motion of Butler / Simmons, the Board voted 5-0 to request the Town Manager draft an order to be approved by the Board at the next regular meeting.

9. **New Business:**

- 9.1. **Conference Room Policy** - This item will be assigned to the new Town Manager.
- 9.2. **Waldoboro Utility District Letter** - The Utility District Board of Trustees has invited the Chair to their next meeting to discuss some issues with a private sewer line on the beginning of Friendship Rd.
- 9.3. **FY2018 Budget Calendar** - On the motion of Butler / Simmons, the Board voted 5-0 to approve the budget calendar with minor date changes.
- 9.4. **Sylvania Update** - Bob Butler updated briefed the Board regarding the Sylvania property.
- 9.5. **Town Manager Interview Committee.**
- 9.5.1. Determine Makeup of Members - The Board decided the make up of this Committee would be 2 members of Waldoboro Select Board, the Interim Town Manager (non-voting member), a staff member, 5 residents, and a County Commissioner.
  - 9.5.2. Identify Members.
    - 9.5.2.1. Katherine Winchenbach and Robert Butler were selected for the two Select Board seats.
    - 9.5.2.2. William Blodgett was selected for the County seat.
    - 9.5.2.3. Eileen Dondlinger was selected for the Staff seat.
    - 9.5.2.4. George Seaver, Marcia Smolin, Bill Maxwell, Chris Davis, and Elizabeth Foley were selected for the five resident seats.

- 10. Executive Session(s):** On the motion of Butler / Simmons, the Board voted 5-0 to convene in Executive Session at 7:24 p.m. pursuant to 1 M.R.S.A. §405 (6) (F) as Philbrook Fund Trustees to discuss applications.

On the motion of Simmons / Butler, the board voted 5-0 to resume regular session 7:40 at p.m.

On the motion of Butler / Minzy, the Board voted 5-0 to approve applications 2017-11, 12, and 14 in the amounts of \$1,211.71, \$1,167.72, and \$1,118.79 respectively.

On the motion of Simmons / Butler, the Board voted 5-0 to send correspondence to the applicant of 2017-13 stating they will leave the process as is.

- 11. Adjourn** - On the motion of Butler / Winchenbach, the Board voted 5-0 to adjourn at 7:43 p.m.

Board of Selectmen:  
Town of Waldoboro, Maine

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Clinton E. Collamore, Chair

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Joanne Minzy, Vice-chair

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Robert L. Butler

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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