

Town of Waldoboro, Maine
Select Board Meeting
Municipal Building – 1600 Atlantic Highway
December 11, 2018

1. Call to Order

The public meeting was called to order at 6:02 p.m., preceded by an executive session. Town Manager Julie Keizer was present. Select Board members present were Chairman Bob Butler, Clint Collamore, Jann Minzy, and Katie Winchenbach.

The audience included Michael Cummons, Mark Gifford, Eli Johnson, John Lawrence, Craig Lewis, Robert McNally, Charlie Maxcy, Derek Reed, Fire Chief Paul Smeltzer, Dale Smith, Mike Strom and Freeman Zausner, and reporters Beth Birmingham (*Courier-Gazette*) and Alexander Violo (*Lincoln County News*). Assessors' Agent Darryl McKenney was present for review of Philbrook Fund applications in executive session at the end of the meeting.

2. Pledge of Allegiance

3. Ceremonial Swearing-In of Nathaniel Jack as Patrolman

Patrolman Jack was ceremonially sworn in by Select Board Chairman Butler. He had already been sworn in when he started work. Police Chief John Lash said he is happy to have Jack on board. Keizer said there is a new energy in the Police Dept. Persons present only for the swearing-in were excused and left the meeting.

4. Waldo Theatre Update – Janet McMahon

McMahon is chair of the Waldo Theatre Board of Directors, which is seeking to renovate the theatre building and resume public events. A live theatre is an economic engine for a town, an asset to other businesses in town. The theatre closed in 2014. For some years before that, it offered programs only in summer. The building was unheated in winter, and suffered moisture damage. A full assessment of the building has been made. A three-phase fund-raising program is planned, aiming to raise \$768,000. The Phase 1 fundraising goal of \$115,000 has already been met.

Phase 1: Deal with moisture damage. Replace the roof; get electricity up and running.

Phase 2: Raise \$350,000 in 2019. Install new carpeting, new seats; re-plaster interior. Hire a paid executive director. There is too much work for an unpaid volunteer to handle.

Phase 3: Paint the exterior. Raise two years' worth of executive director's salary.

The Waldo Theatre Board of Directors requests financial support from the Town, asking to receive \$5,000 annually. This could be on the ballot for Town vote in 2019. It would be nice if the Town could add a back parking lot for trucks and workmen's vehicles, and agree to plow a portion of the parking lot in winter.

WGME in Portland wanted to do a feature on how towns can help the arts. Keizer was part of the program, which was scheduled to air on Dec. 8. Keizer said she has never seen a more professional fund-raising group than the one working for the Waldo Theatre.

McMahon gave out a one-page handout to Select Board members.

5. Public Hearings - none

6. Adjustments to the Agenda

On motion of Winchenbach/Collamore, Select Board members voted unanimously to add two items of new business to the agenda: 12.2 Municipal Review Committee Ballot, and 12.3 Ladder Truck.

7. Citizen Comments – none

8. Select Board Comments

Winchenbach reported that the Christmas tree lighting did not take place last Saturday, because of a malfunction of the lights. She hopes this will be fixed this week, and the lights will be turned on, without ceremony.

Collamore noted that tonight is the last Select Board meeting of 2018. He wished everyone a Merry Christmas and happy holidays.

Minzy went to two recent local events that were well attended, showing great pride in the community.

- Elizabeth Flanagan, a senior at Medomak Valley High School, gave a talk at the Library about her new book, “The Secrets They Left Behind”. Paperback copies are available at \$13. Flanagan has printed cards telling people how to order the book on-line.
- The Congregational Church put on a benefit for the Waldo Theatre: a reading of Margaret Wise Brown’s “The Little Fir Tree”, and music by a string ensemble, Josie and Sophie Davis and friends.

Upcoming seasonal events include a holiday lights contest, “Merry and Bright”, with prizes for the best private home and the best business lighting; caroling, cocoa and goodies starting at 4 p.m. on Sunday, Dec. 16, sponsored by the Waldo Theatre and Medomak Arts, in connection with the Icy Elf foot race; and the annual Fire Dept. holiday open house on Sunday, Dec. 23.

Butler announced that Medomak Valley Land Trust will officially merge with neighboring Midcoast Conservancy on January 1, 2019. Both governing boards have voted to approve the merger.

9. Town Manager’s Report

Keizer reported on progress with LED street lighting. The Town also received the reimbursement from FEMA for the 2017 storm in the amount of \$32,765.13.

10. Consent Calendar

On motion of Collamore/Minzy, Select Board members voted unanimously to approve the consent calendar.

11. Old Business

11.1 Maine Water Co. – Review of Water Master Plan/Rate Increase

Water Company president Rick Knowlton and Greg Leighton were in for discussion of the Water Company’s master plan and the proposed rate increase. The Town has acquired ownership of the municipal water system. Wright-Pierce Engineers of Topsham, ME, has produced a planning guide for the next couple of decades. Knowlton gave copies of the spiral-bound report to Select Board members. Section V of the report includes a list of recommended capital improvements from an engineering perspective. Half the cost of the Wright-Pierce study was paid by a grant from the Maine Drinking Water Program.

Butler asked why a rate increase is needed if the population of Waldoboro is projected to decrease. Would the scale and cost of improvements be different if there were population growth? Knowlton said there would be no difference in the next 20 years. Currently there are 400 user connections, out of a population of ~2,000. There would be no problem if the local population doubled in the next 20 years. If a major industrial user moved to town, requiring say 20,000 gpd 365 days/year, that would be a potential problem; the Town would have to find an additional groundwater source.

Butler said that there is a tremendous loss of water in the current system. Knowlton said there are leaks of 10% or less of un-accounted-for water. Some of this is used for flushing systems and washing public streets. There are inaccuracies in measuring water use. Leaks are expensive to locate and repair. It is more cost-effective to allow leaks than to spend time and money chasing leaks. It costs \$200 to produce a million

gallons of treated water. On the other hand, we should not waste the resource. Mike Cummons is here tonight. He has the team; he knows how to fix leaks. Knowlton said that some of the cost figures in the Wright-Pierce report are based on hiring an outside contractor to address the problem. The Maine Water Company has the equipment, and can find and fix leaks at less expense than hiring a contractor. They found and fixed a couple of leaks this summer, and cleaned the water storage tank.

There are some sections of original water piping in town, asbestos-cement pipes or small-diameter pipes. These can be replaced or upgraded over time, perhaps using a State revolving fund for low-cost financing for replacement projects. Unique to Waldoboro is the uranium removal system. When it was installed, no one knew how long it would last. Seven to 10 years was a conservative estimate. It is now at year 12, with some degradation of performance. The removal system involves adsorption of uranium onto the surface of media, which is then removed and trucked to a disposal site. It can be hazardous material with expensive disposal requirements. We will core the media this year and send samples off for testing. Uranium removal is a big expense, unique to Waldoboro.

Greg Leighton handed out financial sheets regarding the 2019 proposed rate increase: three sheets of figures and a proposed schedule for the rate increase. It calls for finalizing numbers with the Town by April 1; submitting preliminary information to the Maine Public Utilities Commission (MPUC) by April 5 (must be at least 30 days prior to public hearing); sending notice of the proposed rate increase to customers by April 29, and publishing a notice in local papers; a public hearing on May 14; filing final rate case documents with MPUC by May 30; and a proposed effective date of July 1, 2019 for the rate increase to go into effect. If 15% of local water customers sign a petition and submit it to MPUC within 30 days after the public hearing, MPUC will suspend the filing and investigate further.

Leighton said that the proposed 28% rate increase is needed just to break even. This would mean a \$66/year increase for the average user. Revenues are down, and the cost of debt service is up. The last previous rate increase was 36.8%, in 2005. Another rate increase of ~9% may be needed in four or five years. Alternatively, we could borrow \$250,000 at 3 - 4% interest. The average domestic water bill in Waldoboro is \$300. This is expected to go to \$366 if the rate increase is approved.

The Maine Water Company presentation ended at 7:00 p.m.

11.2 Update on Lincoln Health Initiative

The Lincoln Health/Miles initiative is moving forward. Keizer, Butler and Minzy will attend an upcoming meeting, which will have a facilitator from the national YMCA.

11.3. Update on LED Street Lights

See Town Manager's report, Item 9 above.

12. New Business

12.1 Updates from Dec. 10 Budget Committee/Select Board Meeting

The second Budget Committee meeting, joint with the Select Board, was held Dec. 10. Keizer is trying to get Budget Committee members to concentrate on long-range planning, and how the Town should handle its debt.

Our auditor has advised that the Select Board can make the commitment for purchase of the new ladder truck without a Town vote. The current thinking is for a cooperative lease-purchase through Houston-Galveston without going to bid. Our attorney recommends this route. If in future the lease is not approved, we can return the truck. It will take a year to build. We can have a 10-year lease-purchase at \$110,047 per year, or a 15-year lease-purchase at \$82,519 per year. Chief Smeltzer favors the 10-year purchase, Keizer the 15-year purchase.

Budget Committee member Craig Lewis asked if Keizer intends to apply for a bond through Maine Municipal. A bond requires a Town vote. Keizer said we will lose \$30,000 if we do not make the purchase commitment by Dec. 31, as the price of the new ladder truck will go up in 2019.

12.2 Municipal Review Committee: Vote to Nominate Karen Bussey

At the MRS annual meeting, candidates will be elected to three positions for three-year terms and one position for a one-year term. Select Board members can vote for only one position. On motion of Collamore/Minzy, Select Board members voted unanimously to nominate Karen Bussey.

12.3 Vote to Authorize Entering into Contract to Purchase New Ladder Truck

On motion of Collamore/Minzy, Select Board members voted unanimously to approve a resolution authorizing capital acquisition of a new Pierce ladder truck at a cost of no more than \$1,024,000.

- (1) That a capital acquisition project (the "Project") consisting of the lease of a new Pierce Enforced 107' Quint Ladder Truck is hereby approved so long as the annual payment to be made during the 2018-2019 fiscal year is no greater than approved appropriations by the Town Meeting; and
- (2) That the lease financing (the "Lease") for the Project in the principal amount not to exceed \$1,024,093.00 is awarded to Pierce Fire Apparatus/Minuteman Fire and Rescue Apparatus pursuant to its proposal dated December 12, 2018 selecting the 15-year term option at the applicable interest rate identified in such proposal; and
- (3) That the Town Manager is hereby authorized to execute the Lease Purchase Agreement. Make other requisite determinations pursuant to this vote, and execute any and all other documents reasonably necessary to accomplish the purpose of this vote; and
- (4) That said Lease is hereby designated a "bank qualified tax-exempt obligation" of the Town for the 2018 calendar year under the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

Chief Smeltzer said that the dollar amount in the resolution is more than the amount the Town will pay as there will be discounts. The FEMA grant, if we get it, is for \$500,000. Keizer noted for the record that a ladder truck is needed not only for access to tall buildings, but also for chimney fires, especially on buildings with metal roofs. It will serve the whole town and provide additional safety for volunteer firefighters and the public. Smeltzer said that citizens should know that a great deal of work and thought has gone the research leading to this decision. He thanked the Select Board members for their support.

On a motion of Collamore/Minzy, Select Board voted unanimously to enter into a Master Lease Agreement with PNC Equipment Finance, LLC. For the lease of a Pierce Enforced 107' Quint. The Town Manager is authorized to negotiate and enter into the Lease Agreement.

12.4 Approval of Resolution to Enter into Cooperative Purchasing Program

On motion of Collamore/Minzy, Select Board members voted unanimously to enter into a cooperative purchasing program. The contract between AGAC and the Town of Waldoboro is valid for a year.

13. Executive Session – Philbrook Fund Applications

Minutes, Waldoboro Select Board Mtg. Dec. 11, 2018, p. 5

At 7:37 p.m. the Select Board went into executive session pursuant to 1 M.R.S.A. §405 (6) (F) as Philbrook Fund trustees to consider two applications. They came out of executive session at 7:42 p.m. On motion of Collamore/Winchenbach the Select Board voted unanimously to approve applications 2019 - 7 and 2019 - 8.

Adjournment: The meeting was adjourned at 7:44 p.m.

Select Board:
Town of Waldoboro, Maine

Robert L. Butler, Chair

Katherine W. Winchenbach, Vice-Chair

Clinton E. Collamore

Joanne Minzy