

Town of Waldoboro, Maine  
Select Board Meeting  
Municipal Building – 1600 Atlantic Highway  
February 11, 2020

1. Call to Order

The meeting was called to order at 6:07 p.m. Town Manager Julie Keizer was present, along with Select Board members Bob Butler, Jann Minzy, Abden Simmons and Katie Winchenbach. Police Chief John Lash and Planning and Development Director Max Johnstone were present. The audience included Diane Foglizzo, Reuben Mahar and Robin Philbrook, along with reporters Christine Simmonds from the Courier-Gazette and Alexander Violo from the Lincoln County News.

2. Pledge of Allegiance

3. Public Hearing: Approval of Liquor License Renewal for Laura Cabot, Inc. d/b/a Laura Cabot Catering

On motion of Simmons/Winchenbach, Select Board members voted 4 - 0 to open a public hearing on liquor license renewal for Laura Cabot Catering. There were no public comments. On motion of Simmons/Winchenbach, Select Board members voted 4 - 0 to close the public hearing. On motion of Winchenbach/Simmons, Select Board members voted 4 - 0 to approve renewal of the liquor license for Laura Cabot, Inc. d/b/a Laura Cabot Catering.

4. Presentations – none

5. Adjustments to the Agenda

Butler proposed two additions under 11. Old Business: an update on broadband service to Chapel Road, and an update on LED street lighting. On motion of Simmons/Winchenbach, Select Board members voted 4 - 0 to add these two items to Old Business.

6. Citizen Comments - none

7. Select Board Comments

Butler commented that the Transfer Station Management Board, which met on February 4, 2020, approved a fee increase effective July 1, 2020 from 6 cents a pound to 7.5 cents a pound. This charge is levied on those who do not recycle. The increased fee will grow transfer station revenues and help to defray the additional costs of operating the transfer station, including a CPI increase in tip fees at Coastal Resources of Maine in Hampden. The Transfer Station Management Board appointed Liam Ducharme as the Hauler Representative on the re-formed Transfer Station Committee. Butler added that Coastal Resources of Maine is asking folks to cut hoses into three-foot lengths before discarding them into transfer station compactors, and to cut discarded tarpaulins into three-foot squares. Both steps will help to avoid entanglements in trash processing equipment. As for plastic containers, CRM requests that people clean them thoroughly, put the caps back on, and punch holes in them to permit easier compaction.

Minzy attended a recent Planning Board meeting and was impressed with the good communications among Planning Board members and with members of the audience. PB chairman Scott Simpson is very good at facilitating communication so that all voices are heard. We should try to do likewise at Select Board meetings. Minzy has attended some Monday morning meetings involving Butler and Keizer. She suggested having a written summary or minutes of these Monday meetings, so that the Select Board can discuss them. Minzy suggested an agenda item for an upcoming Select Board meeting, on how to hear all voices equally.

Simmons reported that the final Medomak Watershed Based Management Plan has been issued. This is a report involving a number of groups, without which we would not have been able to apply so successfully for grants. The Medomak Task Force was initiated in 2013. It involved the local Shellfish Committee, Medomak Valley Land Trust, the Maine Dept. of Environmental Protection, Dept. of Marine Resources, Departments of Agriculture and Forestry, and the University of Maine. The group's work did not cost the Town anything. Keizer said she will put a link to the report on Facebook and will give copies of the final report to all Select Board members. Keizer said that the town manager of Stonington is impressed with the Waldoboro Shellfish Committee, which is cohesive although it contains diverse personalities, including Glen Melvin and Abden Simmons.

Winchenbach announced a Valentine's Day benefit dance on Saturday, Feb. 15, from 7 to 11 p.m. at the VFW Hall on Mill Street, as a fundraiser for the Waldoboro Gazebo Project, featuring live music from the Augusta band Working Class. Tickets are \$10/person.

#### 8. Town Manager's Report

Keizer commented on a letter to the editor from Bill Maxwell in last week's Lincoln County News, that contained some misinformation. The farmers' market and the gazebo project were both citizen-initiated. The location of the skating rink and the new lining for the rink have not even been discussed yet by the Budget Committee or the Select Board. Maxwell's information comes from Facebook. The Head Start project is leaving the Friendship Street School, but not leaving Waldoboro any time soon. It will be part of the planned new community center in the Medical Arts Building. Keizer suggests that if something does not sound right, people should come to see her to verify the information.

The Transfer Station will have a Facebook page written by Will Pratt, who works there.

#### 9. Consent Calendar

On motion of Winchenbach/Minzy, Select Board members voted 4 - 0 to approve the consent calendar, including the minutes of the January 28, 2020 Select Board meeting; financial warrants #56, 57 and 58; and the Waldoboro Water Department operating warrant for December 2019. There were no revenue and expense report, no correspondence, and no quitclaim deeds/discharges.

#### 10. New Business

##### 10.1 Quarterly Report on Police Department

Police Chief John Lash read three letters from individuals expressing appreciation to Police Department personnel. The Charger that hit a deer has been repaired and has new markings. A new cruiser will be added to the fleet this week, also with new markings. The Police Department has been fully staffed since October. Budget expenditures are within 1% of target. Lash recently attended a conference of police chiefs. Statistics show that police officers live 21 years less than average. Problems include suicide and heart attacks. Lash wants to start a wellness program for police personnel, including both physical and mental health. There were no work-related accidents involving Waldoboro police personnel in 2019.

Keizer praised Chief Lash, saying that he is doing an excellent job, is knowledgeable and professional, and cares for his employees and the Town. He gets letters of appreciation from members of the public.

##### 10.2 Create and Advertise Openings on New Water Dept. Advisory Committee

Butler reported discussion from the executive session that preceded tonight's Select Board meeting. Selectmen want to create a five-person Water Department Advisory Committee, all members of which would be members of the general public, not Select Board members. Formation of the new committee was agreed to by consensus, with no formal vote by Select Board members at tonight's meeting.

### 10.3 Annual Letter to Maine Dept. of Marine Resources to Retain Town's Right to River Herring

Board packets for tonight's meeting included a copy of a letter to be sent from Keizer to Claire Enterline at the Dept. of Marine Resources, notifying DMR that in accordance with the town meeting vote held on June 11, 2019, the Town of Waldoboro wishes to retain its rights to river herring, including alewives and blueback herring, even though harvesting will not be allowed in the Medomak River in the year 2020. On motion of Simmons/Winchenbach, Select Board members voted 4 – 0 to authorize sending the letter.

## 11. Old Business

### 11.1 Personnel Policy Update

The Town's personnel policy has not been updated since 2012. A proposed revision will cover employees, elected officials and volunteers, and improve definitions for per diem, on-call, and seasonal workers. A proposed change to the schedule of paid holidays will eliminate Indigenous Peoples Day (the former Columbus Day) and add a full holiday on December 24, Christmas Eve. Regular office hours have been changed from 8:30 a.m. – 5:00 p.m. to 7:30 a.m. – 6:00 p.m. Monday through Friday. A consumer complaint policy has been added, and the section on ethics has been expanded. Department heads will have the right to appeal a decision by the Town Manager to the Select Board. All references to "Board of Selectmen" have been changed to "Select Board". Town employees may accept token gifts such as Christmas cookies, but must share them with other employees.

Keizer thanked Kyle Santheson and Peg Tynan for their work on updating the personnel policy. Comments on the proposed personnel policy and suggested changes may be given to the Town Manager. Simmons suggested holding a workshop on the personnel policy update. This will be discussed at the next Select Board meeting, Feb. 25. Further discussion of the revised personnel policy was tabled until that meeting.

### 11.2 Town Report Protocol

The Waldoborough Historical Society does not want to be involved with the dedication page of the annual Town report but is willing to be involved with the memorial page. It is better to recognize and honor people while they are alive. Keizer summarized that the Select Board will decide on the dedication to a living person and arrange for the write-up in the annual report, while the Historical Society will be responsible for the memorial page honoring a Waldoboro resident who has passed on.

### 11.3 Update on Broadband Service to Chapel Road

Keizer reported that Spectrum has agreed to provide broadband service to the Chapel Road area of Waldoboro. Once the make-ready is completed, Spectrum expects to be able to complete installation of broadband service to the Chapel Road area within six months. Spectrum proposes a 10-year agreement to provide broadband service. Butler said that he is surprised that it would take six months to provide service after make-ready.

Robin Philbrook of Chapel Road came to the podium to speak. She said that Spectrum has not been forthcoming. She expressed doubt about getting broadband service. She asked how the Town can hold Spectrum accountable and asked how many delays the Town will accept. She is afraid of further delays. Keizer said that Spectrum has agreed in writing to provide broadband service to Chapel Road from end to end. Keizer hopes for broadband service by August or September 2020.

### 11.4 Update on LED Street Lighting – Johnstone

Planning and Development Director Max Johnstone presented information from Hedstrom Electric, the firm that will be doing installation of Waldoboro's proposed new LED street lighting through Realterm Energy. From its recent work in Camden, Hedstrom has found that, for safety, it is necessary on some poles to

address grounding issues and rewiring at the time of converting existing street lighting to LED. Johnstone gave out copies of Realterm's change order P-0992 dated January 27, 2020. This change order would increase the total cost of the IGA dated November 14, 2019 by \$2,762.14, as a precaution in case there are wiring issues that Realterm did not notice on their initial inspection of Waldoboro's lights. Johnstone suggested that one way Waldoboro could save money on the streetlight conversion would be to have four or five planned decorative fixtures stay as standard fixtures. The five fixtures include two on Jefferson Street, two on West Main Street just before the bridge, and one at the Waldoboro Library facing the Post Office. Select Board members were reluctant to give up the decorative fixtures. They voted unanimously to approve the \$2,762.14 change order and will put the additional amount in the upcoming budget.

#### Addition of New Street Lights

Select Board members voted unanimously to add a new streetlight at the intersection of Dutch Neck Road and Gross Neck Road. New streetlights are already planned for the intersection of Route One and Route 235, and the intersection of Route 235 and Chapel Road. Selectmen deferred approval of a new streetlight at the intersection of North Nobleboro Road and Route 32.

#### 12. Agenda Items for Next Meetings

The joint Select Board/Budget Committee meeting scheduled for this Thursday, February 13, may be rescheduled due to snow.

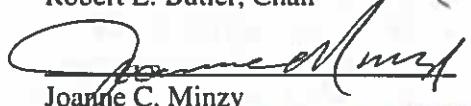
The next regular Select Board meeting, on Tuesday February 25, will include discussion of extending the moratorium on marijuana.

Adjournment: The meeting was adjourned at 7:08 p.m. There was no executive session as Philbrook Fund trustees following the public meeting.

Select Board:

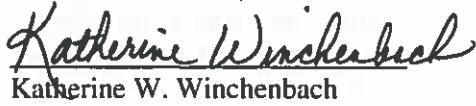
Town of Waldoboro, Maine

Robert L. Butler, Chair



Joanne C. Minzy

Abden S. Simmons, Vice Chair

  
Katherine W. Winchenbach

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