

**Town of Waldoboro, Maine  
Board of Selectmen Meeting Minutes  
Municipal Building  
1600 Atlantic Highway  
Tuesday, June 27, 2006 6:00 p.m.**

**1. Call to Order.**

The Board of Selectmen met at the Municipal Building on Tuesday, June 27, 2006 at 6:00 p.m. to conduct town affairs. This meeting was called to order by Chairman Carleton Johnson, with a quorum present.

Members present were Rebecca Maxwell, Ted Wooster, Ellen Winchenbach, and Chairman Carleton Johnson. Delia Mohlie was absent.

Staff present was Town Manager Lee Smith, Emergency Medical Services Director Scott Lash, Code Enforcement Officer John Black, and Administrative Assistant Mike Ducharme.

Others present were Planning Board Chair Bo Yerxa, Mary Ellen Crowley representing Lincoln County Television, and Michael Colbert representing the Lincoln County News.

**A. Election - Chairperson, Board of Selectmen**

A nomination was made by Maxwell to continue Johnson as Chair. No other nominations were submitted.

On the motion of Johnson / Wooster, the Board **VOTED: To cease nominations for the election of Chairman of the Board of Selectmen for the ensuing municipal year (Vote 4-0-1).**

On the motion of Maxwell / Wooster, the Board **VOTED: to nominated and duly elect Carleton Johnson as Chairman of the Board of Selectmen for the ensuing municipal year (Vote 4-0-1).**

**B. Election - Chairperson, Board of Assessors**

A nomination was made by Winchenbach to continue Mohlie as Chair. No other nominations were submitted.

On the motion of Johnson / Wooster, the Board **VOTED: To cease nominations for the election of Chairman of the Board of Assessors for the ensuing municipal year (Vote 4-0-1).**

On the motion of Winchenbach / Johnson, the Board **VOTED: to nominated and duly elect Delia Mohlie as Chairman of the Board of Assessors for the ensuing municipal year (Vote 4-0-1).**

2. **Citizen Comments.** (for items not on the agenda). – *None*.

3. **Public Hearings.**

A. **Liquor License renewal and Special Amusement Permit renewal:**

1. Paul & Jo Blomquist, d/b/a Bullwinkle’s Restaurant and The Bog Tavern

The applicants were not present to represent themselves. There was no one present to speak for, against, or with neutrality of the Liquor License renewal. Chief of Police Leroy Jones recommends the approval of this license due to no record of any incidents at this business.

On the motion of Wooster / Maxwell, the Board **VOTED: To approve the Liquor License renewal for Paul & Jo Blomquist, d/b/a Bullwinkle’s Restaurant and the Bog Tavern (Vote 4-0-1).**

4. **Approve Consent Calendar.**

On the motion of Maxwell / Winchenbach, the Board **VOTED: To approve the consent calendar as follows (Vote 4-0-1):**

A. **Regular meeting minutes - June 13, 2006.**

B. **Warrants & Financial Reports:**

1. General Fund Warrants 50 and 51.
2. Payroll Warrants 50 and 51.
3. Water Department Operating Warrant - #TBA.
4. Water Department Capital Warrant - #TBA.

C. **Departmental Reports.**

1. General Assistance, May 2006.
2. Solid Waste, May 2006.

D. **Communications.**

1. Waldoboro Public Library Restrictive Covenants Pertaining to the Sale of the Custom House.

5. **Committee & Departmental Reports.**

6. **Official Action.**

A. **Act on Board and Commission Appointments:**

1. Planning Board

2. Board of Appeals
3. Shellfish Conservation Commission
4. Recreation Committee

The Town Manager noted typically action on this item is tabled pending interviews with the candidates for the positions. Straggling applications are accepted until the day of the decision which would normally be the next regular meeting.

On the motion of Winchenbach / Wooster, the Board **VOTED: To table the decision until the interviews have been completed and revisit the decision at the July 25, 2006 regular meeting (VOTE 4-0-1).**

**B. Confirm Staff Appointments for Ensuing Municipal Year:**

1. Town Manager's Appointments (see list attached)
2. Registrar of Voters (Linda E. Perry)
3. Assessor's Agent (Darryl L. McKenney)

The Town Manager recommended tabling these items.

On the motion of Maxwell / Wooster, the Board **VOTED: To table this item (VOTE 4-0-1).**

**C. Act on Account Balance Transfers.**

The Town Manager recommends transferring \$3,300 in excess funds from the Fire Department operating budget to the Fire Department Equipment Reserve Fund for hose replacement and 2 new sets of turnout gear, \$30,000 in excess funds from the Planning & Development operating budget to the Comprehensive Plan Fund for future economic development, \$6,000 from the Shellfish Program to the Shellfish Reserve Fund for future re-seeding or other capital needs, \$8,835 from the Public Works operating budget to the Highway Construction Reserve for winter sand screening, and \$6,201 in excess funds from the Transfer Station Account to the Public Works Reserve Fund for future bulldozer replacement.

On the motion of Maxwell / Wooster, the Board **VOTED: To transfer \$3,300 from the Fire Department operating budget to the Fire Department Reserve Fund, \$30,000 from the Planning & Development operating budget to the Comprehensive Plan, \$6,000 from the Shellfish Program to the Shellfish Reserve Fund, \$8,835 from the Public Works operating budget to the Highway Construction Reserve, and \$6,201 from the Transfer Station Account to the Public Works Reserve Fund (VOTE 4-0-1).**

**D. Act on Inter-local Agreement for EMS Service for Friendship.**

EMS Director Scott Lash addressed some issues to the proposed inter-local agreement for Friendship that were discussed at the regular Board meeting on May 09, 2006. For personnel he feels he would need to train the 5 unlicensed staff he has now and add an additional 5 more. He also stated they would need to attend Friendship Day on a yearly basis.

Currently the EMS is a department of Town government and there are no overhead or indirect expenses charged to their account as in electricity, heat, administrative, etc. Under the proposed agreement the EMS department would become an enterprise fund and all expenses would need to be charged to them as is done to the Transfer Station due to the other two towns that are involved. The Town hired Runyon, Kersteen, and Ouellette to estimate their overhead expenses which they concluded was 18% of the overhead allocation for all services.

The Board feels Waldoboro EMS should continue as a department of Town government but Friendship should be responsible for their component share of the overhead expenses which would equate to 19.7% of the above mentioned 18% or about \$11,000 annually.

Lash will now add these items into the inter-local agreement and bring the final draft to the Board for approval.

*No action taken.*

**E. Act on Request to Close Town Office on July 3, 2006 (not as a holiday).**

Due to the Fourth of July ending up on a Tuesday this year, it has been suggested to close the Town Office on that Monday (July third) and the employees could use a vacation day or their floating holiday.

On the motion of Maxwell / Winchenbach, the Board **VOTED: To (VOTE 4-0-1).**

**F. Act on approval of GIS Contract in the amount of \$8,745.00. (Plus Town share - \$5,330 and Utility District share \$500.00)**

In February 2006, the Review Committee of the Maine Library of Geographic Information announced that our proposal for a Standard Development Grant had received an acceptable score. This grant will be used to help fund the digitization of the Town's tax maps and the contracts are now ready for signature. The State will be funding \$8,745, the Town will be funding \$5,330, and the Utility District will be funding \$500 for a total project expense of \$14,575.

On the motion of Wooster / Winchenbach, the Board **VOTED: To approval of GIS Contract in the amount of \$8,745.00 (VOTE 4-0-1).**

**G. Act on approval of Aerial Survey & Photo, Inc contract in the amount of \$14,575.00 for digitizing of parcel maps.**

In conjunction with Official Action section F above, Aerial Survey & Photo, Inc. has been chosen to fulfill the work and satisfy the Standard Development Grant for the total project cost of \$14,575. The firm agrees to provide digital parcel data to the Town and State which meets the State Digital Parcel Standard Level II. The project will be completed within one year of the date of acceptance of the State of Maine Grant Contract by the Board.

On the motion of Maxwell / Wooster, the Board **VOTED: To approval of Aerial Survey & Photo, Inc contract in the amount of \$14,575.00 for digitizing of parcel maps (VOTE 4-0-1).**

**H. Act on Union Road RRI project cost overrun of \$15,161.35.**

During the last RRI project we had on Union Road Maine DOT encountered more ledge and more guardrail was needed than originally anticipated. This left Waldoboro with a balance of \$15,161.35 which would need to be funded from the reserve account in order to participate in future RRI programs.

On the motion of Wooster / Maxwell, the Board **VOTED: To fund the Union Road RRI project cost overrun of \$15,161.35 from the reserve account (VOTE 4-0-1).**

**I. Discuss procedure for public input into next potential round of land use ordinance amendments to address “large scale developments.”**

A draft amendment to the Waldoboro Land Use Ordinance has been presented to the Board. The amendment addresses the visual and traffic impact issues which may be presented by large scale development. The Planning Board would like input on how to proceed with addressing large scale development discussion as it impacts the Ordinance and should there be a sub-committee formed.

The Board agrees a presentation by County Planner Robert Faunce would be in order and would like to schedule it for the next regular meeting of July 11, 2006 (*which was later rescheduled to the Board meeting on July 25, 2006 because Faunce was not available on July 11, 2006*).

**7. Executive Session(s).**

On the motion of Maxwell /Wooster, the Board **VOTED: To convene in executive session at 7:27 p.m. to discuss a Philbrook Fund Application (Vote 4-0-1).**

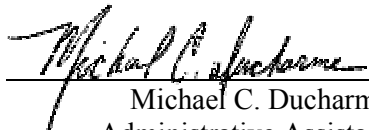
- A. Convene as Philbrook Fund Trustees to act on:
1. Philbrook Fund Application #06 - 08

On the motion of Wooster / Maxwell, the Board **VOTED: To reconvene as Selectmen at 7:50 p.m. (Vote 4-0-1).**

**8. Adjourn.**

On the motion of Wooster / Maxwell, the Board **VOTED: To adjourn at 7:50 p.m. (Vote 4-0-1).**

Respectfully submitted,

  
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Michael C. Ducharme  
Administrative Assistant

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Carleton E. Johnson  
Chairman

\_\_\_\_\_  
Rebecca B. Maxwell

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Theodore M. Wooster

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Ellen A. Winchenbach

Board of Selectmen  
Waldoboro, Maine

ABSENT  
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Delia W. Mohlie