

Town of Waterboro
Charter Commission Meeting Minutes
October 10, 2023

Meeting was called to order at 7:03 pm.

Members present: Dwayne Woodsome, Marina Gagne, Lori Anthony, Nadine Molloy, David Barker, Nancy Brandt, and Frank Allen. Absent: Stephen Ross and Deborah Wentworth.

Meeting minutes: Dwayne Woodsome made the motion to approve the minutes of the Sept. 19th, 2023 meeting: motion seconded by Nadine Molloy. Motion passed 6-0-1. Marina Gagne abstains as she was not present at the meeting.

Election of Chair: Dwayne Woodome made the motion to elect Marina Gagne as Chair; motion seconded by Nadine Molloy. Motion passes 5-1-1 with Marina Gagne abstaining from voting for herself.

Election of Vice-Chair: David Barker showed interest in serving as Vice-Chair. Motion by Marina Gagne to elect David Barker as Vice-Chair; motion seconded by Nadine Molloy. Motion passes 7-0-0.

Meeting schedule: Marina Gagne asked about start time and if another day would work for meetings. Was agreed at the last meeting on day and time. Discussion start time was held. Dwayne Woodsome made the motion for the start time of the meetings is 6:30 pm on the 2nd and 4th Tuesday; motion seconded by Nadine Molloy. Motion passes 7-0-0.

Charter Review: Dwayne Woodsome a meeting with the attorney is being set up. Marina Gagne added it will be held at the Nov. 14th meeting.

Meeting with Board of Selectmen and Town Administrator: Discussion was held when to meet with the Selectmen. Lori Anthony suggested to meeting with Town Administrator, Town Planner and Board of Selectmen. Marina Gagne will check with Administrative Assistant Laura Lowe and will ask Town Planner Lee Jay Feldman to attend. Marina Gagne has reached out to some departments requesting them to review the current charter for suggestions, would like to go through the charter piece by piece. Lori Anthony has questions on taxes and would like to have the Tax Dept. Head to also come in. Dwayne Woodsome explained that the current charter sort of followed Town of Gray and Standish charter, but did not put in Town Manager. Nancy Brandt and David Barker both felt would like to the Town Administrator changed to Town Manager. Dwayne Woodsome added that salary for would be around \$120,000. to \$150,000. Now that Matt Bors is both Town Administrator and Fire Chief, it has saved the town money. David Barker feels the charter should be Town Manager and charter currently has Town Administrator has to devote full time. Marina Gagne enjoys working with Matt Bors. Now he is also Town Clerk, Tax Collector and Treasurer, and possibly remove Town Clerk with all the state laws and regulations as she is now Deputy Town Clerk. Frank Allen added Matt Bors is FEMA Dir. Nancy Brandt added that also been thinking about at least removing Town Clerk but also Tax Collector and Treasurer. Would like to know the how Town Administrator, Finance Director and

Treasurer intertwine. David Barker explained he has nothing wrong with Matt Bors, townspeople do not understand Town Administrator and not Town Manager. Frank Allen added there is no newspaper in town to get information out and end up with coffee shop information. David Barker explained the charter needs to be written and understandable for people and more transparent. Frank Allen feels that 99% of the town does not know where Town Hall is. Further discussion was held.

Public Hearing. Nadine Molloy would like this meeting be the organizational meeting so the 30 days for public hearing starts at this meeting. Also, Atty. Natalie Burns will meet with the Charter Commission on November 14th. Discussion on when to hold the public hearing was discussed. David Barker feels the public hearing should be held on a Saturday as that worked well with the Comprehensive Plan, need to advertise. Dwayne Woodsome suggested sending post cards to notify residents only. Nadine Molloy would like to include the charter email address to be able to send comments. Dwayne Woodsome added also add the link to the charter on the town's website. Marina Gagne suggested including netgov, website, Facebook etc. Frank Allen would rather see a flyer in lieu of a post card to outline what the commission is doing. Nadine Molloy recommends holding the hearing after the meeting with the attorney. Marine Gagne suggests November 18th. Nadine Molloy made the motion to hold the public hearing on Saturday, November 18th at 10 am; motion seconded by David Barker. Motion carries 7-0-0. Frank Allen suggests having Selectmen Chair Dennis Abbott write the flyer.

Review of Article 1 and Article 2. Motion by Nadine Molloy to delay review until after meeting with the Atty. Burns; motion seconded by David Barker. Motion passes 7-0-0.

October 24th meeting. Nadine Molloy would like to table the Oct. 24th meeting. Lori Anthony recommends meeting with everyone. Dwayne Woodsome suggests meeting with the Selectmen and Town Administrator, Planner Lee Jay Feldman and Angela Chute from Code office at a workshop at 7:00 pm on Nov. 17th. Nadine Molloy made the motion to cancel the October 24th meeting instead have workshop with the Selectmen and others on October 17th at 7:00 pm; motion seconded by Lori Anthony. Motion passes 7-0-0.

Motion to adjourn was made at 8:02 pm.

Respectfully submitted,

Nancy Brandt, Secretary