WISCASSET BOARD OF SELECTMEN,

BOARD OF ASSESSORS AND OVERSEERS OF THE POOR

MARCH 3, 2015

Tape recorded meeting

Present: Bill Barnes, Chair Pam Dunning, Tim Merry, Vice Chair Ben Rines, Jr., Jeff Slack and Town Manager Marian Anderson

1. Call to Order

Chair Pam Dunning called the meeting to order at 7 p.m.

2. Pledge of Allegiance to the Flag

3. Approval of Minutes

**Tim Merry moved to approve the minutes of February 17, 2015. Vote 4-0-1.**

4. Approval of Treasurer’s Warrants

**Jeff Slack moved to approve the Payroll Warrants of February 20 and February 27, 2015. Vote 4-0-1. Tim Merry moved to approve the Accounts Payable Warrants of February 24 and March 3, 2015. Vote 4-0-1.**

5. Approval of Abatements and Supplemental – none

6. Special Presentations or Awards – none

7. Appointments – none

Pam Dunning announced the following vacancies which will be on the June 9, 2015 warrant: Two selectmen, two school board members, seven budget committee members and one Water District member.

8. Resignations – none

9. Public Comment – none

10. Department Head or Committee Chair Report

A. Flood Plain Management Ordinance: Jamel Torres, Town Planner, introduced the draft Flood Plain Management Ordinance, an update required by the Federal Emergency Management Agency (FEMA). Failure to adopt the ordinance by July 16, 2015 will result in the Town of Wiscasset being suspended from the National Flood Insurance Program, make flood insurance unavailable to those in the flood plain who have federally backed mortgages and would make the town ineligible for disaster funding and low interest loans should Lincoln County be declared a disaster area. Torres said the Planning Board had recommended a change in the fee section, allowing the selectmen to set the fee rather than having it included in the ordinance. He recommended setting a public hearing date as soon as possible so the ordinance can appear on the June warrant. The chair recommended scheduling a public hearing on April 7 at 7 p.m.

Karl Olson said according to the Bristol Planning Board chair, some of the draft ordinance is unnecessary and he asked that the ORC be allowed to review the ordinance before the public hearing. He said he will be meeting with the Bristol board on March 17 and after review by the Ordinance Review Committee, the draft will be submitted to the selectmen for the public hearing.

In response to Ben Rines, Jr.’s question, Karl Olson said properties on the waterside of the flood plain zone are included in the flood plain. Any new structure in that area will need a federal flood plain permit.

Historic Preservation Ordinance: In response to Pam Dunning’s concern regarding the definition of Material Change on Page 3, Karl Olson said the concern had been addressed; changes do not have to be made using original materials, but should be visually similar. On page 4, Dunning recommended that the last sentence of paragraph B be deleted. Section E on page 5 was changed to add “just” before “cause.” On Page 6, Dunning recommended that changes be made regarding the approval by the Town Manager or staff for use of gifts, grants, funding, etc. and that the last line be changed to “Annual Town Meeting.” The change to “Annual Town Meeting” should also be made on Page 7, Section 4.2A, next to last line and on Page 9, Section D, fourth line. In response to Dunning’s request, Section 4.3 A will be changed to delete the last sentence and (1) through (4). In response to a question regarding removing a property from the Historic Preservation District, Olson said that properties cannot be removed from the district, once the district is approved. In response to a question on Page 12, Section 6.1E, Olson said MMA had recommended including both the de novo and appellate/administrative appeals in the ordinance. Page 16, Section 8.2 was changed to “The Board of Selectmen, the Planning Board, the Commission of the public itself through a Maine revised Statutes, Title 30-A process may initiate action …” and the last line was changed to read at the Annual Town Meeting.

In response to Jeff Slack’s question, Olson said the ordinance was business friendly but would require historic architecture. In response to other questions, Olson said homes that aren’t historic do not have to be brought into conformance, Mason Station is not included in the historic preservation district, the Ledges building is in the new zone and the business zone was enlarged several years ago to include it. The ordinance will be brought back to the selectmen at the March 17 meeting.

County Regional Lincoln Planning Brownfield Assessment Program: Jamel Torres reported that the Lincoln County Regional Planning Commission has EPA funding to conduct Phase 1 and Phase 2 Environmental Assessments throughout the county to identify brownfields. Brownfield is property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of hazardous substances, pollutants or contaminants. He encouraged the board to participate in the program and suggested that the Wiscasset primary school would be a candidate for the program. Having the study done would be an advantage in marketing the property. The board discussed the advantages of the program and whether the primary school or Mason Station would be candidates. Jeff Slack moved to apply for the Brownfield grant. The motion failed on a 2-3-0 vote (Dunning, Barnes and Rines opposed).

B. Review of submitted Department Head reports: There were no questions or comments.

11. Unfinished Business

A. Cemetery Committee request: Policy for repurchase and transfer of ownership of burial lots: The board discussed the Cemetery Committee’s recommendations together with the staff memo regarding the sale of lots. At the request of the staff, No. 9 in the Cemetery Regulations was amended to add “and domestic partners” after “spouses.” The board was in favor of requiring sale of lots to only the Town so that deeds can be filed and accurate records kept. It was agreed that the would begin collecting money for, and begin, registering the deeds. The board did not agree with the ownership of lots defaulting to the Town after 75 years. The first sentence of No. 10B of the regulations was changed to read, “No grave may be dug and no burial may take place in a Wiscasset cemetery without the prior permission of the Town by filling out an Intent to Bury form. “

12. New Business

A. Consider the name of Brook Lane for a driveway at 110 Hale Pond Road: Marian Anderson said that the E911 regulations allow a driveway of a certain length be named as a road. Tim Merry moved to approve the E911 designation of Brook Road. Vote 5-0-0.

B. Review of HM Payson Statement of Accounts: Marian Anderson said the Investment Committee will be working on a public presentation.

13. Town Manager’s Report

Marian Anderson said Chris Johnson will be holding Citizen Hours at the Town Office on March 30 from 6 to 8 p.m.

Anderson reported that the budget is almost ready and she hoped the selectmen would be pleased with it.

14. Adjournment

**Ben Rines moved to adjourn the meeting. Vote 5-0-0.**