

WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR
MAY 1, 2012

Tape-recorded meeting

Present: Chair Judy Colby, Bill Curtis, Pam Dunning, Vice Chair David Nichols, Ed Polewarczyk and Town Manager Laurie Smith

1. Call to order

Chair Judy Colby called the meeting to order at 6 p.m.

2. Executive Session regarding economic development

Judy Colby moved that the Board of Selectmen go into executive session pursuant to 1 M.R.S.A. §405(6)(C) to discuss economic development at Mason Station properties. Vote 5-0-0.

Pam Dunning moved to come out of executive session. Vote 5-0-0.

3. Pledge of Allegiance to the Flag of the United States of America

4. Approval of Treasurer's Warrant: April 24, 2012 and May 1, 2012

Judy Colby moved to approve the Treasurer's Warrant of April 24, 2012. Vote 4-1-0. Pam Dunning moved to approve the Treasurer's Warrant of May 1, 2012. Vote 5-0-0.

5. Approval of Minutes: April 17, 2012 and April 24, 2012

Ed Polewarczyk moved to approve the minutes of April 17, 2012. Vote 5-0-0. Ed Polewarczyk moved to approve the minutes of April 24, 2012. Vote 5-0-0.

6. Special Presentations or Awards

A. Business Recognition Award for Roy Farmer

Town Manager Laurie Smith related Roy Farmer's long experience in insurance and real estate in the town of Wiscasset and listed the many local, county and state offices he has held as well as various awards he has received. Judy Colby presented Mr. Farmer with a plaque, a Business Recognition Award, in recognition of 59 years of business in Wiscasset, as a valuable member of the community and an important economic contributor to the Town of Wiscasset. Mr. Farmer thanked the board for the honor.

8. Public Comment

Linda Bleile, principal of the Wiscasset Middle School, thanked the board for its contribution toward the expense of sending students to the International Odyssey of the Mind competition in Iowa.

9. Department Head or Committee Chair Report

A. Ed Polewarczyk Presentation on Wiscasset Schools

Polewarczyk gave a power point presentation on a comparison of the costs of the Wiscasset school system as both a member and non-member of RSU 12. Current cost of the Wiscasset schools is approximately \$9 million; Wiscasset contributes \$6.2 million and the RSU contribution is \$2.8 million. He described various scenarios involving the loss of tuition students, reduction in

Approved by the Board of Selectmen on May 1, 2012

state subsidy, and loss of RSU contributions. For example, if Wiscasset withdrew from the RSU, costs during the 2012-2013 school year would increase, raising the taxes on a property valued at \$150,000 by \$522. He addressed the closing of the middle school estimating that taxes would decrease by \$187.

Polewarczyk said Wiscasset had the alternative of joining another RSU, which would present the existing issues; or joining an AOS, which would provide local control and could reduce some costs, but there would be no incentive for an AOS to accept Wiscasset. In summary, he said withdrawal from RSU 12 will likely result in a significant increase in property taxes. He asked that the following points be considered: Selection of Wiscasset RSU School Board members, taxes, selection of Withdrawal Committee members, Withdrawal Committee expenses, and electing local School Board members. He encouraged residents to vote on June 12.

Doug Smith, Chair of WERP, said Wiscasset pays 35% of the RSU costs regardless of the number of students and with no offset from tuition students from Westport and Alna. Wiscasset pays not only the cost to educate its students but also a fixed percentage of total operation of the RSU and every other town's expenses. Wiscasset now has 24% of the students in the RSU. He said the only way to know what it would cost Wiscasset to withdraw from the RSU would be to hire a qualified accountant. He added that Westport would be voting on withdrawal from the RSU, which, the superintendent of RSU 12 said, would create a significant fiscal challenge to overcome and one that the RSU cannot afford without major additional cuts to the system's budget. This would likely affect the ability to maintain current program and staff. He said the superintendent, assistant superintendent and some board members had resigned from RSU 12. He added that WERP had met with AOS 98 (Boothbay, Boothbay Harbor, Edgcomb, Southport and Georgetown) to discuss the possibility of Wiscasset joining the AOS. Wiscasset would have its own school system and would share, 32% based on student count, in the central staff support budget.

In response to Judy Colby's question, Smith said that Wiscasset's share of the superintendent's budget of \$680,000 would be 35%. Hilary Holm, Chair of the RSU Board, disagreed with Smith, stating that Wiscasset pays only 25% of the total expenses, but 35% of local dollars are required from Wiscasset in order to get state subsidy, and local additional dollars are needed for total revenue for the budget. The state subsidy amounts to \$10 million. Wiscasset pays 35% of the local cost and 25% of the total budget.

Kim Andersson, RSU representative, explained that the 70% for education on the property tax bill gave the wrong impression, as the real number was 48%. The difference was the result in the way the overlay was applied but no explanation had been given to taxpayers. Laurie Smith explained that the change had been made public and is required by the state to calculate what the state's share of revenue is to help lower taxes. The tax commitment minus revenues equals the amount needed from the taxpayers; however, the figures shown on the tax bill represent the percentage of the total amount required for education without taking into account municipal revenues.

B. Misty Gorski to give update regarding Ordinance Review Committee work priority list

Gorski listed the ordinances currently being worked on by the ORC and the status of each. In order of priority, the ORC is working on the Site Plan Review and Subdivision ordinances, which are mostly complete; Article I, Town Officials; Article II Building Laws; Sign Ordinance; Land Use Performance Standards; and Future Land Use Plan/New Zoning Districts. Pam Dunning thanked the ORC for sending the list to the Board so that any future assignments to the ORC can be prioritized. Laurie Smith thanked Gorski for working with the ORC so that the list could be developed. She asked that the Adult Entertainment Ordinance be discussed at this point.

Ed Polewarczyk moved to modify the agenda to take up Discussion of the Adult Entertainment Ordinance (Item 11F).I Vote 5-0-0.

A sample Adult Entertainment ordinance had been given to the board as well as information from the MMA website regarding how other municipalities had been dealing with the issue. She asked the board for feedback, whether the ordinance should be given to the ORC and if so, what the priority should be. Pam Dunning said the ordinance should cover other activities such as the topless carwash on Route 1 last summer. The board will provide feedback from the community on priority for this ordinance at the next meeting and Gorski will discuss the ordinance with the ORC and develop a list of questions for the board to determine what direction the ordinance should take. Judy Colby suggested considering a moratorium until an ordinance could be adopted. **Judy Colby moved to accept the Ordinance Review Committee's priority list. Vote 5-0-0.**

C. Misty Gorski to give presentation on draft Bath Road Master Plan in cooperation with Maine DOT

Gorski and Laurie Smith had spoken with the DOT on drafting a comprehensive Bath Road master plan to deal with traffic issues on Bath Road following the decision to cancel the bypass planning. Bath Road is considered by the town as a priority for economic growth and commercial development. The DOT considers Bath Road as an area where traffic flow and efficiency can be increased. The master plan can assist the town in collaboration with DOT to build out to its full capacity without causing traffic issues and in an effort to alleviate high impact fees that are associated with development of this corridor.

Funding for the master plan development will be provided to the Lincoln County Regional Planning Commission from Maine DOT under the contract LCRPC has with DOT. The plan will include traffic assessments, future build-out capacity, landscape and corridor enhancements, and financial and implementation strategies. The steering committee will consist of two Route 1 business owners, one Route 1 resident, the Town Planner, a public safety representative, Wiscasset Transportation Committee representative, a selectman, a representative of MDOT and bicycle/pedestrian advocates. Selection of the committee members will take place after the Town and MDOT sign a contract.

10. Unfinished Business

A. Informational sheet for voters regarding RSU 12 withdrawal

Item was previously tabled and no action was taken.

11. New Business

A. Set date for the Annual Town Warrant Public Hearing

Judy Colby moved to set the date for the Annual Town Warrant Public Hearing for Tuesday, May 22 at 7 p.m. Vote 5-0-0. The public hearing will be held in the Municipal Meeting Room at Town Hall.

B. First Congregational Church of Wiscasset request of Town Common use for "Summerfest" 2012 and road closure

Ed Polewarczyk moved to approve the use of the Town Common for "Summerfest" on Saturday, July 28, 2012 and to authorize the closure of the road between the Court House and the First Congregational Church of Wiscasset on Saturday, July 28, 2012 from 7 a.m. until 4 p.m. Vote 5-0-0.

C. Open Land Bid for Tax Map R-04, Lot 27

Two bids were received as follows:

Approved by the Board of Selectmen on May 1, 2012

Robert Blagden \$9,200.00 (\$920 deposit)

Greg's Used Cars and Service \$3,642.57 (\$400 deposit)

Judy Colby moved to sell Tax Map R-04, Lot 27 to the highest bidder, Robert Blagden. Vote 5-0-0.

D. Discussion and approval of pier vendors

In response to Pam Dunning's question, Judy Colby said that the Waterfront Committee had approved the three vendors and she assumed that electrical capacity on the pier had been taken into consideration.

Pam Dunning moved to approve Robert Jones and Ridgeback Pottery as a vendor on the Creamery Pier. Vote 5-0-0.

Pam Dunning moved to approve Amanda Rithman and Mainer's Snack Shack as a vendor on the Creamery Pier. Ed Polewarczyk moved to amend the motion by making approval contingent upon receipt of proof of insurance and license. Vote 5-0-0. Vote on motion as amended 5-0-0.

Norm Guidoboni recommended that the parking area be striped and that there be a time limit for parking.

Judy Colby moved to approve Ronald L. Leeman and Forgotten Recipes as a vendor on the Creamery Pier. Pam Dunning said the applicant had requested permission for a 14' structure resembling a lighthouse next to his shop. CEO Rick Lang said he had informed Mr. Leeman of the height restriction of 10 feet. **Vote 5-0-0.**

E. Annual adoption of Treasurer Disbursement Policy

The last sentence of the Section III, C was changed to: The tax collector/treasurer shall verify that the proper balance is being paid.

Judy Colby moved to adopt the attached Treasurer Disbursement Policy with corrections. Vote 5-0-0.

12. Town Manager's Report

Laurie Smith reminded the board of the Storm Surge Workshop on May 3 at 5:30 p.m.

A letter had been received from the union regarding negotiations and June 11, 12, and 13 had been suggested. **Judy Colby moved that the board request that no negotiations take place until after the June election. Vote 5-0-0.**

Smith said applications for the Harbormaster position had been received. Bill Curtis and David Nichols volunteered to help with the interview process.

13. Other Board Business - none

14. Adjournment

At 8:45 p.m., **David Nichols moved to adjourn the meeting. Vote 5-0-0.**

**Town of Wiscasset, Maine
Policy Regarding Check Disbursement Prior
To Expenditure Warrant Approval**

I. Purpose

The purpose of this policy is to allow for prompt payments of the obligations of the Town of Wiscasset by the Town Treasurer, and to allow for timely payment of bills submitted to the town, and for cash purchases by town staff prior to issuance of an expense warrant.

II. Scope

This policy is approved by the Board of Selectmen and applies to the Town Treasurer. It empowers the Treasurer to distribute certain funds prior to expenditure warrant approval. It is the policy of the Town of Wiscasset that all expenditures of town funds receive written approval of the Board of Selectmen

pursuant to MRSA 30-A § 5803. This policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for wages and benefits. The Treasurer shall prepare a written warrant for signature to be presented at the regular Selectmen's meeting.

III. Permitted Disbursements Prior to Warrant Approval

The following expenditures may be made by the Treasurer of Wiscasset upon review and approval by any member of the Board of Selectmen, prior to final approval and signature on the Expenditure Warrant by the majority of Board of Selectmen. The Chair will be designated the responsibility of assuring the review will occur in a timely manner.

- A. Town Employee Payroll paid on a weekly schedule on Wednesdays, including reimbursement for expenditures, mileage less than \$500.
- B. Payments to RSU #12 as obligated to be paid pursuant to the RSU Agreement.
- C. Payment of state funds collected by the agent for the Bureau of Motor Vehicles, the Department of Inland Fisheries and Wildlife, State Animal Welfare Department, plumbing fees, and concealed weapon permit fees. Such funds are not considered municipal funds, though they are co-mingled with the town's checking account. The tax collector/treasurer shall verify that the proper balance is being paid.
- D. Payroll Taxes.
- E. Automatically deducted bank charges.

IV. Deadline for bill submission

To be considered for payment on the next expenditure warrant, bills for payment must be received by the Treasurer of Wiscasset at least two working days prior to the scheduled meeting of the Board of Selectmen at which an expenditure warrant signing is scheduled. The Treasurer may, at his discretion, present vouchers for payment after the deadline when time permits, or doing so is in the best interest of the town.

V. Term

This policy is effective for one year after its adoption, if not sooner amended or cancelled.