WISCASSET BOARD OF SELECTMEN,

BOARD OF ASSESSORS AND OVERSEERS OF THE POOR

DECEMBER 16, 2014

 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.

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

3. Approval of Minutes: December 2, 2014

**Ben Rines, Jr. moved to approve the minutes as amended. Vote 4-0-1.**

4. Approval of Treasurer’s Warrants

**Jeff Slack moved to approve the payroll warrants of December 5 and December 12, 2014. Vote 5-0-0. Ben Rines moved to approve the Accounts Payable Warrants of December 9 and December 16, 2014. Vote 5-0-0.**

5. Approval of Abatement and Supplementals

A. Sign Maine Fiber Company abatement: Pam Dunning said the value of the property was reduced, resulting in a rebate of $125.80**. Jeff Slack moved to approve the rebate. Vote 5-0-0.**

6. Special Presentations or Awards – none

7. Public Hearing – none

8. Appointments

**Tim Merry moved to appoint Town Planner Jamel Torres to the Lincoln County Regional Planning Commission’s Board of Directors. Vote 5-0-0.**

9. Public Comment – none

10. Department Head or Committee Chair Report

11. Unfinished Business

A. Update on December 9 Election: The moderator’s certificate of election results was given to the selectmen. The vote to close the Wiscasset primary school was 367 for and 133 against.

12. New Business

A. Sewer project bid opening: The following bids were received:

T. Buck Construction $384,116

Apex Construction 312,200

Penta Corporation 322,800

Scherbon Consolidated, Inc. 364,500

The following bids are for replacement of the intercept line:

Ted Berry Co. 87,650

Layne Inliner 103,400

Insituform Technologies 74,550

Buck Rines, Wastewater Treatment Plant Supervisor, said that the first half of the $1.1 million project came in under budget at $540,000, leaving $560,000 for the remainder of the project. Marian Anderson said Rines would be meeting with the engineer on December 18 to review the bids. **Ben Rines, Jr., moved to authorize the Town Manager and Wastewater Treatment Plant Director to accept the bid of the lowest qualified bidder unless there is an issue with the bid in which case they will report to the board. Vote 5-0-0.**

B. Public Works Truck bid opening: The bids were sent to seven companies; two bids were received as follows:

Portland North Truck Center 2015 International Patrol Truck $153,765.00

Daigle and Houghton, Inc. 2015 International 4 x 2 158,441.08

Doug Fowler, Public Works Director, recommended the Portland North truck as it met the bid specifications, had six-speed transmission and other features that were not included in the other truck bid. The board had approved an amount not to exceed $150,000 for the purchase of the truck, the exact amount to depend upon insurance proceeds**. Ben Rines, Jr., moved to accept the bid from Portland North for $153,765. Vote 5-0-0.**

C. Authorize Town Manager to sign the updated 2014 Airport Master Plan: Marian Anderson asked the board to confirm its decision to approve the plan. **Jeff Slack moved to authorize the Town Manager to sign the updated 2014 Airport Master Plan. Vote 4-1-0 (Rines opposed).**

D. Holiday Schedule discussion: Anderson said the office will close at 1 p.m. on December 24. She asked for approval to close the office on Friday, December 26, allowing the office staff as well as other employees to take a vacation day. There was a consensus that employees be allowed to take vacation time on the day after Christmas.

E. Authorize town manager to sign a Maine DOT airport general consulting agreement for a period not to exceed five years: Ken Boudin, Airport Committee chair, said the Town was required by the State to request bids for a consultant for the Wiscasset airport. Stantec was the only company that submitted a bid. The Airport Committee recommended Stantec on a vote of four in favor and one abstention**. Tim Merry moved to authorize the Town Manager to sign the consulting agreement. Vote 5-0-0.**

13. Town Manager’s Report

A. Sue Varney Retirement Reception, December 19: Marian Anderson said the reception would be from 4 to 6 at the Community Center.

B. Generator: Anderson said the Town has been working on acquiring a generator for the municipal building since 2009, and $25,000 had now been approved for the purchase. Anderson had contacted the state and federal surplus at Pease Air Force Base and located a generator for $1500, which Doug Fowler will pick up. The Town is on the waiting list for a surplus generator for the Community Center.

C . Budget Schedule: A suggested timeline for the budget process was distributed. A presentation on the upcoming budget will be made at the January 20 meeting.

D. Meetings listed on sign: Anderson said, in response to Ben Rines’ request, that meetings for the following week will be posted on the outside sign on Friday. Doug Fowler said that he is expecting a bid from an electrician for replacement of the current lighting on the sign.

14. Adjournment

**Jeff Slack moved to adjourn. Vote 5-0-0.**