

WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR
MAY 5, 2015

Preliminary Minutes

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

3. Public Hearings

A. New Liquor License - Brian Tebben and Amanda Bernier, Lighthouse Lobster Shack and BBQ: Pam Dunning opened the public hearing at 7:02 p.m. Amanda Bernier said she has had 20 years' experience in the restaurant business and has held a liquor license in the past. There were no questions or comments. The hearing was closed at 7:04. **Jeff Slack moved to approve the license. Vote 5-0-0.**

B. Annual Town Meeting Warrant Public Hearing: The hearing opened at 7:05 p.m. With regard to Article 45, Judy Flanagan asked how many employees were covered by this appropriation. Town Manager Marian Anderson said the article covered three retired employees, a police chief, the assessor and a front office person. Constance Schuman asked which employees were included in Article 28 and was advised that the Office of Finance/Tax Collector covered the treasurer, the tax collector and accounts payable. Judy Flanagan encouraged the public to vote for the School Resource Officer, one of the advisory referendum questions. The public hearing closed at 7:10 p.m.

4. Approval of minutes

Ben Rines, Jr., moved to approve the minutes of April 21 as written. Vote 4-0-1. (Merry abstained) Anderson said the minutes of the Friday, April 24, 2015, meeting will be on the next agenda.

5. Approval of Treasurer's Warrants

Jeff Slack moved to approve the Payroll Warrants of April 24, 2015 and May 1, 2015. Vote 5-0-0. Tim Merry moved to approve the Accounts Payable Warrants of April 28, 2015, and May 5, 2015. Vote 5-0-0.

6. Approval of Abatements and Supplemental – none

7. Special Presentations or Awards – none

8. Appointments

Tim Merry moved to approve the appointment of Albert Konrath to the Ordinance Review Committee. Vote 5-0-0. The certificate of appointment was signed.

9. Resignations – none

10. Public Comment – none

11. Unfinished Business

A. Adopt amended cemetery regulation policy: **Jeff Slack moved to approve the policy. Vote 5-0-0.**

B. Placement of Chamber of Commerce's building: **Jeff Slack moved to approve the placement on the pier. Vote 5-0-0.**

12. New Business

A. Lynn Maloney, Town of Newcastle, re Federal Street limits: Town Administrator Maloney had requested a meeting to discuss lifting the weight limits on Federal Street in Wiscasset from West Alna Road to Route 1 so that gravel trucks traveling south would not have to use Sheepscot Road as an alternate route. Angelo Papagallo, a resident of Sheepscot, said the Town of Wiscasset was superseding the authority of the State by placing a weight limit on a section of Route 218. He referred to many memoranda, letters, etc. over a number of years regarding the authority, either the town or the state, to determine who had jurisdiction over this road. He said Sheepscot Road was unsuitable for the volume of truck traffic generated because of the weight limit on Route 218, as there were no sidewalks, the road curved sharply and two daycare centers were located on Sheepscot Road. Doug Bastion, Alna selectman said his board opposed any change to Route 218; he said there were 20 houses in Alna, and 102 in Wiscasset on Route 218 that would be affected if a change were made, but only 40 houses in Newcastle were being affected. David and Linda Pope, Federal Street residents, spoke in opposition to any change in Route 218 and cited the many houses that were close to the road and the proximity of the school. Scott Rawlings, Assistant Director of Planning for MDOT, said his agency has the responsibility for setting limits on Route 218. The 6,000 pound limit was set in 2002 by the DOT because of an issue with the sewer line. He said SUVs or school buses would exceed the 6,000 limit. He added that the Commissioner would like to hear from the towns on the matter. Pam Dunning recommended that future meetings include all parties affected by a change and that alternate routes be explored.

B. Bid/RFP Openings

1. Repairs to Transfer Station trailer: The following bids were received:

West Alna Welding	\$5,700
A&B Welding	10,575

Bill Barnes moved to accept the West Alna Welding bid. Vote 5-0-0.

2. Request for Proposals for Ambulance Services

- Central Lincoln County Ambulance Service asked for an extension.
- Northeast Mobile Heath Services submitted bids for four proposals ranging in price from \$403,000 to \$178,000 for different levels of service. The proposals will be evaluated.

John Blagdon; Cory Lincoln; Tonya Bailey, Wiscasset EMS; and Roy Potter, Edgcomb Fire Chief, spoke in favor of keeping the town ambulance service. Pam Dunning explained that the board had been asked to investigate alternatives to the ambulance services. Ben Rines, Jr., said his recommendation would be to vote yes on the ambulance budget and to vote no on the non-binding question.

- Approve recommended airport snow removal equipment and approve FAA grant – postponed.

C. Approval of Main Street Pier Vendor Permits

1. Two Bridges Regional Jail: **Tim Merry moved to approve the vendor permit. Vote 5-0-0.**

2. Forgotten Recipes: **Jeff Slack moved to approve the vendor permit. Vote 5-0-0.**

D. Discussion of needed repairs to Transfer Station's Trash Packer Unit and loader: Ron Lear, Transfer Station Manager, said the 1991 packer unit needed replacing; a new packer would be approximately \$11,000 including shipping and there would be an eight-week lead time. The board approved placing an order for the packer; funds to come from the Transfer Station budget and contingency. Lear reported that the 1988 loader with 14,500 hours had begun leaking; repairs would cost \$18,274.40. A new loader would cost \$150,000 and the chair recommended adding the purchase price to next year's capital improvement budget. Locating a used packer may be an option and Lear and the town manager will look into options.

E. Sign letter of support for Maine Coastal Program grant: Marian Anderson said the grant would fund an engineering consultant to identify mitigation strategies to protect the wastewater treatment plant from risk of future flood events. **Tim Merry moved to approve. Vote 3-2-0 (Barnes and Rines opposed).**

F. Request from Damariscotta-Newcastle Rotary for a sign at Town Common: **Ben Rines moved to deny the request.** Pam Dunning said she was not in favor of using the common for signs. Ron Lear said the Transfer Station already collects e-waste every day so there is no need for the sign advertising e-waste collection in Damariscotta. **Vote 5-0-0.**

13. Department Head or Committee Chair Report

A. See enclosed Department Head reports

14. Town Manager's Report

Anderson will be on vacation for a week. She thanked Roland Abbott for his help in working on the ambulance situation research.

15. Adjournment

Ben Rines, Jr., moved to adjourn. Vote 5-0-0.

RATIO DECLARATION & REIMBURSEMENT APPLICATION

Municipality of: **WISCASSET**
Developed Parcel Ratio: **111%**

County of: **LINCOLN**
Filing Deadline: **June 1, 2015**

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SECTION A: DECLARATION OF CERTIFIED RATIO

Municipal assessors are required to annually report the ratio or percentage of just value upon which local assessments are based (**36 MRSA §383**) Assessors must multiply the amount of the Homestead Exemption by the ratio certified pursuant to **§383** to determine the proper amount of exemption to be granted. The ratio certified by local assessors should reasonably agree with the overall assessment ratio for developed parcels (**residential property**) determined by Maine Revenue Services in its annual audit conducted for the purpose of determining the State Valuation. Of the following boxes, please check the **one** box which is most appropriate for your municipality for the **2015** tax year:

- We will use the developed parcel ratio determined by Maine Revenue Services of **111%** as our declared certified ratio. The developed parcel ratio is a direct finding and final result of Maine Revenue Services' audit of **2013** local valuations for residential property as stated in the **2015 State Valuation**.
- We will use the municipality's **declared 2015 certified ratio** to adjust the amount of local homestead exemption. The certified ratio declared is within 10% of the developed parcel ratio (**between 99.9% and 122.1%**) last determined by Maine Revenue Services; or

We hereby petition to use a ratio that varies by more than 10% from the developed parcel ratio last determined by Maine Revenue Services for the following reason: (**Note: No requests for a variance in ratio will be granted unless accompanied by documentation supporting the proposed change. Ratios certified outside the allowable 10% will default to the Developed Parcel Ratio.**)

- A total revaluation is to be implemented for the 2015 tax year (**proof required**)
- A partial revaluation is to be implemented for the 2015 tax year (**proof required**)
- More current sales information is available which justifies a higher ratio (**proof required**)
- Other May Factor Down Municipality by 10%

SECTION B: HOMESTEAD PROPERTY TAX EXEMPTION INFORMATION

1. The total number of homestead exemptions granted (actual or estimated) # 985 (3 full)
2. We plan to use the following **Certified Ratio** to adjust the full *just value* exemptions: % 100
(see Section A above)
3. The corresponding total amount of 2015 Homestead value exempted is \$ 9,837,300
4. The 2015 municipal tax rate is .0170 (2014 Mil Rate) mills. (**NOTE:** If the local tax commitment is not final for 2015, use the 2014 local tax rate or an estimated rate... whichever is more accurate.)

SECTION C: ASSESSOR(S) SIGNATURES

We, the assessors, do state that the that the information contained on this document is, to the best knowledge and belief of this office, reported correctly, accurately and in accordance with the requirements of the law.

Date _____
Contact Person: Ellery & Bane CMA Phone# 882-8200
Assessing Agent

PLEASE COMPLETE AND RETURN TO:
fax 287-6396
PHONE 624-5604
EMAIL linda.r.ellis@maine.gov

MAINE REVENUE SERVICES
PROPERTY TAX DIVISION ATTN: LINDA ELLIS
PO BOX 9106,
AUGUSTA ME 04332-9106

From: Susan Caston [<mailto:scaston@memun.org>]

Sent: Wednesday, May 06, 2015 3:42 PM

To: Ellin Jasmin

Cc: Michelle Pelletier; Nicole Turcotte; Ann Schneider

Subject: FW: TOWN OF WISCASSET PROPERTY? Primary School - reviewed survey can offer GL only no property

Hi Ellin. I have reviewed the Loss Control Survey of the Wiscasset Primary School building. If the Town does acquire this building, we could not offer to provide the Property insurance for the building but we would be willing to provide the General Liability until it is sold. That being said, we would not stay on the Liability indefinitely should it take years for the place to sell. I would check back periodically to see what is occurring with the building. Also the building will have to be secured and checked on a daily basis.

There is water damage and roof is in poor condition so it is not something we could take on with regard to Property insurance unless it is evaluated by a professional and renovated according to her recommendations. There was water intrusion throughout the building and evidence of moisture and mold. There is a question on the integrity of the roof. There is wood rot on the exterior trim, at the base of the cupola. If the Town continues to use the building, the sprinkler system should be inspected. If the building is not going to be in use you should contact the Fire Marshalls office about your responsibilities with regard to the sprinkler system.

I have attached Ann's letter for further reference.

The approximate additional cost for just the Liability would be approximately \$1,000 annually.

Please keep me informed of the towns decision. Thank you.

Susan Caston CIC, AIC
Senior Underwriter

Maine Municipal Association
Risk Management Services

60 Community Drive

PO Box 9109

Augusta, ME 04332-9109

1-800-590-5583-207-626-5583 ext 2242

FAX 624-0130

www.memun.org <<http://www.memun.org>>

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MAINE MUNICIPAL ASSOCIATION

Risk Management Services

60 Community Drive
PO Box 9109
Augusta, Maine 04332-9109

Telephone No.
(207) 626-5583
(800) 590-5583 Maine Only
Fax (207) 626-0513
Fax (207) 624-0127

May 4, 2015

Ms. Marian Anderson
Town Manager – Wiscasset
51 Bath Road
Wiscasset, ME. 04578

Received

MAY 07 2015

Town of Wiscasset
By K. Marshall

RE: Survey of Wiscasset Primary School- April 23rd.

Dear Ms. Anderson:

Your assistance was appreciated in connecting me with the Wiscasset School Department so a property survey of the Primary School could be completed prior to the town taking ownership on July 1st. I met Superintendent Lyford Beverage, who handed me off to Custodian Tony Goulet. Tony was very helpful in assisting me during the survey. The information has been compiled, replacement costs calculated, and this information sent to Senior Underwriter Susan Caston. She will be in touch with you in regards to this building.

There are two issues which you should address prior to taking ownership:

- There is evidence throughout the building of water intrusion – water-damaged ceiling tiles – and an exterior inspection shows degraded asphalt roof shingles with moss growing in a number of locations. This may indicate a more serious condition of the roof truss and possible mold growth. A qualified roofing company should conduct a thorough inspection of the roof so that issues can be addressed.
- The sprinkler system has not been inspected since April 2012. Have a qualified sprinkler inspection company inspect and test the sprinkler system. This is a life safety code violation.

If you have any questions, please contact me at: aschneider@memun.org, direct-dial office: 624-0141; or cell: 592-4480.

Sincerely,

Loss Control Supervisor

Cc: Superintendent Lyford Beverage, Wiscasset School Dept., 83 Federal St.,
Wiscasset, ME. 04578

**WARRANT
SPECIAL TOWN MEETING**

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TOWN OF WISCASSET

Lincoln County, ss.

State of Maine

TO: Christine Wolfe, Town Clerk of the Town of Wiscasset: You are hereby required in the name of the State of Maine to notify the voters of the Town of Wiscasset of the special town meeting described in this warrant.

TO THE VOTERS OF THE TOWN OF WISCASSET:

You are hereby notified that a special town meeting will be held at the Wiscasset High School, 272 Gardiner Road in the Town of Wiscasset on May 27, 2015 at 6:00 P.M. for the purpose of determining the following articles:

Article 1

To elect a moderator to preside at said meeting.

**ARTICLES 2 THROUGH 12 AUTHORIZE EXPENDITURES IN COST CENTER
CATEGORIES**

Article 2

To see what sum the Wiscasset School Committee will be authorized to expend for **Regular Instruction.**

Recommend - \$3,318,891.16

Explanation: This article covers salaries and benefits for regular education teachers and support personnel, as well as classroom supplies, equipment, books, and repairs.

Article 3

To see what sum the Wiscasset School Committee will be authorized to expend for **Special Education.**

Recommend - \$1,688,538.87

Explanation: This article provides salaries and benefits for special education teachers and support personnel, out of district placement and professional services.

Article 4

To see what sum the Wiscasset School Committee will be authorized to expend for **Career and Technical Education.**

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Recommend - \$0.00

Explanation: This article includes expenses for the Bath Regional Career and Technical Center.

Article 5

To see what sum the Wiscasset School Committee will be authorized to expend for **Other Instruction.**

Recommend - \$157,645.59

Explanation: This article includes costs to provide students with learning experiences not included under other educational programs (i.e. co-curricular, extra-curricular activities).

Article 6

To see what sum the Wiscasset School Committee will be authorized to expend for **Student and Staff Support.**

Recommend - \$826,969.18

Explanation: This article covers salaries and benefits of Guidance, Health, Technology, and Improvement of Instruction, Library, and Student Assessment.

Article 7

To see what sum the Wiscasset School Committee will be authorized to expend for **System Administration.**

Recommend - \$415,032.11

Explanation: This article provides salaries and benefits for the Office of Superintendent, Central Services, and the School Committee. It includes insurance, advertising, dues and fees, legal fees, and auditing expenses.

Article 8

To see what sum the Wiscasset School Committee will be authorized to expend for **School Administration.**

Recommend - \$443,852.57

Explanation: This article covers salaries and benefits for principals, assistant principal, and support staff. It includes equipment, supplies, dues and fees, and contracted services.

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Article 9

To see what sum the Wiscasset School Committee will be authorized to expend for **Transportation.**

Recommend - \$532,999.26

Explanation: This article covers expenses to transport students to and from school.

Article 10

To see what sum the Wiscasset School Committee will be authorized to expend for **Facilities Maintenance.**

Recommend - \$962,307.34

Explanation: This article covers expenses for facilities operations, contracted services, and custodian salaries and benefits.

Article 11

To see what sum the Wiscasset School Committee will be authorized to expend for **All Other Expenditures - Other Food Service Transfer.**

Recommend - \$80,650.00

Explanation: This article covers food service transfer.

ARTICLES 12 AND 13 RAISE FUNDS FOR THE PROPOSED SCHOOL BUDGET

Article 12

To see what sum the Town shall appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the Town shall raise and assess as the Town's contribution to the total cost of funding public education from pre-kindergarten to grade 12.

Recommended Amounts:

**State EPS Calculation
Total Appropriated
\$4,983,731.43**

**Required Local
Total Raised
\$3,665,762.66**

Article 13 (written ballot required)

To see what sum the Town will be authorized to raise and appropriate in additional local funds.

The Wiscasset School Committee **recommends \$1,943,154.65**, which exceeds the State's Essential Programs and Services allocation model by \$1,749,998.68 as required to fund the budget recommended by the school committee. The school committee gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$1,749,998.68: The additional local funds represent local costs to support the Wiscasset School Department school programs that are not included in the State's funding model, including costs for co-curricular and extra-curricular activities, transportation, and special education services.

Recommend - \$1,943,154.65

Explanation: The additional local funds are those locally raised funds over and above the Town's local contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the Town budget for educational programs.

ARTICLE 14 SUMMARIZES THE PROPOSED SCHOOL BUDGET**Article 14**

To see what sum the Wiscasset School Committee will be authorized to expend for the fiscal year beginning July 1, 2015 and ending June 30, 2016, from the school administrative unit's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, additional local funds for school purpose, under the Maine Revised Statutes, Title 20-A, Section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

Recommend -\$8,426,886.08

ARTICLE 15 AUTHORIZES THE EXPENDITURE OF GRANTS AND OTHER RECEIPTS**Article 15**

In addition to the amount in Article 14, shall the voters authorize the Wiscasset School Committee to accept and expend any state, federal, and other grants and receipts during the fiscal year beginning July 1, 2015, and ending June 30, 2016, for school purposes provided that such grants, aid and receipts do not require expenditures of local funds not previously appropriated?

Recommend: a YES vote

ARTICLE 16 AUTHORIZES A REDUCTION IN TAXES ASSESSED IF THERE IS AN UNANTICIPATED INCREASE IN STATE SUBSIDY

Article 16

To see if the town will reduce the amount raised and assessed to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688 to the extent of any unanticipated increase in the adjusted state contribution under the Essential Programs and Services funding model.

ARTICLES 17 AND 18 RAISE AND APPROPRIATE FUNDS FOR A SCIENCE TECHNOLOGY, ENGINEERING AND MATHEMATICS (STEM) LABORATORY AND FOR PLAYGROUND FACILITY IMPROVEMENTS AS PART OF THE SCHOOL BUDGET.

Article 17 (Written ballot required)

Shall the Town also raise and appropriate \$100,000 in additional local funds, which amount exceeds the State's Essential Programs and Services allocation model, to fund a science, technology, engineering, and mathematics (STEM) laboratory at Wiscasset High School as part of the 2015-2016 fiscal year budget recommended by the school committee, and shall the amounts approved in the above operating budget expenditure articles, as applicable, additional local funds article, and summary budget article be increased by this amount?

The Wiscasset School Committee **recommends \$100,000** in additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$100,000.00: To enhance science, technology, engineering and mathematics education, so as to better prepare students for employment and educational opportunities.

Recommend - \$100,000.00

Explanation: The additional local funds are those locally raised funds over and above the district's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding act and local amounts raised for the annual payment on state funded debt service that will achieve the Town's budget for educational programs.

Article 18 (Written ballot required)

Shall the Town also raise and appropriate \$33,692.51, which amount exceeds the State's Essential Programs and Services allocation model, to fund new and improved playground facilities at Wiscasset K-6 School as part of the 2015-2016 fiscal year budget recommended by the school committee, and shall the amounts approved in

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the above operating budget expenditure articles, as applicable, additional local funds article, and summary budget article be increased by this amount?

The Wiscasset School Committee **recommends \$33,692.51** in additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$33,692.51: To improve playground facilities to enhance physical activity and social well being of young students, which in the judgment of the school committee improves the learning environment of the school.

Recommend - \$33,692.51

Explanation: The additional local funds are those locally raised funds over and above the district's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding act and local amounts raised for the annual payment on on-state-funded debt service that will help achieve the Town's budget for educational programs.

Given under our hand this day, May 19, 2015 at Wiscasset, Maine.

A majority of the municipal officers of the Town of Wiscasset School Department

A true copy of the Warrant attest: _____

Christine Wolfe, Clerk, Town of Wiscasset

ARTICLE IX - REGULATIONS, LICENSES AND PERMITS

1. MISCELLANEOUS

1.1 GROUPS IN PUBLIC WAYS

Three or more persons shall not stand in a group, or near each other, on any sidewalk, or cross walk, or in any street or public way, or on the steps, or in the passage ways or entrances to buildings, in such manner as to obstruct free passage, after request from any officer of the peace to move on.

1.2 NOISES IN STREETS

No person shall in any street or public place, make any loud or unusual noises, by shouting, discharging firearms, sounding horns or other instruments or things, or sing or utter obscene or indecent songs or words or in any unruly or boisterous manner disturb the peace, quiet and good order of the town.

1.3 FIREWORKS

No fireworks or other things of an explosive or pyrotechnic nature shall be discharged or set off in the public or private ways of the town at any time.

* 1.4 TEMPORARY BUSINESS ORDINANCE [6-06, 6-11]

1.4.1 Purpose. It is the intent of this ordinance to regulate temporary business activities so that temporary stands, concessions and exhibits are allowed only upon meeting certain minimum regulations.

1.4.2 Definitions.

- a. Temporary Business Activity: Any activity, stand, concession, carnival, road show, trade show, fair or public exhibition, taking place from a temporary structure and/or temporary location, whose purpose is to advertise, display, or offer goods for sale for no more than ninety (90) consecutive days during a three hundred sixty-five (365) day period.
- b. Temporary Business License: A document obtained from the Wiscasset Code Enforcement Officer that grants the applicant permission to conduct a temporary business activity in the Town of Wiscasset.

1.4.3 Permits. It shall be unlawful for any individual, person, firm, corporation, partnership, or other business entity to conduct

- e. Signs shall comply with the applicable provisions of the Wiscasset Sign Ordinance, Article III.
- f. Adequate toilet facilities shall be provided as determined by the Wiscasset Local Plumbing Inspector.
- g. Secure written permission from the land owner before applying for a temporary business license.

1.4.6 Exemptions. The following is exempt under this ordinance:

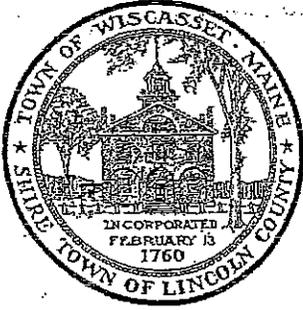
- a. Private garage or yard sales conducted on the seller's owned or leased property.
- b. Temporary business activities occurring on town or school property.
- c. Temporary activities involving craft fairs, flea markets and yard sales that are sponsored by churches, civic organizations and nonprofit organizations that are tax exempt under the provisions of the Internal Revenue Code.
- d. Temporary business activities shall not be considered in determining the minimum lot size requirements for the use or uses made of any lot.

1.4.7 Violation. Any individual, person, firm, corporation, partnership or other business entity violating the provisions of this ordinance shall receive a warning for the first offense. For each and every offense thereafter a fine or not less than fifty dollars (\$50.00) nor more than three hundred dollars (\$300.00) shall be levied. Each day of a continuing violation after the issuance of a written notice of violation shall be deemed a separate offense. The Wiscasset Police Department and Code Enforcement Officer shall be responsible for the enforcement of this ordinance.

2. GENERAL PROVISIONS

2.1 Any person violating any of the town's ordinances, rules or regulations shall be subject to the following. In the event that two or more penalty provisions apply to the same violation, the Selectmen shall choose which one or more penalty sections to apply. [3-99]

2.1.1 If the violation is one which is within the scope of 30-A M.R.S.A. 4451 (Enforcement of Land Use Laws and Ordinances) as the same may be amended from time to time, the violator shall be subject to the procedure and penalty provisions as set out in that statute as the same may be amended from time to time. [3-99]



TOWN OF WISCASSET

TEMPORARY BUSINESS LICENSE

51 Bath Road
Wiscasset, ME 04578

Phone: (207) 882-8200
Fax: (207) 882-8228

First Name: Juanita Last: Greenleaf Middle: _____

Permanent Address: 9 Baker's Rd Westport Is ME

Local Address: _____

Social Security Number: _____ Phone: 882-7139

Vehicle Make: _____ License Plate #: _____ State: _____

Vehicle Year: _____ Vehicle Type: _____ Color: _____

Vehicle Registration Expiration Date: _____ Vehicle Insurance Expiration: _____

Drivers License Number: _____ State: _____

Business Name/Address: - No name assigned -
Set up at Congregational Church

Description of Business and Goods to be sold: wants to sell hot dogs, soda,

water, chips, coffee, candy, may add on more food as the
summer goes on. Will use tables for set up.

Location of Business in Wiscasset: Congregational Church lawn (on the
common)

Dates (beginning/ending) Business will operate: Thursday nights during
concerts

I, Juanita Greenleaf, make oath that the information stated above is true and I
am aware that I must comply with all applicable local, state and federal ordinances, regulations, rules, and
laws before this permit can be issued.

Signature: _____ Date: _____

TOWN REVIEW

Reviewed By (Name/Title): _____ Date: _____

Comments: _____

Approved _____ Declined _____

Police Department Comments: _____

MAY 6, 2015

TOWN OF WISCASSET,

I WAS ASKING FOR THE
WORKING PLACE TO SET UP. I AM ASKING APPROVAL
TO SET UP AT THE CHURCH BY THE COURT HOUSE.
I DON'T KNOW THE DATES THAT THEY PLAY (BANDS)
MUSIC BANDS

THANK YOU
NITA GREENLEAF

WANT TO SELL HOT DOGS, SODA, WATER, COFFEE MAYBE
CHIPS, MAYBE ADD ON WATER

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TOWN OF WISCASSET
TEMPORARY BUSINESS LICENSE

51 Bath Road
Wiscasset, ME 04578

Phone: (207) 882-8200
Fax: (207) 882-8228

First Name: Lisa Last: Fourette Middle: Michele
 Permanent Address: 158 Federal Street Wiscasset ME 04578
 Local Address: Same
 Social Security Number: ^{DOB} 9/21/76 Phone: (207) 321-8825
 Vehicle Make: Nissan License Plate #: I MOTH State: Maine
 Vehicle Year: 2007 Vehicle Type: Versa Color: Blue
 Vehicle Registration Expiration Date: 7/31/15 Vehicle Insurance Expiration: 9/9/15
 Drivers License Number: 5067307 State: Maine
 Business Name/Address: Tarot With Dee
 Description of Business and Goods to be sold: Tarot readings for entertainment
 Location of Business in Wiscasset: Wiscasset Parks
 Dates (beginning/ending) Business will operate: June 1, 2015
 I, Lisa Fourette, make oath that the information stated above is true and I am aware that I must comply with all applicable local, state and federal ordinances, regulations, rules, and laws before this permit can be issued.
 Signature: Lisa Fourette Date: 5-7-15

TOWN REVIEW

Reviewed By (Name/Title): _____ Date: _____

Comments: _____

_____ Approved Declined

Police Department Comments: _____

TOWN OF WISCASSET

51 Bath Road
Wiscasset, ME 04578
207-882-8200 Fax 207-882-8228

APPLICATION FOR LICENSE AS A COMMERCIAL WASTE DISPOSAL HAULER

The undersigned hereby applies for a license as a Hauler of Non-Hazardous Solid Waste within the town of Wiscasset for the licensing year ending May 31, 2016.

1. Firm or Trade Name Giles Rubbish Inc.

2. State location where business will be done Alna, Wiscasset, Westport

3. Have you ever held a Waste Disposal Hauler License before? YES NO

If yes, where? Wiscasset

4. Have you ever been convicted of violating the Solid Waste Ordinances? YES NO

If yes, explain: (1 time) Ron said to much recycling in load

I warrant the truth of the foregoing statements.

Dated at Wiscasset this 13 day of April 2015

Giles Rubbish Inc.

Dan I. Giles Pres.

Applicant's Name - Please print

Dan I. Giles

Applicant's Signature

Business Mailing Address:

349 Dover Rd.
Boothbay, me. 04537

Address of residence:

647 Wiscasset Rd.
Boothbay me. 04537

INCLUDE FEE: Resident or NON-Resident \$500.00

For Office Use

Fee Received: 4/17/15

Check No. 27287

TOWN OF WISCASSET

51 Bath Road
Wiscasset, ME 04578
207-882-8200 Fax 207-882-8228

APPLICATION FOR LICENSE AS A COMMERCIAL WASTE DISPOSAL HAULER

The undersigned hereby applies for a license as a Hauler of Non-Hazardous Solid Waste within the town of Wiscasset for the licensing year ending May 31, 2016.

1. Firm or Trade Name Pine Tree Waste
2. State location where business will be done West Bath, Maine
3. Have you ever held a Waste Disposal Hauler License before? YES NO
If yes, where? Multiple Municipalities
4. Have you ever been convicted of violating the Solid Waste Ordinances? YES NO
If yes, explain: _____

I warrant the truth of the foregoing statements.

Dated at Wiscasset this 14th day of April 2015

Mark Espeignette

Applicant's Name - Please print

Mark Espeignette

Applicant's Signature

Business Mailing Address:

87 Pleasant Hill Rd.
Scarborough, ME 04074

Address of residence:

64. A.J. Reno Sr. Rd.
West Bath, ME 04530

INCLUDE FEE: Resident or NON-Resident \$500.00

Fee Received: 500.

For Office Use

Check No. _____

RE 5-1-15

Marian L Anderson

From: Lucia Droby <ludroby@verizon.net>
Sent: Tuesday, May 05, 2015 11:44 AM
To: Marian Anderson
Cc: Ronn Orenstein; Jamel Torres
Subject: MAG landscape project

Marian —

Thank you so much for your time on the phone this morning! I'm so pleased that you support the idea of a landscape design competition and improvements to the Maine Art Gallery's landscape. The building is such an important part of Wiscasset history and the gallery has played a vital role in the town's cultural life. Everyone involved in the reemergence of MAG looks forward to its becoming a destination for local residents, artists, and visitors from away!

From our conversation today, my understanding is that:

- You have given the MAG planning group the OK to proceed with landscape improvements, including a design competition open to the public;
- The town will not contribute to expenses, e.g. a site survey if needed, but would be in favor of "anything that enhances" the property;
- You suggest presenting the project to the Board of Selectmen once it's underway;
- The gallery has a formal lease with the town and so no further permission is required from the Selectmen to improve the grounds or to invite the public to participate in improvements;
- You suggest looking at the existing deed to see if a survey for the site is already in place.
- You will put in writing your support of the project and send to the lease-holder.

Please let me know if I've missed details or stated incorrectly any of the above. And, as promised, we'll keep you informed of the project as it moves forward.

Best regards,
Lucia Droby
PO Box 43 (62 Pleasant St.)
Wiscasset 04578
207-687-2072

—
14 Buxton Lane
Waltham, MA 02451
781-209-1128

Decision: 2015 ME 59
Docket: Lin-14-375
Argued: April 10, 2015
Decided: May 12, 2015

Panel: SAUFLEY, C.J., and ALEXANDER, MEAD, GORMAN, and JABAR, JJ.

TOWN OF WISCASSET

v.

MASON STATION, LLC

SAUFLEY, C.J.

[¶1] Mason Station, LLC, appeals from a judgment of the Superior Court (Lincoln County, *Billings, J.*) denying its motions to set aside a default and for relief from a default judgment entered on the Town of Wiscasset's complaint for \$846,263.67 in unpaid real and personal property taxes. Mason Station argues that the court abused its discretion in denying Mason Station's motions because the Town had already obtained, by automatic foreclosure of tax liens, record title to Mason Station property worth more than the taxes owed. *See* 36 M.R.S. § 943 (2014). We affirm the judgment.

I. BACKGROUND

[¶2] Mason Station, LLC, owned multiple properties in the Town of Wiscasset. It failed to pay assessed property taxes on those properties, and the Town imposed tax liens and filed tax lien certificates in the Lincoln County

Registry of Deeds, creating tax lien mortgages on the properties. *See* 36 M.R.S. §§ 942, 943 (2014). In December 2012, the Town filed a complaint against Mason Station for taxes owed on those properties and on certain personal property. The summons and complaint were served on Mason Station on December 11, 2012. Mason Station failed to file an answer within twenty days as required by M.R. Civ. P. 12(a). The Town requested the entry of a default and default judgment on January 23, 2013, and submitted a supporting affidavit. *See* M.R. Civ. P. 55(a), (b). Two days later, the clerk entered a default and default judgment in the amount of \$846,263.67. Mason Station did not appeal from the judgment. A writ of execution was requested in February 2013 and issued on March 10, 2013.

[¶3] A year and four months later, on July 10, 2014, Mason Station moved to set aside the default and for relief from the default judgment. *See* M.R. Civ. P. 55(c), 60(b). In support of Mason Station's claim that it had a meritorious defense, *see Richter v. Ercolini*, 2010 ME 38, ¶ 15, 994 A.2d 404, it offered evidence that by January 18, 2013—several days before the entry of the default judgment in favor of the Town—the Town had obtained ownership of the properties for which taxes were owed through automatic foreclosure. In opposition, the Town argued, among other contentions, that Mason Station had failed to demonstrate any reason for its delay in responding to the complaint and had not established that the foreclosed properties had a value in excess of the

unpaid taxes. In reply, Mason Station proffered evidence that the properties at issue had an assessed value in excess of the total amount owed on the judgment.¹

[¶4] The court denied the motions to set aside the default and for relief from the default judgment. Mason Station appealed.

II. DISCUSSION

[¶5] Mason Station argues that the court should have set aside the default and granted it relief from the resulting default judgment because the Town has already obtained sufficient value to satisfy the tax debts by foreclosing on tax liens and taking title to real property with a value greater than the \$846,263.67 default judgment.

[¶6] “For good cause shown the court may set aside an entry of default and, if a judgment by default has been entered, may likewise set it aside in accordance with Rule 60(b).” M.R. Civ. P. 55(c). We review a denial of a Rule 55(c) or 60(b) motion for an abuse of discretion. *See Richter*, 2010 ME 38, ¶ 15, 994 A.2d 404; *Ezell v. Lawless*, 2008 ME 139, ¶ 19, 955 A.2d 202.

A. Motion to Set Aside Default

[¶7] “A movant must show good cause for setting aside an entry of default pursuant to M.R. Civ. P. 55(c).” *Richter*, 2010 ME 38, ¶ 15, 994 A.2d 404. “Good

¹ The fair market value of the properties has not been established, and there is a suggestion in the record that environmental contamination on the properties or neighboring properties may have reduced their value.

cause requires a good excuse for untimeliness and a meritorious defense.” *Id.* (quotation marks omitted). “We grant considerable deference to a trial court’s determination of whether a party had a good excuse for his or her untimely filing.” *Id.*

[¶8] Whether or not Mason Station had a meritorious defense, Mason Station has offered no excuse—much less a “good excuse”—for failing to file a timely answer to the Town’s complaint. *Id.* Because a good excuse is required to establish good cause to set aside a default pursuant to M.R. Civ. P. 55(c), we affirm the court’s denial of Mason Station’s motion to set aside the default.

B. Motion for Relief From Judgment

[¶9] A party seeking relief from a judgment pursuant to Rule 60(b) has the burden of convincing the court that the judgment should be set aside. *Beck v. Beck*, 1999 ME 110, ¶ 6, 733 A.2d 981. Rule 60(b) provides, “On motion and upon such terms as are just, the court may relieve a party . . . from a final judgment” if “the judgment has been satisfied, released, or discharged, or a prior judgment upon which it is based has been reversed or otherwise vacated, or it is no longer equitable that the judgment should have prospective application.” M.R. Civ. P. 60(b)(5).

[¶10] “Rule 60(b) presupposes that a party has performed [its] duty to take legal steps to protect [its] own interests in the original litigation.” *Cote Corp. v.*

Kelley Earthworks, Inc., 2014 ME 93, ¶ 15, 97 A.3d 127 (alterations in original) (quotation marks omitted). A court may hold a litigant accountable for the consequences of failing to take the required legal steps. *See id.* The failure to bring a timely appeal from an adverse judgment does not justify Rule 60(b) relief. *Ezell*, 2008 ME 139, ¶ 29, 955 A.2d 202. “Rule 60(b) is not intended as an alternative method of appeal.” *KeyBank Nat’l Ass’n v. Sargent*, 2000 ME 153, ¶ 15, 758 A.2d 528 (quotation marks omitted). If the motion court “has correctly understood the facts and the law relevant to its analysis, we will defer to its ability to give weight to the appropriate factors under the law, and will find an abuse of discretion only where the court made a serious mistake in weighing those factors.” *Tarbuck v. Jaeckel*, 2000 ME 105, ¶ 13, 752 A.2d 176 (quotation marks omitted).

[¶11] Mason Station failed to respond to the Town’s complaint as required by the Rules of Civil Procedure. *See* M.R. Civ. P. 12(a), (b) (requiring that a responsive pleading that includes any defenses to a claim be filed within twenty days after service of the summons and complaint). It thereby admitted the allegations of the complaint and waived any affirmative defenses. *See* M.R. Civ. P. 8(c), (d). It offered no excuse for failing to answer in a reasonable time or at all, and it did not move for relief from the default judgment until nearly eighteen months after the judgment was entered and sixteen months after the writ of execution was issued. In these circumstances, the court did not abuse its discretion

in declining to grant Mason Station relief from the default judgment pursuant to Rule 60(b). *See Cote Corp.*, 2014 ME 93, ¶ 15, 97 A.3d 127.

The entry is:

Judgment affirmed.

On the briefs:

Brian D. Willing, Esq., and Reade E. Wilson, Esq., Drummond Woodsum & MacMahon, Portland, for appellant Mason Station, LLC

Bryan Dench, Esq., and Benjamin J. Smith, Esq., Skelton, Taintor & Abbott, Auburn, for appellee Town of Wiscasset

At oral argument:

Brian D. Willing, Esq., for appellant Mason Station, LLC

Benjamin J. Smith, Esq., for appellee Town of Wiscasset



Town of Wiscasset

Town of Wiscasset Request for Bid Aluminum Ramp

The Town of Wiscasset is seeking bids for an aluminum ramp to be placed at the Ferry Road Landing Pier, located at the Ferry Road Landing, Wiscasset Maine.

Aluminum Ramp Specifications

- Ramp is 36 feet long x 52 inches wide.
- Handrail is 43 in high with stations every 4 ½ feet.
- Intermittent handrail at 33 inches.
- 2 inch aluminum pipe for handrail and station.
- 8 inch channel for deck runners with 3 inch aluminum channel for frame every 2 feet on center.
- 5/4 x 6 pt decking with stainless steel fastenings.
- Hangers configured to connect the existing hardware on float and pier.
- Diamond plate at both ends of approach and exit of ramp.
- All material aluminum and stainless steel.
- Ramp should have camber.

COPY

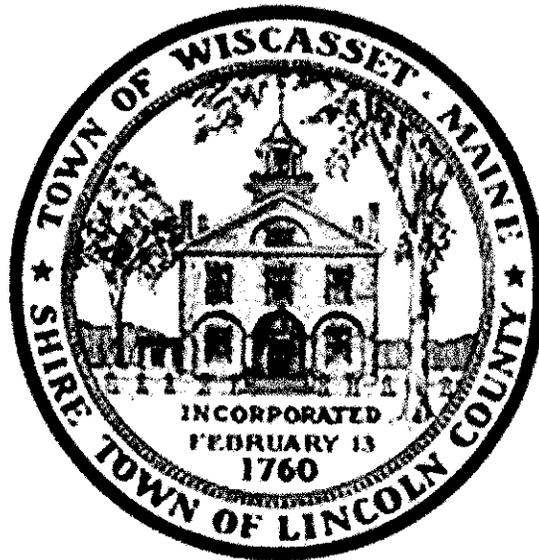
Delivery and installation shall be included in the bid.

Bids are due by 4 p.m. on Monday, May 18. Please mail bids to The Town of Wiscasset "Aluminum Ramp Bid," 51 Bath Road, Wiscasset, ME 04578. Bids will be opened in public Tuesday, May 19 at the Wiscasset Selectboard meeting.

The Town of Wiscasset reserves the right to reject any and all bids.

Any questions can be directed to the Harbormaster Daniel Bradford at 380-1922.

Town of Wiscasset
April 2015
Monthly Reports





Town of Wiscasset

TOWN CLERK REPORT

To: Marian L. Anderson, Town Manager
From: Chris Wolfe, Town Clerk
Re: April Monthly Report
Date: May 12, 2015

ELECTIONS:

April 27th was the deadline to have all candidate nomination papers and warrant articles to the Town Clerk for inclusion on the June 9th ballot. Ballots were proofed and ordered and will be available for absentee voting on May 8th. The School Department will hold a special town meeting to approve the school budget articles on May 27th, 6 pm at the Wiscasset High School Gymnasium. Following approval of the budget articles, voters may obtain absentee ballots that will validate the budget amounts or they may cast ballots in person on June 9th at the polls.

FINANCIALS:

	Auto Excise ¹	Boat Excise ²	Agent Fees ³	Vital Fees ⁴	Airplane Excise ⁵
Monthly Revenues	\$40,381	\$979	\$1,709	\$124	\$162
Year to date	\$398,569	\$2,568	\$12,875	\$2,564	\$3,868
Met yearly revenue projection by:	79%	85%	82 %	85%	

LICENSES:

New Business licenses ¹	Dog License ²	Liquor License ³	Special Amusement ⁴
3	9	2	1

¹Moulinette Mercantile: Owner Margot Sullivan will operate a gift shop located at 60 Main Street.

¹Mid Maine Generator: Owner Dan Kaplan will operate a generator sales and service operation as a home occupation located at 360 Bath Road.



Town of Wiscasset

¹QT's Ice Cream Parlor: Owners Tammy and Quentin Brooks have purchased the ice cream parlor formerly known as Lear's Ice Cream at 47 Railroad Avenue.

²The animal control officer is now making house calls to all owners who have failed to license their canines for 2015. A \$25 mandatory late fee is imposed by State of Maine Statute. This is a non-negotiable fee.

³Amanda Bernier and Brian Tebben were approved by the Board of Selectmen for a new liquor license. They are the new operators of the Lighthouse Lobster Shack and BBQ located at 506 Old Bath Road.

³I also approved the liquor license renewal for LeGarage which I am authorized to do when a license holder has held a license for 5 consecutive years, is under the same ownership and has had no codes violations or problems with law enforcement.

I worked out the 2015/16 sales and advertising schedule for Shellfish licenses. The allocations will remain the same this year as it has for the last several years with 12 resident commercial and 2 non-resident commercial available for purchase. Anyone who has completed the required 12 hours of conservation time and held a commercial license since the fall of last year will be eligible May 29th to begin purchasing this year's licenses. If any licenses remain unclaimed by June 19th at 4 pm, they will become available by lottery to eligible candidates on Monday, June 22 at 9 pm. We also have 30 resident recreational licenses and 3 non-resident recreational licenses. These allow for the harvesting of one peck per day and are free to residents under 12 or over 65.

Commercial waste hauler applications were mailed to prior license holders after the April 7th Board of Selectmen's meeting at which they voted to amend the annual fee from \$300 to \$500. Two applicants are expected to submit applications; Pine Tree and Giles Rubbish. These will go to the Board of Selectmen for final approval on May 19th.

VITALS:

Birth¹ Of New Residents	Marriage² Licenses Issued	Death³ Of Residents
3	0	0

¹Information available through 4/22/2015.

³Information available through 4/13/2015.

TRAINING:

I attended the Annual Conference of Informed Notaries of Maine on April 16th in Brewer. I serve on the Board of Directors of this non-profit organization that works towards the goal of notary education throughout the State of Maine. This annual conference is very time consuming to coordinate, but well worth attending as we have presenters from the Secretary of State's Office along with guest speakers on specialized topics.

APPOINTMENTS:



Town of Wiscasset

Jason Putnam was appointed to the Ordinance Review Committee by the Board of Selectmen at their April 7th meeting. Jason will serve a term through 12/31/2017. This was a vacancy created with the resignation of Peter Todd Travis due to his relocation.



Town of Wiscasset

EMS/EMA REPORT

To: Marian L. Anderson, Town Manager
From: Roland Abbot, EMS/EMA Director
Re: April Monthly Report
Date: May 12, 2015

For the month of April we had 51 calls for service compared to 69 calls for service in April 2014. The service has had 259 calls for service thru the end of April compared to 251 calls for service thru the end of April 2014. These numbers reflect the calendar year not fiscal year.

Staffing:

The service currently has a roster of 7 Paramedics 2 which are currently out on leave, 4 Advanced EMTs, 12 EMTs and one Driver/CPR for a total roster of 24 members. In February 2014 we had 8 Paramedics, 6 Advanced EMTs, 12 EMTs and 1 Driver/CPR.

The only anniversary for this month is Mike Williams with 32 years of service.

The service will be losing one its long time members at the end of May. Jeff Speed who is a charter member of the service and started with the service in 1976 will be retiring from the service June 1st after 39 years of service to the town. Jeff has held many positions on the service thru the years and will be missed.

Operations/Training:

The Basic EMT course just completed its training in Woolwich. The students have to go through their final testing to get their EMS certification. We are hopeful that we will be able to recruit some new members out of this class. We are talking about possibly doing a Basic EMT class here in Wiscasset in the fall. The service is planning to get out to the news media and see if there is anyone who is currently an EMT in the area and see if they would be willing to lend a hand.

The service has purchased two IV pumps which are required by our protocols and the members have completed all the required training on them and they are now in use on the trucks.

The service wants to thank all the people who have showed support for the Wiscasset Ambulance Service over the years. The service hopes we will be here to help the townspeople of all the towns we serve way into the future. June is fast approaching please get out and vote June 9th.

Submitted: Roland Abbott, Chief



Town of Wiscasset

PLANNING DEPARTMENT REPORT

To: Marian L. Anderson, Town Manager
From: Jamel Torres, Town Planner
Re: April Monthly Report
Date: May 13, 2015

Economic Development:

On April 14, I attended a monthly Wings Over Wiscasset Planning Committee meeting. I am the municipal representative on this Planning Committee and also on the Executive Committee. While I am not always able to attend these meetings, this is an important role for me as the Town Planner. Many residents and visitors attend this annual event so I am more than happy to be part of an effort that contributes to the local economy.

On April 9 I attended a *Grant Writing & Funding* workshop put on by the Maine Municipal Association. This workshop consisted of an excellent lineup of presenters including funders, grant writers, and state agencies who all shared their knowledge about how to develop competitive grant applications. This information should prove to be critical as I complete grant applications over the next year.

Based on prior support and guidance from the Board of Selectmen, I also began working on a grant application to the Maine Coastal Programs *2016 Coastal Communities Grant Program*. In partnership with Lincoln County Regional Planning Commission, the Town's Waste Water Treatment Plant, and Wright-Pierce, the grant application will seek to obtain funding to develop an engineering study to protect the Town's Waste Water Treatment Plant from future flood hazards and sea level rise. Given the Plant's location on Cow Island, an engineering plan is a critical step in protecting the Town's important infrastructure.

Finally, I created an informational sheet on the Wiscasset Primary School that includes important details such as its location, zoning classification, assessed value, acreage, property square footage, floor plans, and photos of the property. Having this information will be important as the Town moves forward in owning the property.

Ordinance Review Committee:

The Ordinance Review Committee (ORC) met on April 13 and 27. Jason Putnam was appointed to the ORC on April 7 and attended his first meeting as a committee member on April 13. Based on Stan Waltz's (CEO) recommendation to choose option #2 in relation to the statewide standards for timber harvesting and related activities in a Shoreland District, the ORC approved the State's new standards. This zoning ordinance amendment will need to be presented and accepted by the Select Board before going to the voters. The ORC has also been busy working on the Future Land Use Plan, as recommended by the Town's comprehensive plan. This includes adding new zoning districts. One of the recommended new districts is the *Planned Development*



Town of Wiscasset

District which will be located across from the former Maine Yankee Power Plant and is currently owned by the Town. The parcel is 331 acres. The ORC will be working on drafting the language for this new district in the coming months, along with making recommendations for what uses should be allowed along with a minimum development size.

Planning Board:

The Planning Board did not meet in April.



Town of Wiscasset

Wiscasset Police Department

To: Marian L. Anderson, Town Manager
From: Troy Cline, Wiscasset Police Chief
RE: April Monthly Report
Date: May 6, 2015

Public Safety Announcements

May is Motorcycle Safety Awareness Month:

Motorcycles are out on our roadways so motorists need to be extra careful and look for them. According to the National Highway Traffic Safety Administration (NHTSA) there were 4,957 motorcyclists killed in 2012. This represented a 7% increase from the 4,630 motorcyclist killed in 2011.

NHTSA also identified use of a DOT-compliant motorcycle helmet remained at 60% in 2013. Helmets are estimated to be 37% effective in preventing fatal injuries to motorcycle riders. It is estimated that helmets saved 1,688 motorcyclists' lives in 2012 and that 781 more could have been saved if all motorcyclists had worn helmets.

Pedestrian Safety:

According to NHTSA there were 4,735 pedestrian fatalities and an estimated 66,000 injured in traffic crashes in 2013. On average, a pedestrian is killed every two (2) hours and injured every eight (8) minutes in traffic crashes.

Always look twice and share the road, it may save a life.

Studded Snow Tires:

The use of studded snow tires is prohibited from May 1st to October 1st. Please remove them if you haven't done so. The fine amount is \$137.00 should you be stopped and an enforcement action is taken.

Significant Events and Issues

Chief Cline presented the police department budget to a joint session of the Board of Selectmen and Budget Committee on the 4th. The two major issues that arose during that presentation were the School Resource Officer (SRO) position funding and the purchase of a new cruiser utilizing CIP funds.

School Resource Officer Activity

SRO Hatch worked patrol duties while the students were on their spring break. He also attended a career day at the high school.

SRO Hatch also investigated an incident involving a teacher and a student in which the student was assaulted. The parents of the student did not wish to pursue charges against the teacher and the matter was handled internally by administrative staff at the school.



Town of Wiscasset

SRO Hatch assisted Officer Alfred "Willy" Simmons with a domestic violence assault on a student that did not take place on school grounds. The aggressor was subsequently arrested for the assault on the student.

SRO Hatch handled 6 calls for service, took 2 incident reports, 1 arrest, 2 assists to patrol, 14 student contacts, 4 teacher contacts, 2 parent contacts, 7 counseling sessions w/students, 1 truancy issue, 2 meetings attended.

Operations

The Police Department handled approximately 445 calls for service. Examples of some types of calls are listed below:

Alarms	11	Harassment	1
Animal Complaints	6	Juvenile Problems	1
Assaults	3	Littering	1
Assist Citizen	17	Lost/Found Property	2
Assist Agency	6	Medical Assists	10
Arrests	20	Missing Persons	2
Burglary	1	Paperwork Service	5
Civil Complaints	4	Parking Issues	5
Community Policing	4	Pedestrian Checks	4
Compliance Checks	13	Police Information	5
Concealed Firearm Permits	3	Property Checks	173
Criminal Mischief	1	Sex Offender Registrations	1
Criminal Threatening	4	Special Details	1
Criminal Trespass	2	Suicide Threats	4
Death Investigations	1	Suspicious Activity	9
Disabled Motor Vehicles	3	Thefts	4
Disorderly Conduct	1	Traffic Hazards	3
Domestic Disturbance	2	Warrant Arrests	3
Erratic Operation	11	Welfare Checks	2
Escorts	3		
FD Assist	1		

Motor Vehicle Crashes: There were seven (7) Reportable crashes this month.

Traffic Enforcement: The officers conducted 107 traffic stops resulting in 75 warnings and 32 summonses issued.

Arrests:

There were twenty (20) arrests and criminal summonses issued in the month of April, some of which included the following:

Assault -- Domestic Violence	1	OAS	1
Attaching False Plates	1	Operating W/O License	1
Criminal Mischief	1	Operating w/Suspended Registration	1
Criminal Threatening	4	OUI	1
Criminal Trespass	2	OUI -- Drugs	2
Driving to Endanger	2	Possession of Firearm by Felon	1
FT Register Vehicle	2	Probation Hold	1
FT Report Accident	1	Theft	1
Hindering Apprehension/Prosecution	1	Violation of Conditions of Release	2
Leaving the Scene of PD Accident	1	Warrants	3



Town of Wiscasset

Financial

As of the end of April the department completed the week 43 of the 2015 Fiscal budget year (83%) and the department has expended approximately 84% of its budget to date.



Town of Wiscasset

TRANSFER STATION

To: Marian L. Anderson, Town Manager
From: Ron Lear, Transfer Station Manager
Re: April Monthly Report
Date: May 9, 2015

Below are the materials processed thru our facility during the month.

Type of Material	Tons	Cost/Ton
Municipal Solid Waste (Trash)	171.17	-\$57
Demo	40.87	-\$63
Single Stream	33.75	-\$5
Metal	24.09	+\$95
Computers	2.7	+\$15/lbs
Brush/Lumber	45	-\$35
Organics for Compost	900 lbs	0
Mixed Copper/Alum/Lead	0 lbs.	+.75/lbs.
Shingles	0	-\$48
Sheetrock	0	-\$48
Cardboard	21.25	+\$90

We also recycled 21 bales of cardboard and 8 pallets of E-Waste.

Below are the details of our revenue collections for the month.

Types	Revenues:
User Fees/Commercial	\$2552.80
MRC Dividend	\$0
Metal (Light iron, batteries, mixed copper)	\$1183.350
Cardboard	\$0
Computers	\$0

Operations:

On the 3rd Webber's came and removed 2 loads of grey water. On the 8th we shipped 38 bales of OCC. On the 14th we noticed the Loader developed 2 more serious leaks. The Town mechanic said it looked like the torque converter so I called Caterpillar to get a quote on repairs. The quote came back at \$18,274.40. The machine is a 1988 with 14,500 hrs. Marian and I are going to work on a solution. On the 21st Webber's came and picked up another load of grey water. On the 28th we shipped 8 pallets of E-Waste.



Town of Wiscasset

Financials

Expenses are at 74.70% and Revenues are 82.61% collected.



Town of Wiscasset

TOWN TREASURER REPORT

To: Marian L. Anderson, Town Manager
From: Shari Fredette, Town Treasurer
Re: February Monthly Report
Date: May 7, 2015

Finances:

In the month of April the town collected a total of \$2,776,002.09 in Real estate taxes and \$28,047.41, in personal property taxes. Our new Tax Collector, Molly Bonang sent 48 notices to Delinquent "Personal Property" Tax accounts after the April 24th due date passed.

Credit card receipts for April were \$16,394.92

The Finance Department as of April 30th has spent 80.43 percent of our budget; we are 83.3 percent through our current fiscal year. YTD we have **underspent** by .029 %.

School Expenses:

The expenses for the Month of April were \$836,612.58 and the total Revenue received in and transferred to the School in the month of April was \$830,144.11. The breakdown of that Revenue is: \$327,327.63 from The Town of Wiscasset's Operating Account and the remaining balance of \$502,816.48 was from School Lunch money, Grants, State subsidy and miscellaneous revenue.

Training:

Shari attended a full day of *free* training on 4/16/2015 at The Maine Public Employees Retirement System. The training consisted of Membership Eligibility, retirement benefits, Earnable compensation, disability benefits and the application process, and survivor Benefits. The afternoon was spent on the specifications employers must follow when submitting Electronic Payroll Files on the Employer Self-service web page.

Molly continues to receive in house Bureau of Motor Vehicle Training every day from Christine and Ellin and has some upcoming training scheduled at the BMV office soon. Ellin had Vital Records training in April.

Human Resources:

For those of you who may not know what the duties are as The Human Resource person for The Town of Wiscasset I have listed the duties below. Although the list is not all inclusive it gives an overall view of HR including "Payroll duties."



Town of Wiscasset

- Process weekly payroll on time and ensure accurate cost allocations
- Process direct deposit payments and Electronic Fund Transfers
- Determine payroll liabilities by approving the calculation of employee federal and state income and social security taxes, and employer's social security, unemployment, and workers compensation payments
- Prepare reports by compiling summaries of earnings, taxes, deductions, leave disability and non-taxable wages, 941 Fed and State Quarterly reports, W-2's at year end.
- Update of PR records by entering changes in exemptions, insurances, deductions, retirement, loans, buybacks and wages
- Maintain PR operations by following the town's Personnel Policy and three Union Contracts
- Maintain employee confidence and protect PR operations by keeping information confidential
- WCC Seasonal Payroll changes for Unemployment reporting in June and back to non-seasonal in September
- Provide wage information as required for outside Agencies and process garnishment requests
- General enquires and inquiry resolution for all Departments
- Workers Compensation First Reports
- OSHA Log Forms
- Scheduling Random Tests for Employees
- Attendance Record balancing with Administrative Assistant
- Pre-employment physicals
- Pre-employment background checks
- New Employee Check List "*See attached Example*"
- New Employee Benefit list/costs
- Perfect Attendance Payroll Quarterly
- Sick buyback Payroll Annually

Please contact Shari Fredette @ 207-882-8200 Ext. 107 or treasurer@wiscasset.org if you have any questions.