

WISCASSET BOARD OF SELECTMEN,  
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR  
OCTOBER 6, 2015

Preliminary Minutes

Tape Recorded Meeting

Present: David Cherry, Vice Chair Judy Flanagan, Chair Ben Rines, Jr., Jeff Slack and Town Manager Marian Anderson

1. Call to Order

Chair Ben Rines, Jr., called the meeting to order at 6 p.m.

2. Pledge of Allegiance

3. Public Hearing

A. Special Amusement Permit, Wiscasset Raceway: **Ben Rines, Jr., moved to open the public hearing. Vote 4-0-0.** There was no one present from the raceway. David Cherry asked whether an annual permit was being applied for and recommended that the time period be indicated on the application. Marian Anderson said the recommendation of department heads had not yet been received. **Ben Rines, Jr. moved to close the public hearing. Vote 4-0-0.** Judy Flanagan recommended that the ordinance be clarified to indicate the response time period and the length of the permit. **Ben Rines moved to reschedule the public hearing in two weeks. Vote 4-0-0.** (Note: See below for motion approving the application.)

4. Approval of Minutes

**David Cherry moved to accept the minutes of September 15, 2015 as submitted. Vote 4-0-0.**

5. Approval of Treasurer's Warrants

**Judy Flanagan moved to approve the Payroll Warrants of September 18, September 25 and October 2, 2015. Vote 4-0-0. Ben Rines, Jr., moved to approve the Accounts Payable Warrants of September 22, September 29 and October 6, 2015. Vote 4-0-0.**

6. Assessors' Business – none

7. Special Presentations or Awards – none

8. Appointments – none

9. Resignations – none

10. Public Comment

Roger Jones, representing his neighborhood, described the poor condition of Route 144 due partially to the heavy truck traffic on the road. He said he had contacted the Town and the State but nothing had been done. He said there are no sides on the road and he has been told the sides can't be fixed until the road is paved. The State has scheduled paving for 2017. The speed limit on the road is 45 mph. If the town or state cannot fix the road, Jones asked that the town ask the state to reduce the speed limit to 35 mph. The chair advised Mr. Jones that the Town Manager and board members will be meeting with the DOT on Friday, October 9, and will inquire into the possibility of lowering the speed limit.

Ed Kavanaugh returned with thanks the Boston Post Cane which the Historical Society had borrowed for a display at the Old Jail. The cane has in the past been given to the oldest resident; Kavanaugh presented a pin to be given to the oldest resident.

## 11. Unfinished Business

A. Currier Langley, Property discussion, Map R01, Lot 044-J: Ben Rines, Jr., reported that the total amount of the delinquent taxes had been paid in full.

B. Discussion on Tax-acquired property: Wendy Paradis, Town attorney, was present to answer questions on the legal aspects of dealing with tax-acquired property. Marian Anderson said the Town had sent out 11 letters to residents who had delinquent tax agreements and an additional 23 letters to residents whose property had been foreclosed but did not have tax agreements. The total tax liability is just over \$400,000. The board wishes to reduce the outstanding amount. The board has not taken possession of any of the properties. Paradis said the town's policy has four options: to take the property back for town purposes; if the overdue taxes are minimal, to contact a realtor; to sell it back to the taxpayer; or to put it out to bid. She advised giving taxpayers an additional 30 days, advising them that the Town owns the property and will take possession if taxes are not paid in full. She recommended that the Town act on vacant land, second homes and non-residential properties first.

In response to Ben Rines' question, Paradis said that the Town has a fiduciary duty to collect taxes, so it should act on the tax-acquired properties. In response to further questions, Paradis said the Town should insure properties that have been acquired even though possession has not yet taken place. When the Town takes possession, the owners will be tenants at will and can be notified to vacate or eviction will take place. She added that the agreements or installment contracts, if not paid, would be foreclosed on, similar to mortgages, which would take 18 to 24 months and if taken to court, would be expensive. However, she said that the agreement is neat and tight and it is clear that the Town is asserting its ownership in the property, but it should be enforced promptly and consistently. Incentives can be used and the board has discretion in granting them. Guidelines for the board should be in the policy. Ben Rines, Jr., moved to instruct the Town Manager to send out letter to owners of vacant and non-residential properties requesting payment by November 30<sup>th</sup> or the Town will take possession and put the property out for bid. The motion was later amended to send the letter to owners of vacant property owners only, but was defeated on a 2-1-1 vote (Flanagan opposed and Cherry abstained.) Flanagan said she thought tonight's meeting was going to provide an opportunity for the public to comment or ask questions.

Judy Flanagan and David Cherry urged the board to develop guidelines, tidy up the method of disposition and hold a workshop to discuss the guidelines. Ben Rines, Jr., recommended that a workshop take place after the election to fill the vacant seat on the board.

In response to a question regarding sewer liens, Paradis said sewer liens can be handled the same as real estate tax liens.

Several residents had questions regarding the status of their taxes.

Item 3A was taken up at this point as Vanessa Jordan from the race track was present. She clarified that the application was made annually. She requested no assistance from Town personnel; the racetrack has its own ambulance. Police Chief Cline said there had been no problems at the track. **Ben Rines moved to rescind the earlier motion. Vote 4-0-0. Ben Rines moved to approve the Special Amusement Permit for Wiscasset Speedway, LLC . Vote 4-0-0.**

C. Federal Street Update: Ed Kavanaugh reported a flatbed tractor trailer truck, over the 6,000-pound limit, had traveled down Federal Street to Route 1 and had blocked the intersection in attempting to turn the corner onto Route 1 north. Chief Cline recommended calling him to report illegal truck traffic so that he could stop the truck.

## 12. New Business

A. Application for temporary liquor license for catered function at Marianmade Farm: It was noted that the application was for state approval but needed a town acknowledgement. **Jeff Slack moved to approve the temporary liquor license application. Vote 4-0-0.**

B. Pole Permit – Municipal Certification for installation of Phone Service at 12 Lobster Lane: **Jeff Slack moved to approve the permit (after inserting “Wiscasset”). Vote 4-0-0.**

C. Wiscasset Municipal Airport lease renewal for office rental space for tenant Peregrine Turbine Technologies: **Judy Flanagan moved to accept the agreement. Vote 4-0-0.**

D. Review of H. M. Payson Statement of Accounts: The statement was distributed.

13. Department Head or Committee Chair Report

The reports were distributed.

14. Town Manager’s Report

Marian Anderson said an update on the solar energy project would be on the next agenda.

CMP is currently working on the connection to switch to the new (used) generator which should be completed on October 7. She thanked Ken Boudin and Kevin Sprague for their efforts.

The Town Manager will be attending the MMA conference on October 7 and 8.

Judy Flanagan demonstrated how much paper would be saved if the selectmen’s packets were double-sided. Her motion to double-side where appropriate the selectmen’s meeting packets to save paper and set an example failed on a 2-2 vote.

Flanagan noted that there was no report from the Ambulance Department and was advised that it would be on the next agenda.

Ben Rines, Jr., said the 25<sup>th</sup> anniversary dinner at the Senior Center was excellent and thanked the center for inviting the selectmen.

15. Adjournment

**Jeff Slack moved to adjourn. Vote 4-0-0.**

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**2015**

# Municipal Valuation Return



**DUE DATE - NOVEMBER 1, 2015 (or within 30 days of commitment, whichever is later)**

*Mail the signed original to Maine Revenue Services, Property Tax Division,  
PO Box 9106, Augusta, ME 04332-9106 and affix copy to front cover of Municipal Valuation book.*

**NOTE: This form is also available in PDF format at [www.maine.gov/revenue/propertytax](http://www.maine.gov/revenue/propertytax)  
or you may request an Excel version by email to: [prop.tax@maine.gov](mailto:prop.tax@maine.gov)**

For help in filling out this return, please see the Municipal Valuation Return Guidance Document at  
[www.maine.gov/revenue/forms/property/appsformspubs.htm](http://www.maine.gov/revenue/forms/property/appsformspubs.htm)

**MAINE REVENUE SERVICES - 2015 MUNICIPAL VALUATION RETURN**

(36 M.R.S. § 383)

**COPY**

**DUE DATE - NOVEMBER 1, 2015 (or within 30 days of commitment, whichever is later)**

**Wiscasset**  
Municipality

1. County: **Lincoln**

Commitment Date: **9/15/2015**  
mm/dd/yyyy

2. Municipality **Wiscasset**

3. 2015 Certified Ratio (Percentage of current just value upon which assessments are based.) 3 **100.00%**  
*Homestead, Veterans, Blind, and BETE Exemptions, Tree Growth and Farmland Values must be adjusted by this percentage*

**TAXABLE VALUATION OF REAL ESTATE**

*(Exclude exempt valuation of Homestead, Veterans and all other categories of exempt property)*

4. Land (include value of transmission, distribution lines & substations, dams and power houses) 4 **198,024,200**

5. Buildings 5 **260,663,900**

6. Total taxable valuation of real estate (sum of lines 4 & 5 above) 6 **458,688,100**  
*(See Municipal Tax Rate Calculation Standard Form page 10, line 1)*

**TAXABLE VALUATION OF PERSONAL PROPERTY**

*(Exclude exempt valuations of all categories)*

7. Production machinery and equipment 7 **3,208,700**

8. Business equipment (furniture, furnishings and fixtures) 8 **1,975,500**

9. All other personal property 9 **133,200**

10. Total taxable valuation of personal property (sum of lines 7 through 9 above) 10 **5,317,400**  
*(See Municipal Tax Rate Calculation Standard Form page 10, line 2)*

**OTHER TAX INFORMATION**

11. Total taxable valuation of real estate and personal property (sum of lines 6 & 10 above) 11 **464,005,500**  
*(See Municipal Tax Rate Calculation Standard Form page 10, line 3)*

12. 2015 Property Tax Rate (example .01520) 12 **0.016400**

13. 2015 Property Tax Levy (includes overlay and any fractional gains from rounding) 13 **\$7,609,690.20**  
*Note: This is the exact amount of 2015 tax actually committed to the Collector*  
*(See Municipal Tax Rate Calculation Standard Form page 10, line 19)*

**HOMESTEAD EXEMPTION REIMBURSEMENT CLAIM**

*Homestead Exemptions must be adjusted by the municipality's certified ratio*

14. a. Total number of \$10,000 Homestead exemptions granted 14a **954**

b. Total exempt value for all \$10,000 Homestead exemptions granted (Line 14a x \$10,000) 14b **9,540,000**

c. Total number of properties fully exempted (valued less than \$10,000) by Homestead exemptions granted 14c **3**

d. Total exempt value for all properties fully exempted (valued less than \$10,000) by Homestead exemptions granted 14d **17,300**

e. Total number of Homestead exemptions granted (sum of 14a & 14c) 14e **957**

f. Total exempt value for all Homestead exemptions granted (sum of 14b & 14d) 14f **9,557,300**  
*(Line 14f must be the same total as Municipal Tax Rate Calculation Standard Form page 10, line 4a)*

g. Total assessed value of all homestead qualified property (land & buildings) 14g **182,095,700**



Municipality: \_\_\_\_\_

**Wiscasset**

**BUSINESS EQUIPMENT TAX EXEMPTION (BETE) REIMBURSEMENT CLAIM**

15. a. Number of BETE applications processed for tax year 2015.	15a	<input type="text" value="24"/>
b. Number of BETE applications approved	15b	<input type="text" value="24"/>
c. Total exempt value of all BETE qualified property <i>(Line 15c must be the same total as Municipal Tax Rate Calculation Standard Form page 10, line 5a)</i>	15c	<input type="text" value="3,435,300"/>
d. Total exempt value of BETE property located in a municipal retention TIF district.	15d	<input type="text" value="2,834,200"/>

**TAX INCREMENT FINANCING**

16. a. Total amount of increased taxable valuation above Original Assessed Value within Tax Increment Financing Districts.	16a	<input type="text" value="9,753,502"/>
b. Amount of Captured Assessed Value within Tax Increment Financing Districts.	16b	<input type="text" value="10,267,542"/>
c. Property tax revenue that is appropriated and deposited into either a Project Cost Account or a Sinking Fund Account.	16c	<input type="text" value="188,576"/>
d. BETE reimbursement revenue that is appropriated and deposited into either a Project Cost Account or a Sinking Fund Account.	16d	<input type="text" value="\$0.00"/>

*(Lines 16c and 16d combined must equal the same total as Municipal Tax Rate Calculation Standard Form page 10, line 9)*

**EXCISE TAX**

17. a. Excise taxes collected during a recently completed twelve month period. Enter either <b>calendar</b> or <b>fiscal</b> .	17a	<input type="text" value="Fiscal"/>
b. Motor vehicle excise tax collected.	17b	<input type="text" value="\$515,640.88"/>
c. Watercraft excise tax collected.	17c	<input type="text" value="\$7,000.00"/>

**ELECTRICAL GENERATION AND DISTRIBUTION PROPERTY**

18. Total valuation of distribution and transmission lines owned by electric utility companies.	18	<input type="text" value="\$34,606,600"/>
19. Total valuation of all electrical generation facilities.	19	<input type="text" value="\$0"/>

**FOREST LAND CLASSIFIED UNDER THE TREE GROWTH TAX LAW**

*(36 M.R.S., §§ 571 - 584-A)*

20. Average per acre unit value utilized for undeveloped acreage (land not classified).	20	<input type="text" value="\$1,200"/>
21. Classified forest land. <b>(Do Not</b> include land classified in Farmland as woodland).		
a. Number of parcels classified as of April 1, 2015	21a	<input type="text" value="19"/>
b. Softwood acreage	21b	<input type="text" value="283.50"/>
c. Mixed wood acreage	21c	<input type="text" value="457.74"/>
d. Hardwood acreage	21d	<input type="text" value="205.25"/>
e. Total number of acres of forest land only (sum of lines 21 b, c, & d above).	21e	<input type="text" value="946.49"/>
22. Total assessed valuation of all classified forest land for tax year 2015.	22	<input type="text" value="255,560"/>
a. Per acre values used to assess Tree Growth classified forest land value:		
Softwood	22a(1)	<input type="text" value="333.00"/>
Mixed Wood	22a(2)	<input type="text" value="270.00"/>
Hardwood	22a(3)	<input type="text" value="183.00"/>

Municipality: Wiscasset

**OPEN SPACE TAX LAW CONTINUED**

34. Land withdrawn from Open Space Classification. (36 M.R.S., § 1112)
- a. Total number of parcels withdrawn from 4/2/14 through 4/1/15. 34a
  - b. Total number of acres withdrawn from 4/2/14 through 4/1/15. 34b
  - c. Total amount of penalties assessed by the municipality due to the withdrawal of classified Open Space land from 4/2/14 through 4/1/15. 34c

**LAND CLASSIFIED UNDER THE WORKING WATERFRONT TAX LAW**

(36 M.R.S., §§ 1131 - 1140-B)

- 35. Number of parcels classified as Working Waterfront as of April 1, 2015. 35
- 36. Number of acres first classified as Working Waterfront for tax year 2015. 36
- 37. Total acreage of all land now classified as Working Waterfront. 37
- 38. Total valuation of all land now classified as Working Waterfront. 38
- 39. Classified Working Waterfront withdrawn. (36 M.R.S., § 1138)
  - a. Total number of parcels withdrawn from 4/2/14 through 4/1/15. 39a
  - b. Total number of acres withdrawn from 4/2/14 through 4/1/15. 39b
  - c. Total amount of penalties assessed by the municipality due to the withdrawal of classified Working Waterfront land from 4/2/14 through 4/1/15. 39c

**EXEMPT PROPERTY**

(36 M.R.S. §§ 651, 652, 653, 654-A, 656)

40. Enter the **exempt value** of all the following classes of property which are exempt from property taxation by law.
- a. Property of the United States and the State of Maine. (§ 651(1)(A) and (B)).
    - (1) United States 40a(1)
    - (2) State of Maine (excluding roads) 40a(2)
    - TOTAL VALUE [40a (1) + (2)] 40a
  - b. Real estate owned by the Water Resources Board of the State of New Hampshire located within this state. (§ 651(1)(B-1)) 40b
  - c. Property of any public municipal corporation of this State including County property appropriated to public uses. (§ 651(1)(D))  
(County, Municipal, Quasi-Municipal owned property) 40c
  - d. Pipes, fixtures, hydrants, conduits, gatehouses, pumping stations, reservoirs and dams of a public municipal corporation supplying water, power or light if located outside the limits of the municipality. (§ 651(1)(E)). 40d
  - e. Airport or landing field of a public municipal corporation used for airport or aeronautical purposes. (§ 651(1)(F)) 40e
  - f. Landing area of a privately owned airport when owner grants free use of that landing area to the public. (§ 656(1)(C)) 40f
  - g. Pipes, fixtures, conduits, buildings, pumping stations, and other facilities of a public municipal corporation used for sewerage disposal if located outside the limits of the municipality. (§ 651(1)(G)) 40g

Municipality: Wiscasset

EXEMPT PROPERTY CONTINUED

40. h. Property of benevolent and charitable institutions. (§ 652(1)(A))	40h	5,755,600
i. Property of literary and scientific institutions. (§ 652(1)(B))	40i	10,546,100
j. Property of the American Legion, Veterans of Foreign Wars, American Veterans, Sons of Union veterans of the Civil War, Disabled American Veterans and Navy Clubs of the USA. (§ 652(1)(E))		
1) Total exempt value of veterans organizations.	40 j(1)	212,400
2) Exempt value attributable to purposes other than meetings, ceremonials, or instruction facilities (reimbursable exemption).	40 j(2)	0
k. Property of chambers of commerce or boards of trade. (§ 652(1)(F))	40k	0
l. Property of houses of religious worship and parsonages. (§ 652(1)(G))		
1) Number of parsonages within this municipality.	40 l(1)	2
2) Indicate the total <i>exempt</i> value of those parsonages.	40 l(2)	40,000
3) Indicate the total <i>taxable</i> value of those parsonages.	40 l(3)	331,300
4) Indicate the total <i>exempt</i> value of all houses of religious worship.	40 l(4)	4,930,900
40. I. TOTAL EXEMPT VALUE OF ALL HOUSES OF RELIGIOUS WORSHIP AND PARSONAGES		
	[ Sum of 40 l(2) and 40 l(4) ] 40l	4,970,900
m. Property owned or held in trust for fraternal organizations operating under the lodge system (do not include college fraternities). (§ 652(1)(H))	40m	455,100
n. Personal property <i>leased</i> by a benevolent and charitable organization exempt from taxation under § 501 of the Internal Revenue Code of 1954 and the primary purpose is the operation of a hospital licensed by the Dept. of Health and Human Services, health maintenance organization or blood bank. (§ 652(1)(K)) (Value of property <i>owned</i> by a hospital should be reported on line 40h)	40n	0
o. Exempt value of real property of all persons determined to be legally blind. (§ 654-A) ( \$4,000 adjusted by certified ratio)	40o	4,000
p. Aqueducts, pipes and conduits of any corporation supplying a municipality with water. (§ 656(1)(A))	40p	650,900
q. Animal waste storage facilities constructed after April 1, 1999 and certified as exempt by the Commissioner of Agriculture, Conservation and Forestry. (§ 656(1)(J)) (reimbursable exemption)	40q	0
r. Pollution control facilities that are certified as such by the Commissioner of Environmental Protection. (§ 656(1)(E))	40r	0
s. Snowmobile trail grooming equipment registered under 12 M.R.S., § 13113. (§ 655(1)(T)) (reimbursable exemption)	40s	0

Municipality: Wiscasset



**40t. VETERANS EXEMPTIONS** - The following information is necessary in order to calculate reimbursement. (Section 653)

**SECTION 1: The section is *only* for those veterans that served during a federally recognized war period**

Widower:		NUMBER OF EXEMPTIONS	EXEMPT VALUE
1. Living male spouse or male parent of a deceased Veteran. \$6,000 adjusted by the certified ratio. [Section 653(1)(D)]	40t(1)A	0	40s(1)B 0
<b>Revocable Living Trusts:</b>			
2. Paraplegic veteran (or their widow) who is the beneficiary of a revocable living trust. \$50,000 adjusted by the certified ratio. [Section 653(1)(D-1)]	40t(2)A	0	40s(2)B 0
3. All other veterans (or their widows) who are the beneficiaries of revocable living trusts. \$6,000 adjusted by the certified ratio. [Section 653(1)(C) or (D)]	40t(3)A	4	40s(3)B 24,000
<b>WW I Veterans:</b>			
4. WW I veteran (or their widow) enlisted as Maine resident. \$7,000 adjusted by the certified ratio. [Section 653(1)(C-1) or (D-2)]	40t(4)A	0	40s(4)B 0
5. WW I veteran (or their widow) enlisted as non-Maine resident. \$7,000 adjusted by the certified ratio. [Section 653(1)(C-1) or (D-2)]	40t(5)A	0	40s(5)B 0
<b>Paraplegic Veterans:</b>			
6. Paraplegic status veteran or their unmarried widow. \$50,000 adjusted by the certified ratio. [Section 653(1)(D-1)]	40t(6)A	0	40s(6)B 0
<b>Cooperative Housing Corporation Veterans:</b>			
7. Qualifying Shareholder of Cooperative Housing Corporation \$6,000 adjusted by the certified ratio. [Section 653(2)]	40t(7)A	0	40s(7)B 0
<b>All Other Veterans:</b>			
8. All other veterans (or their widows) enlisted as Maine residents. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1)]	40t(8)A	82	40s(8)B 492,000
9. All other veterans (or their widows) enlisted as non-Maine residents. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1)]	40t(9)A	53	40s(9)B 318,000

**SECTION 2: This section is *only* for those veterans that did not serve during a federally recognized war period**

		NUMBER OF EXEMPTIONS	EXEMPT VALUE
10. Veteran (or their widow) disabled in the line of duty. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(2) or (D)]	40t(10)A	0	40s(10)B 0
11. Veteran (or their widow) who served during the periods from August 24, 1982 to July 31, 1984 and December 20, 1989 to January 31, 1990. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1) or (D)]	40t(11)A	0	40s(11)B 0
12. Veteran (or their widow) who served during the period from February 27, 1961 and August 5, 1964, but did not serve prior to February 1, 1955 or after August 4, 1964. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1) or (D)]	40t(12)A	5	40s(12)B 30,000

Total number of ALL veteran exemptions granted in 2015 40t(A) 144

Total exempt value of ALL Veterans Exemptions granted in tax year 2015 40s(B) 864,000

Municipality: Wiscasset

EXEMPT PROPERTY CONTINUED

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40. u. **Other.** The Laws of the State of Maine provide for exemption of quasi-municipal organizations such as authorities, districts and trust commissions. These exemptions will not be found in Title 36.

Examples: Section 5114 of Title 30-A provides for exemption of real and personal property of an Urban Renewal Authority or Chapter 164, P. & S.L. of 1971 provides for exemption of real estate owned by the Cobbossee-Annabessacook Authority. (See also 30-A M.R.S., § 5413, Revenue Producing Municipal Facilities Act.)

Please list the full name of the organization in your municipality that has been granted exempt status through such a law, the provision of the law granting the exemption and the estimated full value of real property.

NAME OF ORGANIZATION	PROVISION OF LAW	EXEMPT VALUE
		\$0
		0
		0
		0
TOTAL		40u 0

40. TOTAL VALUE OF ALL PROPERTY EXEMPTED BY LAW 40 **96,929,600**  
(sum of all exempt value)

MUNICIPAL RECORDS

41. a. Does your municipality have tax maps? 41a  **Yes** YES/NO  
 If yes, proceed to b, c and d. Give date when tax maps were originally obtained and name of contractor.  
 (This does not refer to the annual updating of tax maps.)
- b. Date 41b  mm/dd/yyyy
- c. Name of Contractor 41c
- d. Are your tax maps PAPER, GIS or CAD? 41d
42. Please indicate the number of *land parcels* within your municipal assessing jurisdiction. (Not the number of tax bills) 42
43. Total **taxable** land acreage in your municipality. 43
44. a. Has a professional town-wide revaluation been completed in your municipality?  
 If yes, please answer the questions below. 44a  **Yes** YES/NO
- b. Did the revaluation include any of the following? Please enter each category with YES or NO.
- 44b (1)  **Yes** LAND
- 44b (2)  **Yes** BUILDINGS
- 44b (3)  **Yes** PERSONAL PROPERTY
- c. Effective Date 44c  mm/dd/yyyy
- d. Contractor Name 44d
- e. Cost 44e

Municipality: Wiscasset

MUNICIPAL RECORDS CONTINUED

45. Please indicate the best choice that describes how the municipality administers its assessment function. Choose SINGLE ASSESSOR, ASSESSORS' AGENT or BOARD OF ASSESSORS. Please provide the name if single assessor or agent.

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a) Function 45a Assessors' Agent  
b) Name 45b R.J.D. Appraisal  
c) Email address 45c N/A

46. List the beginning and ending dates of the fiscal year in your municipality.

FROM 46a 7/1/2015 TO 46b 6/30/2016  
mm/dd/yyyy mm/dd/yyyy

47. Interest rate charged on overdue 2015 property taxes (36 M.R.S. § 505) 47 7.00  
(not to exceed 7.00%)

48. Date(s) that 2015 property taxes are due. 48a 10/23/2015 48b 4/29/2016  
48c mm/dd/yyyy 48d mm/dd/yyyy

49. Are your assessment records computerized?

49a  **Yes** YES/NO Name of software used 49b Trio software

50. Has your municipality implemented a local tax relief program similar to the state's circuitbreaker program or property tax fairness credit? 50a  YES/NO

How many people qualified? 50b

How much relief was granted? 50c

51. Has your municipality implemented a local elderly volunteer tax credit program under 36 M.R.S. § 6232(1-A)?

51a  YES/NO How many people qualified? 51b

How much relief was granted? 51c

I/We, the Assessor(s) of the Municipality of Wiscasset do state that the foregoing information contained herein is, to the best knowledge and belief of this office, reported correctly and that all of the requirements of the law have been followed in valuing, listing and submitting the information.

*Benjamin J. R...*

ASSESSOR(S)  
SIGNATURES

DATE   
mm/dd/yyyy

NOTICE: This return must be completed and sent to the Property Tax Division by November 1, 2015 or within 30 days after the commitment date, whichever is later, in order to avoid reduction or loss of any entitlement under the Tree Growth Tax Law municipal reimbursement program for the 2015 tax year.



**MAINE REVENUE SERVICES - 2015 MUNICIPAL TAX RATE CALCULATION STANDARD FORM**

Municipality: Wiscasset

**BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT**



- 1. Total taxable valuation of real estate 1 458,688,100  
(should agree with MVR Page 1, line 6)
- 2. Total taxable valuation of personal property 2 5,317,400  
(should agree with MVR Page 1, line 10)
- 3. Total taxable valuation of real estate and personal property (Line 1 plus line 2) 3 464,005,500  
(should agree with MVR Page 1, line 11)
- 4. (a) Total exempt value for all homestead exemptions granted 4(a) 9,557,300  
(should agree with MVR Page 1, line 14f)
- (b) Homestead exemption reimbursement value 4(b) 4,778,650  
(line 4(a) multiplied by 0.5)
- 5. (a) Total exempt value of all BETE qualified property 5(a) 3,435,300  
(should agree with MVR Page 2, line 15c)
- (b) The statutory standard reimbursement for 2015 is 50%  
*Municipalities with significant personal property & equipment may qualify for more than 50% reimbursement. Contact MRS for the Enhanced Calculator Form.* 5(b) 1,717,650  
(line 5(a) multiplied by 0.5)
- 6. Total Valuation Base (Line 3 plus line 4(b) plus line 5(b)) 6 470,501,800

**DO NOT QUALIFY**

**ASSESSMENTS**

- 7. County Tax 7 \$547,353.80
- 8. Municipal Appropriation 8 \$4,798,240.00
- 9. TIF Financing Plan Amount 9 \$188,576.33  
(should agree with MVR Page 2, line 16c)
- 10. Local Education Appropriation (Local Share/Contribution)...  
(Adjusted to Municipal Fiscal Year) 10 \$5,652,609.82
- 11. Total Assessments (Add lines 7 through 10)..... 11 \$11,186,779.95

**ALLOWABLE DEDUCTIONS**

- 12. State Municipal Revenue Sharing..... 12 \$191,455.78
- 13. Other Revenues: (All other revenues that have been formally  
appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank  
interest income, appropriated surplus revenue, etc... (Do Not Include any Homestead or BETE Reimbursement) 13 \$3,348,058.00
- 14. Total Deductions (Line 12 plus line 13)..... 14 \$3,539,513.78
- 15. Net to be raised by local property tax rate (Line 11 minus line 14)..... 15 \$7,647,266.17

- 16. \$7,647,266.17 x 1.05 = \$8,029,629.48 Maximum Allowable Tax  
(Amount from line 15)
- 17. \$7,647,266.17 ÷ 470,501,800 = 0.016253 Minimum Tax Rate  
(Amount from line 15) (Amount from line 6)
- 18. \$8,029,629.48 ÷ 470,501,800 = 0.017066 Maximum Tax Rate  
(Amount from line 16) (Amount from line 6)
- 19. 464,005,500 x 0.016400 = \$7,609,690.20 Tax for Commitment  
(Amount from line 3) (Selected Rate) (Enter on MVR Page 1, line 13)
- 20. \$7,647,266.17 x 0.05 = \$382,363.31 Maximum Overlay  
(Amount from line 15)
- 21. 4,778,650 x 0.016400 = \$78,369.86 Homestead Reimbursement  
(Amount from line 4b) (Selected Rate) (Enter on line 8, Assessment Warrant)
- 22. 1,717,650 x 0.016400 = \$28,169.46 BETE Reimbursement  
(Amount from line 5b) (Selected Rate) (Enter on line 9, Assessment Warrant)
- 23. \$7,716,229.52 - \$7,647,266.17 = \$68,963.35 Overlay  
(Line 19 plus lines 21 and 22) (Amount from line 15) (Enter on line 5, Assessment Warrant)

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant,  
Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

Town of Wiscasset  
Board/Committee Membership Form

Full Name: Albert Gordon Kontratz

Mailing Address/Street Address: 79 Old Ferry Rd.

Home Telephone: 687-2203 Work Telephone: N/A E-mail: agkon1@verizon.net

Occupation: Retired

I wish to be considered for appointment to the:

Wiscasset Historic Preservation Commission  
Name of Board/Committee

Full member:

Alternate member:

Do you currently serve or have you ever served on any Town Board or Committee? yes

If yes, please state which Board or Committee with term expiration. Ordinance Review  
Committee, 2017

List civic organizations to which you belong now: \_\_\_\_\_  
\_\_\_\_\_

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: Served eight years - Historic Preservation  
Advisory Commission, Hamilton Twp, Mercer Co, N.J.

Date: 10/5/15

Signature: Albert Gordon Kontratz

Additional comments can be made on the reverse side of this form.

Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or email at [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

\*\*\*\*\*

For Office Use:

Date received: \_\_\_\_\_

Date appointed: \_\_\_\_\_

Term of appointment: \_\_\_\_\_

Town of Wiscasset  
Board/Committee Membership Form

Full Name: SUSAN BLADEN

Mailing Address/Street Address: 105 WESTPORT Bridge Road

Home Telephone: 882-5203 Work Telephone: N/A E-mail: susan@wiscasset.net

Occupation: Retired

I wish to be considered for appointment to the:

Historic Preservation Committee  
Name of Board/Committee

Full member:

Alternate member:

Do you currently serve or have you ever served on any Town Board or Committee? YES

If yes, please state which Board or Committee with term expiration. BOA 12/31/17

List civic organizations to which you belong now: WPL

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: 18<sup>th</sup> c house owner, Historic preservation work

Date: 13 Oct 2015 Signature: Susan Bladen

Additional comments can be made on the reverse side of this form.

Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or email at [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

\*\*\*\*\*

For Office Use:

Date received: \_\_\_\_\_

Date appointed: \_\_\_\_\_

Term of appointment: \_\_\_\_\_

Town of Wiscasset  
Board/Committee Membership Form

Full Name: Brad Sevaldson

Mailing Address/Street Address: P.O. Box 315 / 72 Main St.

Home Telephone: 561-542-9407 Work Telephone: 207-687-8305 E-mail: bsevald@gmail.com

Occupation: Store owner

I wish to be considered for appointment to the:

Community Appearance and Celebrations committee  
Name of Board/Committee

Full member:

Alternate member:

Do you currently serve or have you ever served on any Town Board or Committee? ~~Yes~~ No

If yes, please state which Board or Committee with term expiration. \_\_\_\_\_

List civic organizations to which you belong now: Chamber of Commerce

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: Board member of two previous Home Owner's Associations, Committee member City of Boynton Beach, FL Special Events committee. Retail Visual merchandising background.

Date: Sept. 18, 2015

Signature: Brad J. Sevaldson

Additional comments can be made on the reverse side of this form.

Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or email at [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

\*\*\*\*\*

For Office Use:

Date received: 10/1/15

Date appointed: \_\_\_\_\_

Term of appointment: \_\_\_\_\_



## Wiscasset Conservation Commission

51 Bath Road • Wiscasset, Maine 04578

September 29, 2015

Board of Selectmen: Benjamin Rines, Judy Flanagan, Jefferson Slack, David Cherry  
Town of Wiscasset

Dear Ben, Judy, Jeff, and David,

In August you asked Town Planner Jamel Torres to seek input from the Wiscasset Conservation Commission about whether or not the dam in the Montsweag Dam Preserve should be removed or repaired. Although we cannot give you a conclusive recommendation at this point because the estimates for repair and removal have not arrived in Jamel's office, this seems a good time to give you an update on the project as a whole.

As you remember, in March 2013, the Town of Wiscasset received this land from Central Maine Power (CMP) as part of a remediation effort associated with the Maine Power Reliability Program (which increased the availability of electricity in the state). The property is to be maintained for conservation and recreation. Along with it came \$100,000 for stewardship and monitoring.

One of the conditions of the transfer of ownership was that the town create a management plan for the property. This plan must be approved by the Department of Environmental Protection (DEP). Town Manager Laurie Smith asked the Conservation Commission to draft this plan. In June 2013, we appeared before the Board of Selectmen with a summary including (among other things) goals and possible uses of the property, elements of a good management plan, and issues to resolve (access, design elements, maintenance, safety, and next steps).

By June 2014 we had a nine-and-a-half page draft management plan (which I'd be happy to show you) based on an excellent model provided by the DEP. However, it had become clear that we did not have the expertise to certain aspects of the plan, the most important being an ecological characterization of the property. With growing constraints on our time and the town planner's time, and reduced funding making it very difficult to get help from the staff at DEP, we did not know how to move forward. So the draft management plan dropped to the back burner.

However, I'm glad to say that in August Jamel kick-started the effort and we are back on course to tackle the challenges and finish a draft to present first to you and then to the DEP.

## Recent actions and issues

- Jamel clarified that a boundary controversy with a property owner on the Woolwich side of the Montsweag Dam Preserve has been resolved.
- Jamel is planning to talk with the Town of Woolwich about our plans. We are not sure how aware Woolwich is of the preserve and our plans.
- We contacted Janet McMahon, a consulting ecologist recommended by the Sheepscot Valley Conservation Association, to find out if she would be available to do an ecological characterization of the property and how much that would cost. As of a month ago, she could do the work next June and the cost would be about \$2,250. This would be work that the Conservation Commission is not qualified to do. Some inventorying was done when CMP made a NRPA application for this land; Janet McMahon could inspect that, tell us what more needs to be done, and then do it.
- \*We have contacted Prema Long, a science teacher at the Wiscasset Middle High School, to ask whether her students might take on the ecological characterization. She is very enthusiastic about the opportunity for local students to do real science that would benefit their own community. She noted the limits of her expertise and time but she would like to look over the model management plan and see what role she thinks would best suit her students. She and I will talk further once she's studied the plan.
- \*We also talked to Prema about possible student participation in trail building in the preserve. This might help students in grades 9-12 fulfill their community service requirement, and would be a great help to the Conservation Commission.
- We wrote to the head of the Environmental Studies program at Bowdoin College to ask if he had students who would be interested in doing the ecological characterization but we have not heard back from him. I will follow up with a telephone call.
- We queried the Chewonki Semester School science teachers, James Kary and Peter Sniffen, about whether their students might take on the ecological characterization. They expressed interest but are limited by curriculum requirements and time (they only have their students for a semester). They would like to know more, particularly whether we need to have ecological communities mapped or simply identified and listed. They feel that mapping would be too demanding a task. They will study the model management plan.
- Town Planner Jamel Torres recently inspected the dam with the Director of Public Works Doug Fowler. Jamel asked Doug to get estimates for the cost of repairing the dam, which Doug is currently doing. Jamel also asked Wright-Pierce, the engineering firm that did an inspection of the dam in August 2013 at Town Manager Laurie Smith's request, for an estimate for the cost of removing the dam.

- Because access from the south end of the preserve is problematic, we queried CMP via Mike Danforth at Burns & McConnell, the real estate manager for CMP, about whether we could establish a trailhead on their land on the north end of the reservoir. They responded that they are agreeable to that.

- The town planner and I recently walked across the CMP land between the north end of the preserve and Bradford Road to gain an understanding of how easy it would be for people to access this land from the north and we found the terrain quite level and easy to walk. We also inspected the roadway near the point of access and concluded that, if CMP approves our proposal, it would not be too difficult to establish a small, three-to-four-car pull-off there. With proper signage, this would serve as an invitation for recreational use.

### **Current recommendations**

- The Conservation Commission should base its decision about dam repair or removal on the following:

- 1) estimates for repair and removal; the cost of removal may be prohibitive and it would be a shame to spend the whole stewardship on the dam's removal;
- 2) consideration of public benefit; the key reason for townspeople's interest in accepting the land was that the dry hydrant at the north end of the reservoir at Bradford Road serves as an important source of water for the town fire department; and the fire chief recently reiterated the department's interest in maintaining the reservoir;
- 3) consideration of the environmental benefits of dam removal; the consultant ecologist would, we believe, be able to give us a clearer sense of significant impacts;
- 4) removing the dam would be exciting from an ecological and historical standpoint but would also somewhat diminish the recreational appeal of the property.

- We would like to get the selectmen's assurance that they are willing to use money from the stewardship and monitoring fund to pay the consulting ecologist to do the work that neither the Conservation Commission nor students and teachers can accomplish, as far as we know. If a better, less expensive option arises, we will notify the selectmen.

- We need to resolve what role the WMHS students will play. Even if theirs is simply a supporting role, helping with in the ecological characterization and establishing a trail, their work would be truly valuable, a learning experience for them, and a benefit to everyone in town.

- Jamel will contact the Town of Woolwich to inform them of what's going on.

- We need to find out, through Burns & McConnell, whether CMP would accept a three- or four-car pull-off on CMP land on the south side of Bradford Road, with signage, to be used by those visiting the preserve. Mike Danforth has indicated that CMP would probably look favorably on this proposal.

- We need to get an estimate from the director of public works about the cost of creating such a pull-off and decide how this work would be funded.
- We need to design and get estimates for signage to go in the parking area (if that is approved) and along the trail.
- We need to finish the draft management plan and share it with the board of selectmen, town manager, and town planner before sending it to the DEP.
- We need to create a general timeline for the above steps.

The Conservation Commission welcomes your input and we will answer any questions you may have to the best of our ability. Thank you.

Respectfully submitted,

[signed]

Anne Leslie, Chairman

D-R-A-F-T  
**Management plan for the Montsweag Dam Preserve**  
As of fall 2015

**I. Introduction and Purpose**

**A. Description of property**

The Montsweag Dam Preserve (hereinafter referred to as “the Preserve”) is a 22-acre property mostly in Wiscasset, Maine, with a small area in Woolwich, Maine. The Preserve is accessed via a dirt road that is the continuation of Freedom Song Lane or by land owned by Central Maine Power Company (hereinafter referred to as “CMP”) between Bradford Road and the northern end of the Preserve. The Preserve comprises property on both sides of a section of Montsweag Brook located on a parcel north of the Old Stage Road/Old Bath Road; west of U.S. Route 1/Bath Road; south of the Bradford Road; and east of the Mountain Road.

The property was transferred to the inhabitants of the Town of Wiscasset on March 4, 2013, by the Central Maine Power Company as mitigation required by the Maine Public Utilities Commission for land developed by Central Maine Power during the Maine Power Reliability Program (this included construction of new and/or upgraded transmission lines and construction and/or expansion of 11 substations).

The Preserve is mostly densely forested, with some stands of mature trees, successional mixed woods, and conifer-dominated stands. It includes three acres of wetland. The Preserve extends along 2,100 feet of Montsweag Brook, around an impoundment created by a dam at the southern end of the Preserve. The Preserve also contains an unimproved woods road from the end of Freedom Song Lane to the dam.

The Preserve is subject to Declarations of Covenants and Restrictions recorded in the Lincoln County Registry of Deeds in Book 4304, page 54, and the Sagadahoc County Registry of Deeds in Book 3212, page 136, including monitoring and enforcement by the following entities:

**Comment [A1]:** These numbers must be checked.

- Maine Department of Environment Protection and U.S. Army Corps of Engineers are parties to the covenants for enforcement;
- Maine Department of Environmental Protection reviews and approves management plans, forest management plans, and other alterations.

**B. Conservation values**

- Montsweag Brook is Wiscasset’s largest brook and flows into Montsweag Bay on the Sheepscot River.

- The Preserve has areas of wetlands of several kinds: riparian, forested, floodplain, emergent, and scrub-shrub.
- The Preserve has areas of upland habitat.
- The Preserve offers a variety of wildlife habitats.
- The Preserve offers the potential for pedestrian and bicycle trails, specifically a loop trail around the impoundment.
- The Preserve offers unspoiled conservation land and scenic value important to passive recreational use such as hiking, canoeing, kayaking, swimming, picnicking, birdwatching, mushroom-, wildflower-, and plant-finding, cross-country skiing, and snowshoeing. Because no motorized vehicles and no major clearing or development of the property are allowed, it is a picturesque and peaceful area.
- The waters of the impoundment support a variety of aquatic life including...

**Comment [A2]:** This information would come both from the NRPA application and from a full inventory done by an ecologist.

**Comment [A3]:** Need help from ecologist or biologist here. Perhaps our high school students could do this work.

See Table 13-14 (Montsweag Brook) of the NRPA application for a Summary of Existing Functions and Values of the Wetlands on the Site, in Appendix 3.

**E. Obligations of the town**

The terms of the Declaration include prohibition of subdivision of the property, alteration of the topography, and vegetative cutting other than trail creation and maintenance and removing dead wood. Also prohibited are motorized vehicles and mechanical equipment, except in emergencies; and removal of wildflowers. Invasive species may be eradicated.

Allowed are minor structures such as signage, an information kiosk, and pedestrian trails, bridges, and boardwalks. Existing roads and parking areas necessary to access the property for monitoring and public access may be maintained. The town may maintain, replace, or remove the existing dam and maintain the water level above the dam at the level set out in the deed or at any lower level. Work connected to this activity would be subject to local, state, or federal agency permits.

The Town must give advance notice to DPE and the Army Corps of Engineers before taking action to modify the Declaration or to transfer the title to or give any rights in the property. Any amendments to the Declaration must be approved by DEP.

The perimeter of the property must be plainly marked and maintained at all times.

The town expressed preeminent interest in accepting the Montsweag Brook Preserve because the impoundment provides a source of water for the Wiscasset Fire Department. There is a “dry hydrant” on the Bradford Road by Montsweag Brook that can be connected to a fire truck pump to draw water. CMP’s preeminent interest was that the town Preserve the property for conservation-related purposes. CMP gave \$100,000 to the town with the

property, to be appropriated as the selectmen decide in order to carry out “stewardship and monitoring obligations.”

Under the covenants and restrictions, the Preserve is to be managed to protect the natural, undeveloped, scenic, and hydrological characteristics of the property. Establishment of minimal, attractive signage; a small parking area; and recreational trails will make the property more useful as a recreational asset to the town.

## **II. Summary of Preserve Goals**

The following is a list of the stewardship goals for the Preserve based on the Declaration and the town’s interests:

1. Protect the ecological values of the property with a special emphasis on the protection of any exemplary natural communities or species that are listed as rare or of special concern of the State of Maine or otherwise sensitive areas as determined by the Wiscasset Conservation Commission and other relevant representatives of the Town.
2. Monitor and maintain the Preserve in a manner that meets obligations for public safety, the mission of the Wiscasset Conservation Commission or other relevant representatives of the Town, and is in compliance with the terms of covenants and restrictions held by the Maine Department of Environmental Protection and U. S. Army Corps of Engineers.
3. Provide public access and low-impact outdoor recreation opportunities for the community and allow compatible traditional uses to continue in a manner that does not compromise the conservation values of the Preserve.
4. As appropriate, facilitate ecological research and additional inventory relevant to the goals of the Preserve.
5. Reduce and control the extent and impact of invasive exotic organisms and prevent the introduction of additional exotic species when possible.
6. Support and guide the community’s Preserve-based activities and educational opportunities.
7. Maintain the integrity of the dam, in order to protect the impoundment north of it, for scenic and recreational value and to provide the Wiscasset Fire Department with water if needed.

### III. Physical and Ecological Characterization

A thorough inventory of the Preserve was carried out in 2009, as part of a Natural Resources Protection Act (NRPA) application associated with Central Maine Power's plan for remediation. This included a Boundary Survey prepared for Central Maine Power, "XXX" parcel, dated mo/day/year, recorded at the Lincoln County Registry of Deeds, Book X, page, X, on [date].

Comment [A4]: Check

Other elements of inventory include:

- Natural Resource Inventory Summary
- Site Description
- Surrounding Land Use, Protected Open Space, and Focus Area
- Wildlife Use
- Vegetation
- Wetland Characteristics, Functions and Values

At the time the NRPA application was written, there was an assumption by Central Maine Power and Chewonki that Chewonki would accept ownership of the upper dam. In subsequent years, Chewonki decided not to pursue that outcome.

Chewonki did remove the only other dam on Montsweag Brook, about 2.5 miles south of the existing dam. This other dam was built by Maine Yankee. In the fall of 2010, using grant money it raised and Maine Power Reliability Program compensation funds, Chewonki removed it in an effort to restore diadromous fish passage to this part of the brook.

It is interesting to note that the NRPA application states that removal of the upper dam "will improve habitat and provide fish passage to feeding and spawning habitat for Atlantic salmon and other diadromous species such as American eels (*Anguilla rostrata*), alewives (*Alosa Pseudoharengus*), sea-run brook trout, and brown trout in the upper reaches of the Montsweag. Removal of the dam will also allow the riparian wetlands and upland areas to re-grow. The additional streamside vegetation will improve wildlife habitat, sediment retention, and shoreline stabilization...Removal of the dam...will result in a change from open water conditions to an emergent or shrub wetland and upland riparian zone. This will provide enhancement of the terrestrial wildlife habitat along the stream as well as water quality enhancements through filtration and sediment trapping. Additionally, dam removal will open fish passage on Montsweag Brook for approximately three miles north of the dam."

Also from the NRPA application: "Removal of the existing dams on Montsweag Brook will improve habitat and provide fish passage to premier spawning habitat for Atlantic

salmon and other diadromous species such as eels, alewives, sea-run brook trout, and brown trout.”

Because the Town is currently not planning to remove the upper dam, these benefits will not be realized soon. The report noted, however, that if dam removal did not occur, “...permanent preservation of this site will still provide protection from development, destruction, or other adverse modifications of wetlands, upland buffers, and other natural resources.”

Total Site Area is given in this report as 31 acres, although the property is actually only 22 acres. For this reason, the acreage noted below is inaccurate. We are seeking to justify the difference and discover the accurate acreage.

**Comment [A5]:** We need help with this. Perhaps Jamel and Karl Olson?

Wetland area:	3 acres
Upland buffer area:	28 acres
MDIF&W mapped DWA (indeterminate value)	26 acres
Potential riparian wetland enhancement area	6 acres
Length of stream on property above dam	2,100 linear feet

Montsweag Brook flows north to south through the center of the property, and is impounded by a dam near the southern end of the property. The dam was constructed in 1941 as a back-up water source for the Mason Station coal-fired power plant, although the station has long been closed. A few small wetland drainages flow in the pond from the CMP power line corridors to the west and north, although aside from the pond, the site is primarily upland.

Uplands around the stream are dominated by mature red oak, red maple, American beech, white ash, white pine, and hemlock. The pond-associated, fringe wetlands are dominated by speckled alder and red maple.

A summary of the functions and values of the wetlands at the site is included in Table 13-14 (Montsweag Brook) of the Natural Resources Protection Act application to the Maine Department of Environmental Protection (Appendix 3).

#### IV. Conservation Biology Issues

##### *Conservation context*

**Comment [A6]:** Need to check distances and acreages.

Located near the geographic center of the Town of Wiscasset, the Preserve is not far from other conservation lands. See Appendix 2: Conservation context of the Montsweag Brook Preserve. The nearest conservation parcels are: the Montsweag Brook Preserve owned by the Chewonki Foundation, which is X miles downstream; the 117-acre Cushman’s Mountain property, owned by the Chewonki Foundation, 1.7 miles east; the

**Comment [A7]:** Jamel can get this.

~~XXX~~-acres Eaton Farm Preserve held by the Chewonki Foundation, 4.3 miles southeast; and the New England Forestry Foundation's Sortwell Memorial Forest (99 acres), 1.45 miles north. Also, when Chewonki acquired title to the lower dam through the Maine Yankee decommissioning settlement, it received an easement to a 60-foot-wide strip of land along Montsweag Brook extending from the site of the former lower dam north to the upper dam.

**Comment [A8]:** Anne to check

The Preserve is immediately abutted by approximately XX individual parcels, as identified on the Wiscasset and Woolwich tax maps. The largest of these is XXX. Of the remainder, none exceeds XX acres in size.

**Comment [A9]:** Need to look up these parcels in the tax records.

*Fragile communities/Sensitive Areas*

No vernal pools have been identified on the site, but the pond and stream features provide habitat for frogs and turtles. During a site visit, the NRPA application field crew located a painted turtle on the edge of the pond. Signs of use by beaver, white-tail deer, and coyote were noted on the site, and areas of the Preserve have been mapped by MDIF&W as deer wintering areas of indeterminate value.

*Natural Disturbances Regimes*

**Comment [A10]:** This is based on the model management plan given to us by the DEP but we need to find out if we understood it properly.

In New England's forests, natural disturbances, primarily in the form of windstorms, play an important role in differentiating the structure of the forest and providing for increased habitat diversity. Windstorms have and will continue to create gaps through wind throw thereby increasing the diversity of the Preserve's forests over time. Fire, though not common in our area and not used as a management tool by the Town, is another potential disturbance even that could have a significant impact upon the Preserve. Given the management objectives of the Preserve, the Wiscasset Conservation Commission does not anticipate any management actions will be necessary in response to any such potential disturbances, except of course in the instance in which local fire authorities deem it necessary to take action against any such fire.

Extraordinary rain- or snowfall could theoretically cause the waters of the impoundment to run over the dam, but the Conservation Commission does not anticipate any major management actions other than opening the dam as wide as possible and waiting for waters to recede. Drought conditions could cause water in the impoundment to drop, limiting potential use by the Wiscasset Fire Department, but again, the Conservation Commission does not anticipate any major management actions because this possibility is so unlikely.

*Invasive Exotic Species: Plants, Animals, Pests, and Diseases*

**Comment [A11]:** This would be based on the work of a consultant who would make a full inventory

The ecological inventory for the property revealed the presence of X species of invasive plants in the Preserve. The extent and impact of invasive plants found on the property is quite small at this time. Populations of the plants were small and sparse. The invasive plants encountered in the Preserve were:

1. Japanese barberry, *Berberis thunbergii* ??
2. Lily-of-the valley, *Convallaria majalis* ??
3. Multiflora rose, *Rosa multiflora* ??

## **V. Human use of the Preserve**

### **A. Acquisition history**

The property was transferred to the Town of Wiscasset by Central Maine Power Company in March 2013 as part of a mitigation agreement with the Maine Public Utilities Commission for wetland alterations associated with its work on the Maine Power Reliability Program. The town's ownership must comply with the terms of the Declarations of Covenants and Restrictions held by the Maine Department of Environmental Protection and the U.S. Army Corps of Engineers.

### **B. Public access and use**

Public access and use of the Preserve will be an important management consideration for the Preserve. Based upon our observations of the use of the Preserve since the Town's acquisition of the property, it appears that it currently receives minimal usage by walkers, hunters, and boaters. When frozen during the winter, the impoundment is used sometimes by snowmobilers. Under the terms of the Declaration, this use is no longer allowed.

The Town needs to post the property properly to clarify allowed and disallowed uses at the two major access points (north and south). The Town needs to post a footpath to the property down the CMP corridor just south of the Bradford Road, and identify that as the way to the "Montsweag Brook Preserve," with text explaining the purpose of the protected property, making clear what uses are allowed and what are disallowed; and showing a map of a hiking route and the location of the dam.

The Town also needs to establish a small parking area (perhaps enough for four cars) along Bradford Road near the northern end of the Preserve, perhaps near the dry hydrant, for visitors to the Preserve, with a sign identifying it as such.

The Town, perhaps in the form of the Wiscasset Conservation Commission, needs to mark clearly the perimeter boundary of the property as well as a recreational trail. The Commission will talk with CMP about crossing its property on the south side of Bradford Road to access the preserve.

## **VI. Implementation plan**

### **A. Stewardship goals and strategies**

The following section states the primary management goals for the Preserve and the accompanying management strategies necessary to ensure that these goals are met.

The management strategies listed below are followed by a code in parentheses. Each code designates who is responsible for the goal, policy, or practice. "TP" refers to town planner; "CC" refers to conservation commission; "PW" refers to the director of public works; and "PR" refers to the director of parks and recreation.

**1. Protect the ecological values of the property with a special emphasis on the protection of any exemplary natural communities or species that are listed as rare or of special concern of the State of Maine or otherwise sensitive areas as determined by the Wiscasset Conservation Commission and other relevant representatives of the Town.**

- All management of the Preserve will occur in a manner consistent with the key goal of conservation.
- Monitor and minimize impact of human activities on the Preserve.
- Protect and monitor sensitive areas outlined in the ecological inventory from recreational use impacts to the extent possible.
- Monitor the Preserve for unauthorized vehicle access. Post all access point against vehicle access.

**2. Monitor and maintain the Preserve in a manner that meets obligations for public safety, the mission of the Wiscasset Conservation Commission or other relevant representatives of the Town, and is in compliance with the terms of covenants and restrictions held by the Maine Department of Environmental Protection and U. S. Army Corps of Engineers.**

- Wiscasset PR and/or PW will inspect the Preserve twice a year.
- Wiscasset CC will inspect the Preserve once a year.

**3. Provide public access and low-impact outdoor recreation opportunities for the community and allow compatible traditional uses to continue in a manner that does not compromise the conservation values of the Preserve.**

- Develop a trail guide for the Preserve.
- Develop text, design, and placement plan for Preserve signs.
- Flag the new flag corridor.
- Maintain trail to be safe, enjoyable, and easy to navigate
- Review blazes on trees to see if they correspond perimeter boundary. If not, develop and execute plan for marking perimeter boundary.

- Talk with CMP about possibility of creating a 4-car parking area under power lines, and signing it as parking area for the Preserve.
- During annual reviews, the PR, PW, and CC will survey for blow-downs, drainage problems, and other trail maintenance priorities.
- Involve citizen volunteers in creating the trail.
- Distribute a press release when the trail and signage are completed.

**4. As appropriate, facilitate ecological research and additional inventory relevant to the goals of the Preserve.**

**5. Reduce and control the extent and impact of invasive exotic organisms and prevent the introduction of additional exotic species when possible.**

- In their annual review, the CC will seek to identify invasive plant and/or animal species.

**6. Support and guide the community's Preserve-based activities and educational opportunities.**

- Host an official trail opening for the new trail.

**7. Maintain the integrity of the dam in order to protect the impoundment north of it, for scenic and recreational value and to provide the Wiscasset Fire Department with water if needed.**

• The PW director will inspect the dam annually in early summer to assess the condition of the dam. The PW director should draw on the "Engineering Inspection of the Montsweag Dam" created by Wright-Pierce, an engineering firm, in August 2013 for the Town of Wiscasset. The full inspection report is Appendix 7. Here is a summary of the actions Wright-Pierce recommended:

- trees should be removed from the upstream and downstream faces of the earthen embankment;
- the Town or Wright-Pierce should conduct probing of the wooden stoplogs to confirm their condition;
- repair broken concrete and deep cracking in the downstream face of the spillway;
- consider upgrading railings on the pedestrian bridge or restriction access;
- be aware that any dredging of sediments and/or installation of earthen coffer-damming would require MeDEP regulatory permitting; but the proposed activities would be exempt from that permitting requirements.

**VII. Organizational process**

**A. Decision-making process and personnel roles**

The policies, goals, and strategies contained within this management plan have been reviewed by the Wiscasset Board of Selectmen, Town Planner, and Interim Town

Manager, and the Wiscasset Conservation Commission, all of whom have responsibilities for implementing the plan and ensuring the all involved parties meet their obligations. Each one of these stakeholders and the town planner who will replace the interim town planner, must confer with the others about any alteration of the plan under consideration.

#### ***B. Plan review, update, and amendment***

This management plan should be reviewed by the Wiscasset Conservation Commission and the town planner every two years until the goals are achieved, at which time, the plan should be reviewed every five years unless an issue arises that requires earlier action.

### **Appendices**

**Comment [A12]:** This list indicates what we need; we do not have all of these in hand yet

- Appendix 1: Montsweag Brook Preserve map
- Appendix 2: Conservation context of Montsweag Brook Preserve
- Appendix 3: Site location information and natural resources inventory included in Central Maine Power's 2009 NRPA application
- Appendix 4: Montsweag Brook Preserve management guidelines
- Appendix 5: Montsweag Brook management actions map
- Appendix 6: Montsweag Brook Preserve management guidelines
- Appendix 7: Engineering Inspection of the Montsweag Dam by Wright-Pierce

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#### **Appendix 4: Montsweag Brook Preserve management guidelines**

- The Preserve is open to the public as a natural area for low-impact recreation.
- The Preserve is open for visitors only during daylight hours.
- No vehicles, motorized or non-motorized
- No fires
- No camping
- No littering
- No removal of vegetation
- Hunting is permitted with the required license. No predator hunting or trapping.
- Fishing is permitted during season.
- No horses
- Dogs are permitted off-leash between dawn and noon. They must be on-leash at all other times.
- Leave no trace!

**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2004 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$8,325,059.40
Supplemental commitments totaling:	\$113,828.48
Interest	\$24,125.95
A grand total of:	\$8,463,013.83
Cash Payments:	\$3,937,809.75
Abatements Granted:	\$4,416,186.56
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$106,560.07
Other Credits:	\$0.00
A net total of:	\$8,460,556.38
Balance Due of:	\$2,457.45

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$2,457.45 and acknowledge receipt of the tax lists for the taxable year 2004.

Given under our hands this 20th day of October 2015.

Municipal Officers

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COPY

**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2005 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$5,369,518.53
Supplemental commitments totaling:	\$5,633.46
Interest	\$6,259.32
A grand total of:	\$5,381,411.31
Cash Payments:	\$5,223,308.66
Abatements Granted:	\$7,721.98
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$147,794.82
Other Credits:	\$0.00
A net total of:	\$5,378,825.46
Balance Due of:	\$2,585.85

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$2,585.85 and acknowledge receipt of the tax lists for the taxable year 2005.

Given under our hands this 20th day of October 2015.

Municipal Officers

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PTA 258 (05/00)

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2006 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$6,160,065.58
Supplemental commitments totaling:	\$198.36
Interest	\$14,420.10
A grand total of:	\$6,174,684.04
Cash Payments:	\$5,892,149.41
Abatements Granted:	\$69,122.47
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$207,483.85
Other Credits:	\$0.00
A net total of:	\$6,168,755.73
Balance Due of:	\$5,928.31

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$5,928.31 and acknowledge receipt of the tax lists for the taxable year 2006.

Given under our hands this 20th day of October 2015.

Municipal Officers

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PTA 258 (05/00)

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2007 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$5,943,535.13
Supplemental commitments totaling:	\$3,455.40
Interest	\$12,452.65
A grand total of:	\$5,959,443.18
Cash Payments:	\$5,484,056.08
Abatements Granted:	\$43,769.46
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$426,098.95
Other Credits:	\$0.00
A net total of:	\$5,953,924.49
Balance Due of:	\$5,518.69

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$5,518.69 and acknowledge receipt of the tax lists for the taxable year 2007.

Given under our hands this 20th day of October 2015.

Municipal Officers

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2008 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$6,207,111.78
Supplemental commitments totaling:	\$0.00
Interest	\$10,872.17
A grand total of:	\$6,217,983.95
Cash Payments:	\$5,645,654.56
Abatements Granted:	\$46,537.27
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$519,575.00
Other Credits:	\$0.00
A net total of:	\$6,211,766.83
Balance Due of:	\$6,217.12

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$6,217.12 and acknowledge receipt of the tax lists for the taxable year 2008.

Given under our hands this 20th day of October 2015.

Municipal Officers

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2009 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$6,439,465.02
Supplemental commitments totaling:	\$0.00
Interest	\$8,311.62
A grand total of:	\$6,447,776.64
Cash Payments:	\$5,869,853.52
Abatements Granted:	\$6,556.82
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$564,356.32
Other Credits:	\$0.00
A net total of:	\$6,440,766.66
Balance Due of:	\$7,009.98

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$7,009.98 and acknowledge receipt of the tax lists for the taxable year 2009.

Given under our hands this 20th day of October 2015.

Municipal Officers

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:

We hereby certify that the 2010 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$6,602,291.84
Supplemental commitments totaling:	\$11,846.72
Interest	\$8,804.94
A grand total of:	\$6,622,943.50
Cash Payments:	\$6,067,739.43
Abatements Granted:	\$7,361.46
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$543,882.15
Other Credits:	\$0.00
A net total of:	\$6,618,983.04
Balance Due of:	\$3,960.46

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$3,960.46 and acknowledge receipt of the tax lists for the taxable year 2010.

Given under our hands this 20th day of October 2015.

Municipal Officers

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2011 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$6,790,065.64
Supplemental commitments totaling:	\$5,058.59
Interest	\$9,281.63
A grand total of:	\$6,804,405.86
Cash Payments:	\$6,301,896.49
Abatements Granted:	\$14,998.68
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$484,188.03
Other Credits:	\$0.00
A net total of:	\$6,801,083.20
Balance Due of:	\$3,322.66

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$3,322.66 and acknowledge receipt of the tax lists for the taxable year 2011.

Given under our hands this 20th day of October 2015.

Municipal Officers

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2012 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$7,055,938.23
Supplemental commitments totaling:	\$512.09
Interest	\$8,282.29
A grand total of:	\$7,064,732.61
Cash Payments:	\$6,694,947.33
Abatements Granted:	\$4,528.21
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$361,872.02
Other Credits:	\$0.00
A net total of:	\$7,061,347.56
Balance Due of:	\$3,385.05

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$3,385.05 and acknowledge receipt of the tax lists for the taxable year 2012.

Given under our hands this 20th day of October 2015.

Municipal Officers

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PTA 258 (05/00)

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2013 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$7,218,585.54
Supplemental commitments totaling:	\$0.00
Interest:	\$10,857.72
A grand total of:	\$7,229,443.26
Cash Payments:	\$6,865,569.13
Abatements Granted:	\$17,715.70
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$343,286.74
Other Credits:	\$0.00
A net total of:	\$7,226,571.57
Balance Due of:	\$2,871.69

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$2,871.69 and acknowledge receipt of the tax lists for the taxable year 2013.

Given under our hands this 15th day of October 2015.

Municipal Officers

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PTA 258 (05/00)

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**Certificate Of Settlement**

36 M.S.R.A § 763

COUNTY OF LINCOLN ss.

STATE OF MAINE

TO: Shari I Fredette, Tax Collector of the Municipality of WISCASSET within this County:  
We hereby certify that the 2014 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$7,708,534.40
Supplemental commitments totaling:	\$1,037.00
Interest	\$11,198.28
A grand total of:	\$7,720,769.68
Cash Payments:	\$7,337,950.72
Abatements Granted:	\$2,481.74
Tax Lien Mortgages: (Recorded in the LINCOLN County Registry of Deeds)	\$377,317.84
Other Credits:	\$0.00
A net total of:	\$7,717,750.30
Balance Due of:	\$3,019.38

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$3,019.38 and acknowledge receipt of the tax lists for the taxable year 2014.

Given under our hands this 20th day of October 2015.  
Municipal Officers

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PTA 258 (05/00)

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# Office of Planning & Codes

51 Bath Road • Wiscasset, Maine 04578

**TO:** Wiscasset Board of Selectmen  
**FROM:** Jamel Torres, Town Planner  
**CC:** Marian Anderson, Town Manager  
**DATE:** October 13, 2015  
**SUBJECT:** Update on Broadband Research

To be competitive in today's economy, Maine needs to have Internet infrastructure capable of transmitting large amounts of data. Broadband has greater bandwidth capacity and as a result, has greater and more reliable capacity for internet usage. A more reliable and speedier internet benefits businesses, schools, hospitals, banks, professional firms, and anyone else who relies on the Internet for his or her livelihood or well-being to be more productive. Ultimately, Broadband makes the state more attractive to outside investors. In 2012, a major upgrade to Maine's Internet infrastructure was completed, known as the Three Ring Binder. This upgrade included 1,100-mile fiber optic network spanning rural regions of Maine. This upgrade included the expansion of Broadband along the Route 1 corridor between Brunswick and Calais. While it may seem like a simple concept to connect to the existing Three Ring Binder along Route 1, it is more complicated and costly than one may think.

In early October, it was requested that I start doing some research on the logistics behind connecting Wiscasset to the existing Three Ring Binder along Route 1. The timing on this request could not have been any better because I was able to attend a session on the effects of increasing Internet bandwidth within communities in Maine at the Northern New England American Planning Associations Annual Conference on October 1-2 in Portland. I was also able to attend a session on the municipal perspective of connecting to the Broadband Network at the Maine Municipal Association's Annual Convention on October 7-8 in Augusta.

In addition, I have completed the following tasks in relation to Broadband research:

- Consulted with the City of Rockland's Community Development Director. Rockland commenced a broadband feasibility study in April 2015 and recently received the completed study. Tilson Technology Management out of Portland, Maine developed the feasibility study.
- Consulted with Bill Najpauer, Planning & Development Director for MidCoast Economic Development District (MCEDD). Bill has extensive experience in assisting communities in connecting with the Broadband Network infrastructure in Maine. Additionally, MCEDD is currently working on a template for communities to follow who are interested in connecting with the Broadband Network. Bill has suggested that Wiscasset develop a "Broadband Committee" consisting of a Select Board member, Town Manager, Town

Planner, and several of the Town's business owners who would be interested in having Broadband Internet service.

- Connected with *ConnectME*, the State organization responsible for expanding Broadband services across Maine. I have joined their listserv, which provides information about upcoming grant cycles to help fund feasibility studies for Maine communities.
- Connected with Tilson Technology Management to learn more about the feasibility study process. They plan on having a cost estimate for a Wiscasset Broadband feasibility study by October 23, 2015.

With the Board's support, I can start assembling a "Broadband Committee" that will be responsible for spearheading the Broadband research and action steps necessary for moving forward to connecting Wiscasset to the existing Three Ring Binder along Route 1.



**State of Maine**  
**Bureau of Alcoholic Beverages and Lottery Operations**  
**Division of Liquor Licensing and Enforcement**

Application for a Catering Permit **COPY**

Please complete this application in its entirety. This application must be signed by the appropriate official in the municipality where the catering function is to be held.

Name of Licensee: Knights of Columbus Sekenger Council #1947

DBA: Columbus Club of Brunswick

License Number: 3127

Complete Mailing Address: 2 Columbus Dr.

Brunswick, ME 04011

Daytime Telephone Number: 207-~~725~~-~~6552~~ <sup>729-6552 Dawn</sup> Fax: \_\_\_\_\_

Email Address: KC BRUNS@KOC1947.com castbiz.net

Title of Function: Halloween Party

Purpose of Function: Social Gathering

Location of Function: Twisted Iron Customs

Complete Physical Address of Function: 424 Bath Rd. RT 1

Wiscasset, ME 04578

Describe specific area to be licensed and attach a diagram:  Inside Event  Outside Event

Bar area located inside of building in an 80x50 foot space

Date of Function: 10-24-15 Time of Function: From: 6 pm To: 12 AM

(Note: By law, liquor can only be served from 5:00am to 1:00am of the next day, Monday through Saturday, and 9:00am to 1:00am the next day on Sunday. Function times cannot deviate from this statutory requirement.)

Number of Persons attending: 150 +/-

Name of Sponsor: Shelby Bertrand

Complete Mailing Address: 424-Bath rd.

Wisasset, ME 04578

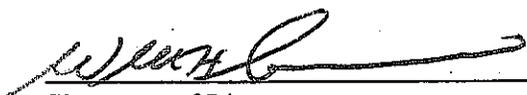
Daytime Telephone Number: 207-687-8032 Fax: \_\_\_\_\_

COPY

Email Address: twistedironcustoms@live.com

**Note:** Application must be submitted with your Eating and Catering License from the Maine Department of Health and Human Services.

Dated: 10-12-15

  
Signature of Licensee

William H Seltzer  
Printed Name of Licensee

For use by Municipal Officers and County Commissioners only:

**Note:** This application must be approved by the Municipal Officers of the municipality in which the function is to be held or, if held in an unincorporated place, by the County Commissioners. 28-A MRS Section 1076, subsection 7-D grants the authority for this approval without public notice. Please complete the following certification.

State of Maine

County of \_\_\_\_\_

The Officials listed below hereby approve this application for a Catered Event for the applicant, date, time and location listed in this application.

The undersigned being:  Municipal Officers  County Commissioners

for \_\_\_\_\_, Maine.  
(name of municipality)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_, Maine.

Signature of Officials	Printed Name and Title
	COPY

In order to timely process your application, you must file this application at least 72 hour prior to the event. The Bureau reserves the right to reject an application not submitted by this time.

Once issued, this permit is not assignable and is valid only for use by the licensee named in this application and for the date, time, and location listed in this application. This permit is issued subject to Maine liquor laws, Title 28-A, and the Bureau's Administrative Rules. Penalties for failure to comply with the laws and rules are provided in Chapter 33 of Title 28-A.

Application Fee: \$10.00 per day. Please make check payable to the Treasurer of State

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery Operations  
 Division of Liquor Licensing and Enforcement  
 8 State House Station  
 Augusta, ME 04333-0008  
 Telephone Inquiries: (207) 624-7220  
 Email Inquiries: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)

<b>For Office Use Only:</b>	
Date Filed: _____	
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Permit #: _____	
Date Issued: _____	
Issued By: _____	

COPY

# State of Maine

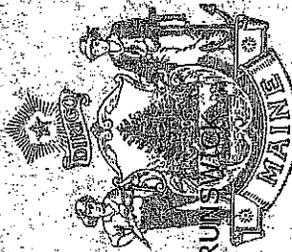
DEPARTMENT OF HEALTH AND HUMAN SERVICES

EST ID: 611

EATING AND CATERING 300 Seats (in)

EXPIRES: 09/28/2016

FEE: \$275.00



KNIGHTS OF COLUMBUS  
2 COLUMBUS DR  
BRUNSWICK ME 04011

COLUMBUS CLUB INC OF BRUNSWICK  
KNIGHTS OF COLUMBUS  
2 COLUMBUS DR  
BRUNSWICK ME 04011

Mary C. Mayhew  
COMMISSIONER

NON-TRANSFERABLE

**WISCASSET MUNICIPAL AIRPORT  
AVIGATION EASEMENT ACQUISITION PROJECT**

**SCOPE OF WORK**

**INTRODUCTION**

This is a scope of work for the proposed avigation easement acquisition project at Wiscasset Municipal Airport. The project's main objective is to acquire avigation easements over three parcels as identified on the attached proposed properties plan. These avigation easements need to be acquired in order to remove obstructions to the protected surfaces, including FAA Order 8260.3, United States Standard for Terminal Instrument Procedures (TERPS), 14 CFR Part 77 surfaces, and threshold siting surfaces (Advisory Circular 150/5300-13A).

Legal fees incurred by the Town are not included as part of this contract and will be billed directly to the Town of Wiscasset (hereinafter referred to as Owner). Legal fees will be included in the grant application as a separate item.

Appendix I of this Scope provides a proposed schedule. Appendix II of this Scope provides the proposed project fee.

The following tasks outline the scope of work for this project. These tasks will be carried out by Stantec Consulting Services Inc. and its subconsultants.

**ARTICLE 1 - STUDY DESIGN**

**1.1 Scoping Meetings**

Stantec Consulting Services Inc. (hereinafter referred to as the Consultant) will attend one (1) meeting at the airport with the Owner, Wiscasset Municipal Airport, Maine Department of Transportation (hereinafter referred to as MaineDOT), and the Federal Aviation Administration (hereinafter referred to as FAA). The purpose of this meeting is to identify the scope of the project, level of effort by the Owner and the Consultant, anticipated project schedule, and necessary general coordination.

**1.2 Prepare Work Scope**

The Consultant will prepare the Request for Proposals for appraisal and review appraisal work. This task will include preparing a description of the project and proposed properties plan. The Consultant will create the applicable protected surfaces in AutoCAD to be identified on the proposed properties plan for use by the subconsultants to prepare their fee proposal. This task will include one trip to the Town Hall to collect the tax assessor's information to be used by the appraisal and review appraisal firm to prepare their fee proposal. The Consultant will obtain proposals from appraisal and review appraisal firms. The Consultant will evaluate these proposals based equally on qualifications and proposed fees.

The Consultant will submit the draft Scope of Work, including proposed fees, to the Owner, FAA, and MaineDOT for review and comment. The Consultant will finalize the Scope of Work based upon these comments and submit the final Scope of Work to the Owner, MaineDOT, and FAA. The Consultant will incorporate the approved final Scope of Work into the contract between the Owner and the Consultant.

The Consultant will execute its contracts with its subconsultants (including: appraiser and review appraiser), upon receipt of executed contract from the Owner.

### 1.3 Prepare DBE Update

The Consultant will develop a disadvantaged business enterprise program in accordance with 49 CFR Part 26 Participation by Disadvantaged Business Enterprises in Department of Transportation Programs. The Consultant will develop a methodology for evaluating the availability of DBE businesses to provide services and products for airport projects. The Consultant will determine the airport's service area by analyzing the utilization of DBE businesses on previous airport projects. The Consultant will calculate a DBE utilization goal that represents a reasonable percentage of DBE businesses within the airport's service area. The Consultant will present the proposed DBE methodology to the Owner for review and comment. The Consultant will submit the final DBE program for review and approval.

## **ARTICLE 2 - DATA COLLECTION**

### 2.1 Title Search

The Consultant will coordinate title search efforts on all properties with legal counsel. A report of the findings will be submitted to the appraiser and review appraiser.

The Consultant will provide the title search firm with a general project description (i.e., text and a sketch of the avigation easement to be acquired).

### 2.2 Standard Boundary Survey – Data Collection

The Consultant will collect all existing deeds and plans that are known to reference the properties to be acquired. These deeds and plans may be available online or at the Lincoln County Registry of Deeds. This task will include online research and research at the Registry of Deeds in Wiscasset, Maine.

### 2.3 Standard Boundary Survey – Field Work

The Consultant will complete all field work associated with surveying the avigation easements to be acquired. The Consultant will set monuments, as necessary. This task will be limited to three weeks of field work for two people. A supplemental agreement will be needed if additional survey efforts are required due to unforeseen complications.

### 2.4 Standard Boundary Survey – Plan Preparation

The Consultant will prepare standard boundary surveys and tie the surveys into the Maine Central (2000, US Feet). The Consultant will prepare recordable, stamped survey plans.

If changes to the survey plans become necessary as a result of the negotiation process with the property owners, the Consultant will submit a supplemental agreement at the agreed upon hourly rates for the additional work efforts.

### 2.5 Standard Boundary Survey – Prepare Legal Descriptions

The Consultant will prepare written legal descriptions of the metes and bounds of the properties, including any exceptions. The legal descriptions will be used by the appraiser and will be recorded with the closing deeds.

### 2.6 Develop Geographic Information System (GIS) Model

The Consultant will develop the following: 1) 3D GIS model of the protected surfaces, 2) 3D GIS model of the vegetation obstructions including both actual and near obstructions, 3) parcel and easement composite using supplied copies of survey plans, legal descriptions, and/or town tax information. Individual tree obstructions will be presented as a generic tree symbol and not separated by species. All models will be incorporated into Google Earth as a keyhole markup language (kmz) file. This information will be used for a presentation to the landowners to assist in identifying obstructions on their properties and in describing the protected surfaces. Project deliverables for this task are limited to a kmz file(s).

### 2.7 Tree Clearing Survey Efforts – Chewonki Campground

The Consultant will survey general tree clearing areas on the Chewonki Campground within the existing and proposed avigation easements. The Consultant will survey locate individual trees that need to be removed. The Consultant will survey locate potential impacted campsites as a result of the proposed obstruction removal for the appraiser's use in determining just compensation to the Chewonki Campground.

### 2.8 Alternatives Development – Chewonki Campground

The Consultant will prepare obstruction alternatives for mitigating vegetative obstructions within the Chewonki Campground. This will include identifying alternatives for removing versus topping the tree obstructions. Information obtained from the 2014 Wiscasset Municipal Airport Environmental Assessment will be used, as available, to determine if tree topping is a viable option. The Consultant will utilize a landscape architect to determine the type of vegetation options available for potential re-plantings within the impacted campsites. The Consultant will determine a list of acceptable low-growth trees that may be an option for the Campground to replant at their cost. The actual re-plantings may not be eligible for funding through the Airport Improvement Program.

The landscape architect also will complete alternatives for relocating impacted campsites. After a review of all pertinent and available documentation related to the project, the Consultant will prepare up to three (3) conceptual design layouts for the 50-acre parcel. When developing the conceptual design layouts, the following items will be taken into consideration:

- Vegetation options available for re-plantings within the impacted campsites;
- Alternatives for relocating impacted campsites including additional planting will be limited to 18 campsites;
- Pedestrian and vehicular circulation; and
- Conceptual grading evaluation to ensure relocated campsites and circulation routes are consistent with the existing grading patterns.

Based on the comments received regarding the three design concepts, a final concept will be prepared.

In an effort to develop mutually-beneficial conceptual designs, two meetings will be held by the Consultant. The first meeting will be a site visit at the Chewonki Campground, including an initial meeting with Chewonki Campground representatives. This meeting will ensure the representative has an opportunity to review plans, ideas, and constraints regarding the conceptual designs to be presented. One additional meeting will be conducted at the Chewonki Campground in order to review the three conceptual designs. A preferred design will be established by the Consultant and the Owner with input from Chewonki Campground.

Throughout this entire process, the Consultant will deliver a total of three (3) alternative design concepts, including opinions of probable construction costs, and a preferred concept. Deliverables will include up to one round of revisions.

It is important to note that this project's scope does not include the preparation of the following documents:

- Grading plan
- Utility analysis, evaluation, and/or relocation
- Permitting or other approvals
- Soil or subsurface conditions
- Stormwater management

### **ARTICLE 3 - PROPERTY APPRAISALS**

#### **3.1 Appraisal Services**

The Consultant will prepare a property plan that identifies the proposed avigation easements to be acquired, ground contours, and surface contours to be used by the appraiser and review appraiser.

The Consultant's appraisal subconsultant will be supplied with a copy of the survey plans, legal descriptions, and tax assessment information for the affected properties. The appraised fair market value will not be influenced by the Owner's plans for the affected properties. The Consultant will review the appraisal reports and, if necessary, submit the reports to the review appraiser to complete their efforts<sup>1</sup>. All work will be completed in accordance with 49 CFR Part 24, *Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, as amended. A full before and after value appraisal will be prepared for all properties.

The Consultant's appraisal subconsultant will revise the appraisal reports as deemed necessary by the review appraiser at no extra charge. Any expert testimony in regards to a possible eminent domain taking of the easements or other such procedure will be billed at the approved hourly or daily rate. This cost is not included in the proposed fee.

The Consultant will review the appraisal report. The Consultant will coordinate with the appraiser via telephone, written correspondence, and emails throughout the appraisal process. This will include preparing any plans requested by the appraiser. The Consultant will copy the final appraisal reports and submit to the Owner, FAA, and MaineDOT.

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<sup>1</sup> Review appraisals will only be completed if the appraised fair market value is \$10,000 or greater.

### 3.2 Review Appraisal Services

The Consultant's review appraisal subconsultant will be supplied with the same information as the Consultant's appraisal subconsultant and the guidelines by which the appraisals were prepared. As noted in Task 3.1, review appraisals will only be completed if the appraised fair market value is \$10,000 or greater.

The Consultant's review appraisal subconsultant will review the appraisal reports to verify appropriateness of the appraisals and soundness of the recommendations for just compensation. Communication between the Consultant's review appraisal and appraisal subconsultants will take place so that an agreement can be reached regarding the appraisals. A summary of the review appraisal will be prepared by the Consultant's review appraisal subconsultant documenting the agreement of the fair market value (i.e., just compensation). All work will be completed in accordance with 49 CFR Part 24, *Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, as amended.

Any expert testimony in regards to a possible eminent domain taking of the easements will be billed at the approved hourly or daily rate. This cost is not included in the proposed fee.

The Consultant will review the review appraisal reports. The Consultant will coordinate with the review appraiser via telephone, written correspondence, and emails throughout the review appraisal process. This will include preparing any plans requested by the review appraiser. The Consultant will copy the final review appraisal reports and submit to the Owner, FAA, and MaineDOT.

## **ARTICLE 4 - NEGOTIATIONS**

### 4.1 Preliminary Correspondence with Property Owners

The Consultant will prepare notice of intent letters and will send the letters via registered mail to the property owners. The Consultant will meet with the property owners to discuss the avigation easement acquisition process and the impact to their properties. This task will include attending three individual meetings with the property owners at the Wiscasset Town Hall and one meeting with the Owner's legal counsel at Bernstein Shur in Portland, Maine.

### 4.2 Negotiations with Property Owner

The Owner will establish the amount of just compensation from the appraiser's and review appraiser's reports. The Consultant will prepare draft written offers of just compensation for the Consultant's use in negotiating with the property owners. The Consultant will work with the Owner and legal counsel to negotiate with the property owners. The Consultant will attend up to seven meetings at the Wiscasset Town Hall during the negotiation process to meet with the property owners. A supplemental agreement will be needed for additional meetings.

Legal counsel will provide legal services during the negotiations process as needed.

The Consultant will coordinate with the Owner, legal counsel, and funding agencies to obtain approval on the final settlements with the property owners, including possible counteroffers and administrative settlements.

## **ARTICLE 5 - PRELIMINARY LEGAL SERVICES**

### **5.1 Obtain Subordination Agreements**

The Consultant will coordinate with legal counsel to obtain required subordination agreements with any lien holders in order to certify clear title for the avigation easements to be acquired. These efforts will be ongoing during the project after the preliminary title search efforts have been completed as it can take a significant amount of time depending on the lien holder.

### **5.2 Prepare Purchase and Sales Agreement**

The Consultant will supply the Owner's legal counsel with the plans previously prepared that identify the surface contours, ground contours, and parcel boundaries to be included in the Purchase and Sales Agreements. Legal counsel will prepare the Purchase and Sales Agreements for the successfully negotiated easements for purchase by the Owner. A draft Purchase and Sales Agreement shall be provided to the FAA, the MaineDOT, the Owner, and the Consultant for review and comment. Legal counsel will incorporate pertinent language into the Purchase and Sales Agreements. The Consultant will attend the individual meetings with all three land owners to sign the Purchase and Sales Agreements with the property owners in order to answer any questions.

### **5.3 Revise Exhibit 'A' and Airport Layout Plan**

The Consultant will update the Exhibit "A" - Airport Property Map and the Airport Layout Plan for the Owner to reflect the terms of the negotiations for incorporation into the grant application package. This effort will include the Consultant digitizing the hardcopy of the Exhibit 'A' into an AutoCAD file.

## **ARTICLE 6 - FEDERAL AND STATE GRANTS**

### **6.1 Prepare Grant Application**

The Consultant will prepare and submit necessary forms and paperwork pertaining to the federal and state grant applications to the Owner for review, execution, and distribution. The paperwork associated with the grant application includes the SF424, 5100-100, grant narrative, property plan, sponsor certifications, and notice to airport users. Transmittal letters will be prepared for use by the Owner to submit the appropriate number of copies to the FAA and MaineDOT. This task also includes providing any additional grant information requested by FAA or MaineDOT.

This task assumes one grant application in FY 2016 will be needed for acquiring all three parcels. A second grant will be required if negotiations with Chewonki Campground extend into Fiscal Year 2017. Efforts to complete a second grant application will require a supplemental agreement.

### **6.2 Prepare Grant Reimbursement Requests**

After the grant offer has been received and executed by the Owner for this Project, the Consultant will prepare the grant reimbursement request forms and paperwork to obtain reimbursement for costs incurred to date as well as for the purchase of the easement. It is anticipated that three (3) FAA grant reimbursement requests and one MaineDOT grant reimbursement request will be necessary. The Consultant will input the data into eDelphi for the Owner to approve and submit for reimbursement.

**ARTICLE 7 - FINAL LEGAL SERVICES****7.1 Administer Real Estate Closings**

The Consultant will coordinate all work efforts associated with this task with legal counsel. The Owner's legal counsel will administer the real estate closings on the affected properties and record the deeds. The Consultant will attend the closings with legal counsel in order to answer any remaining questions from the property owners regarding the avigation easements. The Opinions of Title will be prepared by legal counsel, which is not included in this scope of work and fee proposal. Copies of the recorded deeds and Opinions of Title will be provided to the FAA, MaineDOT, and the Consultant.

**ARTICLE 8 - FINAL ENGINEERING SERVICES****8.1 Prepare Final Project Documentation**

The Consultant will prepare and submit a project closeout report to the Owner and FAA including the following documents:

- Final Outlay Report (SF-271)
- Final Federal Financial Report (SF-425)
- Revised Exhibit A Property Map (hardcopy and AutoCAD format)

**Proposed Project Schedule**

**Avigation Easement Acquisition  
Wiscasset Municipal Airport**

Complete Study Design .....	October 2015
Complete Data Collection .....	February 2015
Complete Property Appraisals .....	May 2016
Complete Negotiations .....	April 2017
Complete Preliminary Legal Services .....	July 2017
Complete Federal and State Grants.....	May 2017
Complete Final Legal Services .....	September 2017
Complete Final Engineering Services.....	October 2017

**WISCASSET MUNICIPAL AIRPORT  
AVIGATION EASEMENT ACQUISITION PROJECT**

**APPENDIX 2  
FEE PROPOSAL**





September 25, 2015

To: Lincoln County News Fax #: (207) 563-3127  
Email: [lcn@lincoln.midcoast.com](mailto:lcn@lincoln.midcoast.com)  
Wiscasset Newspaper Fax #: (207) 882-4280  
Email: [newsdesk@wiscassetnewspaper.com](mailto:newsdesk@wiscassetnewspaper.com)

From: Jamel Torres, Wiscasset Town Planner

Please run the following in your newspaper the week of September 28, 2015. Thank you.

**Wiscasset Starts Work on Waste Water Treatment Plant Coastal Hazard Resilience Project and is Seeking Community Members to Participate**

The Town of Wiscasset has been awarded a Coastal Communities Grant from the Maine Department of Agriculture, Conservation and Forestry's Maine Coastal Program. This grant will be used to support funding the Wiscasset Waste Water Treatment Plant Coastal Hazard Resilience Project. In 2013 the Maine Geological Survey (MGS) and the Lincoln County Regional Planning Commission (LCRPC) completed a Coastal Hazards-Sea Level Rise impact study of Lincoln County's 450 miles of tidal shoreline. Additionally, the LCRPC is currently working on an analysis of the impacts of a Category 1 hurricane on the county's coastal areas. The results of these studies have indicated that the Wiscasset Waste Water Treatment Plant, which is located on Cow Island in the Sheepscot River, is at significant risk from sea level rise and a Category 1 hurricane. The primary goals of the Wiscasset Waste Water Treatment Plant Coastal Hazard Resilience Project are to, a) identify mitigation strategies to protect the Waste Water Treatment Plant and pumping station location located near the Town's Commercial Pier from risk of flooding due to storms and sea level rise, and b) develop a Preliminary Study Report that will include recommendations on adaptation strategies, costs, and an implementation timeline to ultimately protect the Waste Water Treatment Plant from storms and sea level rise in the future. The project will be overseen by a Steering Committee consisting of the Town's Waste Water Treatment Plant's Superintendent, Town Planner, Town Manager, one member of the Select Board, a representative from LCRPC, and two citizens appointed by the Select Board. If you are interested in serving on the project's Steering Committee or if you would like more information, please contact Wiscasset Town Planner, Jamel Torres, at 882-8200 ext. 106 or [townplanner@wiscasset.org](mailto:townplanner@wiscasset.org).