

WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR
DECEMBER 1, 2015

Preliminary Minutes

Tape recorded meeting

Present: David Cherry, Judy Colby, 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 to the Flag

3. Public Hearing

A. Special Amusement Permit, Taste of Orient, Cecilio Juntura: **Judy Flanagan moved to open the public hearing. Vote 5-0-0.** The permit is for a one-year renewal of both floors. **Jeff Slack moved to close the public hearing. Vote 5-0-0. Jeff Slack moved to approve the permit. Vote 5-0-0.**

4. Approval of Minutes

Judy Flanagan moved to accept the minutes. Vote 5-0-0.

5. Approval of Treasurer's Warrants

Judy Colby moved to approve the Payroll Warrants of November 20 and 27, 2015. Vote 5-0-0. Judy Flanagan moved to approve the Accounts Payable Warrants of November 24 and December 1, 2015. Vote 5-0-0.

6. Assessors' Business

A. Abatements:

- Natural Land Development, LLC, Map 01 Lot 037C (\$706.84)
- Kenneth Chapman, Map U18, Lot 517-7 (\$95.12)
- Kenneth Chapman, Map U18, Lot 005D (\$175.48)
- Kenneth Chapman, Map U18, Lot 005-17 (\$624.84)
- Allen and Melissa Cohen, Map R07, Lot 18A (\$697.00)
- Norman Sherman, Map U14, Lot 4 (\$54.12)
- Carroll M. Jones, Map R03, Lot 54-3-1 (\$291.92)
- ADP Dealer Services, Inc., Personal Property Account #244 (\$55.76)

Jeff Slack moved to approve all abatements. Vote 5-0-0.

7. Special Presentations and Awards – none

8. Appointments

Judy Colby moved to appoint Nancy Wyman to the Wiscasset Community Center Scholarship Committee. Vote 5-0-0.

9. Resignations

Ben Rines, Jr., reported that Town Planner Jamel Torres had submitted his resignation effective December 15. **Judy Flanagan moved to accept the resignation with great regret. Vote 5-0-0.**

10. Public Comment

Susan Van Alsenoy, co-chair of the Wiscasset Sun Cats, commented on the lack of follow-up on the ReVision presentation given by Steve Hinchman at the previous meeting. She said there was no motion to pursue the matter even though a petition with 140 signatures to put the matter on the warrant had been submitted. Marian Anderson said that she planned to meet Steve Hinchman the following week to discuss the energy agreement in order to move forward. Judy Flanagan added that she did not feel comfortable making a motion at this time; the proposal would be discussed during the budget sessions before it could be placed on the warrant. Anderson said that all legal issues will be settled before the budget discussions, but anything with a fiscal note, as would be needed with the ReVision proposal, would need to go through the budget process.

11. Unfinished Business – none

12. New Business

A. USDA Wastewater Treatment Plant Grant closing: Marian Anderson said the Federal Street project is nearing completion and the Town must close out the grant and finance the project. She asked that the board approve the three motions prepared by legal counsel. Shari Fredette explained that the town had taken out a loan in the amount of \$974,000 and had received a grant of \$226,000, reducing the amount of the loan. The balance is due on January 16, 2016 and will be paid in full from cash flow revenues. The money for repayment of the loan had been appropriated by town vote. **David Cherry moved 1) That the Treasurer and Chairman of the Board of Selectmen are authorized to execute and deliver the Loan Resolution, a copy of which is attached hereto, with respect to a \$974,000 loan and a \$226,000 grant; and 2) That the Treasurer and Chairman of the Board of Selectmen are authorized to accept the Letter of Conditions dated June 3, 2013 attached hereto; and 3) That the Treasurer and Chairman of the Board of Selectmen are hereby authorized to execute and deliver any and all documents and certificates, and to take any and all actions, including affixing the seal of the Town, as may be necessary or convenient to carry out the full purpose and intent of the foregoing votes. Vote 5-0-0.**

B. Discussion on refinancing the \$2 million bond used to cover the cost of withdrawing from RSU #12 as approved on November 5, 2013: Ben Rines said the \$2 million bond had been approved by the voters on November 5, 2013 and was signed by the chairman of the Selectboard in January, 2014; it is due January 16, 2016. He said according to the bank, a ten-year repayment would be \$240,000 per year made in quarterly payments. Although the bond had been approved, Ben Rines said a \$120,000 payment for the next six months had not been budgeted. The 10-year repayment schedule had been decided upon in discussions with the auditor. Marian Anderson said more information would be made available to the board at the December 15 meeting on extending the terms of the loan and various repayment

schedules. Refinancing documents will have to be signed by January 16. Ben Rines suggested a special town meeting may be necessary in order to approve funds for repayment of the bond. Treasurer Shari Fredette said that out of the \$2 million, \$1.75 million had been used, leaving \$268,000 still owed to the RSU. Rines asked that the Budget Committee be invited to the next meeting.

C. Seimens site assessment summary and recommendations: Sales Executive Darryl Joudrey and Dave Daigler, Service Engineer, had toured the town buildings and presented a report with an overview of the major issues and recommended actions. They highlighted the deficiencies in each building, some were due to the age of the equipment and others were code issues. The estimated cost and timeline based on the severity of conditions could be addressed at a later time if the Town decided to proceed with the development of a long range strategic improvement plan with Seimens. In response to David Cherry's question, Joudrey said there would be no problem working with ReVision's solar installation. Marian Anderson said she would contact Siemens after meeting with her leadership team in the next few weeks.

D. Town Meeting 2016

1. Outside Agency Requests: The board discussed whether requests for funds from outside agencies that support the needs of Wiscasset residents should be considered this year and be put on the ballot or if voters should individually support the charities of their choice, as has been done in the past. **Judy Flanagan moved that the Town Manager receive any requests or letters and information from agencies that show that they serve Wiscasset residents.** Slack, Cherry and Flanagan favored considering requests, not automatically deciding to fund them. **Vote 3-2-0.** (Rines and Colby opposed).

2. Open Town Meeting or Referendum voting: Although the board's vote last year was 4-1 for referendum voting, Judy Flanagan recommended an open town meeting as it was in her opinion more democratic and gave voters the opportunity to amend warrant articles. **Ben Rines, Jr. moved to hold referendum voting for the upcoming June warrant. Vote 4-1-0 (Flanagan opposed).**

13. Department Head or Committee Chair Reports: The reports were distributed to the board and there was a consensus that the written reports continue to be made available rather than have department heads make their reports in person.

14. Town Manager's Report

Marian Anderson said the school department has created a survey on their budget which can be accessed on SurveyMonkey.com, or paper surveys will be available.

The MDOT project for traffic light and sidewalks has been put out to bid, a pre-construction meeting will be held in the next few weeks but no major work will be done until spring. The MDOT has asked the board for a few dates in January when the meeting discussed earlier in the fall could take place. Anderson suggested a Tuesday night when the board was not holding its regular meeting.

Don Jones has asked if Joe Cahoon had been officially appointed to take care of the town clock. No one could remember if the board had taken that action.

Anderson reminded the board of the meeting at the Boothbay town office, December 2, at 6 p.m. on the solid waste issue.

The Lincoln County Planning Commission has invited the board to an open house on December 15 from 4 to 6 p.m. at its new building.

The winter holiday program is being handled again by volunteers and tags are available on the Christmas tree for those who would like to purchase gifts.

A tour of the airport will be scheduled for a morning in the near future.

Anderson asked the board to meet with her in executive session to discuss the union contracts. Tuesday, December 8, at 5 p.m. was tentatively scheduled, with December 10 at 5 p.m. as an alternate date.

The annual tree lighting will be held on Saturday, December 5 at 4:30 p.m.

Ben Rines, Jr., said he assured Jay Siegars that the remains of the old ships would not be discussed at this evening's meeting. Marian Anderson said ownership was somewhat murky according to an informal legal discussion, and she hoped to come up with a compromise that would satisfy all parties. Rines said he would like the board to be able to make a decision on December 15th.

Judy Flanagan noted that there was no notice on the webpage that the office was going to be closed on November 11. She expressed concern with the lack of a crosswalk at the Community Center. The method of painting the crosswalk (either on the diagonal or straight across and then across the community center driveway) will be discussed among Doug Fowler, Todd Souza and Chief Cline. The painting and the installation of one of the flashing warning lights will be placed on Route 27 in the next couple of weeks.

Judy Flanagan asked that the board be more careful in wording motions and that they be repeated before voting.

At 8:08 p.m. Judy Flanagan moved to go into executive session pursuant to the provisions of MRSA, Title 36, §841 (2) to consider a request for an abatement for reasons of poverty. Vote 5-0-0.

16. Adjournment

The meeting adjourned at 8:40 p.m.

To Charles DiPerri, Constable, of the Town of Wiscasset in the County of Lincoln.

GREETINGS: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Wiscasset, in said County and State, qualified by law, to vote in Town affairs to meet at the Wiscasset Community Center on Tuesday, the 5th day of November AD, 2013 from 8:00 A.M. until 8:00 P.M., then and there to act on the following articles:

Article 1. To elect a moderator to preside at said meeting.

SUSAN BLAGDEN WAS ELECTED MODERATOR. JOAN BARNES APPOINTED DEPUTY MODERATOR.

And to vote by secret ballot on the following articles:

Article 2. Do you favor the withdrawal of the Town of Wiscasset from Regional School Unit 12 subject to the terms and conditions of the Withdrawal Agreement dated May 9, 2013?

YES-613

NO-280

WORDS OF EXPLANATION

ARTICLES THREE AND FOUR PRESENT ALTERNATE WAYS TO PAY FOR THE TOWN'S WITHDRAWAL FROM RSU 12. SINCE THEY ARE ALTERNATES, YOU SHOULD VOTE YES ON ONE ARTICLE AND NO ON THE OTHER.

Article 3. If the RSU Withdrawal article above passes, do you favor funding the costs of withdrawal by authorizing the Treasurer and the Chairperson of the Board of Selectmen to issue general obligation securities of the Town of Wiscasset (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$2,000,000 and to delegate to the Treasurer and the Chairperson of the Board of Selectmen the discretion to fix the date(s), maturity(ies), interest rate(s), denomination(s), place(s) of payment, form and other detail of said securities, including execution and delivery of said security(ies) and to provide for the sale thereof.

YES-522

NO-330

Explanatory note: This article authorizes a bond not to exceed \$2.0 million to finance the withdrawal costs.

Board of Selectmen recommendation: **4 - Favor; 1 - Oppose**

Budget Committee recommendation: **3 - Favor; 5 - Oppose**

NOTE: 30-A M.R.S.A. Section 2528(5)(B) requires the recommendations of the Municipal Officers and the Budget Committee when a secret ballot article requests an appropriation of money.

MEMORANDUM

To: Marian Anderson, Town Manager
Fr: Doug Fowler, Director Public Works
Re: Gardiner Rd Crosswalk @ Community Center Entrance
Dt: December 9, 2015

On December 7th I spent some time at the existing crosswalk located just "South" of the Community Center's entrance to investigate the options of making this crossing safer, as well as to view the site for installation of the "Rapid-Flashing Beacons (RFB's)." Below is a summary of my findings.

OPTION A:

Extending sidewalk approximately 40' north-bound and relocating crosswalk to land on the northern corner of the Community Center's driveway entrance. Install RFB's.

This option holds several concerns and limiting factors:

1. The sidewalk on the south-bound side has (4) mailboxes that greatly limit the area of the landing as well as location of the RFB.
2. The narrow width of the sidewalk on the south-bound side is not suitable for a landing according to Maine DOT guidelines.
3. The proximity of the drainage ditch to the sidewalk causes the installation of the RFB to be very problematic.
4. Relocating the crosswalk will require the Town to submit a traffic study to the Maine DOT indicating that the location of the new crosswalk would be safe and this report would need to be approved. Several characteristics of this location do not meet current State guidelines.
5. Concern for the resident to which the sidewalk and RFB would be installed essentially in their front yard, as well as increased pedestrian traffic.
6. The overall cost of creating the extended sidewalk, enhancing the opposing landing, altering the drainage ditch and relocating the mailboxes.

OPTION B:

Maintain existing crosswalk and create additional crosswalk across Community Center's driveway entrance. Install RFB's. Install signage on guardrail in Center's driveway to warn exiting motorists.

This option is more feasible.

1. Landing sites are more conducive for RFB installation. South-bound side landing will need some improvement, but minor.
2. Modifications/improvements to sidewalk will not interfere with abutting residence.
3. Existing utility pole at North-bound side landing is equipped with a streetlight (a provision strongly suggested in the MDOT guideline).
4. Estimated costs, and time-spent, for installation and improvements significantly less.

Doug

Director of Public Works

REQUEST FOR CONSERVATION CLOSURES / OPENINGS

To: AREA BIOLOGIST PETE THAYER Date: 12 / 7 / 15

FROM: WISCASSET shellfish Committee

The town of WISCASSET requests approval of the Commissioner of the DMR to open close the following shellfish growing area: CUSHMAN COVE

Contact Person for the town:
Name: DON JAMES Title: CHAIR-WSC
Address: 52 INDIAN Rd
WISCASSET, 04578
Telephone: 882-9137 Fax: _____
Email address: _____

Please write the description of the boundaries of the area and attach a map showing the area:

ALL FLATS INSIDE CUSHMAN COVE.
BOUNDARY RUNS FROM NORTHERN MOST POINT OF
LAND @ CUSHMAN POINT IN A NORTHERLY
DIRECTION TO A POINT OF LAND ON THE
WISCASSET SHORE

PLEASE ANSWER THE FOLLOWING:

- What is the State of Maine DMR classification of the growing area?
 Approved (Open) Prohibited (Closed) Restricted (Depuration)
- Who will enforce this conservation action?
WARDEN
- How will people (harvesters and others) be notified of the action?:
MEETING & PHONE

4. FOR CLOSURES

Start Date: 1 / 1 / 2015 End Date: 6 / 1 / 2016

(Including an end date means you do not have to request an opening of the area)

Reason for closing the area:

- a. Small natural clams b. Winter digging c. Flat Rotation
- d. Clam seeding
- e. Other _____

What is the Inter tidal area of closure? 8 ACRES

5. FOR OPENINGS

Requested opening date:
_____/_____/_____

Dick Forrest - 882-7165





MEMORANDUM

To: Members, Wiscasset Airport Committee

From: Frank Costa, Airport Manager - Wiscasset

Date: December 07, 2015

Re: Request/Invitation, Airport Committee Input for the Advancement and Enhancement of the Wiscasset Airport Infrastructure as well as Improvement of the Services Provided to General Aviation.

The year 2015 presented the Wiscasset Airport with financial, mechanical and structural challenges. Some challenges are functional and occur every year while others require advanced technical maintenance to remain functional. The necessary steps to achieve the successful end result must remain constant in order to continue to provide an excellent service as well as the safety of all that use our Airport.

Maintaining excellence at our Airport reflects well on our Town as an awesome community to visit as well as a shining beacon to the General Aviation world.

As the New Year 2016 is about to initiate its reign, I am hereby requesting that all the Airport Committee Members reflect on their individual position as a member and step forward with ideas and innovative input on how to improve our airport for the coming year as well as for the future. This is an extended invitation to all Airport Committee Members to become active partners with the Airport Manager for the advancement of the Airport with the ultimate goal of improving a safe environment for General Aviation in Wiscasset.

Please be prepared to present your input for discussion at the first Airport Committee Meeting in January 2016.

Sincerely,

Frank Costa
Airport Manager – Wiscasset

Cc: Ms. Marian Anderson – Town Manager