



Town of Wiscasset

TOWN OF WISCASSET PUBLIC HEARING

The Board of Selectmen will hold a public hearing on Tuesday, April 19, 2016, at 6:00 p.m. at the Municipal Building Hearing Room. The purpose of the hearing is as follows:

- To act on a request for a Liquor License Renewal for Cecilio Juntura, DBA Taste of Orient located at 306 Bath Road, Wiscasset.

**Department of Public Safety
Liquor Licensing & Inspection
Division**



BUREAU USE ONLY

License No. Assigned:

Class:

Deposit Date:

Amt. Deposited:

Promise by any person that he or she can expedite a liquor license through influence should be completely disregarded. To avoid possible financial loss an applicant, or prospective applicant, should consult with the Division before making any substantial investment in an establishment that now is, or may be, attended by a liquor license.

PRESENT LICENSE EXPIRES _____

COPY

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

RESTAURANT (Class I,II,III,IV)

HOTEL-OPTINONAL FOOD (Class I-A)

CLASS A LOUNGE (Class X)

CLUB (Class V)

TAVERN (Class IV)

RESTAURANT/LOUNGE (Class XI)

HOTEL (Class I,II,III,IV)

CLUB-ON PREMISE CATERING (Class I)

GOLF CLUB (Class I,II,III,IV)

OTHER: _____

REFER TO PAGE 3 FOR FEE SCHEDULE

ALL QUESTIONS MUST BE ANSWERED IN FULL

| | | | | | |
|---|--|--|--------------------------------------|--|--|
| 1. APPLICANT(S) - (Sole Proprietor, Corporation, Limited Liability Co., etc.) | | | 2. Business Name (D/B/A) | | |
| Cecilio Juntura | | | Taste of Orient | | |
| DOB: 2/1/53 | | | | | |
| DOB: | | | Location (Street Address) | | |
| DOB: | | | City/Town State Zip Code | | |
| Address | | | 306 Bath Road Wiscasset ME 04778 | | |
| 70 Iuanhoe Dr. | | | Mailing Address | | |
| City/Town State Zip Code | | | 70 Iuanhoe Dr. | | |
| Topsnam ME 04086 | | | City/Town State Zip Code | | |
| Telephone Number Fax Number | | | Topsnam ME 04086 | | |
| (207) 7296256 | | | Business Telephone Number Fax Number | | |
| Federal I.D. # | | | (207) 882-9225 | | |
| 01-0473081 / 0 | | | Seller Certificate # | | |
| | | | 0258643 | | |

- If premises is a hotel, indicate number of rooms available for transient guests: 23
- State amount of gross income from period of last license: ROOMS \$65,458.31 FOOD \$138,346.44 LIQUOR \$104,714.74
- Is applicant a corporation, limited liability company or limited partnership? YES NO
- If YES, complete Supplementary Questionnaire
- Do you permit dancing or entertainment on the licensed premises? YES NO
- If manager is to be employed, give name: Cecilio Juntura
- If business is NEW or under new ownership, indicate starting date: _____
- Requested inspection date: _____ Business hours: _____
- Business records are located at: _____
- Is/are applicants(s) citizens of the United States? YES NO
- Is/are applicant(s) residents of the State of Maine? YES NO

12. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married: Use a separate sheet of paper if necessary.

| Name in Full (Print Clearly) | DOB | Place of Birth |
|------------------------------|--------|----------------|
| Cecilia Juntura | 2/1/53 | Phil |
| | | |

Residence address on all of the above for previous 5 years (Limit answer to city & state)
70 Ivanhoe Dr Topsham Me 04088

13. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES NO

Name: _____ Date of Conviction: _____
Offense: _____ Location: _____
Disposition: _____

14. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued? Yes No If Yes, give name: _____

15. Has/have applicant(s) formerly held a Maine liquor license? YES NO

16. Does/do applicant(s) own the premises? Yes No If No give name and address of owner: _____

17. Describe in detail the premises to be licensed: (Supplemental Diagram Required) _____

18. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services? YES NO Applied for: Restaurant

19. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 2 miles Which of the above is nearest? Church

20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES NO

If YES, give details: _____

The Division of Liquor Licensing & Inspection is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

Dated at: Wiscasset Me on _____, 20____
Town/City, State Date

Please sign in blue ink

C Juntura
Signature of Applicant or Corporate Officer(s)
Cecilia JUNTURA
Print Name

Signature of Applicant or Corporate Officer(s)

Print Name

STATE OF MAINE

Dated at: _____, Maine _____ SS
City/Town (County)

COPY

On: _____
Date

The undersigned being: _____ Municipal Officers _____ County Commissioners of the
_____ City _____ Town _____ Plantation _____ Unincorporated Place of: _____, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE - SPECIAL ATTENTION

§ 653. Hearings; bureau review; appeal

1. **Hearing.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, shall hold a public hearing for the consideration of applications for new on-premise licenses and applications for transfer of location of existing on-premise licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.
 - A. The bureau shall prepare and supply application forms. [1993, c.730, §27(amd).]
 - B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c.140, §4 (amd).]
 - C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premise license, for transfer of the location of an existing on-premise license or for renewal of an on-premise license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premise license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premise license that has been extended pending renewal with 120 days of the filing of the application. [1999, c.589, §1 (amd).]
2. **Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:
 - A. Conviction of the applicant of any Class A, Class B or Class C crime: [1987, c.45, Pt.A§4 (new).]
 - B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control; [1987, c.45, Pt.A§4(new).]
 - C. Conditions of record such as waste disposal violations, health or safety violation or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner; [1993, c.730, §27 (amd).]
 - D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises; [1989, c.592, §3 (amd).]
 - E. A violation of any provision of this Title; and [1989, c.592, §3 (amd).]
 - F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601. [1989, c.592, §4 (new).]
- [1993, c.730, §27 (amd).]
3. **Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all license requirements and findings referred to in subsection 2.
 - A. [1993, c.730, §27 (rp).]
4. **No license to person who moved to obtain a license. (REPEALED)**
5. **(TEXT EFFECTIVE 3/15/01) Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

STATE OF MAINE
 Liquor Licensing & Inspection Unit
 164 State House Station
 Augusta, Maine 04333-0164
 Tel: (207) 624-7220 Fax: (207) 287-3424

SUPPLEMENTARY QUESTIONNAIRE FOR CORPORATE APPLICANTS, LIMITED LIABILITY COMPANIES AND LIMITED PARTNERSHIPS

COPY

1. Exact Corporate Name: Taste of the Orient
 Business D/B/A Name: Taste of Orient
2. Date of Incorporation: May 29, 1992
3. State in which you are incorporated: ME
4. If not a Maine Corporation, date incorporation was authorized to transact business within the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list percent of stock owned:

| Name | Address Previous 5 Years | Birth Date | % of Stock | Title |
|-----------------|--------------------------|------------|------------|-------|
| Cecilio Juntura | 70 Ivanhoe Dr Topsham | 2/1/43 | 100% | Pres |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

6. What is the amount of authorized stock? _____ Outstanding Stock? 100%
7. Is any principal officer of the corporation a law enforcement official? () YES () NO
8. Has applicant(s) or manager ever been convicted of any violation of the law, other than a minor traffic violation(s), of the United States? () YES () NO.
9. If yes, please complete the following: Name: _____

Date of Conviction: _____ Offense: _____
 Location: _____ Disposition: _____
 Dated at: _____ On: _____
City/Town Date

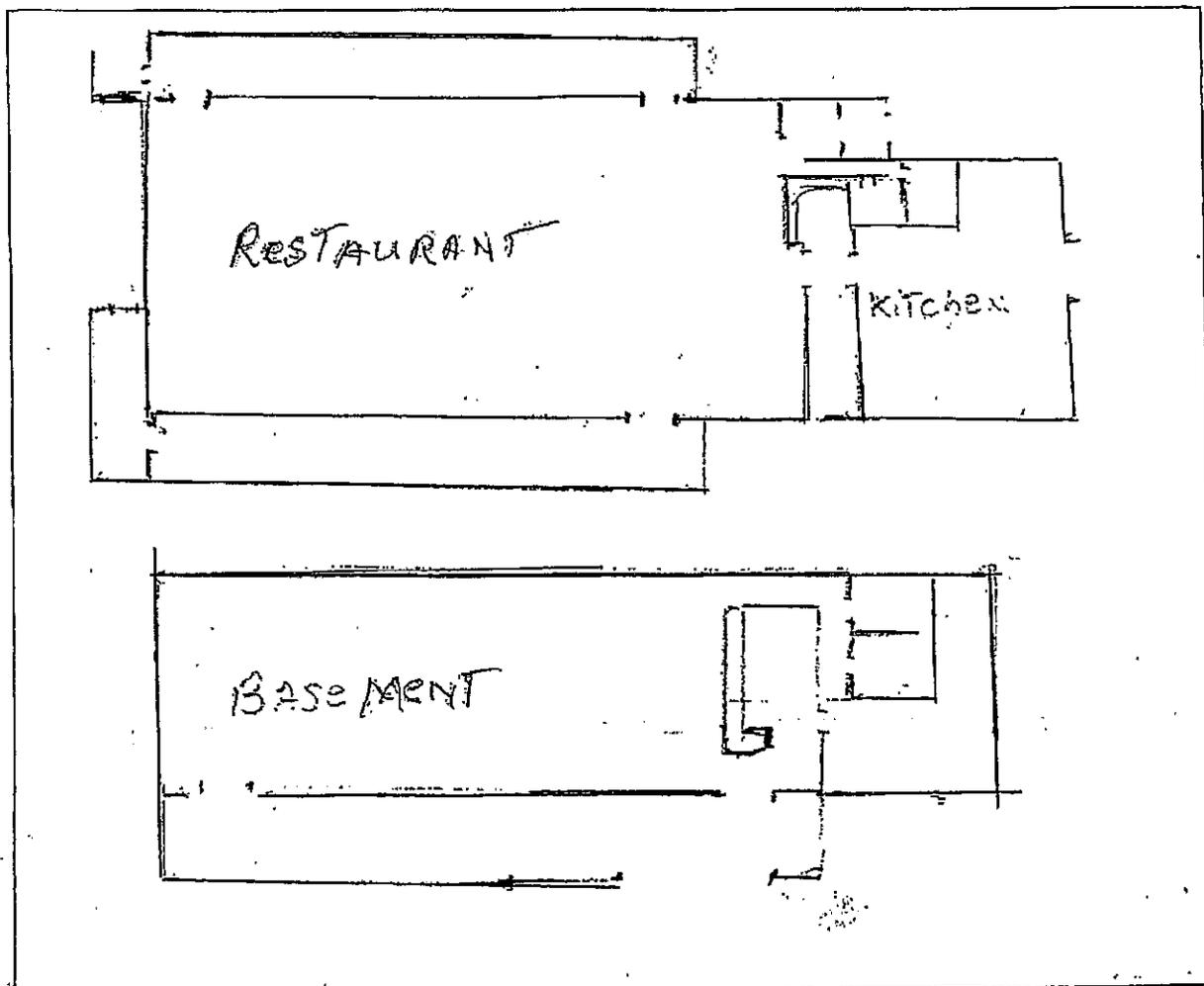
C. Juntura _____ Date: _____
 Signature of Duly Authorized Officer
Cecilio JUNTURA
 Print Name of Duly Authorized Officer



SUPPLEMENTAL APPLICATION FORM ON-PREMISE DIAGRAM

In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Liquor Licensing & Inspection Division is requiring all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, decks and all areas that you are requesting approval from the Department for liquor consumption.





Office of Planning & Codes

51 Bath Road, Wiscasset, ME 04287

PUBLIC HEARING NOTICE

Public hearing to be held by the Wiscasset Board of Selectmen to consider and take public comment on proposed ordinances.

April 19, 2015 @ 6:00 p.m. in Municipal Building Hearing Room

PROPOSED ORDINANCE:

1. Blasting Ordinance
2. Business License
3. Temporary Business License
4. Amendment to Article I.7.1 Airport Committee membership and Article IV
1.2 Waterfront Committee membership

To review the proposed Ordinances hard copies are available at the Town Office and online at www.wiscasset.org

10. BLASTING ORDINANCE

10.1 AUTHORITY AND SCOPE

- 10.1.1 This ordinance is enacted pursuant to 30-A M.R.S.A., Section 3001.
- 10.1.2 This ordinance in no way replaces or negates or relieves any person from compliance with the provisions pertaining to explosives contained under M.R.S.A., part 6, Chapter 318, subchapter 1, as they may be amended, regarding rules for the manufacture, transportation, storage, and use of explosive materials. This ordinance is supplemental to the State Statute, and the Town of Wiscasset expects firms or persons conducting blasting activities to be in compliance with said statute.

10.2 PURPOSE

Because the transport, storage and use, including detonation, of explosive material (hereinafter referred to as blasting activities) are inherently dangerous, and because blasting activities may involve risks of psychological, physical, economic or nuisance damage to persons, property, geologic and hydro-geological resources, wildlife resources and the environment in the Town of Wiscasset, it is the purpose of this ordinance to secure and promote the public health, safety and welfare of the inhabitants of Wiscasset by controlling and regulating blasting activities in the Town and to require that firms or individuals who engage in such activities accept and assume strict liability for them.

10.3 EXCLUSIONS

This ordinance does not apply to:

- 10.3.1 The Armed forces of the United States or the State Militia;
- 10.3.2 Explosives in forms prescribed by the official United States Pharmacopoeia;
- 10.3.3 Possession, transportation and use of small arms, small arms ammunition including smokeless or black powder when possessed for noncommercial purposes in quantities of five pounds or less;
- 10.3.4 The sale or use of fireworks; and
- 10.3.5 The sale or use of explosives or blasting agents by the Town of Wiscasset or the Wiscasset Fire Department acting in their official capacity.

that will be carried out in connection with any other activity or use that requires Planning Board approval shall require Planning Board approval before a blasting permit is issued. The following information shall be submitted in the application:

- a. Name, address, phone number of the applicant.
- b. Names of individual(s) who shall actually be doing the blasting and a photocopy of each such identified person's current Maine explosives permit issued by the Commissioner of Public Safety.
- c. Name of the insurer, policy number and agent providing insurance coverage as required by this ordinance.
- d. Location listing tax map and lot number and date of proposed blasting and a description of the precise location of the blast site.
- e. Procedure for pre- and post-blasting inspections.
- f. Such other information as may be required by the Code Enforcement Officer to decide the application.
- g. The application shall be accompanied by a fee which is set by the Board of Selectmen.
- h. The application shall provide a space for comments by the Planning & Development Department and Fire Chief.

10.5.3 A true copy of the permit issued by the Town of Wiscasset shall be conspicuously posted at the job site.

10.5.4 A Blasting Permit shall be valid for six (6) months from the date of issuance.

10.6 BOND AND PROOF OF INSURANCE

The applicant shall submit with the application a certificate of insurance issued by an insurance carrier authorized to conduct business in the State of Maine showing that comprehensive liability insurance is in full force and effect for the blasting operations to be carried out by applicant in the Town of Wiscasset, for all personal injury and property damage arising out of blasting operations including completed operations, contractual liability, explosion, underground and collapse, in an amount not less than \$2,000,000 per occurrence, combined single limit. Said certificate shall indicate the effective dates of the liability coverage, the name and address of the agent or broker through whom the insurance coverage was issued and who is responsible for attesting to the existence of the insurance

window described in Section 10.10.3 below have received a pre-blast inspection report. Notification will be conducted as follows:

- a. Notification via certified mail, return receipt, must be provided at applicant's expense to the property owners referenced in Section 10.10.1 above at the most recent address listed in the records maintained by the Town of Wiscasset; or
 - b. Alternatively, if the notice is hand-delivered, proof of delivery of the required notice must be obtained as evidenced by the signature of an occupant of the structure who is not a minor. The signed receipt must indicate whether or not the signing occupant is the owner of the property. If the signing occupant is not the owner of the property, then written notification to the property owner is not excused and must be provided as set forth in the above Section.
- 10.10.2 The written notification must describe the blasting that will take place, including dates and times, or a range of dates and times, when blasting may occur, its possible effect on the owners or residents, the ability to obtain, at applicant's expense a pre-blast and post-blast inspection of structures and wells, instructions about how and where to contact the applicant, or his/her representative concerning blast-related complaints or claims.
- 10.10.3 The written notification must include a mailing address and telephone number that property owners can use to obtain information or, to request at no cost, pre-blast/post-blast inspections. Property owners must be given a five-business day window to request pre-blast/post-blast inspection. Property owners are not obliged to accept a pre-blast/post-blast inspection offer.
- 10.10.4 Prior to detonation of explosives, the applicant must provide to the Code Enforcement Officer a list of all parties and property owners notified under Sections 10.10.1, 10.10.2, and 10.10.3, including whether or not a pre-blast inspection request was received by the applicant in each case. Applicant shall also make certification that all requests for pre-blast inspection have been carried out.
- 10.10.5 The pre-blast inspection must contain complete documentation of all visible interior and exterior defects observed at the structure(s). Interior and exterior photographs, or video documentation of structures containing observed defects must be identifiable as to the property, structure, location, and date recorded.
- 10.10.6 Water quality protection: Water is a precious resource and measures shall be taken to protect and preserve groundwater quality. Wells

10.13 SEVERABILITY

The provisions of this ordinance are severable and it is the intention to confer the whole or any part of the powers herein provided for. If any provision of this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, that portion will be deemed a separate provision and will not affect any remaining provision of the ordinance. It is hereby declared to be the legislative intent that this ordinance would have been adopted if such unconstitutional provision was not included.

10.14 ADMINISTRATION AND ENFORCEMENT

This ordinance shall be administered and enforced by the Town of Wiscasset Code Enforcement Officer. Noncompliance with any provision of this ordinance or with any condition attached to a permit granted under this ordinance shall be grounds for revocation of a permit, and shall constitute a civil violation for which shall be imposed a minimum penalty of \$100 and a maximum penalty of \$1,500. Each day that the violation is not corrected after notice of violation will be considered an additional, separate violation. Upon becoming aware of a violation, the Code Enforcement Officer shall serve written notice upon the person or persons responsible for the violation and order corrective action, where applicable. If such notice does not result in correction or abatement of the violation, the Board of Selectmen is authorized to institute any and all actions or proceedings, legal or equitable, that may be necessary or appropriate to enforce the provisions of this ordinance and obtain the civil penalties provided for herein.

9. BUSINESS LICENSE [6-06]

9.1 PURPOSE OF PROVISIONS

The purpose of this chapter shall be to require the registration of all business activities and enterprises located within the town and to provide the town with the necessary information concerning the business within the town, including but not limited to the nature of the business operation, number of employees, location of business, and emergency contacts, in order to protect the health, welfare and safety of the town's inhabitants. For the purpose of this section, business activities and enterprises shall include any person or persons carrying on the businesses, trades, professions, or selling of goods, and any establishment that serves or prepares food or drink for public consumption.

9.2 DEFINITIONS

Business: All kinds of vocations, occupations, home occupations, professions, enterprises, churches, and nonprofits, any of which are conducted on any premises in the Town of Wiscasset. Also includes door to door vendors if their base of operations is located in the Town of Wiscasset.

Premises: All land, structures and places, and the equipment and appurtenances connected or used therewith, in any business, and also any personal property which is either affixed to, or otherwise used in connection with, any such business conducted on such premises.

9.3 LICENSE REQUIRED

A person or organization may not engage in any business activity or enterprise without first obtaining a license from the Town Clerk. In addition, the applicant is responsible for compliance with all pertinent town ordinances and state laws. A separate license shall be required for each business entity and each location. All business licenses shall expire three years after the date of issuance by the Town Clerk. A thirty-day (30) grace period, beginning on the date of permit renewal, is allowed.

9.4 FEE

There shall be no fee for a business license.

9.5 PROCEDURE

9.5.1 Applications for business licenses shall be obtained from the Town Clerk. Applications shall be made in writing and shall state the name of the business, location of business, description of business, name of owner,

9.9 SEVERABILITY

If any portion of this ordinance shall be held to be invalid, such decision shall not affect to the validity of the remaining portions thereof.

9.10 EFFECTIVE DATE

The effective date of this ordinance shall be the date of its adoption.

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

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

1.4.2 Definitions.

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

1.4.3 Permits. It shall be unlawful for any individual, person, firm, corporation, partnership, or other business entity to conduct temporary business activities in the Town of Wiscasset without first applying for and obtaining a temporary business license.

- a. To operate a temporary business 15 days or fewer, the applicant shall obtain a temporary business license from the Wiscasset Code Enforcement Officer before engaging in any activities associated with this section. The Code Enforcement Officer shall have the authority to approve or deny any temporary business license pursuant to this ordinance.
- b. To operate a temporary business for more than 15 days or on the Town Common, the applicant shall obtain approval from the Selectmen before obtaining a temporary business license from the Code Enforcement Officer.
- c. The Selectmen and the Code Enforcement Officer shall deny a license to an applicant when the application is incomplete, contains misrepresentation, false or misleading statement, is unsigned; or the applicant evades, suppresses or refuses to furnish information material to the proper issuance of the license; or the activity for which the license is sought is unlawful, or constitutes a public nuisance; or the applicant fails to first comply with any provision of this article, or other ordinance regulating the business, the business property, or the business location.

- xiii. The grounds located between High Street, Main Street, and Bath Road (Route 1). This is commonly referred to as the “Town Common.”
 - xiv. The grounds located between the north side of Main Street (Route 1) and the sidewalk, between Summer Street and Federal Street (Route 218).
 - xv. The grounds located between the south side of Main Street (Route 1) and the sidewalk, between High Street and Middle Street.
 - xvi. The grounds located between the north side of Fore Street and the sidewalk, between Middle Street and Water Street.
 - xvii. The grounds located between Fore Street and the bridge to Whites Island.
- g. Any temporary business that wishes to be located on the Main Street Pier shall abide the Town of Wiscasset’s Main Street Pier Policy.
- 1.4.4 Appeals. Any application to conduct a temporary business activity that has been denied in writing, has been suspended or revoked, may, within thirty days of the denial, suspension or revocation, appeal the decision to the Wiscasset Board of Appeals as defined in Article I, Section 5.
- 1.4.5 Regulations. Each licensee shall meet all of the requirements listed below. Failure to meet any of the requirements listed herein shall constitute grounds for non-issuance or revocation of a temporary business license.
- a. No temporary business activity shall create hazardous traffic conditions.
 - b. No temporary business activity shall obstruct or act as a cause of obstructing any sidewalk, street or highway within the Town of Wiscasset.
 - c. Each licensee shall be required to clean up its site, repair any related damages and remove all materials associated with its temporary business activity within twenty-four (24) hours of license or event expiration, whichever occurs first. Failure to remove shall result in the Town removing materials at the expense of said licensee and shall constitute a violation of this ordinance.
 - d. Temporary licenses shall be conspicuously displayed at the place of business.

ARTICLE I - TOWN OFFICIALS

7. AIRPORT COMMITTEE [3-98]

7.1 MEMBERSHIP

7.1.1 ~~The Wiscasset Airport Committee (hereafter referred to as the Committee) shall consist of five members who shall be Wiscasset residents.~~

The Wiscasset Airport Committee (hereafter referred to as the Committee) shall consist of five members with not more than one (1) non-resident member.

7.1.2 Appointments to the Committee shall be made by the Selectmen.

7.1.3 The term of each member shall be three years, except the initial appointments, which shall be two for one year, two for two years and one for three years.

7.1.4 Members shall serve at the pleasure of the Selectboard.

7.2 ORGANIZATION

7.2.1 The Committee shall annually elect a Chairman and a Secretary from its membership.

7.2.2 The Chairman shall moderate the meetings and shall represent the membership as necessary unless another representative has been designated.

7.2.3 The Secretary shall keep the minutes, prepare correspondence as necessary, and maintain the Committee records in such place in the Town Office as the Selectmen or their staff shall designate.

7.2.4 A quorum shall consist of three members.

7.3 DUTIES

7.3.1 The Committee shall meet at least once a month to review general operations and conditions at the airport.

7.3.2 The Committee shall annually present a recommended operational budget for the airport to the Selectmen and Budget Committee.

7.3.3 The Committee shall from time to time make recommendations to the Selectmen regarding airport operations and conditions.

ARTICLE IV - PORT AND HARBOR

1. PURPOSE AND WATERFRONT COMMITTEE

1.1 PURPOSE

It is the Town's policy to make Wiscasset's tidal waters and public launching and docking facilities available to the public for responsible use, economic benefit and general enjoyment. [3-99]

1.1.1 The Board of Selectmen shall be authorized to make rules and regulations governing the use of Wiscasset Harbor and all areas set forth in Article IV by resolution, after a public hearing held at least 10 days before their enactment.

1.2 WATERFRONT COMMITTEE

1.2.1 The Board of Selectmen shall appoint a Waterfront Committee, which shall convene from time to time at the request of the Board of Selectmen, the Harbormaster or the Committee's Chair. The composition of the Committee shall be representative of the varied Town interests as determined by the Board of Selectmen. [3-99]

1.2.2 The Waterfront Committee's duty shall be to advise the Board of Selectmen regarding harbor and waterfront facilities, uses and regulations. [3-99]

1.2.3 The Waterfront Committee shall consist of five members each of whom shall serve at the pleasure of the Board of Selectmen. Unless an appointment is sooner terminated by the Board of Selectmen, each Committee member shall serve for 3 years, and the terms of the members shall be staggered. [3-99]

1.2.4 *Not more than one (1) non-resident of the Town of Wiscasset may serve as a member.*

WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS, AND OVERSEERS OF THE POOR
APRIL 5, 2016

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

3. Public Hearings

A. Special Amusement Permit for Twisted Iron Customs, Mike Benner: Judy Colby moved to open the public hearing. Vote 5-0-0. Mike Benner said all proceeds go to charity and that the events would probably take place once a month. There have been no complaints. Judy Flanagan moved to close the public hearing. Vote 5-0-0. Jeff Slack moved to approve the permit for May 7, June 4, July 2, August 6, September 3, and October 22, 2016. Vote 5-0-0.

4. Approval of Minutes

A. February 11, 2016: Ben Rines, Jr. commented on the lateness of the minutes.

B. February 25, 2016: The chairman had revised the draft minutes.

C. March 15, 2015: Jeff Slack moved to accept the minutes of February 11, the revised draft minutes February 25 and the minutes of March 15. Vote 5-0-0. The chairman noted that the board has not yet received the minutes of March 10.

5. Approval of Treasurer's Warrants

A. Payroll Warrants: Judy Colby moved to approve the payroll warrants of March 18, March 25 and April 1, 2016. Vote 5-0-0.

B. Accounts Payable Warrants: Judy Colby moved to approve the accounts payable warrants of March 22, March 29 and April 5, 2016. Vote 5-0-0.

6. Assessors' Business

A. Abatements

- **Reconsideration of Christopher Morrison's previously approved abatement application:** Ben Rines, Jr. said information had been received from Sue Varney, former Assessors' Agent, which explained the process and location of forms needed for joining two lots for tax purposes. Rines asked Assessors' Agent Ellery Bane if the figures on the abatement approved at the last

B. Temporary Business License for Nita Lunch/Westport Catering: In response to David Cherry's question on the waterfront location, Judy Flanagan said the Recreation Department or Road Commissioner usually decides on the location. **Judy Flanagan moved to grant the request for Nita Greenleaf for July 4.** She added that they would find out what pier she would be on. **Vote 5-0-0.**

C. Review of ordinance language for Waterfront and Airport Committee non-resident participation: The Ordinance Review Committee recommended that both the Waterfront and Airport Committees allow one non-resident committee member. Judy Colby and Ben Rines approved non-resident member participation but without voting rights. David Cherry and Judy Flanagan disagreed, saying the non-resident members could be valuable assets providing knowledge and experience to these advisory committees, and their votes on committee matters would not affect the budget or taxes. Budget Committee Chairman Cliff Hendricks noted that there are many non-residents on the town staff –, school superintendent and town manager. Non-resident town clerk, road commissioner, town treasurer were also mentioned who have an influence on the town budget. Town Planner Ben Averill will review other towns' ordinances for further information. Jeff Slack recommended that the ordinance change be on the town ballot without a recommendation from the selectmen. Judy Flanagan pointed out that all board and committee members, resident or non-resident, are appointed by the selectmen. **Ben Rines, Jr., moved to place these two separate ordinances on the annual town warrant for a vote of the townspeople. Vote 5-0-0.** A motion on the selectmen's recommendation was postponed until the public hearing on April 19.

13. Department Head or Committee Chair Reports

A. Fire Department, Chief T. J. Merry – Use agreement between the Town of Wiscasset Fire Department and the Lincoln County Fire Chief's Association: The new agreement had been reviewed by the Town Manager, but she made no recommendation as she was unfamiliar with the history of the matter. Ben Rines, Jr., objected to the third paragraph. Merry explained that the Association decides what capital needs will be scheduled and then determines what its share is. The difference between this contract and the previous contract is that the proposed contract protects the assets of both the Town and the Association. A signature line for the LCFCFA will be added. There was confusion over the renewal section of the contract, which would need to be clarified. Inasmuch as the contract expires on June 30, it was recommended that the amended contract be reviewed by the town attorney before it is brought back to the board for approval at its next meeting.

In response to Judy Flanagan's question on the availability of someone to issue fire permits, Merry said he is available by cell phone and is in the process of putting the ambulance chief on the warden list so he can write permits along with all Merry's officers. The front office staff is required to have training before they can issue permits. An on line-two day permit is available for \$7.

Chief Merry said the one perk that the firemen had was the ability to wash their vehicles at the fire station and this had been taken away. He asked if it could be reinstated. Marian Anderson said it is town policy to not allow the personal use of town equipment i.e. washing personal vehicles; however, it had been a tradition. Judy Flanagan said the Water District opposed the washing of private vehicles because there is no charge for the water used by the Town and if the fire department was allowed to wash their vehicles, other departments would want the same benefit. Jeff Slack moved to allow the fire department to wash their cars. **Vote 2-3-0 (Cherry, Flanagan and Rines opposed).**

14. Town Manager's Report

A. Certified Business Friendly Community, State of Maine Department of Economic and Community Development: Marian Anderson announced that Wiscasset had been certified as a Maine Community that is "Open for Business." A certificate and two CBFC signs will be presented in the near future.

B. MDOT future open house and Public Hearing: There was a consensus that the open house and public hearing take place on Wednesday, April 27 from 3 to 5 p.m.

C. Town sign design update: The vote was 3-2 for the bottom example of the town sign (without the blue outline).

D. Maine Yankee-Siting process for the spent nuclear fuel: A public comment session regarding the commission's report will be held in Boston on June 2. Comments may be sent to Susan Collins. Ben Rines, Jr. expressed an interest in attending. He recommended that these meetings take place at the towns where the spent nuclear fuel is located.

E. Sidewalk Project Funding: Because the town had expressed interest in giving the sidewalk a brick appearance similar to that on the Washington Street sidewalk, the project manager for the DOT improvements, said the cost of stamping the asphalt would be \$27,260. He said the town would have to approve funding for this cost; currently the town has no funding obligation for this project. There was a consensus to not have the stamped asphalt sidewalks.

F. The Public Works Director will look into the condition of the tree by the parking lot on Water Street.

G. Marian Anderson asked the board how many proposals they wanted to entertain for solar power as she has had inquiries from more than one provider. It was suggested that a non-binding referendum be put on the warrant approving not more than \$40,000 to explore the various possibilities.

H. The Town Manager reminded the board that a decision on the dedication of the Town Report was due soon.

Other Business

Judy Flanagan said the home page for the Town website was not up to date. She said an LCTV board member had thanked the selectmen for including the funding of LCTV on the warrant. In response to her question on the sewer lien progress, Marian Anderson said the Tax Collector is preparing a list of sewer and tax liens. Flanagan also asked about the lights at the school and Rec Center crossings and was advised that Doug Fowler would be at the next meeting to address that subject.

15. Adjournment

Judy Flanagan moved to adjourn at 8:10 p.m. Vote 5-0-0.

MEETING NOTICE

The Wiscasset Board of Selectmen, Tax Assessors & Overseers of the Poor met Thursday, March 10, 2016 at 5:00 p.m. in the Selectmen's Meeting Room.

MINUTES**5:00 p.m.**

1. Call the meeting to order:

Chairman Rines called the meeting to order @ 5:05 PM

Members present: Benjamin Rines, Jr., Judy Flanagan, Jeff Slack, David Cherry, Judith Colby. Also in attendance Town Manager Marian L Anderson and Sherri Dunbar

2. Pledge of Allegiance.

3. Executive Session: Acquisition or Disposition of real property 1 M.R.S.A. section 405(6) (C)
5:06 PM Judith Colby moved and Jeff Slack second the motion to enter into executive session. Vote 5 - 0

6:29 PM on a motion by Judith Colby, second David Cherry to come out of executive session. Vote 5 -0.

ACTION : Motion by David Cherry Second by Jeff Slack to instruct the town's realtor Sherri Dunbar to accept the Tax Map R03 Lot 43D Gardiner Road offer of \$ 3,000.00; accept the Birch Point Road offer of \$26,000 Tax Map R08 Lot 12, or the second offer of \$ 25,000 if the first offer should fall through. Vote 5-0

ACTION: Motion by David Cherry Second by Judith Colby to instruct the town realtor Sherri Dunbar to accept the Rummerill Road tax map R01 lot 002-A offer of \$ 15,200 or the second offer of \$ 15,000, if the first offer should fall through. Vote 4 yes, Benjamin Rines Jr. voted against the motion. Motion passed 4-1.

ACTION: Motion by Judy Flanagan, second by Judith Colby to sign the necessary deeds and settlement documents for the sale of the Gardiner Road property, tax map R03 lot 43D and the sale of the Bowden Road property, tax map R03 lot 76 02501 Vote 5-0

7:37 PM motion by Judy Colby second by Jeff Slack to adjourn the meeting. Vote 5-0

5. Adjournment

J Gordon Merry Fire Training Facility Use Agreement

Item 11a

COPY

Use Agreement Between Lincoln County Fire Chiefs Association and Wiscasset Fire/Town of Wiscasset

1. This Fire Training Facility Use Agreement (“Agreement”) is made this 19th day of April, 2016. This Agreement is made between the Town of Wiscasset and the Lincoln County Fire Chiefs Association (“L.C.F.C.A.”). This Agreement shall commence when fully executed and shall run through June 30, 2017. Thereafter this Agreement shall automatically renew for the upcoming period of July 1 of the then current year through June 30 of the current year or until such time, if ever, that one party notifies the other that this agreement is terminated effective as of a proposed termination date. Such notice, to be effective, must be given as follows: If given by the Town of Wiscasset it shall be given by the Wiscasset Town Manager, at the direction of the Wiscasset Board of Selectmen, to the President or Resident Agent of L.C.F.C.A. and at least 60 days prior to the proposed termination date. If given by the L.C.F.C.A. it shall be given by the corporation’s President, at the direction of the corporation’s governing body, to the Wiscasset Town Manager or Chairman of the Wiscasset Board of Selectmen and at least 60 days prior to the proposed termination date.
2. Each Fire Department within Lincoln County whose Department is a member of L.C.F.C.A. is authorized to use the J. Gordon Merry Fire Training Facility (“Facility”) provided that the Fire Department in question and its members abide by the established rules and regulations. Rules and regulations are available at the Wiscasset Fire Department and at the Facility and said Department has scheduled use through either the Lincoln Fire Academy (L.C.F.A.) Chairperson or the Wiscasset Fire Chief. The Town of Wiscasset and the Wiscasset Fire Department reserve the right to enforce the rules and regulations and impose disciplinary on its own employees pursuant to the Town’s personnel practices and procedures action that may be needed if a violation of said rules and regulation should occur.
3. User maintenance and operating costs of the J. Gordon Merry Fire Training Facility will be reviewed annually by the L.C.F.C.A. Training Facility Committee (“Committee”) to determine the amount that the L.C.F.C.A. shall pay for shared capital needs and costs and the time the payment shall be due.
4. To the fullest extent permitted by law, the L.C.F.C.A. will defend, indemnify and hold harmless the Town of Wiscasset, its officers and employees, from any and all claims, damages, losses, and expenses, just or unjust, including, but not limited to, the costs of defense and attorney’s fees arising out of or resulting from the performance of this

J Gordon Merry Fire Training Facility Use Agreement

COPY

Signature Page to the Agreement.

THE TOWN OF WISCASSET

Benjamin L. Rines, Jr., Chairman

William "David" Cherry, Selectman

Judy S. Flanagan, Vice-Chairman

Judith R. Colby, Selectman

Jefferson A. Slack, Selectman

Neal Kimball, President
Lincoln County Fire Chief's Association

Date

LINCOLN COUNTY FIRE CHIEFS ASSOCIATION

Neal Kimball, President
Authorized Officer

Date

11b

Marian L. Anderson

From: Legal Services Department <Legal_Services_Department@memun.org>
Sent: Tuesday, April 12, 2016 3:51 PM
To: townmanager@wiscasset.org
Subject: RE: Wiscasset - Legal Information Request - Fire Deapartments

Dear Ms. Anderson,

The major legal problem with allowing town employees to use the fire department resources (the truck, the fire house, town gasoline) for their own private use is that it is likely a violation of the public purpose doctrine. The Maine Constitution's "public purpose" clause provides that public funds cannot be used for a private purpose or for a private benefit (Opinion of the Justices, 560 A.2d 552 (Me. 1989)). If the town appropriates money for the fire department to purchase equipment, fuel and pay bills, then these must only be used for a public benefit. If the municipal officers are going to open the use of the fire house or fire department resources up to the public, such as to allow the public to wash cars or hold car washing fundraisers, it should develop a policy governing the use of the facilities. The following excerpts are from our *Municipal Officer's Manual*, which can be found online here using your MMA login information: <http://www.memun.org/MemberCenter/ManualCollection/MunicipalOfficers.aspx>.

AUTHORIZED EXPENDITURES (PUBLIC PURPOSE)

Municipalities may raise and appropriate money for any public purpose (30-A M.R.S.A. § 5721). A list of public purposes is set forth in §§ 5722-5728, and includes fire and police protection, sewer/water/power services, public works, schools and libraries, health and welfare, economic development, and celebrations. This list is not exclusive. Title 36 M.R.S.A. § 504 provides that if money raised by the legislative body is not for a legal purpose and is assessed with money legally raised, the tax assessment is not void. However, a court could order the municipality not to spend the money raised for the illegal purpose if the expenditure were challenged in court. (See court cases cited in MMA's *Municipal Roads Manual*.) A taxpayer might also have a right to recover a proportionate share of the illegal sum under § 504.

A good rule of thumb is that public money can only be spent on activities which benefit the public in general and which do not violate State or federal laws or Constitutions. The voters have no power to decide what is a public purpose: this can only be determined with finality by a court. As a practical matter, the municipal officers will have to make the initial decision whether something is a public purpose, so the board should be able to point out some public benefit connected with the proposed activity. Every case should be analyzed separately; there is no blanket answer.

TOWN-OWNED BUILDINGS

A town may own and operate several buildings, such as the town hall, garage, fire station, meeting place, and other facilities. The municipal officers must see to it that these buildings are adequately insured (see Chapter 10, "Insurance") against fire and other damage as well as for liability. Also, the municipal officers should keep track of the physical condition of the buildings so that repairs and maintenance can be done before small problems become large ones.

The municipal officers have further responsibilities for town-owned buildings that are available to private groups for receptions, meetings and the like. The municipal officers cannot make town buildings available for these purposes unless authorized to do so by an article or ordinance approved by the voters. In some towns there are no other buildings of sufficient size, so this use is allowed. In these situations, the municipal officers should:

1) Have a written policy on **smoking**—if allowed at all and if so, where (22 M.R.S.A. §§ 1541, 5142).

2) Have a written policy concerning **alcoholic beverages**—if allowed, the group should sign an indemnification agreement and carry insurance so the town will not be held liable. (See "Liability Waivers," "Legal Notes." *Maine Townsman*, November, 1999) regarding the use of signed release of indemnification forms as a way to protect the town.

3) Charge a **fee for use** of the building, if authorized by the voters, which will cover the town's expenses (lights, cleaning, heat, etc.); otherwise there may be a problem with the "public purpose" doctrine (see Chapter 8, "Disbursements, Public Purpose").

4) Issue a **written permit** showing the allowed date and time of the event, and the maximum number of people allowed in the building.

5) Put in **writing any other conditions or restrictions** on the use of the building for private groups. One such condition may be the presence of a police officer at a public dance pursuant to 8 M.R.S.A. § 161.

6) Make sure that the **town's liability insurance** covers such use of the building, or if not, require the group to provide insurance, naming the town and its officers, employees and agents as additional named insureds, and obtain evidence (certificate of insurance) that it has been done.

When adopting a policy on fees charged, insurance required, and other terms for or use of a public building, it is legal to distinguish between use by a nonprofit organization or community club, like the Scouts or the Lions Club, and a commercial use of the building for profit or private functions which would otherwise be renting commercial facilities, such as a wedding reception or family party. This is because it is legal to support nonprofit organizations and community organizations directly by making a cash donation, so it can be done indirectly by charging no fee or a reduced fee or requiring no additional insurance. It also is legal to make a distinction between use by residents and taxpayers vs. nonresidents who aren't taxpayers when establishing a fee schedule.

The municipal officers will need to discuss the specific terms of the town's liability coverage with the town's insurer. If the town is insured by MMA, then you will need to talk to Risk Pool directly. Legal Services is a separate department and in order to prevent any conflict of interests we do not have access to your insurance information. If you have any general questions about liability after talking with the town's insurer, please do not hesitate to follow up with me.

Finally, we discuss fire department finances in our "Fire Protection" Information Packet, which can be found online here: <http://www.memun.org/MemberCenter/InfoPacketsGuides/FireProtection.aspx>. You will need your MMA login information to access this link. The following excerpt from the packet clarifies the proper procedure for handling donations to the fire department.

A municipal fire department may not maintain and control its own bank accounts. All money appropriated for its budget by the legislative body must be invested and disbursed in accordance with the laws governing all municipal funds. Municipal fire departments may not accept gifts of property without approval of the legislative body or gifts of money without the approval of the municipal officers. (see 30-A M.R.S.A. § 5652 - § 5655). If a municipal fire department conducts its own fundraising efforts, such as selling tickets to a bean supper or selling raffle tickets, any money generated constitutes municipal money and must be deposited with the municipal treasurer and appropriated by the legislative body before the fire department may legally spend it. If a separate "auxiliary" committee conducts this type of fundraiser, the money may not be used by the fire department unless it is accepted by the municipal officers under 30-A M.R.S.A. § 5652 as a supplement to the fire department's existing budget as approved by the legislative body.

I hope this is helpful.

Best,

Marian L Anderson

From: Michelle Pelletier <mpelletier@memun.org>
Sent: Wednesday, April 13, 2016 11:03 AM
To: Marian L Anderson
Subject: RE: Wiscasset's Town Liability
Attachments: Risk Manager Q&A - Spring 2003.pdf

Marian,

Private use of public property should be a concern for all municipalities. It could lead to both Property and Liability claims as well as potential Workers compensation claims for the municipality. Keep in mind that employees are only compensable under Workers Compensation if the work is within course and scope of their employment. Permitting private use of publicly owned facilities, equipment and tools by employees or volunteers while on or off duty, raises concerns. There are significant liability exposures for the municipality if an employee, volunteer or member of the public is injured while using publicly owned tools or equipment for private purposes. If a town owned facility or equipment is damaged as a result, the municipality's insurance provider will likely pursue recovery for the damage from the responsible party. Tools and equipment can be damaged, lost or stolen.

The Maine Municipal Association Property & Casualty Pool recommends that all municipalities establish written policies restricting the use of municipally owned facilities, equipment and tools. Employees should be made aware of the potential exposures that may result from their private use of town owned property. There may be other legal implications as well and we recommend you contact the legal department on the legality of using public funds for private purposes.

As a member of the MMA Risk Management programs, your town has already made a commitment to good risk management practices. I have also attached a copy of a prior Risk Manager article on this very subject. Please contact me if you have any additional questions.

Michelle Pelletier, CPCU, AU
Underwriting Manager
Risk Management Services

Maine Municipal Association
60 Community Drive
Augusta, ME 04330
(207) 626-5583 x 2236
FAX (207) 626-0153
www.memun.org

This e-mail message is intended only for the use of the individual or entity identified in the alias address of this message and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution of this e-mail message is strictly prohibited. If you have received this e-mail message in error, please notify the sender immediately by reply e-mail and delete this message from your system. Thank you.

 Please consider the environment before printing this e-mail

To ensure delivery of MMA mailings, please make sure that your spam filters have memun.org and imail.memun.org white listed as safe.

The Municipal RISK MANAGER

Spring 2003

A Publication of the Maine Municipal Association

PRIVATE USE OF PUBLIC PROPERTY



Question: We have a facility full of tools and equipment that employees don't have at home. Why not let employees use them? It would create good will and what harm can it do?

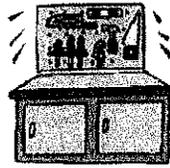
Answer: It could lead to property, liability and workers compensation claims for the public entity.

Permitting publicly owned facilities, equipment, and tools to be used by employees, either on or off duty, raises a number of concerns. Tools and equipment can be damaged, lost, or stolen. Building security can be compromised. The likelihood of property damage or fire loss increases as accountability decreases. The damage may not be limited to the property of the employer but may also impact neighboring properties. If an off duty employee, volunteer, or member of the public is injured while using publicly owned tools or equipment, there are significant exposures for the public entity in the area of liability and possible workers compensation claims. If a facility is damaged, destroyed, or equipment is lost as a result of off duty employee or non-employee actions, the entity's insurance provider will likely pursue recovery for the damage from the responsible party.

Serious problems can also arise if a public entity provides services for some citizens that exceed what is normally provided to all citizens. Examples of this include towing of privately owned vehicles with a town owned truck, cleaning of residential chimneys by the fire department, and the "jimmying" of a locked vehicle door in a non-emergency situation. Even with the best of intentions it is important to understand the exposures if a vehicle is damaged while towing, a roof or chimney is damaged while cleaning, or a window is broken or electronic door locking system is damaged while unlocking a vehicle door. The public entity as well as the person or persons involved could become liable for damages or bodily injury.



It is in the best interest of all public entities to establish written policies restricting the use of publicly owned facilities, equipment, and tools. Such policies should define services that will not be provided. Employees should be made aware of the potential exposures that may result from "the right thing, gone wrong". In most cases, a sound policy, coupled with good common sense, is the best protection a public entity can have.



11.b

Town of Wiscasset

GUIDELINES FOR USE OF TOWN PROPERTY & EQUIPMENT

The Town of Wiscasset purchases equipment and property items for the benefit of town employees to use in completing town responsibilities. Individuals and employees are strictly prohibited from the personal use of town owned property and equipment. No town owned equipment shall be removed from town property for this purpose.

In order to provide efficiency and cooperation, the use of town owned equipment by one town department to another is strongly encouraged. However, prior to such use by employees, the Department Head of both departments involved must give authorization.

Exceptions:

- 1.) Any organization, group or other non-town government agency which requests property or equipment for fundraising events, special events or other tasks must have received prior written permission from the Board of Selectmen.
- 2.) Department Heads may, but aren't required to, make photocopy services available to the public. Departments must charge a consistent rate per copy as the town office.
- 3.) For the purpose of this policy the Wiscasset School Department shall be considered a town department and shall be eligible to borrow municipal equipment.

Adopted: August 27, 2002

Item 11c

Marian L. Anderson

From: Aho, Patricia (Collins) <Patricia_Aho@collins.senate.gov>
Sent: Monday, March 28, 2016 2:44 PM
To: Marian Anderson
Subject: Nuclear Fuel Process

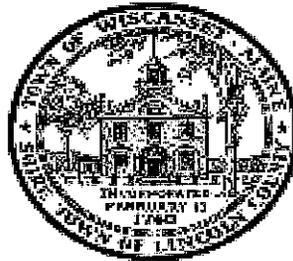
Good afternoon Marian,

As you will remember, I forwarded to you information on the U.S. Department of Energy's project to develop a consent-based siting process for the location of spent nuclear fuel. The process is in response to the work of the Blue Ribbon Commission's report and the need for a repository for spent fuel. The U.S. Department of Energy has just announced the date of the public comment session it will hold in Boston. It is June 2nd and will be in the evening. I attended the first webinar of this process and it has been holding public input sessions around the country. On June 2nd, it will be holding a session in Boston and this will be a great opportunity for Wiscasset to provide its comments on the siting process for the spent nuclear fuel. A link to the registration information is: Boston, MA - June 2, 2016 <https://www.eventbrite.com/e/consent-based-siting-public-meeting-boston-massachusetts-registration-23802290291>. I will plan to attend this input session and I do hope if you and the Select Board are interested it will be a good opportunity to attend and to provide comments. If you wish for more information, or would like to discuss this further, please do not hesitate to email or call me.

Otherwise, I hope all is well!

Best regards,
Pattie

Patricia Aho
State Office Representative
U.S. Senator Susan M. Collins
68 Sewall Street, Room 507
Augusta, ME 04330
W 207-622-8414 C 202-578-5724



PUBLIC NOTICE
REQUEST FOR PROPOSALS
For Natural Resource Inventory
Town of Wiscasset, ME

The Town of Wiscasset is soliciting proposals from qualified individuals to conduct a natural resource inventory of the 22 acre Montsweag Dam Preserve. The inventory should include a landscape analysis of the past land use of the property as well as any sensitive species or habitats. A natural resource inventory would be conducted as well to include a characteristic of all natural communities types present in the preserve.

The Montsweag Dam Preserve is a 22-acre property in Wiscasset, Maine. 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 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

This Request for Proposals (RFP) is available on the Town of Wiscasset website located at: www.wiscasset.org. Proposals should be received by April 8, 2016 at 5 P.M. Additional information may be requested by contacting the Town Planner at 207-882-8200 ext 106 or townplanner@wiscasset.org.

Apr: 19, 2016 BOS mtg

TOWN OF WISCASSET
Main Street Pier

Vendor Permit Application

APPLICANT NAME: Robert Conlin

BUSINESS NAME: Dynamite Dogs

MAILING ADDRESS: PO Box 334, Wiscasset

PHONE NUMBER: 350-5495

EMAIL ADDRESS: Robert@maincoveystore.com

SEASONAL PERMIT: \$400 (10' X 20') or \$600 (30' x 34')

WINTER RENTAL PERMIT: \$300 (10' X 20') or \$400 (30' x 34')

DAY USE PERMIT: DATE(s): _____ \$25

FOR PROFIT NON PROFIT

DESCRIPTION OF ALL BUSINESS ACTIVIES THAT WILL TAKE PLACE ON SITE:

Will sell hot dogs, potato chips and drinks (non-alcoholic).

Can't - Approx 5' x 7' with umbrella

REQUEST FOR APPROVAL OF ACCESSORY FURNITURE: (please list all furniture and size and attached a sketch of placement)

will operate from a propane powered cart mounted on a trailer ladder sign

I REQUEST ELECTRICAL SERVICE: 110 Volt outlet N/A

\$100/season or \$5/day additional use will be billed by the Town

- ATTACH A CERTIFICATE OF INSURANCE, NAMING THE TOWN OF WISCASSET AS AN ADDITIONAL INSURED.
- ATTACH A PHOTO OR SKETCH OF THE PROPOSED STRUCTURE.

TOWN OF WISCASSET
Main Street Pier
Vendor Permit Application

APPLICANT NAME: Tammy M Brooks Quentin Brooks

BUSINESS NAME: QT's Ice Cream Parlor

MAILING ADDRESS: 37 Shepard St Bath Me 04530

PHONE NUMBER: 207 701 7293

EMAIL ADDRESS: lawgalsearchingfor@yahoo.com

SEASONAL PERMIT: \$400 (10' X 20') or \$600 (30' x 34')

WINTER RENTAL PERMIT: \$300 (10' X 20') or \$400 (30' x 34')

DAY USE PERMIT: DATE(s): _____ \$25

FOR PROFIT NON PROFIT

DESCRIPTION OF ALL BUSINESS ACTIVIES THAT WILL TAKE PLACE ON SITE: Ice Cream Sales

REQUEST FOR APPROVAL OF ACCESSORY FURNITURE: (please list all furniture and size and attached a sketch of placement)

we would have picnic tables for customers (2)
probably 6-8 ft each

I REQUEST ELECTRICAL SERVICE: 110 Volt outlet

\$100/season or \$5/day additional use will be billed by the Town

harrabee
insurance

- ATTACH A CERTIFICATE OF INSURANCE, NAMING THE TOWN OF WISCASSET AS AN ADDITIONAL INSURED.
- ATTACH A PHOTO OR SKETCH OF THE PROPOSED STRUCTURE.

- upon approval we can provide

pg 1

12b read 3/29/14

TOWN OF WISCASSET
Main Street Pier
Vendor Permit Application



APPLICANT NAME: Manny Arora

BUSINESS NAME: IM WIRELESS - Verizon Premium Retailer

MAILING ADDRESS: 356 8. Broadway Unit H Salem NH 03079

PHONE NUMBER: ^{cell} 508-789-6766 off 603-328-5110

EMAIL ADDRESS: manya@Imwireless.net

SEASONAL PERMIT: \$400 (10' X 20') or \$600 (30' x 34')

WINTER RENTAL PERMIT: \$300 (10' X 20') or \$400 (30' x 34')

DAY USE PERMIT: DATE(s): _____ \$25

FOR PROFIT NON PROFIT

DESCRIPTION OF ALL BUSINESS ACTIVIES THAT WILL TAKE PLACE ON SITE: Verizon Phone, Plan & Accessories.

We have a supporting location in Rockland & Belfast Maine.

REQUEST FOR APPROVAL OF ACCESSORY FURNITURE: (please list all furniture and size and attached a sketch of placement)

We have a 18-foot store on wheels ready for it. We also have a generator if required. After the season Return/Exchanges can happen in Rockland/Thomaston store or any Verizon stores.

I REQUEST ELECTRICAL SERVICE: 110 Volt outlet

\$100/season or \$5/day additional use will be billed by the Town

- ATTACH A CERTIFICATE OF INSURANCE, NAMING THE TOWN OF WISCASSET AS AN ADDITIONAL INSURED.
- ATTACH A PHOTO OR SKETCH OF THE PROPOSED STRUCTURE.

Red.
Renew
2/3/14
12 b

TOWN OF WISCASSET
Main Street Pier
Vendor Permit Application

COPY

APPLICANT NAME: Frank Sprague

BUSINESS NAME: Sprague's Lobster

MAILING ADDRESS: 209 Gibbs Road Wiscasset, ME

PHONE NUMBER: 882-7814

EMAIL ADDRESS: _____

SEASONAL PERMIT: \$400 (10' X 20') or \$600 (30' x 34') - 3 spots

WINTER RENTAL PERMIT: \$300 (10' X 20') or \$400 (30' x 34')

DAY USE PERMIT: DATE(s): _____ \$25

FOR PROFIT NON PROFIT

DESCRIPTION OF ALL BUSINESS ACTIVIES THAT WILL TAKE PLACE ON SITE: _____

We will be vending seafood + ice cream
We would like our usual 3 spots in
the same area on the pier

REQUEST FOR APPROVAL OF ACCESSORY FURNITURE: (please list all furniture and size and attached a sketch of placement)

picnic tables

I REQUEST ELECTRICAL SERVICE: 110 Volt outlet

\$100/season or \$5/day additional use will be billed by the Town

- ATTACH A CERTIFICATE OF INSURANCE, NAMING THE TOWN OF WISCASSET AS AN ADDITIONAL INSURED.
- ATTACH A PHOTO OR SKETCH OF THE PROPOSED STRUCTURE.

Recd
3/29/14

TOWN OF WISCASSET
Main Street Pier
Vendor Permit Application

COPY

APPLICANT NAME: Monique McRAE - Board Member
 BUSINESS NAME: WISCASSET AREA Chamber of Commerce
 MAILING ADDRESS: P. O Box 306, WISCASSET ME
 PHONE NUMBER: 207-882-9600
 EMAIL ADDRESS: D1P@WISCASSETCHAMBER.COM
 SEASONAL PERMIT: \$400 (10' X 20') or \$600 (30' x 34') (waive ?)
 WINTER RENTAL PERMIT: \$300 (10' X 20') or \$400 (30' x 34')
 DAY USE PERMIT: DATE(s): _____ \$25
 FOR PROFIT NON PROFIT

DESCRIPTION OF ALL BUSINESS ACTIVIES THAT WILL TAKE PLACE ON SITE: THE WISCASSET AREA Chamber will be promoting all member businesses & Activities.

REQUEST FOR APPROVAL OF ACCESSORY FURNITURE: (please list all furniture and size and attached a sketch of placement)

I REQUEST ELECTRICAL SERVICE: 110 Volt outlet
 \$100/season or \$5/day additional use will be billed by the Town

- ATTACH A CERTIFICATE OF INSURANCE, NAMING THE TOWN OF WISCASSET AS AN ADDITIONAL INSURED.
- ATTACH A PHOTO OR SKETCH OF THE PROPOSED STRUCTURE.

TOWN OF WISCASSET
Main Street Pier
Vendor Permit Application

COPY

APPLICANT NAME: Ronald L. Leeman

BUSINESS NAME: Forgotten Recipes

MAILING ADDRESS: PO Box H26

PHONE NUMBER: 207-882-7287
207-319-8581

EMAIL ADDRESS: 10x12 Existing

SEASONAL PERMIT: \$400 (10' X 20') or \$600 (30' x 34')

WINTER RENTAL PERMIT: \$300 (10' X 20') or \$400 (30' x 34')

DAY USE PERMIT: DATE(s): _____ \$25

FOR PROFIT NON PROFIT

DESCRIPTION OF ALL BUSINESS ACTIVITIES THAT WILL TAKE PLACE ON SITE: Selling Jams & Relish

REQUEST FOR APPROVAL OF ACCESSORY FURNITURE: (please list all furniture and size and attached a sketch of placement)

I REQUEST ELECTRICAL SERVICE: 10 Volt outlet

\$100/season or \$5/day additional use will be billed by the Town

- ATTACH A CERTIFICATE OF INSURANCE, NAMING THE TOWN OF WISCASSET AS AN ADDITIONAL INSURED.
- ATTACH A PHOTO OR SKETCH OF THE PROPOSED STRUCTURE.

Recd. 3/10/16

Town of Wiscasset
March 2016
Monthly Reports





Town of Wiscasset

AIRPORT REPORT

To: Marian L. Anderson, Town Manager
From: Frank Costa, Airport Oversight Manager
Re: Airport Monthly Report
Date: April 9, 2016

- Once again, the month of March was slow and without incidents but with much variable weather. The G.A.R.D.-Invisible Intelligence system recorded approximately 150 operations for the month.
- For the month of March 2016, the Wiscasset Airport fuel records indicate the sale of 1,390 gallons of 100/LL for a gross revenue of \$5,834.90 and zero gallons of Jet-A.
- The Fiscal Budget year mark is at 75% while the Airport Budget spend is at 54.53%.

The Wiscasset Airport Expense Summary Report for the fiscal year 2015 displays a Budget Net of \$283,175.00. The Year to Date Net Expense reached \$154,417.23.

As of this writing, the Unexpended Balance is \$128,757.77. This Unexpended balance does not reflect the latest fuel delivery that took place on March 11, 2016.

The March 2016 Detailed Revenue Report credits \$185,541.28 and the uncollected Balance of \$138,531.61 with 3 months remaining for the Budget Year 2015.

Special Events at the Wiscasset Airport:

- On Saturday, March 05, 2016, various members of the Budget Committee and Selectman Judy Flanagan toured the Wiscasset airport grounds and facilities for an overview of the airport operation. Selectman Judy Flanagan also observed the broken down airport vehicle that left the airport without an operating vehicle to perform grounds maintenance or retrieve needed supplies. For over one year, this vehicle had been confined to the airport grounds for not being able to pass the state inspection and operate on a public street, the repairs appeared cost prohibitive due to the poor condition of the under carriage and the necessary repairs. This car was being used as the airport maintenance vehicle until losing the brakes.
- March 11, 2016 – The Airport received the first load of fresh 100LL Aviation Fuel for the 2016 calendar year. The fuel price dropped from \$4.50 per gallon to \$4.10 per gallon. Upon investigating the Mid-Coast airports fuel charges, the Wiscasset Airport remains the lowest per gallon fuel cost.
- March 11, 2016, The Mid-Coast Duct Cleaning Co. conducted the Main Terminal air vent duct cleaning in preparation for the installation of the new Heating Furnace.
- March 14, 2016, The new Airport website: www.wiscassetairport.com was launched to promote and advertise the Wiscasset Airport while providing much needed information to pilots, their passengers and the traveling world in route to the Maine's Mid-Coast Area. The website promotes the Town of Wiscasset by providing potential visitors with information



Town of Wiscasset

TOWN CLERK REPORT

To: Marian L. Anderson, Town Manager
From: Linda Perry, Town Clerk
Re: March Monthly Report
Date: April 14, 2016

ELECTIONS:

The Clerk attended the Republican Caucus at the Wiscasset High School on March 5, 2016 and the Democratic Caucus on March 6, 2016, at the Wiscasset Middle School. They both were very well attended and several new voters were registered or enrolled in a political party. Nomination papers were made available on March 21st for the June 14, 2016, Annual Town Meeting. The deadline for returning nomination papers will be May 2, 2015, by 5:00 p.m. Programming and annual maintenance was completed on the DS200 Voting Machines on March 31st. The DS 200 machines that we currently use will be used to count ballots for the new computerized Express Vote machines that we will receive from the Division of Elections at an upcoming training in May. The new Express Vote machines will replace of the old Accessible Voting Machine that included a phone and fax that produced ballots that had to be hand counted.

Appointments:

Tobi Martin – EMS Director
 John G. Merry, Jr. – Wiscasset Budget Committee
 Joan C. Barnes – Wiscasset Board of Appeals

FINANCIALS:

| | Auto Excise | Boat Excise | Agent Fees | Vital Fees | Airplane Excise |
|-----------------------------------|--------------|-------------|-------------|------------|-----------------|
| Monthly Revenues | \$45,421.68 | \$711.80 | \$1,196.25 | \$269.20 | \$388.28 |
| Year to date | \$454,126.75 | \$2,113.70 | \$11,459.50 | \$2,930.60 | \$5,666.88 |
| Met yearly revenue projection by: | 90.83% | 42.27% | 73.46% | 97.69% | 161.91% |

LICENSES:

| Business License | Dog License | Liquor License | Special Amusement |
|----------------------|-------------|----------------|-------------------|
| 37 renewals 1 new | 19 | 2 | 0 |



Town of Wiscasset

CODE ENFORCEMENT REPORT

To: Marian L. Anderson, Town Manager
From: Stan Waltz, Code Enforcement Officer
Re: March Monthly Report
Date: April 11, 2016

Construction activity has picked up in the last month. I have issued seven building permits; for a barn, green house, shop, shed, two decks, a dock and a bathroom remodel. I also issued two internal plumbing permits, three signs, one temporary business and two home businesses. One home business is a hair salon out on Oxhorn Road; the other home business makes wooden children's toys.

Now that the snow has melted and spring is here I have a few places that have been reported to have accumulated trash and also junk cars, I am in the process of checking out the complaints now. Along with the increased building there has been a lot of phone calls asking questions about land and looking up property cards and septic plans for banks and realtors. I have been out on inspections also.

Stan Waltz
Code Officer



Town of Wiscasset

PUBLIC WORKS DEPARTMENT

To: Marian L. Anderson, Town Manager
From: Doug Fowler, Public Works Director
Re: March Monthly Report
Date: April 14, 2016

Operations:

- Around the middle of the month we began our Spring time operations: cleaning the Town's Commons and cemeteries, sweeping the streets, stripping the plow trucks, servicing the mowers and grader. Early spring (especially compared to 2015) equates to early commencement of the ditching and road maintenance season. We look forward to getting a lot of work done this year.
- Our 1996 backhoe is back in service. However, as I feared, it is at its "maturity" level where it is full of surprises. Upon returning to service following the engine transplant, it spontaneously developed a problem within the transmission. A hydraulic pump within the component called the "reverser" failed which in turn caused the "torque converter" to fail almost immediately, ultimately costing about another \$9k to repair: very unfortunate and unforeseeable. I remain concerned for what might occur next, but hope that we will have good luck with the machine in the months ahead. I have requested replacement of this machine in next year's CIP as I strongly believe that it would be wise for the Town. It is presently the Town's only excavating machine and operates daily from April to the end of November and often during the remaining months of the year.
- Our new mechanic, Ted Snowdon, is working out tremendously. His long history of experience, strong motivation, and positive attitude is truly making a difference Town wide. I am very pleased to have him on board.
- Presently we are working on the installation of the Rapid Flashing Beacons (RFB's) at the crosswalk located at the end of the Community Center driveway. I hope to have them operational by April 22nd.

Financials:

Three quarters of the way through the year the Department is into the budget 72.66%. Though the Equipment Maintenance line has been hit very hard, overall we are moving along within the limit. The light winter was "easy" on several accounts including Heating Oil (50.33%), Diesel (39.32%), Salt (60.15%), Cutting Edges (49.6%), and Overtime (32.69%). Our winter sand pile remains at approximately 45%. Although our Equipment maintenance line is at 125.95% and the Vehicle maintenance line is at 59.5%, combined they equate to about 83%. Not too far off from the 75% mark.



Town of Wiscasset

To conclude, I am very pleased overall with day to day operations of the Department. The crew is working well together and many endeavors are getting accomplished within budget. Morale is high with the longer, warmer days and we all look forward to a productive season.



Town of Wiscasset

TRANSFER STATION

To: Marian L. Anderson, Town Manager
From: Ron Lear, Transfer Station Superintendent
Re: March Monthly Report
Date: April 8, 2016

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

| Type of Material | Tons | Cost/Ton |
|-------------------------------|-----------|--------------|
| Municipal Solid Waste (Trash) | 154.38 | -\$59 |
| Demo | 41.63 | -\$63 |
| Single Stream | 25.31 | -\$5 |
| Metal | 19.51 | +\$70 |
| Computers | 1856 lbs. | +\$.15/lbs |
| Brush/Lumber | 45 | -\$35 |
| Organics for Compost | 1950 lbs. | 0 |
| Mixed Copper/Alum/Lead | 260 lbs. | +\$.45/lbs. |
| Shingles | 0 | -\$15 |
| Sheetrock | 0 | -\$0 |
| Cardboard | 21.8 | +\$90 |

We also recycled 19 bales of cardboard.

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

| Types | Revenues: |
|---|-----------|
| User Fees | \$2102.16 |
| MRC Dividend | \$ 0 |
| Metal (Light iron, batteries, mixed copper) | \$834 |
| Cardboard | \$ 0 |
| Computers | \$ 0 |

Operations:

On the 1st Webbers picked up 2 loads of grey water. 3rd we put a new low pressure pump on the trash packer. 7th Machinery Services installed new wear plates and shoes on the trash packer slides. 8th we shipped 7 gaylords of computers. 10th Lee's door replaced 2 safety pillows on the bottom of our overhead doors. 14th Machinery Services pulled the packer head and re-plated it. 17th reinstalled the old rebuilt ram on the trash packer. The new ram had a bent casing. 22nd we shipped 37 bales of cardboard. 23rd Bob's tire picked up 401 tires. 30th replaced a missing cap on one of the monitoring wells and cleared brush from around 3 of them.

Expenses & Revenues:

Expenses are at 67.97% and the Revenues are at 69.54%



Town of Wiscasset

TOWN TREASURER REPORT

To: Marian L. Anderson, Town Manager
From: Shari Fredette, Town Treasurer
Re: Treasurer/Human Resources March Monthly Report
Date: April 10, 2016

Finances: In the month of March the town collected a total of \$371,779.96 in Real estate taxes and \$2,907.73 in personal property taxes.

The cash flow report that I create and update on a monthly basis has been “right on” as far as accurately predicting our monthly cash flow needs in regard to the “slow cash flow time” between Real Estate due dates.

We did not access the TAN in March for Cash Flow so the available TAN balance is \$872,464.88 which will be needed the first week of April before the second Tax installment is due.

Credit card: Receipts for March were \$9,120.58.

The Finance Department as of March 31st has spent percent 71.54% of its budget; we are 75% through our current fiscal year. YTD Finance has **underspent** by 3.46 %.

School Expenses: The Town of Wiscasset processed a check for \$429,178.00 to the School Department in March and \$10,081.25 for the Lunch Service. The School Revenue was \$244,943.20, and was comprised of The State Subsidy, Adult Ed Subsidy, Lunch Subsidies, School Lunch, Title I, Local Entitlement, Town Fuel and Misc. The Total School Revenue including the Town Transfers was \$675,202.45. The Total School Expense for March was \$785,195.77.

Training: No Training for the finance department employees in March.

Human Resources:

Union back pay for Raises and Benefits that were due July 1, 2015 were calculated and paid to the Support Staff in March. Health and Dental deductions had to be changed in each individual Payroll file to reflect the new deductions. Anytime an employee gets a raise I also have to recalculate the Income Protection benefit to reflect the increase in the employee’s deduction as the IPP benefit is based on salary. The same goes for the Basic Life Insurance that the Town pays for full time employees who take the Health Benefits. I have to notify MMEHT so they can adjust the rates. As you can see there is a huge amount of tracking in the TRIO payroll module that is necessary to ensure that the Town is receiving the correct amount of money through deductions to pay for the employee portion of those deductions.



Town of Wiscasset

HR participated in the interview process for the New Police Administrative assistant in March.

The Town's Quarterly MMA Employer's Unemployment Wage and Recapitulation Report was completed and sent the last week of March after the final month payroll. If this report is not submitted by the due date of the 15th of the month following the quarter, The Town is subject to a penalty of \$10.00 per day, payable to the Fund, in addition to any penalties assessed by the State, until the report is filed. In addition to this Report I also file a Current Employment Statistics Survey report every Quarter with The US Department of Labor Bureau of Labor Statistics, This is filed electronically through their website.

Group Life insurance Level changes are effective April 1, 2016. I submit a comma-separated value (CVS) or comma delimited file with four items for each employee who has Group Life. This GLI is the supplemental Life Insurance that employees can choose to purchase through the Maine Public employees Retirement system at the Group Rate. The CVS file contains the information that MainePers needs to establish their new level of group life insurance coverage. On my end I perform a calculation which increases the employee deduction based on any wage increase they have had and the age of the employee. I then update the Trio Payroll module to reflect the deduction changes in each employee's file.

I received the second quarter notice of Random Selection of participants to submit to a drug/or alcohol testing from FleetScreen LTD. As Alcohol/Drug Testing Program Administrator I am responsible to schedule the Random testing of Town Drivers who must have a commercial Driver's License to perform their duties as required by Title 49 Code of Federal Regulations part 382. The safety and well-being of employees and the general public requires that our drivers perform their duties free from the effects of alcohol and/or controlled substances. The Town of Wiscasset has contracted with Occupational Health Services to do the Town's alcohol and/or controlled substance test.

The MainePers Retirement "Monthly Report" was electronically submitted to MainePers before the due date of March 15th, 2016.

The Town had no work related injury reports to MMA Risk Management or OSHA in March.

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



Town of Wiscasset

WASTE WATER TREATMENT PLANT

To: Marian L. Anderson, Town Manager
From: William Rines, Waste Water Treatment Plant Superintendent
Re: March Monthly Report
Date: April

For the month of March average flows were 332,000 gallons per day putting us at 53 % of our licensed flow. That is just over 10 million gallons for the month . We recorded 3.7 inches of rain for the month. Our licensed flow is 620,000 gallons per day.

Operations:

The wind and rain storms have caused us to have a few small but brief power outages but overall we have been lucky. The tree trimming that CMP has been doing has made a large difference for us in the loss of power frequencies. We are out marking our lines for the upcoming construction jobs around town. We are making up our hit lists for the summer projects at the pump stations and around the plant itself.

Training:

Getting our yearly trainings and signing off on them is now our focus.

Financials:

We received \$41,612.36 in user fees for the month and are at 76% of the anticipated revenues for the year. Expenses are at 63% we are 75% into the year.

William Rines

Item 12c

Kathleen Onorato

From: Marian L Anderson <townmanager@wiscasset.org>
Sent: Wednesday, April 13, 2016 3:22 PM
To: admin@wiscasset.org
Subject: warrant artichel language

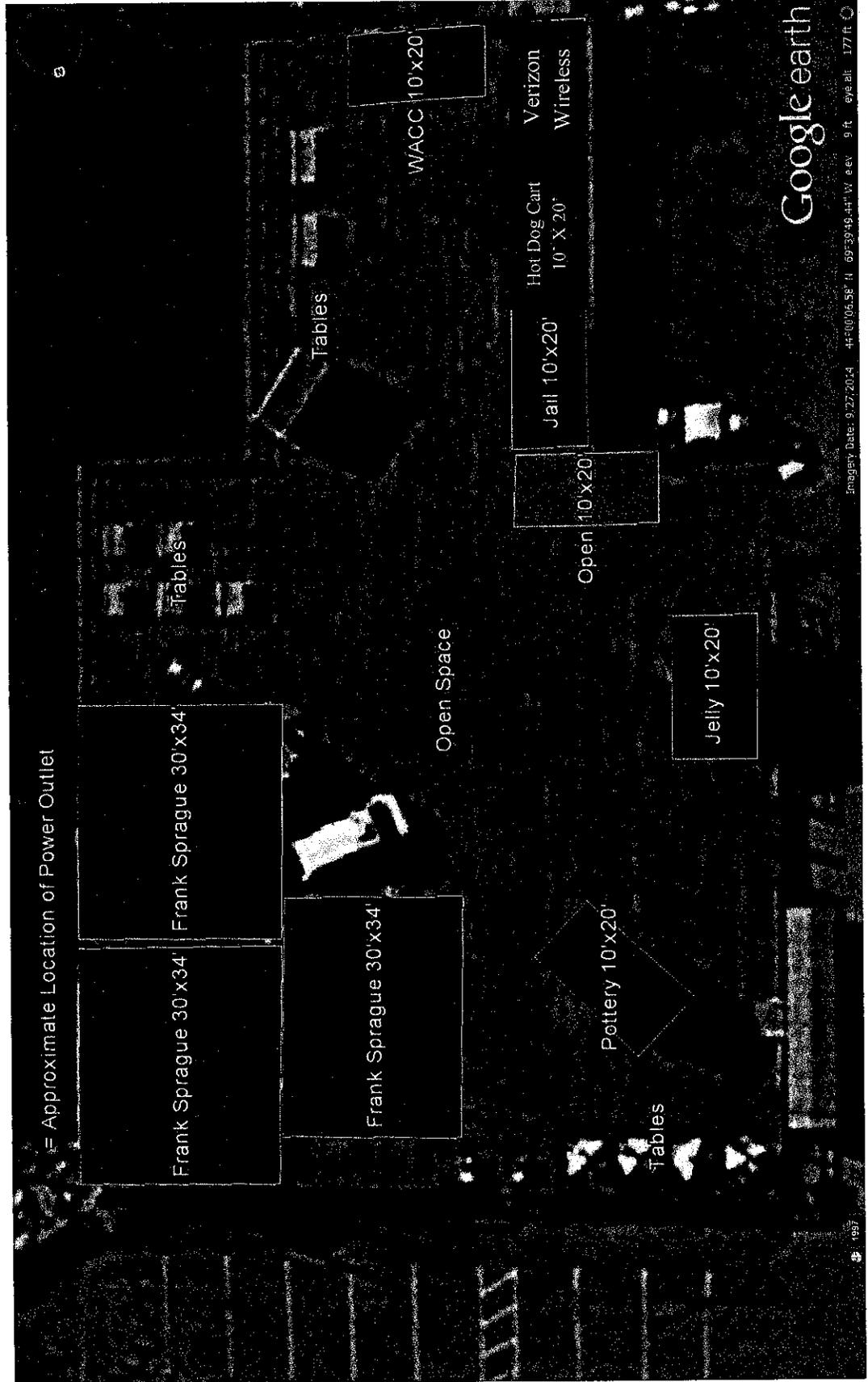
Shall the Town vote to authorize and delegate authority to the Selectmen to negotiate and execute any and all agreements, and to take actions and execute documents reasonably related thereto, necessary to facilitate solar energy installations that will serve Town of Wiscasset municipal facilities?

Marian L. Anderson, Town Manager
Town of Wiscasset
51 Bath Road
Wiscasset, Maine 04578-4108
207-882-8200 x 108

Item 12b

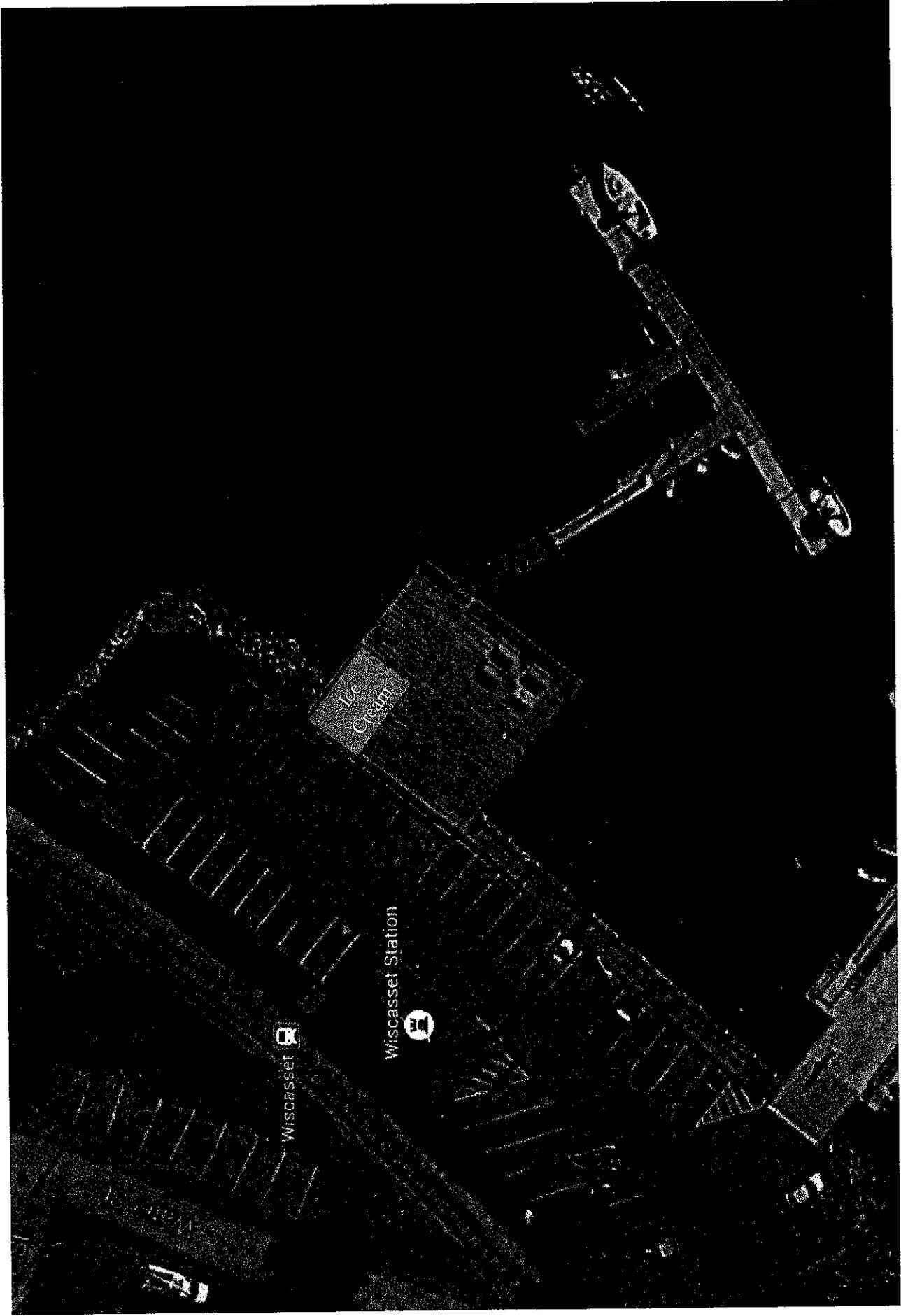
Creamery Pier Rental Chart – 2016 Season

Please Note: Sizes and locations of plots are approximate and are for planning purposes only



Recreational Pier Rental Chart – 2016 Season

Please Note: Sizes and locations of plots are approximate and are for planning purposes only



Household Hazardous Waste Collection Day Saturday, April 30, 2016, 9 a.m. to 1 p.m.

What Do I Bring???

FROM THE WORK BENCH:

- Paints
- Stains & Varnishes
- Wood Preservatives
- Paint Strippers/Thinners
- Lighter Fluid
- Solvents
- Adhesives



FROM THE HOUSE:

- Rubber Cement
- Fiberglass Resins
- Photo Chemicals
- Chemistry Sets
- Furniture Polish
- Floor & Metal Polish
- Oven Cleaner
- Drain & Toilet Cleaner
- Spot Remover
- Rug & Upholstery Cleaner
- Solvents
- Lithium & NiCad Batteries
- Mercury Thermometers

FROM THE YARD:

- Insecticides, Fungicides
- Chemical Fertilizers
- Weed Killers
- Moth Balls
- Flea Control Products

FROM THE GARAGE:

- Fuels/Gasoline/Kerosene
- Engine Degreaser
- Brake/Transmission Fluid
- Antifreeze
- Car Wax, Polishes
- Driveway Sealer
- Roofing Tar
- Swimming Pool Chemicals



WHAT NOT TO BRING!!!

*Accepted at Bath Landfill

- ◊ No Motor Oil*
- ◊ No Tires*
- ◊ No Flashlight/Alkaline Batteries
- ◊ No Fluorescent Bulbs*
- ◊ No Car Batteries*
- ◊ No Empty Containers*
- ◊ No Non Household Generated Wastes (Commercial or Industrial)
- ◊ No Radioactive Wastes
- ◊ No Smoke Detectors*
- ◊ No Biological Wastes
- ◊ No Explosives/Ammunition
- ◊ No Prescription Meds*
- ◊ No Syringes/Sharps (see website FMI)
- ◊ No Asbestos Material (see website FMI)
- ◊ No Compressed Gas Cylinders (20 lb Propane tanks accepted at Landfill)

FMI visit our website at
www.cityofbath.com
 or call 443-8356

WHAT IS HOUSEHOLD HAZARDOUS WASTE (HHW)?

Household hazardous waste is any product that is classified as toxic (poisonous), corrosive, flammable or reactive (explosive). Such products can be found in most homes, garages, or workshops.



Many of these products can be identified by reading labels. LOOK FOR THE WORDS:

POISON, CORROSIVE, TOXIC, VOLATILE, FLAMMABLE, CAUTION, DANGER, OR WARNING.

HOW DO I SAFELY TRANSPORT & DISPOSE OF IT?

- Carefully load HHW into your car or truck.
- NEVER MIX chemicals together!!!
- NEVER SMOKE or eat while handling or transporting hazardous materials.
- Bring materials in original containers; be sure they are securely closed, tighten all caps or lids.
- Pack containers in sturdy upright boxes and pad with newspaper, if necessary, to prevent spillage.
- Leaking or broken containers must be contained.
- Leave pets at home.
- Pack your vehicle and drive directly to the site. Drive your vehicle to Bath Public Works at 450 Oak Grove Ave at the time designated when you pre-registered.
- Do not get out of your vehicle while at the site unless told to do so!!!
- Have proof of Alna, Arrowsic, Bath, Georgetown, Harpswell, Topsham, West Bath, Wiscasset, Westport Island or Woolwich residency in your vehicle
- Follow directions from attendants, your car will be offloaded by Clean Harbors technicians.

Wiscasset Transfer Station MSW Tipping Fees & Distances

Wiscasset needs to choose where our MSW(garbage) goes after our Contract with PERC expires in 2018. We generate about 1800 tons a year, which is about 78 loads to haul. We need to sign either the PERC or Fiberight contract this Spring, but if we chose Eco-Maine it can wait till Fall. The 3 choices are listed below and the Contract would start 4/1/18:

Eco-Maine 51.5 Miles one way 20 year contract - \$70.50 ton

Fiberight: 92.2 Miles one way 15 year contract - \$70 ton with \$8 - \$9 a ton rebate from tip stabilization fund and recycling revenue refund.

PERC: 99 Miles one way \$84.36 ton - 15 year contract or \$89.57 - 10 year contract

Tipping Fee & Fuel Costs:

Fiberight 1800 x \$62 = \$111,600 Fuel cost per year for 78 loads: \$5,102.44 **Total:** \$116,702.44

Eco-Maine 1800 x \$70.50 = \$126,900 Fuel cost per year for 78 loads: \$2,850.06 **Total:** \$129,750.06

PERC 1800 x \$84.36 = \$151,848 Fuel cost per year for 78 loads: \$5,478.75 **Total:** \$157,326.75

Recycling:

Fiberight will send 6% less residual material to landfill than an incinerator. Fiberight also will give us a \$3 a ton rebate on MSW from the tip stabilization fund that we have paid into for years with the MRC and we will also get \$5 - \$6 a ton rebate from the recycling revenue sharing.

DRAFT WARRANT ARTICLE

To see if the Town of Wiscasset will vote:

(i) to authorized the Town of Wiscasset to continue as member of the Municipal Review Committee, Inc. ("MRC"), organized as a Maine nonprofit corporation and acting as a regional association pursuant to Title 13-B and Title 38 of the Maine Revised Statutes, as amended (and specifically Section 1304-B (5-A) of Title 38) for the purposes of managing and facilitation solid waste disposal;

(ii) to adopt, ratify and confirm the Restated Articles of Incorporation and the Restated Bylaws of the MRC in substantially the form on file with the Town Clerk at the Wiscasset Town Office;

(iii) to authorize the Town of Wiscasset to execute and deliver a Municipal Joinder Agreement with the MRC in substantially the form on file with the Town Clerk at the Wiscasset Town Office)the "Municipal Joinder Agreement") pursuant to which the Town of Wiscasset will become a Joining Member of the MRC (as defined therein) and deliver its municipal solid waste for disposal to a waste management facility being developed by Fiberight, LLC and/or its affiliates (collectively, "Fiberight") in Hampden, Maine, or other waste disposal facility;

(iv) to authorize the MRC to take certain actions on behalf of the Town of Wiscasset as set forth in the Municipal Joinder Agreement; and

(v) to authorize a majority of the Wiscasset Board of Selectmen or their duly authorized designee or designees as a representative of the Town of Wiscasset to execute and deliver on behalf of the Town of Wiscasset in conjunction therewith such other documents and to take such further actions as they may deem necessary or appropriate in order to effect the transactions contemplated by the Municipal Joinder Agreement.

Item 14c

| Dept | Account | 2015-2016 Approved Budget | 2015-2016 YTD 4/12/16 | Balance | % spent of 2015- 2016 budget |
|--------|--------------------------|---------------------------------|-----------------------------|---------------------|---------------------------------------|
| 25-01 | ADMINISTRATION | \$ 168,295 | \$ 143,191 | \$ 25,104 | 85.1% |
| 72-01 | AIRPORT | \$ 283,175 | \$ 185,686 | \$ 97,489 | 65.6% |
| 27-09 | ANIMAL CONTROL | \$ 10,390 | \$ 3,497 | \$ 6,893 | 33.7% |
| 25-05 | ASSESSING | \$ 6,490 | \$ 883 | \$ 5,607 | 13.6% |
| 25-32 | BOARDS & COMMITTEES | \$ 1,611 | \$ 256 | \$ 1,355 | 15.9% |
| 53-14 | CAPITAL IMPROVEMENT | \$ 461,251 | \$ 327,957 | \$ 133,294 | 71.1% |
| 25-31 | CELEBRATIONS | \$ 14,500 | \$ 11,747 | \$ 2,753 | 81.0% |
| 31-11 | CEMETERIES | \$ 83,322 | \$ 36,408 | \$ 46,914 | 43.7% |
| 25-33 | CODE ENFORCEMENT | \$ 48,032 | \$ 35,737 | \$ 12,295 | 74.4% |
| 45-15 | COMMUNITY ORG/WP LIBRARY | \$ 68,950 | \$ 68,950 | \$ - | 100.0% |
| 25-11 | CONTINGENCY | \$ 62,071 | \$ 50,416 | \$ 11,655 | 81.2% |
| 25-30 | CONTRACTUAL SERVICES | \$ 106,660 | \$ 115,002 | \$ (8,342) | 107.8% |
| 14-99 | COUNTY TAX | \$ 529,762 | \$ 547,354 | \$ (17,592) | 103.3% |
| 25-08 | ELECTIONS | \$ 15,900 | \$ 3,630 | \$ 12,270 | 22.8% |
| 78-01 | EMS | \$ 286,288 | \$ 249,113 | \$ 37,175 | 87.0% |
| 25-06 | FINANCE | \$ 200,475 | \$ 155,053 | \$ 45,422 | 77.3% |
| 27-02 | FIRE | \$ 109,636 | \$ 106,139 | \$ 3,497 | 96.8% |
| 25-34 | GENERAL ASSISTANCE | \$ 20,510 | \$ 9,276 | \$ 11,234 | 45.2% |
| 25-12 | MUNICIPAL BUILDING | \$ 60,155 | \$ 43,801 | \$ 16,354 | 72.8% |
| 25-35 | MUNICIPAL INSURANCE | \$ 100,938 | \$ 43,875 | \$ 57,063 | 43.5% |
| 25-02 | OFFICE OF SELECTBOARD | \$ 27,380 | \$ 18,373 | \$ 9,007 | 67.1% |
| 79-01 | PARKS & RECREATION | \$ 742,673 | \$ 610,529 | \$ 132,144 | 82.2% |
| 25-17 | PLANNING | \$ 68,261 | \$ 40,875 | \$ 27,386 | 59.9% |
| 27-01 | POLICE | \$ 394,160 | \$ 340,855 | \$ 53,305 | 86.5% |
| 25-37 | PUBLIC UTILITIES | \$ 204,600 | \$ 156,390 | \$ 48,210 | 76.4% |
| 31-03 | PUBLIC WORKS | \$ 679,997 | \$ 538,267 | \$ 141,730 | 79.2% |
| 240-35 | RETIREE HEALTH INSURANCE | \$ 26,085 | \$ 20,776 | \$ 5,309 | 79.6% |
| 77-01 | SENIOR CENTER | \$ 25,777 | \$ 15,370 | \$ 10,407 | 59.6% |
| 45-04 | SHELLFISH | \$ 10,630 | \$ 5,023 | \$ 5,607 | 47.3% |
| 25-36 | TAN INTEREST | \$ 17,000 | \$ 1,800 | \$ 15,200 | 10.6% |
| 25-07 | TOWN CLERK | \$ 64,169 | \$ 64,708 | \$ (539) | 100.8% |
| 76-01 | TRANSFER STATION | \$ 528,890 | \$ 407,610 | \$ 121,280 | 77.1% |
| 74-01 | WASTEWATER | \$ 478,084 | \$ 330,551 | \$ 147,533 | 69.1% |
| 73-01 | WATERFRONT | \$ 43,054 | \$ 28,446 | \$ 14,608 | 66.1% |
| | Totals | \$ 5,949,171 | \$ 4,717,544 | \$ 1,231,627 | 79.3% |

| Department | Revenues collected 07/01/2014 through 06/30/15 | Revenues collected 07/01/2015 through 04/11/2016 |
|-------------------------------|--|---|
| Airport | \$245,739.44 | \$187,534.69 |
| Waterfront | \$20,142.87 | \$7,339.30 |
| Wastewater Treatment | \$443,498.50 | \$322,234.05 |
| Transfer Station | \$256,801.90 | \$220,218.78 |
| Senior Center | \$15,995.00 | \$12,942.00 |
| EMS | \$259,451.94 | \$142,800.72 |
| Parks & Recreation | \$431,493.00 | \$289,099.36 |
| Shellfish | \$2,745.00 | \$135.00 |
| Code Enforcement (Permits) | \$17,830.75 | \$11,372.92 |
| Police (Special Detail, fees) | \$10,373.62 | \$6,675.58 |
| General Assistance | \$7,963.58 | \$3,475.94 |
| | | |
| | | |
| | | |
| | | |
| | | |