

WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR
FEBRUARY 16, 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

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

2. Pledge of Allegiance to the Flag

3. Public Hearings – none

4. Approval of Minutes

David Cherry moved to approve the minutes of February 2, 2016 as amended. Vote 5-0-0.

5. Approval of Treasurer's Warrants

A. Judy Flanagan moved to approve the payroll warrants of February 5 and 12, 2016. Vote 5-0-0.

B. Judy Colby moved to approve the accounts payable warrants of February 9 and 16, 2016. Vote 5-0-0.

6. Assessors' Business = none

7. Special Presentations or Awards – none

8. Appointments = none

9. Resignations – none

10. Public Comment

In response to Marty Fox's question regarding the town's progress with ReVision, Town Manager Marian Anderson said the board should have documents to review mid-March and it is expected to be on the June town warrant if the selectmen approve.

Jenny Gray asked for a copy of the warrant regarding ReVision, and was advised Wiscasset's warrant has not yet been prepared but wording of the warrant articles for other towns would be available in the office.

11. Unfinished Business

A. Special Town Meeting – The Town Meeting warrant will be prepared for signatures on Wednesday, February 17, to be posted February 18. Although there will be space for the Budget Committee’s recommendation, no recommendation had been received. **Ben Rines, Jr., moved to set a public hearing for February 25 at 7 p.m. in the meeting room. Vote 5-0-0.**

B. Sale of Real Estate: Sherri Dunbar said she had received an offer on the town’s land next to the Shell station on Route 1; however, there were several contingencies that could cause concern and a counter-offer might be advisable. Judy Fianagan and Judy Colby recommended discussion in executive session. Dunbar also said that the listing on the primary school expires February 22 and she would like to keep the property on the market, as she has been having discussions with several parties. Todd Souza asked that the division of the property be discussed before renewing the listing. **Ben Rines, Jr., moved to meet on February 25 at 5:30 in executive session in the municipal building. Vote 5-0-0. Jeff Slack moved to extend the primary school listing for an additional six months. Vote 5-0-0.** Dunbar will provide details regarding the Route 1 property to the board before its executive session.

C. Maine Service Center Coalition Membership: There was a consensus to not contribute to this organization.

D. Hesper and Luther Little: Robert Cronk, a tech teacher at the high school, whose students refurbished the cannon, has expressed interest in a project dealing with the Hesper and Luther Little. It was the consensus of the board to invite Cronk to a future meeting to hear his ideas for the remains of the two ships.

12. New Business

A. Review of H. M. Payson Investment Accounts: Daniel M. Lay, Managing Director, said the Town’s portfolio had done well; 60% of the funds were invested at the end of the year. At the beginning of the fiscal year on July 1, 2015, the value of the portfolio was \$13.8 million which had generated \$165,000 in income over the six month period. Lay explained the board’s guidelines which recommend withdrawing each year 2.5% to 4.5% from the account based on the average of the account over a period of several years. Steve Mehrl explained that the policy recommended taking at least 2.5% from the account in order to fund the capital improvement account without those costs coming from taxes. Lay explained the diversity of the portfolio and pointed out the returns on the Town’s investments in the information provided to the board. In 8/31/10 the value of the portfolio was just under \$12.1 million and as of 12/31/15 the value was just under \$12.7 million; distributions over that period were \$3.643 million. In response to Susan Van Alsenoy’s question, Lay said the portfolio was not invested directly in wind or solar but had indirect investments in companies that manufactured components for wind and solar power. Lay also discussed with the board the volatility of the market and the individual stocks that H. M. Payson had invested in for the town. He said the income generated from the account almost equaled that of the annual draw from the account.

B. Town Audit Presentation, RHR Smith & Co.: Chris Backman said the audit covered the first year the school was included in the budget. The fund balance at the beginning of the last fiscal year was \$1.431 million and, with the addition of the \$2 million bond for the RSU withdrawal costs, ended up at \$450,000 at the end of the year instead of the anticipated (\$1.414 million). The school fund balance is \$787,000 which is to be used exclusively for the school. The surplus and the use of discretionary funds within the surplus were discussed as well as the departmental overdrafts and the method of covering them. Current policy is to use a bottom line budget rather than line item budget, and as long as the

bottom line is not negative, the budget is not considered overdrawn. Backman was invited to assist with the next budget.

C. MaineDOT win 22508.00 Route 1 at Birch Point cooperative agreement

D. MaineDOT win 22509.00 Route 1 at Route 144 cooperative agreement

Marian Anderson said impact fees paid by Shaw's at the time of its approval will be used in the upgrade of Route 1 intersections at Birch Point Road and Route 144. **Ben Rines moved to authorize the Town Manager to sign all agreement with the MDOT regarding Route 1. Vote 5-0-0.**

E. Bid Opening, Wiscasset Community Center roof replacement: The following bids were received:

<u>Name</u>	<u>Amount</u>
Tecta America	\$187,900
Roof Systems of Maine	197,655
Saco Roofing	277,807
Kevin W. Smith & Sons	246,000
LGR 1, Inc	230,000
H. W. Demmons	212,550
D.H. Pinnette & Sons	290,118
G. R. Roofing	219,500
Hahmel Bros.	217,360

Ben Rines, Jr., moved to turn over the bids to the Town Manager and Recreation Director to be brought back with a recommendation at a later date. Todd Souza said \$150,000 had originally been budgeted and the bids were broken down into three amounts so that part of the work could be completed if necessary with the approved funds. With regard to the land on Route 27, Souza said he had not seen the survey, but had recommended that the land at the top of the hill connecting to the trails be kept by the town. He said that Sherri Dunbar should be advised by the selectmen of the acreage to be sold. Vote 5-0-0.

F. Larrabee Fund Request - \$500 for Diversity Day musician: Jeff Slack moved to approve the request for a Diversity Day presentation. David Cherry said the request did not help maintain the band, a requirement of the Larrabee Fund bequest. The request had not been recommended by the school board. The motion failed on a 1-3-1 vote with Cherry, Flanagan and Rines opposing and Colby abstaining.

13. Department Head or Committee Chair Report

Todd Souza, on behalf of Winterfest, thanked the sponsors: Chewonki Foundation; Perry Scholarship Committee; Library story time; Conservation Committee; Wiscasset Student Council; and the Fire, Ambulance and Police Department staff.

14. Town Manager's Report

Marian Anderson updated the board on new hires = the town planner, Public Works mechanic Ted Snowden, and Harbormaster Preston Dunning = and the airport website

She reminded the board of the public meeting on March 8 at the Community Center on the MDOT's first overview of ideas to address downtown traffic.

Anderson said a final decision on the EMS director has not been made pending salary negotiations.

An insurance adjuster is expected on February 17 to address the broken pipe damage at the primary school. The break occurred in an area that was previously problematic and ceiling tiles, insulation and carpet will have to be removed. The leak did not occur in the area leased to Lincoln Health.

15 Adjournment

Judy Colby moved to adjourn the meeting at 8:20 p.m. Vote 5-0-0.



LIQUOR LICENSE-RENEWAL

Liquor licenses held by the same owner at the same location for five (5) or more years and have had no complaints within that time may be approved or denied by the Wiscasset Town Clerk, after advice and consent from the Wiscasset Code Enforcement Officer and the Wiscasset Police Department.

Business Requesting Renewal: Little Village Bistro

Code Enforcement Officer:

Comments: NO ISSUES

Signed: [Signature] Dated: 2-18-16

Wiscasset Police:

Comments: NO ISSUES OR CONCERNS

Signed: Mya. Cis Dated: 02-16-2016

Public Hearing Required: Yes: X No: _____

If public hearing required:

Date of public hearing: 3/1/16 Date public hearing posted: 1

Date of newspaper ad for public hearing: 2/18/16

License Approved: _____ Dated: _____

Department of Public Safety
Division



Liquor Licensing & Inspection

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.

BUREAU USE ONLY	
License No. Assigned:	
Class:	
Deposit Date:	
Amt. Deposited:	

PRESENT LICENSE EXPIRES 4-13-2016

INDICATE TYPE OF PRIVILEGE: MALT SPIRITUOUS VINOUS

INDICATE TYPE OF LICENSE:

- | | |
|--|---|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI) |
| <input type="checkbox"/> HOTEL-OPTINONAL FOOD (Class I-A) | <input type="checkbox"/> HOTEL (Class I,II,III,IV) |
| <input type="checkbox"/> CLASS A LOUNGE (Class X) | <input type="checkbox"/> CLUB-ON PREMISE CATERING (Class I) |
| <input type="checkbox"/> CLUB (Class V) | <input type="checkbox"/> GOLF CLUB (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV) | <input type="checkbox"/> 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.) <u>Tony Bickford</u> DOB: <u>8-23-83</u>	2. Business Name (D/B/A) <u>LITTLE VILLAGE BISTRO</u>
DOB:	
DOB:	Location (Street Address) <u>65 GARDINER RD</u>
Address <u>107 FOWLE HILL RD</u>	City/Town <u>WISCLASSET</u> State <u>ME</u> Zip Code <u>04578</u>
	Mailing Address <u>65 GARDINER RD</u>
City/Town <u>WISCLASSET ME</u> State <u>ME</u> Zip Code <u>04578</u>	City/Town <u>WISCLASSET</u> State <u>ME</u> Zip Code <u>04578</u>
Telephone Number <u>207 632 3704</u> Fax Number	Business Telephone Number <u>207 687 8232</u> Fax Number
Federal I.D. # <u>47-2667380</u>	Seller Certificate #

3. If premises are a hotel, indicate number of rooms available for transient guests: _____
4. State amount of gross income from period of last license: ROOMS \$ _____ FOOD \$ 332K LIQUOR \$ 128K
5. Is applicant a corporation, limited liability company or limited partnership? YES NO

complete Supplementary Questionnaire, If YES

6. Do you permit dancing or entertainment on the licensed premises? YES NO
7. If manager is to be employed, give name: Tony Bickford
8. If business is NEW or under new ownership, indicate starting date: _____
Requested inspection date: _____ Business hours: 4:30-9
9. Business records are located at: 65 GARDINER RD WISCLASSET ME 04578
10. Is/are applicants(s) citizens of the United States? YES NO

11. Is/are applicant(s) residents of the State of Maine? YES NO

COPY

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
Tony M Bickford	8-23-83	FT. BRAGG, NC

Residence address on all of the above for previous 5 years (Limit answer to city & state)
107 FOWLE Hill Rd Wiscasset ME 04578

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: _____
MARK BUSLANERA 45 MAIN RD WESTPORT ME 04578

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: _____

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? 25 MILE Which of the above is nearest? SCHOOL

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: COASTAL ENTERPRISES INC BUSINESS LOAN \$25K

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 04578 on FEB 11, 20 16


Signature of Applicant or Corporate Officer(s)
Tony Bickford

Please sign in blue ink

Signature of Applicant or Corporate Officer(s)

Print Name

Print Name

NOTICE – SPECIAL ATTENTION



All applications for NEW or RENEWAL liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places for approval of their application for liquor licenses prior to submitting them to the bureau.

THIS APPROVAL EXPIRES IN 60 DAYS.

FEE SCHEDULE

Class I	Spirituos, Vinous and Malt	\$ 900.00
	CLASS I: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers; OTB.	
Class I-A	Spirituos, Vinous and Malt, Optional Food (Hotels Only)	\$1,100.00
	CLASS I-A: Hotels only that do not serve three meals a day.	
Class II	Spirituos Only	\$ 550.00
	CLASS II: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; and Vessels.	
Class III	Vinous Only	\$ 220.00
	CLASS III: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	
Class IV	Malt Liquor Only	\$ 220.00
	CLASS IV: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Clubs; Hotels; Indoor Ice Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	
Class V	Spirituos, Vinous and Malt (Clubs without Catering, Bed & Breakfasts)	\$ 495.00
	CLASS V: Clubs without catering privileges.	
Class X	Spirituos, Vinous and Malt – Class A Lounge	\$2,200.00
	CLASS X: Class A Lounge	
Class XI	Spirituos, Vinous and Malt – Restaurant Lounge	\$1,500.00
	CLASS XI: Restaurant/Lounge; and OTB.	
FILING FEE	\$ 10.00

UNORGANIZED TERRITORIES \$10.00 filing fee shall be paid directly to County Treasurer. All applicants in unorganized territories shall submit along with their application evidence of payment to the County Treasurer.

All fees must accompany application, made payable to: TREASURER, STATE OF MAINE. – DEPARTMENT OF PUBLIC SAFETY, LIQUOR LICENSING AND INSPECTION DIVISION, 164 STATE HOUSE STATION, AUGUSTA ME 04333-0164. Payments by check subject to penalty provided by Sec. 3, Title 28A, MRS.

STATE OF MAINE



Dated at: _____, Maine _____ SS

City/Town

(County)

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.

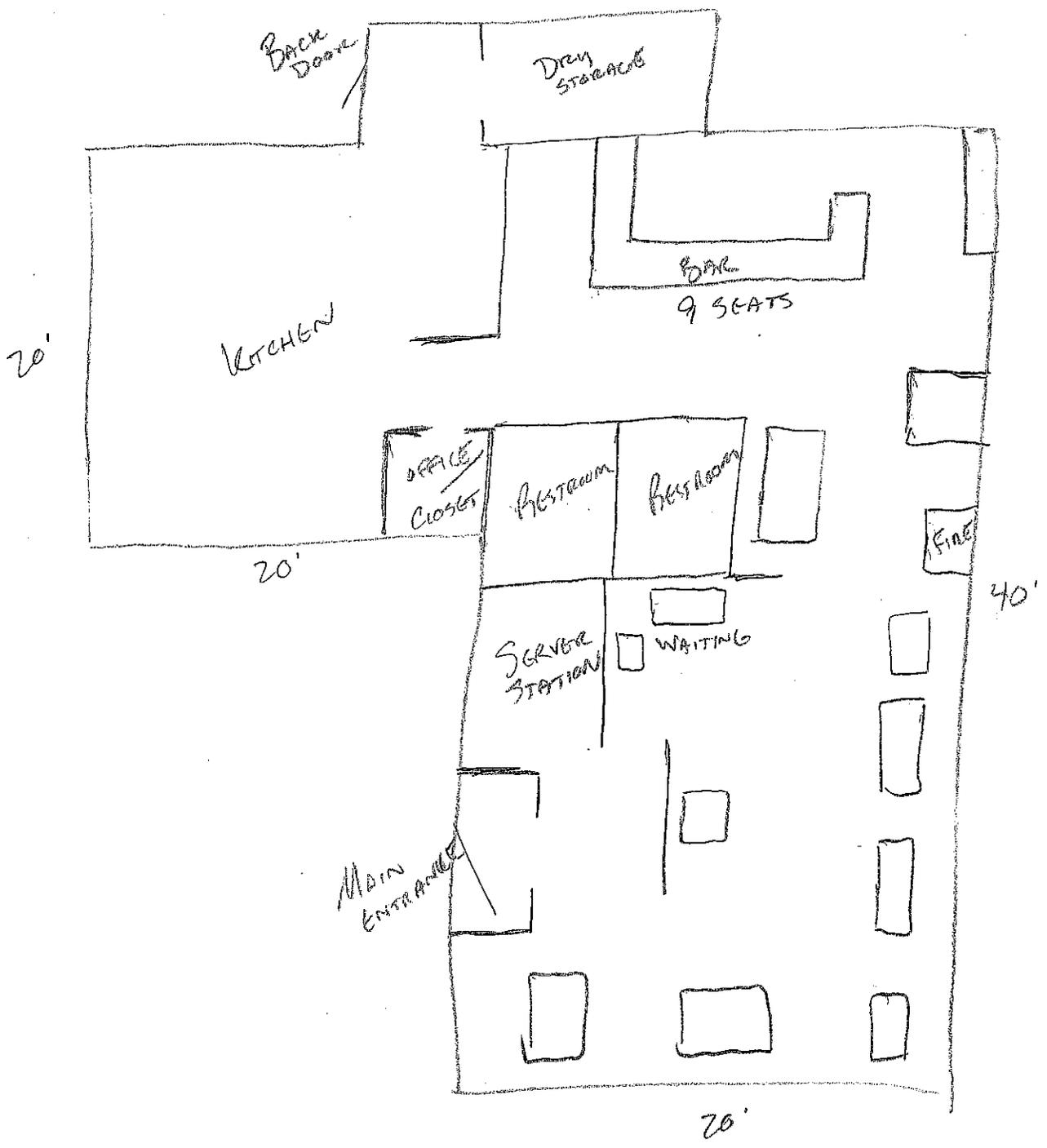
THIS APPROVAL EXPIRES IN 60 DAYS

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 licensure 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. 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.

PREMISE DIAGRAM



Item 8A

COPY

Town of Wiscasset
Board/Committee Membership Application

Full Name: JOHN G. MERRY JR.

Street Address: 208 FOYE ROAD

Mailing Address: WISCOSSET Home Phone: 882-6881

Town of Legal Residence: WISCOSSET

Work Phone: 882-7612 Cell Phone: 380-7136 E-mail: JMERRY@WISCOSSET.SCHOOLSDISTRICT.ME

I wish to be considered for the appointment to the: BUDGET COMMITTEE

Full member: Reappointment: Alternate member:

Do you currently serve or have you ever served on any Town Board? NO

If yes, please state which Board or Committee/term exp. _____

List civic organizations to which you belong now: _____

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: SERVED 2 APPOINTMENTS TO BUDGET

Signature: [Signature] Date: 2/17/16

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

Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at clerk@wiscasset.org

For Office Use:

Date received: 2/19/16 Date Appointed: _____ Term: _____

Town of Wiscasset

Project: Wiscasset Community Center - Roof Replacement

Bid Opening: Tuesday, February 16, 2016 at the Wiscasset Board of Selectmen's Meeting

	BIDDER	Item 1: Lower Roof	Item 2: Upper Roof	TOTAL BID
1	Tecta America, New England	\$112,900.00	\$75,000.00	\$187,900.00
2	Roof Systems of Maine	\$194,675.00	\$2,980.00	\$197,655.00
3	W.H. Demmons. Inc.	\$127,000.00	\$85,550.00	\$212,550.00
4	Hahnel Bros. Co.	\$129,095.00	\$88,535.00	\$217,630.00
5	G.R. Roofing Co., Inc.	\$139,600.00	\$79,900.00	\$219,500.00
6	LGR 1, Inc.	\$135,000.00	\$95,000.00	\$230,000.00
7	Kevin W. Smith & Son, Inc.	\$142,000.00	\$104,000.00	\$246,000.00
8	Bousip Corp; DBA Saco Roofing	\$157,186.00	\$120,621.00	\$277,807.00
9	D.H. Pinnette & Sons, Inc.	\$174,388.00	\$115,730.00	\$290,118.00

The above figures do not constitute a bid award. All bids are now under review for accuracy.

Item 11A

Item 11B

Marian L Anderson

From: Robert Cronk <rcronk@wiscassetschools.org>
Sent: Monday, February 22, 2016 5:59 PM
To: Marian L Anderson; Judy Flanagan; Peg Armstrong
Subject: Re: Hesper /Luther Little

Hi Marian,

I am in the early stages of designing and developing a course specifically for Hesper and Luther Little. I have run the concept by Peg Armstrong, principal, and have a green light to present administration and the powers to be, an outline with various objectives to see if we can offer this course next year. My vision is one much bigger/broader and goes beyond just the restoring the remaining components of the vessels.(while restoration is still an important objective) As I complete this outline and have a better handle overall, I will gladly share it with you. At this point I see the course concluding with a class presentation to various community groups in town and working with community members closely to develop the vision and hopefully bring the project to fruition. If this sounds vague or abstract at this time, it is deliberately so, as I would really like the vision to come from students having worked with selectmen and interested community to gather information, synthesize and develop their (students) vision for a final proposal. I would be working as their teacher/ facilitator to guide them through the developmental process for the project. The following are some of my rough draft objectives I can share with you at this time.

Respectfully submitted,

Rob Cronk
Industrial/Technology & Engineering Education
Wiscasset High School

some objectives- relative to Hesper / Luther Little project

1. students provide a direction and vision for the town.
2. students restore/refurbish/existing components for display.
3. students develop a visionary presentation of the broader project.
4. students build scale models that reflect the "vision".
5. students develop a power point presentation-history and future vision.
6. student presentations to local town groups.
7. students develop a "build" budget, that reflects a long term vision toward project completion.

8. students develop a strategy/s for financing/ financial resources for this project.

9. students identify local and state resources for project development, material, equipment, advisory, engineering guidance.

On Mon, Feb 22, 2016 at 4:12 PM, Marian L Anderson <townmanager@wiscasset.org> wrote:

Hi Rob,

We are excited to partner again with you and the students. The Board would like to see a proposal with ideas from the class. We could plan a public presentation for a future Board meeting.

The funds are secure. Chesterfield Associates has committed to pay for the restoration. I have a meeting with them on Wednesday this week.

We do have some community residents that have some history and have offered to assist if that would be helpful. Would you like me to have them contact you directly or would you prefer a meeting?

You have the complete support of the Board. If I can be of assistance, please do not hesitate to contact me.

Regards,

Marian L. Anderson, Town Manager

Town of Wiscasset

51 Bath Road

Wiscasset, Maine 04578-4108

207-882-8200 x 108

Item 11c

Marian L Anderson

From: Steve Walker <swalker@mcht.org>
Sent: Wednesday, February 17, 2016 5:10 PM
To: Marian L Anderson
Subject: Whites Island

Hi Marian,

It's finally official. We closed this morning. I realize that we cannot transfer until after town meeting, but MCHT would like to put up some sort of temporary signage indicating that the island has been conserved in cooperation with the town. Would it be okay with you if we do publicize this at this point? Do you have any concerns with signage that would likely result in more folks crossing the town's bridges?

Thanks,

SW

Item 12A

Form 4501

Notification: 10300210264

Work Order: 801000080305

CENTRAL MAINE POWER COMPANY APPLICATION FOR POLE LOCATION OR UNDERGROUND LOCATION

In the City/Town of: Wiscasset, Maine

To the:

City

Town

County of: Lincoln, Maine

Central Maine Power hereby applies for permission to:

Construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.

Construct and maintain buried cables, conduits, manholes and handholes, together with wire and cables, transformers, cutouts, and other equipment therein, under, along, and across certain streets and highways in said City/Town as described below.

Central Maine Power Company and FairPoint New England jointly apply for permission to construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.

1. Starting Point: Pole H
2. Road (State & CMP): Sheepscot Road
3. Direction: NorthEast
4. Distance: 435 feet
5. Number of Poles: 3

Overhead wires shall have a minimum clearance of 18 feet over the public highway and be constructed to conform with the requirements of the National Electric Safety Code.

Buried cable facilities shall be placed at a minimum depth of 36 inches under pavement and 30 inches elsewhere and be constructed to conform with the requirements of the National Electric Safety Code.

Any person, firm, or corporation to be adversely affected by this proposed location shall file a written objection with the State Department of Transportation, City, Town or County stating the cause of said objection within fourteen (14) days after the publication of this notice or ninety (90) days after installation of facilities without publication.

Public Notice of this application has been given by publishing the text of the same

Not Published

In:

On:

CENTRAL MAINE POWER COMPANY

FairPoint New England

By: wayne potvin

Date: Feb 17, 2016

By:

Date: 2/18/2016

Jessica Theriault for Jim MCT

Form 4502

Notification: 10300210264

CENTRAL MAINE POWER COMPANY

Work Order: 801000030305

SKETCH TO ACCOMPANY APPLICATION FOR POLE OR UNDERGROUND LOCATIONS

Page of

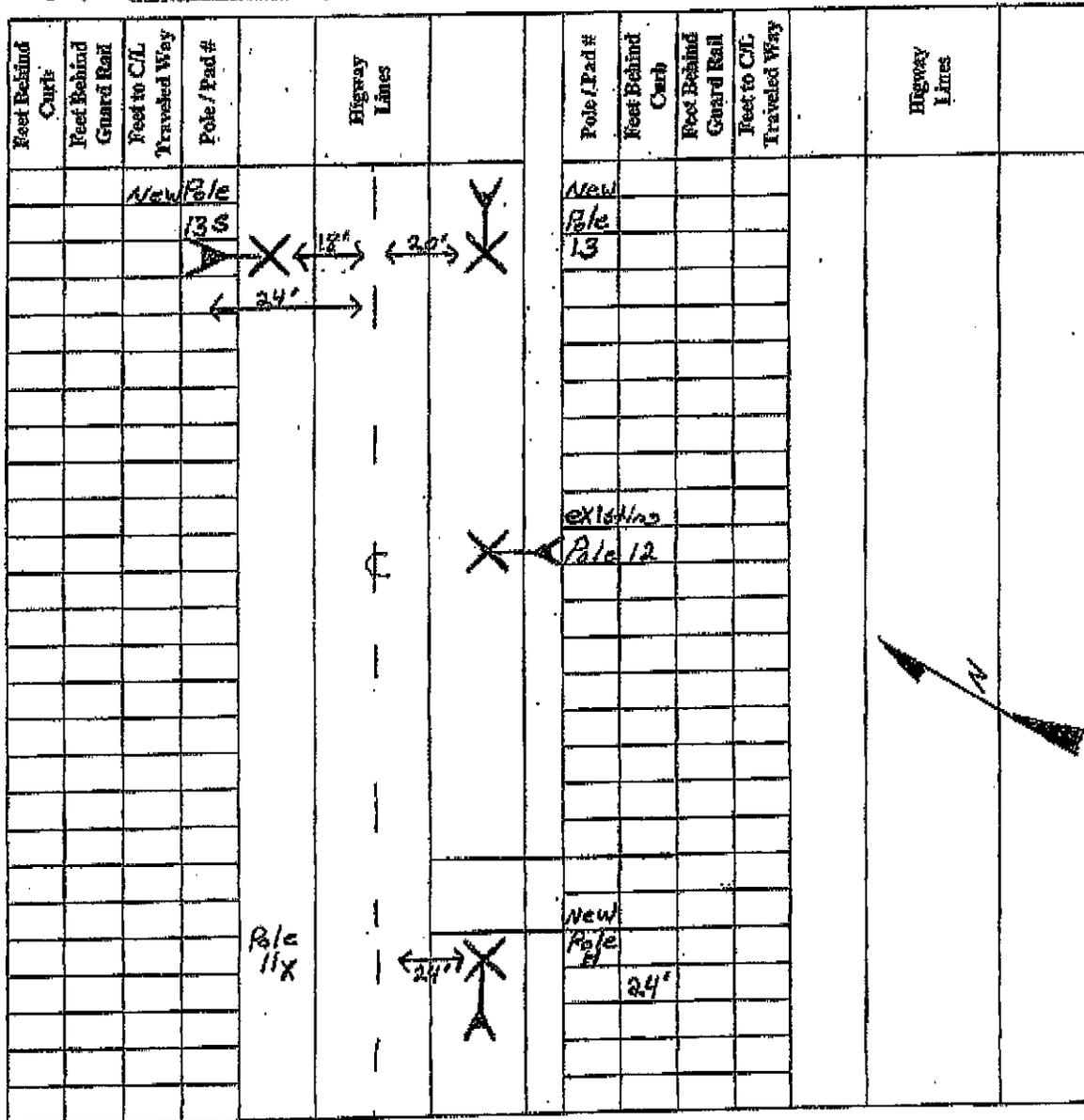
City/Town: Wiscasset

Date: Feb 17, 2016

Street: Sheepsfoot Road

By: wayne potvin

Facilities to consist of wood poles and appurtenances with a minimum clearance of wire and cables not less than 21 feet over the public highway, and/or underground facilities to consist of buried cables, conduits, transformers and manholes for operation at 7200 volts to ground single phase. Construction to be suitable for future operation at a voltage not to exceed 22KV to ground single phase. Right-of-way limits indicated are based on the best field information available. Poles/ Pads are staked. For further information call: wayne potvin at Central Maine Power Company tel: 207-721-8045. Pole/Pad spans shown are approximate.



Form 4503

Notification: 10300210264

Work Order: 801000080305

LOCATION PERMIT

Upon the Application of Center Maine Power Company and FairPoint New England
 dated Feb 17, 2016, asking for permission, in accordance with law, to construct and
 maintain poles, buried cables, conduits, and transformers, together with attached facilities and appurtenances
 over, under, along or across certain highways and public roads in the location described in said application,
 permission is hereby given to construct, reconstruct, maintain and relocate in substantially the same location,
 said facilities and appurtenances in the City / Town of Wiscasset
 approximately located as follows:

1. Starting Point: Pole H
2. Road (State & CMP): Sheepscoot Road
3. Direction: NorthEast
4. Distance: 435 feet
5. Number of Poles: 3

Facilities shall consist of wood poles and appurtenances with a minimum of wire and cable not less than 18 feet over the public highway and/or buried cables or conduit and appurtenances placed a minimum depth of 36 inches under pavement and 30 inches elsewhere, all in a manner conforming to the National Electric Safety Code.

By: _____

By: _____

By: _____

By: _____

By: _____

Municipal Officers

Office of the _____

Received and Recorded in Book _____, Page _____

Attest: _____

Clerk

Item 12B

To: Wiscasset Board of Selectman

From: Wiscasset Taxpayers and Pilots

Date: February 13, 2016

Re: ordinance barring nonresidents from being Airport Advisory Committee members.

We the undersigned respectively request that the town rescinds the ordinance restricting nonresidents from serving on the Airport Advisory Committee. Limiting committee members to Wiscasset residents (only) passes over a qualified pool of candidates and fails to provide airport property owner representation.

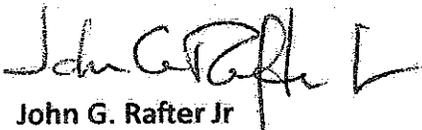
The investment made by Wiscasset's aircraft and hangar owners should be recognized and respected. Their initial investment as well as their yearly tax contribution deserves some form of representation and the Airport Advisory Committee is the appropriate place. Furthermore, we are the airport's customer base and support the airport, the town and local businesses.

Recruitment for any town committee should focus on seeking out a skill set that strengthens that committee as opposed to just filling seats to make a quorum. An airport committee benefits from the addition of members who are familiar with the aviation environment.

An adequate system of checks and balances exist between the committee's recommendations and implementing any policies or expenditures. Furthermore, it serves as an advisory committee and has no legal authority other than to make recommendations to the airport management or governing councils. Secondly, the selectman review the addition of any new committee members.

Currently the Airport Committee is well balanced composed of both town residents and nonresident taxpayers. This committee has contributed significantly to establishing Wiscasset as an essential general aviation facility which serves the business and recreational needs of the mid-coast region.

At a time when the town struggles to fill committee seats—why deny itself access to a qualified pool of candidates.

 aka Sean Rafter

John G. Rafter Jr

16 Bradford Rd.

Wiscasset, Maine, 04578

Recd. 2/14/16
JGP
via e-mail

- 6.4 The Chief of the Fire Department shall have full and complete charge of the personnel and equipment of the department; the Chief shall further have all the authority of Fire Wards and Fire Inspectors under 25 MRSA Sections 2391-2395. The Chief shall appoint both the First Assistant Chief and the Second Assistant Chief who shall serve during the Chief's pleasure. If the Office of Chief shall become vacant for any cause, the First Assistant Chief shall become acting chief until the Town Manager appoints a new Chief. The Chief shall give the Town Manager each year a report of the work of the Department with a complete inventory of the equipment together with his or her recommendations. [3-46]
- 6.5 The Chief shall examine or cause to be examined all buildings reported dangerous or damaged by fire or accident and make or cause to be made a record of such examinations stating the nature and amount of such damage, the name of the street and the number or location of the building, with the names of the owner and occupant, and the purpose for which it is occupied, and in case of fire, the - probable cause thereof, shall examine or cause to be examined all buildings for which applications have been made for permits to raise, enlarge, alter, build upon or tear down and make or cause to be made a record of such examinations and report to the Town Manager. The records required by this section shall always be open to the Town Manager, the Selectboard, the officers of the Fire Department or any officer of the town, and to any other parties, the value of whose property may be affected by the matters to which such records relate. [3-46, 3-02]
- 6.6 It shall be the duty of the Chief to examine or cause to be examined premises where fire is at any time used and where danger is apprehended therefrom, and all places where ashes may be collected or deposited, and to direct in an order served upon the owner and the occupant that the premises be vacated, or that such alterations, repairs or removal be made, in such cases as may be required if in the Chief's opinion he or she considers it dangerous to the security of the village, to other property, or to the public, from fire. And in case of the neglect or refusal of the owner or occupant of such premises to vacate the premises, or to make or commence to make such alterations, repairs or removals within the time set forth in the order, the Chief may institute a court action for appropriate relief pursuant to 25 MRSA 2393. [3-46, 3-02]

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.
- 7.1.2 Appointments to the Committee shall be made by the Selectboard.

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 Chairperson and a Secretary from its membership.

7.2.2 The Chairperson 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 Selectboard or its 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 Selectboard, the Town Manager and the Budget Committee.

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

7.3.4 The Committee shall assume any other duties as directed by the Selectboard.

8. ORDINANCE REVIEW COMMITTEE (6-2005)

8.1 PURPOSE

The Ordinance Review Committee (hereinafter referred to as the Committee) shall, at the request of the Selectboard, provide the Selectboard, Town Manager, Planning Board and Town Planner with advice and recommendations on existing ordinance revisions, ordinance amendments, ordinance adoptions, and rezoning applications. Issues that may be considered include land use,

Lincoln County ACO Advisory Committee
Training/Equipment Cost Sharing Proposal
February 10, 2016

The following is a proposal for the equitable sharing of training and equipment costs between all participating Towns:

As of a date certain, all costs for training and equipment for the program retroactively back to the first contracts are combined for a total figure. That number is simply divided by the total number of participating towns as of the date certain. That number is then assessed to each town equally. New towns joining the program would be assessed the same amount, at the time of their contract. Towns already participating will either be refunded or credited the difference in equity.

For example:

Total training and equipment costs as of December 31, 2015 were \$6,327.75. (This includes cost of equipment training, wages, and mileage)

\$6,327.75 is divided by 11 participating Towns which equals \$575.25.

New participants will be asked to pay \$575.25 upon entry to the program.

Any participating town who has paid more than \$575.25 at the date certain will be refunded or credited the difference.

Any new equipment and training costs will be shared all participating towns and added to the total for any new Towns who choose to participate.

Lincoln County ACO – Advisory Committee
February 10, 2016 Meeting Notes
Damariscotta Town Office

Members/Towns present: Bremen - Boe Marsh, Whitefield- Frank Ober, Newcastle- Lynn Maloney, Damariscotta-Chief Ron Young, Lincoln County – Bill Blodgett, Todd Brackett.

Other Attendees: ACO Supervisor- Lt. Mike Murphy, ACO Will Snowman, ACO Julie Groleau, ACO Mike Waters.

The meeting convened at 4 pm with Lt. Mike Murphy introducing some of our ACO's to the committee. He gave an update on ACO services, acknowledging ACO- Jaime Bailey of Alna who was unable to make the meeting, and gave announced that ACO Susan Young had resigned. He included the anticipation of adding a new ACO from the Somerville area in the near future. Lt. Murphy also spoke about an upcoming training opportunity with Liam Hughes, Dept of Agriculture, Animal Welfare Director.

Boe Marsh asked about finding an ACO who lives in the middle of the County. The County will be advertising for more ACO's in the near future and will keep this concern in mind.

There was a discussion about ACO mileage costs and whether mileage should begin from the ACO's location or upon entering the Town in which the ACO call is in. The committee felt it was important to leave the mileage as it is current, starting from the ACO's location when they receive a call.

Bill Blodgett asked how calls were working, are calls coming into the ACO's satisfactorily? Lt. Murphy explained that it seems to going very well. All towns have now information notifying their citizens to call the Lincoln County Communications Center (ComCenter) to report animal issues. The ComCenter is doing a great job processing those calls and getting them out to the ACO's

Sheriff Brackett- updated the committee on an added expense, involving one ACO. Specifically one of the ACO reached a 720 hour threshold within a calendar year time frame, which obligates the County to offer this individual retirement benefits under MePERS. Lincoln County is a participating local district with MePERS. If the ACO wishes to accept the benefits it would be a cost of no more than \$1,500.00 annually based upon the ACO's actual income. The Lincoln County Commissioners have agreed to pick up these costs in 2016. This will allow the Sheriff to have a better idea of what the annual obligation will be moving forward, so the committee can discuss how to pay these cost incurred after 2016.

Sheriff Brackett also discussed a "side effect" of the ACO contract system related to the volume of ACO calls some participating towns have experienced. Many towns did not have accurate records of the volume of ACO calls they experienced prior to the contracts. There was no easy to keep track of each call and the number of calls that may have gone unanswered due to the ACO not being available. Under the contract structure, few, if any calls go unanswered by our cadre of ACO's which has resulted in some towns seeing an increase in ACO expenses.

Sheriff Brackett also presented a proposal to the committee for the equitable sharing of costs generated by training and equipment for the ACO's. Essentially the proposal includes taking the total of all expenses related to training and equipment from the beginning of the program to date and divides by the total number of participating towns (11 to date). Any town who has been billed more than that amount to date, would either be paid or credited the difference between the two numbers. Any new towns joining the program or towns who have not yet been billed for training costs would be asked to share 1/11th of the costs to date. All of which could be done over a calendar year. Future costs for training and equipment would be added to the total and credited or billed in the same manner.

** A copy of the proposal is also attached to these notes.

The four member towns represented were in favor of the proposal. Sheriff Brackett indicated he would forward the proposal out to the remaining Towns for review and comment. Depending on the response would either schedule another meeting for further discussion or implement the program. Either way he will share the information with participating towns via email.

Expense Detail Report
Department(s): E 27-09-10-01 - E 27-09-99-99
ALL Months

Account----- Date	Jrnl	Desc---	Current Budget	Debits	Credits	Unexpended Balance
27 - Public safety			10,390.00	0.00	0.00	10,390.00
09 - Animal control			10,390.00	0.00	0.00	10,390.00
10 - Personnel			4,308.00	0.00	0.00	4,308.00
03 - Part-time			4,000.00	0.00	0.00	4,000.00
07/03/15	P 0002	07/03/15 Payroll (Dist)		216.00	0.00	
02/25/16	G 1257	ADJ POST ERROR FOR ACO		1,735.98	0.00	
		Object.....	4,000.00	1,951.98	0.00	2,048.02
07 - Fica			250.00	0.00	0.00	250.00
07/03/15	P 0002	07/03/15 Payroll(FICATot)		13.39	0.00	
		Object.....	250.00	13.39	0.00	236.61
08 - Medicare			58.00	0.00	0.00	58.00
07/03/15	P 0002	07/03/15 Payroll(MTaxTot)		3.13	0.00	
		Object.....	58.00	3.13	0.00	54.87
		Expense.....	4,308.00	1,968.50	0.00	2,339.50
40 - Insurance			150.00	37.96	0.00	112.04
50 - Supplies/Equipment			300.00	0.00	0.00	300.00
70 - Staff			1,700.00	274.03	0.00	1,425.97
90 - Miscellaneous			3,932.00	1,216.75	0.00	2,715.25
		Division....	10,390.00	3,497.24	0.00	6,892.76
		Department..	10,390.00	3,497.24	0.00	6,892.76
Final Totals			10,390.00	3,497.24	0.00	6,892.76

Posted Journal Report

Journal - 1257 - CORRECTED POST ERROR IN FINANCE TO ANIMAL CONTROL OFFICER BUDGET

Posted - 02/25/16

Per	Date	Wrnt	Vndr	Check	Desc (Abbrev) ---	RCB	Type	Debits	Credits	Account
11	02/25/16				ADJ POST ERROR FOR ACO	R	GJ	1,735.98		E 27-09-10-03
11	02/25/16				ADJ POST ERROR FOR ACO	R	GJ		1,735.98	E 25-06-30-08
Total -								1,735.98	1,735.98	

Marian L Anderson

Item 12D

From: Airport Manager <airport@wiscasset.org>
Sent: Wednesday, February 10, 2016 1:00 PM
To: Marian Anderson
Subject: disposal of non-working airport 2001 Chevy Impala

Greetings Ms. Marian,

Please give me the direction to dispose of the non-working airport 2001 Chevy Impala with 101, 754 miles. I need your authorization and with whom should we contact to remove the vehicle of the airport property since it is no longer functional.

I have already contacted Ms. Ellin and she is holding the title for this vehicle.

This 2001 Chevy Impala had been donated to the airport in 2012 with 97,738 miles by Woodex Bearing Co. Inc. and was the only vehicle at the airport which was being used for dual purpose. This vehicle served the airport for several years as a loaner car and maintenance vehicle as needed. This vehicle currently displays 101, 754 miles.

On October 2014, this vehicle was taken to inspection station to be inspected but failed, a second attempt was made with the Town's garage mechanic whom provided the same opinion and failed to pass the inspection. The vehicle displays much undercarriage damage and can no longer receive a state inspection to operate in a public street.

This car was being used inside airport property as a maintenance vehicle until early December 2015, the brakes failed in this vehicle and does not hold brake oil any longer.

At present time, the airport is operating without a much needed vehicle for all facets of maintenance purposes and/or to retrieve needed supplies from store as needed.

Since the failure of the Chevy Impala, I have been using my personal truck to accomplish the needed tasks at the airport.

Please let me know what the status is with the "Grant" vehicle that Stantec was preparing the paperwork for and a possible date when we might be able to get that truck.

Respectfully,

Frank Costa
Airport Manager
Wiscasset Municipal Airport
96 Chewonki Neck Road
Wiscasset, ME 04578
207.882.5475 (Airport)
207.350-5402 (Cell)





Town of Wiscasset

Surplus Item Policy

In all cases, the Department Heads/Division Supervisors will provide the Town Manager a written list of items no longer deemed necessary for operational use in the department/division. The Department Head/Division Supervisor will attempt to estimate market value of each item with the assistance of the Town Manager if needed. Every attempt will be made to accurately estimate value through research via the Internet, vendors, publications and/or other resources.

The Town Manager will review lists of items and:

1. Distribute list(s) of potential surplus items to all municipal departments and divisions;
2. Approve any request for the exchange of potential surplus items between Departments/Divisions; that identify a need for said items;
3. Distribute list(s) of all potential surplus items not requested by another municipal department/division to the school department for potential use; and,
4. Approve any request for the exchange of potential surplus items from the municipal operations to the School Department except for items of \$500 or greater estimated market value. Only the Board of Selectmen can approve the exchange of items greater than \$500 in estimated market value to the School Department.

For all potential surplus items not requested for use by another municipal department/division or the school system, the Town Manager will make a determination as to the category of estimated value. All equipment owned by the Town of Wiscasset will fall within one of three categories listed below:

- Negative, Zero or Negligible Estimated Market Value (less than \$50)
- Between \$50 and \$500 in Estimated Market Value
- \$501 or Greater Estimated Market Value

Negative, Zero or Negligible Estimated Market Value (Less than \$50)

The Board of Selectmen authorize the Town Manager to make a determination as to the disposal of any items that have less than \$50 in estimated market value. Options may include:

- Storage of items for periodic "yard sale" events sponsored by the Town;
- gifting said items to other municipalities or non-profit organizations; or,
- properly discarding said items that have little to no practical use.

Potential Surplus Items Between \$51 and \$500 in Estimated Market Value

Potential surplus items that have an estimated market value between \$50 and \$500 will be presented to the Board of Selectmen to be deemed as a surplus item. Items in this category will be grouped together for one of two options:

1. Offered for sale at a Town-sponsored "yard sale" event; or,
 2. Advertised and offered by solicitation of sealed bid
- A minimum bid amount determined by the Town Manager may be attached to a specified item as determined by the Town Manager.

- Items that do not receive bids at or above the minimum bid may be presented to the Selectmen for consideration of waiving the minimum or offered for the solicitation of sealed bids at a future date.

\$501 or Greater Estimated Market Value

Potential surplus items having \$501 or greater estimated market value will be presented to the Board of Selectmen to be deemed as a surplus item. Items in this category will be offered for sale by sealed bid solicitation only. Through advertisement and other notification (i.e. website, handouts, etc.) a time will be established so potential bidders may inspect items for sale prior to bidding.

- A minimum bid amount determined by the Town Manager shall be attached to a specified item as determined by the Town Manager.
- Items that do not receive bids at or above the minimum bid may be presented to the Selectmen for consideration of waiving the minimum or offered for the solicitation of sealed bids at a future date.

Exceptions to this Policy

The Board of Selectmen may exempt specific items from this policy for any reason whatsoever if it is determined by a majority vote of the Board of Selectmen that it is in the best interest of the Town to do so.

Opening of Bids

Bid openings will be advertised and performed publicly by the Board of Selectmen. All bids will be opened at the specified date, place and time. The Board of Selectmen may or may not instruct the Town Manager to execute a sale of the surplus item(s) to the highest bidder during the same meeting in which the bids are opened. The choice to, and time of, award is at the discretion of the Board upon a majority vote of the members.

Indemnification, Representations and Warranties.

Buyers of Town-owned equipment may be required to sign an indemnification/hold-harmless agreement with the Town as a condition of sale that stipulates that the Town is released from any and all potential liability associated with the item for sale. The agreement will also stipulate that all sales will be "as-is, where-is" without any stated or implied representation or warranty for the piece of equipment with regard to condition, life expectancy or any other representation.

The requirement to sign the aforementioned agreement will be determined by the Town Manager contingent upon the nature of the specific piece of equipment sold.

Acceptance/ Rejection of Bids – The Board of Selectmen may accept any bid and reject any or all bids for any reason whatsoever, should a majority vote of the Board of Selectmen deem it in the best interest of the Town to do so.

Board of Selectmen's Meeting March, 1, 2016 Agenda item 12E.

June 9, 2015

Article 49. Shall the Town vote to approve the following:

J. Shall the Town authorize the transfer of all unexpended balances to fund balance and to authorize the Selectmen to carry any unexpended balance as they deem advisable and to authorize the Selectmen to set at a later date the amount of undesignated fund balance, if any, to be used to reduce property tax assessment. **YES-438, NO-80**

May 31, 2014

Article 53. To see if the Town will vote to approve the following:

J. Shall the Town authorize the transfer of all unexpended balances to fund balance and to authorize the overdrafts that may occur in the Town operations in the budget to be taken from fund balance, and to authorize the Selectmen to carry any unexpended balance as they deem advisable and to authorize the Selectmen to set at a later date the amount of undesignated fund balance, if any, to be used to reduce property tax assessment.

MOVED AND SECONDED-PASSED 52-5

June 11, 2013

Article 50. Shall the Town vote to approve the following:

J. Shall the Town authorize the transfer of all unexpended balances to fund balance and to authorize the overdrafts that may occur in the Town operations in the budget to be taken from fund balance, and to authorize the Selectmen to carry any unexpended balance as they deem advisable and to authorize the Selectmen to set at a later date the amount of undesignated fund balance, if any, to be used to reduce property tax assessment. **YES-301, NO-78**

June 12, 2012

Article 52. Shall the Town vote to approve the following:

J. Shall the Town authorize the transfer of all unexpended balances to fund balance and to authorize the overdrafts that may occur in the Town operations in the budget to be taken from fund balance, and to authorize the Selectmen to carry any unexpended balance as they deem advisable and to authorize the Selectmen to set at a later date the amount of undesignated fund balance, if any, to be used to reduce property tax assessment. **YES-512, NO-128**

June 14, 2011

Article 47. Shall the Town vote to approve the following:

J. To authorize the Selectmen to carry forward any Unexpended Account Balance as they deem advisable and to authorize the Selectmen to set at a later date the amount of undesignated fund balance, if any, to be used to reduce property tax assessment. **YES-304, NO-52**