

WISCASSET BOARD OF SELECTMEN,  
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR  
MARCH 1, 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

3. Public Hearings

A. Liquor License Renewal – Little Village Bistro: **Judy Colby moved to open the public hearing. Vote 5-0-0.** In response to David Cherry’s question, Town Manager Marian Anderson said the one-year period of the license could be added to the state required application form. Judy Flanagan said the restaurant was an asset to the town. **Judy Colby moved to close the public hearing. Vote 5-0-0. Jeff Slack moved to approve the Little Village Bistro’s liquor license. Vote 5-0-0.**

4. Approval of Minutes

**Judy Flanagan moved to approve the minutes of February 16 as corrected. Vote 5-0-0.**

5. Approval of Treasurer’s Warrants

A. **Judy Flanagan moved to approve the payroll warrants of February 19 and 26, 2016. Vote 5-0-0.**  
B. **David Cherry moved to approve the accounts payable warrants of February 23 and march 1, 2016. Vote 5-0-0.**

6. Assessors’ Business – none

7. Special Presentations or awards

Chairman Ben Rines, Jr., welcomed Ben Averill as the new Town Planner. Averill said he looked forward to working with the boards and committees of the town.

8. Appointments

**Judy Colby moved to appoint John Merry to the Budget Committee.** His appointment will end in June. The Budget Committee now has six members – five are needed for a quorum. **Vote 5-0-0.**

9. Resignations – none

10 Public Comment – none

## 11. Unfinished Business

A. Wiscasset Community Center roof replacement bid summary: Marian Anderson said no recommendation from Wright-Pierce had been received to date; however, the item will be on the March 15 agenda with a recommendation. The selectmen were provided with a breakdown of the bids for the roof replacement showing prices for replacing the lower roof, the upper roof and total bid.

B. Hesper and Luther Little: The board had received a memo from Robert Cronk updating the board on the objectives for a high school project to restore and/or refurbish the remains of the two ships.

C. White's Island, temporary signage: The Maine Coast Heritage Trust has acquired White's Island and the Town's acceptance of the island will be on the annual town meeting warrant. The trust has asked permission to put up temporary signage indicating that the island has been conserved in cooperation with the town. Marian Anderson said the Code Enforcement Officer had no problems with the sign. Anderson had met with Chesterfield Associates who will donate time and talent to figure out the next steps for the two bridges. A draft warrant article will be presented to the board by the trust.

D. Support Staff Contract: **Judy Flanagan moved to accept as written the support staff contract.** The support staff has not yet signed the contract. **Vote 4-0-1** (Rines abstained.)

## 12. New Business

A. Central Maine Power Pole Permit, Sheepscot Road: **Judy Colby moved to give Central Maine Power permission for the pole on Sheepscot Road. Vote 5-0-0.**

B. Airport Advisory Committee, Discussion on non-resident members: The ordinance requires that all members of the committee be Wiscasset residents. Judy Flanagan recommended that the ordinances be amended to allow a non-resident member on the airport committee as well as on the waterfront committee inasmuch as many non-residents use those facilities. She pointed out that the Planning Board allows one non-resident member, and the Historic Preservation Committee allows non-resident members. Marian Anderson noted that the practice of the airport committee had not followed the policy and that non-resident members have had full voting rights. Ben Rines, Jr., said the Comprehensive Plan, which was approved by the Town in 1998, recommended that committee members be residents. Rines said he did not think it was appropriate for non-residents to have a role in developing a budget that would affect residents' tax bills. Judy Colby recommended allowing the townspeople to vote on allowing non-resident committee members. .

Cliff Hendricks, Budget Committee chair, said one non-resident member on the Airport Committee would be reasonable and prudent, inasmuch as it has been hard to fill committee rosters. The Waterfront Committee currently has only two members; the Budget Committee until recently also had only two members, and not allowing non-resident members would be hamstringing the town.

Judy Flanagan moved that the board ask the Ordinance Review Committee to draft an amendment to the Airport Committee ordinance to allow one non-resident member. Judy Flanagan moved to amend the motion to include allowing the Waterfront Committee to have a non-resident member.

In response to Judy Colby's question, Anderson said the Airport Manager drafts a budget which is brought to the Airport Committee for comment and approval to bring it forward. The committee's vote

is advisory only. Flanagan said the ordinance should include reference to the Airport Manager. Judy Colby said she had no objection to a non-resident member without voting privileges. Flanagan said that even though a non-resident member of a committee could vote on committee matters, he or she would not vote on town warrants where budgets are approved. The motion to amend the motion carried on a 3-2-0 vote (Rines and Colby opposed.) The motion as amended reads: **To ask the Ordinance Review Committee to draft an amendment to the Waterfront and Airport Committee ordinances to allow one non-resident member. Vote 3-2-0 (Rines and Colby opposed.)**

C. Lincoln County Animal Control, Discussion on equitable sharing of costs generated by training and equipment for ACOs: Marian Anderson reported on a Lincoln County ACO Advisory Committee meeting at which the cost sharing for equipment and education was discussed. The costs will be divided among the 11 participating towns, Wiscasset's share of which is \$575.25. Anderson said the cost sharing has worked well in the past.

D. Airport – Disposal of non-working 2001 Chevy Impala: Marian Anderson said the vehicle had been donated by a non-resident member of the Airport Committee and was no longer operable. She supplied the board with the Surplus Item Policy and asked for permission to dispose of the vehicle. In response to Ben Rines' recommendation, Anderson will determine the value and bring the matter back to the board at the next meeting.

E. Budget Update (March 29): Ben Rines, Jr., suggested that the budget meeting schedule be changed to include March 29 with the possibility of eliminating the April 26 meeting. As an update to the meeting with the auditor, Rines thanked the Town Manager for providing a list of warrant articles over the past few years dealing with the unexpended fund balance.

F. Powder House: Rines asked the Town Manager to look into the matter of the town acquiring land around the Power House seven or eight years ago.

13. Department Head or Committee Chair Reports – none

14. Town Manager's Report

Anderson reported that 2,341 notices had been sent to all mail recipients in the Town of Wiscasset regarding the public informational meeting with the MaineDOT. The meeting on March 8 at 6 p.m. will cover new non-bypass alternatives to address major traffic delays and safety concerns in downtown Wiscasset. Ben Rines, Jr., said the State would not go ahead without the town's approval and although the MDOT wanted the board to decide on the alternatives, Rines would prefer the townspeople voted on them. It was unclear whether any Town money would be required for the improvements; however, the Town would probably be responsible for maintenance of the lights. The value of a non-binding referendum on MDOT plans was discussed since it would not be binding on the selectmen who would be the signers of the agreement. There was not unanimous opinion that the alternatives be put to a town vote.

Marian Anderson asked the board members for input on a request to install pinwheels on the common for Child Abuse Awareness month. Judy Flanagan opposed, as the board had not yet determined what to allow on the common. David Cherry cautioned that it might be a distraction to drivers. **Jeff Slack moved to allow pinwheels on the town common in front of the Municipal Building for one month. Vote 3-2-0 (Flanagan and Cherry opposed).**

In response to a question, Marian Anderson said Fairfield Signs had removed the town sign for refurbishing.

15 Adjournment

**Judy Colby moved to adjourn the meeting at 7:20 p.m. Vote 5-0-0.**



# Town of Wiscasset

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## TOWN OF WISCASSET PUBLIC HEARING

The Board of Selectmen will hold a public hearing on Tuesday, March 15, 2016 at 6:00 p.m. in the Municipal Building Hearing Room. The purpose of the hearing is as follows:

- To act on a request for a Liquor License Renewal for Sarah Heald, DBA Sarah's Café & Twin Schooner Pub.

**BUREAU OF ALCOHOLIC BEVERAGES  
DIVISION OF LIQUOR LICENSING & ENFORCEMENT  
8 STATE HOUSE STATION  
AUGUSTA, ME 04333-0008**



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.

DEPARTMENT USE ONLY	
LICENSE NUMBER:	CLASS:
DEPOSIT DATE	
AMT. DEPOSITED:	BY:
CK/MO/CASH:	

PRESENT LICENSE EXPIRES 3/28/10

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**

<b>1. APPLICANT(S)</b> —(Sole Proprietor, Corporation, Limited Liability Co., etc.)	<b>2. Business Name (D/B/A)</b>
DOB:	<u>Sarah's Cafe &amp; Twin Schooner Pub</u>
<u>Sarah Hald</u>	DOB: <u>5/14/57</u>
Address	Location (Street Address)
<u>584 Fields Road</u>	<u>Wiscasset ME 04548</u>
City/Town	City/Town
<u>Bertrand Maine</u>	<u>Wiscasset ME</u>
State	State
<u>04548</u>	<u>04548</u>
Zip Code	Zip Code
Telephone Number	Business Telephone Number
<u>882-7504</u>	<u>882-7504</u>
Fax Number	Fax Number
<u>882-5468</u>	<u>882-5468</u>
Federal I.D. # <u>01-3379306</u>	Seller Certificate # <u>1032509</u>

EMAIL ADDRESS: sarah@sarahscafe.com

3. If premises is a hotel, indicate number of rooms available for transient guests: 1313281
4. State amount of gross income from period of last license: ROOMS \$ \_\_\_\_\_ FOOD \$ \_\_\_\_\_ LIQUOR \$ 137,762
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: Sandy Sleeper

8. If business is NEW or under new ownership, indicate starting date: \_\_\_\_\_

Requested inspection date: \_\_\_\_\_ Business hours: \_\_\_\_\_

9. Business records are located at: 45 Water St West ME

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

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
<u>Sarah Heald</u>	<u>5/14/57</u>	<u>FT Myers FL</u>
<u>Sandy Sleeper</u>	<u>6/4/57</u>	<u>Bath ME</u>

Residence address on all of the above for previous 5 years (Limit answer to city & state)  
Georgetown Maine  
Westwick Maine

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 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) See diagram

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? 500 ft Which of the above is nearest? church

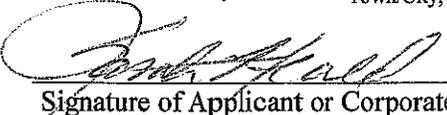
20. Have you received any assistance financially or otherwise (including any mortgages) from any source other than yourself in the establishment of your business? YES  NO   
If YES, give details: Camden National Bank mortgage loan

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: Wassonville, MO on February 25, 2016  
Town/City, State Date

**Please sign in blue ink**

  
Signature of Applicant or Corporate Officer(s)

\_\_\_\_\_  
Signature of Applicant or Corporate Officer(s)

Sarah Heald  
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**

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

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, Main 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 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 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 the 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 within 120 days of the filing of the application. [1999, c589, §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, c45, 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, c730, §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 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.

# MAINE DEPT OF PUBLIC SAFETY

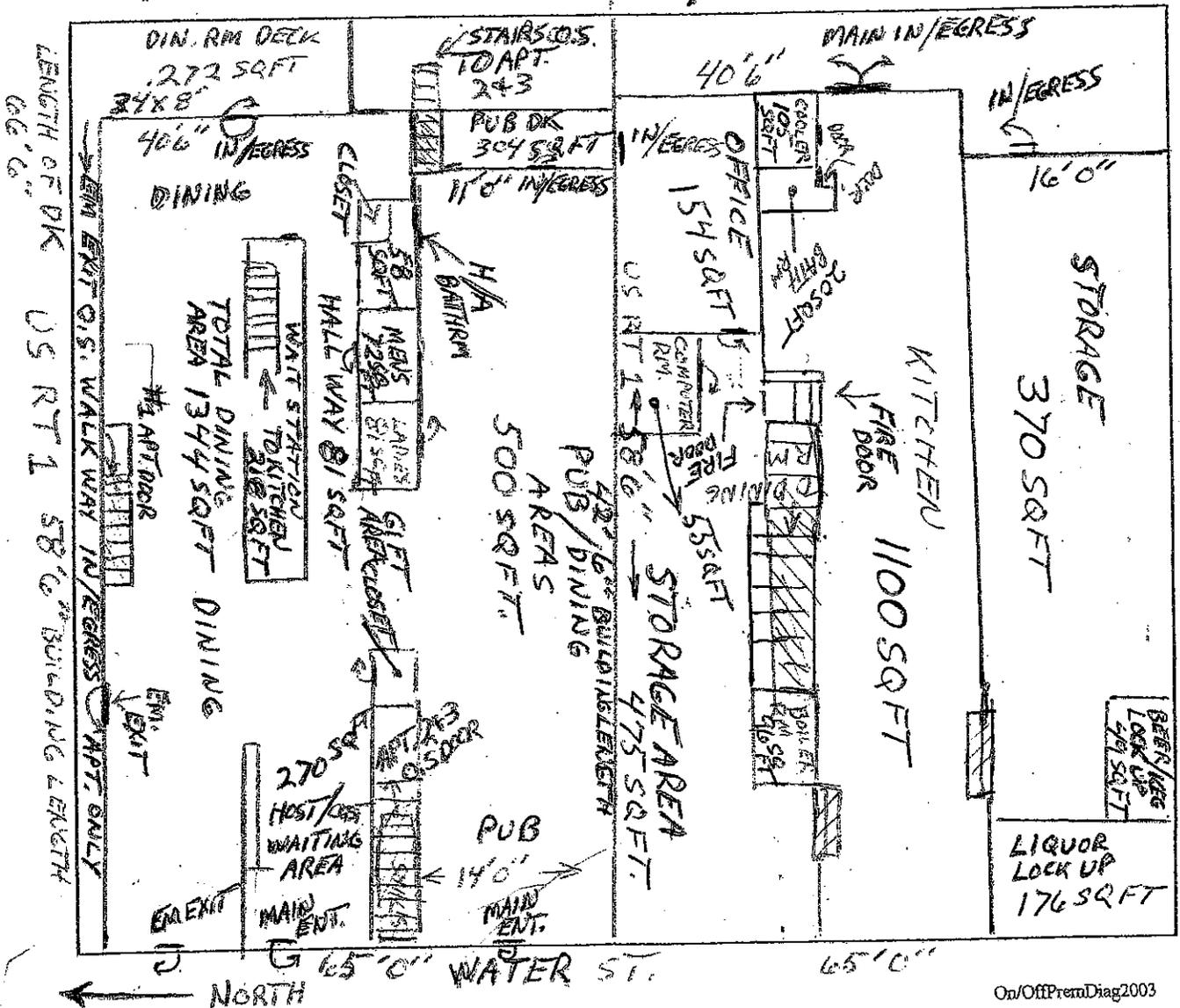
STATE OF MAINE  
 Liquor Licensing & Inspection Division  
 164 State House Station  
 Augusta ME 04333-0164  
 Tel: (207) 624-7220 Fax: (207) 287-3424



## 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. **UPSTAIRS / DOWNSTAIRS (NOT TO SCALE)**





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

<b>For Office Use Only:</b>
License #: _____
Date Filed: _____

**Supplemental Information Required for  
Business Entities Who Are Licensees**

For information required for Questions 1 to 4, this information is on file with the Maine Secretary of State's office and must match their record information. Please clearly complete this form in its entirety.

1. Exact legal name: Sarah & Sons Restaurant Inc
2. Other business name for your entity (DBA), if any: Sarah's Cafe & Twin Schooner Pub
3. Date of filing with the Secretary of State: July 1997
4. State in which you are formed: Maine
5. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine: \_\_\_\_\_
6. List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attached additional sheets as needed)

Name	Address for Previous 5 years	Date of Birth	Ownership %
<u>Sarah Heald</u>	<u>384 Pine Co Rd Georgetown ME 04548</u>	<u>5/14/57</u>	<u>100%</u>

7. Is any principal person involved with the entity a law enforcement official?

Yes  No

8. If Yes to Question 7, please provide the name and law enforcement agency:

Name: \_\_\_\_\_ Agency: \_\_\_\_\_

9. Has any principal person involved in the entity ever been convicted of any violation of the law, other than minor traffic violations, in the United States?

Yes  No

10. If Yes to Question 9, please complete the following: (attached additional sheets as needed)

Name: \_\_\_\_\_

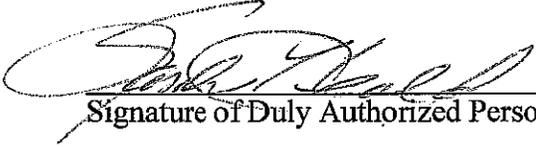
Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_

Location of Conviction: \_\_\_\_\_

Disposition: \_\_\_\_\_

**Signature:**

  
Signature of Duly Authorized Person

Date 2/26/16

\_\_\_\_\_  
Print Name of Duly Authorized Person

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If you have questions regarding the legal name or assumed (DBA) name on file with the Secretary of State's office, please call (207) 624-7752. The SOS can only speak to the information on file with their office, not the filing of this supplemental information – please direct any questions about this form to our office at the number below.

Submit Completed Forms To: Bureau of Alcoholic Beverages and Lottery  
Operations Division of Liquor Licensing Enforcement  
8 State House Station Augusta, Me 04333-0008  
Telephone Inquiries: (207) 624-7220  
Fax: (207) 287-3434  
Email Inquiries: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)

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Rec. 1/27/16

Item 6a.

### APPLICATION FOR ABATEMENT OF PROPERTY TAXES

(Title 36 M.R.S.A., Section 841)

This application must be signed and filed with the municipal assessor(s). A separate application should be filed for each separately assessed parcel of real estate claimed to be overvalued.

1. Name of Applicant: CHRISTOPHER G. MORRISON
2. Mailing Address: 101, 13000 RD. WISCASSET, ME. 04578
3. Tax year for which abatement is requested: 2015
4. Assessed valuation of real estate: \$ 94,900.00
5. Assessed valuation of personal property: N/A
6. Abatement requested in real estate valuation: \$ 41,300.00
7. Abatement requested in personal property valuation: N/A
8. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes): TOLD ONE SPECIFIC TAX BURDEN BY SUE VADNEY, TOWN TAX ASSESSOR IN NOVEMBER OF 2015. PROVIDED WITH VERY DIFFERENT SITUATION IN FLOREY BANE TOWN TAX ASSESSOR. ASENT APRIL 2016.

To the assessing authority of the Town of WISCASSET, MAINE

In accordance with the provisions of Title 36 M.R.S.A., Section 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

1-27-16  
Date

[Signature]  
Signature of Applicant

## Received

JAN 27 2016

Town of Wiscasset  
By \_\_\_\_\_

CHRIS MORRISON  
207 - 350 - 1126

Town of Wiscasset  
51 Bath Road  
Wiscasset, ME 04578  
207-882-8200

Item 6a

**NOTICE OF PROPERTY TAX ASSESSMENT REVIEW**

02/29/2016

**Christopher Morrison**  
101 Brook Road  
Wiscasset, ME 04578

Regarding: **Brook Road Property**

**PROPERTY REVIEWED**

**Map R01 Lot 44 Acct # 141**

**CURRENT ASSESSED VALUE**

**Land Value: \$ 94,900 Building Value: \$ 0 RE Acct #141**

**FINDINGS**

After careful review of the assessments of your property, the following determination/ findings have been made:

    X     The assessment is fair and correct. No adjustment will be made.

           The assessment is fair and correct. No abatement will be made.

           An adjustment will be made. The following assessments now apply.

**Land Value: \$ 0 Building Value: 0**

           Abatement will be recommended for : \$

'15 Upon further review this lot was requested by owner to be treated contiguous and or combine for tax purposes. Because of situation with former assessing agent and new agent, owner refused to sign lot merger form required by previous vote of select board. This left myself as the assessing agent with no choice but to follow the required town approved rule. I hereby recommend denial of the abatement for aforementioned reasons. If you have any further questions please feel free to contact the Wiscasset assessing office.

Sincerely;

  
Ellery G. Bane C.M.A.

Assessors Agent  
Town of Wiscasset

If you elect to appeal the decision on your request for tax abatement / adjustment, and you have not yet filled out an abatement request please feel free to do so. If this decision is in response to a Abatement request already filed your appeal process will now go in front of the Lincoln County Commissioners Office. Application must be made in writing to the Board within 60 days of this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 MRSA Sections 841

Town of Wiscasset  
51 Bath Road  
Wiscasset, ME 04578  
207-882-8200

Item 4

**NOTICE OF PROPERTY TAX ASSESSMENT REVIEW**

02/08/2016

**Charlotte M. Charest  
Janice Parvin  
280 Foye Road  
Wiscasset, ME 04578**

Regarding: **280 Foye Road Wiscasset**

**PROPERTY REVIEWED**

**Map R02 Lot 38-B RE Acct # 263**

**CURRENT ASSESSED VALUE**

**Land Value: \$ 41,600 Building Value: \$ 55,700  
Homestead Exemption Amount: \$ 0**

**FINDINGS**

After careful review of the assessments of your property, the following determination/  
findings have been made:

\_\_\_\_\_ The assessment is fair and correct. No adjustment will be made.

\_\_\_\_\_ The assessment is fair and correct. No abatement will be made.

X  An adjustment will be made. The following assessments now apply.

**Land Value: \$ 41,000 Building Value: \$ 31,700  
Homestead Exemption: \$ 10,000**

**= Total difference: \$24,600(Value) & \$10,000(Homestead Exemption)=  
\$34,600 x .01640(2015 Mil Rate) = Abatement of 567.44**

X  Abatement will be recommended for : **\$ 567.44**

'15 Per review and site visit all outbuildings were assessed @ 100% physical with no depreciation which is an error. There was also a homestead exemption that was removed from this account in error. I hereby recommend abatement for the aforementioned reasons.

Sincerely;

  
Ellery G. Bane C.M.A  
Assessors Agent  
Town of Wiscasset

Town of Wiscasset  
51 Bath Road  
Wiscasset, ME 04578  
207-882-8200

Item 6

**NOTICE OF PROPERTY TAX ASSESSMENT REVIEW**

02/29/2016

Douglass Fitts  
357 South Main Street  
Cohasset, MA 02025

Regarding: **146 Clarks Point Road**

**PROPERTY REVIEWED**

**Map R05 Lot 126 RE Acct # 788**

**CURRENT ASSESSED VALUE**

**Land Value: \$ 393,400 Building Value: \$ 328,500**

**FINDINGS**

After careful review of the assessments of your property, the following determination/ findings have been made:

\_\_\_\_\_ The assessment is fair and correct. No adjustment will be made.

\_\_\_\_\_ The assessment is fair and correct. No abatement will be made.

X An adjustment will be made. The following assessments now apply.

**Land Value: \$ 317,800 Building Value: \$ 328,500**

X Abatement will be recommended for : **\$ 1,239.84**

'15 Upon further review, it appears that this lot has significant restrictions on its entire shore front. The revaluation company addressed the excess shorefront with a minus 90% depreciation but disregarded the impact it has on the actual location of the development of the lot. I believe it does impact the market value of the house lot to be less than a lot developed or with the capability of being developed closer to the shore. As far as lack of commercial use inferred by the owner, I believe we are assessing this lot for its highest and best use which is a residential house lot. I hereby recommend abatement for the aforementioned value. If you have any further questions, please feel free to contact the Wiscasset assessing office.

Sincerely;

  
Ellery G. Bane C.M.A

Assessors Agent  
Town of Wiscasset

If you elect to appeal the decision on your request for tax abatement the process will now go in front of the Lincoln County Commissioners Office. Application must be made in writing to the Board within 60 days of this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 M RSA Sections 841

Account: 788 Card: 1 of 1 Map/Lot: R05-126  
 Location: 146 CLARKS POINT ROAD

Neighborhood	RURAL NORTHEAST	<b>Sale Data</b>
Zoning/Use	SHORE RESIDENTIA	Sale Date 07/01/2003
Topography	Rolling	Sale Price 700,000
Utilities	Drilled WellSeptic System	Sale Type Land & Buildings
Street	Paved	Financing Unknown
		Verified Public Record
		Validity Arms Length Sale

Reference 1 B4346P0272  
 Reference 2 R-05-126/00 0000000000  
 Tran/Land/Bldg 6 1 11  
 FARM LAND 0 OPEN SPACE 0  
 Exemption(s) Land Schedule 106

*before*

		Land Description					
Units	Method - Description	Price/Unit	Total	Fctr	Influence	Value	
1.00	Acres-Base Waterfront	275,000	275,000	100%		275,000	
1.00	Acres-Shallow WF Size Adj	27,500.00	27,500	100%		27,500	
10.00	Acres-Waterfront Rear	13,000.00	130,000	10%	Restrictio	13,000	
10.00	Acres-Waterfront Rear	13,000.00	130,000	10%	Restrictio	13,000	
49.93	Acres-Waterfront Rear	13,000.00	649,090	10%	Restrictio	64,909	
Total Acres 70.93						Land Total	393,409

Dwelling Description				Replacement Cost New	
Conventional	One & 3/4 Story	1,440 Sqft	Grade B 100	Base	235,392
Exterior	NOVELTY	Masonry Trim	None	Trim	0
Dwelling Units	1 OTHER Units-0	Roof Cover	Asphalt Shingles	Roof	0
					0
Foundation	Concrete Block	Basement	..... None	Basement	-16,461
Fin. Basement Area	None	Basement Gar	None	Fin Bsmt	0
Heating	100% Forced Warm	Cooling	0% None	Heat	0
Rooms	13				
Bedrooms	4	Add Fixtures	0		
Baths	2	Half Baths	1	Plumbing	6,532
Attic	None			Attic	0
FirePlaces	3			Fireplace	9,809
Insulation	Full			Insulation	0
Unfin. Living Area	NONE			Unfinished	0

Dwelling Condition					Layout			Total
Built	Renovated	Kitchens	Baths	Condition	Typical			235,272
1930	1980	TYPICAL	TYPICAL	Good	Func. %	Econ. %	Value(Rcnld)	
None		None	None	80%	100%	100%	188,218	

Outbuildings/Additions/Improvements									
Description	Year	Units	Grade	RCN	Cond	Percent Good			Value Rcnld
						Phy	Func	Econ	
ONE STORY FRAME	1930	192	B 100	13,858	Good	80%	100%	100%	11,086
1 & 1/2 STORY FR	1930	960	B 100	87,293	Good	80%	100%	100%	69,834
ONE STORY FRAME	1930	570	B 100	41,139	Good	80%	100%	100%	32,911
Open Frame Porch	1930	288	B 100	6,970	Good	80%	100%	100%	5,576
Wood Deck	1980	800	B 100	9,556	Good	89%	100%	100%	8,505
Frame Garage	1930	342	B 100	12,837	Good	80%	100%	100%	10,270
1.50 ST SHED....	1980	320	C 100	2,240	Avq.	79%	100%	100%	1,770
Frame Shed	2000	64	C 100	392	Avq.	89%	100%	100%	349
4,722 SFLA		Field1				Outbuilding Total			140,301

Accpt Land 393,400 Accepted Bldg 328,500 Total 721,900

Neighborhood RURAL NORTHEAST  
Zoning/Use SHORE RESIDENTIA  
Topography Rolling  
Utilities Drilled WellSeptic System  
Street Paved

**Sale Data**  
Sale Date 07/01/2003  
Sale Price 700,000  
Sale Type Land & Buildings  
Financing Unknown  
Verified Public Record  
Validity Arms Length Sale

Reference 1 B4346P0272  
Reference 2 R-05-126/00 0000000000  
Tran/Land/Bldg 6 1 11  
FARM LAND 0 OPEN SPACE 0  
Exemption(s) Land Schedule 106

Land Description						
Units	Method - Description	Price/Unit	Total	Fctr	Influence	Value
1.00	Acres-Base Waterfront	275,000	275,000	75%		206,250
1.00	Acres-Shallow WF Size Adj	27,500.00	27,500	75%		20,625
10.00	Acres-Waterfront Rear	13,000.00	130,000	10%	Restrictio	13,000
10.00	Acres-Waterfront Rear	13,000.00	130,000	10%	Restrictio	13,000
49.93	Acres-Waterfront Rear	13,000.00	649,090	10%	Restrictio	64,909
Total Acres 70.93						Land Total 317,784

Dwelling Description				Replacement Cost New	
Conventional	One & 3/4 Story	1,440 Sqft	Grade B 100	Base	235,392
Exterior	NOVELTY	Masonry Trim	None	Trim	0
Dwelling Units	1 OTHER Units-0	Roof Cover	Asphalt Shingles	Roof	0
					0
Foundation	Concrete Block	Basement	..... None	Basement	-16,461
Fin. Basement Area	None	Basement Gar	None	Fin Bsmt	0
Heating	100% Forced Warm	Cooling	0% None	Heat	0
Rooms	13				
Bedrooms	4	Add Fixtures	0		
Baths	2	Half Baths	1	Plumbing	6,532
Attic	None			Attic	0
FirePlaces	3			Fireplace	9,809
Insulation	Full			Insulation	0
Unfin. Living Area	NONE			Unfinished	0

Dwelling Condition							Layout			Total
Built	Renovated	Kitchens	Baths	Condition	Layout			Total		
1930	1980	TYPICAL	TYPICAL	Good	Typical			235,272		
Functional Obsolescence				Economic Obsolescence	Phys. %	Func. %	Econ. %	Value(Rcnld)		
None				None	80%	100%	100%	188,218		
Outbuildings/Additions/Improvements							Percent Good			Value
Description	Year	Units	Grade	RCN	Cond	Phy	Func	Econ	Rcnld	
ONE STORY FRAME	1930	192	B 100	13,858	Good	80%	100%	100%	11,086	
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1.50 ST SHED....	1980	320	C 100	2,240	Avq.	79%	100%	100%	1,770	
Frame Shed	2000	64	C 100	392	Avq.	89%	100%	100%	349	
4,722 SFLA		Field1							140,301	
<b>Acpt Land</b>		317,800		<b>Accepted Bldg</b>		328,500		<b>Total</b>	646,300	

Map/Lot # R05-126 Trio Acct. # \_\_\_\_\_ Abatement # \_\_\_\_\_

APPLICATION FOR ABATEMENT OF PROPERTY TAXES  
(Under M.R.S.A. Title 36, Sec. 841)

1. Name of Applicant DOUGLAS K FITTS / ICE POND
2. Mailing Address 357 SOUTH MAIN STREET COHASSET, MASS 02025  
Location of Property 126 CLARK'S POINT ROAD, WISCASSET
3. Tax year for which abatement is requested JULY 1, 2015 - JUNE 30, 2016
4. Assessed valuation of real estate Land: 393,400<sup>00</sup> Building: 328,500<sup>00</sup>
5. Assessed valuation of personal property \_\_\_\_\_
6. Abatement requested in real estate valuation Land: 300,000<sup>00</sup> Building: \_\_\_\_\_
7. Abatement requested in personal property valuation \_\_\_\_\_
8. Reasons for requesting abatement (please be specific, stating grounds for belief that property is overvalued for tax purposes):

THE PROPERTY IS BURDENED BY A CONSERVATION EASEMENT, FROM 1984 WHICH PROHIBITS ANY DEVELOPMENT, INCLUDING HARVESTING OF WOOD. THE PROPERTY HAS NO COMMERCIAL VALUE EXCEPT AS A SINGLE HOUSE LOT, CANNOT BE PUT INTO TREE GROWTH; SEE PAGE 8 OF EASEMENT.

To the Board of Assessors of the Municipality of WISCASSET

In accordance with the provision of M.R.S.A. Title 36, Sec. 841, I hereby make written application for abatement of property taxes as noted above. The above statements are correct to the best of my knowledge and belief.

1/18/16  
Date

Douglas K Fitts  
Signature of Applicant

THIS APPLICATION MUST BE SIGNED AND FILED WITH THE MUNICIPAL ASSESSOR(S). SEPARATE APPLICATION SHOULD BE FILED FOR EACH SEPARATELY ASSESSED PARCEL OF REAL ESTATE CLAIMED TO BE OVERVALUED.

PLEASE NOTIFY ME WHEN HEARING WILL TAKE PLACE -  
DOUGLASFITTS@VERIZON.NET  
THANK YOU

(D) Without limiting the generality of the foregoing, billboards, trailers, mobile homes, bridges or causeways, prominent antennas for telecommunications and radar, and excessively bright lights are specifically prohibited on the Protected Property; provided, however, that there is retained in the Grantor, her heirs and assigns, the following rights:

(1) The right to post the Protected Property to control unauthorized use.

(2) The right to erect temporary signs to advertise the Protected Property for sale or for rent.

(E) The cutting of standing timber shall not be permitted, provided, however, that there is retained in the Grantor, her heirs and assigns, the following rights:

(1) The right to clear and restore forest cover that is damaged or disturbed by the forces of nature.

(2) The right to gather, use or remove dead wood.

(3) The right to prune or selectively thin trees to promote and maintain the health of the forest stand, to provide firewood for personal use, and to maintain wildlife habitat.

(4) The right to cut trees and other vegetation to create a clearing as necessary for the construction of the residential structures allowed hereunder.

(5) The right to cut trees and other vegetation to maintain views from the existing residential structure and the additional residential structures allowed hereunder, provided such cutting shall not materially alter the natural beauty and scenic quality of the Protected Property when viewed from the Benefited Property and when viewed from U.S. Route 1.

(F) Any modification, alteration, construction, or reconstruction of any waste disposal system shall comply with all local, state and federal laws and regulations and shall be done in a manner that will prevent discharge of any waste into salt or fresh waters located in or about the Protected Property that will at all adversely affect the purity of said waters.

(G) The use outdoors of pesticides and herbicides shall not be permitted on the Protected Property except with the approval of the Grantee upon a showing of need or good cause.

# CLARKS POINT CONSERVATION

## CONSERVATION EASEMENT

(with amendment  
incorporated  
FD 1/10/03)

THIS INDENTURE made this 22nd day of June, 1984 by and between Victoria Crandall of Wiscasset, Lincoln County, Maine (hereinafter called the Grantor) and Maine Coast Heritage Trust, Inc., a non-profit corporation incorporated under the laws of the State of Maine with offices located in Northeast Harbor, Maine 04662 (hereinafter called the Grantee).

### W I T N E S S E T H

WHEREAS, Grantor holds title to certain real property (hereinafter referred to as the "Protected Property") described under: (1) a certain deed from Victor A. Franzen and Anna Franzen to Victoria Crandall dated August 31, 1964, and recorded in Book 595, Page 412 of the Lincoln County, Maine, Registry of Deeds, and (2) a certain deed from 1st National Bank of Damariscotta to Victoria Crandall dated March 17, 1969, and recorded in Book 648, Page 231 of the Lincoln County, Maine, Registry of Deeds, and (3) a certain deed from the Town of Wiscasset to Victoria Crandall dated October 24, 1978, and recorded in Book 977, Page 24 of the Lincoln County, Maine, Registry of Deeds, and (4) in the Last Will and Testament of Anna Olson Franzen as recorded in the Lincoln County, Maine, Registry of Probate Docket No. 243-1971, said Protected Property being further described as follows:

Bounded on the East by the Sheepscot River; on the South by land now or formerly of Robert Fraser and land of the Maine Central Railroad; on the West by the Sheepscot River and land of Raymond W. Franzen; and on the North by land now or formerly of Howard and Dorothy Kahl and land now or formerly of Grayden Fowles. Further reference may be made to the unrecorded plan entitled "Part of Property of Victoria F. Crandall" dated 1/20/1975 by Julian Doggett.

A Plot Plan of the Protected Property is shown in Exhibit A attached hereto and made a part hereof.

WHEREAS, the Protected Property has significant natural, scientific, educational, scenic and aesthetic value in its present state as a natural area which has not been subject to development or exploitation in excess of that described in Covenant B. below and which Protected Property provides scenic enjoyment to the general public; and

WHEREAS, the Protected Property includes the promontory overlooking Clark Point, so called, and as such is a prominent and visually unique part of the natural landscape which overlooks public waterways of the Sheepscot River and public roads in Wiscasset and Edgecomb; and

by the general public by the conveyance of a Conservation Easement on, over and across the Protected Property, which shall benefit, protect and be appurtenant to the Benefited Property such as to conserve the natural values of the Protected Property, to conserve the scenic, aesthetic and ecological values of said region, to conserve and protect the animal and plant population, to prevent the use or development in excess of that permitted hereunder of the Protected Property for any purpose or in any manner which would conflict with the maintenance of the Protected Property in its natural, scenic condition or with the visual access to and scenic enjoyment of the Protected Property by the general public; and

WHEREAS, the Maine coast, of which the Protected and Benefited Properties are a part, is unique in being a relatively intact coastal ecosystem and, as such, is an unusually important habitat for birds, fishes, marine and terrestrial mammals, and flora,

NOW THEREFORE, the Grantor and Grantee, for and in consideration of the facts above recited and of the covenants herein contained, hereby agree as follows:

Section 1. Grant of Conservation Easement. As an absolute and unconditional gift, Grantor does hereby grant to the Grantee, its successors and assigns, forever and in perpetuity for the benefit of the Benefited Property, the general public and the Grantee, a Conservation Easement over the Protected Property consisting of the following:

- (A) The right of view of the Protected Property from the Benefited Property in its natural, scenic, open and wooded, condition;
- (B) The right of the Benefited Property to be free of any taint, corruption, or pollution of whatever character arising from any use of the Protected Property not permitted hereunder;
- (C) The right of the Grantee, in a reasonable manner and at reasonable times, to enter and inspect the Protected Property; and
- (D) The right of the Grantee to enforce by proceedings at law or in equity the covenants and agreements hereinafter set forth.

Section 2. Land Use Covenants. In furtherance of the foregoing affirmative rights, the Grantor makes the following covenants, on behalf of herself, her heirs and assigns, which covenants shall run with and bind the Protected Property in favor of the Benefited Property in perpetuity:

(A) The Protected Property shall be used for single family residential, or conservation purposes only. No commercial, industrial or mining activities shall be permitted on the Protected Property except for: a) home industries, b) the renting of structures allowed hereunder, c) professional offices such as doctor or lawyers' offices. In addition, the existing structures may be used for operation of a "bed and breakfast" type of inn, or as a restaurant, provided such uses are approved in advance and in writing by the Grantee. Any such excepted activities shall be conducted in a manner consistent with the covenants herein set forth and the purposes of this Conservation Easement. No apartment buildings or multi-family housing units shall be created on the Protected Property.

(B) At present there are the following structures on the Protected Property: a single family residence with a deck and attached garage, south of the driveway; a wood/storage shed of approximately 16'x19', located east of the driveway; a garden shed of approximately 8'x12', located west of the driveway; old stone walls along boundaries; as depicted in Exhibit A, attached hereto and made a part hereof; as well as posts at the driveway entrance.

No additional structures of any kind, temporary or permanent, shall be located on the Protected Property, except that the Grantors, their heirs and assigns, have retained the following rights:

(1) The right to construct not more than one additional residence, which is any structure having both sleeping accommodations and plumbing facilities, together with accessory structures appurtenant to the existing and permitted residences, including outbuildings not for human habitation, power and communication lines and poles, and septic waste disposal systems; subject to the following limitations:

(a) Said structures shall be one story high and no part of any structure shall be higher than twenty-five (25) feet above the average original grade of the building situs, excluding chimneys and conventional residential antennae or dishes; and

(b) Chimneys and antennae or satellite dishes attached to said structures shall be no higher than six (6) feet in height above the highest point of said structures; and

(c) all such structures and their replacements shall be located within three hundred (300) feet of the sidelines of the existing driveway, in its course and width as of the date of this amendment, being that road which extends from Clark Point Road and terminates in a parking area at the existing residence, providing that no such structure may be located nearer to the shore than the existing residence. The approximate course of said driveway is shown on Exhibit A and documented in a Baseline data U.S.G.S. topographic map. If said driveway should be rerouted, as permitted in Paragraph 2.(C)(3), to provide a more direct route to the existing residence, the existing driveway shall be monumented in a manner to permit Holder to determine the distance of any additional structure from said existing driveway; and

STATE OF MAINE  
COUNTY OF Lincoln ss.

September 27<sup>th</sup>, 1996

Personally appeared the above-named M. L. Tridhosyuth Devakul and Hataitip Devakul and acknowledged the above instrument to be their free act and deed.

Before me,

  
\_\_\_\_\_  
Notary Public/Attorney

DAVID B. SOULE, JR.  
\_\_\_\_\_  
(print or type name of notary)

My commission expires:

STATE OF MAINE  
COUNTY OF CUMBERLAND, ss.

September 30, 1996

Personally appeared James J. Espy, Jr., President of the MAINE COAST HERITAGE TRUST, hereunto duly authorized, and acknowledged the above instrument to be his free act and deed in his said capacity and the free act and deed of MAINE COAST HERITAGE TRUST.

Before me,

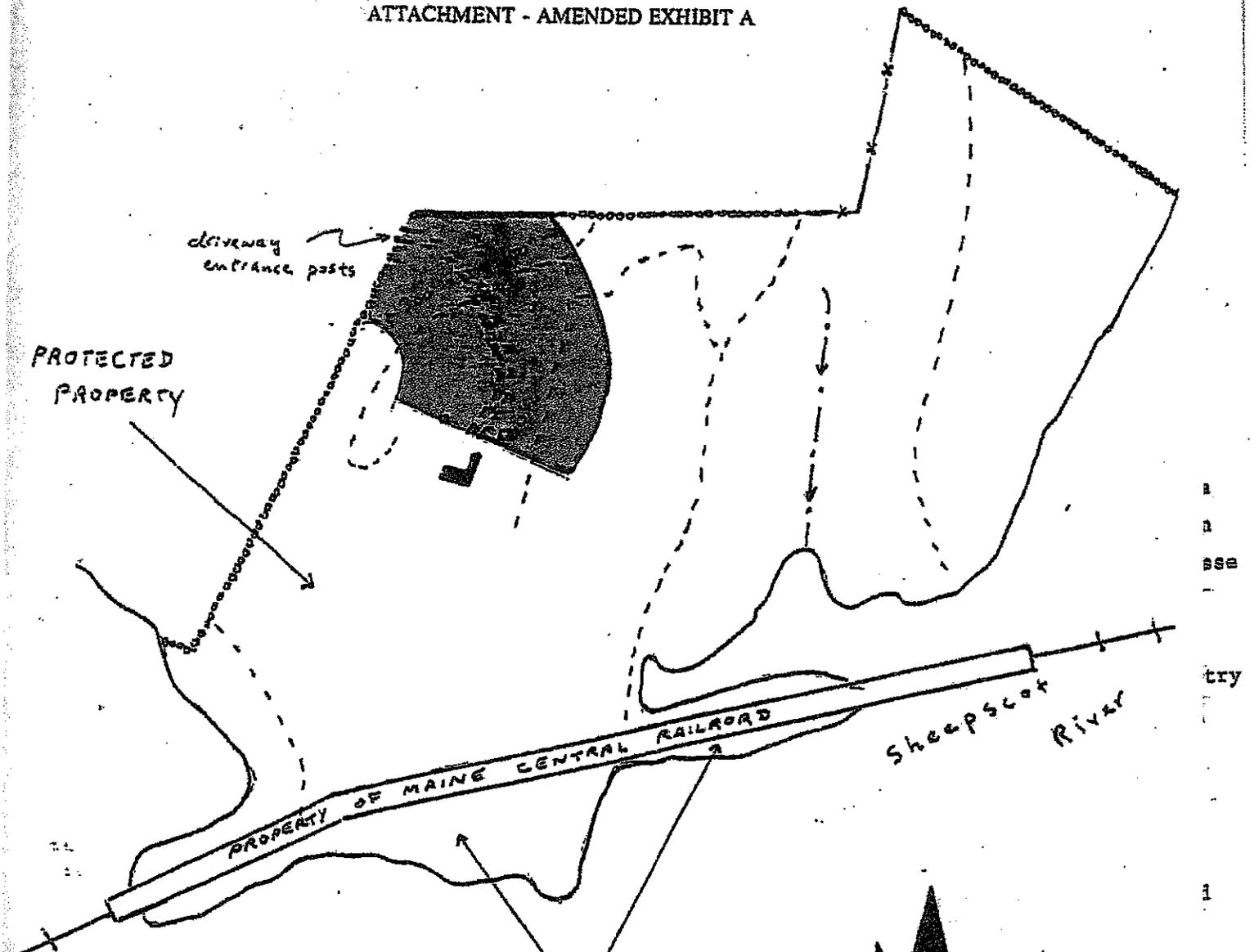
  
\_\_\_\_\_  
Notary Public/Attorney

Susan M. Connolly  
\_\_\_\_\_  
(print or type name of notary)

My commission expires: 10-5-96

AMENDMENT TO CONSERVATION EASEMENT  
ON CLARK POINT  
IN WISCASSET, LINCOLN COUNTY, MAINE

ATTACHMENT - AMENDED EXHIBIT A



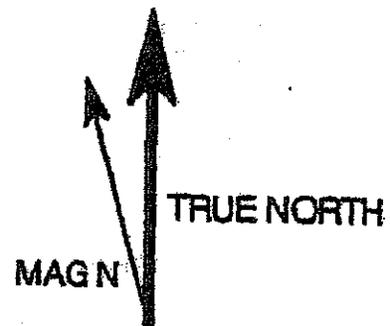
KEY

- STONEWALL
- WIRE FENCE
- DRIVEWAY
- TRAILS
- STREAM
- RESIDENCE
- SHEDS

500' building Corridor

RECEIVED LINCOLN SS  
RECORDED FROM ORIGINAL.

96 OCT -3 AM 9:33



SCALE: 1" = 44'0"

FD 9/96

Town of Wiscasset  
Board/Committee Membership Form

8A

Full Name: Stephen M. Graftam

Mailing Address/Street Address: 95 Federal St. Wiscasset

Home Telephone: 408-1776 Work Telephone: 317-4237 E-mail: smgpop5@gmail.com

Occupation: Mechanical Engineer

I wish to be considered for appointment to the:

Conservation Commission - reappointment  
Name of Board/Committee

Full member:

Alternate member:

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

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

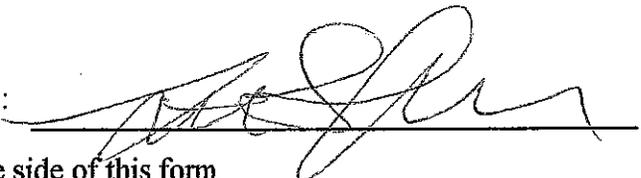
Conservation - expired 12/31/15

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: \_\_\_\_\_

Still active member

Date: 2/22/16

Signature: 

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

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

\*\*\*\*\*

Date received: 2/25/2016

For Office Use:  
Date appointed: \_\_\_\_\_

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

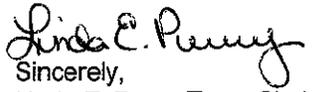
# Memo

**To:** Wiscasset Selectmen  
**From:** Linda E. Perry, Town Clerk  
**CC:** Marian Anderson  
**Date:** 3/10/2016  
**Re:** Appointment of Election Clerks (Title 21-A section 503)

---

The municipal officers of each municipality shall appoint election clerks no later than May 1<sup>st</sup> of each general election year to serve at each voting place during the time the polls are open and as counters after the polls close.

The municipal, county and state committees of the major parties have not submitted names of election clerks to serve in Wiscasset at this time. I have attached a list of former election clerks that have served in Wiscasset for your consideration.

  
Sincerely,  
Linda E. Perry, Town Clerk



# Town of Wiscasset

86

Pursuant to: Title 21-A section 503

March 15, 2016

The undersigned municipal officers of the Town of Wiscasset do hereby vote to appoint and confirm the following list of Election Clerks, such appointment to be effective from May 1<sup>st</sup> 2016 until May 1<sup>st</sup> 2018.

**Republican:**

Joan Barnes  
Donald Jones  
Katharine Martin-Savage  
Belinda Hagggett  
Maureen Smith  
Joan Grondin  
Lynn Lincoln  
Cynthia Collamore  
Linda Winterberg  
Constance Schumann  
Judith Sutter  
H. Karl Olson  
Robert Bickford Sr.  
Tina Caron  
Diane Baldwin

**Democratic:**

Sara George  
Patricia Bridgham  
Ginger Wehrle  
Susan Van Alsenoy  
Donald Blagden  
Susan Blagden  
Peter Rines  
Linda Pope  
Lorie Merry  
Crystal J. Estes- Almasi  
Thomas Eichler  
Wendy Ross  
Carla Dickstein  
Susan Varney  
Lloyd Henderson  
Cindy Fisher

**Unenrolled:**

Anna Ranta  
Warren Harbison  
Christopher Dilts

Given under our hands this 15<sup>th</sup> Day of March, 2016:

\_\_\_\_\_  
Benjamin L. Rines Jr., Chairman

\_\_\_\_\_  
Jefferson Slack, Board of Selectman

\_\_\_\_\_  
Judy S. Flanagan, Vice Chair

\_\_\_\_\_  
Judith R. Colby, Board of Selectman

\_\_\_\_\_  
William David Cherry, Board of Selectman

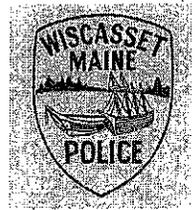


## WISCASSET POLICE DEPARTMENT

51 Bath Road, Wiscasset, ME 04578

PHONE: (207) 882-8202 FAX: (207) 882-8203

EMAIL: [chief@wiscassetpd.org](mailto:chief@wiscassetpd.org)



*Troy A. Cline*  
Chief of Police

*Alfred W. Simmons*  
Sergeant

March 7, 2016

Board of Selectmen,

I am writing this memorandum to give you official notice that I will be resigning from the position of Chief of Police effective March 25<sup>th</sup> with my last day of work being March 24<sup>th</sup>, 2016. I have thoroughly enjoyed being your Chief and will miss the relationships I have developed while serving this great Town.

During the past 4 ½ years I have worked hard to bring your police department up to modern policing practices and standards. I was able to accomplish this only with the assistance of all department members. The policies and procedures manual has been updated and is current with the Maine Chiefs of Police Association and Maine Criminal Justice Academy model policies. I was also able to secure new Mobile Data Terminals (MDT) for the cruisers, new portable radios for full time staff and new digital cameras utilizing grant funds obtained by the Lincoln County Emergency Management Agency (EMA).

I want to thank the Board of Selectmen, Town Manager Marian Anderson, Department Heads and all Town employees for their support and assistance with the police department and its mission. I would especially like to thank the citizens of Wiscasset for their trust and confidence in me and the police department.

In closing, I wanted to advise the Board that I have accepted the position of Chief of Police with the Town of Buxton which just so happens to be my hometown. I have advised Sergeant Simmons that I am always available and only a phone call away should he need advice or assistance.

Respectfully Submitted,

*Troy A. Cline*  
Chief Troy A. Cline

**Received**

MAR 06 2016

**Town of Wiscasset**  
By *[Signature]*

CC: Marian Anderson, Town Manager

March 07, 2016

96

Chief Troy Cline  
Wiscasset Police Department  
Bath Road  
Wiscasset, Maine 04578

Chief Cline,

Please accept this letter of resignation as the School Resource Officer with the  
Wiscasset Police Department.

Thank You,



---

Thomas F. Hoepner

March 7, 2016  
W-P Project No. 11370K

Marian L. Anderson, Town Manager  
Town of Wiscasset  
51 Bath Road  
Wiscasset, Maine 04578-4108

**Subject: Community Center Reroofing Project  
Evaluation of Bids**

Dear Marian:

We have completed our review of the bids that you received on February 16, 2016 for the Roof Replacement at the Community Center. This letter represents a summary of our findings.

Nine bids were received for the project. Tecta America of Portland, Maine submitted the low bid for both the Base Bid of the Lower Roof of \$112,900 and the Total Bid at \$187,900. This number is less than the estimate that we developed for the project. The second low bid was approximately 5% higher than the low bid, which is an indication that Tecta America's bid appears reasonable for the type of work involved.

We have contacted 3 of Tecta America's references, two references from recent similar projects and a business reference. The results of these reference checks were consistent in an assessment of "excellent" performance. The business reference reported that Tecta America has a sizable line of credit that they maintain in good order. All references indicated that Tecta America is capable of performing a project of this nature.

Based on the above, we are not aware of any reason why this contract should not be awarded to Tecta America as the lowest responsive and responsible bidder. However, we cannot make any guarantee that they will perform the work within the bid price or in accordance with the Contract Documents. We also recommend that you include a contingency in your budget for this project. This will provide the ability to address any unforeseen issues that could arise during construction. On a project of this type, a contingency 7% is fairly standard.

If the Town decides to proceed with the project based on the lowest responsive bid, the Town should issue a letter or send an email to Tecta America stating their intention to award the contract pending approval at Town Meeting.

Ltr to: Marian L. Anderson  
March 7, 2016  
Page 2 of 2



Since you will not actually award the project until after Town Meeting, you should retain all of the bids and bid bonds received on the project. After the project is awarded, the remaining bid bonds and bid checks can be returned to the bidders.

Very truly yours,  
WRIGHT-PIERCE

A handwritten signature in black ink, appearing to read "Dan Pratt", written over the printed name.

Daniel I. Pratt, P.E.  
Project Engineer

Cc: Todd Souza, Director of Parks & Recreation



# Office of Planning & Codes

12a

**TO:** Wiscasset Board of Selectmen  
Don Gerrish, Town Manager  
**FROM:** Jeffrey Hinderliter, Town Planner  
**DATE:** 16 March, 2010  
**SUBJECT:** Liquor License Renewal Policy

At the 9 March, 2010 Selectmen's meeting, I requested the Selectmen allow town staff to process liquor license renewals for those licenses that have been held by the same applicant at the same location for 5 or more years and have had no complaints within that time. In response, the Selectmen requested we draft a liquor license renewal policy documenting the renewal process. Below, I offer the proposed policy.

1. 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 Wiscasset Police Department.
2. Liquor licenses held four (4) years or less, changes in ownership, or a license that the town has received complaints about shall come before the Wiscasset Board of Selectmen for a public hearing and approval or denial.
  - A. The Wiscasset Town Clerk shall provide public notice of any public hearing held under this policy by causing a notice, at the applicant's prepaid expense, stating the business name and the location of the hearing, to appear at least five (5) days before the hearing in a newspaper having general circulation in the Wiscasset.
3. The Wiscasset Town Clerk shall post a list of new liquor licenses or those coming up for renewal at least seven (7) days ahead of the date that a decision will be made on the license. This list shall be provided to the Board of Selectmen, posted in town hall and on the town's website.

126

TOWN OF WISCASSET  
Main Street Pier  
Vendor Permit Application

APPLICANT NAME: Nancy T. Jones

BUSINESS NAME: Ridgeback Pottery

MAILING ADDRESS: 125 Western Rd. Warren, ME 04864

PHONE NUMBER: 273-3614

EMAIL ADDRESS: nanjones@tds.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:

Raku pottery and miscellaneous items  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Captain's Chair  
small table

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. 2/11/16  
Renew*

I represent that all of the above information is true and correct. I have read the attached Main Street Pier Policies and agree that I will comply with all rules and regulations.

Nancy L. Jones  
Signature

2/11/16  
Date:

Office use only

Permit fee \_\_\_\_\_  
Electric fee \_\_\_\_\_  
Total amount \_\_\_\_\_  
Approval Date \_\_\_\_\_  
Assigned location \_\_\_\_\_  
Issue date \_\_\_\_\_  
Expiration date \_\_\_\_\_

insurance provided ✓

Recommended  Not Recommended \_\_\_\_\_ by Waterfront Committee

Authorized by S Robson

2/23/16

Approved by municipal officers on \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/1/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>J Edward Knight &amp; Company</b> 157 Townsend Avenue PO Box 447 Boothbay Harbor ME 04538		<b>CONTACT NAME:</b> Jennifer Mercier <b>PHONE (A/C, No, Ext):</b> (207) 633-4423 <b>FAX (A/C, No):</b> (207) 633-7151 <b>E-MAIL ADDRESS:</b> Jennifer@jedwardknight.com	
<b>INSURED</b> <b>Nancy T. Jones, DBA: Ridgeback Pottery</b> 125 Western Rd Warren ME 04864		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Ohio Security Insurance Co	<b>NAIC #</b> 24082
<b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>			

**COVERAGES**                      **CERTIFICATE NUMBER:** CL162105753                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		BZS56487459	1/10/2016	1/10/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED      RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Certificate holder is additional insured

<b>CERTIFICATE HOLDER</b>  Town of Wiscasset 51 Bath Road Wiscasset, ME 04578	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Karen Greenleaf/KAREN
---	---

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Renewal  
recd. 2/22/16

12 b

TOWN OF WISCASSET  
Main Street Pier  
Vendor Permit Application

APPLICANT NAME: Two Bridges Regional Jail

BUSINESS NAME: Two Bridges Industries

MAILING ADDRESS: 522 Bath Rd. Wiscasset, ME

PHONE NUMBER: (207) 882-2610

EMAIL ADDRESS: nhonang@tbrj.org

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: Sale of Inmate made goods; wooden  
furniture, cutting boards, novelty items.

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.

I represent that all of the above information is true and correct. I have read the attached Main Street Pier Policies and agree that I will comply with all rules and regulations.

Naomi B. Borang  
Signature

02/18/2016  
Date:

	Office use only
Permit fee	_____
Electric fee	_____
Total amount	_____
Approval Date	_____
Assigned location	_____
Issue date	_____
Expiration date	_____

Rec'd  
2/22/16

Recommended  Not Recommended \_\_\_\_\_ by Waterfront Committee

Authorized by SRADSM

2/23/16

Approved by municipal officers on \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MAINE COUNTY COMMISSIONERS ASSOCIATION  
SELF-FUNDED RISK MANAGEMENT POOL

Board of Directors:

Gary T. McGrane, Chair  
Franklin County  
Norman L. Fournier, Vice Chair  
Aroostook County  
Steven E. Joy, Treasurer  
Hancock County  
Beth C. Bell  
Androscoggin County  
Thomas S. Coward  
Cumberland County  
George M. Jabar, II  
Kennebec County  
Roger A. Moody  
Knox County  
William B. Blodgett  
Lincoln County  
Steven M. Merrill  
Oxford County  
Peter K. Baldacci  
Penobscot County  
James D. Annis  
Piscataquis County  
Charles E. Crosby, III  
Sagadahoc County  
Newell B. Graf, Jr.  
Somerset County  
Amy R. Fowler  
Waldo County  
Christopher M. Gardner  
Washington County  
Michael J. Cote  
York County  
Mark A. Westrum  
Two Bridges Regional Jail

4 Gabriel Drive, Suite 2  
Augusta, Maine 04330  
207-894-7166 Telephone  
207-221-1750 Facsimile

Malcolm L. Ulmer  
Risk Manager

March 3, 2016

SENT VIA ELECTRONIC MAIL ONLY

Lt. Naomi Bonang, Industries Supervisor  
Two Bridges Regional Jail  
522 Bath Road  
Wiscasset, Maine 04578

**RE: Two Bridges Regional Jail - Use of Vendor Booth on Town of Wiscasset  
Main Street Pier During Calendar Year 2016  
Member Coverage Certificate No.: 16-MCCARP-17**

Dear Lt. Bonang:

As you know, Two Bridges Regional Jail ("TBRJ") in Wiscasset, Maine is a member of the Maine County Commissioners Association Self-Funded Risk Management Pool (the "Risk Pool"). The Risk Pool provides insurance-type coverage and services to its members.

It is our understanding that TBRJ is seeking to obtain a 2016 Vendor Permit to utilize a vendor booth on the Main Street Pier in Wiscasset, Maine and that the Vendor Permit Application requires that TBRJ name the Town of Wiscasset (the "Town") as an Additional Insured under TBRJ's liability coverage.

This letter is being issued in lieu of a certificate of insurance and will serve to verify that the Town is recognized as an Additional Insured under the general liability coverage provided to TBRJ by the Risk Pool with respect to claims and legal actions asserted against the Town and arising solely from TBRJ's negligent use or operation of its assigned vendor booth on the Main Street Pier during calendar year 2016.

A copy of TBRJ's 2016 Member Coverage Certificate is included for your records.

Please do not hesitate to contact our office with any questions concerning this matter.

Very truly yours,

  
Malcolm L. Ulmer

Enclosure

c: Col. Mark Westrum, Correctional Administrator, Two Bridges Regional Jail, w/encl.

MAINE COUNTY COMMISSIONERS ASSOCIATION  
SELF-FUNDED RISK MANAGEMENT POOL

Board of Directors:

Gary T. McGrane, Chair  
Franklin County  
Norman L. Fournier, Vice Chair  
Aroostook County  
Steven E. Joy, Treasurer  
Hancock County  
Beth C. Bell  
Androscoggin County  
Thomas S. Coward  
Cumberland County  
George M. Jabar, II  
Kennebec County  
Roger A. Moody  
Knox County  
William B. Blodgett  
Lincoln County  
Steven M. Merrill  
Oxford County  
Peter K. Baldacci  
Penobscot County  
James D. Annis  
Piscataquis County  
Charles E. Crosby, III  
Sagadahoc County  
Newell B. Graf, Jr.  
Somerset County  
Amy R. Fowler  
Waldo County  
Christopher M. Gardner  
Washington County  
Michael J. Cote  
York County  
Mark A. Westrum  
Two Bridges Regional Jail

4 Gabriel Drive, Suite 2  
Augusta, Maine 04330  
207-894-7166 Telephone  
207-221-1750 Facsimile

Malcolm L. Ulmer  
Risk Manager

MEMBER COVERAGE CERTIFICATE

**NAMED MEMBER:** Two Bridges Regional Jail  
**MAILING ADDRESS:** 522 Bath Road, Wiscasset, Maine 04578  
**CERTIFICATE NUMBER:** 16-MCCARP-17  
**COVERAGE PERIOD:** January 1, 2016 to January 1, 2017 (12:01 a.m.)  
**MEMBER SINCE:** November 1, 2006

\*\*\*\*\*

This Member Coverage Certificate is comprised of the General Declarations and Limits and Section I - General Declarations and Limits, Section II - Property Coverage, Section III - Liability Coverage, Section IV - Crime Coverage, and Section V - Public Officials Liability Coverage, and further includes any Forms and Endorsements made a part hereof.

I. GENERAL DECLARATIONS AND LIMITS

IN RETURN FOR THE PAYMENT OF THE ANNUAL CONTRIBUTION, AND SUBJECT TO ALL THE TERMS, CONDITIONS AND EXCLUSIONS CONTAINED HEREIN, AS WELL AS TO THE MEMBERSHIP AGREEMENT, WE AGREE WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS CERTIFICATE. THE COVERAGE AFFORDED IS ONLY WITH RESPECT TO SUCH OF THE FOLLOWING COVERAGES AS ARE INDICATED BY SPECIFIC CONTRIBUTIONS, OR INDICATED AS COVERED WITHOUT ADDITIONAL CONTRIBUTION. THE LIMIT OF THE POOL'S LIABILITY AGAINST EACH SUCH COVERAGE SHALL BE SUBJECT TO ALL THE TERMS AND CONDITIONS AS STATED HEREIN. THIS CERTIFICATE SHALL SERVE AS THE STATEMENT OF COVERAGE PROVIDED BY THE MAINE COUNTY COMMISSIONERS ASSOCIATION SELF-FUNDED RISK MANAGEMENT POOL REQUIRED BY 30-A M.R.S. §2255(1)(A).

Named Member: Two Bridges Regional Jail  
Certificate Number: 16-MCCARP-17

\*\*\*\*\*

**II. PROPERTY COVERAGE**

**LIMITS**

- |    |   |                                  |
|----|---|----------------------------------|
| A. | Building & Contents   | Per Schedule / Coverage Document |
| B. | Builders' Risk (completed value)  | Per Schedule / Coverage Document |
| C. | Miscellaneous Property Coverage, including<br>valuable papers and documents<br>electronic data processing (edp)<br>hardware<br>media (software)<br>extra expense<br>other miscellaneous property coverage | Per Schedule / Coverage Document |
| D. | Automobile Physical Damage  | Per Schedule / Coverage Document |
- Deductible: \$1,000 per occurrence

**III. LIABILITY COVERAGE**

- A. General Liability
- B. Law Enforcement Liability
- C. Host and/or Liquor Liability
- D. Automobile Liability
- E. Uninsured/Underinsured Motorists
- F. Incidental Malpractice
- G. Employee Benefit Liability \*
- H. Watercraft Liability (for craft not exceeding 51 feet in length)

\* Coverage on claims-made basis

**LIABILITY LIMITS:**

\$400,000 per occurrence combined single limit of liability, plus \$50,000 for legal defense costs and all other allocated claims expenses, for causes of action seeking tort damages pursuant to the provisions of the Maine Tort Claims Act (14 M.R.S. §8101, et seq.). Coverage is limited to those areas for which governmental immunity has been expressly waived by 14 M.R.S. §8104-A, as limited by 14 M.R.S. §8104-B and 14 M.R.S. §8111. Coverage amounts for causes of action seeking tort damages pursuant to the

Named Member: Two Bridges Regional Jail  
Certificate Number: 16-MCCARP-17

\*\*\*\*\*

provisions of the Maine Tort Claims Act are limited to those specified in 14 M.R.S. §8105 and §8104-D. Liability coverage shall not be deemed a waiver of any immunities or limitation of damages available under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, or common law. This coverage limitation for causes of action seeking tort damages pursuant to the provisions of the Maine Tort Claims Act shall serve as the written statement required pursuant to 14 M.R.S. §8116.

\$2,000,000 per occurrence combined single limit of liability, inclusive of legal defense costs and all other allocated claims expenses, for all causes of action seeking tort damages pursuant to federal law or state law for which immunity or limitation of damages is not provided by the provisions of the Maine Tort Claim Act (14 M.R.S. §8101, et seq.).

Uninsured/Underinsured Motorists coverage is provided only in the minimum amounts required by 24-A M.R.S. §2902(2), as amended by P.L. 1999, Chapter 271, and 29-A M.R.S. §1605(1)(C)(2) and (3), said amounts being \$50,000 for injury to or death of any one person, and \$100,000 for one accident resulting in injury to or death of more than one person.

The total limit of liability for any one occurrence is \$2,000,000, inclusive of legal defense costs and all other allocated claims expenses, regardless of the number or types of claims made or number of persons or organizations making such claims, subject to the restrictions of the preceding three paragraphs. The applicability of more than one line of coverage per occurrence shall NOT increase the total limit of liability.

The total limit of liability for all occurrences during the period of coverage resulting in claims made against the Member shall NOT exceed \$2,000,000 in the aggregate, inclusive of legal defense costs and all other allocated claims expenses, under this coverage section and Coverage Section V, collectively (see "Explanation" following Section V - PUBLIC OFFICIALS LIABILITY COVERAGE).

Deductible: None

#### IV. CRIME COVERAGE

#### LIMITS

- |    |   |                                      |
|----|---|--------------------------------------|
| A. | Money & Securities  | \$100,000 Per Occurrence / Aggregate |
| B. | Faithful Performance<br>Employee Fidelity/<br>Counterfeit Papers/<br>Depositors Forgery | \$100,000 Per Occurrence / Aggregate |

Deductible: \$1,000 per occurrence

#### V. PUBLIC OFFICIALS LIABILITY COVERAGE

- A. Wrongful Acts \*

\* Coverage on claims-made basis

#### LIABILITY LIMITS:

\$400,000 per occurrence combined single limit of liability, plus \$50,000 for legal defense costs and all

Named Member: Two Bridges Regional Jail  
Certificate Number: 16-MCCARP-17

\*\*\*\*\*

other allocated claims expenses, for causes of action seeking tort damages pursuant to the provisions of the Maine Tort Claims Act (14 M.R.S. §8101, et seq.). Coverage is limited to those areas for which governmental immunity has been expressly waived by 14 M.R.S. §8104-A, as limited by 14 M.R.S. §8104-B and 14 M.R.S. §8111. Coverage amounts for causes of action seeking tort damages pursuant to the provisions of the Maine Tort Claims Act are limited to those specified in 14 M.R.S. §8105 and §8104-D. Liability coverage shall not be deemed a waiver of any immunities or limitation of damages available under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, or common law. This coverage limitation for causes of action seeking tort damages pursuant to the provisions of the Maine Tort Claims Act shall serve as the written statement required pursuant to 14 M.R.S. §8116.

\$1,000,000 per occurrence combined single limit of liability, inclusive of legal defense costs and all other allocated claims expenses, for all causes of action seeking tort damages pursuant to federal law or state law for which immunity or limitation of damages is not provided by the provisions of the Maine Tort Claims Act (14 M.R.S. §8101, et seq.).

The total limit of liability for any one occurrence is \$1,000,000, inclusive of legal defense costs and all other allocated claims expenses, regardless of the number or types of claims made or number of persons or organizations making such claims, subject to the restrictions of the preceding two paragraphs. The applicability of more than one line of coverage per occurrence shall NOT increase the total limit of liability. The total limit of liability for all occurrences resulting in claims first made against the Member during the period of coverage shall NOT exceed \$1,000,000 in the aggregate, inclusive of legal defense costs and all other allocated claims expenses.

The total limit of liability for all occurrences resulting in claims first made against the Member during the period of coverage shall NOT exceed \$2,000,000 in the aggregate, inclusive of legal defense costs and all other allocated claims expenses, under this coverage section and Coverage Section III, collectively (see "Explanation" following this coverage section).

**EXPLANATION:** This explanation pertains to Coverage Sections III and V. The \$2,000,000 aggregate limit for all occurrences resulting in claims made against the member applies collectively to both coverage sections, such that the total aggregate coverage provided under both coverage sections shall not exceed \$2,000,000 for the period of coverage, inclusive of legal defense costs and all other allocated claims expenses, regardless of the number of claims. Example: In 2016, County ABC has claims presented against it under Coverage Section V, which result in \$1,000,000 being paid on its behalf. In 2017, a claim is presented against County ABC under Coverage Section III for an occurrence which took place in 2016. There would be a maximum of \$1,000,000 of coverage, inclusive of legal defense costs and all other allocated claims expenses, available to County ABC for that claim and all other claims falling under Coverage Section III.

Deductible: None

  
Risk Manager

Coverage contained in the Coverage Document and referenced in this Member Coverage Certificate is not in force unless signed by the Pool's Risk Manager.

**Warrant article presentation  
March 15, 2016 Agenda item #12C.**

**June 8, 2010**

Article 25. Shall the Town vote to raise and appropriate for the **Airport** the sum of **\$60,365?**

Board of Selectmen recommends ( 5-0 )

Budget Committee recommends ( 6-0 )

**FAILED: YES-532 NO-566**

Article 28. Shall the Town vote to raise and appropriate for the **Transfer Station** the sum of **\$501,426?**

Board of Selectmen recommends ( 5-0 )

Budget Committee recommends ( 6-0 )

**PASSED: YES-725 NO-250**

**June 14, 2011**

Article 38. Shall the Town vote to raise and appropriate for the **Airport** the sum of **\$40,328?**

*The Airport generates \$24,310 in revenue that offsets the above appropriation.*

**YES-245**

**NO-117**

Board of Selectmen recommendation: 5 Favor; 0 Oppose

Budget Committee recommendation: 6 Favor; 0 Oppose

Article 40. Shall the Town vote to raise and appropriate for the **Transfer Station** the sum of **\$510,371?**

*The Transfer Station generates \$232,965 in revenue that offsets the above appropriation.*

**YES-291**

**NO-78**

Board of Selectmen recommendation: 5 Favor; 0 Oppose

Budget Committee recommendation: 6 Favor; 0 Oppose

**June, 9 2015**

Article 42. Shall the Town vote to raise and appropriate \$283,175 for the **Airport?**

*The Airport generates \$260,000 in revenue that offsets the above appropriation.*

Board of Selectmen recommendation: 3-favor; 1-oppose

Budget Committee recommendation: 5-favor; 2-oppose

**YES-345**

**NO-179**

Article 43 Shall the Town vote to raise and appropriate \$522,730 for the **Transfer Station?**

*The Transfer Station generates \$257,000 in revenue that offsets the above appropriation.*

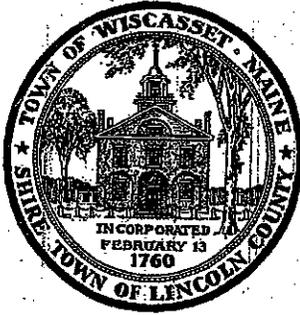
Board of Selectmen recommendation: 3-favor; 1-oppose

Budget Committee recommendation: 7-favor; 0-oppose

**YES-444**

**NO-92**

13a copy



# Town of Wiscasset

## Fire Training Site Use Agreement

This Fire Training Site Use Agreement ("Agreement") is made this 9<sup>th</sup> day of November, 2010. This Agreement is made between the Town of Wiscasset and the Lincoln County Fire Chief's Association ("L.C.F.C.A."). This Agreement shall commence when fully executed and shall run through June 30, 2011.

Thereafter this Agreement shall automatically renew for the upcoming period of July 1 of the then current year through June 30 of the following year until such time, if ever, that one party notifies the other that this Agreement is terminated effective as of the upcoming July 1<sup>st</sup>. 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 July 1 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 July 1 termination date.

Each Fire Department within Lincoln County whose chief 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.

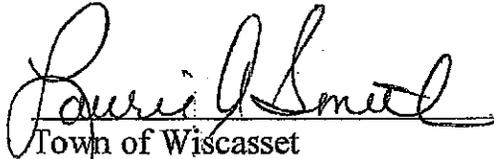
User maintenance and operating costs will be reviewed annually by the L.C.F.C.A. Training Site Committee ("Committee") to determine the amount that the L.C.F.C.A. shall pay for shared capital needs and costs and the time the payment shall be due.

Authorized November 2<sup>nd</sup>, 2010

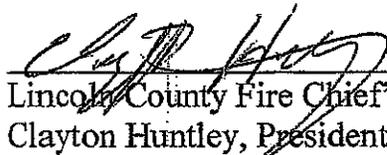
The Town of Wiscasset and the Wiscasset Fire Department reserve the right to enforce the rules and regulations and impose disciplinary action that may be needed if a violation of said rules and regulation should occur.

Scheduling use of the Facility will be made through the Wiscasset Fire Department Fire Chief or his/her designee.

A Fire Department using the Facility will hold the Town of Wiscasset harmless in the event of an accident caused by a member of that Fire Department, and the L.C.F.C.A. will maintain its own insurance covering itself and its members and naming the Town of Wiscasset as an additional insured, in the amount of \$1,000,000.00. The L.C.F.C.A shall annually provide to Wiscasset a certificate of liability insurance; this must be submitted prior to use of the Facility and can be mailed to the Town of Wiscasset, 51 Bath Road, Wiscasset, ME 04578, Attn. Rob Bickford or faxed to 207-882-8228.



Town of Wiscasset  
Laurie A. Smith, Town Manager



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Lincoln County Fire Chief's Association  
Clayton Huntley, President



## Wiscasset Parks & Recreation Department

242 Gardiner Road Wiscasset, ME 04578

207-882-8230 [info@wiscassetrec.com](mailto:info@wiscassetrec.com)

[www.wiscassetrec.com](http://www.wiscassetrec.com)

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TO: Marian Anderson, Town Manager  
FROM: Todd Souza, Director *TJS*  
RE: Workshop request with Board of Selectmen  
DATE: March 1, 2016

Based on the brief discussions at the February 15, 2016 Board of Selectmen's meeting. I would like to request a board workshop to discuss my proposal to create a "special revenue" account for the Wiscasset Parks and Recreation Department. This operational and financial change would provide budget relief, aid in capital project funding as well as provide the ability to create new revenue opportunities for our department.

Thank you for your support and consideration in advance.

Item 14

Dept	Account	2015- 2016 Approved Budget	2015-2016 YTD 2/29/16	Balance
25-01	ADMINISTRATION	\$ 168,295	\$ 116,119	\$ 52,176
72-01	AIRPORT	\$ 283,175	\$ 151,221	\$ 131,954
27-09	ANIMAL CONTROL	\$ 10,390	\$ 3,497	\$ 6,893
25-05	ASSESSING	\$ 6,490	\$ 729	\$ 5,761
25-32	BOARDS & COMMITTEES	\$ 1,611	\$ 256	\$ 1,355
53-14	CAPITAL IMPROVEMENT	\$ 461,251	\$ 297,419	\$ 163,832
25-31	CELEBRATIONS	\$ 14,500	\$ 9,247	\$ 5,253
31-11	CEMETERIES	\$ 83,322	\$ 35,885	\$ 47,437
25-33	CODE ENFORCEMENT	\$ 48,032	\$ 29,543	\$ 18,489
45-15	COMMUNITY ORG/WP LIBRARY	\$ 68,950	\$ 68,950	\$ -
25-11	CONTINGENCY	\$ 62,071	\$ 42,095	\$ 19,976
25-30	CONTRACTUAL SERVICES	\$ 106,660	\$ 92,971	\$ 13,689
14-99	COUNTY TAX	\$ 529,762	\$ 547,354	\$ (17,592)
25-08	ELECTIONS	\$ 15,900	\$ 3,562	\$ 12,338
78-01	EMS	\$ 286,288	\$ 248,805	\$ 37,483
25-06	FINANCE	\$ 200,475	\$ 123,106	\$ 77,369
27-02	FIRE	\$ 109,636	\$ 97,076	\$ 12,560
25-34	GENERAL ASSISTANCE	\$ 20,510	\$ 7,657	\$ 12,853
25-12	MUNICIPAL BUILDING	\$ 60,155	\$ 32,824	\$ 27,331
25-35	MUNICIPAL INSURANCE	\$ 100,938	\$ 37,704	\$ 63,234
25-02	OFFICE OF SELECTBOARD	\$ 27,380	\$ 16,369	\$ 11,011
79-01	PARKS & RECREATION	\$ 742,673	\$ 495,840	\$ 246,833
25-17	PLANNING	\$ 68,261	\$ 31,252	\$ 37,009
27-01	POLICE	\$ 394,160	\$ 282,654	\$ 111,506
25-37	PUBLIC UTILITIES	\$ 204,600	\$ 122,677	\$ 81,923
31-03	PUBLIC WORKS	\$ 679,997	\$ 442,736	\$ 237,261
240-35	RETIREE HEALTH INSURANCE	\$ 26,085	\$ 18,504	\$ 7,581
77-01	SENIOR CENTER	\$ 25,777	\$ 11,526	\$ 14,251
45-04	SHELLFISH	\$ 10,630	\$ 4,753	\$ 5,877
25-36	TAN INTEREST	\$ 17,000	\$ 1,800	\$ 15,200
25-07	TOWN CLERK	\$ 64,169	\$ 52,296	\$ 11,873
76-01	TRANSFER STATION	\$ 528,890	\$ 328,504	\$ 200,386
74-01	WASTEWATER	\$ 478,084	\$ 271,932	\$ 206,152
73-01	WATERFRONT	\$ 43,054	\$ 23,732	\$ 19,322
2/29/2016	<b>Totals</b>	<b>\$ 5,949,171</b>	<b>\$ 4,050,593</b>	<b>\$ 1,898,577</b>