

MINUTES

The Wiscasset Selectboard, Tax Assessors & Overseers of the Poor met Monday, **September 12** at 5 p.m.

Present: Judy Colby, Judy Flanagan, Jeff Slack, Ben Rines, David Cherry and Town Manager, Marian L Anderson

1. Call to Order:

Chairman Judy Colby called the meeting to order at 5 p.m. At the suggestion of Vice-Chairman Judy Flanagan the Board observed a moment of silence in remembrance of 9-11.

2. FY 2016-2017 Tax Commitment:

Selectmen David Cherry made a motion to postpone setting the 2016-2017 tax commitment until the Sept. 20th regular meeting. Motion was seconded by Ben Rines.

Discussion:

Selectmen Cherry expressed the Board needed to revisit the fund balance and understand the hard dollar amount of undesignated, unrestricted and unassigned funds.

Selectmen Flanagan said the right questions were not asked of the assessor and auditor at the last meeting and more information is needed to make a decision. She also raised the issue of the Town's General Fund Policy's suggestion of keeping two months of operating cost in the Fund Balance. Judy questioned whether keeping less than the policy's recommendation would affect the Town's credit for borrowing.

Chairman Colby said the \$2.3 million fund balance includes restricted money for school and assigned money for capital improvement, which brings the actual Fund Balance down to \$1.1 million.

The Board agreed they didn't have enough information to sign the tax commitment and would like the auditor and assessor to provide more information prior to their Sept. 20th meeting.

Motion passed, 4-1-0 (Jeff Slack opposed).

3. Department Budget Planning Visit at EMS, Police & Fire:

Present: Judy Colby, Judy Flanagan, Jeff Slack, Ben Rines, David Cherry and Town Manager, Marian L Anderson, Steve Mehrl, EMS Director Toby Martin, Police Chief Jeffrey Lange, Fire Chief T.J. Merry, Abby Adams (Lincoln County News)

EMS Director Toby Martin reported his department revenues are already at 38% of the current year's estimated revenue. To increase revenue he reports Wiscasset Ambulance Service is now doing transfers and have already made 2 trips to Boston and 1 trip to Eastern Maine Medical. The department has received 70 EMS subscriptions which has netted an additional \$3,340. He reported the two power cots are now in service.

Toby indicated that the capital needs in the near future were a new ambulance and Primo vents. The Department applied for the Stephen King grant to purchase the Primo vents, but was denied. Other grant considerations are possible, but if the grant option falls through a plan to purchase the Primo vents should be considered.

He said the average life span on an ambulance is 7 to 8 years. A new truck is estimated to cost between \$180,000 and \$200,000.

Police Chief Jeffrey Lange gave a tour of the Police Department. He indicated his capital plan included a drug collection box in the lobby, a "hot phone," outdoor cameras and new carpeting in the offices.

Under his 10-year strategic plan Jeff said his department will need 4 computers, a server and one offline computer for digital evidence only.

Fire Chief T.J. Merry also gave a tour of the Fire Department facility. It was noted that there was no exhaust in the shower rooms, which should be considered in the future.

His capital list includes a ladder truck, a truck that can carry water with a six-man cab, Primo vents. T.J. also indicated that #93, #94, and #96 were within four years of replacement. He indicated the department had no back stock in fire gear, which costs \$3,000 a set. The Department has order three sets.

July Flanagan suggested looking into joining with other departments to purchase a regional ladder truck. Steve Merhl also said shared assets were available.

4. Adjournment:

At 6:50 p.m. David Cherry made a motion to adjourn, which was seconded by Judy Colby. Motion carried, 5-0.

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WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR
SEPTEMBER 20, 2016

Preliminary Minutes

Tape recorded meeting

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

Chair Judy Colby called the meeting to order at 5 p.m.

1. Pledge of Allegiance

2. Discussion on Mason Station property foreclosure – Attorney Ben Smith, Skelton, Tainter & Abbott

Judy Colby reported that the Town had received a payment of \$46,000 from Mason Station for past due taxes and noted that payment was made only when foreclosure was imminent. Smith said in order to foreclose on the properties, the Town would need to review all paperwork to make sure the lien process was followed. Staff is currently reviewing the records for this purpose. After giving the owners 30 to 45 days to pay, the property could be taken. In response to Colby's question on asbestos clean-up, Smith said that the party that caused the problem is ultimately responsible; however, the Town would be in a difficult position to market the property with this liability. He recommended that the Town get an estimate of the liability if the board wants to acquire the properties. Marian Anderson commented that Brownfield grants are available if the Town owned the properties, and that the Town had the support of state and federal representatives. The properties that the Town has already acquired have been cleaned up and are awaiting DEP approval. **Jeff Slack moved to start the foreclosure process.** Anderson said research to verify that the process has been carried out correctly would be finished and the report would be ready for the first meeting in November. **Vote 4-1-0** (Flanagan opposed). In response to questions, Smith said the town could foreclose and still pursue the judgement of \$846,000 awarded by the court in the future.

3. Approval of Treasurer's Warrants

- a. **Judy Flanagan moved to approve the payroll warrants of September 9, 2016 and September 16, 2016. Vote 5-0-0.**
- b. **David Cherry moved to approve the accounts payable warrants of September 13, 2016 and September 20, 2016. Vote 5-0-0.**

4. Approval of Minutes

- a. **David Cherry moved to approve the minutes as amended by Judy Flanagan. Vote 5-0-0.**

5. Special Presentations or Awards

Judy Flanagan moved that the board prepare and present a certificate of appreciation to Charlotte Dorr upon her retirement after 32 years as Village Barber. A reception for her will be held on Sunday, September 25, at the Senior Center from 2 to 4 and all are invited to attend. **Vote 5-0-0.**

Judy Flanagan reminded the board and the public that Article 11 of the board's procedures, Decorum and Order, call for following the rule of propriety, decorum and respect. She expressed the hope that parties could disagree without being disagreeable.

6. Committee Appointments

a. **Jeff Slack moved to approve David Sutter to the Board of Appeals.** In response to Ben Rines, Jr.'s question, there are currently two vacancies, one expiring now and the other in 2018. **Vote 5-0-0.**

7. Public Hearings – none

8. Public Comment

Steve Mehrl encouraged the public to sign up to receive the select board's agenda and accompanying documents by email, which are very helpful in improving communication.

9. Department head or committee chair

a. Request to transfer Harbormaster position to the control of the Police Department – Police Chief Jeffrey Lange: Lange requested that the harbormaster position be placed under the operational, administrative and budget control of the Wiscasset Police Department. A reserve officer (after training from the police academy) would be available more hours than the present harbormaster (who has a full time job) and could be paid from the current stipend allotted to the Harbormaster. The reserve officer would have law enforcement ability, which the harbormaster does not have. In addition, Lange said that the law enforcement program has a surplus program which could assist in acquiring a boat free of charge except for transportation. In a ten-year plan that the chief has submitted, a Community Officer position would be created and would have in addition to harbormaster duties, the responsibility for White's Island and the proposed pier, parking enforcement, and business liaison. Marian Anderson said the transfer would better serve the community by having someone available more often and for more hours. Ben Rines, Jr., said he might consider the part-time position, but was not interested in expanding the workforce and increasing the budget. In response to Judy Colby's question, Lange has the funds in his budget for the harbormaster training. No decision was made on the request; however, Lange was asked to advise the board when the next harbormaster class was scheduled so it could make a decision before that time. Lange reported that the bike rodeo was cancelled because of rain.

b. Intern at Police Department: Lange said Meghan Watts, a criminal justice student, had started working at the police department as an intern helping with analytics and community events.

c. Consideration of car rental concession agreement, Airport Manager Frank Costa: Costa said the airport was losing customers to other airports, even though their fees and fuel costs were higher than Wiscasset's, because rental cars are not always available in Wiscasset. Newcastle Chrysler maintains two vehicles at the airport and pays the airport 10% commission per rented car; the airport maintains and rents the vehicles. The rental vehicles, however, are not always available if the dealership needs them to fulfill rental needs to its customers. Costa requested the board's approval of a concessionaire agreement with Enterprise Rent-A-Car Agency which would supply vehicles and is offering a 10% commission to the airport. Costa estimated that the availability of rental vehicles would improve income at the airport from fuel sales and tie-down fees from customers that would otherwise have gone to Brunswick. **Jeff Slack moved to go ahead with Frank's proposal. Vote 5-0-0.** The agreement will be

reviewed by the town attorney and Costa will provide an estimate of likely income from sale of additional fuel and tie-downs if vehicles were available. The acquisition of a vehicle for the airport will be on a future agenda. Costa was complimented on the recent Tuskegee Airmen show

d. Department Head Monthly Reports – attached. A ten-minute recess was taken.

e. Discussion of MAINE PERS life insurance for part-time employees, Shari Fredette, Town Treasurer/Human Resources: Postponed until the next meeting.

10 Unfinished Business

a. Update on Downtown Improvement Project – Ernie Martin, Senior Project Manager: Martin introduced Bill Pullver, engineer for MDOT Project Development, who explained that a decision to proceed on the Main Street improvements without federal funds was made in order to shorten the project completion time and because federal funds may not be available for some of the side street and parking elements of the project. He said there was the possibility of the use of eminent domain for the Haggett's Garage as a last resort. He recommended that the town's committee be formed soon. He added that there would be no design changes from the conceptual drawings that had been approved; however, there may have to be adjustments for ADA or delivery requirements. Ernie Martin said he would be meeting with the business groups, Chamber of Commerce and the Historic Preservation Commission. There were comments and questions from the board and the public regarding the timing, possible changes, maintenance, meetings with the committee and public hearings. Several changes to the draft Cooperative Agreement were requested by the board. Donna Fitter volunteered to represent the business owners on Water Street and Cordelia Oehmig will represent the businesses on Main Street who are not members of the Chamber of Commerce. A ten minute recess followed.

b. Signing of the Collective Bargaining Agreement: Local S/89 District Lodge #4 of the IAMAW: **David Cherry moved to adopt the contract between the Town of Wiscasset and the District Lodge #4 of the International Association of Machinists and Aerospace Workers and its Local Lodge S/89 (Public Works Unit) expiring June 30, 2017.** A 2% increase in wages is included in the contract which begins July 1, 2016. **Vote 4-0-1** (Rines abstained).

b. 2016-2017 Tax Commitment: Shari Fredette, Treasurer, referred to erroneous comments made by board members that were reported in the Lincoln County News; and pointed out that she had provided the figures and breakdowns promptly when requested. **Judy Flanagan moved to reconsider the vote of two weeks ago to take \$1 million from the fund balance. Vote 5-0-0.** Judy Colby said the previous motion was based on a fund balance of \$1,009,977.18 which included restricted funds. Fredette said \$800,000 for schools and \$300,000 for carry-forward would have to be deducted from the fund balance. She added that the audit was not complete; however, the auditor recommended taking not more than \$600,000 from the fund balance. **Ben Rines, Jr., moved to rescind the motion of two weeks ago when \$1 million was taken from the fund balance. Vote 5-0-0.** Judy Flanagan pointed out that the town voters were aware of the increases voted on for all budget items including the school expenses. It was suggested that in the future the warrant indicate how warrant items will affect the total budget, and the board should be aware that voters may follow the selectmen's recommendations without realizing how the budget would be affected. Flanagan said that removing \$600,000 from the fund balance would leave the town without a fund balance and also with increased taxes. It would also violate the board's policy regarding the amount to be left in the fund balance. **David Cherry moved to withdraw \$600,000**

from the fund balance. Vote 5-0-0. Judy Colby requested that an explanation be sent to taxpayers with tax bills.

c. 2016-2017 Tax Commitment - Postponed

11. New Business

a. Invitation to Chewonki's Farm to Table Harvest Dinner, September 29.

b. Request to remove and dispose of the town's siren on Fort Hill Street – Don Jones: Postponed

c. Downtown Improvements Project Cooperative Agreement (see 10a)

d. Bid Opening – Winter Sand

The following bids were received:

	<u>Loaded</u>	<u>Delivered</u>	<u>Mileage</u>
Nathan Northrup Forest Products & Earthwork	\$5/ cu ft	\$10.95/ cu ft	18.0
Hagar Enterprises	6.75/cu ft	12.70/ cu ft	22.6
Crooker	8.00/cu ft	11.50/cu ft	10.0

Judy Flanagan moved to authorize the Town Manager and Public Works Director to award the Winter Sand Bid to the lowest qualified bidder. Vote 5-0-0.

e. Monthly Financial Reports (no action required)

f. Consideration of renewing Cupboard Collective contract – postponed

g. Maine Art Gallery update – postponed

12. Town Manager's Report

a. Correspondence – Thank you notes were received from Spectrum Generation, LifeFlight, Lincoln Dental and Frank and Laura Hayward (for service from EMS)

b. Department Head fee schedules for review (no action required)

c. Town of Wiscasset General Fund Balance Policy – postponed

d. Summary of Selectmen's 2017-2018 Goals – postponed

e. Citizen's Petition to allow members of the Wiscasset Fire Department use of the Wiscasset Fire Department to clean their personal vehicles was received. **Jeff Slack moved to put the petition on the ballot for people to vote on in November.** Paper ballots would be necessary because it is too late to put it on the machine ballot, or a special town meeting could be held. Jeff Slack asked that the board revote the matter, allowing the firefighters to wash their personal vehicles at the fire station. However, as David Cherry pointed out, no matter whether the petition was approved by the select board or by the

voters, it would still be unconstitutional under the public purpose doctrine of Maine law which prohibits municipal funds or resources being used for other than public purpose meaning that the general public must receive benefit from the public resources rather than private individuals.

Ben Rines, Jr., moved to go beyond 9 p.m. Vote 5-0-0.

David Cherry objected to the wording of the petition which asked if the department that shall have the ability to “continue” washing vehicles when the practice was not now allowed. He also questioned the ability to petition a personnel matter. Marian Anderson said the board could vote to change the policy or to put the petition on the ballot. The motion to put the petition on the ballot in November was approved. **Vote 4-1-0 (Colby opposed).**

In response to a question regarding the art gallery, Colby said a representative of the art gallery had to leave the meeting early and therefore the item was removed from the agenda. Judy Colby said the gallery has a five year lease which was signed in 2014.

f. Update on abandonment of Mason Station subdivision – postponed to the end of October.

13. Other Board Business

14. Adjournment

Jeff Slack moved to adjourn the meeting at 9:23 p.m. (Vote 5-0-0)

Town of Wiscasset
Board/Committee Membership Application

Full Name: JOHN G. MERRY JR.

Street Address: 208 FOYE ROAD

Mailing Address: SAME Home Phone: 380-7136

Town of Legal Residence: WISCASSET

Work Phone: 380-7136 Cell Phone: 380-7136 E-mail: JMERRY@WISCASSET.ORG

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

Term Of Appointment June Town Meeting 2017

Full member: Reappointment: Alternate member:

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

If yes, please state which Board or Committee/term exp. BUDGET Comm. APPOINTMENTS

List civic organizations to which you belong now: WISCASSET FIRE DEPARTMENT

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: Past member, YEARS OF BUDGET PREP

Signature: [Handwritten Signature] Date: 9/22/16

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: 9/22/2016 Date Appointed: _____ Term: _____



CERTIFICATE OF APPOINTMENT
(Title 30-A, M.R.S.A. § 2602)

5b

This is a re-appointment per the July 2016 revision of the Board's Rule of Procedure:
"22. Appointments to Town Boards, Committees and Commissions: Appointments to Town Boards, Committees and Commissions shall be made in accordance with State Statutes and the following guidelines. Candidates, after completing an application, may be interviewed by the Board in public session before being considered for appointment. The Board may waive the interview process requirement for reappointments and for individuals serving on standing committees, Town boards and commissions. A standing member of a committee, wishing to be re-appointed may do so by contacting the Town Clerk and may be reappointed by the Board."

To: **John Blagdon Jr.**,

The undersigned municipal officers of the Town of Wiscasset do hereby vote to appoint and confirm you as an member of the **Appeals Board** for a term ending **December 31, 2016**.

Given under our hands this _____ day of _____, 2016.

OATH

I, **John Blagdon, Jr.**, do swear that I will support the Constitution of the United States, and of this State, so long as I shall continue a citizen thereof. (Const. Me., ART. IX, Sec. 1.)

I, **John Blagdon, Jr.**, do swear, that I will faithfully discharge to the best of my abilities, the duties incumbent on me as a member of the **Appeals Board** for a term ending **December 31, 2016**, according to the Constitution and laws of the State. So help me God.

Signature

STATE OF MAINE
COUNTY OF LINCOLN,
ss

_____, 2016.

Personally appeared the above named **John Blagdon Jr.** who has been duly appointed by the Board of Selectmen as member of the **Appeals Board** for a term ending **December 31, 2016** in said Municipality, and took oath necessary to qualify him to discharge said duties for the term specified above according to law.

Before me,

Municipal Clerk



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APPLICATION FOR SPECIAL AMUSEMENT PERMIT

DATE: 9-20-16
APPLICANT(S) NAME: Vanessa + Richard Jordan
APPLICANT(S) RESIDENCE ADDRESS: 354 Main St
Kingfield, ME 04947
BUSINESS NAME: Wiscasset Speedway LLC
BUSINESS ADDRESS: 274 West Alna Rd Wiscasset ME 04578
BUSINESS DESCRIPTION: Motorsports, Outdoor Family Events
LOCATION TO BE USED: Wiscasset Speedway
DESCRIBE ENTERTAINMENT: Motorsports = Saturday Night Stock
Car Racing, GoKarting Events, Truck Pulls, Family Focused
Concerts, Circus

HAS THE APPLICANT EVER HAD A LICENSE TO CONDUCT THE BUSINESS THEREIN DESCRIBED EITHER DENIED OR REVOKED? YES NO
IF SO, DESCRIBE THOSE CIRCUMSTANCES ON A SEPARATE DOCUMENT.

HAS THE APPLICANT, INCLUDING ALL PARTNERS, CORPORATE OFFICERS, MANAGERS OR PRINCIPAL EMPLOYEES EVER BEEN CONVICTED OF A FELONY? YES NO
IF SO, DESCRIBE SPECIFICALLY THOSE CIRCUMSTANCES ON A SEPARATE DOCUMENT.

By signing below, the applicant agrees that the information on this permit is factual and true and agrees to abide by applicable local, state and federal laws, rules and standards including, but not limited to Article X, Section 1 (Special Amusement Permits) of the Wiscasset Ordinances and Title 28-A (Liquors) of the Maine State Statutes.

Signature(s): Vanessa Jordan Date: 9-20-16

2017 Application for Special Amusement Permit

Provisions:

Wiscasset Speedway is located on 274 West Alna Road and has been home to local short track racing for 47 years. The facility sits on 35 acres of rural, gently rolling land with much of the back 10 +/- acres so densely overgrown with alders its difficult to access much less use at this time. The race track is 3/8 mile paved oval with high banked turns of twelve degree banking, making Wiscasset Speedway Maine's biggest and fastest track. Maine has six paved short track oval race tracks with five of them fully operational in 2016.

With 24 regular racing events on Saturdays from April to October, Wiscasset Speedway had a successful 2016 season we are looking forward to planning for 2017.

Traditional Saturday night racing continues to be the primary focus with a proposed 2017 race schedule from April thru October. Pit Gate shall open at 2pm, practice from 3pm – 5pm, Main Gate to open at 4pm with a racing start time of 6pm as this schedule continues to be most popular race fans. While our focus is to primarily host Saturday night racing events as 3 to 3 ½ hour shows, we have learned unforeseen circumstances – ie numerous race cautions and/or rain delays prolong the race event beyond the current permitted end time of 10:00pm and we respectfully request to extend this particular end time when ever the need arises. Additionally, we again propose to host a couple of weekend events on Memorial Weekend and Labor Day Weekend.

Various interest groups continue to inquire about the use of our facility, as we consider the Speedway a year-around outdoor venue for family-focused events (in addition and not limited to stock car racing). Activities such as go-carting, truck pulls and monster truck shows appear to be very real events with drifting, demolition derby, motor cross, circus events, concerts, swap-meets, and equestrian events continue being possibilities. Maine State Truck Pulling Association hosted two events and Go Karts ran 10 events, each with enough success to continue the effort.

As we continue exploring opportunities with various venues, we respectfully request flexibility with days/hours of operation as we navigate and negotiate bringing potential events to benefit the entire area. Please be assured, our desire to be good neighbors and respected community member shall keep us mindful of operating with reason and common sense.

Both Main Grandstand and Pit Area are monitored gate entrances. The mechanism for crowd control for the Main Grandstands is to have tickets available for sale equal to maximum seating capacity, currently at 5,000 people. Maximum seating capacity is determined upon annual review and inspection of the State Fire Marshal's Office prior to opening day. We are hopeful for continued growth in 2017.

Pit Area admission requires registration of race car and the signature of every individual in addition to fees. This combined with having 115 Pads available for race cars provides for monitoring of maximum capacity.

In keeping with our goal of making this venue affordable for the entire family – General admission is \$5.00 per person and Pit Area admission is \$20.00 per person. These prices were extremely well received and we hope shall be unchanged for 2017.

Water Supply:

Water supply source are two interconnected private wells located on the property. To the buildings that require water for drinking, cooking, washing and flushing of toilets, water is delivered under pressure exceeding normal operating pressures (20 lb per sq in minimum) to all fixtures at a rate of least 30 gallons person per day.

State Licensing from State Health Inspector requires water tests to be complete prior to opening day. Water tests were completed and found acceptable by State Health Inspector in the spring of 2016 prior to granting license of operation. Annual water testing is standard protocol per annual state licensing requirement and new enforcement policies mandated by the Governor. Next scheduled water test to be complete prior to opening in spring 2017.

Bathrooms:

Main grandstand bathrooms are a separate building of 2x4 wood frame constructions - half dedicated to men and half dedicated to women. Men's room includes 3 urinals and 3 individual stalls with toilets (1 being handicap accessible) and 3 hand sinks for washing. Women's room includes 6 individual stalls with toilets (1 being handicap accessible) and three hand sinks for washing. In October 2012, the interior of this building was cleaned and repainted with all sinks, urinals, toilets repaired/replaced to full proper working order. Bathrooms shall be cleaned and serviced on a weekly basis and shall be monitored for cleanliness and re-stocking during race day by Wiscasset Speedway. A private septic system for this building is located in the field off turn 4.

Twelve portable toilets (2 being handicap accessible) are strategically placed through out the Pit Area and shall be cleaned and serviced on a weekly basis. During race day, portable toilets shall be monitored for cleanliness and re-stocking by Wiscasset Speedway. We are able to move portable toilets to further add to the main grand stand area facilities should it ever be necessary.

Food Service:

Food concessions stands are located in the main grandstand area and in the Pit area. Both buildings were completely remodeled and updated under the recommendations, guidance of State Health Inspector's office with licensing issued upon completion and final inspection. Concessions are operated by Wiscasset Speedway.

Trash:

One 50 gallon trash container per 100 people to be provided through out the entire facility and monitored by Wiscasset Speedway. We continue to offer additional disposal services in the Pit area for race tires and race car debris as part of our desire to reduce future environmental impact. Final clean up of main grandstand, pit area and parking area as well as disposal of all trash will be complete within 24 hours.

Parking Areas/Roads/Lighting:

Parking areas and pedestrian areas shall be lit with street lamps turned on as darkness descends and turned off upon facility closing all gates at the end of race day event.

All roads are at least 12 feet allowing for one way traffic. Parking area allows for 100 cars per acre with historically neighboring properties offering overflow parking.

Medical:

Wiscasset EMS provided medical coverage at each race day event and paid as invoiced.

Wiscasset EMS has been notified of our plans to race in 2017.

Fire:

Wiscasset Fire Department provided up to a four-person crew at each race day event. Crews consisted of volunteers who enjoy racing and being a part of Wiscasset Speedway. Wiscasset Fire Department has been notified of our plans to race in 2017.

Safety:

Wiscasset Police Department provided security at each race day event and paid as invoiced.

Wiscasset Police Department has been notified of our plans to race in 2017.

Wiscasset Speedway will not be selling alcohol and prohibits alcohol from all areas.

State of Maine Fire Marshal's Office Annual Inspection – schedule to inspect 3 to 4 weeks prior to opening day.

DHHS –Health Inspector – schedule to inspect 3 to 4 weeks prior to opening day – includes water testing.

Noise:

Our policy continues to require mufflers installed on race card in effort to adhere to quieter standards.

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Town of Wiscasset

TOWN OF WISCASSET PUBLIC HEARING SPECIAL AMUSEMENT PERMIT

The Wiscasset Board of Selectmen will hold a public hearing on Tuesday, October 4, 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 Special Amusement Permit for Vanessa & Richard Jordan, Wiscasset Speedway LLC.**



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**NOTICE
TOWN OF WISCASSET
OFFICIAL PUBLIC HEARING**

The Wiscasset Board of Selectmen will hold an official public hearing on October 4, 2016, at the Wiscasset Town Office Meeting Room beginning at 6:00 p.m. The purpose of the hearing is to discuss and hear public comment on the **Special Town Meeting** warrant articles to be voted by secret ballot on November 8, 2016 at the Wiscasset Community Center from 8 a.m. to 8 p.m. This provides the public an opportunity to clarify any questions they may have regarding the ballot but no further changes can be made to the articles.

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**Warrant
Special Town Meeting**

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Town of Wiscasset

Lincoln County, ss.

State of Maine

To: Charles J. DiPerri Jr., Constable, for the Town of Wiscasset in the County of Lincoln.

GREETINGS: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Wiscasset, in said County and State, qualified by law, to vote in Town affairs, to meet at the Wiscasset Community Center at 242 Gardiner Road, the 8th day of November, 2016, from 8:00 am to 8:00 pm then and there to act upon the following articles:

- Article 1. To elect a moderator to preside at said meeting.
- Article 2. Shall the Town vote to continue to allow the members of the Wiscasset Fire Department the use of the Wiscasset Fire Department to clean their personal vehicles?

Article 2 was submitted by citizen petition

Given under our hand this day, Sep. 20th, 2016, at Wiscasset, Maine.

Judith R. Colby
Judith R. Colby, Chair

Judy S. Flanagan
Judy S. Flanagan, Vice Chair

Jefferson Slack
Jefferson Slack

Benjamin L. Rines, Jr.
Benjamin L. Rines, Jr.

William David Cherry
William David Cherry

A Majority of the Municipal Officers of the Town of Wiscasset

A true copy of the Warrant, attest: Linda E. Perry
Linda E. Perry, Town Clerk

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DATE BUDGET AJE - CARRYFORWARDS FROM FY 16 TO FY 17 RCB TYPE ACCOUNT NUMBER DEBIT CREDIT

DATE	BUDGET AJE - CARRYFORWARDS FROM FY 16 TO FY 17	RCB TYPE	ACCOUNT NUMBER	DEBIT	CREDIT
9/28/2016	USE OF DESIGNATED FUND BALANCE	F	R 57-57-02	\$327,859	
	WCC ROOF	F	GJ E 53-06-90-28		\$143,063
	MAIN STREET PIER/ELECTRIC UPGRADE	F	GL E 53-07-90-28		\$4,702
	HIGHWAY ROAD AND SIDEWALK CONSTRUCTION	F	GJ E 53-12-90-28		\$26,427
	FIRE REPEATERS	F	GJ E 53-16-90-28		\$8,019
	EMS PAGERS	F	GL E 53-80-90-28		\$2,720
	WWTP LOAN INTEREST	F	GJ E 74-01-60-17		\$85,964
	PUBLIC WORKS CEMETERIES	F	GL E31-11-10-60		\$30,736
	UNION RETRO PAY WWTP, PW, TS	F	GL E31-03-10-10		\$10,658
	PLANNING-TOWN SHARE OF SAFE HARBOR AND WWTP GRANTS	F	GL E25-17-30-08		\$4,915
	CONTINGENCY	F	GL E 25-11-90-01		\$10,655
				\$327,859	\$327,859

Policy and Procedure Manual- Wiscasset Ambulance Service

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Policy # Personnel 02-005 Payroll Deduction for Uniforms	Related Policies:
This policy is for internal use only and does not enlarge an employee's civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third party civil claims against employees. A violation of this policy, if proven, can only form the basis of a complaint by this department for non-judicial administrative action in accordance with the laws governing employee discipline.	
OSHA/NFPA:	
Maine EMS:	
Date Implemented: September 2016	Review Date:

Purpose: The purpose of this Operating Policy/Procedure is to set forth policies and procedures related to uniform payroll deduction for the Wiscasset Ambulance Service.

Employees are required to wear uniforms. This policy helps pass the cost of supplying or maintaining the uniform on to the employees.

Below are the terms and conditions you must understand and agree to:

- The weekly deductions will be based on the pay cycle.
- Payroll deductions will be active until management stops any deduction.
- Should you miss a deduction for any reason (leave of absence, termination, etc.) you are still responsible for the payment due.
- No refunds will be issued
- When an employee terminates employment, the Wiscasset Ambulance Service will determine if there is any payment still owed. In such case the remaining balance will be deducted from the employees last pay check.
- The amount to be deducted will be \$20.00 weekly until items are paid.
- Uniform deductions are consistent for all employees

for review

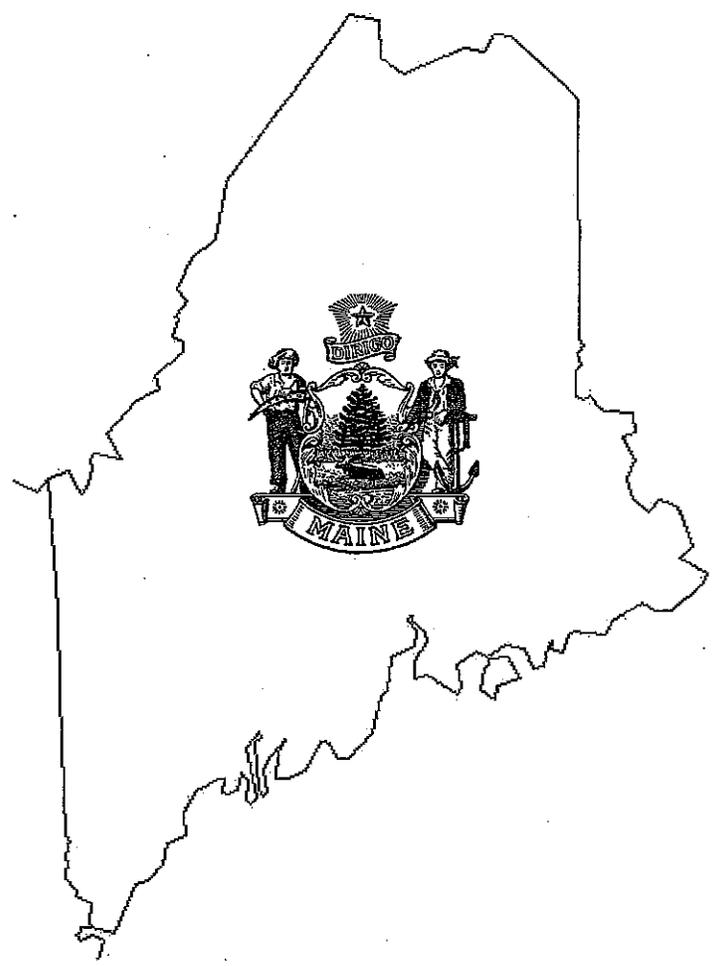


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2016

Municipal Valuation Return



DUE DATE - NOVEMBER 1, 2016 (or within 30 days of commitment, whichever is later)

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

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

WISCASSET

Municipality

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MAINE REVENUE SERVICES - 2016 MUNICIPAL VALUATION RETURN

(36 M.R.S. § 383)

DUE DATE - NOVEMBER 1, 2016 (or within 30 days of commitment, whichever is later)

1. County: LINCOLN

Commitment Date: 9/20/2016 mm/dd/yyyy

2. Municipality: WISCASSET

3. 2016 Certified Ratio (Percentage of current just value upon which assessments are based.) 3 100.00%
Homestead, veterans, blind, and BETE Exemptions, Tree Growth and Farmland values must be adjusted by this percentage

TAXABLE VALUATION OF REAL ESTATE
(Exclude exempt valuation of all categories)

4. Land (include value of transmission, distribution lines & substations, dams and power houses) 4 197,458,400
5. Buildings 5 256,887,600
6. Total taxable valuation of real estate (sum of lines 4 & 5 above) 6 454,346,000
(See Municipal Tax Rate Calculation Standard Form page 10, line 1)

TAXABLE VALUATION OF PERSONAL PROPERTY
(Exclude exempt valuation of all categories)

7. Production machinery and equipment 7 2,935,000
8. Business equipment (furniture, furnishings and fixtures) 8 2,081,300
9. All other personal property 9 221,400
10. Total taxable valuation of personal property (sum of lines 7 through 9 above) 10 5,237,700
(See Municipal Tax Rate Calculation Standard Form page 10, line 2)

OTHER TAX INFORMATION

11. Total taxable valuation of real estate and personal property (sum of lines 6 & 10 above) 11 459,583,700
(See Municipal Tax Rate Calculation Standard Form page 10, line 3)
12. 2016 Property Tax Rate (example .01520) 12 0.018710
13. 2016 Property Tax Levy (includes overlay and any fractional gains from rounding) 13 \$8,598,811.03
Note: This is the exact amount of 2016 tax actually committed to the collector
(See Municipal Tax Rate Calculation Standard Form page 10, line 19)

HOMESTEAD EXEMPTION REIMBURSEMENT CLAIM

Homestead exemptions must be adjusted by the municipality's certified ratio

14. a. Total number of \$15,000 homestead exemptions granted 14a 930
b. Total exempt value for all \$15,000 homestead exemptions granted (Line 14a x \$15,000) 14b 13,946,700
c. Total number of properties fully exempted (valued less than \$15,000) by homestead exemptions granted 14c 3
d. Total exempt value for all properties fully exempted (valued less than \$15,000) by homestead exemptions granted 14d 17,300
e. Total number of homestead exemptions granted (sum of 14a & 14c) 14e 933
f. Total exempt value for all homestead exemptions granted (sum of 14b & 14d) 14f 13,964,000
(Must be the same as Municipal Tax Rate Calculation Standard Form page 10, line 4a)
g. Total assessed value of all homestead qualified property (land & buildings) 14g 178,149,400

MAINE REVENUE SERVICES - 2016 MUNICIPAL VALUATION RETURN

Municipality: _____

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BUSINESS EQUIPMENT TAX EXEMPTION (BETE) REIMBURSEMENT CLAIM

15. a. Number of BETE applications processed for tax year 2016.	15a	<input type="text" value="19"/>
b. Number of BETE applications approved	15b	<input type="text" value="19"/>
c. Total exempt value of all BETE qualified property <i>(Must be the same as Municipal Tax Rate Calculation Standard Form page 10, line 5a)</i>	15c	<input type="text" value="3,705,200"/>
d. Total exempt value of BETE property located in a municipal retention TIF district.	15d	<input type="text" value="1,972,555"/>

TAX INCREMENT FINANCING (TIF)

16. a. Total amount of increased taxable valuation above Original Assessed Value within TIF Districts.	16a	<input type="text" value="10,400,461"/>
b. Amount of Captured Assessed Value within TIF Districts.	16b	<input type="text" value="9,886,421"/>
c. Property tax revenue that is appropriated and deposited into either a Project Cost Account or a Sinking Fund Account.	16c	<input type="text" value="221,881"/>
d. BETE reimbursement revenue that is appropriated and deposited into either a Project Cost Account or a Sinking Fund Account.	16d	<input type="text" value="\$36,906.50"/>

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

EXCISE TAX

17. a. Excise taxes collected during a recently completed twelve month period. Enter either calendar or fiscal .	17a	<input type="text" value="FISCAL"/>
b. Motor vehicle excise tax collected.	17b	<input type="text" value="\$621,793.15"/>
c. Watercraft excise tax collected.	17c	<input type="text" value="\$6,411.30"/>

ELECTRICAL GENERATION AND DISTRIBUTION PROPERTY

18. Total valuation of distribution and transmission lines owned by electric utility companies.	18	<input type="text" value="\$39,489,200"/>
19. Total valuation of all electrical generation facilities.	19	<input type="text" value="\$0"/>

FOREST LAND CLASSIFIED UNDER THE TREE GROWTH TAX LAW

(36 M.R.S. §§ 571 - 584-A)

20. Average per acre unit value used for undeveloped acreage (land not classified).	20	<input type="text" value="\$1,200"/>
21. Classified forest land. (Do Not include land classified in Farmland as woodland).		
a. Number of parcels classified as of April 1, 2016	21a	<input type="text" value="20"/>
b. Softwood acreage	21b	<input type="text" value="283.50"/>
c. Mixed wood acreage	21c	<input type="text" value="456.50"/>
d. Hardwood acreage	21d	<input type="text" value="206.25"/>
e. Total number of acres of forest land only (sum of lines 21 b, c, & d above).	21e	<input type="text" value="946.25"/>
22. Total assessed valuation of all classified forest land for tax year 2016.	22	<input type="text" value="317,405"/>
a. Per acre values used to assess Tree Growth classified forest land value:		
Softwood	22a(1)	<input type="text" value="329.00"/>
Mixed Wood	22a(2)	<input type="text" value="383.00"/>
Hardwood	22a(3)	<input type="text" value="239.00"/>

MAINE REVENUE SERVICES - 2016 MUNICIPAL VALUATION RETURN

Municipality: WISCASSET

TREE GROWTH TAX LAW CONTINUED

23. Number of forest acres first classified for tax year 2016.	23	<input type="text" value="0.00"/>
24. Land withdrawn from Tree Growth classification. (36 M.R.S. § 581)		
a. Total number of parcels withdrawn from 4/2/15 through 4/1/16.	24a	<input type="text" value="0"/>
b. Total number of acres withdrawn from 4/2/15 through 4/1/16.	24b	<input type="text" value="0.00"/>
c. Total value of penalties assessed by the municipality due to withdrawal of classified Tree Growth land from 4/2/15 through 4/1/16.	24c	<input type="text" value="\$0.00"/>
d. Total number of \$500 penalties assessed for non-compliance	24d	<input type="text" value="0"/>
24-1 Since April 1, 2015, have any Tree Growth acres been transferred to Farmland?	24-1	<input type="text" value="NO"/> Yes/No

LAND CLASSIFIED UNDER THE FARM AND OPEN SPACE TAX LAW

(36 M.R.S. §§ 1101 to 1121)

FARM LAND:

25. Number of parcels classified as Farmland as of April 1, 2016.	25	<input type="text" value="4"/>
26. Number of acres first classified as Farmland for tax year 2016.	26	<input type="text" value="0.00"/>
27. a. Total number of acres of all land now classified as Farmland (Do not include Farm woodland)	27a	<input type="text" value="112.46"/>
b. Total valuation of all land now classified as Farmland (Do not include Farm woodland)	27b	<input type="text" value="65,227"/>
28. a. Number of <u>Farm</u> woodland acres:		
28a(1) Softwood acreage	28a(1)	<input type="text" value="0.00"/>
28a(2) Mixed wood acreage	28a(2)	<input type="text" value="31.00"/>
28a(3) Hardwood acreage	28a(3)	<input type="text" value="0.00"/>
b. Total number of acres of all land now classified as <u>Farm</u> woodland.	28b	<input type="text" value="31.00"/>
c. Total valuation of all land now classified as <u>Farm</u> woodland.	28c	<input type="text" value="11,873"/>
d. Per acre rates used for <u>Farm</u> woodland:		
Soft wood	28d(1)	<input type="text" value="329.00"/>
Mixed wood	28d(2)	<input type="text" value="383.00"/>
Hard wood	28d(3)	<input type="text" value="239.00"/>
29. Land withdrawn from Farmland classification. (36 M.R.S. § 1112)		
a. Total number of parcels withdrawn from 4/2/15 through 4/1/16.	29a	<input type="text" value="0"/>
b. Total number of acres withdrawn from 4/2/15 through 4/1/16.	29b	<input type="text" value="0.00"/>
c. Total value of penalties assessed by the municipality due to the withdrawal of classified Farmland from 4/2/15 through 4/1/16.	29c	<input type="text" value="\$0.00"/>

OPEN SPACE:

30. Number of parcels classified as Open Space as of April 1, 2016.	30	<input type="text" value="3"/>
31. Number of acres first classified as Open Space for tax year 2016.	31	<input type="text" value="0.00"/>
32. Total number of acres of land now classified as Open Space.	32	<input type="text" value="174.00"/>
33. Total valuation of all land now classified as Open Space.	33	<input type="text" value="91,800"/>

Municipality: _____

WISCASSET

OPEN SPACE TAX LAW CONTINUED

34. Land withdrawn from Open Space classification. (36 M.R.S. § 1112)
- a. Total number of parcels withdrawn from 4/2/15 through 4/1/16. 34a
 - b. Total number of acres withdrawn from 4/2/15 through 4/1/16. 34b
 - c. Total value of penalties assessed by the municipality due to the withdrawal of classified Open Space land from 4/2/15 through 4/1/16. 34c

LAND CLASSIFIED UNDER THE WORKING WATERFRONT TAX LAW

(36 M.R.S., §§ 1131 - 1140-B)

- 35. Number of parcels classified as Working Waterfront as of April 1, 2016. 35
- 36. Number of acres first classified as Working Waterfront for tax year 2016. 36
- 37. Total acreage of all land now classified as Working Waterfront. 37
- 38. Total valuation of all land now classified as Working Waterfront. 38
- 39. Classified Working Waterfront withdrawn. (36 M.R.S. § 1138)
 - a. Total number of parcels withdrawn from 4/2/15 through 4/1/16. 39a
 - b. Total number of acres withdrawn from 4/2/15 through 4/1/16. 39b
 - c. Total value of penalties assessed by the municipality due to the withdrawal of classified Working Waterfront land from 4/2/15 through 4/1/16. 39c

EXEMPT PROPERTY

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

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

EXEMPT PROPERTY CONTINUED

40. h. Property of benevolent and charitable institutions. (§ 652(1)(A))	40h	<input type="text" value="5,801,300"/>
i. Property of literary and scientific institutions. (§ 652(1)(B))	40i	<input type="text" value="10,546,100"/>
j. Property of the American Legion, Veterans of Foreign Wars, American Veterans, Sons of Union Veterans of the Civil War, Disabled American Veterans and Navy Clubs of the USA. (§ 652(1)(E))		
1) Total exempt value of veterans organizations.	40 j(1)	<input type="text" value="212,400"/>
2) Exempt value attributable to purposes other than meetings, ceremonials, or instruction facilities (reimbursable exemption).	40 j(2)	<input type="text" value="0"/>
k. Property of chambers of commerce or boards of trade. (§ 652(1)(F))	40k	<input type="text" value="0"/>
l. Property of houses of religious worship and parsonages. (§ 652(1)(G))		
1) Number of parsonages within this municipality.	40 l(1)	<input type="text" value="2"/>
2) Indicate the total exempt value of those parsonages.	40 l(2)	<input type="text" value="40,000"/>
3) Indicate the total taxable value of those parsonages.	40 l(3)	<input type="text" value="331,300"/>
4) Indicate the total exempt value of all houses of religious worship.	40 l(4)	<input type="text" value="4,930,900"/>
TOTAL EXEMPT VALUE OF ALL HOUSES OF RELIGIOUS WORSHIP AND PARSONAGES	[Sum of 40 l(2) and 40 l(4)] 40l	<input type="text" value="4,970,900"/>
m. Property owned or held in trust for fraternal organizations operating under the lodge system (do not include college fraternities). (§ 652(1)(H))	40m	<input type="text" value="455,100"/>
n. Personal property leased by a benevolent and charitable organization exempt from taxation under § 501 of the Internal Revenue Code of 1954 and the primary purpose is the operation of a hospital licensed by the Dept. of Health and Human Services, health maintenance organization or blood bank. (§ 652(1)(K)) <small>(Value of property owned by a hospital should be reported on line 40h)</small>	40n	<input type="text" value="0"/>
o. Exempt value of real property of all persons determined to be legally blind. (§ 654-A) (\$4,000 adjusted by certified ratio)	40o	<input type="text" value="4,000"/>
p. Aqueducts, pipes and conduits of any corporation supplying a municipality with water. (§ 656(1)(A))	40p	<input type="text" value="650,900"/>
q. Animal waste storage facilities constructed after April 1, 1999 and certified as exempt by the Commissioner of Agriculture, Conservation and Forestry. (§ 656(1)(J)) (reimbursable exemption)	40q	<input type="text" value="0"/>
r. Pollution control facilities that are certified as such by the Commissioner of Environmental Protection. (§ 656(1)(E))	40r	<input type="text" value="0"/>
s. Snowmobile trail grooming equipment registered under 12 M.R.S. § 13113. (§ 655(1)(T)) (reimbursable exemption)	40s	<input type="text" value="0"/>

Municipality: _____

WISCASSET

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

SECTION 1: The section is <i>only</i> for those veterans who served <u>during a federally recognized war period</u>		
	NUMBER OF EXEMPTIONS	EXEMPT VALUE
Widower:		
1. Living male spouse or male parent of a deceased Veteran. \$6,000 adjusted by the certified ratio. [Section 653(1)(D)]	40t(1)A <input type="text" value="0"/>	40s(1)B <input type="text" value="0"/>
Revocable Living Trusts:		
2. Paralegic veteran (or their widow) who is the beneficiary of a revocable living trust. \$50,000 adjusted by the certified ratio. [Section 653(1)(D-1)]	40t(2)A <input type="text" value="0"/>	40s(2)B <input type="text" value="0"/>
3. All other veterans (or their widows) who are the beneficiaries of revocable living trusts. \$6,000 adjusted by the certified ratio. [Section 653(1)(C) or (D)]	40t(3)A <input type="text" value="4"/>	40s(3)B <input type="text" value="24,000"/>
WW I Veterans:		
4. WW I veteran (or their widow) enlisted as Maine resident. \$7,000 adjusted by the certified ratio. [Section 653(1)(C-1) or (D-2)]	40t(4)A <input type="text" value="0"/>	40s(4)B <input type="text" value="0"/>
5. WW I veteran (or their widow) enlisted as non-Maine resident. \$7,000 adjusted by the certified ratio. [Section 653(1)(C-1) or (D-2)]	40t(5)A <input type="text" value="0"/>	40s(5)B <input type="text" value="0"/>
Paralegic Veterans:		
6. Paralegic status veteran or their unremarried widow. \$50,000 adjusted by the certified ratio. [Section 653(1)(D-1)]	40t(6)A <input type="text" value="0"/>	40s(6)B <input type="text" value="0"/>
Cooperative Housing Corporation Veterans:		
7. Qualifying Shareholder of Cooperative Housing Corporation \$6,000 adjusted by the certified ratio. [Section 653(2)]	40t(7)A <input type="text" value="0"/>	40s(7)B <input type="text" value="0"/>
All Other Veterans:		
8. All other veterans (or their widows) enlisted as Maine residents. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1)]	40t(8)A <input type="text" value="81"/>	40s(8)B <input type="text" value="486,000"/>
9. All other veterans (or their widows) enlisted as non-Maine residents. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1)]	40t(9)A <input type="text" value="53"/>	40s(9)B <input type="text" value="318,000"/>
SECTION 2: This section is <i>only</i> for those veterans who <u>did not serve during a federally recognized war period</u>		
	NUMBER OF EXEMPTIONS	EXEMPT VALUE
10. Veteran (or their widow) disabled in the line of duty. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(2) or (D)]	40t(10)A <input type="text" value="0"/>	40s(10)B <input type="text" value="0"/>
11. Veteran (or their widow) who served during the periods from August 24, 1982 to July 31, 1984 and December 20, 1989 to January 31, 1990. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1) or (D)]	40t(11)A <input type="text" value="0"/>	40s(11)B <input type="text" value="0"/>
12. Veteran (or their widow) who served during the period from February 27, 1961 and August 5, 1964, but did not serve prior to February 1, 1955 or after August 4, 1964. \$6,000 adjusted by the certified ratio. [Section 653(1)(C)(1) or (D)]	40t(12)A <input type="text" value="4"/>	40s(12)B <input type="text" value="24,000"/>

Total number of ALL veteran exemptions granted in 2016 40t(A)

Total exempt value of ALL veteran exemptions granted in tax year 2016 40s(B)

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Municipality: WISCASSET

EXEMPT PROPERTY CONTINUED

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

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

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

NAME OF ORGANIZATION	PROVISION OF LAW	EXEMPT VALUE
N/A		\$0
N/A		0
N/A		0
N/A		0
TOTAL		40u 0
40. TOTAL VALUE OF ALL PROPERTY EXEMPTED BY LAW		40 89,726,900 (sum of all exempt value)

MUNICIPAL RECORDS

41. a. Does your municipality have tax maps? 41a YES YES/NO
 If yes, proceed to b, c and d. If no, move to line 42. Give date when tax maps were originally obtained and name of contractor. (This does not refer to the annual updating of tax maps.)
- b. Date 41b mm/dd/yyyy
- c. Name of Contractor 41c
- d. Are your tax maps PAPER, GIS or CAD? 41d
42. Please indicate the number of land parcels within your municipal assessing jurisdiction. (Not the number of tax bills) 42
43. Total taxable land acreage in your municipality. 43
44. a. Has a professional town-wide revaluation been completed in your municipality?
 If yes, please answer the questions below. 44a YES YES/NO
 If no, please proceed to line 45.
- b. Did the revaluation include any of the following? Please enter each category with YES or NO.
- 44b (1) YES LAND
- 44b (2) YES BUILDINGS
- 44b (3) YES PERSONAL PROPERTY
- c. Effective Date 44c mm/dd/yyyy
- d. Contractor Name 44d
- e. Cost 44e

Municipality: WISCASSET

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MUNICIPAL RECORDS CONTINUED

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

a) Function 45a

b) Name 45b

c) Email address 45c

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

FROM 46a mm/dd/yyyy TO 46b mm/dd/yyyy

47. Interest rate charged on overdue 2016 property taxes (36 M.R.S. § 505)

47 (not to exceed 7.00%)

48. Date(s) that 2016 property taxes are due.

48a 48b
 48c 48d
 mm/dd/yyyy mm/dd/yyyy

49. Are your assessment records computerized?

49a YES YES/NO Name of software used 49b

50. Has your municipality implemented a local tax relief program similar to the state's circuitbreaker program or property

tax fairness credit? 50a YES YES/NO How many people qualified? 50b
 How much relief was granted? 50c

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

51a YES YES/NO How many people qualified? 51b
 How much relief was granted? 51c

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

ASSESSOR(S)
SIGNATURES

DATE
 mm/dd/yyyy

NOTICE: This return must be completed and sent to the Property Tax Division by November 1, 2016 or within 30 days after the commitment date, whichever is later, in order to avoid reduction or loss of any entitlement under the Tree Growth Tax Law municipal reimbursement program for the 2016 tax year.

MAINE REVENUE SERVICES - 2016 MUNICIPAL TAX RATE CALCULATION STANDARD FORM

Municipality: WISCASSET

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

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- 1. Total taxable valuation of real estate 1
(should agree with MVR Page 1, line 6)
- 2. Total taxable valuation of personal property 2
(should agree with MVR Page 1, line 10)
- 3. Total taxable valuation of real estate and personal property (Line 1 plus line 2) 3
(should agree with MVR Page 1, line 11)
- 4. (a) Total exempt value for all homestead exemptions granted 4(a)
(should agree with MVR Page 1, line 14f)
- (b) Homestead exemption reimbursement value 4(b)
(line 4(a) multiplied by 0.5)
- 5. (a) Total exempt value of all BETE qualified property 5(a)
(should agree with MVR Page 2, line 15c)
- (b) The statutory standard reimbursement for 2016 is 50%
Municipalities with significant personal property & equipment may qualify for more than 50% reimbursement. Contact MRS for the Enhanced Calculator Form.
(line 5(a) multiplied by 0.5)
- 6. Total valuation base (Line 3 plus line 4(b) plus line 5(b)) 6
DO NOT QUALIFY

ASSESSMENTS

- 7. County tax 7
- 8. Municipal appropriation 8
- 9. TIF Financing plan amount 9
(should agree with MVR Page 2, line 16c)
- 10. Local education appropriation (local share/contribution) 10
(Adjusted to municipal fiscal year)
- 11. Total assessments (Add lines 7 through 10) 11

ALLOWABLE DEDUCTIONS

- 12. State municipal revenue sharing 12
- 13. Other revenues: (All other revenues that have been formally 13
appropriated to be used to reduce the commitment such as excise tax revenue, Tree Growth reimbursement, trust fund or bank interest income, appropriated surplus revenue, etc... (Do not include any homestead or BETE reimbursement)
- 14. Total deductions (Line 12 plus line 13) 14
- 15. Net to be raised by local property tax rate (Line 11 minus line 14) 15

- 16. x 1.05 = Maximum Allowable Tax
(Amount from line 15)
- 17. ÷ = Minimum Tax Rate
(Amount from line 15) (Amount from line 6)
- 18. ÷ = Maximum Tax Rate
(Amount from line 16) (Amount from line 6)
- 19. x = Tax for Commitment
(Amount from line 3) (Selected Rate) (Enter on MVR Page 1, line 13)
- 20. x 0.05 = Maximum Overlay
(Amount from line 15)
- 21. x = Homestead Reimbursement
(Amount from line 4b) (Selected Rate) (Enter on line 8, Assessment Warrant)
- 22. x = BETE Reimbursement
(Amount from line 5b) (Selected Rate) (Enter on line 9, Assessment Warrant)
- 23. - = Overlay
(Line 19 plus lines 21 and 22) (Amount from line 15) (Enter on line 5, Assessment Warrant)

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

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

2016 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM
ENHANCED BUSINESS EQUIPMENT TAX EXEMPTION CALC SHEET

Data entry fields

Municipality: Wiscasset

BE SURE TO COMPLETE & FILE THIS FORM IN CONJUNCTION WITH ENHANCED BETE TAX RATE CALCULATION FORM

1. Standard BETE reimbursement computation

- (a) Total valuation of ALL BETE qualified exempt property as of April 1, 2016
(*BETE Exempt Valuation '2016 Tax Rate Calculation Form' IH18 line 8a.) \$3,705,200
(should agree with MVR Page 2, line 15c.)
- (b) Total valuation of all BETE qualified exempt property *not* located in a Municipal Retention Tax Increment Financing District (Line 1a. minus line 3b.) \$670,500
- (c) Percent of reimbursement for BETE exempt property (2016 statutory standard 50% reimbursement) 50.00%
- (d) Valuation of all BETE qualified exempt property subject to standard reimbursement \$335,250
(if zero results see below)

2. Enhanced Reimbursement if personal property factor exceeds 5% of total taxable value

- (a) Total value of all business personal property
(Include all taxable and all exempt BETE qualified business personal property) \$8,942,900
- (b) Total value of all taxable real and personal property \$459,412,700
- (c) Total valuation of all BETE qualified exempt property subject to *Enhanced reimbursement* if not located in a Municipal Retention TIF District subject to a > % of line 2.(f) \$670,500
Line 1.(a) minus line 3.(c) if 2.(f) > 3.(a)
- (d) Personal Property Factor [2a. / (2b. + 1a.)] 1.93%
- (e) Line 2d. / 2 FALSE
- (f) Line 2(e) plus 50% (if line 2(d) is greater than 5%) 50.00%
- (g) Valuation of all BETE qualified exempt property subject to *Enhanced* reimbursement \$0
(if zero results see below)

3. Municipal Retention Tax Increment Percentage

- (a) Percentage of captured assessed value retained by the municipality and allocated for the municipality's own authorized TIF project costs approved as of 4/1/2008. 65.00% 65.00%
(Defaults to Statutory Standard unless Municipal Retention % is greater than standard reimbursement)
- (b) Captured Assessed Value of BETE qualified property located within a *Municipal Retention* TIF district \$3,034,700
- (c) Valuation of all TIF BETE qualified exempt property subject to reimbursement \$1,972,555
(if zero results see below)

4. Total Reimbursable BETE Exempt Valuation

- (a) Total of all reimbursable BETE Exempt Valuation 1.(d) or 2.(g)+ 3.(c) \$2,307,805

Town of Wiscasset

General Fund - Fund Balance Policy

Purpose of this Policy

The purpose of this policy is to establish a target level of fund balance for the general fund and to establish a process and criteria for the continued evaluation of that target level as conditions warrant. This policy shall also establish a process for reaching and or maintaining the targeted level of fund balance, and the priority for the use of resources in excess of the target. Finally, this policy shall provide a mechanism for monitoring and reporting the Town's general fund balance. This policy applies only to the general fund.

Definitions and Classifications

- *Fund Balance* is a term used to describe the net assets of governmental funds. It is calculated as the difference between the assets and liabilities reported in a governmental fund.
- Governmental fund balance is reported in five classifications that comprise a hierarchy based primarily on the extent to which the Town is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The five classifications of fund balance for the General fund are defined as follows.
 - o *Non-spendable* – resources which cannot be spent because they are either a) not in spendable form or; b) legally or contractually required to be maintained intact.
 - o *Restricted* – resources with constraints placed on the use of resources which are either a) externally imposed by creditors (such as through debt covenants), granters, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.
 - o *Committed* – resources which are subject to limitations the government imposes upon itself at its highest level of design making (Town Selectmen), and that remain binding unless removed in the same manner.
 - o *Assigned* – resources neither restricted nor committed for which a government has a stated intended use as established by the Town Selectmen, or a body or official (management) to which the Town Selectmen has delegated the authority to assign amounts for specific purposes.
 - o *Unassigned* – resources which cannot be properly classified in one of the other four categories. The General Fund should be the only fund that reports a positive unassigned fund balance amount. The committed, assigned, and unassigned classifications are often referred to, in the aggregate, as the *unrestricted fund balance*.

Background and Considerations

Fund balance is intended to serve as a measure of financial resources in a governmental fund. The Town's management, credit rating agencies, and others monitor the levels of fund balance in the general fund as an important indicator of the Town's economic condition. While credit agencies have always analyzed fund balance as part of their evaluation of credit-worthiness, increased attention has been focused on determining sufficient levels because of recent events in the credit markets. In establishing an appropriate level of fund balance the Town has considered the following factors:

- Property Tax Base
- Non-property Tax Revenues
- Debt Profile
- Liquidity

Budget Management

Future Uses

Economy

Policy

It is the policy of the Town of Wiscasset to maintain unassigned fund balance in the general fund at two months of general fund revenues (or 16%) measured on a GAAP basis (GAAP - generally accepted accounting principles in the United States). In the event that the unassigned fund balance drops below this level, the Town will develop a plan, implemented through the annual budgetary process, to bring the balance to the target level over a period five (5) years or less. The Treasurer shall report fund balance in the appropriate classifications and make the appropriate disclosures in the Town's financial statements. Unless already classified as restricted or committed, the following balances shall be classified as assigned, as per GAAP or a matter of policy. Encumbrances – Amounts encumbered at year-end by contract, including purchase order, or encumbered by some other means shall be classified as assigned. (GAAP) Budget Appropriation – Amounts appropriated in the annual budget resolve, or in any supplemental budget resolves, for expenditures in ensuing fiscal year shall be classified as assigned. (GAAP) Capital Budget – Amounts designated for use in the first year of the capital improvement program, whether by appropriation or advance to another fund, shall be classified as assigned. Selectmen action must be taken to assign amounts before the end of the fiscal year (types of assignments and estimated amounts are required). The Treasurer will provide the estimated fund balances in order to make such assignments.

Policy Administration

Annually, the Treasurer shall report the Town's fund balance and the classification of the various components in accordance with GAAP and this policy. Should the Town fall below the target level, the Treasurer shall prepare a plan to restore the unassigned fund balance to the target level.

COPY



Office of the Town Clerk

51 Bath Road
Wiscasset, ME 04578

Phone: (207) 882-8200
Fax: (207) 882-8228
E-mail: clerk@wiscasset.org

BUSINESS LICENSE APPLICATION

Every person, firm, corporation, LLC, professional association or partnership doing business within the Town of Wiscasset must complete this Application.

Name/Title of Business: HORIZON LANDSCAPING
New Business Existing Business years in operation Ownership/Location Change

Location of business: 38 mountain road, wiscasset, me. 04578

Preferred mailing address: "same"

Business phone number: (207)-319-4521

Description of business: landscape construction company

Owner's name: Alex McLeod

Owner's home address: 38 Mountain Road, Wiscasset, me. 04578

Owner's telephone number: (207)-319-4521

*Emergency contact person: Heather McLeod

*Emergency phone numbers: home: (work) 563-4889 cell: (207)-854-8266

*This information will be shared with 911 so you can be contacted in case of after hour emergencies.

NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION

Have you seen the Code Enforcement Officer and Town Planner for approval? yes

Will you need a sign permit? no

Will this business be a home occupation? no

This business will be a: Corporation or LLC Partnership Sole proprietor

Would you like a link to your business placed on the Town of Wiscasset Website? Yes No

Provide e-mail and/or web address: _____

Please be aware that State licenses and permits may be required. This application must be updated annually with the Town of Wiscasset.

I, Alex McLeod, state that I am owner of the above name firm or business, and make oath that the information stated above is true and I am aware that all applicable local, state and federal ordinances, laws, rules, and regulations must be complied with before this License can be issued.

Date: 9/15/16

Signature: Alex McLeod

TOWN CLERK

DATE RECEIVED: 9/14/16 DATE APPROVED: _____ ASSESSING: _____ WFR/LIST: _____

COPY

BUSINESS LICENSE APPLICATION-NEW

Business Requesting License: Horizon Landscaping

Code Enforcement Officer:

Comments: NO ISSUES

Signed: [Signature] Dated: 9-12-16

Wiscasset Police:

Comments: NO ISSUES

Signed: [Signature] Dated: 9/12/16

Planning Department:

Comments: Nothing needed, approved as is.

Signed: [Signature] Dated: 9/12/16

Fire Department:

Comments: No issues

Signed: [Signature] Dated: 9/13/16

License Approved: _____ Dated: _____

TOWN OF WISCASSET
Main Street Pier
Vendor Permit Application

COPY

APPLICANT NAME: Damien Pinkham
BUSINESS NAME: Y-Wouldn't-U-Band
MAILING ADDRESS: 31 Dork rd Dresden ME 04342
PHONE NUMBER: 485-4340
EMAIL ADDRESS: _____

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): Sat-Sun Oct \$25

FOR PROFIT NON PROFIT

DESCRIPTION OF ALL BUSINESS ACTIVIES THAT WILL TAKE PLACE ON SITE: Creamery Pier - 22 Main St. Wiscasset
Besides spraug's Lobster - Entertainment
Y-Wouldn't-U Band Sat-Sun-5-8

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.

COPY

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.



Signature

9-22-16

Date:

Office use only

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

Recommended _____ Not Recommended _____ by Waterfront Committee

Authorized by _____