

WISCASSET SELECT BOARD,
BOARD OF APPEALS AND OVERSEERS OF THE POOR
DECEMBER 6, 2016

Preliminary Minutes

Tape recorded meeting

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

Chair Judy Colby called the meeting to order at 6 p.m.

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

a. David Cherry moved to approve the payroll warrants of November 18 and December 2, 2016. Vote 4-0-0.

b. David Cherry moved to approve the accounts payable warrant of November 29, 2016 and, provisional upon the chairman's review, the accounts payable warrant of December 6, 2016. Vote 4-0-0.

3. Approval of Minutes

David Cherry moved to approve the minutes of November 7, November 14, November 15 and November 22, 2016. Vote 4-0-0.

4. Special Presentations or Awards – Certificate of Recognition, Les Wentworth

Les Wentworth who was unable to attend the meeting will be presented with a plaque from the Town of Wiscasset expressing great appreciation for his 15 years of dedicated service to the Wiscasset Transfer Station

5. Committee Appointments

Jeff Slack said that he and the Town Manager had been unable to arrange a time to interview Celeste Edwards. Slack had spoken with James Kochan and had consulted with the chair of the Historic Preservation Commission. Slack moved to approve James Kochan's appointment to the Historic Preservation Commission. Vote 4-0-0.

6. Public Hearings – none

7. Public Comment

Susan Blagden said she was sorry to see that the long-standing tradition of trees decorated in white lights was not observed this year. She said Wiscasset had a reputation throughout the state as the only town that did this.

c. Request to place sculpture on the grass of Recreation Pier May 1 – October 1, 2017, Nick Dalton: Dalton asked approval to place the sculpture on the Recreation pier. He said the Waterfront Committee had approved the placing of the sculpture, which will be insulated pipe covered in a white, weatherproof pvc jacket spelling out the word “Hesper” and terminating in a public drinking fountain, tying into QT’s water line. He has received grant funding for the project. Susan Blagden said the sculpture would need a certificate of appropriateness from the Historic Preservation Commission. **Judy Colby moved to have Mr. Dalton get in touch with Ben Averill regarding the Historic Preservation Commission. Vote 3-0-1 (Rines opposed).**

d. Bid Openings

- Municipal Carpet Project

The following proposals were received for different options:

| | | |
|--------------------------|------------|------------|
| H. T. Winters Carpeting | \$3,383.00 | |
| Floor Magic | \$1,869.39 | \$3,122.35 |
| Durfee’s Flooring Center | \$3,175.00 | \$2,819.00 |

The Town Manager will review the proposals with Doug Fowler and bring a recommendation to the December 20 meeting.

- Public Works Tire Changer

Hunter Engineering Co.

| | |
|--|-------------|
| Wheel tire service model TCX56w | \$12,078.80 |
| Wheel tire balance model TCCB | 4,446.00 |
| Total Customer Sale price w/ accessories | \$17,324.80 |
| Financing at 9.25% | |
| Payment due August 18, 2017 | \$8,000.00 |

Doug Fowler said the tire changer is the largest capacity available and should handle any anticipated increases in tire size. The first payment is in the public works budget. Marian Anderson will review other financing options and report back on December 20.

- Financial Auditing Services

| | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> | <u>Additional audit if needed</u> |
|-----------------------|---------------|---------------|---------------|-----------------------------------|
| RHR Smith | \$13,312 | \$13,312 | \$13,312 | |
| Ron L. Beaulieu | 8,700 | 8,700 | 8,700 | |
| Berry, Talbot & Royer | 12,750 | 12,750 | 12,750 | |
| William Brewer | 17,500 | 18,000 | 18,500 | \$2,500 (each year) |

Marian Anderson recommended reviewing the bids in a workshop with the Treasurer or with appointed member/s and interviewing the candidates. Jeff Slack volunteered to work with the Town Manager.

e. Superintendent of Schools Heather Wilmot – Presentation of school energy project: Wilmot described the process used in developing the school energy project which began in November 2015 when surveys and data collection began. Subsequently, the School Department had voted to do a full

energy audit to determine how to address deferred maintenance, improve the learning environment and use rebates for energy savings. According to the energy audit, she said, the financial benefit in addition to improving the learning environment is a one-time rebate of \$70,000 and annual energy savings of \$50,000. The School Committee will be voting on December 15, 2016 to enter into a contract to secure financing for the energy project.

Ben Rines, Jr., asked if the improvements would be put before the townspeople for a vote. Wilmot said the town would be voting on the budget in June and the school's budget would include the cost of the lease purchase agreement. She said the total cost was \$1.7 million. Judy Colby said that what affects the school budget affects the town budget and asked why the school department could not go to the town for a vote on spending \$1.7 million with a \$50,000 payment every year. She said town taxes had gone up 14% and she asked if the townspeople shouldn't have a voice in approving the \$1.7 million expenditure.

Wilmot said there was, by state statute, a process she had to follow and that was why the school would be entering a lease purchase agreement rather than securing a bond. Susan Blagden asked if she could delay signing the lease purchase agreement until after budget approval at town meeting in June. Wilmot said following the school committee approval on December 15, she would enter into the agreement. David Cherry stated it was illegal to spend or contract funds without town approval. Town Manager Marian Anderson said that according to state statute the school department can enter into a lease purchase agreement with a non-funded clause so the town would not be responsible if funds were not allocated at town meeting. She added that the town and school attorneys would be working together on this.

Ben Rines, Jr., said that just because it is allowed, it should not be followed. He said the proposal was disgusting. Judy Colby said she would have preferred that the proposal be brought before the town. She said the school department would be binding the town to a 16-year contract and no one knew where the town or the school system would be in 16 years. David Cherry agreed with the chair and selectman Rines and said the proposal shows a certain level of contempt for the voters and taxpayers. Judy Colby requested that the subject of the school committee meeting on December 15 at 6 p.m. in the WMHS library to vote on signing the contract be widely advertised so people will have an opportunity to attend the meeting and express their opinions.

In response to Todd Souza's question, Wilmot said the school department would use the rebate for payments as well as school committee capital reserve and if the budget were not passed, they would have to go back and look at the budget and make adjustments. Phil Di Vece asked what happens if the funding were not approved in June. Wilmot said the project would be in process. Judy Colby asked where the \$50,000 would come from if the budget failed and suggested that it would be wiser to put that money into education, using a portion for energy improvements. Wilmot responded that the plan was putting funds toward improving the learning environment in the most cost effective way.

11. Town Manager's Report

Anderson said 32 letters to neighbors of the airport were sent inviting them to join the airport committee. An application and the ordinance were included.

The complaint and civil summary sheet regarding the Murray Hill Properties has been filed with the district court.

Final paperwork for White's Island has been received and the deed has been recorded. Anderson will be contacting the Department of Transportation to determine how to maintain the easements to White's Island. Maine Coast Heritage is committed to helping the town secure funding for the bridges.

Anderson will meet with DEP to continue discussing the consent agreement for the Wastewater Treatment Plant.

Dog Licenses are now available at the town office.

Additional funding for the food pantries and replacement of flags are included in the draft budget.

FAA has sent out reminders that shining a laser at an aircraft is a crime.

Because the Christmas and New Year's holidays are on Sunday, the town's municipal facilities will be closed on December 26 and January 2.

The January capital meeting will be held on Saturday, January 28 at 9 a.m.

The first meeting of the Wiscasset Public Advisory Downtown Committee meeting will be held on Monday, December 19, at 5 p.m.

12. Other Board Business

a. Poverty Abatement: The board will meet at 5:30 on December 20 to consider a poverty abatement.

b. Cost of living increase: **Judy Colby moved to give the Town Manager a 2% cost of living raise. Vote 4-0-0.**

13. Adjournment

David Cherry moved to adjourn the meeting at 7:30 p.m. Vote 4-0-0.

Town of Wiscasset
Board/Committee Membership Application

Full Name: Raymond Soule

Street Address: 228 W. ALVA Rd

Mailing Address: 228 W. ALVA Rd Home Phone: 882-6573

Town of Legal Residence: WISCASSET

Work Phone: _____ Cell Phone: _____ E-mail Ray.Soule@Roadrunner.

I wish to be considered for the appointment to the: Planning board com

Term Of Appointment 3 years

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. Planning board

List civic organizations to which you belong now: NONE

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: many years on board

Signature: Raymond Soule Date: 12-14-16

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: 12/12/16 Date Appointed: _____ Term: _____

**Town of Wiscasset
Board/Committee Membership Application**

Full Name: Allen Cohen

Street Address: 141 Cushman Point Road

Mailing Address: P.O. Box 720 Boothbay Home Phone: 882-9900

Town of Legal Residence: Wiscasset Hbr. 04538

Work Phone: 462-0750 Cell Phone: 882-6703 E-mail none

I wish to be considered for the appointment to the: ORC

Term Of Appointment 3 years

Full member: Reappointment: Alternate member:

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

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

List civic organizations to which you belong now: _____

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: _____

Signature:  Date: 12/13/16

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

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**Town of Wiscasset
Board/Committee Membership Application**

Full Name: Allen Cohen

Street Address: 141 Cushman Pt Rd.

Mailing Address: POB 720 Boothby HRA 04538 Home Phone: 882-9900

Town of Legal Residence: Wiscasset

Work Phone: 462-0750 Cell Phone: 882-6123 E-mail: none

I wish to be considered for the appointment to the: Planning Board

Term Of Appointment: 3 years

Full member: Reappointment: Alternate member:

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

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

List civic organizations to which you belong now: _____

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: _____

Signature:  Date: 12/17/16

Additional comments can be made on the reverse side of this form.
Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at clerk@wiscasset.org

For Office Use:
Date received: 12/12/16 Date Appointed: _____ Term: _____

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

7

NOTICE OF PROPERTY TAX ASSESSMENT REVIEW

11/22/2016

John & Patricia Nichols
490 West Neck Road
Nobleboro, ME 04555

PROPERTY REVIEWED

Map U09 Lot 7-A RE Acct # 1573

CURRENT ASSESSED VALUE

Land Value: \$ 145,100 Building Value: \$ 210,000

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.
These changes will be applied for the next Tax year.

Land Value: \$ 145,100 Building Value: \$ 133,100

 X Abatement will be recommended for : **\$ 1,438.80**

Remarks: Upon further review and site visit, adjust condition of building and functional obsolescence for full vacancy of commercial building. I hereby recommend abatement for the 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

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

NOTICE OF PROPERTY TAX ASSESSMENT REVIEW

11/22/2016

Melinda & John Whittaker
11 Lamson Lane
Wiscasset, ME 04578



PROPERTY REVIEWED

Map R06 Lot 13 RE Acct # 830

CURRENT ASSESSED VALUE

Land Value: \$ 51,000 Building Value: \$ 188,600

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.
These changes will be applied for the next Tax year.

Land Value: \$ 51,000 Building Value: \$ 158,400

 X Abatement will be recommended for : **\$ 565.04**

Remarks : Upon further review and site visit, adjust 11/2s Garage to garage and 2sFr to 11/2sfr per previous assessing decision. I hereby recommend abatement for the 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

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

7

NOTICE OF PROPERTY TAX ASSESSMENT REVIEW

11/22/2016

John & Patricia Nichols
490 West Neck Road
Nobleboro, ME 04555

PROPERTY REVIEWED

Map U09 Lot 7 RE Acct # 1572

CURRENT ASSESSED VALUE

Land Value: \$ 51,400 Building Value: \$ 159,900

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.
These changes will be applied for the next Tax year.

Land Value: \$ 51,400 Building Value: \$ 144,800

 X Abatement will be recommended for : **\$ 282.52**

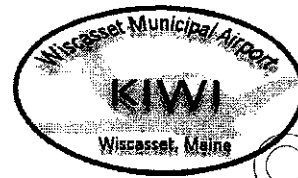
Remarks: Upon further review and site visit, delete 192sqft finished attic/2sBfr(does not exist). I hereby recommend abatement for the aforementioned reasons. If you have any further questions, please feel free to contact the Wiscasset Assessing office.

Sincerely;



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

**TOWN OF WISCASSET
HANGAR SPACE RENTAL AGREEMENT**



9a

COPY

THIS AGREEMENT, made this **24th day of November, 2016** between the TOWN OF WISCASSET, WISCASSET, MAINE, being the owner of the WISCASSET MUNICIPAL AIRPORT, hereinafter referred to as "OWNER," AND **Paul E. Harvey** hereinafter referred to as "RENTER," and is as follows:

1. Renter hereby rents hangar space at the Wiscasset Municipal Airport for a single aircraft.
2. Renter shall pay the sum of **\$2,750** for eleven months of rent, payable in advance, to Owner at the office of the Airport Manager. The term of this lease shall be from **December 01, 2016 through October 31, 2017**. The tenancy pursuant to the terms of this lease shall be for an annual basis with either party having the option to terminate this lease upon thirty (30) days written notice to the other party.
3. It is understood and agreed by Renter that the space rented by this Agreement is for the exclusive purpose of aircraft storage, any other storage not otherwise noted in this agreement must be approved by the Airport Manager. Renter further agrees not to operate any business enterprise from the hangar space or in any way conduct commercial activities in such space.
4. There will be no subleasing of the hangar space.
5. No structural or electrical modifications, painting, or alterations will be made to the hangar without the prior written approval of the Airport Manager. The Renter shall not attach any hoisting, winching or holding mechanism to any part of the storage space, or pass any such mechanism over the beams or braces thereof.
6. No appliances, except battery trickle chargers and engine heaters may remain connected to any electrical receptacle. The Renter shall not overload electrical circuits. Hangar electrical circuits are designed for 20 amps. Any appliance not having an explosion-proof motor which generates a glow, flame, or spark must be elevated at least eighteen (18) inches above the floor.
7. Reasonable quantities of renter owned equipment, parts, and supplies may be stored in the hangar.
8. Aircraft and other personal property are stored at the Renter's sole risk. Any insurance protecting personal property against fire, theft or damage must be provided by the Renter and the Renter agrees to save the Owner harmless from any and all liability by reason of the storage or maintenance of said aircraft upon the Wiscasset Municipal Airport, or from injury or damage caused to any persons or property by reason of the operations of said aircraft. This clause shall not be construed to waive that tort immunity as set forth under Maine Law.

9. Renter shall keep hangar doors closed at all times, unless renter is utilizing the hangar for operational purposes and is present at the hangar site. Renter is required to receive proper training prior to their first use of the hangar door. Failure to adhere to this policy at which time the hangar door or other appurtenances are damaged, the cost of the repair(s) will be the sole responsibility of the renter.
10. No aircraft engine shall be operated inside a hangar or in a negligent manner so that the propeller or exhaust blast may cause injury to persons or damage to property.
11. The Renter understands that the hangar space may be used by more than one aircraft owner and that the Renter is responsible for the safe movement of such aircraft if it is blocking their egress or entry into the hangar. Aircraft may be moved into or out of the hangar by other Renters without their knowledge, but not during inclement weather. The Owner will provide assistance as available but will not move aircraft for the Renter. The Owner has the right to move and/or reposition aircraft as needed in support of airport operations. The Owner acknowledges that it will not move or leave aircraft outside the hangar during inclement weather, nor if it moves such aircraft, the Owner will not leave the Renter's aircraft outside during the period between sunset and sunrise.
12. Renter owned motor vehicles are not permitted in the hangar at any time. Renter owned automobiles/vehicles must be parked in one of two airport auto parking lots.
13. Renter agrees to observe and obey reasonable rules and regulations with respect to use of the premises; provided, however, that such rules and regulations shall be consistent with safety and with rules, regulations, and orders of the Federal Aviation Administration with respect to aircraft operations at the airport; and provided further, that such rules and regulations shall not be inconsistent with the provisions of this Agreement or the procedures prescribed or approved from time to time by the Federal Aviation Administration with respect to the operation of Renter's aircraft at the airport.
14. In the event that the airport or any other premises herein rented are rendered untenable or unusable for any reason, Owner may cancel this Agreement and, in such event, shall provide a reasonable and proportionate abatement of the rental paid by Renter.
15. Violation of any of the above provisions shall result in a breach of this Agreement and Owner may elect to require Renter to vacate the premises.

Signed and approved on the date first written above.

Renter

Signature Paul E Harvey
Printed Name Paul E Harvey
Address 36 Pleasant Pond Farm Lane
Town, State Zip Richmond, Maine 04357
Email peh817@gmail.com
Phone (C) 207.841.0146 (H) 207.737.4021
Aircraft Registration N8788
Aircraft Make/Model Beech / C35

**Town of Wiscasset/Owner
by:**

Signature Frank
Printed Name Frank Costa
Title Airport Manager

By signing above, I confirm that I have received proper instruction by the Airport Staff on how to operate the large hangar door for the hangar where my aircraft will be kept, in this case, my aircraft will be housed in the hangar known as the "**Maintenance Hangar**". I understand that at no time and for safety reasons, no person or pets should stand under the large hangar door while it is in operation upward or downward. I further understand that I will not allow a child to operate or play with the hangar electrical door switches.

910

Wiscasset Parks & Recreation Department

Positional Wage Chart - MINIMUM WAGE IMPACT

| | |
|---------------|----------------|
| minimum wage | |
| 2017 = \$9.00 | 2018 = \$10.00 |

Present Sca

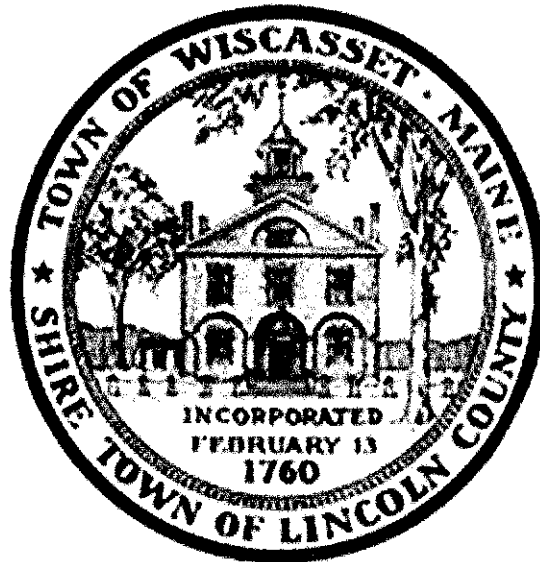
Wage Scale (2.5%)

| | 2017 | 2018 | 2019 | 2020 | 2021 |
|-------------------------------|---------|---------|---------|---------|---------|
| Guest Services Manager | \$14.00 | \$15.81 | \$14.00 | \$14.35 | \$14.70 |
| | \$10.50 | \$11.85 | \$10.50 | \$10.76 | \$11.02 |
| Guest Services Representative | | | | | |
| Membership Coordinator | \$11.50 | \$12.42 | \$11.50 | \$11.78 | \$12.07 |
| ASA Counselor I | \$7.50 | \$8.46 | \$7.50 | \$7.68 | \$7.87 |
| | \$8.50 | \$9.59 | \$8.50 | \$8.71 | \$8.92 |
| | \$10.00 | \$11.30 | \$10.00 | \$10.25 | \$10.50 |
| ASA Assistant Director | \$12.00 | \$13.56 | \$12.00 | \$12.30 | \$12.60 |
| ASA Director | | | | | |
| Programmer | \$12.00 | \$13.56 | \$12.00 | \$12.30 | \$12.60 |
| Gym Supervisor/Concessions | \$8.85 | \$9.99 | \$8.85 | \$9.07 | \$9.29 |
| Personal Trainer | \$10.00 | | \$10.00 | | |
| Fitness Class Instructor | \$25.00 | | \$25.00 | | |
| WSI (Group) | \$15.00 | | \$15.00 | | |
| | \$20.00 | | \$20.00 | | |
| | \$9.00 | \$10.16 | \$9.00 | \$9.22 | \$9.45 |
| Lifeguard I | \$10.00 | \$11.30 | \$10.00 | \$10.25 | \$10.50 |
| Lifeguard II | \$12.00 | \$13.56 | \$12.00 | \$12.30 | \$12.60 |
| Asst. Swim Coach | \$12.00 | \$13.56 | \$12.00 | \$12.30 | \$12.60 |
| Aquatic Specialist | \$12.00 | \$13.56 | \$12.00 | \$12.30 | \$12.60 |
| Seasonal Maintenance | \$9.00 | \$10.50 | \$9.00 | \$9.22 | \$9.45 |
| | \$8.85 | \$9.99 | \$8.85 | \$9.07 | \$9.29 |
| | \$10.00 | \$11.30 | \$10.00 | \$10.25 | \$10.50 |
| Custodian II | \$10.55 | \$11.92 | \$10.55 | \$10.81 | \$11.08 |
| Lead Custodian | | | | | |

Updated December 9, 2016

9c

Town of Wiscasset
November 2016
Monthly Reports





Town of Wiscasset

TOWN CLERK REPORT

To: Marian L. Anderson, Town Manager
From: Linda Perry, Town Clerk
Re: November Monthly Report
Date: December 13, 2016

Elections

The November 8, 2016, General Election was held in the Gymnasium at the Wiscasset Community Center. The polls were open from 8:00 a.m. to 8:00 p.m. The Town of Wiscasset had a total 2251 voters which included 889 absentee ballots. The complete election process went smoothly. The Election Clerks worked very hard before, during and after election to make this happen. I would like to thank all of them for their professionalism, accuracy and attention to detail.

I am sure most of you have heard that there is a statewide recount underway. The Maine State Police have retrieved our ballots and election materials and taken them to Augusta for the recount. After this process is complete, our election materials will be returned and the post-election duties can be completed.

The Town Clerks office is now preparing for an upcoming Special Election which will be held on Tuesday, January 31, 2017. This election will be held to fill a vacancy on the Selectboard due to the resignation of Judy Flanagan. Thank you Judy for your exceptional service to the Town of Wiscasset, you will be sadly missed. Nomination papers will be available on December 6, 2016 and need to be returned by 4:00 p.m. on December 16th, 2016.

Clerk – This month some of the seasonal work taking place in the Town Clerk/Registrar of Voters office included preparing a proposed budget for the 2016 – 2017 Fiscal Year, issuing 2017 Dog Licenses, selling 2017 Inland Fisheries licenses and permits for the 2017 year, and certifying Citizen Initiative Petitions.

Financials:

| | Auto Excise | Boat Excise | Agent Fees | Vital Fees |
|--|---------------------|-----------------|-------------------|-------------------|
| Monthly Revenues | \$54,304.21 | \$0.00 | \$986.25 | \$200.40 |
| Year to date | \$307,720.88 | \$912.90 | \$6,382.75 | \$1,843.80 |
| Met yearly revenue projection by: | 53.99% | 16.3% | 39.39% | 54.07% |



Town of Wiscasset

EMS/EMA REPORT

To: Marian L. Anderson, Town Manager
From: Toby Martin, EMS/EMA Director
Re: November Monthly Report
Date: December 14, 2016

1. Run Volume for November:

| City | # of Runs | % of Runs |
|---------------------|-----------|-----------|
| Boothbay | 1 | 1.41% |
| BURLINGTON | 1 | 1.41% |
| DAMARISCOTTA | 2 | 2.82% |
| Edgecomb | 11 | 15.49% |
| Newcastle (Town of) | 1 | 1.41% |
| RICHMOND | 1 | 1.41% |
| Westport (Town of) | 2 | 2.82% |
| Wiscasset | 52 | 73.24% |
| Total | 71 | 100% |

Updates:

1. **Staffing-** Still advertising for positions. On December 16, we will be interviewing six people (4 Advanced EMT's and 2 EMT's). We are still looking for Paramedics. All services in the area are still having trouble getting Paramedics.
2. **Construction Work-** Inmates from the jail have been here over the last couple of weeks to finish painting and waxing of new kitchen area.
3. **Community Paramedicine-** We have decided to have our own Community Paramedicine Program instead of joining Lincoln Health. The decision was fairly easy to make based on their protocols and request for service.
4. **Edgecomb Fire-** We are meeting next week with Edgecombs Fire Department and Selectman to discuss operations. Several issues have been addressed and the Ambulance Service has concerns on the way we are being directed. The Town Manager is planning to attend and I believe so is our Selectman Chair.

Respectfully Submitted,
Toby Martin- EMS Director



Town of Wiscasset

PLANNING DEPARTMENT REPORT

To: Marian L. Anderson, Town Manager
From: Benjamin Averill, Town Planner
Re: November Monthly Report
Date: December 15, 2016

Community Planning and Economic Development:

November seemed to fly by. I had many opportunities to continue to work on key initiatives for the town. I have continued to research the capability of expanding broadband internet access in town. An RFP regarding opportunities to expand broadband drew to a close in October with no real determination from the town due to the cost involved. Since then conversations with internet providers have flourished and I have had the chance to meet with several vendors who are interested in working with the town to begin planning for expanded broadband internet access.

During the month of November I began the process of working on a brownfields cleanup grant administered through the EPA. The intent of the grant is to secure funds to remediate several of the municipally owned parcels of land around Mason Station that will serve as important economic development areas in future years. Lincoln County Planning and Ransom Consulting are collaborating on the grant. On November 29th I attended a grant writing workshop hosted by MMA which provided me with some useful best practices in grant writing which I will apply to this current brownfield grant.

Also during the last month I have been working on some marketing and event planning initiatives in conjunction with the Wiscasset Chamber of Commerce. I have been asked to join a marketing initiative that the Chamber of Commerce is undertaking to promote Wiscasset as a tourist destination. I was also involved in planning efforts for the holiday marketplace, a holiday craft fair and shopping experience, which ran from December 7-11.

Waterfront Committee

The Waterfront Committee met on November 17th and approved a public art installation on space near the recreational pier. The Committee decided to recommend approval of a temporary art installation near the recreational pier created by a resident to highlight the importance of the Hesper and Luther Little. The committee also discussed improvements to the waterfront and piers for 2017.

Historic Preservation Commission

The Historic Preservation Commission met on November 3rd. The commission had three certificate of appropriateness reviews as follows:

- a. Applicant- 14 Warren Street- U01-10
- b. Applicant- 21 High Street- U01-143
- c. Applicant- 31 Fort Hill Street- U01- 95

The commission approved all but the applicant at 21 High Street. Additionally during the November 3rd meeting the Historic Preservation Commission met with Ernie Martin of MDOT to



Town of Wiscasset

Wiscasset Police Department

To: Marian L. Anderson, Town Manager
From: Jeffrey Lange, Wiscasset Police Chief
RE: November Monthly Report
Date: December 15, 2016

Significant Events and Issues

1. The Police Department received the 10K dollar grant for OUI details. This money will fund an Officer working a 1 man detail for 4 hours at a time until Sept 2017. In total we have scheduled 65 details and one Road Block consisting of six (6) Officers during the campaign. The road block has been scheduled in August.
2. The Police Department has received a couple of applications for our posted Reserve Officer Positions and we are currently assessing them.
3. Traffic Light at Bath and Gardiner Rd. VS. Vehicle Accidents- After reviewing the accident calls at the intersection of Bath and Gardiner Roads, there has been only 1 reported accident. This accident occurred when the lights were on flash, and there has not been another crash since the traffic lights have gone operational. As of now it appears to be safer. Once more time has elapsed to include summer traffic, the Police Department can gain a better perspective on the safety of the traffic lights at this intersection in comparison to years without a traffic control light.
4. Call Stats Below



Town of Wiscasset

5. Call Stats for November

| | |
|--------------------------|-----|
| 9-1-1 CHECK | 2 |
| ABANDONED MV | 2 |
| ALARM BURGLAR | 2 |
| ASSAULT | 3 |
| ASSIST CITIZEN | 10 |
| ASSIST OTHER AGENCY | 2 |
| ATTEMPT TO LOCATE | 1 |
| AUTO THEFT | 1 |
| COMMUNITY POLICING | 1 |
| Concealed Weapons Permit | 1 |
| CRIMINAL MISCHIEF | 2 |
| DISABLED MV | 3 |
| DOMESTIC DISTURBANCE | 1 |
| ERRATIC OPERATIONS | 30 |
| FIGHTING (NON-DOMESTIC) | 2 |
| FIRE STRUCTURE | 1 |
| FOUND/LOST PROPERTY | 3 |
| HARASSMENT | 6 |
| JUVENILE PROBLEM | 2 |
| LOUD NOISE | 1 |
| MEDICAL ALARM | 2 |
| MEDICAL EMERGENCY | 14 |
| MOTOR VEHICLE ACCIDENT | 11 |
| MOTOR VEHICLE STOP | 28 |
| PARKING PROBLEM | 1 |
| PEDESTRIAN CHECK | 2 |
| POLICE INFORMATION | 5 |
| PROPERTY CHECK | 232 |
| SEARCH WARRANT | 1 |
| SERVICE | 2 |
| SEX OFFENSES | 1 |
| SUSPICIOUS ACTIVITY | 9 |
| THEFT / FORGERY / FRAUD | 1 |
| TRAFFIC CONTROL | 7 |
| TRAFFIC HAZARD | 2 |
| TRESPASSING | 1 |
| UNWANTED SUBJECT | 1 |
| VIOLATION OF PROBATION | 1 |
| WELFARE CHECK | 1 |
| Grand Count | 398 |



Town of Wiscasset

discuss any concerns that the Commission had regarding the Main Street project. The meeting between historic preservation and the commission went well.

Ordinance Review Committee:

The Ordinance Review Committee (ORC) met on November 28th to review a recommendation by the Shellfish Committee. The ORC approved a change to the shellfish ordinance to allow for the fishing of quahogs which brought our ordinance into compliance with state statute.

Conservation Commission

The Conservation Commission did not meet during November.

Planning Board:

The Planning Board met twice in November. On November 14th the planning board met with Edward Kaiser and Scott Lalumiere of Clarks Point Development, LLC for a pre-application review of amendments to the Clarks Point Subdivision Plan approved in April, 2006. On November 28th Edward Kaiser and Scott Lalumiere were back before the planning board to seek approval of the changes to the Clarks point subdivision. The excerpt from the agenda is below. The amendment was approved 8-0.

APPLICANT: Edward Keiser and Scott Lalumiere for Clarks Point Development, LLC.

PROPOSAL: Amendment to Clark's Point Subdivision Plan approved on April 24, 2006 and recorded in Plan Book 91, Page 63 @ the Lincoln County Registry of Deeds

REQUEST: Approval of Amendment to Clark's Point Subdivision Plan approved on April 24, 2006 and recorded in Plan Book 91, Page 63 @ the Lincoln County Registry of Deeds

LOCATION: Clark's Point Subdivision, River Point Road, Tax Map R-5, Lots 122-122-5

Respectfully submitted,

Ben Averill



Town of Wiscasset

TRANSFER STATION

To: Marian L. Anderson, Town Manager
From: Ron Lear, Transfer Station Superintendent
Re: November Monthly Report
Date: December 14, 2016

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

| Type of Material | Tons | Cost/Ton |
|-------------------------------|-----------|------------|
| Municipal Solid Waste (Trash) | 138.54 | -\$63 |
| Demo | 38.18 | -\$63 |
| Single Stream | 20.39 | -\$5 |
| Metal | 21.9 | +\$130 |
| Computers | 0 lbs. | +\$15/lbs |
| Brush/Lumber | 27 | -\$35 |
| Organics for Compost | 1800 lbs. | 0 |
| Mixed Copper/Alum/Lead | 0 lbs. | +\$59/lbs. |
| Shingles | 23.13 | -\$25 |
| | 0 | -\$0 |
| Cardboard | 0 | +\$105 |

We also recycled 18 bales of cardboard.

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

| Types | Revenues: |
|---|------------|
| User Fees | \$3,174.95 |
| MRC Dividend | \$8,410.08 |
| Metal (Light iron, batteries, mixed copper) | \$ 0 |
| Cardboard | \$2,377.76 |
| Computers | \$ 0 |

Operations:

On the 1st the new open top trailer arrived. The 8th we shipped 5 boxes to Veolia. The 15th Bob's tire picked up 438 tires. On the 18th Lincoln County Recycling picked up 90 yards of leaves. The 22nd Webbers picked up 1 load of grey water.

Expenses & Revenues:

Expenses are at 41.84% and the Revenues are at 43.35%



Town of Wiscasset

WASTE WATER TREATMENT PLANT

To: Marian L. Anderson, Town Manager
From: William Rines, Waste Water Treatment Plant Superintendent
Re: November Monthly Report
Date: December 14, 2016

For the month of November our average flows were 177,000 gallons per day putting us at 29 % of our licensed flow. We recorded 3.9 inches of rain for the month. Our licensed flow is 620,000 gallons per day.

Operations: We continue to prepare for cold weather and do necessary maintenance at the pump stations and main plant.

Training: We have been having a member of Maine Rural Water here to assist Ray with the preparation of taking his wastewater license test. We have done more of our required yearly training.

Financials: We received \$37,384.69 in user fees for the month and are at 41 % of the anticipated revenues for the year. Expenses are at 31% we are 42 % thru the year.

William Rines



Town of Wiscasset

10a

TO: Wiscasset Board of Selectmen

FROM: Marian L. Anderson, Town Manager

DATE: December 9, 2016

SUBJECT: Murray Hill Properties, Inc. - Outstanding Sewer Bill

Latest offer from Murray Hill Properties, Inc.: Murray Hill Properties attorney has responded to the complaint by making a new offer to pay off the past due sewer fees. If the Board were to accept an offer at this point, we would have it memorialized in the form of a consent judgment issued by the court, which improves our abilities to collect if the payment plan is not kept.

- \$10,000 up front (within some number of days of the consent judgment from the court)
- \$2,000 each month from January through June
- Balance paid in July
- This offer includes making all payments currently due throughout the time period

10c



Office of Planning & Codes

51 Bath Road • Wiscasset, Maine 04578

TO: Wiscasset Board of Selectmen
FROM: Benjamin Averill Town Planner
DATE: December 7, 2016
SUBJECT: Memo regarding the Historic Preservation Ordinance and temporary art installations

I would like to clarify some information regarding the current Historic Preservation Ordinance as it was brought up in the December 6, 2016 Board of Selectmen's meeting and I was not present to discuss the ordinance. During the meeting on December 6th it was noted that a request from Mr. Nick Dalton to install a temporary art sculpture on the recreational pier should be tabled as all the required permits had not been received. A Certificate of Appropriateness Review was requested by a member of the Historic Preservation Commission as it had not yet come before the Commission.

According to Article VI- Zoning, Section 10.5.1.1 there is no provision in the ordinance regarding a Certificate of Appropriateness for a sculpture or public art installation. The current provision only allows for review from the Historic Preservation Commission if it involves a principle or accessory buildings, historic landmarks, additions to an existing building, signs, construction of walls, fences, and parking lots within the district, or sandblasting of brick or stone buildings within the district. The ordinance does not mention, nor define, a temporary art installation and the project does not fit the definition of a building cited in Article VI- Zoning 10.2 (page 72).

To that end Mr. Dalton has fulfilled all required steps in the permitting process. Mr. Dalton has consulted with me regarding all applicable ordinances and he is fully within the confines of all ordinances. Additionally permission for the art sculpture was obtained from the Waterfront Committee on November 17, 2017 with a recommendation of approval submitted to the Board of Selectmen. I recommend approval for the temporary art installation at the Recreational Pier.

Respectfully Submitted,

Ben Averill
Town Planner

HM Payson Monthly Statement of Wiscasset Accounts

| Account Name | Market Value as of 09/30/2016 | Market Value as of 10/31/2016 | Market Value as of 11/30/2016 |
|---|-------------------------------------|-------------------------------------|-------------------------------------|
| Montsweag Dam Reserve Fund | \$ 122,612.16 | \$ 121,662.78 | \$ 123,947.73 |
| Cemetery Trust Fund | \$ 1,606,284.53 | \$ 1,593,847.15 | \$ 1,623,781.21 |
| General John French Scholarship | \$ 47,915.75 | \$ 47,544.74 | \$ 48,437.68 |
| Jackson Cemetery Fund | \$ 22,770.32 | \$ 22,594.01 | \$ 23,018.34 |
| Larabee Band Fund | \$ 551,080.93 | \$ 546,813.93 | \$ 557,083.65 |
| Haggett Scholarship Fund | \$ 11,374.45 | \$ 11,286.38 | \$ 11,498.35 |
| Mary Bailey Fund | \$ 335,636.89 | \$ 333,038.07 | \$ 339,292.86 |
| Seth Wingren Fund | \$ 21,090.46 | \$ 20,927.16 | \$ 21,320.19 |
| Wiscasset Community Center Endowment Fund | \$ 2,389.44 | \$ 2,370.93 | \$ 2,415.46 |
| Cooper-Diperri Scholarship Fund | \$ 33,190.13 | \$ 32,933.14 | \$ 35,085.26 |
| Recreation Scholarship | \$ 617.45 | \$ 612.66 | \$ 624.17 |
| Town of Wiscasset Endowment Fund Total | \$ 2,754,962.51 | \$ 2,733,630.95 | \$ 2,786,504.90 |
| Town of Wiscasset Capital Reserve | \$ 1,863,899.95 | \$ 1,852,077.43 | \$ 1,882,021.99 |
| Town of Wiscasset Construction Reserve | \$ 2,055,693.47 | \$ 2,042,654.43 | \$ 2,075,680.26 |
| Town of Wiscasset Equipment Reserve | \$ 3,350,290.39 | \$ 3,329,039.86 | \$ 3,382,864.08 |
| Town of Wiscasset Furnace Replacement Reserve | \$ 275,660.39 | \$ 273,911.90 | \$ 278,340.54 |
| Town of Wiscasset Major Repairs Reserve | \$ 371,336.60 | \$ 368,981.25 | \$ 374,946.97 |
| Town of Wiscasset Recreation Building Reserve | \$ 1,456,597.07 | \$ 1,447,358.03 | \$ 1,470,759.05 |
| Town of Wiscasset Retirement Health Insurance Reserve | \$ 334,677.12 | \$ 332,554.30 | \$ 337,931.07 |
| Town of Wiscasset Roof Repair Reserve | \$ 253,135.52 | \$ 251,529.90 | \$ 255,596.66 |
| Town of Wiscasset Sale of Cemetery Lots Reserve | \$ 69,147.44 | \$ 68,708.85 | \$ 69,819.74 |
| Town of Wiscasset Highway Department Capital Reserve | \$ 1,781.95 | \$ 1,770.65 | \$ 1,799.28 |
| Town of Wiscasset Fire Department Vehicle Capital Reserve | \$ 2,375.95 | \$ 2,360.88 | \$ 2,399.05 |
| Town of Wiscasset Reserve Funds Total | \$ 10,034,595.85 | \$ 9,970,947.48 | \$ 10,132,158.69 |

Item 11a

| Dept | Account | 2016-2017 Approved Budget | 2016-2017 YTD 10/30/16 41.6% into | Balance | % spent of budget | Balance with carryforward added |
|--------|--|------------------------------|---|---------------------|----------------------|---------------------------------------|
| 25-01 | ADMINISTRATION | \$ 193,478 | \$ 78,559 | \$ 114,919 | 40.6% | |
| 72-01 | AIRPORT | \$ 283,175 | \$ 97,448 | \$ 185,727 | 34.4% | |
| 27-09 | ANIMAL CONTROL | \$ 11,487 | \$ 2,765 | \$ 8,722 | 24.1% | |
| 25-05 | ASSESSING | \$ 6,192 | \$ 199 | \$ 5,993 | 3.2% | |
| 25-32 | BOARDS & COMMITTEES | \$ 1,611 | \$ 201 | \$ 1,410 | 12.5% | |
| 53-14 | CAPITAL IMPROVEMENT (carryforward \$184,931) | \$ 486,430 | \$ 462,904 | \$ 23,526 | 95.2% | \$208,457.00 |
| 25-31 | CELEBRATIONS | \$ 14,500 | \$ 8,200 | \$ 6,300 | 56.6% | |
| 31-11 | CEMETERIES (carry forward \$30,736) | \$ 57,692 | \$ 23,862 | \$ 33,830 | 41.4% | \$64,566.00 |
| 25-33 | CODE ENFORCEMENT | \$ 48,769 | \$ 18,438 | \$ 30,331 | 37.8% | |
| 45-15 | COMMUNITY ORG/WP LIBRARY | \$ 71,433 | \$ 71,433 | \$ - | 100.0% | |
| 25-11 | CONTINGENCY (carryforward \$10,655) | \$ 35,000 | \$ - | \$ 35,000 | 0.0% | \$45,655.00 |
| 25-30 | CONTRACTUAL SERVICES | \$ 116,372 | \$ 51,060 | \$ 65,312 | 43.9% | |
| 14-99 | COUNTY TAX | \$ 578,045 | \$ 578,045 | \$ 0 | 100.0% | |
| 25-08 | ELECTIONS | \$ 19,254 | \$ 5,681 | \$ 13,573 | 29.5% | |
| 78-01 | EMS | \$ 478,250 | \$ 198,879 | \$ 279,371 | 41.6% | |
| 25-06 | FINANCE | \$ 218,632 | \$ 89,381 | \$ 129,251 | 40.9% | |
| 27-02 | FIRE | \$ 137,173 | \$ 58,298 | \$ 78,875 | 42.5% | |
| 25-34 | GENERAL ASSISTANCE | \$ 25,077 | \$ 5,032 | \$ 20,045 | 20.1% | |
| 25-12 | MUNICIPAL BUILDING | \$ 61,508 | \$ 19,425 | \$ 42,083 | 31.6% | |
| 25-35 | MUNICIPAL INS./UNEMPLOY | \$ 45,520 | \$ 22,640 | \$ 22,880 | 49.7% | |
| 25-02 | OFFICE OF SELECTBOARD | \$ 27,247 | \$ 7,451 | \$ 19,796 | 27.3% | |
| 79-01 | PARKS & RECREATION | \$ 723,263 | \$ 323,924 | \$ 399,339 | 44.8% | |
| 25-17 | PLANNING (carry forward \$4,915) | \$ 66,596 | \$ 27,128 | \$ 39,468 | 40.7% | \$44,383.00 |
| 27-01 | POLICE | \$ 425,603 | \$ 174,841 | \$ 250,762 | 41.1% | |
| 25-37 | PUBLIC UTILITIES | \$ 204,600 | \$ 67,133 | \$ 137,467 | 32.8% | |
| 31-03 | PUBLIC WORKS (carryforward \$10,658) | \$ 679,944 | \$ 266,092 | \$ 413,852 | 39.1% | \$424,510.00 |
| 240-35 | RETIREE HEALTH INSURANCE | \$ 37,314 | \$ 15,419 | \$ 21,895 | 41.3% | |
| 77-01 | SENIOR CENTER | \$ 21,577 | \$ 2,660 | \$ 18,917 | 12.3% | |
| 45-04 | SHELLFISH | \$ 10,585 | \$ 4,333 | \$ 6,252 | 40.9% | |
| 25-36 | TAN INTEREST/School withdrawal BAN | \$ 245,234 | \$ 10 | \$ 245,224 | 0.0% | |
| 25-07 | TOWN CLERK | \$ 80,823 | \$ 30,777 | \$ 50,046 | 38.1% | |
| 76-01 | TRANSFER STATION | \$ 555,873 | \$ 232,552 | \$ 323,321 | 41.8% | |
| 74-01 | WASTEWATER (carry forward = \$85,964) | \$ 458,695 | \$ 140,321 | \$ 318,374 | 30.6% | \$404,338.00 |
| 73-01 | WATERFRONT | \$ 41,175 | \$ 14,703 | \$ 26,472 | 35.7% | |
| | Totals | \$ 6,468,127 | \$ 3,099,794 | \$ 3,368,333 | | |

11b

Kathleen Onorato

From: Stan Waltz <codes@wiscasset.org>
Sent: Wednesday, December 14, 2016 10:30 AM
To: Kathleen Onorato
Subject: Junk Yards

KAthy,

Here is the list of Junkyard renewals for 2017
for the Selectmen's approval at the next meeting.

Blagdon's Garage, 842 Gardiner Road
Grover Auto & Tire, 271 Bath Road

Norm's Used Cars, Inc., 744 Bath Road
Pro Body Works, 323 Bath Road

Thanks,

--
Stan Waltz
Code Officer
Wiscasset
207-882-8200 ext 109

Meeting FYI

Marian Anderson

From: Mary Ellen Barnes <mbarnes@lcrpc.org>
Sent: Monday, December 12, 2016 3:15 PM
To: Mary Ellen Barnes
Subject: Save The Date: Lincoln County Broadband Meeting

Broadband in Lincoln County: Where We Are, Where We Want To Go & Why!

Thursday, January 19, 2017, 4 to 6 pm, LCRPC Office, 297 Bath Road, Wiscasset

Lincoln County Regional Planning Commission invites municipal officials, businesses, schools, economic development leaders, community residents, and schools to participate.

Topics include: Broadband 101—Existing services and infrastructure & definitions of technologies and standards; Community/public/business broadband needs and issues. The case for broadband in our region: economic development, education, health care, innovative design, sciences and other real estate, and emergency services; How digital technology is changing our homes, schools, workplaces, and health care? Public/private sector partnerships and strategies in Maine: what exists today, what are potential planning, build-out and business models; and Charting Our Path: building regional and local teams, information-gathering; and developing a plan for advocacy/education/planning and implementation.

The workshop is open to the public free of charge, and is presented by the LCRPC in partnership with ConnectME, Lincolnville Communications, Inc., and Axiom Technologies.

Please share the invitation with other community and business leaders -- more info to follow!

Mary Ellen

Mary Ellen Barnes
Executive Director
Lincoln County Regional Planning Commission
297 Bath Road
Wiscasset, ME 04578
[207-882-5983](tel:207-882-5983)

MEETING NOTICE

The Wiscasset Selectboard, Tax Assessors & Overseers of the Poor will meet **Tuesday, December 20, 2016 at 6 p.m.** in the Municipal Meeting Room.

AGENDA

6 p.m. Call the meeting to order

1. Pledge of Allegiance.

2. Approval of Treasurer's Warrants

a. Payroll Warrants: December 9, 2016; and December 16, 2016

Motion: To approve the payroll warrants of December 9, 2016 and December 16, 2016

b. Accounts Payable Warrants: December 13, 2016; December 20, 2016

Motion: To approve the accounts payable warrants of December 13, 2016 and December 20, 2016

3. Approval of Minutes:

a. December 6, 2016

Motion: To approve the minutes of December 6, 2016

4. Special Presentations or Awards: none

5. Committee appointments: Re-appointments

a. Raymond Soule, Planning Board, 3-year

b. Allen Cohen, Planning Board, 3-year

c. Allen Cohen, Ordinance Review Committee, 3-year

d. Bryan Buck, Airport Committee, 3-year

Motion: To approve committee re-appointments.

6. Public Hearings: None

7. Assessors' Business

a. Abatements

• John & Patricia Nichols (Map U9, Lot 7-A, \$1,438.80)

• John & Patricia Nichols (Map U9, Lot 7, \$282.52)

• Melinda & John Whittaker (Map R06, Lot 13, \$565.04)

Future Meetings, Workshops, and Events

- December 21: Airport Committee @ Airport, 6 p.m.
- December 26: Town Offices Closed
- December 28: Conservation Commission, 6 p.m.
- December 29: Waterfront Committee, 7 p.m.
- January 2: Town Offices Closed
- January 3: Selectboard, 6 p.m.
- January 5: Historic Preservation, 5 p.m.
- January 17: Selectboard, 6 p.m.
- January 19: Lincoln County Broadband, LCRPC office, 4 to 6 p.m.
- January 28: Capital Project Meeting with Department Heads, 9 a.m.