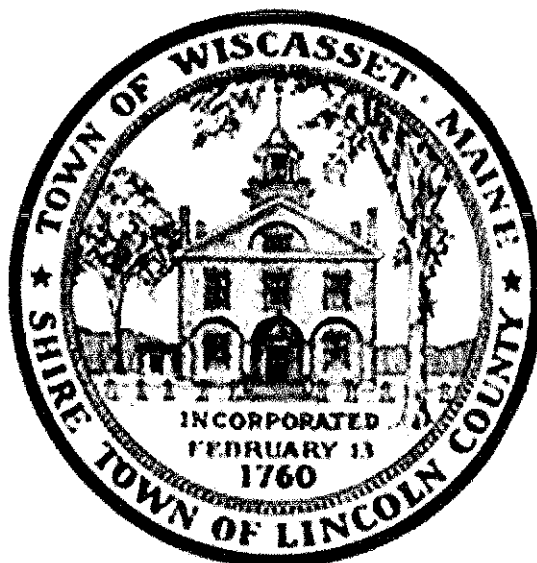


**Town of Wiscasset**  
January 2017  
Monthly Reports





# Town of Wiscasset

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## AIRPORT REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Frank Costa, Airport Manager  
**Re:** January Monthly Report  
**Date:** February 15, 2017

- Activity at the airport was seasonally slow for January and the G.A.R.D.-Invisible Intelligence system recorded approximately 285 operations for the month.
- For the month of January 2017, the Wiscasset Airport records the sale of 1,373 gallons of 100/LL for a gross revenue of \$5,858.79 and zero gallons of Jet-A.
- The Budget year is at 58.3%.

The Wiscasset Airport Expense Summary Report for the fiscal year 2016 displays a Budget Net of \$283,175.00. The Year to Date Net Expense reached \$140,070.10. The Unexpended Balance is \$145,783.85.

The January 2017 "Detailed Revenue Report" credits \$144,198.93 and the uncollected Balance of \$105,811.07 with 5 months remaining for the Budget Year 2016.

### **Special Events at the Wiscasset Airport:**

- January 29, 2017, The Wiscasset Airport hosted Maine Aeronautics Association yearly "Soup Sunday" event. This event attracted approximately 55 participants that arrived via 14 aircraft and a large number of motor vehicles. Maine Aeronautics Association president Lisa Reece is very satisfied with the participation and hoping for a larger participation next year.

Frank Costa  
Airport Manager

Cc: Airport Committee



# Town of Wiscasset

## TOWN CLERK REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Linda Perry, Town Clerk  
**Re:** January Monthly Report  
**Date:** February 16, 2017

### ELECTIONS

The Clerk's Office has started preparing election materials for the Annual Town Meeting which will be held in June. On January 31, 2017 a Special Election was held in the Senior Center at the Community Center from 8 a.m. to 8:00 p.m. The shortened nomination process was used and absentee ballots were made available 30 days prior to the election. This Special Election was held to elect a Selectman, Assessor and overseer of the Poor that will serve until the June 2017 Annual Election of Officers. We had a total of 348 ballots cast. The results of the Special Election are listed below.

Lawrence R. Gordon Jr. – 179 votes  
Katharine G. Martin-Savage – 107 votes  
Kimberly Andersson – 52 write in votes  
Blanks - 10

### CLERK

Over 375 postcards were mailed in January to remind unlicensed dog owners of the late fees that will go into effect on February 1, 2017. Airplane excise tax bills were sent out on aircraft that was hangered at the Wiscasset Municipal Airport in 2016. At this time, the FAA records show that 39 multi and single engine aircraft are hangered in Wiscasset. The Clerk's Notary Public Commission was renewed in January. This Commission needs to be renewed every 7 years through the Secretary of State.

### FINANCIALS:

	Auto Excise	Boat Excise	Agent Fees	Vital Fees
<b>Monthly Revenues</b>	\$45,743.98	\$111.50	\$1,536.50	\$326.40
<b>Year to date</b>	\$389,716.82	\$1,138.60	\$9,401.50	\$2,344.80
<b>Met yearly revenue projection by:</b>	8.37%	20.33%	58.02%	68.76%



# Town of Wiscasset

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## CODE ENFORCEMENT REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Stan Waltz, Code Enforcement Officer  
**Re:** January Monthly Report  
**Date:** February 16, 2017

Some safety information for you to think about; With all of the snow that we have had recently, one thing you should check is the vent stack for your plumbing fixtures. Most vents only extend 18" above the roof and could get covered with snow. The heat from the drain waste pipe can slowly melt the snow and cause it to ice over. This could lead to the backup of gases and cause problems and a methane gas buildup. If you notice that your sink drains are draining slower you may want to check the vent stack.

Another reason to clear off your house or garage roof is the weight of the snow and the danger of collapse. Some math to think about; a gallon of water weighs 8.35 pounds there are 7.48 gallons to a cubic foot of water therefore a cubic foot of water weighs 62.43 pounds.

A foot of snow by weight ranges between 15 and 20 pounds depending on water content. If your house is 32' by 40' that would make one side of your roof approximately 720 square feet times 20 lbs. = 14,400 lbs. or over seven (7) TONS if there is more than one foot then you can see the weight would be tremendous.

The amount of calls has been steady and the permits are about where they were last year at this time.

Respectfully,  
Stan Waltz  
Code Officer



# Town of Wiscasset

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## EMS/EMA REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Toby Martin, EMS/EMA Director  
**Re:** January Monthly Report  
**Date:** February 6, 2017

### 1. Run Volume for January:

City	# of Runs	% of Runs
DAMARISCOTTA	1	3.90%
Edgecomb	10	13.51%
Westport (Town of)	5	6.76%
Wiscasset	52	70.27%
Woolwich	6	8.11%
Unknown	<u>0</u>	<u>0%</u>
Total	74	100%

### Updates:

1. Awards- 1<sup>st</sup> annual awards – Employee of the year Anita Sprague
2. Hired 2 Paramedics-
  - Sita West – lives in Woolwich, fulltime firefighter/paramedic City of Auburn
  - Johnathan Powers- lives in Union Maine, works for Boothbay and Waldoboro
3. Wiscasset Ambulance is looking to establish a medical equipment loan program. This program allows residence we serve to barrow medical equipment like crutches, commodes, wheelchairs, etc. We are asking for community support to get this started.

Respectfully Submitted,  
Toby Martin- EMS Director



# Town of Wiscasset

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## FIRE DEPARTMENT REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** T.J. Merry, Fire Chief  
**Re:** January Monthly Report  
**Date:** February 17, 2017

In the month of January the Wiscasset Fire Dept. responded to 12 calls for service.

- 6 MVA
- 1 Chimney Fires
- 1 Station Coverage
- 2 Co2
- 1 Fire Alarm
- 1 Assist to WEMS

For training that month all the firefighters participated in our annual super Saturday to get the state mandatories completed, as well as clean and reorganize the cabinets on the trucks to do an inventory.

There are currently 22 members on our active roster, with 8 on our lifetime membership roster and 1 on the waiting list.

Respectfully Submitted,  
TJ Merry, Fire Chief



# Town of Wiscasset

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## PARKS AND RECREATION DEPARTMENT

**To:** Marian L. Anderson, Town Manager  
**From:** Todd Souza, Parks & Recreation Director  
**Re:** January Monthly Report  
**Date:** February 17, 2017

The Parks & Recreation Department strives to work with town departments, community organizations, schools, volunteers and our youth in an effort to provide a well-balanced selection for programming and facilities. This report is created to highlight these efforts during the past month.

*"The team is the star, never an individual." - John Wooden*



### Community Events

- Held Municipal Special election
- Completed WES Second grade swim lesson program

### Coordination Meetings

- Attended Senior Trustee Meeting
- Held Winterfest planning meetings
- Meet with Municipal and School leaders to lay the ground work for a revised emergency action plan
- Meet with School Administration to discuss and plan summer camp facility use and transportation
- Meet with Wiscasset Alumni regarding facility use for Class Banquets
- Meet with and confirm "Platinum" Sponsorship by the First National Bank. Thank you!
- Meet with Lyme Conference officials – Confirming an April 29<sup>th</sup> date

### Staff

- Held "Team" meeting with lead staff
- Aquatics Team held staff training

### Facilities

- Hosted two Senior Meals
- Hosted two High School Swim Meets

### Programs

- Held Volunteer Instructor Stand-up Paddleboard Training workshop – Sponsored by Midcoast Conservancy
- "Country Heat" This new fitness class will be held on Wednesday evening and Saturday mornings.
- Youth Basketball Season and Travel Games
- Held Middle School Teen Dance – Thank you to our volunteers
- Marketed Celtic February 5, 2017 Game vs. Clippers
- Men's League Basketball is under way
- WCCU & Hyde Swim Team

### Operations

- Lack of Snow caused us to cancel our XC ski and Snowshoe program

## WINTER HOURS



# Town of Wiscasset

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(August 29, 2016 – May 30, 2017)

Monday – Thursday:	5:00am – 9:00pm
Friday:	5:00am – 8:00pm
Saturday:	8:00am – 4:00pm
Sunday:	1:00pm – 5:00pm

Please feel free to contact the department at 882-8230 with any questions or to share program ideas. Once again thank you to our staff, volunteers, community organizations and local businesses for their support and dedication over the past month.

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





# Town of Wiscasset

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## PLANNING DEPARTMENT REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Benjamin Averill, Town Planner  
**Re:** January Monthly Report  
**Date:** February 15, 2017

### **Community Planning and Economic Development:**

Throughout the month of January I worked on several initiatives to increase the capacity of town. I had the privilege of attending several workshops or webinars that helped me increase my knowledge of development goals for the year. Lincoln County Regional Planning Commission (LCRPC) hosted two workshops for municipalities in the month of January. The first workshop offered a brief overview of the new marijuana legislation by an attorney from Drummond Woodsum. This workshop was focused on municipal issues surrounding the new legislation. The second workshop was sponsored by LCRPC and Connect-ME which focused on opportunities to expand Broadband access in communities in Lincoln County. Additionally I participated in several online webinars to learn more about state and federal level grant opportunities available to the town to increase broadband access to residents in underserved or unserved areas.

The wastewater treatment plant resiliency study from the Coastal Communities Grant concluded in January. The task force reviewed the final report from Wright-Pierce on January 11<sup>th</sup> with plans to present to the Board of Selectmen in the coming weeks. The study recommended options for mitigation to the effects of sea level rise and climate change on the waste water treatment plant.

### **Waterfront Committee**

The Waterfront Committee met on January 26<sup>th</sup> to discuss improvements to the waterfront and piers for 2017 in preparation of the upcoming 2017 season. The Committee has proposed some changes to the pier policies for the 2017 season as well as has recommended that the season be extended for additional time. The Committee will bring their recommendations to the Board of Selectmen in an upcoming meeting.

### **Historic Preservation Commission**

The Historic Preservation Commission met on January 5th. The commission had one certificates of appropriateness review as follows:

- a. Applicant- 35 Fort Hill Street- U01-094

The commission approved the applications for 35 Fort Hill Street.

The commission also began reviewing the current historic preservation ordinance to determine if any changes need to be made. The commission is reviewing all aspects of the ordinance to ensure that it is clearly written. During the review process the commission will be looking at many different ordinances from communities throughout the state.



# Town of Wiscasset

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## **Ordinance Review Committee:**

The Ordinance Review Committee met on January 23<sup>rd</sup> to review brief changes to the historic preservation ordinance as well as to review the proposed disorderly house ordinance. Both topics will be reviewed and most likely completed in February.

## **Conservation Commission**

The Conservation Commission met on January 25<sup>th</sup> to review the results from the Natural Resources Inventory from Stockwell Environmental. The Commission will continue to review all aspects of the potential removal of the Montsweag Brook Dam and hopes to make recommendations to the Board of Selectment regarding the possible repair or removal of the Dam as well as creation of a walking trail system in the near future. The Conservation Commission also discussed the possibility of recommending an energy audit to the Board of Selectmen at an upcoming meeting.

## **Planning Board:**

The Planning Board did not meet in January.

Respectfully submitted,  
Ben Averill



# Town of Wiscasset

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## Wiscasset Police Department

To: Marian L. Anderson, Town Manager  
From: Jeffrey Lange, Wiscasset Police Chief  
RE: January Monthly Report  
Date: February 15, 2017

### Significant Events and Issues

1. OUI grant has been started and this will last until Sept 2017- Total OT funds received from the Maine Bureau of Highway Safety was \$10,051.00.
2. The PD received a Speed Grant that will last until Sept 2017- Total OT funds received from the Maine Bureau of Highway Safety was \$2,675.00 + \$2,000.00 reimbursement towards the purchase of a new radar unit.
3. I applied for another grant through State Farm and awaiting the outcome- I asked for \$10,000 towards the purchase of pole mounted radar units that could be moved around from location to location.
4. The Police Department has been working with the Wiscasset School Administration (along with other departments) in revising the Emergency Action Plan at both schools. This is an ongoing monthly meeting where best practices from surrounding schools are being looked at along with researching other resources for the safety of the students.
5. In January the PD has responded to 515 calls for service. This is an increase of 147 more calls than Decembers' calls for service. See below for the breakdown of the nature and amounts of calls.



# Town of Wiscasset

## Wiscasset Police Department

Jeffrey E. Lange  
Chief of Police

Alicia Simmons  
Sergeant

### January 2017 Calls for Service

Type of Call for Service	Amount of calls
Administrative Count	5
ALARM BURGLAR Count	15
ASSAULT Count	1
ASSIST CITIZEN Count	10
ASSIST OTHER AGENCY Count	2
ATTEMPT TO LOCATE Count	6
COMPLIANCE CHECK ON INMATE Count	10
DEATH INVESTIGATION Count	1
DISABLED MV Count	5
DOMESTIC DISTURBANCE Count	3
ERRATIC OPERATIONS Count	16
ESCORT/TRANSPORT Count	1
FIGHTING (NON-DOMESTIC) Count	1
FOUND/LOST PROPERTY Count	3
HARASSMENT Count	2
LOUD NOISE Count	2
MEDICAL EMERGENCY Count	2
MISSING PERSON Count	1
MOTOR VEHICLE ACCIDENT Count	19
MOTOR VEHICLE STOP Count	73
PARKING PROBLEM Count	4
POLICE INFORMATION Count	6
PROPERTY CHECK Count	276
SERVICE Count	2
SPECIAL DETAIL Count	4
Suicide/Suicidal Count	1
SUSPICIOUS ACTIVITY Count	7
THEFT / FORGERY / FRAUD Count	5
TRAFFIC CONTROL Count	17
TRAFFIC HAZARD Count	2
TRESPASSING Count	2
UNWANTED SUBJECT Count	2
VIOLATION OF BAIL CONDITIONS Count	1
WELFARE CHECK Count	8
Grand Count	515



# Town of Wiscasset

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## PUBLIC WORKS DEPARTMENT

**To:** Marian L. Anderson, Town Manager  
**From:** Doug Fowler, Public Works Director  
**Re:** January Monthly Report  
**Date:** February 17, 2017

### **Operations:**

During the winter months, the Department of Public Works' trained crew prides itself on providing safe and effective driving conditions for all of Wiscasset's residents and visitors. Top priority is given to the Town's main routes which see the heaviest traffic, but all roads and streets get the attention they require. Generally, all operations begin by sanding/salting the roads, then plowing, and continue until all are safe and clear. In the "Downtown" area we try to use straight salt (not sand/salt mix), if temperature permits, as it quickly reduces snow accumulation and has less effect on the river environment. As Maine Residents, we all realize that each storm is different due to temperature, time of day, rate of snowfall, etc. These factors all contribute to, and dictate how, a storm is handled and as to how much time is needed to complete the operation even after the last flake has fallen. The Public Works Department is dedicated to performing all operations in a professional manner and ensuring that our roads are safe.

In addition to plowing the streets and roads, when all is said and done, other storm duties consist of snow-removal in the downtown area and sidewalk clearing. Snow-removal consists of loading the accumulated snow into trucks and removing it to our snow-dump area. This operation generally takes place in the very early morning hours as to not interfere with the morning commute. However, this month with the minor accumulation, we have been able to complete the endeavor during daylight. Sidewalk clearing is attacked with our multi-utility machine, the Toolcat, and then followed by team members sanding and salting typically by hand. Sidewalks are cleared in order of priority and we try and get as many as we can, and as best we can.

Another responsibility of the Department is snow removal at the airport. Once the event has ended, and the roads and streets are safe and convenient for travel, all available team hands convene at the airport to plow the runway, taxiways and parking lots. This task typically requires two hours if all hands are present. Once the snowbanks and piles have accumulated to a height and volume that makes it unsafe and inconvenient for aircraft, a team member is dispatched to operate the snow-thrower to disperse the accumulated snow.

This month the storms have resulted in minor accumulation but have been quite icy. Storms of this nature still require much attention but further require additional salt and sand application. This can be visually confirmed by our shrinking winter-sand stock pile as well as the pile designated for resident use. In addition to requiring increased sand/salt application, storms of this characteristic wear the cutting edges of the plows (the replaceable steel plates that make contact with the road surface) at an accelerated rate as the conditions lack the lubrication provided by snow.



# Town of Wiscasset

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In between the numerous storms this month, we have been busy with various other tasks. Among these are tree/limb removal due to storm damage, pruning back limbs and brush that interfere with visibility of signs and intersections, disassembling the 50+ Christmas trees in the Downtown area, and filling potholes as they appear, to list a few. One note in regard to tree lights is we took advantage of a post season deal at Ames Supply and restocked our tree lights at 50% off! We also worked with the Community Center with the emergency generator set up. Lastly, I was able to take the former Primary School building off our list of responsibilities!!

## **Financials**

At 58.3% of the budget year, our percent spent hovers at just over 53%, 50.46% combined with Cemetery. Overtime, Salt and other "winter" associated lines are holding strong but there is some concern with the shrinking sand pile and cutting edges. As I stated, the first several storms of the season required repetitive passes with sand due to icing, thus hitting the stock pile hard and cutting edge wear. At the end of the month, about half of our stock pile was depleted. However, the sand/gravel line is at 64.41% and the Salt line is at 54.45% should we need to restock before the end of the season.

To conclude, I feel fortunate to lead such a dedicated and talented crew. Even after "pulling all-nighters," their attitudes remain positive as they continue to work to complete daily tasks and essential duties to ensure the safety of all motorists and residents. Teamwork and readiness allows us to go forward with confidence in handling whatever nature has in store. Lastly, I commend Steve Christiansen's diligence and efforts at the Town Offices. His hard work is truly noticed by many.

Faithfully yours,

**Doug**

Director of Public Works  
Wiscasset, Maine



# Town of Wiscasset

## TRANSFER STATION

**To:** Marian L. Anderson, Town Manager  
**From:** Ron Lear, Transfer Station Superintendent  
**Re:** January Monthly Report  
**Date:** February 11, 2017

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

Type of Material	Tons	Cost/Ton
Municipal Solid Waste (Trash)	136.04	-\$67
Demo	16.44	-\$63
Single Stream	21.87	-\$5
Metal	10.47	+\$120
Computers	0 lbs.	+\$15/lbs
Brush/Lumber	9	-\$35
Organics for Compost	1600 lbs.	0
Mixed Copper/Alum/Lead	0 lbs.	+\$75/lbs.
Shingles	26.13	-\$48
	0	-\$0
Cardboard	0	+\$110

We also recycled 18 bales of cardboard.

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

Types	Revenues:
User Fees	\$1668.40
MRC Dividend	\$ 0
Metal (Light iron, batteries, mixed copper)	\$3,104.40
Cardboard	\$ 0
Computers	\$ 0

### Operations:

The 4<sup>th</sup> we shipped 7 boxes to Veolia. On the 17<sup>th</sup> Webbers picked up 2 loads of grey water. The 25<sup>th</sup> Bob's Tire picked up 345 tires. The 27<sup>th</sup> we shipped 72 lbs. of rechargeable batteries.

### Expenses & Revenues:

Expenses are at 58.24% and the Revenues are at 55.32%



# Town of Wiscasset

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## TOWN TREASURER REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Shari Fredette, Town Treasurer/Human Resources  
**Re:** January Monthly Report  
**Date:** February 16, 2017

**Finances:** In the month of January the town collected a total of \$54,708.46 in Real estate taxes and \$-0- in personal property taxes.

No TAN Transfers were made in January. The TAN balance is \$271,992 for the remainder of the Fiscal Year 2016-2017. We will be drawing down the balance in mid to late March.

**Credit card:** Receipts for January were \$8,706.74

The Finance Department as of January 31st has spent percent 57.72% of its budget; we are 58.3% through our current fiscal year. YTD Finance has **underspent** by .58%

**School Revenue/Expenses:** The Town of Wiscasset processed checks to The Wiscasset School department in the month of January for \$502,370.78. The School Revenue was \$252,930.16 and was comprised of The State Subsidy, School Lunch, Title IA and Title IIA, Educational school nutritinte, special Education, fuel, repairs, Local Entitlement, Sub reimbursement, PEPG Mini Grant and Bank Interest Income. The Total School Revenue including the Town check was \$755,300.94. The Total School Expense for January was \$675,978.52. *Please see Shari for a more detailed breakdown of the revenue and expense or any other information you may want in regard to the School Department.*

**Training:** No Training in January.

### **Human Resources:**

The Town had one work related injury to report to MMA Risk Management in January and one Non reportable injury. The Town hired two EMT's and one Paramedic for The Wiscasset Ambulance Service in January.

I have attached our EMS billing service (Medical Reimbursement Services Inc.) process procedure used for rescue reports for your perusal.

I processed W2's and all Year End Payroll Reports in January as required.

Please contact Shari Fredette @ 207-882-8200 Ext. 107 or [treasurer@wiscasset.org](mailto:treasurer@wiscasset.org) if you have any questions.



# Medical Reimbursement

PO BOX 1810, WINDHAM, ME 04062

PHONE (207) 892-0020 FAX (207) 893-0583

Here is a summary of how we process rescue reports:

1. We pull the run report off Maine State Bridge and enter the patient information and charges.
2. If we have the insurance we bill the insurance 1<sup>st</sup>.
3. If the patient has Medicare and a 2<sup>nd</sup> insurance we bill Medicare and then the 2<sup>nd</sup> insurance the patient would not get a bill unless one of the insurance denies the claim, we are having a problem with insurance, or it was applied to the deductible.
4. If the patient has MaineCare we bill MaineCare and the patient never gets a bill.
5. If the patient has a balance after private insurance we put the patient on an automatic billing cycle each month. If the patient makes monthly payments we will continue to mail statements each month. If the patient does not respond to our statements we will stamp the 2<sup>nd</sup> statement PAST DUE if the patient does not respond to this statement the 3<sup>rd</sup> statement will be marked FINAL NOTICE.
6. If we do not have any health insurance we send a bill to the patient, make a phone call, check with MaineCare and contact the hospital, if transported.
7. If the patient does not have any health insurance we will attempt to set up a payment plan with the patient. We follow the same procedure as we would if a patient has a balance after insurance and does not respond to our statements.
8. Once the bill is over 120 days and the patient has not responded to the bill we stamp the bill final notice and put the account to a bad debt status in our system.
9. The account then waits for approval from the town to either write off the balance (if they do not have a collection agency) or send the accounts to the collection agency (if they have one).

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# Town of Wiscasset

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## WASTE WATER TREATMENT PLANT

**To:** Marian L. Anderson, Town Manager  
**From:** William Rines, Waste Water Treatment Plant Superintendent  
**Re:** January Monthly Report  
**Date:** February 15, 2017

For the month of January our average flows were 298, 000 gallons per day putting us at 48 % of our licensed flow. We recorded 2.8 inches of rain/snow for the month. Our licensed flow is 620,000 gallons per day.

**Operations:** Snow removal, pump station repairs and maintenance have kept us busy this month. Once the weather clears some we will be calling people about repairs to the meters that are having some problems.

**Training:** We are still having a member of Maine Rural Water one day a month here to assist Ray with the preparation of taking his wastewater license test. Ray will be taking his test shortly to become a licensed operator for wastewater. We continue to do more of our required yearly training. We are having a voluntary inspection done in March

**Financials:** We received \$43,917.19 in user fees for the month and are at 58 % of the anticipated revenues for the year. Expenses are at 40% we are 54 % thru the year.

William Rines

Dept	Account	2016-2017 Approved Budget	YTD 01/31/17 58.3% into budget year	Balance	% spent of budget	Balance with carryforward added
25-01	ADMINISTRATION	\$ 193,478	\$ 113,646	\$ 79,832	58.7%	
72-01	AIRPORT	\$ 283,175	\$ 137,322	\$ 145,853	48.5%	
27-09	ANIMAL CONTROL	\$ 11,487	\$ 2,816	\$ 8,671	24.5%	
25-05	ASSESSING	\$ 6,192	\$ 468	\$ 5,724	7.6%	
25-32	BOARDS & COMMITTEES	\$ 1,611	\$ 201	\$ 1,410	12.5%	
53-14	CAPITAL IMPROVEMENT (carryforward \$184,931)	\$ 486,430	\$ 472,584	\$ 13,846	97.2%	\$198,777.00
25-31	CELEBRATIONS	\$ 14,500	\$ 10,165	\$ 4,335	70.1%	
31-11	CEMETERIES (carry forward \$30,736)	\$ 57,692	\$ 25,795	\$ 31,897	44.7%	\$62,633.00
25-33	CODE ENFORCEMENT	\$ 48,769	\$ 25,872	\$ 22,897	53.0%	
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	\$ 85,575	\$ 30,797	73.5%	
14-99	COUNTY TAX	\$ 578,045	\$ 578,045	\$ 0	100.0%	
25-08	ELECTIONS	\$ 19,254	\$ 7,132	\$ 12,122	37.0%	
78-01	EMS	\$ 478,250	\$ 275,021	\$ 203,229	57.5%	
25-06	FINANCE	\$ 218,632	\$ 125,986	\$ 92,646	57.6%	
27-02	FIRE	\$ 137,173	\$ 107,994	\$ 29,179	78.7%	
25-34	GENERAL ASSISTANCE	\$ 25,077	\$ 13,367	\$ 11,710	53.3%	
25-12	MUNICIPAL BUILDING	\$ 61,508	\$ 29,369	\$ 32,139	47.7%	
25-35	MUNICIPAL INS./UNEMPLOY	\$ 45,520	\$ 32,351	\$ 13,169	71.1%	
25-02	OFFICE OF SELECTBOARD	\$ 27,247	\$ 10,017	\$ 17,230	36.8%	
79-01	PARKS & RECREATION	\$ 723,263	\$ 456,601	\$ 266,662	63.1%	
25-17	PLANNING (carry forward \$4,915)	\$ 66,596	\$ 38,763	\$ 27,833	58.2%	\$32,748.00
27-01	POLICE	\$ 425,603	\$ 248,558	\$ 177,045	58.4%	
25-37	PUBLIC UTILITIES	\$ 204,600	\$ 101,184	\$ 103,416	49.5%	
31-03	PUBLIC WORKS (carryforward \$10,658)	\$ 679,944	\$ 366,825	\$ 313,119	53.9%	\$323,777.00
240-35	RETIREE HEALTH INSURANCE	\$ 37,314	\$ 22,280	\$ 15,034	59.7%	
77-01	SENIOR CENTER	\$ 21,577	\$ 3,996	\$ 17,581	18.5%	
45-04	SHELLFISH	\$ 10,585	\$ 5,448	\$ 5,137	51.5%	
25-36	TAN INTEREST/School withdrawal BAN	\$ 245,234	\$ 10	\$ 245,224	0.0%	
25-07	TOWN CLERK	\$ 80,823	\$ 44,481	\$ 36,342	55.0%	
76-01	TRANSFER STATION	\$ 555,873	\$ 324,149	\$ 231,724	58.3%	
74-01	WASTEWATER (carry forward = \$85,964)	\$ 458,695	\$ 216,928	\$ 241,767	47.3%	\$327,731.00
73-01	WATERFRONT	\$ 41,175	\$ 15,893	\$ 25,282	38.6%	
	<b>Totals</b>	<b>\$ 6,468,127</b>	<b>\$ 3,970,275</b>	<b>\$ 2,497,852</b>	<b>61.4%</b>	

# HM Payson Monthly Statement of Wiscasset Accounts

10a.

Account Name	Market Value as of 11/30/2016	Market Value as of 12/31/2016	Market Value as of 01/31/2017
Montsweag Dam Reserve Fund	\$ 123,947.73	\$ 125,045.91	\$ 126,960.59
Cemetery Trust Fund	\$ 1,623,781.21	\$ 1,638,167.92	\$ 1,663,251.34
General John French Scholarship	\$ 48,437.68	\$ 48,866.84	\$ 49,615.08
Jackson Cemetery Fund	\$ 23,018.34	\$ 23,222.29	\$ 23,577.86
Larabee Band Fund	\$ 557,083.65	\$ 562,019.42	\$ 570,624.99
Haggett Scholarship Fund	\$ 11,498.35	\$ 11,600.22	\$ 11,777.84
Mary Bailey Fund	\$ 339,292.86	\$ 342,299.00	\$ 347,540.23
Seth Wingren Fund	\$ 21,320.19	\$ 21,509.09	\$ 21,838.43
Wiscasset Community Center Endowment Fund	\$ 2,415.46	\$ 2,436.86	\$ 2,474.18
Cooper-DiPerri Scholarship Fund	\$ 35,085.26	\$ 32,773.35	\$ 33,275.17
Recreation Scholarship	\$ 624.17	\$ 629.70	\$ 639.34
<b>Town of Wiscasset Edowment Fund Total</b>	<b>\$ 2,786,504.90</b>	<b>\$ 2,808,570.60</b>	<b>\$ 2,851,575.05</b>
Town of Wiscasset Capital Reserve	\$ 1,882,021.99	\$ 1,896,056.70	\$ 1,920,221.47
Town of Wiscasset Construction Reserve	\$ 2,075,680.26	\$ 2,091,159.12	\$ 2,117,810.43
Town of Wiscasset Equipment Reserve	\$ 3,382,864.08	\$ 3,408,090.94	\$ 3,451,526.22
Town of Wiscasset Furnace Replacement Reserve	\$ 278,340.54	\$ 280,416.19	\$ 283,990.03
Town of Wiscasset Major Repairs Reserve	\$ 374,946.97	\$ 377,743.05	\$ 382,557.29
Town of Wiscasset Recreation Building Reserve	\$ 1,470,759.05	\$ 1,481,726.87	\$ 1,500,611.11
Town of Wiscasset Retirement Health Insurance Reserve	\$ 337,931.07	\$ 340,451.11	\$ 344,790.07
Town of Wiscasset Roof Repair Reserve	\$ 255,596.66	\$ 257,502.71	\$ 260,784.52
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 69,819.74	\$ 70,340.40	\$ 71,236.87
Town of Wiscasset Highway Department Capital Reserve	\$ 1,799.28	\$ 1,812.70	\$ 1,835.80
Town of Wiscasset Fire Department Vehicle Capital Reserve	\$ 2,399.05	\$ 2,416.94	\$ 2,447.75
<b>Town of Wiscasset Reserve Funds Total</b>	<b>\$ 10,132,158.69</b>	<b>\$ 10,207,716.73</b>	<b>\$ 10,337,811.56</b>



106

January 9, 2017

Town of Wiscasset - Town Manager, Town Planner, and Board of Selectmen

RE: Birch Point / Mason Station - BluePaint Development, LLC Development Proposal

BluePaint Development, LLC proposes to acquire and develop the residential lots and remaining properties owned by the Town at Mason Station, aka, Point East Maritime Community, as follows:

**Development overview:**

1. **Phase 1 / Immediate.** The immediate investment in and completion of 13 signature energy efficient rental homes using the existing lot plans and permits (\$2.4-2.6MM investment). This represents a the available 13 permits (lots 37-49). The purchase of the 6th lot would trigger the Town's application for funding to complete the proposed sewer expansion and upgrades engineered for the original DEP approvals. The completion of the 13th unit would trigger the sewer improvements.
2. **Phase 2 / Year 2.** Investment in and completion of the remaining 47 lots of the planned and permitted 66 lots with BluePaint's signature homes. This would yield a total of 60 units on the lots to the west of the contamination berms, allowing for the 6 lots purchased by Peregrine. (\$10-11MM investment). Collaborative work with the Town and State agencies to master plan all the remaining areas, excluding the Mason Station buildings and parcels owned by Mason Station, LLC, or its assigns.
3. **Phase 3 / Years 3-4.** Investment in the re-approval of the remaining residential lots surrounding the Mason Station lot and buildings. (\$35MM investment in homes).

**Investment commitment:**

1. Total residential investment commitment is \$45-48MM based on the maximum planned unit density in the original DEP site plan permit of the proposed development areas.
2. We intend to update the existing DEP approval and utilize that density formula.
3. Construction to begin as soon as existing permits are updated.

**Acquisition proposal:**

1. BluePaint will pay the Town \$6,000 per lot, plus permit and inspection fees, at the issuance of each building permit. It is anticipated we apply for 4 to 5 permits at a time. Total purchase price TBD by final DEP approval of remaining lots. Ex: 120 lots = \$720,000
2. BluePaint is prepared to update the DEP approval immediately.
3. Construction will begin promptly upon receipt of all required permits.

Time is of the essence.

Regards,

Todd Erickson, VP Northeast

10c

A sewer lien was filed 06/13/2016 for the property at 207 Old Ferry Road in the amount of \$428.41 under the owners Jay McIntire and Eleanor Ludwig. The Wiscasset Water District had not been informed that ownership of the property had changed from Eleanor Ludwig and Jay McIntire to the current owners Carolyn and Robert Harris. Carolyn at the time was protected under Chapter 7 Bankruptcy. I have discussed with legal counsel and was informed it would be in the interest of the Town to write off the lien so she may continue to pay her current sewer bills.

Please consider the write off of \$428.41 this amount includes the entire costs, interest and bill amount for the sewer lien filed 06/13/2016.

Thank you,  
Molly Bonang  
Tax Collector



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

Sewer Lien Abatement



To : Molly Bonang /Tax Collector Shari Fredette/Treasurer:

We hereby abate the principal sewer lien amounts, plus all interest and costs for the sewer lien filed 06/13/2016, for property assessed to Carolyn and Robert Harris. This was deemed as an uncollectable charge.

Given unto our hands this day of February 07, 2017

Wiscasset Board of Selectmen

\_\_\_\_\_  
Judith R. Colby, Chairman

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

\_\_\_\_\_  
Jefferson Slack

\_\_\_\_\_  
William (David) Cherry

\_\_\_\_\_  
Lawrence R. Gordon, Jr.

10d

**Kathleen Onorato**

**From:** Bruce Flaherty <bwflah@gmail.com>  
**Sent:** Friday, January 13, 2017 5:41 PM  
**To:** townmanager@wiscasset.org; admin@wiscasset.org  
**Subject:** For Selectmen: 2017 Wiscasset Spirit of America Tribute

Dear Marian, Kathy & Other Wiscasset Officials,

Hope you're enjoying a great 2017 & thank you for your town choosing such deserving recipients (the food pantries) of the 2016 Spirit of America Foundation award – Wiscasset is listed with pride on Foundation website <http://spiroaf.com>

**Invitation:**

Your Board of Selectmen is asked to pick the local person, project or group to receive the 2017 Wiscasset Spirit of America Foundation Tribute for outstanding community service using your own criteria and to honor the recipient (presumably with a resolution or proclamation) at a Selectmen's meeting in April (National Volunteer Month). We'll need to know (see end of this e-mail) about the recipient to facilitate an anticipated Fall event honoring all 2017 Spirit of America award winners throughout Lincoln County.

Best/simplest strategy for most communities: choose the one to whom your annual town report is dedicated as Spirit of America winner and honor them (perhaps posthumously) at the annual town meeting – it's a well-attended event (great publicity for those honored) & is a nice tradition to which folks will look forward!

Your Selectboard may choose and honor the town's Spirit of America recipient each year without waiting to hear from us.

**County event:**

The 2017 privilege granted to Maine municipalities to choose Spirit of America Foundation Tribute winners expires on June 30. For any municipality not informing us of its Spirit of America recipient by 6/30, its county officials have permission to pick the 2017 winner. That sensible arrangement gives towns plenty of time to make a selection, helps counties with planning/preparing certificates for their annual Spirit of America event, and could ensure the county ceremony publicizes community service for each town.

Twelve Maine counties have hosted ceremonies honoring their towns' recipients of the 2016 Spirit of America Foundation Tribute – go to site <http://wqitgreeneme.pegcentral.com/player.php?video=52b27782b533bdd1f279d93c70b03f7a> to watch Androscoggin County's event – a ceremony honoring Franklin County's winners is scheduled for Jan. 24 & all Spirit of America winners in the other three counties were recognized at a tri-county event in October. We're hoping every county will host a ceremony honoring its 2017 Spirit of America recipients!

**Background:**

Spirit of America Foundation is a 501(c)(3) public charity established in Augusta, ME to encourage volunteerism & it allows the Spirit of America Foundation Tribute to be presented in the name of any Maine municipality. There is no fee involved, and local officials chose their community's 2016 Spirit of America winner in 100+ towns!

The first Spirit of America Foundation award was presented to Alma Jones by Augusta Mayor William Burney on Nov. 26, 1991. Maine Governors John Baldacci and Angus King and Maine Municipal Association Director Chris Lockwood are among many who have played key roles at one of the 500+ Spirit of America ceremonies over the years. You can find more info about the Foundation on website <http://spiroaf.com> (where the 'Municipal Resolution' page has sample resolutions, and the 'Honored Ever' page lists towns' previous winners).

A municipality may achieve Spirit of America's Gold Distinction by presenting the Spirit of America Foundation Tribute at the annual town meeting or inauguration, during an annual community festival, or during National Volunteer Month (April). Qualifying towns are listed on the 'Gold Distinction' page on website <http://spiroaf.com>.

2016 Gold Distinction towns included: Appleton, Bath, Belgrade, Benton, Bowdoinham, Cambridge, Canaan, Casco, Chelsea, Cherryfield, China, Damariscotta, Detroit, Dixfield, Dresden, Durham, Eastport, Edgecomb, Embden, Fairfield, Farmingdale, Fayette, Freedom, Georgetown, Greene, Guilford, Hallowell, Harmony, Hartland, Hiram, Kingfield, Leeds, Lewiston, Livermore, Madison, Manchester, Marshfield, Mechanic Falls, Mercer, Minot, Monroe, Montville, Mount Chase,





# Town of Wiscasset

## Treasurer's Office

To: Board of Selectman  
From: Shari Fredette, Treasurer/HR  
Re: Primary School Expense Breakdown  
Date 2/21/2017

The following is an itemization by "Fiscal Year" for The Primary School expenses the Town of Wiscasset incurred before the school was sold.

### FY 15-16

Electricity	\$9,537.13
Phone	\$2,985.61
Heating Oil	\$42,918.25
Water	\$2,763.37
Sewer	\$312.03
Repair & Maintenance	<u>\$2,960.77</u>

**Total** \$61,477.16

### FY 16-17

Electricity	\$3,938.06
Phone	\$455.22
Heating Oil	\$7,971.87
Water	\$1,919.47
Sewer	\$168.00
Repair & Maintenance	\$4,740.75
Legal	\$835.00
Insurance	<u>\$2,279.00</u>

**Total** \$22,307.37

**Total FY 15-16, 16-17** \$83,784.53

**Check Dated 1/30/2017, #21731 for \$464,425.00 Less Expenses = \$380,640.47.**  
**Balance is posted in The Town of Wiscasset's**  
**Land and Property Sales - Revenue Account R89-13-05.**

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

12a

**NOTICE OF PROPERTY TAX ASSESSMENT REVIEW**

2/15/17

Eugene Damon (Heirs of)  
P.O. Box 663  
Boothbay Harbor, ME 04538

COPY

**PROPERTY REVIEWED**

**Map U 01 Lot 38 RE Acct # 1166**

**CURRENT ASSESSED VALUE**

**Land Value: \$ 214,900 Building Value: \$ 263,600**

**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: \$ 214,900 Building Value: \$ 152,600**

  X   Abatement will be recommended for : **\$ 2076.81**

Remarks: Per review of structure with interested party, adjust St. hgt to reflect the one level of store frame in the 852 square feet of 2s structure. Adjust condition and incomplete of upstairs apartment (partially gutted still). Adjust Finished basement Grade & adjust heat to monitor in store section, all other atiquated heating sytems in apartment are non functional. Delete 637 sq ft of Apartment ( doesn't appear to be there. It is already assessed as store front. I hereby recom- mend abatement. 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

12b

**NOTICE OF PROPERTY TAX ASSESSMENT REVIEW**

1/19/17

Michael J. Cardillo  
653 Gardiner Road  
Wiscasset, ME 04578

COPY

**PROPERTY REVIEWED**

**Map R03 Lot 69 RE Acct # 421**

**CURRENT ASSESSED VALUE**

**Land Value: \$ 39,600 Building Value: \$ 156,500**

**FINDINGS**

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

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

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


X  An adjustment will be made. The following assessments now apply.  
These changes will be applied for the next Tax year.

**Land Value: \$ 39,600 Building Value: \$ 139,900**

X  Abatement will be recommended for : **\$ 310.59**

Remarks: Per review & information provided sheds were gone from property. I hereby recommend abatement. If you have any further questions, please feel free to contact the Wiscasset Assessing office.

Sincerely;

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

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

12c

**NOTICE OF PROPERTY TAX ASSESSMENT REVIEW**

2/15/17

COPIES

Craig Winters  
113 Federal Street  
Wiscasset, ME 04578

**PROPERTY REVIEWED**

**Map U 03 Lot 27 RE Acct # 1430**

**CURRENT ASSESSED VALUE**

**Land Value: \$ 209,500 Building Value: \$ 207,100**

**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.

An adjustment will be made. The following assessments now apply.  
These changes will be applied for the next Tax year.

**Land Value: \$ 209,500 Building Value: \$ 130,700**

Abatement will be recommended for : **\$ 1,429.44**

Remarks: Per review of structures with owner adjust condition of Dwelling, natatorium( leaky roof and mold) and delete pool & fireplace(Non-Functional). I hereby recommend abatement. 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