

WISCASSET SELECT BOARD,  
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR  
FEBRUARY 14, 2017

Preliminary Minutes

Tape recorded meeting

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

Judy Colby called the meeting to order at 6 p.m. and welcomed newly elected member Larry Gordon. **Ben Rines, Jr., moved that when the board adjourns it does so in memory and honor of Ruth Kierstead. Vote 5-0-0.**

1. Pledge of Allegiance

2. Approval of Treasurer’s Warrants

a. **David Cherry moved to approve the payroll warrants of January 20, January 27, February 3 and February 14, 2017. Vote 5-0-0.**

b. **David Cherry moved to approve the accounts payable warrants of January 24, January 31, February 7 and February 14, 2017. Vote 5-0-0.**

3. Approval of Minutes

**Jeff Slack moved to approve the minutes of January 17, 2017 as written. Vote 5-0-0.**

4. Special Presentations or Awards – none

5. Committee appointments

a. Donald Jones, Appearance of the Town Committee:

b. Norma Gordon, Appearance of the Town Committee

**Jeff Slack moved to accept both appointments. Vote 4-1-0 (Gordon opposed).**

6. Public Hearing – none

7. Unfinished Business

a. Update from Town Attorney Shana Mueller: At 7:07 p.m. **Judy Colby moved to go into executive session pursuant to 1 MRSA 405(6)(e). Vote 4-1 (Slack opposed). Ben Rines, Jr. moved to come out of executive session at 7:25 p.m. Vote 5-0-0.** Judy Colby said the board had discussed options regarding the energy project and no action will be taken at this time.

b. Murray Hill Properties – Repayment and Settlement Agreement for sewer services: Attorney Shana Mueller said the document given to the board was a rough draft but it outlined the payment schedule.

A \$10,000 and a \$2,000 payment had been made in January and the remaining payments from February through June will be increased to \$2,500 with a final payment of \$13,388.61. **Jeff Slack moved to accept the revisions as discussed. Vote 4-0-1 (Gordon abstained).**

8. Public Comment – none

9. Department Head or Committee Chair

a. Waterfront Committee – proposed revision of the Town of Wiscasset Pier Policy and Application: **Jeff Slack moved to approve the revision of the pier policy. Vote 5-0-0.**

b. Police Chief Jeffrey Lange – Request for authorization for Wiscasset Police Officers to have statewide arrest authority. Lange referred to the handout which summarized the need for police officers, when covering towns outside Wiscasset as mutual aid, to have arrest authority. He submitted a draft policy and the state enabling legislation. In response to Larry Gordon’s question, Lange said there is liability protection for an officer operating outside his or her jurisdiction. **Jeff Slack moved to approve the policy. Vote 4-1-0 (Gordon opposed).**

Lange said he had spoken with the Fire Chief and EMS Director about forming the Wiscasset Public Safety Advisory Council to review policies and procedures, determine where services should be focused and assist in strategic planning. He recommended 9 to 11 members including two high school students, but excluding those working for the Town or those that have a relationship with three departments. Applications are available and must be returned by March 6. Jeff Slack will assist in interviewing prospective members. The council will operate within current resources.

c. Todd Souza – Discussion on development of a no smoking ordinance on town-owned properties: Postponed to a future meeting.

10. New Business

a. Election of Board’s vice-chairman: **Judy Colby nominated David Cherry as vice chairman. Vote 4-0-1 (Cherry abstained).**

b. H.M.Payson Statement: Marian Anderson said the funds are doing well and the Investment Committee has asked H.M.Payson to make a presentation in April. Larry Gordon will be notified of the next meeting of the Investment Committee. Anderson said the capital improvement requests from the departments would be made available to the board in the next few days and will be discussed on February 25. Ben Rines, Jr., asked that the Town Manager contact the School Department about its budget.

c. Business License application for Kathrynne Willhoit Photography: **David Cherry moved to approve the application. Vote 5-0-0.**

d. Discussion of Spirit of America Award: Marian Anderson asked for recommendations for the award. Entries are due by February 28.

11. Town Manager’s Report

a. Reschedule Capital Expenditure meeting: Documents will be provided and a decision will be made on meeting dates at the February 21 meeting.

b. Anderson made available to the board an adjusted spread sheet from Budget Committee on the school energy project, verifying the school figures.

c. A letter from the Wiscasset Taxpayers' Alliance requesting that meetings be scheduled had been received but Anderson said she had taken no action on the request, as there was not enough information available to schedule meetings. She added that two select board members and MDOT representatives were at all meetings on the Main Street improvement project.

12. Other Board Business

a. Supplemental for property of Ronald Gonyou (Map R01, Lot 37-F) in the amount of \$1,781.17: **Ben Rines, Jr., moved to approve the Supplemental for Map R01, Lot 37-F in the amount of \$1,781.17. Vote 5-0-0.**

13 Adjournment

**Ben Rines, Jr., moved to adjourn the meeting in honor and memory of Ruth Keirstead at 7:28 p.m. Vote 5-0-0.**

WISCASSET SELECTBOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
FEBRUARY 21, 2017

Present: Vice Chair David Cherry, Chair Judy Colby, Larry Gordon, Ben Rines, Jr., Jeff 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 February 17, 2017. Vote 5-0-0.

b. David Cherry moved to approve the accounts payable warrants of February 21, 2017. Vote 5-0-0.

3. Approval of Minutes – none

4. Special Presentations or Awards – none

5. Committee Appointments – none

6. Public Hearings – none

7. Public Comment – none

8. Department head or committee chair

a. Todd Souza – Discussion on development of a no smoking ordinance on town-owned properties: Souza asked permission to work with the board and the Ordinance Review Committee on a no smoking ordinance to be ready for the June warrant. He recommended that the ordinance would apply to the Community Center and High School, playground and Superintendent's office and Sherman Park. Enforcement would begin with education and conversation. Signs will be needed and Souza will look into sources for funding. Police Chief Jeffrey Lange said that the police could not enforce a policy; an ordinance would be required. **Larry Gordon moved to approve a no smoking policy on the three areas mentioned by Souza. David Cherry moved to amend the motion to include "or vaping" after "no smoking". Vote on the amendment 5-0-0. Vote on the motion as amended: 5-0-0.** The no smoking ordinances of other towns will be reviewed and an ordinance will be drafted for the June ballot.

Souza also asked the board if Hannah Court, Morris Farm, could bring her produce and meat to the community center for collection by the members who have bought shares in the Community Supported Agriculture (CSA) program. Court, who leases the farm, cites the lack of parking at the farm. Souza said Court will sign a memorandum of understanding and provide proof of liability insurance. **Jeff Slack moved to allow Hannah Court to use the community center parking for collection. Vote 5-0-0.**

b. Department Head Reports: In response to Ben Rines' question, EMS Director Toby Martin said the EMS Department will be establishing a medical equipment loan program which would allow residents to borrow medical equipment such as crutches, commodes, wheelchairs, etc. He asked for community support. In response to Larry Gordon's question, police chief Jeffrey Lange explained the arrest powers of the police officers outside of Wiscasset under the new policy. The officers will be covered by liability insurance. Marian Anderson thanked Doug Fowler, his crew and other town employees for their work during the recent storms.

## 9. Unfinished Business

a. Boston Post Cane: Since the death of Ruth Kierstead at the age of 101, the oldest resident and proposed recipient of the Boston Post Cane will be Ruth Applin who will be 100 in the spring. Marian Anderson will contact the family regarding arrangements.

## 10 New Business

### a. Monthly Financials

- . Year-to-Date Department Report
- . H.M. Payson Statement

b. BluePaint Development proposal – Birch Point/Mason Station: The letter from BluePaint Development was discussed briefly and there was a consensus that the board had no interest in the proposal.

c. Sewer Lien Abatement: Carolyn and Robert Harris (Harris Chapter 7 Bankruptcy): **David Cherry moved to write off the \$428.41 sewer lien for Carolyn and Robert Harris. Vote 5-0-0.**

d. Discussion of Spirit of America Award recipient: Marian Anderson asked that recommendations for the award be given to her.

## 11. Town Manager's Report

a. Preliminary review of proposed 2017 Capital Budget: Anderson said information from H.M. Payson for the Saturday meeting will include scenarios with both 3.5% and 4.5% withdrawals as well as advice on borrowing from and repaying investments versus floating a bond.

b. Primary School proceeds: A memo from the Town Treasurer indicated that the proceeds from the sale after expenses were \$380,640.47.

c. Review policy for use of town property and equipment: Anderson said the policy is being updated and she will discuss it with department heads and report at the next meeting.

## 12. Other Board Business

a. Abatement for property of Michael J. Cardillo (Map R03, Lot 69) in the amount of \$310.59.

b. Abatement for property of Craig Winters (Map U03, Lot 27) in the amount of \$1,429.44.

c. Abatement for property of heirs of Eugene Damon (Map U01, Lot 38) in the amount of \$2,076.81.

**Jeff Slack moved to approve the Abatements as recommended by assessors' agent Ellery G. Bane.  
Vote 5-0-0.**

13. Adjournment

**David Cherry moved to adjourn the meeting at 6:53 p.m. Vote 5-0-0.**

WISCASSET SELECT BOARD,  
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR  
February 25, 2017

30

**Present:**

**Selectmen:** Chairman Judy Colby, Vice Chairman David Cherry, Jefferson Slack, Ben Rines, Jr., Larry Gordon

**Town Manager:** Marian Anderson

**Budget Committee:** Bryan Buck, Kristin Draper, John Merry, Fred Quivey, Mackenzie Riley, William Laliberte and Robert Blagden

**Department Heads:** Todd Souza, William Rines, Doug Fowler, Jeff Lange, Toby Martin, TJ Merry and Ron Lear

Chairman Judy Colby called the meeting to order at 8 a.m.

1. Pledge of Allegiance
2. Discussion on ambulance repair

EMS Director Toby Martin informed the Selectboard that Wiscasset Ambulance #87 was put out of service due to engine problems and that his department was down to one ambulance. He told the Board the problem was most likely a head gasket based on an evaluation from the Town Mechanic and Wiscasset Ford. He received estimates for repairs ranging from \$3,500 to \$7,500. Toby told the Board the ambulance was a 2003 and had 128,000 miles on it. He said the average life expectancy on an ambulance is 7 to 10 years and that #87 had gone beyond its life expectancy.

Toby said because he is requesting a new ambulance as part of the EMS Capital Improvement Plan for the upcoming budget, he wanted to seek the Board's direction whether to invest the money to fix the aging ambulance or get authorization to expedite the purchase of a new ambulance.

The Board agreed the purchase of a new ambulance should go before the voters.

Most board members expressed the need to get the repairs done in order to get the ambulance back in service. Selectman Larry Gordon disagreed stating it was a waste of money fixing the old ambulance, when a new one is needed.

A motion was made by David Cherry to authorize up to \$5,000 for the repairs to the 2003 ambulance and to take the money for the repairs from the contingency account. Motion was seconded by Judy Colby. Motion passed by a 4-1 vote (Selectman Larry Gordon opposed)

Selectmen David Cherry recommended that because the Town was down to one Ambulance the Department should cut down on doing transports to avoid being without an ambulance in Town during an emergency. Toby said the Department is currently just responding to 9-1-1 calls and have eliminated a crew until the second ambulance is back in service.

### 3. Budget Discussion

#### a. **Public Works**

Public Works Director Doug Fowler presented a budget with a small decrease over last year, indicating he had new staff with lower wages and insurance costs reductions. Some board members pointed his proposed salary increase of 7.9% was more than what other department heads were getting. Most were getting 2%.

Budget Committee member John Merry asked why the overtime line for 2017 showed a budget amount of \$31,000 when a spreadsheet presented by Fred Quivey using the TRIO software data indicated the budgeted amount for 2017 \$41,658. Town Manager Marian Anderson explained that the difference of \$10,658 was the retro union pay which was a carry forward once the union contract was ratified.

Doug also presented the Cemetery Budget and the Municipal Building Budget. He said the increase in Cemetery was related to wage increases. The Municipal Building Budget had increases in the equipment and supplies line as well as electrical. Doug told the board the Town Office building needed necessary electrical upgrades.

#### b. **Wastewater**

Wastewater Treatment Plant Supervisor William Rines told the board his budget was flat in most areas, with the exception of wages and insurance. The budget includes hiring a 4<sup>th</sup> person for the treatment plant. He told the board the facility once had four employees. He told the board his position has become more administrative and it has become necessary to have someone else there.

Town Manager Marian Anderson pointed out the Wastewater Treatment Plant has had DEP violations and have been issued two consent agreements in 3 years which outline areas that need improvement.

A typo was pointed out on the General Supplies line 50-16. An amount of \$1,500 was entered and the correct amount should have been \$15,000. This changed the Wastewater Department submitted budget from \$495,490.40 to \$508,990.40. The error was corrected and new department budgets were handed out.

#### c. **Parks & Recreation**

Parks & Recreation Director Todd Souza submitted an increased budget of \$860,621.66. He said what needed to be raised from taxation would be \$648,221.76, as he anticipates the balance to be cover from the Special Revenue Account. He noted the increases are due to the minimum wage impact to the budget as well as wanting to hire a full-time program director.

Todd said that the cost of membership will increase on July 1, 2017.

Selectman Larry Gordon commented that the members from other towns are just paying for their memberships and not contributing towards the cost of operations and maintenance, which he said is unfair to Wiscasset taxpayers. Larry said Wiscasset residents have to pay for operations and maintenance through taxation and also pay for a membership if they want to join. Larry said town's using the facility should be helping maintain and operate the facility and should be paying more than the \$4,100 currently being paid.

Budget Committee Chairman Bob Blagden said it would have been helpful to have seen the projected revenues. Town Manager pointed out that she expected no change



in the projected revenues from last year, which was distributed prior in the budget documents prior to the meeting.

**d. Police**

Police Chief Jeffrey Lange presented a budget with no significant increase. He pointed out several new line items in the police budget which will help him to better track the spending on specific items, which included vehicle maintenance, investigative supplies, ammunition, police equipment.

He also pointed out the budget could change if his staff changed and took different medical plans.

The Chief also laid out a plan for overseeing the duties of the Harbormaster, Shellfish Warden, and Animal Control Officer. He said he would apply for a 2017 Cops' Grant, which would cover 75% of the cost of hiring a new officer who would be responsible for these duties as well as parking enforcement.

**e. EMS**

EMS Director Toby Martin presented an increased budget of 8% over last year. He said the proposed budget increases personnel from 2 to 3 providers for each shift for 24/7. It also includes stipends for \$1,000 each for a Supply Officer and Education Officer.

Other increases include medical billing, supplies, cost of state demanded education, and uniforms for employees.

He reported the department has already collected 92% of the projected revenue for the current year. By adding the third person he projects next year's revenue to be \$320,000 - \$340,000.

**f. Fire**

Fire Chief T.J. Merry presented his budget with minor increases. Increases included raising the officers pay as well raising firefighters pay from \$10.50/hr. to \$12/hr.

Marian Anderson said T.J. initially requested firefighter pay be increased to \$15/hr. She said she conducted a survey to find out what other area towns were paying its firefighters. The survey concluded that area firefighters pay ranged from \$7.50 to \$15/hr. She recommended increasing Wiscasset's firefighter pay to \$12/hr.

**g. Transfer**

Transfer Station Supervisor Ron Lear presented a budget approximately \$5,000 over last year's. Ron said the increase was due to contractual union raises and an increase in tipping fees.

Ron said the cost of operations and maintenance of the Transfer Station is shared with Alna and Westport Island. Currently Wiscasset pays 72.3%; Westport Island pays 13.92%; and Alna pays 13.74%. The calculations are based on population he said.

**4. Adjournment**

At 11:55 a.m. David Cherry made a motion to adjourn. Motion was seconded by Jeff Slack and passed with a 5-0 vote.

### LIQUOR LICENSE-RENEWAL

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

Business Requesting Renewal: Sarah's Cafe & Twin Schooner Pub

Code Enforcement Officer:

Comments: NO ISSUES WITH THIS RENEWAL

Signed: [Signature] Dated: 2-23-17

Wiscasset Police:

Comments: NO ISSUES

Signed: [Signature] Dated: 2/24/17

Public Hearing Required: Yes:  No:

If public hearing required:

Date of public hearing: \_\_\_\_\_ Date public hearing posted: \_\_\_\_\_

Date of newspaper ad for public hearing: \_\_\_\_\_

License Approved: \_\_\_\_\_ Dated: \_\_\_\_\_

**BUREAU OF ALCOHOL BEVERAGES AND LOTTERY OPERATIONS**  
**DIVISION OF LIQUOR LICENSING AND ENFORCEMENT**  
**8 STATE HOUSE STATION, AUGUSTA, ME 04333-0008**  
**10 WATER STREET, HALLOWELL, ME 04347**  
**TEL: (207) 624-7220 FAX: (207) 287-3434**  
**EMAIL INQUIRIES: [MAINELIQUOR@MAINE.GOV](mailto:MAINELIQUOR@MAINE.GOV)**

DIVISION USE ONLY	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Cash Ck Mo:	

NEW application:  Yes  No

PRESENT LICENSE EXPIRES 3/28/17

INDICATE TYPE OF PRIVILEGE:  MALT  VINOUS  SPIRITUOUS

**INDICATE TYPE OF LICENSE:**

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> RESTAURANT (Class I,II,III,IV) | <input type="checkbox"/> RESTAURANT/LOUNGE (Class XI)     | <input type="checkbox"/> CLASS A LOUNGE (Class X)        |
| <input type="checkbox"/> HOTEL (Class I,II,III,IV)                 | <input type="checkbox"/> HOTEL, FOOD OPTIONAL (Class I-A) | <input type="checkbox"/> BED & BREAKFAST (Class V)       |
| <input type="checkbox"/> CLUB w/o Catering (Class V)               | <input type="checkbox"/> CLUB with CATERING (Class I)     | <input type="checkbox"/> GOLF COURSE (Class I,II,III,IV) |
| <input type="checkbox"/> TAVERN (Class IV)                         | <input type="checkbox"/> QUALIFIED CATERING               | <input type="checkbox"/> OTHER: _____                    |

REFER TO PAGE 3 FOR FEE SCHEDULE

**ALL QUESTIONS MUST BE ANSWERED IN FULL**

Corporation Name: <u>Sarah and Sons Restaurant Inc</u>		Business Name (D/B/A) <u>Sarah's Cafe - Twin Springs Rd</u>	
APPLICANT(S) - (Sole Proprietor) <u>Sarah Caldwell</u> DOB: <u>5/14/57</u>		Physical Location: <u>45 Water St</u>	
Address <u>584 Pine Gs Road</u> DOB: <u>Georgetown ME 04548</u>		City/Town State Zip Code <u>Hallowell ME 04578</u>	
Mailing Address <u>PO Box 392</u>		City/Town State Zip Code <u>Hallowell ME 04578</u>	
Telephone Number <u>207-371-2555</u>	Fax Number	Business Telephone Number <u>207-882-7504</u>	Fax Number <u>882-5465</u>
Federal I.D. # <u>04-3578306</u>	Seller Certificate #: or Sales Tax #: <u>1032509</u>		
Email Address: Please Print <u>Sarah@sarahscafe.com</u>	Website: <u>www.sarahscafe.com</u>		

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

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

- If premise is a Hotel or Bed & Breakfast, indicate number of rooms available for transient guests: \_\_\_\_\_
- State amount of gross income from period of last license: ROOMS \$ \_\_\_\_\_ FOOD \$ 30192012 LIQUOR \$ 1534336

3. Is applicant a corporation, limited liability company or limited partnership? YES  NO

If Yes, please complete the Corporate Information required for Business Entities who are licensees.

- Do you permit dancing or entertainment on the licensed premises? YES  NO
- If manager is to be employed, give name: Sandy Sleeper
- Business records are located at: 45 Water St Hallowell Maine
- Is/are applicants(s) citizens of the United States? YES  NO
- Is/are applicant(s) residents of the State of Maine? YES  NO

9. List name, date of birth, and place of birth for all applicants, managers, and bar managers. Give maiden name, if married:  
Use a separate sheet of paper if necessary.

Name in Full (Print Clearly)	DOB	Place of Birth
Sarah Heald	5/14/57	Ft. Myers FL
Sandy Sleeper	6/3/57	Bath Maine
Residence address on all of the above for previous 5 years (Limit answer to city & state)		
Leicester Maine		
Westwich Maine		

10. Has/have applicant(s) or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States? YES  NO

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_  
 Offense: \_\_\_\_\_ Location: \_\_\_\_\_  
 Disposition: \_\_\_\_\_ (use additional sheet(s) if necessary)

11. Will any law enforcement official benefit financially either directly or indirectly in your license, if issued?  
 Yes  No  If Yes, give name: \_\_\_\_\_

12. Has/have applicant(s) formerly held a Maine liquor license? YES  NO

13. Does/do applicant(s) own the premises? Yes  No  If No give name and address of owner: \_\_\_\_\_

14. Describe in detail the premises to be licensed: (On Premise Diagram Required) see drawing  
1900 square feet 45 water st

15. Does/do applicant(s) have all the necessary permits required by the State Department of Human Services?  
 YES  NO  Applied for: \_\_\_\_\_

16. What is the distance from the premises to the NEAREST school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel? 500 ft  
 Which of the above is nearest? church

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

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

On Premise Rev. 1-2017

NOTE: "I understand that false statements made on this form are punishable by law. Knowingly supplying false information on this form is a Class D offense under the Criminal Code, punishable by confinement of up to one year or by monetary fine of up to \$2,000 or both."

# MAINE DEPT OF PUBLIC SAFETY

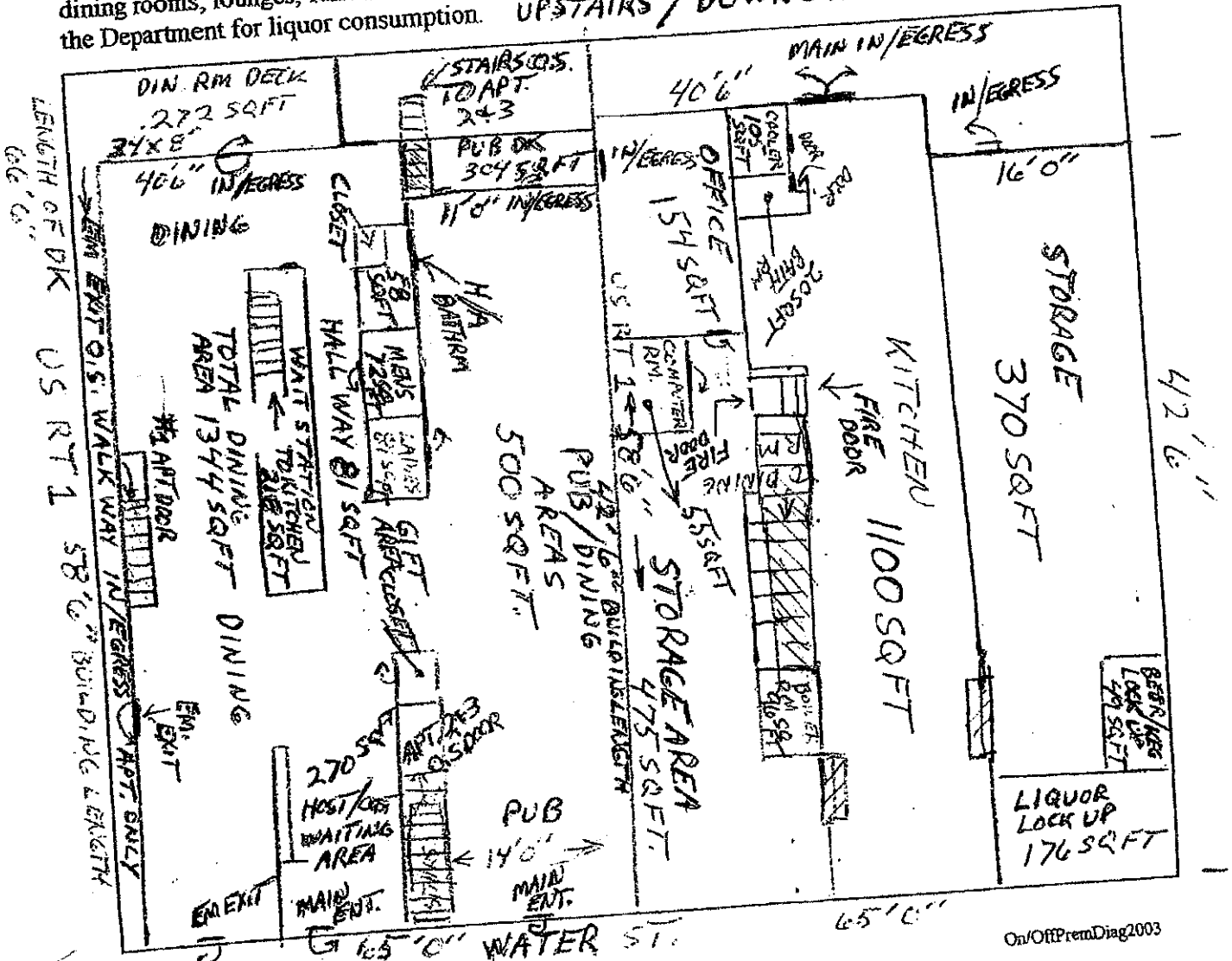
STATE OF MAINE  
 Liquor Licensing & Inspection Division  
 164 State House Station  
 Augusta ME 04333-0164  
 Tel: (207) 624-7220 Fax: (207) 287-3424



## SUPPLEMENTAL APPLICATION FORM ON-PREMISE DIAGRAM

In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Liquor Licensing & Inspection Division is requiring all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, decks and all areas that you are requesting approval from the Department for liquor consumption. **UPSTAIRS / DOWNSTAIRS (NOT TO SCALE)**



This application must be completed and signed by the Town or City and mailed to:  
Bureau of Alcoholic Beverages and Lottery Operations  
Division of Liquor Licensing and Enforcement  
8 State House Station, Augusta, ME 04333-0008.  
Payments by check subject to penalty provided by Title 28A, MRS, Section 3-B.

STATE OF MAINE

Dated at: \_\_\_\_\_, Maine \_\_\_\_\_  
City/Town (County)

On: \_\_\_\_\_  
Date

The undersigned being:  Municipal Officers  County Commissioners of the  
 City  Town  Plantation  Unincorporated Place of: \_\_\_\_\_, Maine

Hereby certify that we have given public notice on this application and held public hearing thereon as required by Section 653 Title 28A, Maine Revised Statutes and hereby approve said application.

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

THIS APPROVAL EXPIRES IN 60 DAYS

NOTICE - SPECIAL ATTENTION

§653. Hearings; bureau review; appeal

1. **Hearings.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms. [1993, c. 730, §27 (AMD).]

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located. [1995, c. 140, §4 (AMD).]

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application. [2003, c. 213, §1 (AMD).]

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify

Dated at: Wassonville, Maine on Feb 15, 2017  
Town/City, State Date

Please sign in blue ink

[Signature]  
Signature of Applicant or Corporate Officer(s)

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

Sarah Heald  
Print Name

\_\_\_\_\_  
Print Name

**FEE SCHEDULE**

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

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

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

All fees must accompany application, make check payable to the Treasurer, State of Maine.



Division of Alcoholic Beverages and Lottery  
Operations  
Division of Liquor Licensing and Enforcement

**For Office Use Only:**  
 License #: \_\_\_\_\_  
 SOS Checked: \_\_\_\_\_  
 100% Yes  No

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

Questions 1 to 4 must match information on file with the Maine Secretary of State's office. If you have questions regarding this information, please call the Secretary of State's office at (207) 624-7752.

Please clearly complete this form in its entirety.

- Exact legal name: Sarah and Sons Restaurant Inc
- Doing Business As, if any: Sarah's Cafe & Twin Sevens Pub
- Date of filing with Secretary of State: 1997 State in which you are formed: ME
- If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
- List the name and addresses for previous 5 years, birth dates, titles of officers, directors and list the percentage ownership: (attach additional sheets as needed)

NAME	ADDRESS (5 YEARS)	Date of Birth	TITLE	Ownership %
<u>Sarah Heald</u>	<u>534 Tine Is Rd Berkeley ME 04548</u>	<u>5/14/51</u>	<u>Owner</u>	<u>100%</u>

(Stock ownership in non-publicly traded companies must add up to 100%.)

6. If Co-Op # of members: \_\_\_\_\_ (list primary officers in the above boxes)



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

Yes  No  If Yes, Name: \_\_\_\_\_ Agency: \_\_\_\_\_

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

Yes  No

9. If Yes to Question 8, please complete the following: (attached additional sheets as needed)

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

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

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

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

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

**Signature:**

*Frank Heald*  
Signature of Duly Authorized Person      Date

2/15/17

Frank Heald  
Print Name of Duly Authorized Person

Submit Completed Forms to:

Bureau of Alcoholic Beverages  
Division of Liquor Licensing and Enforcement  
8 State House Station, Augusta, Me 04333-0008 (Regular address)  
10 Water Street, Hallowell, ME 04347 (Overnight address)  
Telephone Inquiries: (207) 624-7220 Fax: (207) 287-3434  
Email Inquiries: [MaineLiquor@Maine.gov](mailto:MaineLiquor@Maine.gov)



# Office of Planning & Codes

51 Bath Road • Wiscasset, Maine 04578

**TO:** Wiscasset Board of Selectmen  
**FROM:** Benjamin Averill Town Planner  
**DATE:** March 1, 2017  
**SUBJECT:** Memo regarding the marketing efforts underway at the Wiscasset Airport

I would like to give you a brief update on a joint project between myself and Frank Costa. I have been assisting in the process to locate a new tenant for the office space on the second floor of the airport. As you may be aware the office space has been vacant since Peregrine Turbine moved out of the upstairs space. I have been working to ensure that the available space has been marketed to all avenues to ensure that we are able to find a suitable tenant. The available office space has been marketed on the Town's website, posted as an advertisement on Craigslist, and is being marketed through the MLS website. Additionally I have reached out to economic development professionals throughout the MidCoast region to solicit the available space.

As of March 1<sup>st</sup> there has not been a suitable tenant that has expressed interest in the office space. I have had several conversations with parties that are interested in office space or economic development opportunities within Wiscasset but have not had any express significant interest in the office space at the airport. I would like to know the Board of Selectmen's opinion on the opportunities going forward, specifically the interest in expanding to other advertisement venues that may require advertising costs.

Respectfully Submitted,

Ben Averill  
Town Planner

MUNICIPAL QUITCLAIM DEED

The Inhabitants of the Town of Wiscasset, a body corporate, located at Wiscasset, Lincoln County, State of Maine, for consideration paid, releases to John D. Maclaren, II of 807 Gardiner Road, Apartment A, Wiscasset, Lincoln County, State of Maine, the land in Wiscasset, Lincoln County, State of Maine, more fully described as follows:

A certain lot or parcel of land together with the buildings thereon situated in the Town of Wiscasset, County of Lincoln and the State of Maine, and being Map #R04 on Lot #19E of the Tax Assessor's Maps.

Also as described in Deed from John D. Maclaren, Sr. to John D. Maclaren, II dated October 1, 2011, and recorded in Book 4445, Page 97.

The purpose of this deed is to release the Town of Wiscasset's interest, if any, arising from matured tax lien recorded July 19, 2013, in Book 4688, Page 190.



The said Inhabitants of the Municipality of Wiscasset have caused this instrument to be signed in its corporate name by Judith R. Colby, Benjamin L. Rines, Jr., William David Cherry, Jefferson Slack, and Lawrence R. Gordon, Jr., its duly authorized Selectmen, this \_\_\_ day of \_\_\_\_\_, 2017.

Municipality of Wiscasset

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
By: Judith R. Colby, Its Selectman

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
By: Benjamin L. Rines, Jr., Its Selectman

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
By: William David Cherry, Its Selectman

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
By: Jefferson Slack, Its Selectman

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
By: Lawrence R. Gordon, Jr., Its Selectman

STATE OF MAINE  
COUNTY OF LINCOLN ss.

\_\_\_\_\_, 2017

Then personally appeared the above-named Judith R. Colby, Benjamin L. Rines, Jr., William David Cherry, Jefferson Slack, and Lawrence R. Gordon, Jr., its duly authorized Selectmen, and acknowledged the foregoing instrument to be their free act and deed in their said capacities, and their free act and deed of said body corporate.

Before me,

\_\_\_\_\_  
Attorney at Law/Notary Public



MAINE REVENUE SERVICES  
REAL ESTATE TRANSFER TAX  
DECLARATION

TITLE 36, M.R.S.A. SECTIONS §§4641-4641N



BOOK/PAGE—REGISTRY USE ONLY

1. County

LINCOLN

2. Municipality/Township

WISCASSET

3. GRANTEE/  
PURCHASER

3a) Name LAST or BUSINESS, FIRST, MI

MACLAREN, II, JOHN D.

3b) SSN or Federal ID

3c) Name, LAST or BUSINESS, FIRST, MI

3d) SSN or Federal ID

3e) Mailing Address

807 GARDINER ROAD, APT A

3f) City

WISCASSET

3g) State

ME

3h) Zip Code

04578

4. GRANTOR/  
SELLER

4a) Name, LAST or BUSINESS, FIRST, MI

TOWN OF WISCASSET

4b) SSN or Federal ID

01-6000447

4c) Name, LAST or BUSINESS, FIRST, MI

4d) SSN or Federal ID

4e) Mailing Address

51 BATH ROAD

4f) City

WISCASSET

4g) State

ME

4h) Zip Code

04578

5. PROPERTY

5a) Map

R

Block

04

Lot

19

Sub-Lot

E

5b) Type of property—Enter the code number that best describes the property being sold. (See instructions) →

Check any that apply:

No tax maps exist

5d) Acreage

Multiple parcels

Portion of parcel

5c) Physical Location

GARDINER ROAD

6. TRANSFER TAX

6a) Purchase Price (If the transfer is a gift, enter "0")

6a

0.00

6b) Fair Market Value (enter a value only if you entered "0" in 6a) or if 6a) was of nominal value)

6b

35400.00

6c) Exemption claim -  Check the box if either grantor or grantee is claiming exemption from transfer tax and explain.

36 MRSA §4641-C (5) Tax deeds.

7. DATE OF TRANSFER (MM-DD-YYYY)

MONTH DAY YEAR

8. WARNING TO BUYER—If the property is classified as Farmland, Open Space, Tree Growth, or Working Water-front a substantial financial penalty could be triggered by development, subdivision, partition or change in use.

CLASSIFIED

9. SPECIAL CIRCUMSTANCES—Were there any special circumstances in the transfer which suggest that the price paid was either more or less than its fair market value? If yes, check the box and explain:

36 MRSA §4641-C (5) Tax Deeds

10. INCOME TAX WITHHELD—Buyer(s) not required to withhold Maine income tax because:

Seller has qualified as a Maine resident

A waiver has been received from the State Tax Assessor

Consideration for the property is less than \$50,000

Foreclosure Sale

11. OATH

Aware of penalties as set forth by Title 36 §4641-K, we hereby swear or affirm that we have each examined this return and to the best of our knowledge and belief, it is true, correct, and complete. Grantee(s) and Grantor(s) and their authorized agent(s) are required to sign below:

Grantee \_\_\_\_\_ Date \_\_\_\_\_ Grantor \_\_\_\_\_ Date \_\_\_\_\_

Grantee \_\_\_\_\_ Date \_\_\_\_\_ Grantor \_\_\_\_\_ Date \_\_\_\_\_

12. PREPARER

Name of Preparer Angel H. Broadwater, Esq.

Phone Number 729-9740

Mailing Address P.O. Box 924  
Brunswick, ME 04011

E-Mail Address angel@broadwaterlaw.org

Fax Number 729-9741

## Town of Wiscasset

### GUIDELINES FOR USE OF TOWN PROPERTY & EQUIPMENT

The Town of Wiscasset purchases equipment and property items for the benefit of ~~the town employees to use in completing town responsibilities.~~ Individuals and employees are strictly prohibited from the personal use of town owned property and equipment. ~~No town owned equipment shall be removed from town property for this purpose.~~

Individuals and employees are strictly prohibited from using town-owned property, equipment, resources, paid work time for any non-town related purpose without the express prior written permission of the Town Manager or the Selectboard. No town-owned property equipment, resources or paid work time, shall be used on employee property or private property (defined as not owned, controlled, or under the obligation or responsibility of the Town) without the express prior written permission of the Town Manager or Selectboard. No town owned equipment shall be removed from town property for such purposes unless approved.

Any violation of these guidelines may result in disciplinary action, up to and including termination of employment and/or referral for civil and/or criminal prosecution.

In order to provide efficiency and cooperation, the use of town owned equipment by one town department to another is strongly encouraged. However, prior to such use by employees, the Department Head of both departments involved must give authorization.

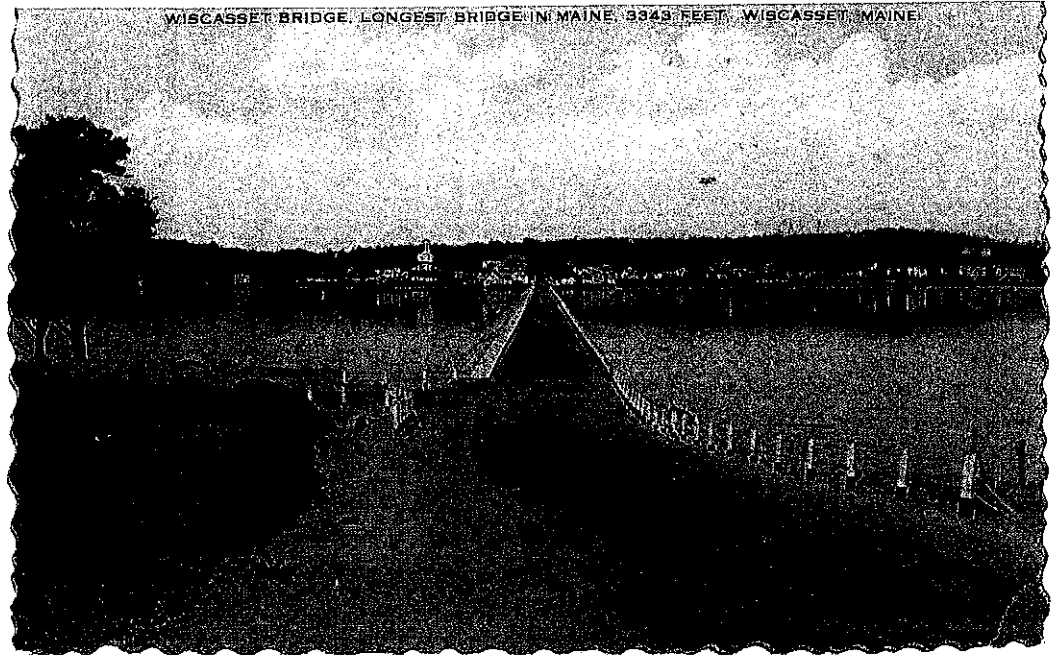
#### Exceptions:

- 1.) Any organization, group or other non-town government agency which requests property or equipment for fundraising events, special events or other tasks must have received prior written permission from the Board of Selectmen.
- 2.) Department Heads may, but aren't required to, make photocopy services available to the public. Departments must charge a consistent rate per copy as the town office.
- 3.) For the purpose of this policy the Wiscasset School Department shall be considered a town department and shall be eligible to borrow municipal equipment.

11A

February 17, 2017

Manager and Board  
Wiscasset Town Office  
51 Bath Rd  
Wiscasset Maine 04578



Good Morning:

I hope this letter brightens your day.

I was at an antique store here and found this old circa 1920 picture card of your beautiful area.

It's an old time classic for sure so I said to myself, "By golly, I think I'll send it home where it can be appreciated." Our heritage is important to us all and should be preserved. Lots of changes, too, over the years. Enlarged and posted up it will cause some nice conversation.

Well, I gave 6.00 for it so if you want it for 7.00 or 8.00 or so why that's sure ok. Throw in a little postage if you want, too..

My wife is laughing at me and says if I hear from you I will have to take here out to lunch. I am eighty-eight years old and still going strong.

I like to call my little hobby a "re-distribution of happiness." Our world sure needs it.

Thank you, Godspeed, and have a very succesful 2017!

Lowell Joerg

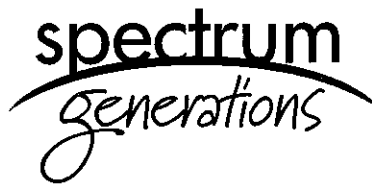
Brookdale Asst Living

6725 Inglewood Ave, Apt. 201

Stockton CA 95207

PS: Send something along about your place if you wish. I got your information off the "web."

11A



www.spectrumgenerations.org

One Weston Court, Suite 203 • P.O.Box 2589 • Augusta, ME 04338-2589  
1.800.639.1553 • Fax 207.622.7857 • TTY 1.800.464.8703

Manager Marian Anderson  
Town of Wiscasset  
51 Bath Road  
Wiscasset, ME 04578

February 9, 2017

Dear Marian,

Spectrum Generations Coastal Community Center would be honored if you would join us once again during our Mayors for Meals/March for Meals celebration on Wednesday, March 22, 2017 at 11:00 a.m. as a guest at our congregare luncheon.

“March for Meals” is an annual event that is a month long campaign by *Meals on Wheels America* to draw attention to senior hunger. As you know, we provide **Meals on Wheels** to the homebound in Lincoln County, a number of which are grateful residents of Wiscasset!

Your show of support would be a gesture of recognition to the hard-working volunteers who go out in all kinds of weather to deliver these meals to those who are less fortunate and might otherwise go hungry!

Thanks so much!

Sincerely,

A handwritten signature in cursive script that reads "Kellie".

Kellie Bigos

Nutrition/Volunteer Coordinator  
Spectrum Generations – Coastal Community Center  
521 Main Street  
Damariscotta, ME 04538  
(207) 563-1363

**Belfast**  
Waldo Community  
Center

**Damariscotta**  
Coastal Community  
Center

**Hallowell**  
William S. Cohen  
Community Center

**Rockland**  
Knox Community  
Center

**Skowhegan**  
Somerset Community  
Center

**Topsham**  
Spectrum  
Generations

**Waterville**  
Edmund S. Muskie  
Community Center

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

12A

Sewer Lien Abatement

COPY

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 on Book 5015 Page 98 at the Lincoln County Registry of Deeds, for property assessed to Milton and Suzanne Misner. The charges and lien were filed in error.

Given unto our hands this day of March 07, 2017

Wiscasset Board of Selectmen

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

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

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

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

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



*no consumption since 6/2013*

**COPY**

**Meter Detail**

Account: 730      Map Lot: U16-5A  
 Bill To: MISNER, MILTON W.      RE Account: 0  
 Owner: MISNER, MILTON W.  
 Location: 12 OX HORN ROAD

Book / Seq: 1/296      Serial Number: 72455958  
 Meter Size: 1      Remote Number: 72455958  
 Meter Digits: 5      Avg Consumption: 1.68421052631579  
 Frequency: 1      Combined: No  
 Service: S      Multiplier: 1  
 Rate Code: W - 1 S - 1      Replacement: No

**Water**      **Sewer**  
 Taxable Percentage: 0%      0%  
 Billable Percentage: 100%      100%

Adjust: 0      0.00      Adjust: 0      0.00  
 Adjust Description:

Bill Date	Status	Reading	Date	Actual Cons	Billed Cons	Regular	Misc	Tax	Adjust	Amount
12/28/2016	B S	68	12/28/2016	0	0	72.00	0.00	0.00	0.00	72.00
09/27/2016	B S	68	09/27/2016	0	0	72.00	0.00	0.00	0.00	72.00
06/28/2016	B S	68	06/28/2016	0	0	72.00	0.00	0.00	0.00	72.00
03/30/2016	B S	68	03/30/2016	0	0	72.00	0.00	0.00	0.00	72.00
12/30/2015	B S	68	12/30/2015	0	0	72.00	0.00	0.00	0.00	72.00
09/29/2015	B S	68	09/29/2015	0	0	72.00	0.00	0.00	0.00	72.00
06/30/2015	B S	68	06/29/2015	0	0	72.00	0.00	0.00	0.00	72.00
03/30/2015	B S	68	03/30/2015	0	0	72.00	0.00	0.00	0.00	72.00
12/29/2014	B S	68	12/29/2014	0	0	72.00	0.00	0.00	0.00	72.00
09/29/2014	B S	68	09/29/2014	0	0	72.00	0.00	0.00	0.00	72.00
06/25/2014	B S	68	06/26/2014	0	0	72.00	0.00	0.00	0.00	72.00
03/28/2014	B S	68	03/28/2014	0	0	72.00	0.00	0.00	0.00	72.00
12/31/2013	B S	68	12/30/2013	0	0	72.00	0.00	0.00	0.00	72.00
09/27/2013	B S	68	09/27/2013	0	0	72.00	0.00	0.00	0.00	72.00
06/28/2013	B S	68	06/28/2013	6	6	72.00	0.00	0.00	0.00	72.00
03/29/2013	B S	62	03/29/2013	11	11	88.00	0.00	0.00	0.00	88.00
12/31/2012	B S	51	12/31/2012	10	10	80.00	0.00	0.00	0.00	80.00
07/01/2011	B S	438	07/01/2011	0	0	68.40	0.00	0.00	0.00	68.40
10/01/2009	B S	434	10/01/2009	5	5	58.50	0.00	0.00	0.00	58.50
				32	32	1,374.90	0.00	0.00	0.00	1,374.90

**19 bills**