

WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS, AND OVERSEERS OF THE POOR
OCTOBER 16, 2012

Preliminary Minutes

Tape-recorded meeting

Present: Judy Colby, Chair Pam Dunning, Vice Chair Ed Polewarczyk, Jeff Slack and
Town Manager Laurie Smith

Absent: Bill Curtis

1. Call to Order

The chair called the meeting to order at 7 p.m.

2. Pledge of Allegiance to the Flag of the United States of America

3. Public Hearing re: Town Application for Rural Development

A. Discussion of Loan/Grant for upgrading Town's sewer system: Laurie Smith said the town had applied for rural development funding for sewer system upgrades. In 2008, \$1.5 million was needed for capital improvement of the sewer system. Since that time stairs and a generator have been added, but there are still more upgrades needed as required by the state DEP. Towns can borrow USDA loans for 30 years. Wiscasset has requested \$1.1 million but does not anticipate hearing from the USDA until April.

Buck Rines, Wastewater Treatment Plant Supervisor, said that capital improvement projects to be funded by the loan/grant include a force main on Birch Point Road, replacement of the Federal Street intercept line and two pump stations (on Federal Street and Willow Lane).

In response to Judy Colby's question on the town's share if it were to receive a \$1.1 million grant, Smith said that the highest would be 45% but that was not likely. The interest is determined at the time the grant is offered and is usually low (1 to 3%). A yearly payment could come from increased sewer rates or from capital funding or a combination of those two sources. The public hearing closed at 7:09 p.m.

4. Public Hearing to adopt MMA's new General Assistance Appendices C

The public hearing opened at 7:10 p.m. Smith said that the State of Maine develops minimum and maximum amounts for assistance. The state has increased the maximum in the housing general assistance this year and has asked that Wiscasset adopt the increase in overall housing maximums. The public hearing closed at 7:12 p.m.

Ed Polewarczyk moved to adopt MMA's new October 1, 2012 - September 30, 2013 General Assistance Appendices C, increasing the maximum assistance for housing. Vote 4-0-0.

5. Approval of Treasurer's Warrant: October 9, 2012 and October 16, 2012

Ed Polewarczyk moved to approve the Treasurer's Warrant of October 9, 2012. Vote 4-0-0. Judy Colby moved to approve the Treasurer's Warrant of October 16, 2012. Vote 4-0-0.

6. Approval of Minutes: October 2, 2012 and October 4, 2012

Ed Polewarczyk moved to approve the Minutes of October 2, 2012 as amended. Vote 4-0-0. Judy Colby moved to approve the minutes of October 4, 2012. Vote 4-0-0.

7. Special Presentations or Awards

A. Spirit of America Award Foundation Tribute presentation for the "Two Bridges Regional Jail Program Department Volunteers"

Kathy Martin-Savage, who recommended the volunteers for the award, introduced the volunteers present. Pam Dunning gave a brief description of the work the 40 volunteers perform at the jail. On behalf of the town and the selectmen, she presented to the Two Bridges Regional Jail Program Department Volunteers the Spirit of America Award for outstanding community service since 2006.

8. Appointments

A. Appoint Election Wardens: Judy Colby moved to appoint Susan Blagden as Election Warden and Joan Barnes as Deputy Warden, effective November 6, 2012. Vote 4-0-0

9. Public Comment

Referring to discussion at the previous meeting on costs associated with accepting the Montsweag Brook dam, Richard Hanson questioned the \$60,000 cost for an access road and asked where the road would be. Smith clarified that the route would have to be determined and the cost was estimated to be up to \$60,000. She added that Town Attorney Dennis Jumper had worked with CMP to establish where the right-of way would be, and based on the shortest distance possible, it would cost up to \$60,000. Hanson said CMP had always accessed the dam from Freedom Song Road and asked why the town would want to access it from the Woolwich side. In response to Smith's comment that access was needed to work on the other side of the dam, Hanson said that when the dam was opened in 1994, one could drive across without any environmental issues. Pam Dunning said she had learned that equipment could be lifted over the dam to get to the other side. Hanson said that it was ridiculous to treat CMP this way after writing a letter of intent to acquire the dam and then to leave them hanging for another vote. He reminded the board that the dam is also used for fire protection for three roads near the dam.

Cliff Hendricks said that the town should accept the property and could get to the Woolwich side by a crane or walkway; not taking it would be a mistake.

Clarke Jones said no one was going to buy property near the Maine Yankee site and asked why the town could not put in a claim for federal money because of having to store nuclear waste. Pam Dunning said federal money cannot be given to municipalities, only to places that are building and maintaining holding receptacles. A meeting to discuss giving money to towns for this purpose scheduled for last spring did not take place.

Bob Blagden said if the reason the board wanted to reconsider acceptance of the dam was the tremendous cost of access, it should consider low cost options given by Dick Hanson and Cliff Hendricks and take the question off the ballot. He said there was nothing that required heavy machinery to maintain and one could drive right to the dam. The cost issue would just confuse people.

Pam Dunning said there was no way to take the question off the ballot at this time because absentee ballots had already gone out. Hanson said this was poor timing and the board should have done research. Pam Dunning explained that she had asked CMP what the \$100,000 was for and was told there was no work needed and there were no maintenance issues, and it wasn't until after the vote that a state inspector listed work to be done such as building up the embankments and removing trees. She thought the voters should have had this information.

10. Department Head or Committee Chair Report - none

11. Unfinished Business - none

12. New Business

A. Automobile Graveyard and/or Junkyard Renewals

Judy Colby moved to renew Automobile Graveyard and/or Junkyard licenses for Blagden's Garage, Jim's Auto Trim, Pro Body Works, Grover Auto & Tire, and Norm's Used Cars. The chairman said all sites had been visited and recommended for approval by the Code Enforcement Officer. Vote 4-0-0.

B. Municipal Valuation Report

Judy Colby moved to sign the Municipal Valuation Return for the 2012 tax year as submitted. Vote 4-0-0.

C. Open Wiscasset Parks and Recreation Pool Blanket Cover Bid

The following bids were received:

Aquatic Technology, Inc.: Proposal 1- \$35,084.52; Proposal 2 - \$25,631.60
H2O Blankets, LLC: Proposal 1- \$65,115.44, Proposal 2 - \$64,315.44
Alta Enterprises: Proposal 1 - \$61,352 ; without auto stop on lap pool \$57,312
Proposal 2 - \$46,212 with two reels on lap pool/ \$38,282 with one reel on lap pool;
Automatic reel system on main pool and manual system on the alcove pool - \$57,192
Without auto on lap pool - \$53,552
Semi-automatic on main pool blanket and manual system on alcove pool \$42,552 with two reels
One reel on lap pool \$34,592

Ed Polewarczyk moved to authorize the Town Manager and Parks & Recreation Manager to award the bid to the lowest qualified bidder. Vote 4-0-0.

13. Town Manager's Report

A. NIMS Training 12/11/12 6-8 p.m.: Smith reported that the date previously requested for the training was unavailable. Training will be offered in Nobleboro on October 29 from 4:30 to 6:30 and in Wiscasset on December 11. Judy Colby and Pam Dunning will participate in the December 11 training; Ed Polewarczyk and Jeff Slack will attend the session in Nobleboro.

B. Superintendent's Office: Board members had visited the building; Todd Souza will clean the carpet and the Highway Department will touch up paint and fix the baseboard. It was the consensus that proposals from local realtors be sought for sale of the property; Pam Dunning and Jeff Slack will meet with realtors.

C. Municipal Building Roof: Smith reported that the shingles on the Route 1 side of the municipal building were deteriorating. The shingles have a 25-year warranty and were installed 10 years ago. According to the installer, some of the shingles used did not have adequate durability and a class action lawsuit against the manufacturer of the shingles is in progress. She was given information on filing a claim and if the claim is successful, the cost of shingles to be replaced would be prorated

D. RSU Public Hearing: On Tuesday, November 23, at 6:30 a public hearing will be held in the high school library on the cost sharing formula to be voted on on November 7.

14. Adjournment

At 8 p.m., **Judy Colby moved to adjourn. Vote 4-0-0.**



Town of Wiscasset

1/a

MEMORANDUM

To: Board of Selectmen
Fr: Laurie Smith, Town Manager and Greg Griffin, Road Commissioner
Re: Road Striping
Dt: November 1, 2012

Over the past few years the Town has budgeted for limited road striping, in an effort to save budgetary dollars. Road Striping only lasts a few years and as roads are repaved the striping has been not repainted. Although, this is not an uncommon practice amongst rural communities, a few people have brought to our attention their sense that the striping provides a safety measure, especially on rural roads. The cost to double yellow-line stripe the rural roads has historically been between \$8,000 to \$12,000. Recent citizen concerns have been voiced about Bradford Road in particular, should you wish to visually inspect a sample road at night. The funds necessary to stripe all the rural roads were not budgeted for in the current fiscal year. Should the Selectmen deem that the painted lines are an immediate safety concern, staff will move forward with the limited dollars we have available in the budget.



Town of Wiscasset

November 6, 2012

To the Chief of Maine State Police:

Huntoon Hill Grange #398, Wiscasset, Maine, has blanket approval from the Board of Selectmen of the Town of Wiscasset, to operate Beano/Bingo and Games of Chance, consisting of Sealed Tickets, for the year of 2013.

Pamela Dunning, Chair

Edward Polewarczyk, Vice Chair

William Curtis, Selectman

Judith Colby, Selectman

Jefferson Slack, Selectman

11c

Town of Wiscasset, Maine NOTICE INVITING BIDS

The Town of Wiscasset is inviting bids for the installation of two 400 gallon Roth double wall oil storage tanks. The bid proposal shall provide for the labor and additional materials necessary to install two 400 gallon tanks supplied by the Town of Wiscasset. The two tanks will be located in the Ambulance Director's office which is within 10 feet of the boiler room.

The work shall include

1. The setting of the two new Roth 400 gallon oil tanks (provided by the Town of Wiscasset)
2. Installation of new fill and vent piping from the tanks to the exterior of the building and the installation of supply and return piping from the oil storage tank to the oil day tank located in the boiler room.
3. The work shall also include the monitoring of the first oil fill, bleeding of the oil supply piping and checking the operation of the oil fired appliances operating on the new oil storage tank.

Sealed bids will be received until **3:00 p.m., TUESDAY, November 6, 2012**, at the Town office, 51 Bath Road, Wiscasset, Maine. Bids must be marked "**FUEL OIL TANK INSTALLATION.**" Bids will be opened at the Selectmen's meeting in the Town Hall Meeting Room which begins at 7:00 pm and publicly read at that time.

The Town reserves the right to accept or reject any or all bids, to determine which bids are conforming, and to waive minor defects and irregularities.

Any questions regarding this bid invitation, must be submitted in writing to Town Manager, townmanager@wiscasset.org or by fax 207-882-8228, and be received by the Town of Wiscasset a minimum of two business days prior to the bid opening date. Only changes and clarifications made by addenda will be binding. All bids are to be submitted on the attached proposal form, furnished with this bid invitation.

The Town is exempt from State retail tax and federal excise tax. The prices bid must be net, exclusive of taxes.

All bids are to be addressed to:

**Town Manager
Town of Wiscasset
51 Bath Road
Wiscasset, Maine 04578**

Town of Wiscasset

51 Bath Road

Wiscasset, Maine 04578

BIDDERS PROPOSAL FORM

The bidder hereby proposes to furnish to the Town of Wiscasset, subject to acceptance of this proposal, the installation and setup of two fuel oil tanks.

TOTAL COST OF FUEL TANK INSTALLATION \$ _____.

The Town reserves the right to accept or reject any or all bids, to determine which bids are conforming, and to waive minor defects and irregularities. All bids shall be in a sealed envelope marked "**FUEL TANK INSTALLATION**" and addressed to Town Manager, Town of Wiscasset, 51 Bath Road, Wiscasset, Maine 04578

NAME OF FIRM _____

BID OPENING: November 6, 2012

SIGNATURE _____

TIME: 7:00 p.m.

PLACE: Meeting Room, Town Hall

PRINTED NAME _____

TITLE _____

ADDRESS _____

TELEPHONE _____

Mechanical Services

Attn: Travis

40 Gabriel Drive

Augusta, ME 04330

Ron French

Ron's Oil Heat and LP Gas

P.O. Box 623

15 Dow Road

Wiscasset, ME

882-6778

David Sawyer

(hand-delivered by Greg Griffin)

11d



Town of Wiscasset

To: Board of Selectmen
 From: Laurie Smith, Town Manager and Shari I Fredette, Treasurer
 Re: Koehling Property Interest/cost ~ write off calculation
 Date: November 1, 2012

The Koehling Property sale was finalized on October 24th. The purchase price was \$25,000 and the amount has been paid in full. Below is a listing of costs that have been applied to the Koehling expense account as well as the original taxes due. In the Trio Software program, interest continues to accrue on the past due tax account even when the Town has acquired the property. The interest and tax lien costs are \$11,564.94. The sale price did cover the principal taxes due and other expenses. The auditor requires that the Selectmen waive the interest on the account in order for us to finalize the accounting procedures necessary to close the account. Dennis Jumper has been consulted regarding this procedure and agrees that the Selectmen have the authority to perform this action. The Selectmen will need to waive \$11,564.94 in interest in order for us to accomplish this adjustment.

The following is the detail on the Koehling Tax Acquired Account:

Principal	\$20,080.71
<i>Interest & Costs</i>	<i>11,735.12</i>
Advertising	241.11
Debris Removal	1,260.00
DEP Fees	1,020.00
VRAP Consultant	1,500.00
Total Balance on account	\$36,564.94

Less Original Deposit	(2,500.00)
Less Final Check Amount	(22,500.00)
Total Interest and costs write off	\$ 11,564.94

1/e

MEMORANDUM

To: Board of Selectmen
Fr: Laurie Smith, Town Manager and Ron Lear, Transfer Station Superintendent
Re: Transfer Station Trailers
Dt: November 1, 2012

As we have discussed in the recent past, the valve and ram on the 1991 trailer stopped operating on September 6th. The trailer is used to hold and transport single stream recycling to West Bath. A new valve was purchased for \$900 and the Public Works Department was able to install it. The cost for a new ram is \$8500, and since the value of the used trailer's value is \$0 we questioned the wisdom of placing new parts in the Trailer. Through our outreach with other communities we were able to find a used ram in the City of Rockland. Once we were able to secure the ram from Rockland it was decided to invest in the repairs in hopes that we could maintain the trailer until the new fiscal year. Greg Griffin and Ron Lear went to Rockland and was able to remove the ram, bring it to Wiscasset and install it in our trailer. The 1991 trailer was back in service on the 21st. The trailer will still need about \$7,500 in rust repair and \$500 in brake work in order to qualify for a sticker in December.

On the 27th of September during routine cleaning we found the frame on the 1993 trailer is rusted to the point that it is unsafe to haul over the road. We have received estimates on the needed repairs, and once again, the question is – how much do we invest in a trailer of little to no value. The 1993 trailer is used to deliver waste to PERC, this leaves us with 1 road legal trash trailer.

For about \$8,000 the single stream trailer (1991) can have the additional repairs needed (rust and brakes) with the hope that it will continue to operate until next July when the new year fiscal year begins. At that time the Town should either replace it (\$60,000) or purchase a compacting system (\$25,000). The compacting system is the one recommended by Ron Lear at this time. The system will require an annual operating cost of about \$5,000 for the transport of the container to West Bath; however the Town will no longer be required to transport the trailer. The question remains whether it is wise to invest in trailer given its current condition.

Tuesday, November 1, 2012

The 1993 Trailer is a more immediate concern and the Board of Selectmen need to determine a resolution quickly. The solutions are as follows:

- 1. Purchase a new trailer** - cost of about \$60,000 – delivery is 6 to 12 weeks
 - a. Hold a Town Meeting to procure the total amount
 - b. Pay through contingency and Transfer Station Operating Budget
 - c. Lease –purchase with a non-appropriation clause (less than 3%)
 - i. \$12,500 annual payment for five years – we could begin payments this year or start next year.

- 2. Repair the 1993 Trailer**
 - a. Costs range from \$16,000 to \$22,000 depending on the ram
 - b. Current value - \$1,000 to \$2,000

The current operations are being negatively affected by the loss of the 1993 trailer and the sooner we are able to find a resolution the better.