

WISCASSET SELECT BOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
AUGUST 1, 2017

Preliminary Minutes

Tape recorded meeting

Present: Bob Blagden, Chair Judy Colby, Kathy Martin-Savage, Vice Chair 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. Ben Rines, Jr., moved to approve the payroll warrants of July 21 and July 28, 2017. Vote 5-0-0.

b. Ben Rines, Jr. moved to approve the accounts payable warrants of July 25 and August 1, 2017. Vote 5-0-0.

3. Approval of Minutes

Kathy Martin-Savage moved to approve the minutes of July 18, 2017. Vote 5-0-0.

4. Special Presentations or Awards: none

5. Committee Appointments

a. Kim Andersson - Budget Committee (one year). A correction was made to the previous three-year appointment of Kim Andersson to the Budget Committee. Ben Rines, Jr., moved to appoint Kim Andersson to the Budget Committee for a term ending June 30, 2018. Vote 5-0-0.

b. Ervin Deck – Airport Committee: Ben Rines, Jr., moved to appoint Ervin Deck to the Airport Committee for a term ending December 31, 2017. Vote 4-1-0 (Colby opposed).

c. Carl E. and Susan Power – Public Safety Advisory Council (full members): Jeff Slack moved to appoint Carl E. Ward and Susan Power to the Public Safety Advisory Council. Vote 5-0-0.

6. Public Hearings – none

7. Public Comment

Steve Christiansen reported that during the July 21st power outage, all emergency lights worked as designed and when he started up the emergency generator, all lights went on in the building. Judy Colby asked that the installation of an automatic switch for the generator be investigated.

8. Department Head or Committee Chair

a. Wiscasset Parks and Recreation Director, Lisa Thompson – Proposed new hours of operation at Wiscasset Community Center: Thompson proposed the following changes to the hours of operation of the center to reduce operational costs but without affecting users: Pool and facilities on Saturday from 8 to noon, winter hours Monday through Thursday close at 8 p.m., Saturday hours 8 to 4, Sundays the facility will open beginning October 22, when regular hours will begin. The changes will result in a reduction of 203 labor hours and the effect on uses will be minimal. **Kathy Martin-Savage moved to accept the new hours of operation. Vote 5-0-0.**

b. Wiscasset Police Chief Jeffrey Lange

- Waterfront Update: Lange said he and Harbormaster Levon Travis are planning an informational meeting with wormers and fishermen on August 15 at 6 p.m. at the Fire Department to provide information and answer questions. The attendant at the waterfront will work until the end of the month. Lange reported that the mooring field needs work. A DEP inspection of the pump-out float has revealed a crack and it is filled with seawater, but the pump appears to be in good condition. There is a DEP grant that will pay 90% of the cost of repair and a proposal will be made as soon as cost is determined. The weight buoys scheduled for installation in May have not been installed. Updating records is taking place to indicate who has paid what. Float repair will take place next year and the trim on the building will be painted by jail trustees.

- Wiscasset Public Safety Advisory Council: Holly Giles, spoke on behalf of the council that was appointed in April. The council acts in an advisory capacity and reports to all public safety departments feedback received from the community. She said the council found the current state of the emergency departments appalling and reported that the Fire Department is not in compliance with federal mandates; the Police Department's budget did not include bullets or replacement of a 20-year-old bullet proof vest; the EMS Department will not be able to house any model trucks built after 2019. She said the council's biggest concern was whether the townspeople were aware of the shortcomings. She said the three chiefs have kept things running smoothly but budgets should be evaluated and shortcomings should be addressed. She urged the board to do something to change its outlook.

Ben Rines, Jr., said the town had in the last two years almost doubled the Ambulance Department budget and the Fire Department budget had gone up considerably. He said he thought the board had done quite a bit to help the services. Lange said he had asked for a capital improvement plan and had waited months to find out if money was left in the budget to replace the 20-year old vest. Judy Colby said discussion of a 10-year capital improvement plan was postponed to this budget year and added that she recognized the needs and felt they must be addressed by a bond if necessary. Judy Flanagan said she had toured the emergency departments and encouraged the board members to revisit. EMS Director Toby Martin said the capital improvements list is not a wish list, but an overall necessity. In response to Bob Blagden's comment, Marian Anderson said she would follow up on whether maintenance of the fire trucks was being done at the town garage and on the storage location of medical supplies.

Jeff Lange asked that the new members be given a tour of the building.

Ben Rines, Jr., reported receiving a robo call with a Wiscasset PD caller ID. Lange warned that scammers utilize phone numbers that the look safe. He has received information on identity theft and fraud and will be offering classes and issuing public service announcements.

9. Unfinished Business

a. Petition for Open Town Meeting to reinstate the Planning Budget-Discussion: Judy Colby said a letter had been received from Shana Mueller regarding the petition which indicated that it was the board's decision whether to have an open town meeting or to vote by referendum. The board has 60 days to make that decision. Colby said the petition asked for an open town meeting and she felt the board should follow the petition's request. **Colby moved to set a date for an open town meeting for the town to reinstate the Planning budget.** Bob Blagden said it was wrong to overturn a ballot vote where 464 voters had voted against the budget. Kathy Martin-Savage said that from the information received from MMA or the town attorney, it appeared that the board could decide whether to have an open town meeting or a referendum. Ben Rines said the board's first concern should be the voters who went to the polls and voted against the Planning budget, and he was confident that those voters knew what they were voting on. Bill Barnes said to ignore the June vote was a slap in the face of the voter. **Vote 3-2-0** (Blagden and Rines opposed). The Town Manager will get back to the board on setting a date. In response to Ben Rines' comment that the MMA and Bernstein Shur had opposite responses, Marian Anderson said the same question and a copy of the petition had been sent to both entities.

10. New Business

a. Maine Municipal Association Annual Election: **Kathy Martin-Savage moved to approve the ballot as presented. Vote 3-2-0. (Blagden and Rines opposed).**

b. Downtown Merchants: Julie Groleau – Impact of Water District project on downtown businesses: Groleau reported that her concerns were addressed by the Water District.

c. Resignation – Bryan Buck, Airport Committee: **Ben Rines, Jr., moved to accept the resignation with regret. Vote 5-0-0.**

d. Business License Applications: Inasmuch as the board approval of business licenses is not necessary, **Judy Colby moved to welcome two new businesses in town, Marston House Wiscasset and Ishak Technology Services. Vote 5-0-0.**

e. Bid opening-Carpeting at Wiscasset Community Center: The following bids were received:

H. T. Winters Flooring: Hall carpet materials and labor - \$5,500, Weight Room Endurance Tile material, labor and freight - \$7,300, Weight Room Johnsonite Tile material, labor and freight - \$8,800, Extra layer Endurance - \$875, Extra layer Johnsonite - \$1,250.

C&S Flooring, Inc. : Weight Room gym Endurance interlocking tile - \$7,859, Labor to remove existing carpet - \$650, install rubber tile - \$1,812.50, materials, sales tax & labor Total - \$10,753.75.

Community Center Hallway -- Contract Carpet Tile Color - \$1,791.13, labor to remove existing carpet - \$650, labor to install carpet tile - \$1,050, materials, sales tax and labor total - \$3,589.64.

Judy Colby moved to authorize the Parks and Recreation Director and Town Manager to review the bids and award the bid to the lowest qualified bidder. Vote 5-0-0.

f. June 30 Financials

- Year-end Department Expense Report: Marian Anderson said the year-end numbers for each department budget and final numbers have been sent to the auditor so the audit can be closed out. In reviewing the report, she said the EMS Director had not spent the \$33,000 requested; there was an unexpected requirement to purchase PPE; revenues as projected were above what was actually estimated in the detailed financials. The overdraft in Contracted Services is for legal fees. Fire Department budget is overdrawn because June payroll was paid in July and there were unexpected repairs to vehicles. Transfer Station was overdrawn because of increased workers compensation rate. Parks & Recreation revenues did not come in as projected and the reason is being investigated. Overdrafts will come out of the fund balance. Judy Colby said the department heads must be responsible for their budgets, as next year the fund balance will not be used for overdrafts. Anderson will supply a breakdown of the carry-forwards. The increase in water rates will be handled by a special town meeting.

- H.M. Payson Statement of Account

g. Update on future events : Lucia Dorby works with community volunteers on events in town such as the Wiscasset Art Walk, the Holiday Market place and the Sheepscot River Race. At planning meetings the group has discussed food trucks and with town approval would like to invite several for special events. According to the Town Manager and Code Enforcement Officer there is nothing in the ordinances that would prohibit food trucks. The trucks would be self-contained and would only need to plug into a water supply. For the Holiday Marketplace, the goal is to have outdoor events as well as extended hours for pop-up markets and include food trucks that would sell lobster. Approval has been given to close part of Middle Street in August and if possible two food trucks will be invited for that event. EMS Director Toby Martin asked if a formal application process would be needed and if a health inspection was necessary. Town Manager Marian Anderson will check whether a one-day business license would be required. Dorby asked if access by water to White's Island would be permitted during the Sheepscot River Race. There were no objections to access to the island by water.

11. Town Manager's Report

Marian Anderson said Davies Allen had requested two crossing guards downtown over Labor Day Weekend and had contributed funds for that purpose. In addition, over \$6,000 had been raised by residents and business owners toward hiring two traffic guards for the downtown during the month of August. There is no money in the Police Department budget for crossing guards, and Anderson asked the board's opinion. Police Chief Jeffrey Lange said none of his officers was interested in the temporary work. Anderson will investigate the cost and availability of temporary crossing guards. **Ben Rines, Jr., moved that the manager look into having traffic officers downtown within the budget. Vote 5-0-0.**

Anderson reported that complaints have been received regarding the noise from the Water District project but all complaints have been responded to promptly by the project manager.

A copy of a draft purchase and sale from Sugarloaf Ambulance Rescue Vehicles was provided to the board. Anderson asked whether the board wanted to proceed with a purchase. A \$2,000 deposit will be required which could be taken from contingency. The Sugarloaf Ambulance Rescue has a 2013 vehicle available in December for \$98,000 to \$100,000. Martin recommended taking out a loan and purchasing the vehicle in December, utilizing the revenue from Dresden over three years as a pre-allocation, rather than raising taxes to cover the vehicle. **Jeff Slack moved to spend \$2000 out of the**

EMS budget for down-payment on the 2013 Ford E 450FL ambulance and the balance of \$96,690.75 from the projected revenue from Dresden. Vote 5-0-0.

Anderson said as of August 1 the Town would have only three lifeguards and three are required to keep the pool open. In order to attract and keep life guards, it was proposed that the Life Guard 1 rate be increased from \$10.50/hr. to \$11.30/hr. and the rate for Life Guard 2 be increased from \$11.50/hr. to \$12.44/hr. These increases can be absorbed in the budget. **Kathy Martin-Savage moved to approve the pay increase for Life Guard 1 from \$10.50/hr. to \$11.30/hr. and for Life Guard 2 from \$11.50/hr. to \$12.33/hr.** All new lifeguards will start as Life Guard 1 at \$10.50/hr. The decrease in hours of operation of the pool will mitigate the increase. **Vote 4-0-1** (Slack abstained).

The timeline for the town meeting to vote on the repeal of the Historic Preservation Ordinance was given to the board and will be discussed at the next meeting. Ben Rines, Jr., asked for a clarification on whether the repeal of the ordinance had to be voted on at an annual town meeting or at any town meeting. Anderson will provide a clarification.

Because Bob Blagden will not be present at the next scheduled meeting, **Ben Rines, Jr., moved to move the August 15 meeting to August 22. Vote 4-0-1** (Blagden abstained).

12. Other Board Business

a. Abatement – Meredith Jones (Map R07, Lot 039-7 for \$566.91) **Bob Blagden moved to approve the abatement for Meredith Jones (Map R07, Lot 039-7 in the amount of \$566.91 as recommended by Assessors Agent Ellery G. Bane. Vote 5-0-0.**

b. Kathy Martin-Savage inquired into the prospects of a sound system. Anderson said she had met with two vendors about live streaming the meetings with sound to the Town's Facebook page at no cost. Cameras and microphones have been ordered. Sound amplification in the meeting room will be included.

13. Adjournment

Kathy Martin-Savage moved to adjourn the meeting at 8:10 p.m. Vote 5-0-0.