

WISCASSET BOARD OF SELECTMEN,
TAX ASSESSORS AND OVERSEERS OF THE POOR
JUNE 19, 2018

Present: Kim Andersson, Bob Blagden, Chair Judy Colby, Kathy Martin-Savage, Vice Chair Ben Rines, Jr. 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. Kathy Martin-Savage moved to approve the payroll warrants of June 8 and 15, 2018. Vote 4-0-1.

b. Kathy Martin-Savage moved to approve the accounts payable warrants of June 12 and 19, 2018. Vote 4-0-1.

3. Approval of Minutes

a. Ben Rines, Jr., moved to approve the minutes of June 5, 2018. Vote 4-0-1.

4. Special presentations or awards – none

5. Committee appointments

a. Kathy Martin-Savage moved to appoint Pamela Logan to the Historic Preservation Commission. Vote 5-0-0.

6. Public Hearings – none

7. Public Comment

Susan Blagden asked if there were plans to clean up the sand on Ft. Hill Street and was advised by the Road Commissioner that it would be done.

Cordelia Oehmig, Wiscasset Bay Gallery, reported she and other business owners had toured the business district counting parking spaces. She invited the board to walk with her and other business owners and see the shortage of parking spaces. There is currently a parking plan from MDOT and a plan developed by the PAC. Chief Lange offered to accompany the group and explain the legal restrictions on parking spaces. The regular selectmen meeting on July 3 was changed to July 10 and the board will meet at 3:30 on July 10 to view the plans before touring the downtown area.

Kim Dolce said she understood that the parking striping would be done at the end of the contract and that there was some leeway in the parking that was shown on the contract. She also asked if the PAC parking plan had been presented to the board and was informed that it had not formally been presented. Dolce said she had a third option she would like to present with map to the board. There was a consensus that Dolce's plan would be reviewed along with the others before the site walk.

In response to Ben Rines, Jr.'s, question, Anderson said a letter had been sent to the governor regarding the MDOT plan. Rines suggested that he be invited to the walk of the downtown area.

John Reinhardt asked whether speed bumps would again be installed on Lee Street this year. Road Commissioner Doug Fowler recommended speed bumps different from those installed the past year. The price of a speed bump is \$1,000 and \$3000 for a table top. Marian Anderson said MMA and the insurance company recommended an ordinance and that is being researched. Several suggestions to reduce the speed of vehicles were offered such as speed bumps, signs and a police cruiser. Chief Lange recommended a permanent solution be found for Lee Street and Hooper Street. The matter was referred to the Town Manager and Road Commissioner.

In response to a question on the parking space blocking the driveway to Dunn's Antiques, Bob Blagden said the previous owner had asked that there be a parking space there.

Kim Dolce recommended looking into whether parking tickets, if used, could include a fee for the town.

8. Department head or committee chair

a. Department Head Monthly Reports: Kim Andersson pointed out that the Community Center revenue goals were met, and revenue was \$21,082 over last year's revenue at this time. Kim Andersson volunteered for the EMS dunk tank fundraiser on July 4th.

b. Conservation Commission – request permission to apply for FY19 Shore and Harbor Grant: Phil DiVece described that condition of the foot bridges to White's Island which collapsed during a recent storm and the danger in leaving them in their current condition. He said the only safe way to reach the island is by boat. He asked permission to address the issue and investigate funding sources. Anne Leslie and DiVece had met with Steve Walker of Maine Coast Heritage Trust who described the preapplication process, which included a site inspection, for a \$300,000 Shore and Harbor Grant. To be eligible, the application for the two or three phase project must be filed by September 2018. Phase 1 of the project would be to remove existing bridges; Phase 2, engineering and design phase; and Phase 3, the actual construction. The Town will have to decide whether to remove and replace the bridges. DiVece asked the board to appoint him or another conservation commission member and a select board member to work on the 16-page application for the matching grant. Steve Walker will assist with the application. The process will include meeting DEP requirements and an inspection by July 27. If the town is eligible for the grant, the application must be filed by fall. Toby Martin said an estimate to repair the bridges was \$400,000 and he did not recommend current type of bridge. Matching grant funds would be in the 2019-2020 budget. Katharine Martin-Savage suggested contacting the Lincoln County Planner for assistance. Kim Andersson, a former grant writer, offered to help. Susan Blagden asked whether the town crew could take down the bridges. Phil DiVece said a DEP permit would be necessary and Oest Engineering had quoted \$75,000 for taking the bridges down. Ann Leslie said there may be the possibility of contributing labor as part of the matching grant. Crossing the railroad tracks was also discussed briefly. It was recommended that the 10-foot plank be removed to keep people out.

c. EMS Director Toby Martin – Request to designate \$2,777 from EMS Speedway Revenue for future equipment (not taxpayers' money): Martin said EMS is no longer working at the Speedway and he asked if the funds, formerly part of the speedway revenue for EMS coverage, could be used for future equipment purchases. **Judy Colby moved to grant the request to move the \$2,777 in the Speedway**

account to a fund-raising account for a response vehicle. Ben Rines, Jr., said the request was premature when EMS coverage by CLC was still being discussed. **Vote 4-1-0** (Rines opposed). A decision on coverage, postponed until after the election, by CLC will be on the July 17 agenda.

d. Treasurer Vernice Boyce – School Finance Issues: Boyce said that as the Maine Department of Education has determined that Wiscasset schools are a department of the Town and, as such, Boyce asked whether school funds should be handled by the Town rather than the School Department. State law requires that the schools have a fund balance of 3%, or \$300,000, and the school’s current fund balance is twice that amount. Boyce asked how the board wanted to handle the school finances and added that if the Town were to handle the school funds, it would help with the Town’s cash flow and avoid the need for a TAN. After discussion, there was a consensus that the Select Board would meet with the School Board before a decision was made; the subject will be on a future agenda.

e. Parks and Recreation Director Lisa Thompson – 4th of July update: Thompson said the schedule for the holiday includes a parade at 10 a.m., and waterfront activities with the grand marshal and awards following the parade. Also, at the pier will be the EMS fund-raising dunk tank, hot dogs sold by the Fire Department, strawberry shortcake at the Yacht Club, face-painting and tattoos, and new Wiscasset t-shirts for sale. Fireworks will begin a 9:15 p.m. This year’s theme is “Come Together.” Kim Andersson offered to help with the float application for the Select and School Board members. The board will choose the Grand Marshal.

10. New Business

a. Review of Check Disbursement Policy: The current Policy Regarding Check Disbursement Prior to Expenditure Warrant Approval was presented to the board. No changes were made.

b. Review of Board Rules of Order and Procedure: **Ben Rines, Jr., moved to approve the Rules of Order and Procedure for Wiscasset Select board as of 11/21/2017. Vote 5-0-0.**

c. Eminent domain process – to acquire Avigation Easement, Chewonki Campground: Marian Anderson said the letters from attorneys and the FAA were included in the board’s package, but no action was required. The letters outline the responsibilities of the Town in the event no resolution is reached.

d. Resignations – Levon Travis, Harbormaster; Jeffrey Lange, Chief of Police; and Stanley Waltz, Code Enforcement Officer: **Bob Blagden moved to accept the resignations. Vote 5-0-0.** The positions have been advertised on the website and in the papers. Ben Rines, Jr., asked whether the board wanted to reconsider the harbormaster position as part of the Police Department. Police Chief Jeff Lange suggested that the board consult with the Waterfront Committee. Regarding the sunken boat, Judy Colby said she had attempted to reach the Coast Guard but had had no response yet. A citation by the Marine Patrol has been given to the boat owner and warning buoys have been placed at the cost of \$1,000, the bill for which will be sent to the owner. Ben Rines, Jr., recommended contacting the State representatives.

e. Pier Vendor Permit – QT’s Coastal Cones, Theresa Gray and Tom Harper; **Judy Colby moved to approve the Pier Vendor Permit Application for QT’s Coastal Cones on the Recreation Pier. Vote 5-0-0.**

f. Bid Openings:

Sale of 2003 Ford E450 Type III Ambulance

| | |
|--------------|------------|
| Warren Smith | \$1,022.00 |
| Sam Bartlett | \$ 875.26 |

Ben Rines, Jr., moved to award the bid to Warren Smith. Vote 5-0-0.

2018 Paving and Chip Seal Bid

| <u>Name</u> | <u>Gibbs Rd.</u> | <u>Old Stage Rd.</u> | <u>WCC</u> | <u>WCC Extra</u> | <u>Total</u> |
|----------------------|------------------|----------------------|-------------|------------------|--------------|
| Crooker Construction | \$220,711.15 | \$57,687.00 | \$15,120.00 | \$3,375 | \$296,893.15 |
| All State Asphalt | 284,926.72 | 57,450.24 | 16,617.60 | 3,045 | 362,039.56 |

Bob Blagden moved to authorize the Public Works Director and Town Manager to review the bids and award the 2018 Paving and Chip Seal bid to the lowest qualified bidder. Vote 5-0-0.

2018 Municipal Airport Tree Clearing/Mulching Bid

| <u>Name</u> | <u>Contract Price</u> | <u>Hourly</u> |
|--|-----------------------|---------------|
| Nathan D. Northrup Forest Products and Earthwork | \$7,800 | \$195 |
| Gary Pomeroy | 9,750 | 150-175 |
| Northern Edge Excavation | 13,800 | 200 |
| Hawkes Tree Service | 15,000 | 175-400 |
| BPS Group | 21,000 | 200 |
| Chesterfield Associates | 38,000 | 250 |

Ben Rines, Jr., moved to authorize the Public Works Director and Town Manager to review the bids and award the Municipal Airport Tree Clearing/Mulching bid to the lowest qualified bidder. Vote 5-0-0.

Parks and Recreation Truck Bid

| <u>Dealer</u> | <u>Truck Type</u> | <u>Cost of Truck</u> | <u>Cost of Plow</u> | <u>Bedliner spray</u> | <u>Undercoat spray</u> | <u>Total Cost</u> |
|--------------------|-------------------|----------------------|---------------------|-----------------------|------------------------|-------------------|
| Newcastle Chrysler | 2018 Ram 350 | \$23,719 | \$5,765 | \$496 | \$250 | \$30,230 |
| Wiscasset Ford | 2018 Ford F350 | 28,927 | 6,495 | 450 | 495 | 36,367 |
| Yankee Ford | 2019 F350 | 28,639 | 5,625 | 425 | 450 | 35,139 |

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

g. Street Light Discussion

- Lamp Standards on High Street – Susan Blagden: Blagden provided Photos showing the difference in height between two street lights, the taller of which is located at the end of High Street and has a huge LED glaring light unlike the rest of the lights. She asked why this was not the same as the others. Road Commissioner Doug Fowler said the light was knocked over by a motorist this past winter and there was a miscommunication in measuring what was ordered. Finding an exact same street light as that installed 32 years ago was not possible. He will try to modify the existing lamp or replace it. Marian Anderson said Crooker had attempted to find a matching lamp but was unable to find a duplicate. Fowler will investigate the possibility of exchanging the LED lights for incandescent bulbs. Kim Andersson asked that the letter from Susan Blagden be edited and signed before being put into the record.

- Downtown Street Light Selection: Bill Maloney said the MDOT discovered that the lights chosen did not meet the dark sky requirements and had recommended two options. One is similar to the original LED choice and costs approximately \$37/year to operate. **Judy Colby moved to accept the lighting option for the downtown project.** The lights have a 11'6" pole, and total height of 13'1". **Vote 5-0-0.**

h. Possible reschedule of July 3, 2018 Board meeting. **Bob Blagden moved to postpone the July 3 meeting to July 10. Vote 5-0-0.**

i. Monthly Financials: Anderson said all accounts were in good standing except for contractual services and unemployment.

j. Correspondence

- Maine Department of Transportation – the letter addressed questions the board had. Ben Rines, Jr., recommended that someone from MDOT join the board on their walk around town on the 10th.

k. Fort Hill Street Discussion: Jim Kochan said the matter was dealt with. Ben Rines, Jr., apologized for the way the matter was handled.

11. Town Manager's Report

Anderson said she had received the contract from Lincoln County Animal Control and there was no change in price.

Edgecomb Selectman Jack Sarmanian had advised that Edgecomb will contract with CLC for ambulance service. After discussion, **Ben Rines, Jr., moved that the charge for response calls to Edgecomb will be \$270 plus uncollectibles and the board agrees not to bill for mutual aid response with multiple injuries. Vote 5-0-0.**

Anderson said correspondence regarding 49 Middle Street had been distributed to the boxes of the board members.

Employment opportunities have been added to the website. Comments or suggestions are always welcome.

The Board will meet on July 10 at 3:30 p.m. to view the parking plans, followed by a tour of the downtown area. The regular meeting will start at 6 p.m.

Discussion on the CLC negotiations is scheduled for July 17 and EMS Director Toby Martin asked if it could be postponed because he will be on vacation. He was advised that he did not have to be at the meeting because the board will be only deciding whether to go forward.

Information on the subscriptions for ambulance service for Wiscasset as well as Edgecomb will be available soon.

12. Other Board Business

13. Adjournment

Ben Rines moved to adjourn in memory of the late Bill Cummings. Vote 5-0-0. Kim Andersson moved to adjourn the meeting at 8:50 p.m.