

WISCASSET SELECT BOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
MINUTES, MAY 15, 2018

Preliminary Minutes

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. Kathy Martin-Savage moved to approve the Payroll Warrants of May 4, and May 11, 2018. Vote 5-0-0.

b. Kathy Martin-Savage moved to approve the Accounts Payable Warrants of May 8 and May 15, 2018. Vote 5-0-0.

3. Approval of Minutes

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

4. Special Presentations or awards

a. Town Report Dedication: Bob Blagden announced the dedication of the 2018 Town Report to Ray Soule and read a list of his positions with the Town and history of his memberships in Town Committees. Blagden expressed the Town's appreciation for his dedication and wished him well.

5. Committee Appointments – none

6. Public Hearings

a. Annual Town Meeting Warrant Articles: Ben Rines, Jr., moved to open the public hearing. Vote 5-0-0. The warrant was reviewed article by article.

Ben Rines, Jr., asked that wording of the warrant be consistent and particularly that of Article 32 to indicate that the surplus was a departmental surplus.

Judy Flanagan announced that she had voted with the Budget Committee in favor of funds for the library, although she personally would vote against the article.

Article 46 will be clarified to indicate that the vote is to appropriate "up to \$30,000...".

Ben Rines, Jr., voted to come out of the public hearing a 6:40 p.m. Vote 5-0-0.

7. Public Comment on non-agenda items

Pam Logan asked why street cleaning had been done on only one side of her street and asked if there was a schedule to indicate when the streets would be cleaned. The Road Commissioner will check.

Ann Scanlon, a PAC member, said those selected for membership were 80% slanted toward the DOT project. She asked that a special meeting be held on the project as she had concerns about the eight parking places on Water Street being eliminated. She said the subject needed an open discussion as livelihoods would be affected if the spots were removed.

Bob Blagden said he had attended the last PAC meeting and was struck by the rudeness. He said those present representing the Town should have had respect for the members and guests. He added that he was not ready to give up any parking on side streets, which is not the same proposal as a year ago. He said the parking spaces belong to the town and it was not up to the DOT to remove them. Police Chief Lange said the Parking Subcommittee is looking at all concerns such as larger vehicles blocking spaces on the side streets and the currently illegal parking spaces. The subcommittee will report to the PAC who will report to the select board at some point.

#### 8. Department Head or Committee Chair

a. Town Treasurer Vernice Boyce – request for administrative office closure June 29, 2018 for year-end closing and TRIO software conversion: **Judy Colby moved to approve the request for year-end closing and TRIO software conversion. Vote 5-0-0.**

b. Wiscasset Transfer Station – Proposed new rate for zero-sort recycling: The Pine Tree rate has increased from \$5/Ton to an amount anywhere from \$56.98 to \$103.64/Ton.

c. Wiscasset Fire Department – Structural inspection, Wiscasset Live Fire Training Facility: Marian Anderson said the Fire Training Facility had been inspected by an engineer and some of his recommendations have already been completed. She said the building has not been condemned and is not unsafe.

d. Department head monthly reports: Lisa said a three-month Recreational Center membership sale had begun that day with rates as they were in 1998 until June 30 and there was also a Facebook contest for one free membership .

#### 9. Unfinished Business

a. Audit Update: Fred Brewer presented a packet of materials that he and Vernice Boyce had been working on since the last meeting. He explained the changes made in the accounting methods being used which included making changes to previous years' allocations. He and Boyce will continue to work on the audit and plan to have it completed by June 1.

Brewer said federal money received included \$182,000 for the school lunch program, \$146,000 for the airport and \$361,000 also for the school. He and Boyce had moved these funds from the General Fund to Enterprise funds as required by law. Impact fees were also moved.

Boyce said confusion in the past over capital reserves was the result of transferring the total amount of in capital reserve money to the general fund for an expense when the actual expense was less than that

in the capital fund. This resulted in a surplus which rather than being used reduce taxes should have been left in the capital reserve fund. She said the Town's fund balance policy was not being followed.

Brewer said there was no consistency in the accounting methods and bringing the accounting up to date for years past was the reason for delay in finishing the audit.

Judy commended the auditor and treasurer for making the changes bringing the financial records up to date.

Brewer pointed out that the school is one department of the town, and the Town should hold school funds and release them upon receiving warrants from the school department. The \$1.1 million which in the past has been the subject of debate is in the town bank account and will be released as warrants are received from the school and signed by the select board, beginning in July.

#### 10. New Business

a. Request for authorization for the Town Manager to execute the transfer of the Wiscasset Municipal Airport's expiring non-primary entitlement funds: Judy Colby moved to authorize the Town Manager to execute on behalf of the Town of Wiscasset the "Agreement for Transfer of Entitlements" with the United States of America Federal Aviation Administration which allows unused and soon-to-expire grant monies awarded to the Wiscasset Municipal Airport in the amount of \$150,000 for use by the City of Waterville. Vote 5-0-0.

b. Wiscasset Chamber of Commerce-Request for signage for Alive on the Common summer concert series: Ben Rines, Jr., moved to approve the Chamber of Commerce's request for signage. Vote 5-0-0.

c. 2017 Water Quality Monitoring Report: Anderson referred to the Water Quality Monitoring Report performed by Woodard & Curran which showed results generally consistent with previous years.

d. Monthly Financials: Reports were provided to the members.

e. Municipal Quit Claim Deed-Dion B. West (12 Blagdon Ridge Road): Jeff Slack moved to approve the quit claim deed. Vote 5-0-0.

f. Sign Ratio Declaration and Reimbursement Application: Judy Colby expressed surprise that only 920 homestead exemptions had been granted and asked whether the availability of the homestead exemption could be publicized. Ben Rines, Jr., moved to approve the Ratio Declaration & Reimbursement Application. Vote 5-0-0.

g. Scholarships: Awarding of the monies for the 2017 General John and Mrs. Jeannette French scholarship and the 2017 Lawrence B. Haggett Memorial Scholarship. Bob Blagden moved to expend \$500 from the Lawrence B. Haggett Memorial Scholarship Fund and \$1,000 from the General John and Mrs. Jeanette French Scholarship to two Wiscasset High School students who meet the scholarships' criteria. Vote 5-0-0.

h. Pier Vendor Permit Applications: Kathy Martin-Savage moved to approve the Pier Vendor Permit applications for Maine Kayak, The Potter's Shed and Doublet Design. Vote 5-0-0.

## 11. Town Manager's Report

Anderson reported that a Corrective Action plan has been drafted to address the immediate safety issues and the plan for the Chewonki campground will be sent to the FAA. She said the owners of the campground had hired an appraiser and she looked forward to resolving the situation amicably. The FAA CIP meeting is scheduled for June 6, 2018 at 8:30 a.m.

She said a letter had been received from Kim Dolce and noted that she does not set the agenda; it is done by the board chairman.

A Municipal Quitclaim deed for Thomas J. Blatz and Mary K. Blatz for undischarged sewer liens had been submitted.

Seaver Leslie had at a previous meeting asked about the change in cost of the MDOT project. Anderson said there is specific language in the documents saying that all design and construction costs will be paid by MDOT. Kim Dolce asked whether that took into consideration changes that had been made to remove parts of the contract. Judy Colby said all communication from MDOT has been made public. Anderson said the Haggett building will be used by Pike Industries for offices and staging. Colby said that the board should contact MDOT regarding the removal of the Haggett parking lot from the plan, as it was felt that the Town needed that parking. Anderson will draft a letter to the MDOT. Bob Blagden said that parking on the side streets was going to be removed and that should be the town's decision, not DOT's. Judy Colby said it had been made clear that the decision on parking was up to the board.

Anderson said Mrs. Bryant had brought in a copy of the 2011 Fireworks Ordinance which required a Conditional Use Permit, Business License from Town Clerk, and Copy of annual license from the Board of Selectmen. She said she could find no record of the board granting an annual license or the fee that should be charged. As this appeared to have fallen through the cracks, Anderson will draft an ordinance to set the fee and bring it to the board. A conditional use permit would have been issued by the Code Enforcement Officer and he should be contacted about that.

Anderson said according to Don Jones the town clock is not in sync and the Balzer Clock Co has been contacted.

Wiscasset Police officer Fisher will be graduating from the Maine Criminal Justice academy on Friday.

## 12. Other Board Business

Ben Rines, Jr., asked the newspapers for help in locating the oldest resident in order to award the Boston Post Cane.

## 13. Adjournment

Kathy Martin-Savage moved to adjourn the meeting at 8:40 p.m. Vote 5-0-0.