

WISCASSET SELECT BOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
April 7, 2020 (via teleconferencing)

Preliminary Minutes

Present: Chairman Judy Colby, Vice Chairman Benjamin Rines, Jr. Kim Andersson, Kathy Martin-Savage. Jeff Slack, Town Manager John O'Connell and Administrative Assistance Kathy Onorato

Media Present: Phil DiVece, Wiscasset Newspaper; Charlotte Boynton, Lincoln County News

Call to Order- Chairman Judith Colby called the meeting at 5:04 via Cisco Webex remote conferencing.

1. Pledge of Allegiance-none

2. Approval of Treasurer's Warrants

a. Jeff Slack moved to accept the payroll warrants of March 20 and 28, 2020. Motion passed, 5-0.

b. Jeff Slack moved to approve the accounts payable warrants of March 24 and April 7, 2020. Motion passed, 5-0.

3. Approval of Minutes

a. Jeff Slack moved to accept the minutes of March 17, 2020, March 26, 2020 and March 31, 2020. Motion passed, 4-0-1 (Judy Colby abstained since she was absent on March 17)

4. Special Presentations or Awards-None

5. Committee Appointments

a. Katharine Martin Savage made motion, seconded by Kimberly Andersson to appoint Katie Bryant to the Comprehensive Plan Committee. Motion passed, 5-0.

6. Public Hearing-None

7. Public Comment-None-None

8. Department head or committee chair-None

Unfinished Business-None

10. New Business

- a. EMS request for CPR device- EMS Director Dennis Simmons submitted a written request for approval of a CPR device he deems critical during to his department, especially during spread of COVID-19. The machine would assist chest compressions, which would reduce the number of personnel required for cardiac arrest response. His memo indicated the cost a refurbished machine would cost approximately \$10,000, Town Manager told the board Dennis has been seeking donations toward the equipment and currently \$3,000 had been raised.

Jeff Slack made a motion, seconded by Ben Rines, to take what funding is necessary from contingency to purchase the CPR device. Motion passed, 5-0

Katharine Martin Savage asked the Town Manager to thank Dennis for his fundraising efforts.

- b. Request from Friends of Wiscasset to donate funds to General Assistance-The Town Manager received a letter from Terry Heller, Wiscasset GoFundME coordinator, seeking the Board's approval to pledge the majority of the funds raised to the Town's General Assistance program.

Ben Rines made a motion, seconded by Katharine Martin Savage, to gratefully accept any donations from the Friends of Wiscasset's GoFundMe fundraising efforts. Motion passed, 5-0.

- c. New Business License-Mark Pearson, DBA Southern States Classic, 263 Bath Road

Jeff Slack made a motion, seconded by Katharine Martin Savage, to approve the new business license for Mark Pearson, DBA Southern States Classic. Motion passed 5-0

11. Town Manager's Report

- a. Coronavirus precautions/staffing – O'Connell told the Board that the last three weeks have been challenging times. Priority is the public health and public safety of residents and staff. He said to encourage social distancing, access to the municipal building is limited; Transfer Station hours have been reduced to limit socializing. Essential employees, which includes Wastewater, Police Department, EMS, Public Works, and Administration, are encouraged to wear masks

- b. Sheriff's Department COVID-19 response update – The Board was given a letter from Lincoln County Sheriff Todd B. Brackett. The letter outlined Lincoln County's response to the Covid-19 pandemic. The letter references the need to keep public safety services at full capacity. He has begun deputizing officers from area police departments in the event his staff becomes exposed or ill and are unable to work.

Judy Colby made a motion, seconded by Jeff Slack to allow Wiscasset Police Department Officers to be deputized as needed. Motion passed 5-0.

- c. Town Office floors – O'Connell reported the floors on first floor at the Police/EMS side of the building, and sections of the Municipal offices have been remediated of asbestos and have had new flooring laid. Offices are now back in place and operational.

13. Other Board Business

Board members expressed concerns about reported inappropriate behavior by a committee member. The Board will be looking into the ordinances and what options it has in dealing with the situation.

The Board discussed the Town Manager Search process, which has been on hold since the Covid-19 outbreak. O'Connell suggested he present to the board the names of those applicants, whom the search committee suggested for interviews. Those selected for interviews would be notified that the interviews would take place once the civil emergency has been lifted.

O'Connell said he would do his best to stay past June 7, until the Town can hold its Town Meeting and Elections.

The Board also authorized the Town Manager to seek some interim contractual help the Treasurer's duties. First O'Connell will reach out to the Town's previous Treasurer Vernice Boyce, who has been coming in monthly, to see if she has additional time for the Town of Wiscasset.

The Board will meet in Executive Session on April 9, 2020 to discuss a personnel matter pursuant to 1 M.R.S.A. § 405 (6) (A)

14. Adjournment

Kathy Martin-Savage moved to adjourn the meeting at 5:57 p.m. Motion passed, 5-0-0.

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Town of Wiscasset
March 2020
Monthly Reports





Town of Wiscasset

AIRPORT REPORT

To: John O'Connell, Town Manager
From: Rick Tetrev, Airport Manager
Re: March Monthly Report
Date: April 15, 2020

Activity for the month of March, as reported by the G.A.R.D. system (Airport Invisible Intelligence System), is not available for March. The system here was installed in 2013 and is the second G.A.R.D. system ever installed anywhere. By way of background, G.A.R.D. was designed and developed by Ron Cote a computer programmer and John Guimond Airport Manager Augusta State Airport, both native Mainers. Since 2013 there are 38 states across America that are now using the system. The age of our system is a problem but will be rectified in the near term. Maine Department of Transportation has a grant program to install new systems in all Maine airports.

Sale of 100 LL Aviation Gas was 1,611.60 gallons for a gross revenue of \$8,074.10 dollars. Jet A sold was 300 gallons for a gross revenue of \$1,350.13 Gross revenue totaled \$9,424.23 dollars. This is an increase of \$903.97 dollars from 2019. There was no Jet A sold in 2019. Going into the 4th quarter of our fiscal year gross sales for the year is \$160,854.48 dollars and expenses are \$113,886.52 dollars. We currently have 3,783 gals. of 100LL and 4,714 gals of Jet A. Activity on the field has dropped off significantly. The majority of flying has been resident aircraft flying to keep their licenses current and there have been no aircraft from out of state, that I am aware of, to drop off passengers or to stay overnight. We do get Maine aircraft that come in to purchase fuel. I do anticipate at least one more purchase of 8,000 gals. of 100LL in the 4th quarter.

The budget numbers look good. I am holding down spending because of the unknow effects on the Town's budget due to Covid-19 State Restrictions and Quarantine. On the expense side 41% of the budget remains. On the Revenue side the ratio is similar, 49% remains uncollected. The collections should not be a problem as we will transfer in the Fuel Special Reserve on June 30. Last fiscal year we transferred in \$23,000.00 dollars. Factoring that in we only need to collect \$6,116.00 dollars to make budget. I want to report that thanks to last summer's FAA inspection the inspector's audit discovered that a "Through the Fence" land lease payment had not been made to the Town since 2016 when the property was sold. I will attach a copy of the invoice that has been paid this month for \$5,004.00 dollars. Aircraft owners housed on the airport have not been billed for 2020 excise tax to date but will be shortly. Collections projected for that is \$5,700.00 dollars.

Finally, I want to report that the airport is following all guidelines in regard to State Mandates regarding the Covid-19 pandemic.



Town of Wiscasset

Respectfully submitted,
Rick Tetrev





Town of Wiscasset

TOWN CLERK REPORT

To: John O'Connell, Town Manager
From: Linda Perry, Town Clerk
Re: March Monthly Report
Date: April 15, 2020

Elections

The Nomination process for the election of municipal officials has been completed. Nomination papers were due back to the Town Clerk on April 9th. The Annual Referendum Town Meeting and Election of Officers have been postponed. At this time a date has not been set due to the uncertainty of the COVID-19 mandates and restrictions. An executive order has been signed by the Governor to officially change the date of the June 9th Primary to July 14th.

Clerk

The Clerk's portion of the Annual Shellfish Review has been completed for the Department of Marine Resources. We are currently waiting for some of the information to be completed by other departments to submit the Review to DMR. After a brief discussion with John O'Connell the decision was to precede with the shellfish license sales. All correspondence will be done by mail for license sales. Shellfish License Allocations will be submitted to DMR before May 1st. Shellfish license sales will begin in May for those who have purchased a license prior to September 1st of the previous year. Updates on the sale of shellfish licenses will be posted at several locations and there will also be notices published in the local newspapers.

FINANCIALS:

	Auto Excise	Boat Excise	Agent Fees	Vital Fees
Monthly Revenues	\$41,718.34	\$215.20	\$1,182.00	\$106.60
Year to date	\$515,391.07	\$1,964.10	\$13,934.75	\$3,111.20
Met yearly revenue projection by:	76.35%	32.46%	81.97%	-----



Town of Wiscasset

To: John O'Connell, Town Manager
From: Dennis Simmons, EMS/EMA Director
Re: March Monthly Report
Date: April 13, 2020

Wiscasset	31	65.96%
Dresden	9	19.15%
Westport Island	3	6.38%
Not listed	2	4.26%
Edgecomb	1	2.13%
Woolwich	1	2.13%
	Total: 47	Total: 100.00%
Treated - Transported by this EMS Unit	33	70.21%
Patient Refused Evaluation/Care (Without Transport)	5	10.64%
Patient Evaluated, No Treatment/Transport Required	3	6.38%
No Patient Found/Contact	2	4.26%
Treated, Transferred Care to Another EMS Unit	2	4.26%
Canceled (Prior to Arrival At Scene)	1	2.13%
Patient Treated - Refused Transport	1	2.13%
	Total: 47	Total: 100.00%

The past month has been something that might have come straight from a Stephen King novel. Unfortunately, it is all too real.

As the world-wide COVID-19 pandemic drove headlong into the US we found ourselves woefully unprepared. Personal protective equipment supplies were not sufficient enough for the rapid spread of this disease. Very quickly our normal supply chains were overwhelmed resulting in shortages, long-term backorders and rationing of supplies from state and national stockpiles. My initial request of gloves, gowns, N95 masks and protective suits from the state stockpile netted me exactly 40 N95 masks and nothing more, a very small fraction of what was requested and needed. Subsequent requests have produced zero supplies. I have been forced to spend countless hours scouring the internet to obtain this vital equipment. It has taken some time; however, I have been able to amass a small stockpile of all of the items that we need to protect our employees. Whether or not it is sufficient to get us through this remains to be seen and we continue to be vigilant. Special thanks goes out to Ames Supply for their tremendous amount of help in obtaining some of these supplies, along with Maine Yankee, Molnlycke, and countless individuals who have donated whatever they could. Additional disinfectant equipment was purchased for the ambulances and the transfer station. PPE has been distributed to town office staff as needed. It is expected that the state and federal government will reimburse the town for much of the additional funds spent on PPE and other COVID-19 related expenses.



Town of Wiscasset

Wiscasset Woods Lodge has offered their facility as a place to stay for first responders and other healthcare workers who have been exposed to the virus and wish to self-quarantine outside of their homes so as not to spread the disease to their families.

The result of restaurant, bars and other non-essential business closures, social distancing guidelines, and requests for the public to remain at home as much as possible, was lower call volume for the month of March. This was true of all ambulance services across the region. Emergency room visits were also noted to be off as much as 50% for local hospitals. This would indicate that the public is taking this disease and the steps to control it, seriously. Having said that, looking in areas where the disease has continued its rapid spread we can expect a surge and area hospitals and first responders are planning for this. Nearly every day is spent on multiple conference calls with various local, county, and state agencies as well as local hospitals obtaining updates and planning resources to continue to deal with a very fluid situation.

Communication within the various town departments has been flowing well. Thank you to Town Manager John O'Connell, Police Chief Larry Hesseltine, Fire Chief Rob Bickford and Public Works Director Ted Snowden for their understanding and patience. Because the situation is fluid, changes must be made on short notice, which can be frustrating at best.

All other non-essential department meetings, trainings and gatherings have been suspended until further notice, as have all non-essential purchases.

Following state EMS, state and federal CDC guidelines, policies and protocols have been put into effect for dealing with COVID-19 situations. As this is an ever changing situation, the policies are also ever changing. We are using the best available information to insure the safety of our employees and still provide the highest quality patient care. Among the protocols put in place are prescreening all 911 calls for COVID-19 symptoms with pre-EMS arrival notification, a one provider per patient policy to limit exposure and the use of PPE, and limits on the use of certain aerosolizing medications and high risk procedures. Of course no protocol can predict every situation and providers are expected to, and continue to, adapt to their particular situation.

One crew member fell ill during the month. Out of an abundance of caution this person was quarantined at home for two weeks and has since returned to duty.

The downstairs supply closets were cleaned out so that work could continue on abating the floors.

The new EMS contract for the Town of Dresden was presented via email.

These are trying and unnerving times for all of us. However, together we can and will defeat this scourge.

Respectfully,
Dennis



Town of Wiscasset

FIRE DEPARTMENT REPORT

To: John O'Connell, Town Manager
From: Robert Bickford, Fire Chief
Re: March Monthly Report
Date: April 7, 2020

Operations:

The fire department responded to 18 calls for service in the month of March.

The calls for the month break down as follows: 5 motor vehicle accidents, 3 structure fires, 1 chimney fire, 2 fire alarms, 3 service calls and 4 "other" type calls which usually consist of trees and /or wires down.

Of the 18 calls, 16 were in Wiscasset. We provided mutual aid support to Boothbay for a house fire and Dresden for a reported restaurant kitchen fire.

March 24th turned out to be quite a busy day with 6 calls resulting from a wet, heavy snowfall causing several trees and wires to fall. In total, we responded to 6 calls that day.

Training:

Training for the month took a big hit for us as "social distancing" prohibited any in-house training. We felt it was better for the members to stay home and care for those close to them. We are looking at doing some video conference training next month to maintain contact with all of our members.

Staffing:

Last month we welcomed 2 new members. Ryan Demeny is a past member who has rejoined the ranks and Andrea Hartman is a new member and already enrolled in a Firefighter I and II Academy that is on-going in Topsham. Our active member roster is at 16 members with 8 members on the Lifetime roster. We welcome anyone who is interested in serving their community to join us on Wednesday evenings for training and meetings.

Events:

Last month, our calendar for the upcoming months looked fairly busy until our current social situation took over. This is the time of year where we look forward to getting back outside and conducting active physical training. We are quickly adjusting to our new normal and will adapt to the situation and overcome. The townspeople can rest assured that if they need us, we will be there.

Respectfully submitted,
Rob Bickford



Town of Wiscasset

Wiscasset Police Department

To: John O'Connell, Town Manager
From: Lawrence Hesselstine, Wiscasset Police Chief
RE: March Monthly Report
Date: April 7, 2020

The Police Department responded to 862 calls for service during the month of March.

10 Arrests were made for the month bringing the total arrests for 2020 YTD to 45.

Self-generated calls are down because of COVID 19 and us limiting our exposure to the public. To date 21 Police officers have died from COVID 19 across the US.

The Maine Criminal Justice Academy closed all classes at their facility and have started online web classes to allow for continued training opportunities for the recruits.

Like other departments we have restricted public access to the police building. We are following recommended enforcement guidelines put forth by the Governor's and the Attorney General's Office.

On a brighter note: We have been taking advantage of this time by completing much needed upgrades to the police building by building and installing countertops in the patrol room and admin. office, and shelving in the evidence room and armory. We were hoping to do an open house once everything was completed but everything has been delayed. You can't come see the upgrades in person, so I have attached several photos to allow you to see the progress.

I know a lot of you are self-quarantining at home so please don't hesitate to ask if there is anything me or the department can do for you!!

Please stay healthy!!

Larry Hesselstine
Chief of Police



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PUBLIC WORKS/TRANSFER STATION DEPARTMENTS

To: John O'Connell, Town Manager
From: Theodore Snowdon, Public Works Director
Re: March Monthly Report
Date: April 15, 2020

Operations:

The month of March has been very challenging for both departments, despite the covid virus and continuous sanitizing of both departments and the Town office. We have managed to keep things running we are somewhat behind on spring cleanup do some late winter storms and the retirement of Ken Cooper, Gardiner Leighton has moved to the transfer station as a part time employee. In addition to our daily duty:

- Police Station water damage repair are just about accomplished.
- New floors in Town office.
- Started process in floats and docks repair.
- Replaced catch basin on Lincoln Street.
- Staying on top of service and repair of all town owned vehicles including Transfer Station equipment.
- Removed snow fence throughout the town.
- Repaired and painted the town cannon.
- Removed all posted road weight limits signs.
- Tree clean up due to wind and ice storms.
- Street sign repair throughout the town.
- Still trying to keep up with the pot holes throughout the town.

Transfer Station duties

As of Tuesday April 21, 2020 the transfer station will be back to normal hours. Due to the covid 19 we had to reduce the hours to ensure we had a plan for protection of town's people and employees also at this time we did some much needed repairs on the trash packer. We will be accepting leaves and brush. But at this time recycling will still go in the hopper we encourage people to save it if they can until there is a place to take it.

I would also like to mention the hard work and dedication of our Public Works and Transfer Station crew for keeping up with snow and ice and tons of trash coming in daily. And the ongoing support from our Town Manager and staff.

To conclude, all is well within the Departments.
Respectfully, Ted/crew



Town of Wiscasset

PARKS AND RECREATION DEPARTMENT

To: John O'Connell, Town Manager
From: Duane Goud, Parks & Recreation Director
Re: March Monthly Report
Date: April 9, 2020

Program Updates

The month of March was off to a great start when the world stopped and our hopes of another great month were put on hold for an undetermined amount of time. March is one of our best months when it comes to showing off our great facility, between the many different programs that we hold consistently every month we had also added in new School Swim programs, multiple Travel Basketball Tournaments as well as an increased number of birthday rentals.

Travel Basketball Tournaments: We had started with 2 games on Thursday, March 12th and were set to host a 15 team 3rd & 4th grade boys tournament that weekend (March 13th—15th) when we were encouraged to shut down the tournament until further notice. Our other WCC Travel Teams were scheduled to play in area tournaments that weekend as well as others that were coming up within a couple of weeks at that point. We had another tournament scheduled for the end of March (27th—29th) for the 4th, 5th & 6th grade girls that had 8 teams registered and a couple who had called about registering their teams in early March.

Birthday rentals: We hosted 6 different birthday rentals on the weekend of March 7th & 8th for area families. We were scheduled to host 6 more (plus a few more inquiries) over the next few weekends after the weekend of March 13th—15th (3/4 Boys Travel Tournament).

School Swim Programs: We had 4 new School Swim Programs that were going on when their scheduled time was cut short or cancelled, These schools included Nobleboro, Bristol, Great Salt Bay and Sheepscot Valley Children's House.

With the cooperation of our fitness instructors we have been able (through the use of Facebook) to offer some live video fitness classes that have been well received by many.

All spring sports were being finalized and being made live on the website so registration could start taking place for those upcoming programs. Not sure if any of them will happen at this point.

We have started working on our Summer Camp programs hoping to have registration open in early April. Depending on when and if school goes back at the end of the month or if they wait until fall, we will change our programs accordingly to give opportunities to all of those who might need additional programming for their children.

Building Updates

We have taken advantage of this time and treated it like an Annual Shutdown (usually a week in late August) to take care of the WCC Building. These are some of the things we have accomplished since we closed the building on Monday, March 16th.

Tile floors cleaned, sealed & waxed;



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Gym Floor cleaned & refinished;
Carpets extracted and cleaned throughout the entire building;
Pool Deck cleaned, scraped and washed;
Washed and wiped down walls, windows and doors;
New window sills in all the pool windows;
New drop ceiling in the Lifeguard changing room;
Program & Budget files & paperwork being cleaned up and condensed for easy access;
Cleaned & reorganized the gym closet & upstairs storage areas;
Cleaned out the ASA Office, painted and reorganized.
Lawns in front of the WCC raked out to the edge of the driveway;
Cleaned the leaves off the lawn on the Southeast side of the building;
Swept off all the sidewalks, as well as the edges of the driveway and parking lot;
Not knowing when we are going to be able to open our doors to the public, we are making sure that the building and all programs will be ready to go when that day comes.

Community Events

We have postponed our Annual Easter Egg Hunt (April 11th) until a later date (TBD), hoping to do something community wide when this time of social distancing is behind us.
We have also moved our Mid Coast Community 5K, that we had scheduled for April 25th to August 29th. By moving this event to August we hope to tie it together with the Schooner Festival that is being worked on by some of our local townspeople and businesses.
Until we have an idea of when things are going to be getting back to more of a normal schedule, we have not scheduled any new community events. We will however be putting together all the information for the annual events that we host currently so we can get them advertised on more widespread platforms.

Coordination Meetings & Professional Development

We have worked together with the Public Works and EMS Departments to put forward a combined coordinated effort to practice the proper sanitation methods as well as the use of different disinfectants. We currently have a good stock of disinfectant here at the WCC in preparation of future needs for our department and others if needed.
I was going to go to 1 day of the Annual MERPA conference at the Samoset (Rockport) on March 17th, but this event was also cancelled due to the COVID19 Virus.
I have been viewing the video meetings of the Board of Selectmen & Budget Committee workshops.
We have participated in a couple of different zoom meetings hosted by various organizations.
The monthly meeting with the Chamber for March is going to be held through the use of zoom.

Director's Notes:

We miss our members and all of the people from the Midcoast area that use our facility and programs on a regular basis, this is definitely a hard time for all of us and everyone in general. Knowing that everyone is affected in one way or another, whether being on the front lines in health care or EMS, or having to teach their children because of school closures, we would like to say 'Thank You' to everyone for continuing to work through this pandemic together. We are and will always be here for our members and the people of the Midcoast area.



Town of Wiscasset

I would like to recognize the WCC Staff for their continued dedication to the Wiscasset Community Center. The building is in great shape and is ready to open when the time comes. While we had had 3 great months monetarily (mentioned in last month's report) and we were well on our way to surpass the revenues of last year's March (\$44,608), we now have a great challenge ahead of us to get ourselves back to where we were. This is not going to come easy as there will be many new challenges ahead of us as a community as we move forward from this disruption to our lives. I really felt good about where we were going to be revenue wise when June 30th came around (\$440,000 was definitely within reach). I still feel good about where we are financially as we go through this unprecedented time, even though we still have some refunds to send back to people (teams) and we have now had to lay off our part-time employees. We currently have approximately \$643,957 in total revenue (based on tax allocations) and we have spent \$592,170 as of the end of March, leaving us approximately \$51,800 to the good. Knowing that we will not end up where we wanted to be fiscally, I am still encouraged that we have been able to keep our spending to a minimum and are in the position we are today. I have a great staff here at the WCC and this past month has proven it with all of the accomplishments that we have been able to complete - it has been a great group effort!

Thank you for your continued support of us here at the Wiscasset Community Center!
Duane Goud



Town of Wiscasset

CODE ENFORCEMENT

To: John O'Connell, Town Manager
From: Bruce Mullins, Code Enforcement Officer
Re: March Monthly Report
Date: April 16, 2020

March Activity Report:

Building Permits:

Birch Point Road	New Door & 10x36 Deck
Hodge Street	New Home
Whites Lane	New Barn
Birch Point	New Pole Barn
Old Sheepscoot Road	Porch Addition
Chewonki Camp Grounds	Cottage
Chewonki Foundation	Two Storage Sheds

Plumbing Permits:

Chewonki Foundation	INT
Young's Point Road	INT
Bath Road	INT
Hodge Street	INT
Bath Road	INT
Whites Lane	INT

Other Projects:

- Correspondence- Letter to homes on the Old Bath Road, Birch Point Road, Bath Road, Lowelltown Road and Hodge Street.
- C.O.s for McDonalds and Wiscasset Family Medicine.
- Inspections- Old Bath Road, Bath Road, Water Street, Willow Lane, Bath Road, Chewonki Foundation
- Help with the office rehab



Town of Wiscasset

WASTE WATER TREATMENT PLANT

To: John O'Connell, Town Manager
From: Robert Lalli, Waste Water Treatment Plant Superintendent
Re: March Monthly Report
Date: April 15, 2020

Operations:

Average flow per day = 0.225 MG. (Maximum flow was 0.445 MG during storm, March 13. This is an indication of a lot of inflow and infiltration into the collection system.)
Licensed flow per day = 0.62 mg
Percent of average flow per day to license limit = 36.2 %
Total Precipitation for March = 2.59 inches
BOD Effluent Lab Results for mg/L for monthly average (9 mg/l), weekly average (11 mg/l) & daily max.(11 mg/l) all within license limits
BOD Effluent % Removal was 94 %, much better than the 85% required in the license
TSS Effluent Lab Results for mg/L for monthly average (3 mg/l), weekly average (4 mg/l) & daily max.(4 mg/l) all within license limits
TSS Effluent % Removal was 98%, much better than the 85% required in the license
Settable Solids were within license limit of 0.3 mL/L
PH was within license limits of 6-9
Fecal Coliforms not tested for in March, as per discharge permit requirements.
Total Residual Chlorine not tested for in March, as per discharge permit requirements.

Covid-19 Related: The issue having the greatest impact on the sewer department in March, has clearly been the Corona Virus pandemic. As per Town Manager John O'Connell and the Select Board, mandatory health procedures were instituted and enacted at the sewer plant. These policies included 1) Mandatory Social Distancing (difficult when 2 men are in the same truck, but otherwise practiced). 2) Installation of hand disinfection station inside building entrance, with hand sanitizer and disposable gloves for all employees and visitors. 3) Signage at building entrances, mandating social distancing, use of hand sanitizer, and orders to stay away and not enter if you have any cold/flu/corona symptoms. 4) Posted in plain sight for all employees, Town Policy Guidelines regarding symptoms, illness and mandatory quarantining.

The sewer department currently has 3 full-time employees, who have minimal interaction with the public or other departments. All unnecessary contact between employees and other persons have been eliminated during the crisis. The superintendent makes only 1 brief visit to the Town Office each day. The plant employee's off premises work assignments for the time being, are restricted to weekly pumping station inspections, delivery of mandatory lab samples to Maine Coast Labs (where they have no contact with Lab personnel), and sludge deliveries to Casella Organics in Unity, Maine.



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Fortunately, instituted measures seem to be working, and curtailed activities at the plant largely involve inspections and calibrations that are done annually by outside contractors (who are delaying their work until after the crisis).

Sewer Plant personnel are classified as essential personnel by the Governor's Executive Emergency Order regarding COVID-19. Sewer employees carry a copy of the Governor's order in their work and personal vehicles, with portions highlighted showing that they are essential personnel and may be legally on the road and working. They also carry a signed letter on Town of Wiscasset letterhead, from John O'Connell and Robert Lalli, verifying that they are essential personnel/ Sewer Plant employees.

Personnel: Rick Gaeth continued as part-time consultant, working on O & M Manual digitizing, discharge permit renewal issues, and budget items, aiding Robert Lalli's adjustment into the Superintendent position.

Budget: As of March 31st (the Expense Report issued April 9, 2020), with 75% of the fiscal year gone, the sewer department has spent 63% of its budget.

DEP Related: Rick Gaeth recommended putting in a request to Maine DEP seeking a waiver or a 1 year delay in the mandatory year-round disinfection requirement which will be on the new sewer plant discharge permit. A letter was composed and sent to DEP, making this request. We seek the delay due to cold weather effects on the chemicals used for disinfection and the need to either move and heat the chemicals used, or change to other chemicals which do not freeze at 37 degrees F. All of this requires planning and funding.

Brianne Blaisdell of Maine DEP informed us that our request for delay in the year-round disinfection requirement will be granted. It will not be required until 2021. In 2020, we will perform seasonal disinfection as was written into our previous (and now expired) permit. We will be informed in writing on the draft of our new permit. The draft will be sent shortly.

The new discharge permit is on track to be issued and take effect in early June 2020. It will include new testing requirements which will incur new costs to the sewer plant: 2x/week Enterococci bacteria (cost = \$70.00/week), 1x/week Total Nitrogen (cost = \$100.00/week), quarterly Chlordane (cost = \$400.00/quarter), 1x quarterly Amenable Cyanide (\$400/quarter). This does not include drums of additional chemicals for 12 month disinfection (approximately doubling last year's costs for 6 month disinfection) beginning in 2021. These costs are in addition to the existing required testing from the old expired permit.

Engineering Studies: Olver Engineering began work on the plant Climate Adaptation Plan and the Sanitary Sewer System Evaluation Study. A kickoff meeting was held to discuss the scope of the work to be done. A tour of the sewer plant was conducted and the



Town of Wiscasset

plant property was surveyed for elevations above sea/river level. These measurements will be examined in relation to rising sea level data to forecast the future viability of the plant at its current location.

Olver also conducted a manhole census, locating and opening town manholes, and will survey them for elevations in relation to sea level data.

Brewery Agreement: We amended and edited the proposed Conditional Agreement Letter for use with breweries (which have tough-to-handle high strength sewer discharges). Edits were suggested by Jim Crowley of Maine DEP and members of the Town Planning/Ordinance Board. The letter's language was amended to include these suggestions. The Planning/Ordinance Board, on March 9, made a motion to allow the sewer department to use this amended Agreement Letter, provided the Select Board also gave its approval. At a March 17 meeting, the Select Board gave its approval for the Agreement Letter's use by the sewer department. Many thanks to the Select Board, Town Manager John O'Connell, the Planning/Ordinance Board (especially Al Cohen) who supported our need to provide protections to the sewer plant and collection system.

Water District Agreement: Rob Lalli signed an agreement with the Wiscasset Water District to address the broken or poorly functioning water meters at some Wiscasset Sewer-Only customers. There are about 50 of these, which may be a source of lost revenue for the sewer department. The agreement has the Water District installing new meters at 8 of these customers before June 30, 2020 (This has been delayed due to COVID-19). The cost to the sewer department will be \$200.00/meter, including labor. If an MXU (transmitter) is needed, that will be an additional \$200.00 charge, installed (If both are needed, the price will be \$350.00, not \$400.00). The MXUs on these all seem to be working. My hope is that mostly meters will need replacement. After July 1, 2020 and through June 30, 2021, the Water District will install another 20 meters. If more funds can be found, more will be replaced.

Mason Station: The Mason Station ash pond cleanup plan by Ransom Consulting is proceeding. Their cleanup plan was submitted to Maine DEP and awaits approvals. It includes a list of materials the lagoon waters will be tested for. When asked for comment, I reiterated my desire that a full spectrum of ACHEM and Priority Pollutant tests be run. Their list of tests does not include some items which are required on our sewer plant discharge permit. Hopefully Maine DEP agrees with me.

Clogged Return: On March 31, and April 1, circular clarifier #1 developed a clog in its return piping (piping that recirculates settled sludge containing microorganisms back to the aeration tanks again, so they can assist in breaking down incoming sewage). This caused our effluent to look a bit fogged. We were running our 24 hour samplers for lab testing at the time. Plant employees cleared the clog and restored normal return flow. This cleared up the cloudy effluent. Testing results on those waters taken during the occurrence for required weekly testing indicated that the plant remained in compliance.



Town of Wiscasset

Anti-Freeze Dumping: Someone came into the sewer plant entrance while we were here and dumped a bucket of anti-freeze into our headworks channel. We saw no one, but whoever did it left evidence as they spilled it onto the floor and railing of the headworks. We don't think there were any ill effects to the plant. To prevent a repeat of this, we have been keeping the front gates shut and locked while we are here during the day.

Wet Snow Event: On March 24 at 2:30 a.m., 4" of heavy wet snow fell, downing tree limbs and causing power outages. This set off multiple alarms around town at the sewer plant and pumping stations. Two of our generators were set up to power critical pump stations, and the third was shuttled around town, hopscotching from pump station to pump station all night until power was restored.

This is always perilous as we are out in slick, dangerous driving conditions (and sometimes driving rain or snow storms), sometimes unable to get to pump stations until trees or limbs have been cleared. Also of note is the fact that the power cables on the portable generators are very heavy (over 100 lbs), making trucking from pump station to pump station an exhausting slog, particularly to employees in the earliest of a.m. hours.

We were successful in preventing any sewer spills or overflows from this event, despite some power not being restored to pump stations for 48 hours.. Note that there have been 2 big precipitation events so far in April. Both storms caused outages lasting 48 hours to 2 pump stations (I'm trying not to be too obvious in pointing out our critical need for generators!).

This concludes the March 2020 Monthly Sewer Report
Respectfully,
Robert T. Lalli

8b

TOWN OF WISCASSET

Memo

To: Wiscasset Selectmen
From: Linda E. Perry, Town Clerk
CC: John O'Connell
Date: 4/15/2020
Re: Appointment of Election Clerks (Title 21-A section 503)

The Municipal Officers of each municipality shall appoint election clerks no later than May 1st of each general election year to serve at each voting place during the time the polls are open and as counters after the polls close.

The municipal, county and state committees of the major parties have submitted names of election clerks to serve in Wiscasset. I have attached a list of former election clerks that have served in Wiscasset and the election clerks that the major parties are recommending for your consideration.

Sincerely,
Linda E. Perry, Town Clerk



Town of Wiscasset

Pursuant to: Title 21-A section 503

March 25, 2020

The undersigned municipal officers of the Town of Wiscasset do hereby vote to appoint and confirm the following list of Election Clerks, such appointment to be effective from May 1st 2020 until May 1st 2022.

Republican:

Joan Barnes
Donald Jones
Lorie Merry
Denis Hebert
Maureen Smith
Joan Grondin
Lynn Lincoln
Cynthia Collamore
Linda Winterberg
H. Karl Olson
Diane Baldwin
Tina Caron
Robert Bickford Sr.
Jean Huber
Nicole Viele

Democratic:

Sara George
Patricia Bridgham
Ginger Wehrle
Susan Van Alsenoy
Donald Blagden
Susan Blagden
Peter Rines
Linda Pope
Susan Varney
Crystal J. Estes- Almasi
Thomas Eichler
Judy Flanagan
Carla Dickstein
Terry Heller
Susan Ratigan

Unenrolled:

Anna Ranta
Christopher Dilts

COPY

COPY

Given under our hands this ____ Day of _____, 2020:

Judith R. Colby, Chairman

Jefferson Slack, Selectman

Benjamin L. Rines Jr., Vice Chair

Katharine Martin-Savage, Selectman

Kimberly Andersson, Selectman

Recd March 17, 2020
 209 Valid Signatures of 189 Required
 Linda E. Pacey, Town Clerk

9a

We, the undersigned residents of the Town of Wiscasset respectfully petition the Wiscasset Select Board to present the following article in a binding referendum question to the voters of Wiscasset:

"Shall the Town enact an ordinance entitled "An Ordinance Repealing Section 10, the Historic Preservation Ordinance and the Historic Overlay Map, of the Town of Wiscasset's Zoning Ordinance" thereby ratifying the procedures used for such repeal?"

	Print Name	Signature	Physical/Street Address	Town of Residence	Date
1.	FAYE SHEA	Faye Shea	154 CHEBROUK NECK RD	WISCASSET	2-23-2020
2.	Nicole Viele	Nicole Viele	320 Lowelltown Rd.	WISCASSET	2-23-2020
3.	CARR HEWITT	Carl Hewitt	21 LOWELL TOWN RD	WISCASSET	2-23-2020
4.	BEAN SHEA	Beane Shea	197 GARDINER RD	WISCASSET	2/24/2020
5.	Beth Smith	Beth Smith	147 Old Bath Rd	WISCASSET	2/24/2020
6.	Warren Cossewa	Warren Cossewa	182 B. BGS Rd	WISCASSET	2/24/2020
7.	Debra A Pooler	Debra A Pooler	30 Longdon Rd	Wiscasset	2/24/2020
8.	STEVEN SMITH	Steve Smith	147 OLD BATH RD.	WISCASSET	2/24/2020
9.	MATTHEW SMITH	Matthew Smith	147 OLD BATH RD.	WISCASSET	2/24/2020
10.	Michael Smith	Michael Smith	147 OLD BATH RD	Wiscasset	2-24-2020
11.	THOMAS TETA	Thomas Tetu	215 GARDINER RD	WISCASSET	2/24/20
12.	Timothy J Flanagan	Timothy J Flanagan	203 Gardiner Rd	Wiscasset	2/24/20



Office of the Town Clerk

51 Bath Road
Wiscasset, ME 04578

Phone: (207) 882-8200
Fax: (207) 882-8228

E-mail: clerk@wiscasset.org

BUSINESS LICENSE APPLICATION

Every person, firm, corporation, LLC, professional association or partnership doing business within the Town of Wiscasset must complete this Application.

Name/Title of Business: Bath Ale Works LLC
New Business Existing Business years in operation Ownership/Location Change

Location of business: 681 Bath Rd Map/Lot U17/5

Preferred mailing address: 16 Feldspar Ln, Phippsburg ME 04562

Business phone number: 410 279 5396

Description of Business: Brewery + Tap Room

Owner's name: Pepper Powers Owner's phone: 410 279 5396

Owner's home address: 16 Feldspar Ln, Phippsburg, ME 04562

*Emergency contact person: Jeen Powers

*Emergency phone numbers: home: _____ cell: 410 279 5279

*This information will be shared with 911 so you can be contacted in case of after hour emergencies.

*If you are an existing business and would like to be placed on the Town of Wiscasset Website please complete the section in the "New Business" box below.

NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION

Have you seen the Code Enforcement Officer and Town Planner for approval? Yes

Will you need a sign permit? Yes

Will this business be a home occupation? No

This business will be a: Corporation or LLC Partnership _____ Sole proprietor _____

Would you like a link to your business placed on the Town of Wiscasset Website? Yes No

Provide e-mail and/or web address: www.bathaleworks.com
info@bathaleworks.com

Please be aware that State licenses and permits may be required. This application must be updated every three years with the Town of Wiscasset.

I, Pepper P Powers, state that I am the managing owner

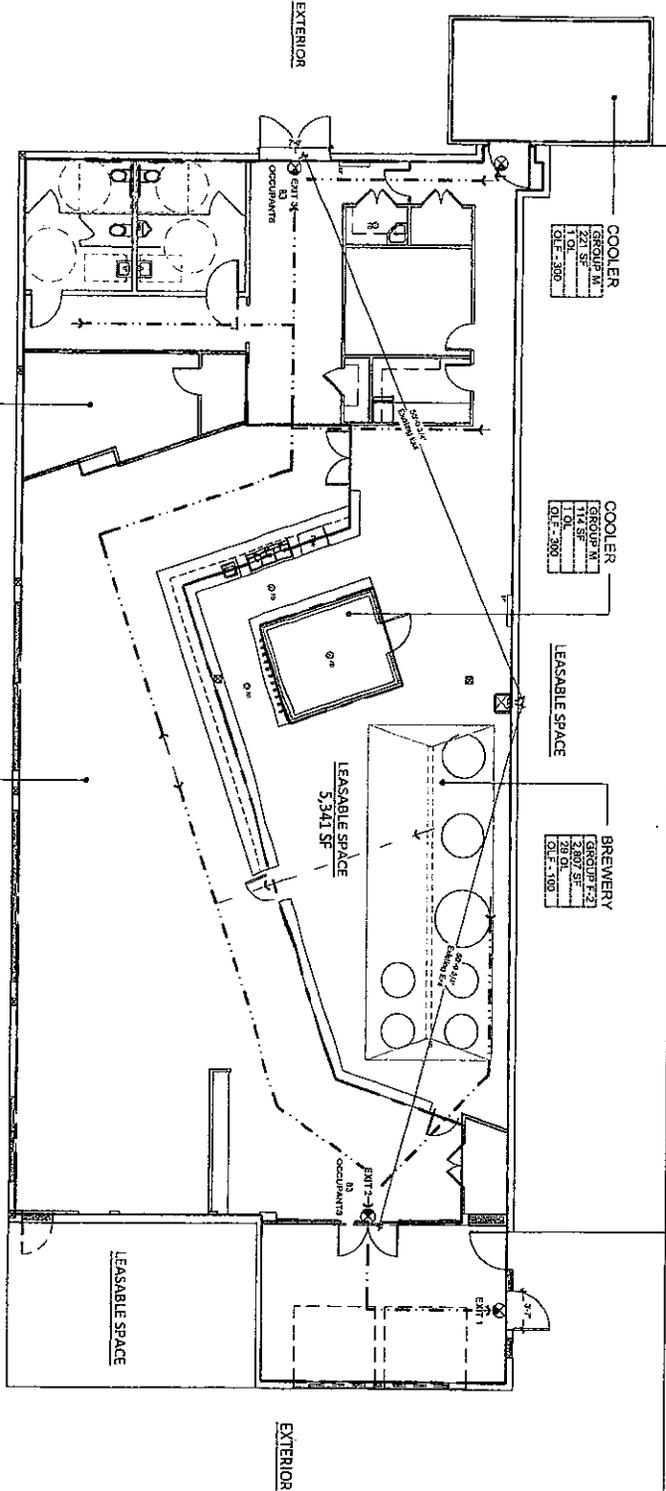
of the above name firm or business, and make oath that the information stated above is true and I am aware that all applicable local, state and federal ordinances, laws, rules, and regulations must be complied with before this License can be issued.

Date: 03/15/20

Signature: [Handwritten Signature]

(TOWN CLERK SECTION BELOW)

DATE RECEIVED: 3-16-20 DATE APPROVED: _____ ASSESSING: _____ WEB/LIST: _____

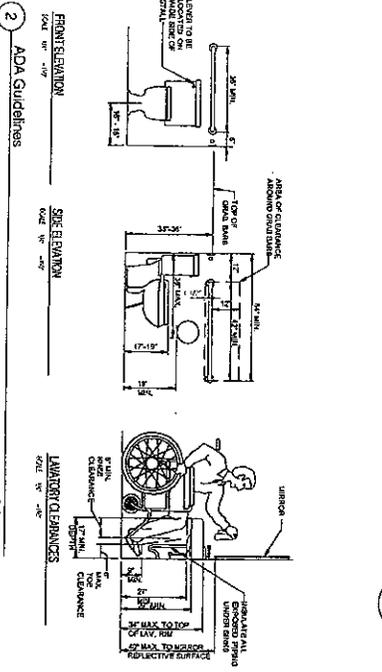


1 Code Summary

Scale: 1/8" = 1'-0"



CODE ANALYSIS	REMARKS
7.1.1.1.1	Minimum clear height of 80 inches for all overhead clearances.
7.1.1.1.2	Minimum clear height of 78 inches for all overhead clearances.
7.1.1.1.3	Minimum clear height of 76 inches for all overhead clearances.
7.1.1.1.4	Minimum clear height of 74 inches for all overhead clearances.
7.1.1.1.5	Minimum clear height of 72 inches for all overhead clearances.
7.1.1.1.6	Minimum clear height of 70 inches for all overhead clearances.
7.1.1.1.7	Minimum clear height of 68 inches for all overhead clearances.
7.1.1.1.8	Minimum clear height of 66 inches for all overhead clearances.
7.1.1.1.9	Minimum clear height of 64 inches for all overhead clearances.
7.1.1.1.10	Minimum clear height of 62 inches for all overhead clearances.
7.1.1.1.11	Minimum clear height of 60 inches for all overhead clearances.
7.1.1.1.12	Minimum clear height of 58 inches for all overhead clearances.
7.1.1.1.13	Minimum clear height of 56 inches for all overhead clearances.
7.1.1.1.14	Minimum clear height of 54 inches for all overhead clearances.
7.1.1.1.15	Minimum clear height of 52 inches for all overhead clearances.
7.1.1.1.16	Minimum clear height of 50 inches for all overhead clearances.
7.1.1.1.17	Minimum clear height of 48 inches for all overhead clearances.
7.1.1.1.18	Minimum clear height of 46 inches for all overhead clearances.
7.1.1.1.19	Minimum clear height of 44 inches for all overhead clearances.
7.1.1.1.20	Minimum clear height of 42 inches for all overhead clearances.
7.1.1.1.21	Minimum clear height of 40 inches for all overhead clearances.
7.1.1.1.22	Minimum clear height of 38 inches for all overhead clearances.
7.1.1.1.23	Minimum clear height of 36 inches for all overhead clearances.
7.1.1.1.24	Minimum clear height of 34 inches for all overhead clearances.
7.1.1.1.25	Minimum clear height of 32 inches for all overhead clearances.
7.1.1.1.26	Minimum clear height of 30 inches for all overhead clearances.
7.1.1.1.27	Minimum clear height of 28 inches for all overhead clearances.
7.1.1.1.28	Minimum clear height of 26 inches for all overhead clearances.
7.1.1.1.29	Minimum clear height of 24 inches for all overhead clearances.
7.1.1.1.30	Minimum clear height of 22 inches for all overhead clearances.
7.1.1.1.31	Minimum clear height of 20 inches for all overhead clearances.
7.1.1.1.32	Minimum clear height of 18 inches for all overhead clearances.
7.1.1.1.33	Minimum clear height of 16 inches for all overhead clearances.
7.1.1.1.34	Minimum clear height of 14 inches for all overhead clearances.
7.1.1.1.35	Minimum clear height of 12 inches for all overhead clearances.
7.1.1.1.36	Minimum clear height of 10 inches for all overhead clearances.
7.1.1.1.37	Minimum clear height of 8 inches for all overhead clearances.
7.1.1.1.38	Minimum clear height of 6 inches for all overhead clearances.
7.1.1.1.39	Minimum clear height of 4 inches for all overhead clearances.
7.1.1.1.40	Minimum clear height of 2 inches for all overhead clearances.



2 ADA Guidelines

Scale: 1/8" = 1'-0"

FRONT ELEVATION
SIDE ELEVATION
ADA CLEARANCES

BATH ALE WORKS

681 BATH ROAD, WISCASSET, ME 04578

GABRANSKI/ARCHITECTS
123 FRONT STREET, SUITE 100, WASHINGTON, ME 04092
TEL: 207.555.1234 FAX: 207.555.5678

CONSULTANTS:
REVISIONS:
DATE: 01/28/2020

-DRAWINGS FOR PERMIT AND ESTIMATE-
SHEET TITLE: CODE SUMMARY
SHEET NUMBER: CS-0.0

Town of Wiscasset Sewer System Conditional Discharge Agreement

Agreement # _____ Date _____

Business Name: *Bath Ale Works, LLC*

Business Address: *681 Bath Rd, Wiscasset, ME 04578*

Lot#/ Map *U-17/5* Business Phone # *410-279-5396*

Owners *Pepper & Jean Powers* Contact Name *Pepper*

Owner's Address: *16 Feldspar Ln, Phippsburg, ME 04562* Contact Phone# *410-279-5396*

Business Email *info@bathaleworks.com* Contact's Email *pepper@bathaleworks.com*

The above shown commercial establishment is allowed by the Town of Wiscasset to discharge industrial/commercial sewage into the Town collection system. This agreement is, and will remain conditional, and may be revoked by the Town of Wiscasset at any time, for due cause. The following conditions are listed below and are understood by, and agreed to, by the above listed business and its owners. The Town of Wiscasset reserves the following rights regarding the above shown business:

- 1) To require the business to run laboratory tests on its discharges, using approved EPA Wastewater Methods (40 CFR Part 136), at the business's expense, and provide documentation of those results to Town of Wiscasset officials.
- 2) To require the business to install any pre-treatment processes, as deemed necessary by Town officials, at the business's expense.
- 3) Require the business to allow on-site property access to Town of Wiscasset officials, at any reasonable, mutually agreed to time, for inspection or testing purposes.
- 4) To cap the business's proposed product production levels (which are now stated by the business owner to be approximately 2,000 cubic ft/mo). Any business expansion or increase above the stated production level will require application for, and Town of Wiscasset approval of, a new discharge agreement.
- 5) To add additional or increased sewer bill charges, if deemed necessary by Town of Wiscasset officials, for high BOD loadings (biochemical oxygen demand), high TSS loadings (total suspended solids), high or low pH loadings, large quantities of high temperature liquids, slug flows or other potentially harmful discharge characteristics, based on typical sample results.
- 6) To determine exactly when the business may discharge high strength sewage into the Town of Wiscasset collection system.
- 7) To evaluate any related odor control issues and have them corrected at the business's expense.

Business Owner *Pepper Powers*

Date *02/20/20*

Town of Wiscasset Code Enforcement Officer _____

Date _____

Town of Wiscasset Sewer Plant Superintendent _____

Date _____

Text of this document amended March 10, 2020.

BUSINESS LICENSE APPLICATION-NEW

Business Requesting License: BATAU ALE WORLES, LLC.

Code Enforcement Officer:

Comments: RECEIVED SEWER SYSTEM AGREEMENT
3-31-2020 SIGNED BY PEPPEL FOWLES 03/30/20
NO CONCERNS

Signed: [Signature] Dated: 3-31-2020

Wiscasset Police:

Comments: NO CONCERNS

Signed: [Signature] Dated: 3-17-20

~~Planning Department:~~ SEWER DEPARTMENT
NA

Comments: No concerns other than needing to receive
signed conditional Sewer Agreement from Pepper.
(Will need to receive it first.)

Signed: Robert T. Zella Dated: 3-23-20

Fire Department:

Comments: NO CONCERNS

Signed: [Signature] Dated: 3/17/2020

License Approved: _____ Dated: _____

NEW BUSINESS PROCEDURE

BATH ALE WORKS, LLC
(Name of Business)

Received Completed New Business License (packet) 3-15-20 (date)

N/A Sole Proprietor completed Fee paid _____

N/A Certificate of Association

N/A Home Occupation Fee paid \$ _____

____ Sign Permit Fee paid \$ _____

____ Reviewed by Code Enforcement Officer (any other permits required)

Zoning Requirements met

N/A Planning Board approval

N/A Waterfront Committee review

N/A Historic Commission review

Sign of Sheet to Department Heads _____ (date)

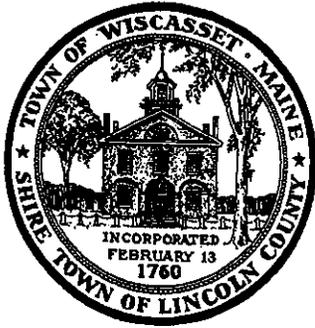
Completed sign off sheet received 3-31-20 (date)

____ Forward to Admin for Selectmen Agenda

____ Selectmen for approval _____ (meeting date)

____ License approved _____ (date)

____ Notify Business owner of approval _____ (date)



Office of the Town Clerk

51 Bath Road
Wiscasset, ME 04578

Phone: (207) 882-8200

Fax: (207) 882-8228

E-mail: clerk@wiscasset.org

BUSINESS LICENSE APPLICATION

Every person, firm, corporation, LLC, professional association or partnership doing business within the Town of Wiscasset must complete this Application.

Name/Title of Business: Barnhouse Grill + Pub
New Business Existing Business years in operation Ownership/Location Change

Location of business: 690 Bath Road Map/Lot _____
Preferred mailing address: 690 Bath Road, Wiscasset, ME 04578
Business phone number: 754-4501
Description of Business: Restaurant - Bar

Owner's name: Daniel Dyer Owner's phone: 754-4501
Owner's home address: 18 High St., Wiscasset, ME 04578

*Emergency contact person: Daniel Dyer

*Emergency phone numbers: home: _____ cell: 754-4501

*This information will be shared with 911 so you can be contacted in case of after hour emergencies.

*If you are an existing business and would like to be placed on the Town of Wiscasset Website please complete the section in the "New Business" box below.

NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION

Have you seen the Code Enforcement Officer and Town Planner for approval? yes
Will you need a sign permit? yes
Will this business be a home occupation? no
This business will be a: Corporation or LLC _____ Partnership _____ Sole proprietor
Would you like a link to your business placed on the Town of Wiscasset Website? Yes No
Provide e-mail and/or web address: peepie937@gmail.com

Please be aware that State licenses and permits may be required. This application must be updated every three years with the Town of Wiscasset.

I, Daniel Dyer, state that I am owner of the above name firm or business, and make oath that the information stated above is true and I am aware that all applicable local, state and federal ordinances, laws, rules, and regulations must be complied with before this License can be issued.

Date: 3-26-2020

Signature: Daniel Dyer

(TOWN CLERK SECTION BELOW)

DATE RECEIVED: 4-6-20 DATE APPROVED: _____ ASSESSING: _____ WEB/LIST: _____



MEMORANDUM

from the Planning Board

To: Bruce Mullins, Code Enforcement Officer
From: Karl Olson, Chair
Date: January 13, 2020
Subject: Tax Map U-17 Lot 02A
690 Bath Road
Site Plan Application for the Barnhouse Grill & Pub by Collins, Dyer & Long

The Planning Board reviewed and approved this application at the January 13, 2020 meeting. The minutes of that meeting will indicate if there are still other agencies who must approve the project. As far as the planning board is concerned, after we have signed the plans, you may issue a building permit.

On projects where approvals must also be granted by other state or federal agencies it is important to note that as the agent issuing a building permit, it is your responsibility and not the planning board's to determine that all the necessary permits have been received by the town. The planning board has no enforcement powers.

Copy to: Planning Board files
 Personal files
 Town Manager
 Other

Business License Application-New

Business Requesting License BARNHOUSE GRILL + PUB

Code Enforcement Officer:

Comments: NO CONCERNS

Signed: [Signature] Date: 4-13-2020

Wiscasset Police:

Comments: NO CONCERNS

Signed: [Signature] Date: 4-7-20

Planning Department:

Comments: _____

Signed: _____ Date: _____

Fire Department:

Comments: NO CONCERNS

Signed: [Signature] Date: 4/9/20

Waste Water Treatment Plant:

Comments: No concerns, but will prepare Impact Fee Invoice -

Signed: Robert T. Lalli Date: 4/13/2020
ROBERT T. LALLI - SEWER PLANT SUPERINTENDENT

License Approved: _____ Date: _____

HM Payson Monthly Statement of Wiscasset Accounts

Account Name	Market Value as of 01/31/2020	Market Value as of 02/29/2020	Market Value as of 3/31/2020	Change in Market Value
Montsweag Dam Reserve Fund	\$ 177,130.29	\$ 165,551.01	\$ 149,598.21	\$ (15,952.80)
Cemetery Trust Fund	\$ 2,117,708.22	\$ 1,979,270.47	\$ 1,788,544.24	\$ (190,726.23)
General John French Scholarship	\$ 66,764.96	\$ 62,400.44	\$ 56,387.41	\$ (6,013.03)
Jackson Cemetery Fund	\$ 32,894.88	\$ 30,744.49	\$ 27,781.90	\$ (2,962.59)
Larabee Band Fund	\$ 796,112.91	\$ 744,069.82	\$ 672,369.85	\$ (71,699.97)
Haggett Scholarship Fund	\$ 15,075.55	\$ 14,090.04	\$ 12,732.30	\$ (1,357.74)
Mary Bailey Fund	\$ 484,874.08	\$ 453,177.14	\$ 409,508.14	\$ (43,669.00)
Seth Wingren Fund	\$ 30,468.10	\$ 28,476.35	\$ 25,732.32	\$ (2,744.03)
Wiscasset Community Center Endowment Fund	\$ 3,451.87	\$ 3,226.22	\$ 2,915.33	\$ (310.89)
Cooper-DiPerri Scholarship Fund	\$ 34,342.92	\$ 32,097.87	\$ 29,004.86	\$ (3,093.01)
Recreation Scholarship	\$ 891.99	\$ 833.68	\$ 753.34	\$ (80.34)
Town of Wiscasset Edowment Fund Total	\$ 3,759,715.77	\$ 3,513,937.53	\$ 3,175,327.90	\$ (338,609.63)
Town of Wiscasset Capital Reserve	\$ 429,900.44	\$ 401,482.80	\$ 362,656.15	\$ (38,826.65)
Town of Wiscasset Construction Reserve	\$ 3,080,240.18	\$ 2,876,627.55	\$ 2,598,434.33	\$ (278,193.22)
Town of Wiscasset Equipment Reserve	\$ 4,769,926.08	\$ 4,454,620.41	\$ 4,023,822.48	\$ (430,797.93)
Town of Wiscasset Furnace Replacement Reserve	\$ 396,372.19	\$ 370,170.86	\$ 334,372.33	\$ (35,798.53)
Town of Wiscasset Major Repairs Reserve	\$ 533,945.05	\$ 498,649.76	\$ 450,426.29	\$ (48,223.47)
Town of Wiscasset Recreation Building Reserve	\$ 2,088,584.72	\$ 1,950,523.33	\$ 1,761,891.90	\$ (188,631.43)
Town of Wiscasset Retirement Health Insurance Reserve	\$ 302,353.62	\$ 282,367.19	\$ 255,059.99	\$ (27,307.20)
Town of Wiscasset Roof Repair Reserve	\$ 363,983.66	\$ 339,923.31	\$ 307,049.97	\$ (32,873.34)
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 109,253.94	\$ 102,031.95	\$ 92,164.63	\$ (9,867.32)
Town of Wiscasset Highway Department Capital Reserve	\$ 2,562.27	\$ 2,392.90	\$ 2,161.48	\$ (231.42)
Town of Wiscasset Fire Department Vehicle Capital Reserve	\$ 3,416.38	\$ 3,190.55	\$ 2,882.00	\$ (308.55)
Town of Wiscasset Reserve Funds Total	\$ 12,080,538.53	\$ 11,281,980.61	\$ 10,190,921.55	\$ (1,091,059.06)

1 SELECTMEN REPORT
Department(s): 100 - 514
March

Account	Budget Net	Curr Mnth Net	YTD Net	Pending Activity	Unexpended Balance	Percent Spent
100 - ADMINISTRATI	172,056.00	17,331.63	123,761.47	0.00	48,294.53	71.93
101 - AIRPORT	90,769.00	6,210.77	49,687.36	0.00	41,081.64	54.74
102 - ANIMAL CONTR	17,367.00	0.00	7,532.36	0.00	9,834.64	43.37
103 - ASSESSING	6,778.00	0.00	4,181.75	0.00	2,596.25	61.70
104 - BRDS & COMM	2,843.00	73.20	2,104.61	0.00	738.39	74.03
105 - CELEBRATIONS	12,000.00	0.00	10,096.76	0.00	1,903.24	84.14
106 - CLERK	90,381.00	8,396.22	67,070.50	0.00	23,310.50	74.21
107 - CEO	35,956.00	2,756.97	24,832.43	0.00	11,123.57	69.06
108 - COMMUN ORG	62,865.00	0.00	34,240.00	0.00	28,625.00	54.47
109 - CONTINGENCY	20,000.00	0.00	1,598.00	0.00	18,402.00	7.99
110 - CONTRACTS	197,500.00	6,735.56	72,508.72	0.00	124,991.28	36.71
111 - COUNTY TAX	624,976.00	0.00	624,975.37	0.00	0.63	100.00
112 - DEBT SERVICE	243,234.00	57,058.62	230,034.48	0.00	13,199.52	94.57
113 - ELECTIONS	19,185.00	2,474.56	3,647.92	0.00	15,537.08	19.01
114 - EMS	540,598.00	41,138.57	365,612.88	0.00	174,985.12	67.63
115 - FD FIRE DEPT	150,938.00	5,762.48	95,275.09	0.00	55,662.91	63.12
116 - FINANCE	223,261.00	10,775.18	144,328.41	0.00	78,932.59	64.65
117 - GA	20,000.00	2,202.44	15,477.01	0.00	4,522.99	77.39
118 - MUN BULIDING	79,141.00	9,378.49	58,936.44	0.00	20,204.56	74.47
119 - MUN INSURANC	201,143.00	7,915.00	147,264.88	0.00	53,878.12	73.21
120 - OVERLAY	53,328.88	0.00	2,256.66	0.00	51,072.22	4.23
121 - PARKS & REC	790,288.00	66,781.53	581,047.90	0.00	209,240.10	73.52
122 - PLANNING	28,700.00	0.00	0.00	0.00	28,700.00	0.00
123 - POLICE	435,541.00	38,062.72	317,017.70	0.00	118,523.30	72.79
124 - PD SRO	50,166.00	4,756.57	30,410.85	0.00	19,755.15	60.62
125 - PUBLIC UT	275,314.00	22,365.46	185,802.39	0.00	89,511.61	67.49
126 - PUBLIC WORKS	651,600.00	44,588.42	461,333.50	0.00	190,266.50	70.80
127 - SELECTMEN	27,162.00	1,295.03	16,921.34	0.00	10,240.66	62.30
128 - SCHOOL TOWN	5,999,053.14	0.00	3,492,156.01	0.00	2,506,897.13	58.21
129 - SR CENTER	14,397.00	1,077.75	9,518.20	0.00	4,878.80	66.11
130 - SHELLFISH	6,003.00	0.00	1,995.70	0.00	4,007.30	33.25
131 - TIF	233,591.20	0.00	233,591.20	0.00	0.00	100.00
132 - TRANSFER ST	593,944.00	25,436.57	448,597.52	0.00	145,346.48	75.53
133 - WATERFRONT	54,909.00	5,323.46	23,465.49	0.00	31,443.51	42.74
134 - COMP PLAN	20,000.00	0.00	0.00	0.00	20,000.00	0.00
135 - XFER TO CAP	14,000.00	0.00	14,000.00	0.00	0.00	100.00
200 - RETIREE HEAL	47,100.00	9,842.88	38,413.99	0.00	8,686.01	81.56
301 - CAPITAL	518,808.00	0.00	518,808.00	0.00	0.00	100.00
313 - PIER DEBT	40,464.00	3,371.92	30,347.28	0.00	10,116.72	75.00
314 - BACKHOE DEBT	22,237.00	0.00	16,677.63	0.00	5,559.37	75.00
315 - RD/SIDEWALK	200,000.00	0.00	85,925.92	0.00	114,074.08	42.96
333 - WCC CAPITAL	58,000.00	0.00	40,297.74	0.00	17,702.26	69.48
334 - RADIOS/REPEA	35,400.00	0.00	0.00	0.00	35,400.00	0.00
335 - MUN FLOORS	45,000.00	0.00	14,046.20	0.00	30,953.80	31.21
336 - COMBINE CP	157,007.35	0.00	157,007.35	0.00	0.00	100.00

as of March 31 @ 75% of FY

over →

1 SELECTMEN REPORT
Department(s): 100 - 514
March

Account	Budget Net	Curr Mnth Net	YTD Net	Pending Activity	Unexpended Balance	Percent Spent
400 - WASTEWATER CONT'D						
400 - WASTEWATER	750,636.00	47,039.49	456,714.43	0.00	293,921.57	60.84
401 - IMPACT FEES	49,573.24	0.00	42,600.00	0.00	6,973.24	85.93
513 - PERPETUAL CA	0.00	0.00	100,000.00	0.00	-100,000.00	----
514 - CEM OPERATIO	108,013.00	2,890.95	54,786.12	0.00	53,226.88	50.72
Final Totals	14,091,226.81	451,042.44	9,456,905.56	0.00	4,634,321.25	67.11