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**WISCASSET SELECT BOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
AUGUST 18, 2020**

Preliminary Minutes

Present: Kim Andersson, Chair Judy Colby, Kathy Martin-Savage, Vice Chair Ben Rines, Jr., Jeff Slack and Town Manager Dennis Simmons

Judy Colby called the meeting to order at 5 p.m.

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

Kathy Martin-Savage moved to approve the payroll warrants of August 7 and 14, 2020. Vote 5-0-0.

Kathy Martin-Savage moved to approve the accounts payable warrants of August 11 and 18. Vote 5-0-0.

3. Approval of Minutes

Kathy Martin-Savage moved to approve the minutes of August 4, 2020 as amended. Vote 5-0-0.

4. Special Presentations or Awards

a. Annual Town Report dedication/memorial

Judy Colby announced the dedication of the 2019 Town Report to Cheryl Rust for her over 40 years of service to the town, citing her many civic affiliations and generosity. Colby also announced that the Town Report was dedicated in memory of Kerry Leeman, a long-time employee of the Town of Wiscasset, for his service to the community and country.

5. Committee Appointments – none

6. Public Hearing

a. Annual Town Meeting warrant

Ben Rines, Jr., moved to open the public hearing for the purpose of discussing the Annual Town Meeting Warrant. Vote 5-0-0. Colby said the warrant includes the school budget and will result in no increase in taxes. **Ben Rines, Jr., moved to close the public hearing. Vote 5-0-0.**

7. Public Comment

Terry Heller apologized for not asking permission to place large planters on the sidewalks downtown and said she will be paying for them.

8. Department Head or Committee Chair

a. Waterfront Committee Pier Policy Update: Susan Robson listed the changes made by the Waterfront Committee in the application for spaces on the pier which now include information on invoices from the Town and information on the provision of and payment for electric service. The policy was amended to require that applications for event permits be submitted minimally 15 days before the event. **Ben Rines, Jr., moved to approve the Pier Policy as amended. Vote 5-0-0.**

b. Wastewater Treatment Plant Supervisor Robert Lalli – Budget/Rate increase discussion: Lalli said the Sewer Department was intended to be an enterprise account funded through sewer bills; however, last year revenues were \$615,000 and the budget was \$750,000. He said future expenses include \$61,000 for Route 1 upgrades, although this will not be billed until after 12/31/2020. Lallis said revenues would have to be increased by 22% to meet the budget. He said a new dump truck was needed which will cost \$100,000 and that amount needs to be included in the budget. Judy Colby suggested that his request be tabled until the new board is in place in three weeks and that the matter be discussed with the new board. Lalli was asked to coordinate with the Town Manager regarding communication with the new board.

c. Department Head monthly reports: In response to Kim Andersson's question, Ted Snowden said that work done at the airport by the Public Works Department was billed to the airport.

9. Unfinished Business

10. New Business

a. Sewer Abatement request – John Matzke: Dennis Simmons said he had found from his research that the board was not following the sewer abatement policy established in 2018, and he asked that the board delay consideration of the request until the next meeting.

b. Monthly Financials: Two reports were submitted, one based on the proposed budget; the other showing the unexpended FY 2020 totals. He said the carryovers would be discussed at the next meeting. In response to a question, Simmons said the totals from H.M.Payson were: Restricted \$3,825,581, Capital \$12,264,449.

c. New Business License: **Kathy Martin-Savage moved to approve the Business License for Joey Brown, DBA Coastal Automotive and Welding located at 488 Gardiner Road in Wiscasset. Vote 5-0-0.**

d. Maine Public Employees Retirement System Amended Agreement for members of the Wiscasset Police Association Union: Simmons explained that the amended agreement changed the regular retirement plan AN to plan 2C, a straight 25-year retirement plan; the AN plan will continue to be offered. **Kathy Martin-Savage moved to change its plan for its police officers effective July 1, 2020 for**

future service only. Therefore, the Town agrees to a) Provide Special Plan 2C to its police officers who work 1000 hours or more per year for service rendered after June 30, 2020. Service rendered before July 1, 2020 remains under Regular Plan AN; b) Continue to provide Regular Plan AN to all other employees who work 1000 hours or more per year and its elected/appointed officials; and c) to authorize Dennis Simmons, Town Manager, to sign the Amended Agreement between the Town and the Maine Public Employees Retirement System. Vote 5-0-0.

e. Police Union Contract

Kathy Martin-Savage moved to ratify the Collective Bargaining Agreement between the Town of Wiscasset and the Wiscasset Police Association. Vote 5-0-0.

11. Town Manager's Report

a. MMA Elections: The board approved the Maine Municipal Association ballot for Vice President and Executive Committee Members.

b. Cenergy Project: Steve Barrett will be at the board's September 15th meeting to make a presentation and answer questions. The agreement has been sent to the attorneys for review. Simmons visited the project at the airport in Sanford, observed the construction taking place and discussed the land lease with the airport manager. Simmons will obtain a copy of the land lease and is performing due diligence.

c. Flanagan gift: Duane Goud and Ted Snowden will walk the property offered to the town by the Flanagans to determine how much work will be needed to clear paths and maintain the property and perhaps use a drone to see areas that are inaccessible by foot. The land will be used for recreational purposes only.

d. September meeting location: The board discussed the possibility of moving its meeting to the meeting room at the town office. Aside from the inconvenience of setting up the meeting in the gym, Simmons said the gym is losing revenue when it is occupied by the board meetings. The meeting room will accommodate approximately 10 individuals in addition to the board, secretary, and press. Attendees will be required to sign up for each meeting in advance. It was decided that the next meeting will be held in the meeting room and the new board will decide on the location for future meetings.

e. Request to use recreational pier for a memorial service. The request was withdrawn as the service will be held at the Yacht Club.

f. State Covid-19 grant: Simmons announced that he had applied for and the State had approved a grant of \$55,000 for Wiscasset for Covid-19 expenses. The grant can be used for educational materials, signs, sanitizing stations, etc.

12. Assessors' Business

a. Abatement: **Ben Rines, Jr.,** moved to approve the abatement of **Beelicious (C/O Monica Carrington),** personal property Account #371 in the amount of \$39.80 as recommended by Assessors **Agent Ellery G. Bane.** Vote 5-0-0.

13. Other Board Business – none

14. Adjournment

Kathy Martin-Savage moved to adjourn the meeting at 5:50 p.m. Vote 5-0-0.

Town of Wiscasset
Board/Committee Membership Application

Full Name: Jason Grant Putnam
Street Address: 17 Hooper St. Wiscasset, 04578
Mailing Address: same Home Phone: 882 7082
Town of Legal Residence: Wiscasset
Work Phone: 207 208 6976 Cell Phone: same E-mail: jasonputnam88@yahoo.com
I wish to be considered for the appointment to the: Ordinance Review Comm. Term Of Appointment: 3

Full member: Reappointment: Alternate member:

Do you currently serve or have you ever served on any Town Board? Yes

If yes, please state which Board or Committee/term exp. ORC, Planning (Vice)
(Vice) School Board Comprehensive Planning
List civic organizations to which you belong now: Lincoln County Democrats

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: Several years experience on several committees

Signature: [Signature] long-time business owner Date: 08/19/2020

Additional comments can be made on the reverse side of this form.
Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at clerk@wiscasset.org

For Office Use:

Date received: 8/19/2020 Date Appointed: Term: 12/31/2022
(2 yr term open)

COPY

5b

Town of Wiscasset
Board/Committee Membership Application

Full Name: Zachary Gray
Street Address: 22 Ward Brooks Road
Mailing Address: 22 Ward Brooks Road Home Phone: 207-213-5880
Town of Legal Residence: Wiscasset
Work Phone: N/A Cell Phone: 207-213-5880 E-mail: Zacharygray@gmail.com

I wish to be considered for the appointment to the: Comprehensive Planning Committee
Term Of Appointment until plan is final

Full member: Reappointment: Alternate member:

Do you currently serve or have you ever served on any Town Board? yes

If yes, please state which Board or Committee/term exp. Budget Committee 3 years term expires 2020

List civic organizations to which you belong now: _____

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: Decent with Technology + willingness to be a part of planning for the town.

Signature: Zach Gray Date: 8/25/2020

Additional comments can be made on the reverse side of this form.

Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at clerk@wiscasset.org

For Office Use:
Date received: 8/25/2020 Date Appointed: _____ Term: _____

COPY

Town of Wiscasset

General Sewer Abatement Request

7b
Rec'd August 5
2020

Instructions

PLEASE READ CAREFULLY. Fill in all blanks, attach additional paperwork as necessary. This form is for the application of general abatements only. General abatements are only considered for Pool Fill-ups, Meter errors and Leaks, or Miscellaneous billing issues. For Second Meter/Outdoor Water Use abatements please use the Seasonal Outdoor Water Use Abatement Request Form. Any petition for abatement must be filed in writing to the Town of Wiscasset within 30 days of the date reflected in the "billing date" section from the front of the usage bill. The filing of this form does not guarantee that your abatement will be granted. The filing of this form does not relieve the applicant of the responsibility to pay the sewer usage bill in full by the due date specified. Abatements will be considered by the Town of Wiscasset on a case-by-case basis. Approved abatements will be reflected as an account credit in the next billing period. Return to: Wiscasset Wastewater Treatment Plant - 51 Bath Road-Wiscasset, Maine 04578

Subpart A - Account & Property Information

27 Summer Street two 277
 Service Street Address # of Bedrooms Account #

Lilac Cottage Antiques
 Last Name or Business Name First Name

737-2324/882-7049 john@lilaccottages.com
 Contact Phone Contact email

7-29-20 \$ 332.60 Water = 155.80
 Date of contested Bill Amount owed on contested bill Sewer = 176.80

Your account must be in good standing for an abatement request to be considered. Please check the appropriate box to confirm that all past-due amounts have been paid or enclose payment for past due amounts.

- All past due amounts owed have been paid and this account is in good standing.
- A payment is enclosed to bring the account into good standing.

Amount enclosed: \$ _____

Subpart B - Reason For Abatement Request

Please check one. For second meter/outdoor water use abatements please use the Seasonal Outdoor Water Use abatement form

	Dates
<input type="checkbox"/> 1. Pool Abatement For abatements of one-time pool fill-ups. This adjustment is for permanently installed in-ground or above ground pools only. This does not apply to temporary pools or seasonal refilling or topping off. Please attach a photo of the pool and provide pool dimensions in Subpart C. Attach copies of receipts for new pool, pool liner replacement, or leak service.	Enter date of pool fill up in box B1 B1
<input type="checkbox"/> 2. Leak and Meter Abatement For abatements of water volumes caused by leaks that were not discharged to the sewer. This includes leaks on outdoor water pipes or on pipes prior to plumbing fixtures. This does not include leaking toilet valves or faucets. Attach documentation from water department and describe the reason for the abatement including any calculations in Subpart E	Enter date of leak or meter error in box B2 B2
<input type="checkbox"/> 3. Miscellaneous One-Time Abatement For all other one-time abatements and billing adjustments. These will be considered on a case-by-case basis and any adjustment granted will be based on the circumstances described by the customer and by review of historical usage data. Describe the reason for the abatement including any calculations in Subpart D	Enter date of abatement event in box B3 B3

COP

Wiscasset Water District
 65 Birch Point Road
 Wiscasset, Maine 04578

Operating Hours for: (Supt. & Utility Worker)
 Monday thru Friday 7:00 am - 4:00 pm
 Admin. Asst. Hours are:
 Monday thru Friday 8:00 am - 12:30 pm

Tel. (207)882-6402 Fax (207)882-5958
 E-mail: wiscwater@myfairpoint.net

MATZKE, JOHN M
 2 BOWMAN LANE
 DRESDEN ME 04342

copy

Below is the link for the CCR Report. It can also be found on Town of Wiscasset's web site (www.wiscasset.org) under Departments, Wiscasset Water District, Downloads. This is the only notification you will get of this. If you need a printed copy of it, please stop by the office.

<http://www.wiscasset.org/uploads/originals/2019-consumer-confidence-report.pdf>

*****ATTENTION - Failure of the customer to receive his/her bill does not relieve him/her of the obligation of its payment nor the consequences of non-payment.**

Account	Rate Class	Location	Billing Date	Billing Period
277	1	27 SUMMER STREET	07/29/20	05/01/2020 to 07/29/2020

Monthly billing is available if you opt for Paperless billing, let us know if interested.	Meter Reading		Consumption
	Present	Previous	x 100 cu ft
	91	74	17

Water		Sewer	
Description	Amount	Description	Amount
Regular	155.80	Regular	176.80
Tax	0.00	Past Due	0.00
Past Due	0.00	Liened	0.00
Credit	0.00	Credit	0.00
Water Due	155.80	Sewer Due	176.80

12.75 Annual interest on unpaid balances

7% Annual interest on unpaid balances

Total Due Water & Sewer

332.60

For information regarding sources of financial assistance please call 2-1-1 or go to www.211maine.org; or call the Department of Health & Human Services at (207) 287-3707; or visit the Maine Community Action Association at www.mainecommunityaction.org.

Return this stub with payment or include your account number on your payment

We accept Cash, Check, Bank Check or Money Order

Wiscasset Water District
 65 Birch Point Road
 Wiscasset, Maine 04578
 (207)882-6402

Account 277
 Name MATZKE, JOHN M
 Location 27 SUMMER STREET (LILAC)

E-Mail:

Date Due	Water	Sewer	Total Owed	Amount Paid
08/29/2020	155.80	176.80	332.60	

Please notify us of any changes in mailing address, phone number or e-mail address. *Monthly billing is available if you opt for Paperless billing, let us know.*** Thank you.**

WE NOW ACCEPT Credit/Debit card payments online 24/7 @ <https://epayment.informe.org/payportonline/welcome> or at the office and over the phone. There is an additional fee of 2.5% and a minimum of \$1.00 being charged by the PayPort service provider.

Meter Detail

Account: 277
 Tenant: MATZKE, JOHN M
 Owner: MATZKE, JOHN M
 Location: 27 SUMMER STREET (LILAC COTTAGE)

Type Code:
 Map Lot: U01-25
 RE Account: 0

Book / Seq: 4/440
 Meter Size: 1
 Meter Digits: 5
 Frequency: 1
 Service: B
 Rate Code: W - 1 S - 1
 Serial Number: 56225439
 Remote Number: 56225439
 Avg Consumption: 1
 Combined: No
 Multiplier: 1
 Replacement: No

Water Sewer
 Taxable Percentage: 0% 0%
 Billable Percentage: 100% 100%

Water Sewer
 Type RT Amt Type RT Amt
 Cons 1 0.00 Cons 1 0.00
 Adjust: 0 0.00 Adjust: 0 0.00
 Adjust Description:

Date	Status	Reading	Actual Cons	Billed Cons	Regular	Misc	Tax	Adjust	Amount
07/29/2020	B W	91	17	17	155.80	0.00	0.00	0.00	155.80
	S				176.80	0.00	0.00	0.00	176.80
04/28/2020	B W	74	0	0	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
01/29/2020	B W	74	0	0	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
10/30/2019	B W	74	1	1	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
07/29/2019	B W	73	1	1	86.52	0.00	0.00	0.00	86.52
	S				72.00	0.00	0.00	0.00	72.00
04/26/2019	B W	72	0	0	86.52	0.00	0.00	0.00	86.52
	S				72.00	0.00	0.00	0.00	72.00
01/30/2019	B W	72	0	0	86.52	0.00	0.00	0.00	86.52
	S				72.00	0.00	0.00	0.00	72.00
10/29/2018	B W	72	1	1	86.52	0.00	0.00	0.00	86.52
	S				72.00	0.00	0.00	0.00	72.00
07/26/2018	B W	71	2	2	75.23	0.00	0.00	0.00	75.23
	S				72.00	0.00	0.00	0.00	72.00
04/25/2018	B W	69	1	1	75.23	0.00	0.00	0.00	75.23
	S				72.00	0.00	0.00	0.00	72.00
01/30/2018	B W	68	0	0	75.23	0.00	0.00	0.00	75.23
	S				72.00	0.00	0.00	0.00	72.00

176.80
 93.60

 83.20
 Normal

COPIES

Meter Detail



Account:	277	Type Code:	Map Lot:	U01-25						
Tenant:	MATZKE, JOHN M		RE Account:	0						
Owner:	MATZKE, JOHN M									
Location:	27 SUMMER STREET (LILAC COTTAGE)									
10/27/2017	B W	68	3	3	75.23	0.00	0.00	0.00	0.00	75.23
	S				72.00	0.00	0.00	0.00	0.00	72.00
07/27/2017	B W	65	2	2	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
04/27/2017	B W	63	0	0	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
01/26/2017	B W	63	0	0	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
10/27/2016	B W	63	2	2	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
07/28/2016	B W	61	1	1	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
04/27/2016	B W	60	0	0	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
01/28/2016	B W	60	1	1	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
10/29/2015	B W	59	1	1	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
07/30/2015	B W	58	2	2	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
04/30/2015	B W	56	1	1	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00
01/29/2015	B W	55	0	0	65.42	0.00	0.00	0.00	0.00	65.42
	S				72.00	0.00	0.00	0.00	0.00	72.00

23 bills 36 36 3,607.58 0.00 0.00 0.00 0.00 3,607.58

Sewer Bill Abatement Policy

Abatements

The costs associated with the operation of the Wiscasset sewer services are paid for by sewer use fees determined by the Board of Selectmen (Board). Sewer charges are determined by the amount of the service cubic feet of water used by the property. The Town obtains water usage data for its customers from the Wiscasset Water District.

From time to time, there may be circumstances where customers can quantify water use that was clearly not discharged to the sewer. Additionally, customers may run into circumstances where there has been an error in the calculation of their bill. These calculation errors can occur due to bad data or prior payments being recorded incorrectly. When a customer can demonstrate that a quantity of water billed to the user did not go into the sewer system, the Town **may** make a reasonable adjustment in the user's bill. Billing adjustments and abatements are made in accordance with this Abatement policy adopted by the Board of Selectmen on _____.

Requests

Requests for adjustments or abatements must be submitted within thirty (30) days of the usage bill date. No application for abatement or adjustment will be accepted on any account unless all amounts due on that account, including interest and penalties, for all billing periods prior to the contested period covered by the abatement or adjustment application have been paid in full.

The filing of a Sewer Abatement Request Form does not relieve the applicant of the responsibility to pay their current sewer usage bill in full by the due date specified.

Customers are eligible to apply for abatement or adjustments for specific one-time incidents such as pool fill-ups or water leaks once every three years. It is incumbent upon the customer to correct the issues causing the need for the abatement in as timely a manner as possible.

Abatement Types

The Town categorizes abatements into four different uses: Seasonal Outdoor, Pool Abatements, Leak/Meter Abatements and Miscellaneous One-Time Abatements. A customer's inability to pay a water or sewer bill shall not be grounds for abatement under this policy.

1. **Outdoor Water Use Abatements:** Abatements for seasonal outdoor water use will only be considered when a second water meter is installed and pre-approved by the Town. Please review the Second Meter and Seasonal Outdoor Water Use Abatements section for more details.
2. **Pool Abatements:** For abatements of water volumes used for one time pool fill-ups. This adjustment does not apply to seasonal refilling or topping off. A calculation will be performed (based on the size of the pool) to determine the amount of water used to fill the pool. The sewer charge for that volume of water will be abated. Customers requesting a pool abatement must provide details on the capacity and size of the pool and must state the billing period in which the filling of the pool occurred.
3. **Leak and/or Meter Malfunction Abatements:** For abatements of water volumes caused by leaks that were not discharged to the sewer. This includes leaks on outdoor water pipes or on pipes prior to plumbing fixtures. ***This does not include leaking toilet valves or faucets.*** If the actual volume of the leak cannot be confirmed, the total usage for the period in which the leak occurred will be compared to the averaged usage for the same period from the preceding three years. The abated amount will be equal to the amount of water usage recorded less the calculated average.
4. **Miscellaneous One Time Abatements:** For one time abatements and billing adjustments not anticipated by the Town. These will be considered on a case by-case basis and any adjustment granted will be based on the circumstances described by the customer and by review of historical usage data.

Submission of Requests for Adjustments and Abatements

Those customers requesting an abatement of charges must complete a Sewer Usage Abatement Form signed by the property owner and submit it to the Town Office.

Customers seeking an abatement of charges due to a leak or defect must submit proof of repair, such as a paid repair invoice. The completed form must be submitted as a complete package for consideration. Incomplete applications will not be considered.

Abatement requests will be forwarded to the Wastewater Treatment Plant (WWTP) Supervisor for review. The WWTP Supervisor shall review the circumstances of the request and if, in his opinion, the water did not enter the sewer system, shall forward the request to the Board so stating and whether the requested amount is appropriate. If the abatement request is questionable or unclear the WWTP Supervisor may request additional information from the customer before forwarding the request to the Board. If, in his opinion, the requested amount is incorrect or suspect, the water did enter the sewer system or the request is otherwise suspect, he shall forward the request to the Board and so state his reasons along with the recommended calculations if necessary.

Abatements submitted that are speculative, fraudulent, or clearly do not meet the criteria for an abatement take up valuable staff time to process and review. If a submission is determined to fall into this category or if extensive hand calculations and account research is necessary to quantify a request the Town may reduce the amount of the abatement to cover administrative costs.

Submission of a Sewer Use Abatement Form does not guarantee that an abatement will be granted nor does it relieve the customer from paying any outstanding bills on time.

The Board of Selectmen will review all abatement requests as part of the regular public meeting agenda. If the Board agrees that a billing adjustment or abatement as provided in this policy is necessary, the Board shall instruct the Town Manager as to the amount of the adjustment and the Town Manager shall forward the request to the Wiscasset Water District for an account adjustment. If the Board determines that an adjustment or

abatement is not due on the account they shall instruct the Town Manager to notify the customer in writing as to the reasons for denial.

The Town will endeavor to respond promptly to abatement applications and requests for adjustment within 30 days after the date that a completed application is submitted. In some circumstances additional information may be needed which may delay response times.

Installation of 2nd meters

Customers with outside seasonal water shall install a 2nd meter to accurately record water usage. Customers are solely responsible for having a 2nd meter installed and must contact the Wiscasset Water District prior to installation.

Your seasonal water use abatement will be based on actual metered outdoor water use.

Please note, only customers with 2nd meter installations will be considered for a seasonal outdoor water use abatement. Calculations or estimations for outdoor water use abatements without a 2nd meter will not be considered.

Cost

The cost of the 2nd meter and installation is entirely the responsibility of the customer.

10c

COPY



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: Birch Point Dog Spa
New Business Existing Business years in operation Ownership/Location Change

Location of business: 83 Birch Point Rd Wiscasset Map/Lot U10/9

Preferred mailing address: 83 Birch Point Rd Wiscasset, ME 04578

Business phone number: 207-882-8094

Description of Business: Dog Grooming Salon

Owner's name: Elizabeth Clinton Owner's phone: 207-373-8094

Owner's home address: 83 Birch Point Rd Wiscasset, ME 04578

*Emergency contact person: Michael Clinton

*Emergency phone numbers: home: _____ cell: 207-315-1669 ←

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

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? yes

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: birchpointdogspa.com

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

I, Elizabeth Clinton, state that I am Sole Proprietor 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: 8/17/2020 Signature: Elizabeth Clinton

TOWN CLERK

DATE RECEIVED: _____ DATE APPROVED: _____ ASSESSING: _____ WEB/LIST: _____

Business License Application-New

Business Requesting License BIRCH POINT DOG SPA

Code Enforcement Officer:

Comments: NO CONCERNS

Signed: [Signature] Date: 8-24-2020

Wiscasset Police:

Comments: NO CONCERNS

Signed: [Signature] Date: 8/24/20

Planning Department:

Comments: CHECKS - HOME OCCUPATION

Signed: _____ Date: _____

Fire Department:

Comments: [Signature]

Signed: [Signature] Date: 8/24/20

Waste Water Treatment Plant:

Comments: N/A

Signed: _____ Date: _____

License Approved: _____ Date: _____

COPY

10C

COPY



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: Barbarian Barbeque
New Business Existing Business 7 years in operation Ownership/Location Change

Location of business: 68 Clark Pt. Rd. Map/Lot _____

Preferred mailing address: Same

Business phone number: 207-882-8035

Description of Business: Catering food

Owner's name: Matthew Dorsey Owner's phone: 882-8035

Owner's home address: Same

*Emergency contact person: Same

*Emergency phone numbers: home: _____ cell: _____

*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?	_____
Will you need a sign permit?	_____
Will this business be a home occupation?	_____
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 <input type="checkbox"/> No <input type="checkbox"/>
Provide e-mail and/or web address:	_____

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, Matthew Dorsey, state that I am President 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: 7/26/2020 Signature: _____

(TOWN CLERK SECTION BELOW)

DATE RECEIVED: _____ DATE APPROVED: _____ ASSESSING: _____ WEB/LIST: _____

Business License Application-New

Business Requesting License BARBARIAN BARBERUE

Code Enforcement Officer:

Comments: NO CONCERNS

Signed: [Signature] Date: 8-17-2020

Wiscasset Police:

Comments: NO CONCERNS

Signed: [Signature] Date: 8/11/20

Planning Department:

Comments: N/A CHECKED WITH - OK.

Signed: _____ Date: _____

Fire Department:

Comments: NO CONCERNS

Signed: [Signature] Date: 8/12/20

Waste Water Treatment Plant:

Comments: N/A

Signed: _____ Date: _____

License Approved: _____ Date: _____

COPY



Town of W

51 Bath
Wiscasset, ME

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postmark Here
10d

Postage	\$ 6.80
Total Postage and Fees	\$

Sent To Martin Finley
 Street and Apt. No., or PO Box No. 1905 Lisbon St
 City, State, ZIP+4® Lewiston ME 04240

PS Form 3800, April 2015 PSN 7630-02-000-9047 See Reverse for Instructions

2558 1232 1000 0497 6701 1640 3321

August 26, 2020

Martin S. Finley, Jr.
1905 Lisbon Street
Lewiston, ME 04240

DO NOT DISREGARD THIS

RE: Map R09 Lot 007

Dear Mr. Finley:

The State of Maine has a set procedure for the collection of taxes, the placing of liens, and the foreclosure of tax liens by a municipality. It takes 18 months after the tax lien has been placed on the property for a municipality to legally foreclose.

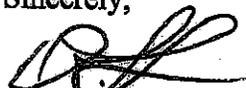
A tax lien mortgage has automatically foreclosed on your property pursuant to 36 MRSA §§ 942 and 943 on March 20, 2020. The Town's Tax Acquired Policy specifically states: *Responsibility for the decision as to the disposition of all lien-acquired property rests with the Board of Selectmen.* If the Board determines that your property is to be sold, a public bidding process will be used.

Therefore, please be advised that unless the total amount of delinquent taxes are paid in full before September 1, the Board of Selectmen may exercise its right to dispose of your property in accordance to the town's policy on tax lien acquired property, Section IV, (A-C). Please contact Tax Collector Molly Bonang at 882-8200 Ext 101 for the current outstanding balance.

Pursuant to Title 36, §841-A of the Maine Revised Statutes Annotated: The Town of Wiscasset may on their own knowledge or on written application thereof, make such abatements as they believe reasonable on the real estate taxes on the primary residence of any person who, by reason of infirmity or poverty, is in their judgment unable to contribute to the public charges. Applicants seeking poverty tax abatement have the burden of proof that they are eligible for abatement. You must provide information requested by the Selectmen to support your claim of poverty, by filling out the application enclosed. If you believe that you may be eligible for poverty abatement you MUST file the enclosed application before Tuesday, September 1, 2020.

The Town of Wiscasset Board of Selectmen will be meeting in public session at the Wiscasset Community Center on Tuesday, September 1 at 5 p.m. to discuss the final disposition of your property.

Sincerely,


Dennis Simmons
Town Manager

**RE Account 1101 Detail
as of 08/19/2020**

Name: FINLEY JR., MARTIN S
Location: YOUNG'S POINT ROAD
Acreage: 27.2 Map/Lot: R09-007
Book Page: B3859P79, B3864P10

Land: 560,600
Building: 900
Exempt: 0

Total: 561,500

2019-1 Period Due:
1) 6,091.44
2) 5,586.92

Ref1: B3864P0010
Mailing
Address: 1905 LISBON STREET
LEWISTON ME 04240

Year/Rec #	Date	Reference	P C	Principal	Interest	Costs	Total
2019-1 R				11,173.85	504.51	0.00	11,678.36
2018-1 L *				10,977.33	1,371.41	57.80	12,406.54
2017-1 L *				10,533.74	1,886.84	70.50	12,491.08
2016-1 L *				0.00	0.00	0.00	0.00
2015-1 L *				0.00	0.00	0.00	0.00
2014-1 L *				0.00	0.00	0.00	0.00
2013-1 L *				0.00	0.00	0.00	0.00
2012-1 L *				0.00	0.00	0.00	0.00
2011-1 L *				0.00	0.00	0.00	0.00
2010-1 L *				0.00	0.00	0.00	0.00
2009-1 L *				0.00	0.00	0.00	0.00
2008-1 L *				0.00	0.00	0.00	0.00
2007-1 L *				0.00	0.00	0.00	0.00
2006-1 R				0.00	0.00	0.00	0.00
2005-1 R				0.00	0.00	0.00	0.00
2004-2 R				0.00	0.00	0.00	0.00
2004-1 S				0.00	0.00	0.00	0.00
Account Totals as of 08/19/2020				32,684.92	3,762.76	128.30	36,575.98

Per Diem

2019-1	2.4491
2018-1	2.4060
2017-1	2.0202
Total	<u>6.8752</u>

Note: Payments will be reflected as positive values and charges to the account will be represented as negative values.

COPY

State of Maine
Notice of Impending Automatic Foreclosure
Title 36, M.R.S.A. Section 943

001101

February 4, 2020

IMPORTANT: DO NOT DISREGARD THIS NOTICE. YOU WILL LOSE YOUR PROPERTY UNLESS YOU PAY YOUR 2017 PROPERTY TAXES, INTEREST AND COSTS.

FINLEY JR., MARTIN S.
1905 LISBON STREET
LEWISTON ME 04240

You are the party named on a tax lien certificate filed on September 20, 2018, and recorded in Book 5306, Page 196 in the LINCOLN County Registry of Deeds. This filing has created a tax lien mortgage on the real estate described therein.

Map & Lot: R09-007
Location: YOUNG'S POINT ROAD

On March 20, 2020, the tax lien mortgage will be foreclosed and your right to recover your property by paying the taxes, interest and costs that are owed will expire.

IF THE TAX LIEN FORECLOSES, THE MUNICIPALITY WILL OWN YOUR PROPERTY.

Notice: The municipality has a policy, pursuant to 36 M.R.S.A. section 906, to apply all payments to the oldest outstanding tax obligation. Contact the Treasurer if you are uncertain of the status of the taxes on the property referred to in the tax lien certificate described above.

If you cannot pay the property taxes you owe, please contact me to discuss this notice.

* IF YOU ARE A DEBTOR IN BANKRUPTCY,*
* THIS NOTICE DOES NOT APPLY TO YOU.*

J. W. O'Connell

Principal	10,533.74
Interest	1,579.77
Lien Costs	60.70
Fee	3.00
Cert Mail Fee	6.80
<u>Total</u>	<u>12,184.01</u>

JOHN W. O'CONNELL
TREASURER
Town of WISCASSET
County of LINCOLN

Amount due as of March 20, 2020. Please call (207) 882-8200 for the amount due on any desired payment date.

10e

Frederick J. Quivey
263 Old Sheepscot Road
Wiscasset, ME 04578

25 August 2020

Dennis L. Simmons
Town Manager
Wiscasset, ME 04578
Subject: Investment Committee

Dear Mr. Simmons:

I regret to inform you that, effective this date, I am resigning my membership in the Wiscasset Investment Committee. Family obligations cause me to reduce my community and volunteer commitments.

It was a privilege to serve with this very dedicated and engaged group of citizens. I wish them and you all good fortune.

Sincerely,



COPY



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF MARINE RESOURCES
21 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0021

11a.

PATRICK C. KELIHER
COMMISSIONER

August 20, 2020

Mr. Simmons
51 Bath Rd
Wiscasset, ME 04578
Via email: manager@wiscasset.org

COPY

RE: 2021 Shore and Harbor Planning Grant Award

Dear Mr. Simmons,

We are pleased to inform you that the Department of Marine Resources Shore and Harbor Planning Grant review committee has recommended full funding in the amount of \$7,500 of your proposal entitled "Wiscasset Municipal Pier Expansion".

We will be sending you an email later in August with a contract for your review and signature. This document will lay out all the details with respect to the town's responsibilities, including deliverables, invoicing, responsibilities for the 25% matching funds and requirements for progress and final reporting. Please note that your project start date will be the date of full execution of the contract by the State; please do not undertake any grant-funded activities until we notify you of the start date.

Congratulations on your successful grant proposal. We look forward to working with you to get your project underway and seeing the results! Please contact Allison Potter on our staff at Allison.Potter@maine.gov if you have any questions in the meantime.

Sincerely,

Kathleen Leyden
Director
Maine Coastal Program
32 Blossom Lane
Augusta, ME 04333-0093
207-287-1491
Kathleen.leyden@maine.gov

OFFICES AT 32 BLOSSOM LANE, MARQUARDT BUILDING, AUGUSTA, MAINE
<http://www.Maine.gov/dmr>

PHONE: (207) 287-1491

FAX: (207) 624-6024

11c

Wiscasset Cemetery Regulations

1. Definitions

Greenlawn Memorial Garden: An area within Greenlawn Cemetery exclusively for urn burials.

Marker: A marble, granite or bronze memorial that is placed flush with the surface of the ground.

Monument: A marble, granite or bronze memorial that rises above ground level.

Multiple burial lot: An area containing more than one burial space. Multiple burial lots are no longer sold in Wiscasset.

Single burial lot: An area not to exceed 10 feet long, three feet wide and four feet deep intended to provide space for one casket burial.

Urn burial lot: An area in the Greenlawn Memorial Garden portion of Greenlawn cemetery not to exceed three feet wide, three feet long and deep enough to accommodate an urn burial.

2. Charges

The charge for a single burial lot is \$325 for Wiscasset residents and \$525 for non-residents.

The charge for a single burial lot that is only deep enough to allow urn burials in all cemeteries except Greenlawn Memorial Garden is \$200 for both residents and non-residents.

The charge for an urn lot in Greenlawn Memorial Garden is \$100 for both residents and non-residents.

There is no charge for use of Wiscasset tombs when they are available.

All charges for lots include perpetual care.

Lots will be repurchased by the Town at the current rate per lot even if higher than the original cost, but perpetual care charges are not refundable.

3. Markers/Monuments

Marker and monument size, construction (design and material) and placement on a burial lot are subject to the approval of the Town before the marker or monument is placed.

A. Placement:

1. Markers may be used to mark an individual burial space on any size lot. Single burial lots and urn burial lots may have only markers. A marker shall be placed at the west end of the burial lot and run lengthwise north and south.
2. Urn and single burial lots used for urn burials may have up to two grave markers. Markers shall be placed at the west end of the lot and run lengthwise north and south.
3. Existing multiple burial lots as well as adjacent single burial lots that belong to one family, may have no more than one upright monument, which shall be centered at the west end of the lot or lots and run lengthwise north and south.

B. Construction: All markers and monuments shall be constructed of marble, granite or bronze. Exceptions to this rule shall be approved by the Town before the marker or monument is placed on a lot.

C. Size

1. Markers may not exceed 24 inches in length and 15 inches in width.
2. Upright monuments for two or three graves may not exceed 42 inches in length, 15 inches in width and 32 inches in height.
3. Upright monuments for four or more graves may not exceed 60 inches in length, 15 inches in width, and 60 inches in height.

D. Foundation

1. A marker shall be flush with the ground.
2. An upright monument shall have a concrete foundation, the dimensions of which shall have been pre-approved by the Town.

4. Decorations

A. Location: Decorations may be placed on each grave in an area no more than 12 inches wide and only as long as the length of the lot's marker or the base length of the lot's upright monument. This area shall be on the east side of, and

contiguous to, the lot's marker or upright monument. Flower beds, artificial flowers, decorations and flags may be placed only in this specific area.

B. Interment period: Excepting Greenlawn Memorial Garden and notwithstanding any other provision of these Regulations, flowers and decorations may be placed upon any portion of the grave for a period not exceeding 20 days from an interment. If the lot owner does not remove such flowers and decorations after 20 days from the date of interment, the Town shall do so without prior notification to the lot owner.

C. Artificial Decorations: Artificial flowers and decorations are permitted only during the period from the Monday before Memorial Day to the Monday following Labor Day.

D. Flags: Flags shall be no higher than 36 inches from the ground.

E. Prohibited: Shrubs, trees, glass containers and glass objects are never permitted on a lot. No decorations that extend beyond the location area as defined above shall be placed or allowed to remain on a lot.

F. Greenlawn Memorial Garden: Decorations of any kind with the exception of the American flag are not permitted.

5. Open Time: Because of weather conditions, the cemetery land is susceptible to damage from vehicles. In order to minimize damage to cemetery roadways, walkways and lots, the Town shall determine when the cemetery roadways shall be open to vehicular traffic, when the cemetery shall be open for burials and what restrictions (if any) shall apply to any particular burial.

6. Urn Burials: Human and animal ashes shall be buried in urns. Urns may be of any size and made of any materials. No more than two urns may be buried in a single burial space and they shall be buried deep enough so that the urn(s) is covered by at least one foot of soil at the existing grade level of the ground. Any person may bury an urn after obtaining the Town's approval.

7. Pet Burials: Only pets that have been cremated may be buried in Wiscasset's cemeteries.

8. Perpetual care: Perpetual care consists of mowing cemetery lots, trimming around monuments and markers, and enforcing cemetery regulations for the benefit and protection of all cemetery lot owners and visitors. Perpetual care does not include repair and cleaning of monuments, markers or other associated stonework. Owners and descendants are expected to clean and repair their own memorials. The Town may contact owners or descendants and request them to repair damaged or unsightly monuments and markers, especially if they interfere with cemetery maintenance. The

town, at its discretion, may reset, clean or repair old monuments and markers when no living descendants are known.

9. Eligibility for burial: Unless otherwise authorized orally or in writing by the original purchaser of the cemetery lot, only the purchaser, spouse, domestic partner, direct descendants and their spouses may be buried in available cemetery burial spaces in the lot. The Town may require proof of eligibility as deemed necessary. The Town reviews burial requests in the order received and accepts no responsibility to notify other living descendants and spouses of burial requests.

10. Miscellaneous prohibitions

A. No ATV, snowmobile or horse is allowed within a Wiscasset cemetery. No vehicle within a cemetery may leave the cemetery's roadways except with the prior approval of the Town.

B. No grave may be dug and no burial may take place in a Wiscasset cemetery without the prior permission of the Town, through the submission of an "Intent to Bury" form. The permission shall specify the day the grave may be dug and the day the burial may take place. Except in unusual circumstances, permission will not be given to dig the grave more than one day in advance of the burial.

C. No use may be made of Wiscasset's tombs without the prior permission of the Town.

11. Violations

A. Decorations: If decorations, including trees and shrubs, are placed on a grave in violation of these Regulations, the Town may remove the decoration and dispose of it without prior notice to the grave owner.

B. Markers/Monuments: If a marker or a monument is placed on a grave in violation of these Regulations, the Town shall send a notice of the violation by first class U. S. mail to the lot owner, if known, advising him or her of the violation and giving him or her a fixed period of time not less than 10 days from the date the letter is sent to correct the violation. If the owner does not correct the violation within the stated time, the Town may correct the violation and charge the cost of the correction to the grave owner, to the person or entity that originally installed the marker or monument, or both.

C. Unauthorized digging: In addition to any other applicable penalty, the Town reserves the right to bar from using Wiscasset's cemeteries any person or entity that digs, or causes to be dug, a grave without the prior approval of the Town. The Town shall, on a case-by-case basis, set the period of time that such suspension shall last.