

WISCASSET SELECTBOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
DECEMBER 5, 2023
IN PERSON AND VIA ZOOM

Preliminary Minutes

Present: James Andretta, Pam Dunning, Terry Heller, Vice Chair Bill Maloney, Chair Sarah Whitfield, and Town Manager Dennis Simmons

The chair called the meeting to order at 6 p.m.

1. Pledge of Allegiance

2. Approval of Treasurer’s Warrants

a. **Terry Heller moved to approve the payroll warrants of November 24, FY 24 and December 1, FY 24. Vote 5-0-0.**

b. **Terry Heller moved to approve the accounts payable warrants of November 28, FY 24 and December 5, FY 24. Vote 5-0-0.**

3. Approval of Minutes

Terry Heller moved to approve the minutes of November 21, 2023, as amended. Vote 5-0-0.

4. Special Presentations or Awards – none

5. Committee Appointments/Resignations

Terry Heller moved to accept Coleen Hendricks’ resignation with regret from the Climate Action Team. Vote 5-0-0.

6. Public Hearings – none

7. Public Comment on non-agenda items - none

8. Department Head or Committee Chair – none

9. Unfinished Business

a. Wawenock Block Update: Sarah Whitfield said that the town had heard that day that the mason will begin work on the Wawenock building on December 11 or December 12.

b. Johnson Controls: Dennis Simmons asked for authorization to enter into a Project Development Agreement with Johnson Controls to upgrade the town’s infrastructure. The matter has been approved by the Budget Committee. **Pam Dunning moved to authorize the Town Manager to enter into the Project Development Agreement with Johnson controls. Vote 5-0-0.**

10. New Business

a. Trails in Wiscasset Committee Formulation Request: It was the consensus that the committee would be an ad hoc committee with members appointed by the selectboard; would not have to keep agendas and minutes; but should advise the selectboard of its actions. **Pam Dunning moved that the Board of Selectmen sanction the ad hoc Trails in Wiscasset Committee and appoint Tom Eichler, Nicky Sontag, Sarah Loud, Emily Bell-Hoerth, Joan Barnes, David Pope and Dan Sortwell as members. Vote 5-0-0.**

b. Half Day December 21st: Dennis Simmons said that normally the town employees would work a half day on Christmas Eve: however, because Christmas Eve falls on Sunday this year, he asked the board's approval to grant the employees a half day off on December 21. **Pam Dunning moved to approve the half day on December 21st. Vote 5-0-0.**

c. Winter Parking Amendment: Simmons said the winter parking ban currently extends from November 15 to April 15 which is thought by some to be overkill. It was suggested that the ordinance be amended to ban overnight parking as needed for snow removal. The ban would be announced on the town website, the town sign and by text messages. **Pam Dunning moved to amend the Wiscasset Parking Ban as recommended. Vote 5-0-0.**

d. LCRPC Contract: Simmons said he met with MaryEllen Barnes and Emily Rabbe to discuss a new contract outlining the responsibilities of Lincoln County Regional Planning Commission and how they would be distributed among the various parties. **Pam Dunning moved to approve the contract renewal with LCRPC from 12/15/2023 to 6/30/2024 as amended. Vote 5-0-0.**

e. Personal Property Tax Discharges: **Pam Dunning moved to discharge Tax Collector Sue Anderson from collecting the personal property taxes as listed and to authorize Treasurer Dennis Simmons to remove those taxes from the municipal books: Account #272-277 – Bath Road LLC (Tina Fitzsimmons) for \$171.90; Account #72 – Element Financial Corp. for \$364.16; Account #371 – Beelicious for \$452.09; Account #79 – David Laemmie (Carriage Motors) for \$233.51; Account # 227 – Lighthouse Lobster Shack for \$436.99; Account # 370 – Mobile Mini for \$25.46; Account #299 Northern Leasing for \$74.60; Account # 299 – Northern Leasing for \$74.60; Account #382 – NLS Equipment Fin. LLC for \$48.16; Account # 246 – George & Samantha Humphrey for \$96.40; Account #30 – Pal Harris & Melanie Burns for \$172.32; Account #324 – Bunin-Stephenson Catherine for \$4818.92. Vote 5-0-0.**

11. Assessors Business: none

12 Town Manager's Report

In addition to explanations of some of the above agenda items, Simmons provided details in the agreement with Johnson Controls; and an explanation of the authorization to discharge tax collectors from the obligation to collect personal property taxes that are too small or too burdensome to collect. He reported that no bids for Old Ferry Road were submitted. Contractors who procured bid packages will be contacted to see why they declined to bid.

Wiscasset Ordinance Article I, Section 2.7 requires that the Budget Committee and the Selectboard meet at least once between the Annual Town Meeting and December 15 to determine adequacy of the appropriated funds and other revenue for the current year departmental operations. The Budget

Committee will be joining the Selectboard for this purpose and financial data through November 15 will be provided.

Simmons reported that the grant application for expansion of broadband was not successful. He will meet with Evan Goodkowsky to discuss next steps.

Public Works and Transfer Station are now fully staffed.

Midcoast Rail Service lease operator of the 57-mile Rockland Branch rail corridor had hoped to reestablish passenger rail service along the route; however, the RDC cars they were planning to use have developed serious mechanical issues and have been sold. They may be back trying to entice Amtrak to extend its service along the corridor.

13. Other Board Business

Joint meeting with the Budget Committee to review year-to-date expenses and revenue: Simmons distributed a spreadsheet showing the status of the accounts as of November 30 (67% of the year), red indicating items that were overbudget. He pointed out items that were a one-time expense and would therefore appear to be over budget. He noted that Public Utilities was 30% under budget due to the street light conversion. The budget items that were on target or under budget at this point were listed and briefly discussed.

Regarding the Ferry Road project, Simmons said that if the project did not proceed soon, there was a risk of losing funding. Since no bids were received this time bids were solicited, he asked authorization to bypass the bid process and negotiate with contractors himself. **Pam Dunning moved to authorize the Town Manager to bypass the bid process and negotiate with the contractors. Vote 5-0-0.**

14. Adjournment

Bill Maloney moved to adjourn the meeting at 6:40 p.m. Vote 5-0-0.