

WISCASSET SELECT BOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
JULY 23, 2019

Present: Kim Andersson, Chair Judy Colby, Kathy Martin-Savage, Vice Chair Ben Rines, Jr., Jeff Slack and Town Manager John O'Connell

Chair Judy Colby called the meeting to order at 6 p.m.

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

- a. **Jeff Slack moved to approve the payroll warrants of July 12 and 19, 2019. Vote 5-0-0.**
- b. **Kathy Martin-Savage moved to approve the accounts payable warrants of July 16 and 23, 2019. Vote 5-0-0.**

3. Approval of Minutes

Kathy Martin-Savage moved to approve the minutes of July 9, 2019. Vote 5-0-0.

4. Special Presentations and Awards – none

5. Committee Appointments

a. Christopher Junturo, Ordinance Review Committee: The board discussed the procedure for appointing committee members. Jeff Slack volunteered to interview, together with the appropriate committee chair, applicants for committee membership. Selectman Rines shared some of his concerns over the interview process. The interview process will begin after the application from Mr. Junturo because the applicant was not informed an interview was required. **Kim Anderson moved to approve Christopher Junturo's appointment to the Ordinance Review Committee. Vote 4-1-0** (Colby opposed). **Kathy Martin-Savage moved to take Jeff Slack up on his offer to be a committee applicant reviewer. Vote 5-0-0.** The application form will be revised to include four or five questions and approval by the selectman and committee chair.

6. Public Hearings – none

7. Public Comment

Phil DiVece thanked Ted Snowden and his crew for their work around the Powderhouse -- weed whacking and clearing the path.

Judy Flanagan thanked the Public Works crew for the white line in the town office parking lot, a safety issue which will help drivers and pedestrians.

Jim Kochan said the old curbing removed by the MDOT and taken to the Rod and Gun Club should be saved. He said the blacktop curbs installed on Railroad Avenue will not survive a winter of snowplowing. John O'Connell said he would make sure the town still owns the curbing.

8. Department Head or Committee Chair

a. Wiscasset EMS Director Dennis Simmons- EMS Billing, Introduction of Deputy Director: Deputy Director Erin Bean was unable to be present but will attend the next meeting. Simmons asked the board for direction on handling collectibles. In 2017-2018, uncollectibles were \$106,219, \$3,900 of which was for calls at \$150 where there was no transfer to a hospital. In most cases, those calls were not covered by insurance. Simmons said Mainecare will be raising its rates which will provide additional revenue. **Judy Colby moved to write off \$106,219. Vote 5-0-0.**

Simmons said the current year is the last year of the contract with Dresden. He said the Dresden selectmen were told by the previous EMS Director they were not responsible for the uncollectibles; however, according to the contract they are responsible. Minutes of the meetings where the contract was discussed in 2017 will be checked.

Simmons asked the board for permission to use part of the training room for an office by installing a wall, a door and a window. He said his current office is dark and is too small for two people. Cost of the improvements was estimated at \$2200. There was a consensus that the request be granted, and funds would come from the Municipal Buildings budget.

b. Comprehensive Plan Update – Kimberly Andersson: Andersson said an open meeting was held on June 10 to talk about the comprehensive review process. Discussion included the different types of people who could be represented on the committee such as industry leaders, non-resident stakeholders, those in public finance, students, social services, fund raisers, representatives from local boards and businesses, fisherman, farmers, conservation groups, special interest groups, people with specific skills among others. Andersson will draft a letter to be distributed to the people who originally volunteered who will in turn send the letter to their connections. A list of recommendations will be brought to the selectmen for appointment to the Comprehensive Plan Committee. Andersson has created a Facebook group and a web page and will arrange a link to the Town website.

c. Department Head Monthly Reports: Kim Andersson commented on the loss of long-time Parks and Recreation employees whose hours had been cut.

d. Ordinance Review Committee, Jackie Lowell (in absence of Karl Olson) – Questions from Board regarding memo dated 6/25/2019. In response to Andersson's questions regarding Karl Olson's memo, Lowell said articles relating to parking were found in the Building, Site Plan Review, Zoning and Shoreland sections of the Wiscasset Ordinances, and in addition to making them consistent, the ordinances should take into consideration the number of airbnbs in the downtown area. She said the committee would begin by looking at the memo from Jim Kochan regarding revisions to the parking in the Village I and Village Waterfront districts. Jim Kochan said among the issues are confusing language and inconsistency in the ordinance. He cited the example of a multi-family building that was approved without a parking requirement, which created an impact on public parking. He also recommended that the town begin having airbnbs register with the town to determine how much parking is being used by those establishments. Judy Colby said the current parking regulations are not being followed, but it will have to be determined if public parking for shoppers will be affected by parking for airbnbs. Kochan said

the first step should be to regulate airbnbs. He recommended that the board consider a \$50 business registration fee. Jason Putnam said that problem should be a part of the comprehensive planning process. **Kathy Martin-Savage moved to give permission to the ORC to work on the issues outlined in Olson's memo. Vote 5-0-0.** Recommendations will ultimately be voted on by the townspeople. Kochan was encouraged to apply for membership in the ORC.

9. Unfinished Business

a. Maine Art Gallery Site-walk: The board had visited the building before the meeting. The board requested a list of priorities for the building from David Pope to be followed by a discussion of the board.

10. New Business

a. Pole Permits: **Ben Rines, Jr., moved to approve the CMP Pole Permit applications for Young's Point Road and Rummerill Road. Vote 5-0-0.**

b. Monthly Financials

- Year to date department expense report: Overages in some accounts were noted.
- H.M.Payson Statement of Accounts

c. Bid Openings

- Wiscasset Community Center Locker Replacement: One bid from MHS Sales and Service for \$34,415 including installation was received. **Kim Andersson moved that the Town Manager meet with the Director of Parks and Recreation to discuss the bid. Vote 5-0-0.**

d. Review of Rules of Order and Procedure for Wiscasset Select Board: **Ben Rines, Jr., moved to approve the Rules of Order and Procedure for Wiscasset Selectboard as amended. Vote 5-0-0.** Kim Andersson requested that the Rules of Order be distributed to other boards and committees as an example so that they can also establish their rules of order and procedure. Ben Rines, Jr., said the rules should indicate that voting by phone is not allowed. It had occurred once in the past and that had been approved by MMA. Rines asked the Town Manager to check on the state law regarding voting by phone.

e. New Business License

- Kevin and Ammi Chung, DBA Sea Salt: The comments of the Code Enforcement Officer and Fire Department regarding adequate parking, occupancy, fire escape were discussed. **Kathy Martin-Savage moved to accept the application as presented contingent on John O'Connell checking with the Fire Department and on parking. Vote 5-0-0.**

f. Proposed Solar Power Installation at Airport: O'Connell reported on a preliminary meeting he and Rick Tetrev had with representatives of Cenergy regarding installation of solar power at the airport. Cenergy would use 30 acres of the airport for the 4' x 7' panels; glare would not affect pilots of aircrafts, the installation would use slow-growing grass which is cut once a year and snow plowing would not be a problem. The installation would generate tax revenue.

g. 2018-2019 Carry Forwards: Vernice Boyce said there was \$11,502.78 in overdrafts. This included overdrafts from Parks & Recreation, Senior Center, Municipal Insurance, and Overlay. She asked how

the board wanted to handle the overdrafts, whether to take it from contingency or take it to a town meeting. She said there was \$885,000 in unspendable fund balance; Judy Colby said that the voters have approved using contingency without a special town meeting. Kathy Martin-Savage said in a special town meeting the board would have an opportunity to explain the overdraft. Vernice Boyce said that the largest part of the overdraft is Workers' Comp insurance which was impossible to estimate and may unfairly affect an individual department budget. She advised including Worker's Comp in the Municipal Insurance budget in the future. **Kathy Martin-Savage moved to take the matter to a special town meeting to authorize the board of selectmen to take the necessary amount to cover the overdraft and the money to come from the undesignated funds. Vote 4-1-0** (Andersson opposed).

In a discussion of amounts carried forward, unfinished projects were discussed such as the Fire Department floors, carpet, telephone upgrading, waterfront structural projects, and other projects where revenues are not being received for expenses. O'Connell said there were "must" projects such as the bathrooms at the pier. Judy Colby said there is \$275,000 in unexpended funds. Kathy Martin-Savage asked that John O'Connell recommend priorities for specific funding to be carried over.

11. Town Manager's Report

- a. Alna Transfer Station Contract: The contract has been signed.
- b. Maine Municipal Association Risk Management visit: A complete report will be made to the board at the next meeting.
- c. Safety Works visits: A complete report will be made to the board at the next meeting.
- d. Town Audit- Begins July 29
- e. Dollar General and Dollar Tree licenses: Both entities have licenses.
- f. Marijuana Legal Update on Recreational-MMA August 21: O'Connell will attend a workshop on August 21 which will include information on public hearings and wording for November ballot.
- g. Stranded Act Communications with Senators King and Collins: The senators have been thanked for their support and O'Connell had visits from representatives of the two senators.
- h. Railroad Avenue Signs: The signs on the curbs have been put back up against the fence. Kim Dolce said the signs on Railroad Avenue are too high and cannot be seen while driving. O'Connell will mention that at the meeting with the DOT on July 24th.
- i. Rick Gaeth had asked for reimbursement for the manhole lifter of \$1275. Gaeth also asked for approval to purchase equipment to process water before it is sent to the river. He had received the following two bids: HACH - \$7,418.50 and USA Bluebook - \$7,289.90. Gaeth asked the board for permission to negotiate with the two firms. **Ben Rines, Jr., moved to authorize the Manager and the Sewage Treatment Plant Manager to review the bids and work with the lowest qualified bidder. Vote 5-0-0.** O'Connell said Gaeth has no way of measuring septic from boats or campers. A flow meter would cost \$3,600. **Kathy Martin Savage moved to allow Rick to get the meter. Vote 5-0-0.**
- j. The parking lot has been striped.
- k. The food vendors at the Art Walks will need temporary business licenses. They are licensed and have insurance but need temporary business licenses. **Ben Rines, Jr., moved to suspend the rules to take up a matter not on the agenda. Vote 5-0-0. Kim Andersson moved that we approve temporary license for one night for the O'Oysters, Blazing Tomato Woodfired Pizza and Scrummy Afters Candy Shoppe. Vote 5-0-0.**
- l. CMP replaced the telephone pole near the platform for music on the common and set up new service for the bandstand and the lights:

12. Other Board Business

a. Executive Session to discuss disposition of publicly held property: At 8:30 p.m., **Kathy Martin-Savage moved that the board enter Executive Session pursuant to 1 M.R.S.A §405 (6) (C). Vote 5-0-0.** At 8:58 the board exited Executive Session. **Ben Rines, Jr. moved to put five tax-acquired properties out to bid. Vote 5-0-0.**

13. Adjournment

Kathy Martin-Savage moved to adjourn the meeting at 9 p.m. Vote 5-0-0.