

WISCASSET SELECT BOARD
TAX ASSESSORS AND OVERSEERS OF THE POOR
NOVEMBER 3RD, 2020

Present: Kim Andersson, Chair Pam Dunning, Vice Chair Kathy Martin Savage, Sarah Whitfield, Town Manager Dennis Simmons. Jeff Slack attended via Zoom/telephone

Pledge of Allegiance

1. Approval of Treasurer's Warrants
 - a. **Kathy Martin-Savage moved to approve the payroll warrants of October 23rd and October 30th . Vote 5-0-0.**
 - b. **Kathy Martin-Savage moved to approve the accounts payable warrants of October 27th and November 3rd. Vote 5-0-0.**

2. Approval of Minutes
 - a. **Kathy Martin-Savage moved to approve the minutes of October 20th. Vote 5-0-0.**

3. Special Presentations or Awards – none

4. Committee appointments – none

5. Public Hearing – none

6. Department head or Committee chair
Chief Hesseltine addressed the Board about the submitted cruiser bids. All the bids came in over the amount authorized at the annual town meeting. He explained the reason was when he requested the dollar amount needed, he had a specific vehicle in mind, a Dodge Charger. Between the time of the budget being finalized and the town vote, which was delayed because of COVID, Chrysler had stopped making the Charger and he had to request a Ford SUV. He requested prices on both a gas model and a hybrid model. He had anticipated buying the Charger and equipping it for \$31,000 but the bids for the cruiser alone came in between \$32,000 and \$39,000, without the equipment (lights, radios, cage etc.) leaving him about \$17,000 short. There was discussion as to where the additional money might come from. Town Manager Dennis Simmons advised the Board that he did not want to take the funds from the existing police department budget nor did he feel it was the right time to expend funds from the Selectman's contingency fund. Jeff Slack suggested a special town meeting to ask to additional funds, which Simmons also said he did not wish to do. Discussion among the Chief and Board members was to hold off for now and possibly rebid later in the year when they have a sense of how the police department budget looks. No vote taken.

7. Unfinished business

MDOT Cooperative Agreement, Governor's Deed and Occupancy Agreement-
Downtown Improvement Project

- a. **Kathy Martin-Savage moved to authorize the Town Manager to sign the MDOT Agreement, Governor's Deed, and Occupancy Agreement. Vote 5-0-0.**

8. New Business

- Fire Door Replacement – Wastewater Treatment Plant
- Design Services for Tidal Stream Crossing – Old Ferry Road
Three bids received: ACW Civil Works: \$41,893; Gorrill Palmer \$49,950;
Wright-Pierce \$33,900

Kathy Martine-Savage moved to authorize the Town Manager and Public Works Director to award the bid to the lowest qualified bidder. Vote 5-0-0.

b. Sewer abatement-James Stewart: outside lawn/garden watering. **Kim Andersson moved to approve the sewer abatement request for James Stewart in the amount of \$75.40. Vote 5-0-0.**

c. Quit claim deed-Douglas J and Elsie Roberts, 346 West Alna Road. **Kathy Martin-Savage moved to execute the Quit Claim Deed for Douglas and Elsie Roberts. Vote 5-0-0.**

d. Recommended ordinance work for Ordinance Review Committee

- Marijuana-opt in and Ordinance
- Sidewalk Use Ordinance
- Solar Development Ordinance
- Noise Ordinance
- Update Sign Ordinance.

The Town Manager is recommending the Board refer the above to the ORC for ordinance development. He reports that the previous Board had authorized the Marijuana Opt In be placed on last year's town meeting warrant, but it was not on the warrant. He will check with MMA to see if needs to be reauthorized if the Board wanted to go forward with it. (Simmons reported later than it will be necessary.) Also advised that with the signing of the agreement with the State for the new sidewalk maintenance, the town should consider an ordinance stating what activities will be permitted to take place on the expanded sidewalks, and any ordinance should make it clear that they are primarily to be used for pedestrian traffic. We also need to address the growing interest in solar development. Many towns have been caught unprepared for the rush of solar development and the town should decide such things where to allow solar farms, how big and how many as well develop appropriate fees. The Manager

has received complaints about noise (loud music, fireworks late at night). The Town's current ordinance is limited, and should we consider broadening it? Part of the Sign Ordinance is unenforceable due to a 2015 Supreme Court ruling in Reed v. Gilbert where the Court ruled government cannot, generally, regulate the content of signs. The Town's attorney had advised back in June that the ordinance needed to be updated. The Manager will arrange for the ORC to attend a Board meeting in the near future.

e. Update Check Disbursement Policy-add DocuSign: The Town Manager is requesting that the Board amend the Check Disbursement Policy to allow the Board to sign payroll and accounts payable warrants electronically. It will be more efficient and easier for the Board to sign without having to come into the office. MMA advised it is allowable. **Sarah Whitfield moved to amend the Check Disbursement Policy to include DocuSign. Vote 5-0-0.**

f. Maine Yankee Inspection Report: The Nuclear Regulatory Commission has inspected the facility and found no issues.

g. Appearance of the Town Committee donation: The Chamber has donated \$500.25 from their pie sale to the Committee. **Kathy Martin-Savage moved to accept, with thanks, the donation of \$500.25. Vote 5-0-0.**

9. Town Manager's report

- Freedom of Access training: The Manager reminded the Board that all elected officers of the Town must complete the FOAA training. If they have not, the information is in their packet how to do so and to return the certificate to the Town Manager.
- Town Committee Handbook: The Town Manager has received some complaints from people about some committees not following procedures. He has drafted a handbook outlining proper procedure and has forwarded it to Pam for review. She had gotten through half of it and will finish it and provide feedback.
- Contracted planner RFP: Town Manager has sent out an RFP for a contracted town planner to assist with some projects such as the Comprehensive Plan. He will forward them to the Board for consideration once they are received.
- Bond refinancing update: The three outstanding bonds with The First have had their interest rates lowered. The four equipment loans have been consolidated and have had their interest rates lower. Savings projected to be about \$94,000 over the total life of all loans.
- One day budget workshop: The Manager is asking if the Board would be interested in having an all-day workshop to get through most of the budget, rather than a series of evening meetings. Suggest a Saturday in February. Evening meetings might still be needed to tie up loose ends. Board members

are generally in agreement and will forward some dates to the Town Manager.

- Correspondence from New Hope for Women: Simmons read a letter from NHFW thanking them for their continued financial support.
- Reschedule Board workshop: Town Manager would like to reschedule the Board workshop with Craig Freshly about running meetings, going over the Board's procedures and policies and dealing with difficult people. Kim and Sarah expressed their thoughts that the meeting was going to be a goal setting workshop. The Manager explained it was to be both. The cost of the meeting with Craig was discussed and it was felt it was not needed at this time, the Board could attend an MMA workshop for less. The goal setting meeting was set for Nov 12th at 6:00 pm at the Town Office.

10. Assessor's Business

a. Abatements

- Juan F. Dermody and Sarah J. Mosher, Map R06, Lot 13 for \$503.00 **Kathy Martin-Savage moved to approve the abatement for Juan Dermody and Sarah Mosher as recommended. Vote 5-0-0.**
- Kyle K Tong, Map R05 Lot 73-3 in the amount of \$4190.99 **Kathy Martin-Savage moved to approve the abatement for Kyle Tong as recommended. Vote 5-0-0.**
- Heather Lutes, Map R01 Lot 20-ON for \$64.38 **Kathy Martin-Savage moved to approve the abatement for Heather Lutes as recommended. Vote 5-0-0.**

b. Supplemental

- Stephen D. and Rhea Smith, Map R05, Lot 73-3 for \$3687.99 **Kathy Martin-Savage moved to approve the supplemental for Stephen and Rhea Smith as recommended. Vote 4-0-1 (Dunning abstained).**

11. Other Board Business: Due to the recent spike in Covid-19 cases, the Town Manager is requesting that the Board go to a hybrid meeting system. The Board would meet in person, but other attendance would be limited to department heads and reporters. The meeting will be broadcast on YouTube and people can attend via Zoom.

The Board agreed.

12. Adjournment