

WISCASSET BOARD OF SELECTMEN,
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR
FEBRUARY 4, 2013

Preliminary Minutes

tape recorded meeting

Present: Vice Chair Judy Colby, Pam Dunning, Tim Merry, Chair Ed Polewarczyk, Jeff Slack and
Town Manager Laurie Smith

1. Call to Order

The chairman called the meeting to order at 5:34 p.m.

2. Executive Session regarding economic development

Judy Colby moved that the Board of Selectmen go into executive session pursuant to M.R.S.A., Title 1, §405 (6)(C) for the purpose of discussing economic development and land disposition. Vote 5-0-0.

The board entered executive session at 5:35 p.m. and exited at 6:12 p.m. on Judy Colby's motion, which was unanimously approved.

3. Budget Review Workshop

Laurie Smith presented a skeleton budget with preliminary numbers to be used by the board in formulating a budget for the 2014-2015 fiscal year. Normally, the preliminary budget is presented in March after consultation with department heads; however, because Smith will be leaving her position at the end of the week, she had prepared an initial budget to be discussed.

The capital improvement five-year requests included in the draft document total \$1.8 million; \$375,000 is available. Smith also listed and explained requests from departments and community organizations.

Ed Polewarczyk suggested that the Budget Committee and selectmen begin their work on the budget with discussions on the capital improvement requests so that if new equipment is not approved, maintenance costs of current equipment will be included in the budget. The board discussed alternatives to deal with the possible loss of revenue sharing: raising the budget, using reserves, or making additional budget cuts. The possibility of changing the policy on using reserve funds was raised.

4. Goal Setting Discussion

Ed Polewarczyk presented a draft list of financial, organizational and economic development goals for FY 2014-2015. **Pam Dunning moved to postpone adoption of the goals until the next meeting. Vote 5-0-0.**

5. Pledge of Allegiance to the Flag of the United States of America

Jeff Slack moved to modify the agenda by taking 8A next. Vote 5-0-0

8. Appointments

A. Executive session to discuss personnel.

Pam Dunning moved to go into executive session pursuant to M.R.S.A., Title 1, §405(6)(A) for personnel. Vote 5-0-0. The board entered executive session at 6:50 p.m. and exited at 7:02 on motion of Pam Dunning.

6. Approval of Treasurer's Warrant: January 28 and February 4

Judy Colby moved to approve the Treasurer's Warrant of January 28, 2014. Vote 5-0-0. Pam Dunning moved to approve the Treasurer's Warrant of February 4, 2014. Vote 5-0-0.

7. Approval of Minutes: January 21, 2014

Pam Dunning moved to approve the minutes of January 21, 2014. Vote 5-0-0.

8. Appointments

B. Appointment to Budget Committee: Tim Merry moved to appoint Peter Todd Travis as member of the Budget Committee for a term to expire on June 10, 2014. Vote 5-0-0.

9. Public Comment

Ed Polewarczyk asked Norman Guidoboni to clarify a statement he made at the previous meeting that 10¢ of every tax dollar went to debt service. Although Guidoboni said he had received the information from the town office, Laurie Smith said the correct number was 1/10 of 1¢ and explained that some debt was paid by the TIF or from the reserve fund. Guidoboni said that the town had three options to reduce the debt: to raise taxes, flat line expenses or use money from the reserve fund. He did not make a recommendation.

10. Department Head or Committee Chair Report

A. Discussion with Chief Merry regarding the ladder truck: Merry said the cost to fix the hydraulic pump for the aerial truck was \$4,000; however, the cost to repair the joysticks was unknown, and he asked the board for its recommendation. Tim Merry said the unreliability of the joysticks was a major safety issue for firefighters but an alternate to the joysticks could be used. He recommended spending \$4,000 to fix the hydraulic pump so that it could be sold if not put back in service. **Tim Merry moved that the \$4,000 to replace the hydraulic pump be taken from contingency. Vote 4-1-0.**

B. Shellfish Committee Report: Richard Forrest reported on the activities of the committee working with the Department of Marine Resources to ensure the protection and optimum utilization of shellfish resources within town limits. He described the committee's efforts to increase the clam supply by reseeding flats, and increased use of the upweller. The committee members spend 12 hours each year on conservation. He described the effects of acid rain on the clam beds and the Shellfish Committee's use of crushed shells to counteract those effects. The committee's objective is to have all flats open all year with the exception of the Pottle Cove flat which is closed part of the year because it is in the mooring field. The future effect of the green crab has not yet been determined but trapping them is being considered.

C. Public Works Truck Request: Road Commissioner Doug Fowler explained the need for a truck to replace the 1999 Sierra pickup. The Sierra has extensive deterioration which cannot be repaired, and he recommended trading it in for a similar pre-owned 2009-2011 vehicle from a local vendor in the \$9,000 to \$11,000 price range, using the \$13,000 balance in the Public Works' Vehicle Maintenance Account . There is a balance of approximately \$8,000 in the Repairs and Maintenance account which could be used for additional maintenance. He said the Public Works Department has only one pickup truck which is essential for daily operation ; using a dump truck is not an option. Laurie Smith said in the past the town has set a minimum price and asked dealers what they had available. **Tim Merry moved to approve the Public Works' recommendation. Vote 5-0-0.**

11. Unfinished Business

A. American Legion Flag Project: Smith said that in order for the project to go ahead, an agreement among Fairpoint, CMP and the Town will be necessary. MMA has agreed to add \$5 million to the town's insurance policy at a cost of \$500 per year. **Pam Dunning moved to approve the \$5 million policy at an additional \$500 per year. Vote 5-0-0.**

12. New Business

A. Post-issuance Compliance Policy: Smith said the IRS has recently intensified its efforts to track compliance with Treasury Regulations that apply to tax-exempt bonds, and issuers of tax-exempt bonds are obligated to meet certain monitoring and reporting requirements while a bond is outstanding. Attorney Geoffrey Hole had sent the Town a draft Post-issuance Compliance Policy for its consideration. **Judy Colby moved to adopt the Post-issuance Compliance Policy. Vote 5-0-0.**

B. Quit Claim Deed Authorization for 25 Middle Street: **Pam Dunning moved to authorize the Quit Claim Deed. Vote 5-0-0.**

C. Road Name Request: The 911 addressing office has received a request from Doug Fitts and Bret Benway to use the name "Ice Pond Lane," a name which is already in use for a paper street in the Mason Station subdivision, for a road in their new subdivision. **Judy Colby moved to approve the request. Vote 5-0-0.**

13. Manager's Report

Smith said the Newcastle Board of Selectmen has been approached about the truck traffic on Sheepscot Road and it has asked the DOT to revisit allowing truck traffic to use Route 218 and Federal Street in Wiscasset. Smith has pointed out to the DOT the residential character of Federal Street, the proximity of the Middle School and congestion on Route 1. The DOT has not made a decision and Smith has asked that the Town be informed before a final decision is made.

Ed Polewarczyk, on behalf of the board, expressed his appreciation to Smith for her leadership as town manager.

14. Executive Session regarding poverty abatement requests

Judy Colby moved that the Board of Selectmen go into executive session pursuant to M.R.S.A., Title 36, §841(2) to discuss update on abatement of taxes for reasons of poverty. Vote 5-0-0. The board entered executive session at 8 p.m. and exited at 8:15 p.m.

15. Adjournment

Judy Colby moved to adjourn at 8:15 p.m. Vote 5-0-0.