

Wiscasset Board of Selectmen  
June 21, 2011

(tape recorded meeting)

Present: Chairman Judy Colby, Bill Curtis, Vice Chairman David Nichols, Ed Polewarczyk  
and Town Manager Laurie Smith

Absent: Pam Dunning

1. Call to Order

Town Clerk Christine Wolfe called the meeting to order at 7 p.m.

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

3. Nominations for Chair of the Board of Selectmen

**David Nichols nominated Judy Colby for Chairman. There were no other nominations.  
Vote 3-0-1.**

4. Nominations for Vice Chair of the Board of Selectmen

**Bill Curtis nominated David Nichols for Vice Chairman. There were no other nominations.  
Vote 3-0-1**

5. Approval of Treasurer's Warrant: June 14, 2011 and June 21, 2011

**Ed Polewarczyk moved to accept the Treasurer's Warrants as presented. Vote 4-0-0.**

6. Approval of Minutes: June 7, 2011

**David Nichols moved to approve the minutes as read. Vote 3-0-1.**

7. Special Presentations or Awards

Susan Robson, Todd Souza and Sherri Dunbar to present Wiscasset's "Alive Summer Concert Series"

Todd Souza announced the schedule for a series of seven concerts at the waterfront that will begin Thursday, July 7, at 6 p.m. and end on August 18. The concerts, rock, jazz, folk, country and bluegrass, will be sponsored by local businesses.

8. Appointments

A. Appoint Stephen Williams and Pamela Brackett to the Airport Committee

**David Nichols moved to appoint Stephen Williams and Pamela Brackett to the Airport Committee, serving a term of three years. Vote 4-0-0.**

B. Appoint Susan Blagden to the Appeals Board

**Ed Polewarczyk moved to appoint Susan Blagden to the Appeals Board, serving a term of three years. Vote 4-0-0.**

C. Appoint Norma Gordon, Vickie L. Hersom, Richelle Pontau and Donald Jones to the Appearance Committee

**David Nichols moved to appoint Norma Gordon, Vickie L. Hersom, Richelle Pontau and Donald Jones to the Appearance Committee serving a term of one year. Vote 4-0-0.**

D. Appoint Dan Sortwell and Anne Leslie to the Conservation Commission

**Bill Curtis moved to appoint Dan Sortwell and Anne Leslie to the Conservation Commission. Vote 4-0-0.**

E. Appoint \_\_\_\_\_ from the Board of Selectmen to the Investment Advisory Committee

David Nichols moved to appoint Ed Polewarczyk to the Investment Advisory Committee, serving a term of one year. Polewarczyk declined the appointment as he said he would like to devote time to other issues such as the selectmen's involvement in and appointment of committees, the capital improvement program, the Museum in the Streets, Historic Preservation Ordinance and others. **Judy Colby moved to postpone the appointment until the next meeting. Vote 4-0-0.**

F. Appoint Conrad P. Schilke and Pat Barnes to the Ordinance Review Committee

**Ed Polewarczyk moved to appoint Conrad P. Schilke and Pat Barnes to the Ordinance Review Committee, serving a term of three years. Vote 4-0-0.**

G. Appoint Stephen House, Lester Morse and Debra Pooler to the Planning Board

**Bill Curtis moved to appoint Stephen House, Lester Morse and Debra Pooler to the Planning Board, serving a term of three years. Vote 4-0-0.**

H. Appoint Paul Dickson, Richard Forrest, Donald R. James, Timothy F. James, Peter (PJ) Fairfield and Rex Collamore to the Shellfish Conservation Committee

**David Nichols moved to appoint Paul Dickson, Richard Forrest, and Donald R. James for a three year term; Timothy F. James and Peter (PJ) Fairfield for a two year term; and Rex Collamore for a one year term to the Shellfish Conservation Committee. Vote 4-0-0.**

I. Appoint Donald L. Jones, Lois Kwantz, Seaver Leslie, Sean Rafter and Cynthia Fischer to the Transportation Committee

**Ed Polewarczyk moved to appoint Donald L. Jones, Lois Kwantz, Seaver Leslie, Sean Rafter and Cynthia Fischer to the Transportation Committee. Vote 4-0-0.**

J. Appoint Lisa Garman and Mary Ellen Barnes to the 4th of July and Town Celebrations Committees

**Bill Curtis moved to appoint Lisa Garman and Mary Ellen Barnes to the 4th of July and Town Celebrations Committees, serving a term of one year. Vote 4-0-0.**

9. Public Comment on non-agenda items

There were no comments.

10. Department Head or Committee Chair Report

A. Rick Lang to present fees for the sign ordinance and seasonal business

Code Enforcement and Sign Control Officer Rick Lang said the recently adopted seasonal businesses and sign ordinances required the fees to be set by the selectmen. He recommended that the selectmen set a \$40 fee per sign and a \$50 fee for all Temporary Business Licenses. Lang explained the temporary advertising sign regulations would require a one-time yearly permit fee and a business would be allowed four temporary signs at any one time for 30 consecutive days. The cost for four temporary signs would be \$160. **Judy Colby moved to adopt the fees for signs and seasonal businesses as proposed.** In response to Ed Polewarczyk's question about fees for roadside stands, Lang said that temporary businesses compete with local tax-paying businesses. Polewarczyk said there is a conflict in the ordinances where Article IX says there will be no fee for temporary businesses and the new ordinance requires a fee. Lang said the more restrictive would apply. **Vote 3-1-0.**

11. Unfinished Business

A. Discussion of Central Maine Power land transfer of Upper Montsweag Dam

Town Manager Laurie Smith reported that CMP is no longer interested in transferring ownership of this land. She expects a letter from CMP with an explanation.

B. The Town Website Policy

**David Nichols moved to approve the attached website policy with a change adding to the end of the first paragraph, "The Town of Wiscasset maintains these links at its sole discretion and may add or remove links at any time with or without written notice to the links sponsor."** In response to Polewarczyk's question, Smith explained that the policy had been amended at the recommendation of the town attorney to exclude references to those entities that would not be allowed to have links on the site and focus on the types of entities whose links would be allowed. Polewarczyk recommended that a reference to local businesses be included. The Town Clerk said that businesses and their links are currently listed on the town's website; the majority of the board decided that it was not necessary to add businesses to the policy. **Vote 3-1-0.**

12. New Business

A. Chris Dilts and Chamber of Commerce to request waiver of sign fees for the new information center

**David Nichols moved to waive the permit fees for the new Chamber of Commerce information center.** Ed Polewarczyk, although he was in favor of waiving the fees, questioned the authority of the board to waive the fee. He recused himself from voting on the motion because, as a member of the Chamber of Commerce, he could not deal with the issue without bias. **Vote 3-0-1.** There will be an open house at the information center on Thursday, June 23 at 5:30. In response to Polewarczyk's comment that the board had just negated the newly adopted ordinance, Smith said that selectmen have authority to set the fees and therefore this matter had been put on the agenda; however, she will check with the town attorney.

B. Open and award the Tax Anticipation Note (TAN) bids

**David Nichols moved that the Board of Selectmen authorize the Town Manager to award the Tax Anticipation Note (TAN) bid to the lowest qualified bidder, or to reject any and all bids in consideration of the best interest for the Town.** The following bids were received:

<u>Bank</u>	<u>As Needed</u>	<u>Lump Sum</u>
Androscoggin Bank	1.27%	1.09%
Bank of Maine	1.18%	.99%

The First 1.49% 1.49%

All bids were calculated on a 360-day basis. **Vote 4-0-0.**

C. Approval of lien and tax-acquired installment contracts

Smith explained that the only change made since the draft contracts were presented to the board at the last meeting was to the Matured Tax Liens policy. A change was made to indicate that as long as the taxpayer continued to make payments under the contract, additional interest would not accrue. **Judy Colby moved that the Board of Selectmen authorize the Town Manager to enter into agreements with taxpayers for liened or tax-acquired property with a pay-off term of up to 48 months. Vote 4-0-0.**

D. Wiscasset Ambulance Service Collection Policy

**David Nichols moved that the Board of Selectmen authorize the use of a collection agency after 120 days.** Smith said the town's medical billing service has returned unpaid bills that it would like to write off, as they are unable to collect the approximately \$53,000 outstanding. The town has a policy that allows a waiver in hardship cases. Smith recommended that the outstanding bills be sent to a collection agency after 120 days. **Vote 4-0-0.**

E. Set meeting date for Assessor abatement meeting on June 28th

**Judy Colby moved to set an Assessor meeting for abatements on June 28th at 6 p.m. at the Town Office. Vote 4-0-0.**

13. Town Manager's Report

A. Roadside mowing

Smith reported that letters had been sent out to potential interested parties for proposals on roadside mowing at the airport. Boothbay has agreed to lend a tractor and sickle bar for mowing to Wiscasset at no cost in exchange for a possible future loan of Wiscasset equipment. The Boothbay equipment will be used this summer.

B. Pier Project bidding process

The pier project was approved by the voters and Smith has contacted the engineers to begin work on bidding specifications.

C. Planning Position

Smith has investigated sharing the position with a nearby community, and filling the position on a short-term basis with the Damariscotta planner is a possibility. She said the board could decide to hire someone to work fewer hours at a higher salary or more hours at a reduced salary. She recommended advertising the position to determine the response.

D. White's Island Bridges

The bridges are deteriorating and replacing the piling caps on the second bridge would cost \$2 to \$3,000, which could be handled in house; however, more work is needed. The first set of bridges would need additional work in the near future. The bridges are not currently usable. She said a planned meeting with Mr. Phinney to discuss the bridges had not taken place. Smith expressed concern that the town would continue to spend money on a project without the anticipated outcome. In response to Ed Polewarczyk's question, Smith said that if nothing were done to the bridges and they ultimately collapsed, the town might be negligent in causing damage to others'

property and it may be difficult under the permitting process to replace them in the future. She asked for the board's feedback and suggested a meeting with the town attorney and/or negotiations with Mr. Phinney. There was a consensus to meet with Mr. Phinney.

#### E. Downtown parking

Smith distributed copies of a brochure and map showing long- and short-term parking in Wiscasset. This will be provided to businesses to give to their employees and customers. The Wiscasset police will be enforcing the parking time limits.

#### F. Tax club update

To date, no one has signed up for the tax club. It has been publicized on the town sign and in the newspaper. Smith encouraged anyone who was interested to sign up in the town office.

#### G. Elections update

Chris Wolfe said the elections went well but only 370 people out of 2700 registered voters had voted and more than half of the votes were by absentee ballot. A frequent comment from voters was that the ballot was too long. Others, Wolfe said, asked what they were voting on, which she thought was sad after all the public hearings and information in the newspapers.

#### H. Town Common Update

The Beautification Committee has met to discuss trimming some areas on the Town Common.

#### I. General update

Smith distributed a request for proposals for the former Hart property. Originally, the plan was not to turn over the property until it was cleaned up; however, the town attorney advised that if the property were deeded before cleanup, restrictions should be placed on the deed. Smith said the proposal would include cleaning up the property as part of a sale, but the selectmen had also discussed the proposed use of the property, how quickly it would be cleaned up and what the maximum return value would be to the town. Consideration of the RFP will be brought up at a later date.

Referring to the following sections in the town manager's report, (I) Bob Blagden said the more restrictions put on the deed, the less the Hart property will be worth. He added that the town should not be in the business of trying to sell or assess the value of the development. (G) Regarding the low turnout at elections, Blagden asked why they could not be held in the Municipal Building hearing room. (D) He said the White's Island bridges belong to the town and are on the town right-of-way and the town is not obligated to do anything. (C) Blagden said the town could save \$60-\$70,000 a year if it did not hire a planner. He questioned the benefit the town had gotten from having a planner. He added that the ordinances have conflicts that aren't resolved and the town should stop writing ordinances.

Norman Guidoboni said he had dealt with the town planner and found that the ordinances were so poorly written that he and the board could not interpret them. He said the ordinances do not match what's in the master plan. He suggested that if a planner is hired, he or she should be given a two-year contract to look at the ordinances and see how they affect the town and people and see that sentences are constructed so that people can interpret the meaning.

#### 14. Other Business

**Bill Curtis moved that the board vote to declare the old generator surplus and authorize the town manager to seek bids on it as scrap. Vote 4-0-0.**

Curtis asked that a workshop be scheduled to discuss the Keating property and emergency generator replacement. He said \$14,400 has been approved for a new generator, but that did not happen. He added that loss of power will affect communications for police, fire and ambulance and the backup for the county communication system; and the municipal building also serves as an emergency shelter. A workshop with the heads of the fire, police and emergency management will be scheduled in July.

Richard Hanson said the town mechanic took care of the generator for years but the last time it failed, no one asked him to look at it. Hanson said a man who dealt with generators all over the country had offered to look at the town's generator for three hours at \$75/hr to see what was needed and what was available, but his offer wasn't accepted. David Nichols said that according to a technician from Rangely, it was not possible to get parts. Hanson added that the person who originally evaluated the generator was also one of the bidders.

#### 15. Adjournment

At 8:30 p.m., **David Nichols moved to adjourn. Vote 5-0-0**