

WISCASSET BOARD OF SELECTMEN,  
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR  
JANUARY 8, 2013

Tape recorded meeting

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

Absent: Bill Curtis

1. 6 p.m. Call to Order

2. Goal-setting Workshop

3. 7 p.m. Resume Meeting

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

5. Approval of Treasurer's Warrant: December 25, 2012 and January 8, 2013

**Judy Colby moved to approve the Treasurer's Warrant of December 25, 2012. Vote 4-0-0. Judy Colby moved to approve the Treasurer's Warrant of January 8, 2013. Vote 4-0-0.**

6. Approval of Minutes: December 18, 2012

**Ed Polewarczyk moved to approve the minutes of December 18, 2012. Vote 4-0-0.**

7. Executive Session regarding personnel

Ed Polewarczyk moved that the Board of Selectmen go into Executive Session pursuant to 1 M.R.S.A §405(6)(A) to discuss personnel. Vote 4-0-0. The board entered executive session at 7:09 p.m. and exited at 7:24 p.m. Judy Colby moved to come out of executive session. Vote 4-0-0.

8. Special Presentations or Awards:

A. Firefighter Training Recognition Awards with Chief Rob Bickford – Postponed to next meeting.

B. Audit Presentation – RHR Smith – Ron Smith: Smith reported on the audit for the year ending June 30, 2012 at which time the town had assets of \$2.3 million in its general fund against liabilities of \$900,000, leaving a surplus of \$1.4 million; undesignated surplus was \$603,000, a decrease from the previous year. He emphasized that the town needed a fund balance policy. With an operating budget of \$10 million including education, the fund balance should be 30, 60 or 90 days of operating budget (or \$800,000, \$1.6 million or \$2.4 million respectively). The town now has 23 days of operating budget as its fund balance. He also advised the town to develop a write-off policy for the Rescue Department. Approximately \$125,000 is currently outstanding, and \$50,000 to \$60,000 could be written off, as industry standards predict that amount will not be collectible. Several minor changes were made to the document. **Ed Polewarczyk moved to approve the audit with recommended changes. Vote 4-0-0.**

## 9. Appointments

A. Appointment of Christine Wolfe: **Ed Polewarczyk moved to appoint Christine Wolfe as the Registrar of Voters, with a term to expire on December 31, 2015. Vote 4-0-0.**

B. Appointment of Neal Larrabee: **Judy Colby moved to appoint Neal Larrabee to the Conservation Commission, with a term to expire on December 31, 2015. Vote 4-0-0.**

## 10. Public Comment

In response to David Sutter's question regarding the harbormaster's vacation, Laurie Smith said the harbormaster was not on the payroll during these winter months but if anything arises, he can be reached by email or phone or it will be handled in house.

Donald Jones said the Gardiner Road sidewalk had not been plowed since the last storm.

Clarke Jones, referring to the goals discussed earlier, questioned the need for a new fire station which would only require more taxes. Pam Dunning explained that probably would not be addressed in the coming year as it was not among the selectmen's highest priorities.

## 11. Department Head or Committee Chair Report – none

## 12. Unfinished Business

### A. Committee Review Report

A.1 Discussion with Transportation Committee: The Town Manager said that before the committee took any action on the subcommittee's recommendation, Don Jones, chair of the Transportation Committee, had been asked to discuss the need for the committee with the board. Jones agreed with the view of the board that the committee be disbanded if not needed at the present time, but he would be willing to participate in an ad hoc committee in the future if needed. Ed Polewarczyk moved to disband the Transportation Committee at this time with the understanding that they may be made into an ad hoc committee in the future in case the need for further work is done and also with a great deal of appreciation from the Town of the Wiscasset for the years of effort that have been spent by this committee. Vote 4-0-0. Pam Dunning asked that a letter of appreciation be sent to the committee.

A.2 Review of Cemetery Ad hoc Committee: David Sutter, former member of the Cemetery Committee, asked that the board look further into replacing the committee with an ad hoc committee. He said the town is obligated by the cemetery trust account to have a Cemetery Committee and the terms of the trust should be reviewed as to what the money can be spent on. He questioned the use of money from the perpetual care account for uses not specified in the trust and use of funds other than interest on the trust fund. He said he had applied for membership on the committee three years in a row without any response. Pam Dunning said an ad hoc committee would not handle financial affairs but would update cemetery mapping and records, create a data base, consider rules and regulations for plantings and adornments with guidelines as to length of time they may be left. Ed Polewarczyk recommended not taking action until the board has an opportunity to understand the legal obligations

of the trust fund. **He moved to postpone a decision on an ad hoc committee to the next meeting.** Don Jones said he had applied three years to be on the committee without response and would be interested in serving on an ad hoc committee. He said he was interested in the appearance, maintenance and rules, which have not been enforced, and would like to see restrictions on planting trees in the cemetery which present problems when they grow too large. Sutter said that regulations are in place. Pam Dunning said