

WISCASSET BOARD OF SELECTMEN,  
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR  
AUGUST 13, 2013

Tape recorded meeting

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

Absent: Tim Merry

1. Call to Order

The chairman called the meeting to order at 6 p.m.

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

3. Executive Session with Town Attorney regarding Molnlycke tax increment financing agreement

**Pam Dunning moved that the Board of Selectmen go into Executive Session pursuant to Title 1, M.R.S.A., §405(6)(E) for the purpose of discussing the Molnlycke tax increment financing agreement. Vote 4-0-0. Pam Dunning moved to come out of executive session. Vote 4-0-0.**

4. 7 p.m. Public Hearing on September 10 Town Election Warrant

Town Manager Laurie Smith said the September 10, 2013 town warrant reflects a 5% reduction from the previous year's budget or a decrease of \$270,000; the largest departments are reduced by \$200,000. Approximate reductions in departmental budgets are: Airport - \$25,000, EMS - \$11,000, Recreation - \$60,000, Police - \$10,000, Public Works - \$65,000, Transfer Station - \$11,000 and Wastewater Treatment Plant - \$12,000. The airport is not using tax revenue and the Wastewater Treatment Plant is almost self-supporting. There has been a reduction in employee hours equal to 3.5 positions. Health insurance costs have decreased.

Ed Polewarczyk explained the reason for Question 1 regarding the 3/12 funding for articles that do not pass. Funds will be needed either to continue operation of a department or for the expense of shutting it down; in some cases the expense of eliminating a department may exceed the 3/12 figure. Selectmen recommend 3-2, Budget Committee 2-5.

Question 2. Planning Department - \$75,968. Selectmen recommend 5-0, Budget Committee 1-6. The Planner will take on additional responsibilities including supervision of the Code Enforcement Officer whose hours have been reduced from 34 hours to 20 hours per week. Katherine Martin-Savage, Dick Grondin and Frank Barnako spoke in favor of the planning budget disputing the Budget Committee's view that there has been no economic development in Wiscasset.

Question 3. Code Enforcement - \$40,010. Selectmen recommend 5-0, Budget Committee 4-3. This budget was reduced 18% from last year; the CEO hours will be reduced to 20. Without a CEO no building or plumbing permits will be issued and ordinance enforcement will not be done; these duties cannot be done by another employee.

Question 4. Contingency - \$30,000. Selectmen recommend 4-1, Budget Committee 7-0. The contingency fund is for items which are not budgeted; it represents a \$20,000 reduction and is .5% of the budget. The selectman vote opposing was made by Ed Polewarczyk who favors a larger amount for contingency.

Question 5. Assessing and Human Resources - \$74,719. Selectmen recommend 5-0, Budget Committee 0-7. The 3% salary increase is a contractual change. The budget covers not only assessing, but Human Resources, 911 Addressing Officer, reconciliation of accounts and substituting for the Town Manager. Laurie Smith explained the reduction in benefits that have been made. Katherine Martin-Savage said voters need to know what this budget covers and what the assessor does in addition to assessing.

Question 6. Transfer Station - \$512,124. Selectmen recommend 5-0, Budget Committee 4-3. This is the same as the current budget. Selectmen made it clear that this does not include the pay per bag system, which in the past may have confused voters. Ed Polewarczyk pointed out that the 3/12 funding would be necessary if the transfer station budget did not pass in order to make other arrangements for the disposal of trash.

The chairman explained that capital projects cover replacement of aging equipment; funds do not come from tax dollars but from the capital reserve fund in accordance with the policy instituted several years ago by the selectmen. It was suggested that the press present at the meeting include in their stories that the capital improvement items do not come from taxes.

Question 7. Road and Sidewalk Repair - \$121,384. Selectmen recommend 5-0, Budget Committee 7-0.

Question 8. Fire Department Pickup Truck - \$30,000. Selectmen recommend 5-0, Budget Committee 6-0-1. Fire Chief T. J. Merry said the department's current pickup, used to transport fire fighters, is 25 years old and is out of service.

Question 9. Fire Department Extractor for Turnout Gear- \$10,000. Selectmen recommend 5-0. Budget Committee 6-0-1. Chief Merry said the extractor is a large commercial washing machine used to clean the 37 sets of turnout gear following fires, removing hazardous chemicals, fumes, etc.

Question 10. Public Works Truck - \$55,000. Selectmen recommend 5-0, Budget Committee 0-7. Road Commissioner Greg Griffin said he cannot afford to be without a truck; the current truck has broken down five times and is not worth repairing; and it is the only one that can plow downtown.

Question 11. Municipal Building Generator - \$33,000. Selectmen recommend 5-0, Budget Committee 1-6. EMS Director Roland Abbot said the town needs a generator in order to be prepared for emergencies as it may not always be possible to locate a generator. In a bad storm, power could be out for days, shutting down the municipal building. The current generator is a 1960 model which died in 2009 and for which parts are no longer available.

Question 12. Wastewater Pump Repair - \$28,500. Selectmen recommend 5-0, Budget Committee 3-4. This amount was increased from the original budget by funds originally intended for the ladder truck. The amount will cover items that have not been possible within the annual budget such as installing a phase converter to convert single phase power going to the pump station to the three-phase pump in the station.

Question 13. Municipal Building Roof Repair - \$35,000. Selectmen recommend 5-0. Budget Committee 7-0. Shingles on the roof have begun to deteriorate and a claim was made on the warranty; \$5,000 was received. The roof covering the municipal offices will be done first.

The public hearing closed at 7:55 p.m.

#### 5. Approval of Treasurer's Warrant: August 6, 2013 and August 13, 2013

**Pam Dunning moved to approve the Treasurer's Warrant of August 6. Vote 4-0-0. Judy Colby moved to approve the Treasurer's Warrant of August 13. Vote 4-0-0.**

#### 6. Approval of Minutes: July 30, 2013

**Jeff Slack moved to approve the minutes of July 30. Vote 4-0-0.**

#### 7. Appointments

**Pam Dunning moved to appoint Raymond Soule as a Planning Board member for a term to expire on December 31, 2016. Vote 4-0-0.**

#### 8. Special Presentations or Awards – none

#### 9. Public Comment

George Green said Wings over Wiscasset was a great success, it was well planned and he complimented the town on the effort put into the event. Referring to the 5-0 and 0-7 votes, he suggested that a selectman attend the monthly Budget Committee meetings which might help to resolve some of the issues.

Scott Huber rents a building for his boat repair business at 519 Gardiner Road which is a tax-acquired property formerly owned by Forrest Hunt. He proposed an arrangement with the Town whereby Hunt would remain as owner and Huber would pay the back taxes as a pathway to ownership of the property. The taxes would be paid over three years and by June 2016 taxes would be current. Huber and Hunt would have a separate agreement regarding transfer of the property to Huber. There was a consensus to defer any action until adoption of the Policy on Tax Lien and Sewer Lien Acquired Property.

10. Department Head or Committee Chair Report – none

11. Unfinished Business

A. Adoption of Lien Acquired Policy: **Jeff Slack moved to approve the attached Lien Acquired Policy dated August 13, 2013. Vote 4-0-0.** Smith said the policy would allow the Town to enter into an agreement with Forrest Hunt and it would be the board's understanding that Mr. Huber would be the ultimate owner. It would be Mr. Huber's responsibility to enter into an agreement with Mr. Hunt. No quit claim deed would be issued to Mr. Hunt until taxes are paid in full. **Pam Dunning moved to proceed with developing an agreement. Vote 3-1-0.** The agreement will not need to be brought back to the board.

12. New Business

A. Discussion of Cemetery Regulations: Donald Jones, Chairman of the Ad Hoc Cemetery Committee, said that in response to the direction given by the board, the committee had updated the regulations and had drafted enforcement procedures and methods of notifying the public of the regulations. No major changes had been made in the regulations by the committee; they had been updated and clarified. The staged enforcement of the regulations (the removal of trees and shrubs which are not allowed) will, at the suggestion of the board, be delayed for a year in order to give adequate notice of the violation via local newspapers to the grave owners or descendants. Minor changes were made in the Procedures document to comply with the delay in enforcement. The Public Works crew will be responsible for the removal of trees and shrubs; Jones estimated there were only 17 violations in the new section of the Greenlawn Cemetery. Funds for the removal of trees and shrubs will come from the cemetery endowment fund to which tax dollars have been added in the past. **Judy Colby moved to adopt the Cemetery Regulations, Procedures for Enforcement and Notice to Visitors as amended. Vote 4-0-0.**

B. RSU 12 Budget Validation Referendum Warrant and Notice of Election: **Pam Dunning moved to countersign the RSU 12 Budget Validation Referendum Warrant and Notice of Election. Vote 4-0-0.**

13. Town Manager's Report

A. Wings Over Wiscasset: Smith said the event held on August 6 presented an opportunity to meet residents and visitors. Committee members had spent many hours making the event go as smoothly and successfully as it did. A de-briefing meeting will be held on Friday, August 16.

B. Edgecomb/Wiscasset Interconnecting Sewer Line: In regard to ownership of the line, Edgecomb's attorney has made it clear that it is owned by Edgecomb.

C. Affordable Care Act Health Insurance Requirements: Smith reported on two presentations she had attended on the act and the changes it will have on town employees' health coverage. Wiscasset is considered a "large employer" and currently considers employees who work less than 34 hours per week part-time. The ACA requires that employees working thirty or more hours be considered full time and offered health benefits at a cost that does not exceed 9.5% of annual household income. The Town Manager, Treasurer and Human Resources Director are discussing possible consequences of the ACA to Wiscasset.

D. FAA Grant for Airport Obstruction Removal Environmental Assessment. Documents have been received for the \$45,000 grant offer. The assessment will cover trees and other obstructions to the flight path. Affected property owners will be notified of any future action. **Pam Dunning moved to accept the grant and authorize the Town Manager to sign the documents. Vote 4-0-0.**

E. Rural Development grant: The approval of the grant for the sewer project will be on the November ballot; the warrant will be signed in September.

14. Other Business

Ed Polewarczyk said Doc Schilke had suggested that the Board of Selectmen and the Budget Committee meet at the Senior Center to discuss the various budget items. Date, location and format would have to be determined and the chair will discuss this further with Doc Schilke.

15. Adjournment

**Pam Dunning moved to adjourn. Vote 4-0-0.**

