

WISCASSET BOARD OF SELECTMEN,  
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR  
NOVEMBER 19, 2013

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 7:05 p.m.

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

3. Public Hearing for 2013 Ordinance Changes for General Assistance

Julie Lutkus, Administrative Assistant, described the following recent amendments made at the State level to the General Assistance ordinance: Adjusting the overall maximum level of assistance to be 90% of the fair market rental values, creating an express GA ineligibility for fugitives from justice and applicants who have committed unemployment fraud, amending the system for calculating a prorated benefit when a member of the household has been disqualified, amending the calculation of the duration of ineligibility related to the receipt of lump sum income to base it entirely on actual basic needs, and counting Circuitbreaker benefits which will from now on be the "property tax fairness" income tax credit if refunded as income. The public hearing ended at 7:08 p.m. **Judy Colby moved to adopt and enact the 2013 changes to the General Assistance Ordinance. Vote 5-0-0.**

4. Approval of Treasurer's Warrant: November 12 and November 19, 2013

**Pam Dunning moved to approve the Treasurer's Warrant of November 12, 2013. Vote 5-0-0. Pam Dunning moved to approve the Treasurer's Warrant of November 19, 2013. Vote 5-0-0.**

5. Approval of Minutes: November 5 and November 11, 2013

**Pam Dunning moved to approve the minutes of November 5, 2013. Vote 5-0-0. Judy Colby moved to approve the minutes of November 11, 2013. Vote 5-0-0.**

6. Appointments – none

7. Special Presentations or Awards: Spirit of America Volunteer Service Award

Ed Polewarczyk announced that the Wiscasset Community Center Cooper-DiPerri Scholarship Fund was the winner of the 2013 Spirit of America Volunteer Service Award. The fund was established in 2000 by the families in memory of Douglas K. Cooper and Dr. Charles J. DiPerri and helps to provide access to programs at the Community Center to those who cannot afford the fees. Polewarczyk presented the award to the administrators of the fund. He announced that the Town of Wiscasset had also received a Spirit of America award earlier in the day.

8. Public Comment – None

9. Department Head or Committee Chair Report – none

10. Unfinished Business

A. Committee Reporting Schedule: The draft schedule was reviewed and modifications were made to change the Waterfront Committee report to selectmen from December to January; to add a report from the Investment Advisory Committee and delete the Scholarship Committee report in May; and to add the Budget Committee to the December schedule. **Judy Colby moved to adopt as amended. Vote 5-0-0.**

11. New Business

A. Discussion of Fund Balance Policy: The board had received a copy of the City of Gardiner Fund Balance Policy as well as information on what a fund balance is and the historic fund balances of the town over the past eight years. The auditors had recommended having a minimum of two-months' operating expense, or 16.6% of the annual budget, in the designated fund balance. Currently, the Town's tax anticipation note, which covers expenses until taxes are received, carries an interest payment of approximately \$20,000. With an increase in the designated fund balance, a TAN would not be necessary. The board discussed working toward the goal the auditors had recommended. **Pam Dunning moved to authorize the Town Manager to present a draft fund balance policy at the next meeting. Vote 5-0-0.**

B. Bids for Half Ton Truck for Fire Department: The following bids were received:

	<u>2014</u>	<u>Demo</u>	<u>Trade-in</u>	<u>Extended Warranty</u>
Newcastle Chrysler Dodge	\$23,169	No	\$1,200	\$1,500 to \$2,000
Quirk Motor City	29,623	No	690	1,965
Bodwell Motors	21,650	\$22,250	500	Not available

**Judy Colby moved to authorize the Town Manager to award the bid to the lowest qualified bidder. Vote 5-0-0.**

C. Bids for Elliptical Machine for Wiscasset Rec Center: The following bids were received:

Life Fitness	\$7,235.82
New England Fitness	10,140.00
Workout Fitness Store Inc.	7,360.00

**Pam Dunning moved to authorize the Town Manager to award the bid to the lowest qualified bidder. Vote 5-0-0.**

D. Bids for Anti-Wave Lane Lines for Wiscasset Rec Center: The following bids were received:

Brock	\$3,434.74
Lifeguard Store	3,840.00
Lincoln Equipment	3,294.00

W. M. S. Aquatics

4,284.85

**Judy Colby moved to authorize the Town Manager to award the bid to the lowest qualified bidder. Vote 5-0-0.**

E. Mutual Aid Agreement with the Town of Bristol: The Wiscasset Fire Chief received a letter from the Town of Bristol requesting that the Town of Wiscasset update its reciprocal agreement with Bristol. **Tim Merry moved to adopt the Mutual Aid Agreement with the Town of Bristol. Vote 5-0-0.**

F. Quit Claim Deed for Map U21, Lot 17D: The taxes on this tax-acquired property have been paid. **Judy Colby moved to sign the Quit Claim Deed for Map U21, Lot 17D for full payment of taxes, interest and costs.**

#### 12. Town Manager's Report

Laurie Smith reported that Don Jones had complained about the engine-braking noise on Route 1. Although there is a sign prohibiting it, the Town cannot enforce because there is no ordinance prohibiting it. Referring the matter to the ORC as Jones suggested was discussed, but there was a consensus that no action be taken because forbidding engine-breaking could be a safety issue. Smith will check with the DOT to see if that department had installed the sign.

Smith said the Commissioner of Education had approved Wiscasset's withdrawal from RSU 12 and the certificate of withdrawal had been received from the Department of Education.

#### 13. Executive Session to discuss Personnel

**Judy Colby moved to go into executive session pursuant to Title 1, MRSA §405(6)(A) for personnel. Vote 5-0-0.** The entered executive session at 7:58 and exited at 8:35 p.m.

#### 14. Adjournment

The meeting adjourned at 8:36 p.m.