WISCASSET BOARD OF SELECTMEN

BOARD OF ASSESSORS AND OVERSEERS OF THE POOR

AUGUST 5, 2014

 tape recorded meeting

Present: Bill Barnes, Chair Pam Dunning, Tim Merry, Vice Chair Ben Rines, Jr., Jeff Slack and Interim Town Manager Don Gerrish

6 p.m.

**Jeff Slack moved to go into executive session with the Town attorney concerning litigation on Ferry Road Development pursuant to Title 1, M.R.S.A. §405 (6)(E). Vote 5-0-0. At 6:55 p.m., Jeff Slack moved to exit executive session. Vote 5-0-0.**

7 p.m.

1. Call to Order

Chair Pam Dunning called the meeting to order at 7 p.m.

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

3. Approval of Treasurer’s Warrant

**Jeff Slack moved to approve the Treasurer’s Warrant. Vote 5-0-0**

4. Approval of Minutes: July 22, 2014

**Ben Rines, Jr., moved to approve the minutes of July 22, 2014. Vote 5-0-0.**

5. Approval of Minutes of July 24, 2014

**Bill Barnes moved to approve the minutes of July 24, 2014. Vote 5-0-0.**

6. Special Presentations or Awards – none

7. Appointments

A. Appoint William Maloney as a new Senior Center Trustee for a term to expire June 30, 2017: **Bill Barnes moved to table the appointment until the nominee has met with the subcommittee. Vote 5-0-0**

8. Public Comment – None

9. Department Head or Committee Report

A. Request from Town Planner and Police Chief to restrict parking on Route 1 in the Commercial District from the power lines near Pottle Cove Road to the Woolwich town line: Town Planner Misty Parker said that tractor trailer trucks have been parking along Route 1 in the commercial district obstructing visibility and blocking access to driveways. The State had removed previous no parking signs because they had not been maintained by the Town. She recommended that parking be restricted in the commercial area so the ban can be enforced by the police. Chief Cline said that the breakdown lane is for emergencies only, not for parking of cars or trucks. Bill Barnes recommended changing the restricted parking area on Route 1 from Dunkin’ Donuts to the Woolwich line. **Tim Merry moved to restrict parking on Route 1 between Huber’s Market and the Woolwich Town line to emergency parking only. Vote 4-1-0.** Bill Barnes opposed. The State will post the road and the Town will maintain the signs.

 B. Update on Gardiner Pond project Todd Souza, Recreation Director: Souza said the Land for Maine’s Future grant of $275,235 had been awarded to Wiscasset and the Kennebec Estuary Land Trust for the Gardiner Pond project. He said the next step was to obtain proposals from qualified appraisers, as the cost of the property would determine whether the Town would go ahead with the project. The townspeople will make the final decision on proceeding with the project. Estimated cost for an appraisal is $4,000 to $5,000**. Ben Rines, Jr. moved to take up to $2,500 from contingency for the appraisal of the property. Vote 5-0-0.**

C. Open truck bids for Public Works: The following bids were received:

 PW Truck Cemetery truck Cab & Chassis Equipment

Wiscasset Ford $29,749(w/trade) $26,795(w/trade) $19,394.00

Viking Snowplows 18,335.00

H. P. Fairfield, LLC 16,658.82

The equipment (dump body, plow and sander) was bid and will be considered separately.

**Tim Merry moved to authorize the Town Manager and Road Commissioner to award the bid the lowest qualified bidder. Vote 5-0-0.**

10. Unfinished Business – none

11. New Business

A. Discussion concerning the request of L. Douglas Henderson to maintain a ramp on Town property located at 16 Lee Street: The Board of Selectmen had approved the temporary placement of a ramp on Town Property in 2011 for Lois Konvalinka as long as she used it for access to her home at 16 Lee Street. The ramp was approved by the Board of Appeals. Mrs. Konvalinka passed away in January, 2013 and the Code Enforcement Officer recently requested that the heirs remove the ramp. L. Douglas Henderson who inherited and lives in the house has asked that the ramp be allowed to remain and has provided a doctor’s letter indicating his need for a ramp. Mr. Henderson described the ramp and his physical condition which required a ramp for access to his house. **Ben Rines, Jr., moved that, if approved by the Appeals Board, the Board of Selectmen has no objection to the temporary placement of a ramp at 16 Lee Street for as long as Mr. L. Douglas Henderson uses it to access his home and that it be removed within six months when no longer needed by Mr. Henderson. Vote 5-0-0**. Mr. Henderson was advised to apply to the Appeals Board for a variance.

B. Discussion concerning a policy for allowing organizations to have “bottle collection” at the transfer station: There is no Town policy regarding the authorization for non-profit organizations to place bins at the transfer station for bottle collection. The board discussed whether the bins should be allowed, whether only the Town should collect the bottles, and who determines the number and organizations allowed to collect bottles at the transfer station. It was the consensus of the board that discussion of a policy for the bottle collection bins be postponed until after the new Town Manager’s starting date, August 14**. Bill Barnes moved to postpone discussion until the September 2 meeting.** Don Gerrish will ask the new Town Manager to check with other towns on this practice. It was mentioned that people might bring bottles to the transfer station only to donate them to specific non-profit organizations and that the bins are a major source of income for some organizations. **Vote 5-0-0**. No new bins will be allowed until a policy is in place.

C. Discussion of goals for the Board of Selectmen: The goals submitted by the board members were discussed and divided into five categories: Minimize impacts to property taxes, work with schools, continue to work toward collecting taxes from Mason Station/Ferry Road, continue working on Airport Master Plan, and support waterfront development. The goals will be presented for approval at the next meeting.

D. Vote on Maine Municipal Association Vice President and Executive Committee members: The board declined to vote for the candidates.

12. Town Manager’s Report

A. Recommendation concerning bid openings: Don Gerrish proposed a change in the Request for Proposals policy whereby bids would be opened in public by the Town Manager and appropriate department head on the Friday or Monday before the regularly scheduled Selectmen’s meeting. After consideration and research, if necessary, the lowest, qualified bid would be presented to the board at its regular meeting for approval. There was a consensus to not change the policy.

B. Fund Balance: In response to a question on when the fund balance would be available, Gerrish said it depended upon the final Town assessment, settlement with Maine Yankee, and other factors, but he would prepare scenarios giving the tax rate with various amounts being taken from the fund balance.

C. Town Issues: Gerrish recommended the following issues be worked on: Development of a plan to assume sewer billing; funding a review of Transfer Station Building/Layout; meeting of Selectmen, School Committee and Investment Committee; setting up committee to negotiate with unions; updating Town website; and hiring a secretary for the Appeals Board.

Gerrish thanked the board for its cooperation during his time in Wiscasset and was in turn thanked by the board for his work on behalf of the town.

13. Adjournment

**Tim Merry moved to adjourn the meeting at 9:15 p.m. Vote 5-0-0.**