

WISCASSET SELECT BOARD
TAX ASSESSORS AND OVERSEERS OF THE POOR

Tape recorded meeting

Present: Bob Blagden, Chair Judy Colby, Kathy Martin-Savage, Vice Chair Ben Rines, Jr., Jeff Slack and Town Manager Marian Anderson

Chair Judy Colby called the meeting to order at 6 p.m.

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

a. Ben Rines, Jr., moved to approve the payroll warrants of August 4, 11, and 18, 2017. Vote 5-0-0.

b. Ben Rines, Jr., moved to approve the accounts payable warrants of August 8, 15 and 22, 2017. Vote 5-0-0.

3. Approval of Minutes

a. Ben Rines, Jr., moved to approve the minutes of August 1, 2017 as amended. Vote 5-0-0.

b. Ben Rines, Jr., moved to approve the minutes of August 7, 2017. Vote 5-0-0.

4. Special Presentations or Awards – none

5. Committee Appointments

Bob Blagden moved to appoint Fred Quivey to the Budget Committee. Vote 5-0-0.

6. Public Hearings – none

7. Public Comment – none

8. Department Head or Committee Chair

a. Wiscasset Police Department: Police Chief Jeffrey Lange reported that reserve officer Paul Rubashkin had been appointed the administrative support person for the Wiscasset Police Department.

Lange also reported that he had spoken with Sheriff Brackett and Lucinda Tillis of Chesterfield Associates regarding crossing guards. According to the Sheriff, two officers would not be enough to cover the intersections two intersections on Main Street. The Police Department will not be able to provide officers at the intersections over the Labor Day weekend. Town Manager Marian Anderson reported she had tried without success to find flaggers or security guards to direct traffic at the two downtown intersections, but because of OSHA regulations, they would have to have special training to work at intersections. Lucinda Tillis on behalf of the downtown merchants had contacted the Sheriff regarding coverage by deputies, and if he can supply deputies, the merchants, not the Town, would contract with the Sheriff's office. Jim Kochan said the merchants would fund crossing guards for four days from 11

a.m. to 6 p.m. over the Labor Day weekend. Chief Lange will notify the Sheriff that the select board had no objection to the Sheriff's Department providing traffic control in Wiscasset over the four-day Labor Day weekend.

Lange said there will be a school supply drive on Friday, August 26, from 9 to 12 in front of the EMS bays. Backpacks, pens, paper, lunch boxes, etc. will be welcome. After that date, supplies may be dropped off at the town office until August 31.

A Coffee with a Cop event will be held at Treats from 8:30 to 10:30 on Wednesday, August 23.

b. Lincoln County EMA: Lange reported that according to the Lincoln County EMA, Law Enforcement agencies in Lincoln County must transition from analog to digital mobile radios. A Homeland Security grant will cover all but \$200 for each radio. The \$2,200 for the 11 radios was not budgeted by Wiscasset but must be paid to the EMA before the radios are ordered not later than June 30, 2018. EMS Director Toby Martin said that EMS and the Fire Department radios will be updated to digital in the next three to five years. Judy Colby asked that the school board be informed of the change as it will affect the school buses. Toby Martin said that the base stations at the bus garage, Public Works, EMS and Fire Department share the tower behind the town office. He said there are safety concerns about communications as the system is 30-35 years old and the possibility of changing to Huntoon Hill is being investigated, however, that is owned by the State and an FAA license would be required. A decision on the source of the \$2,200 for the radios was postponed.

c. Wiscasset Municipal Airport: Marian Anderson said comments showing appreciation of the airport and staff are posted on the AirNav website.

Anderson said Frank Costa has submitted his resignation as airport manager effective September 5. Rick Tetreu will finish out the season. **Judy Colby moved to accept his resignation with regret and wish him well in his new endeavor. Vote 5-0-0.**

Minimum Standards Rules & Regulations for the Wiscasset Airport have been presented to the airport Committee.

d. Monthly Reports: Anderson pointed out that the Police Department maintains a good relationship with Maine Yankee which recently donated new rifles to the department in exchange for training that the department will provide.

9. Unfinished Business

a. WWTP Operations Review and Implementation recommendations: Kyle Coolidge, Project Engineer for the WWTP Assessment, provided an introduction and a quick summary of the relationship Wright Pearce has had with the Town since 1992, when it designed the WWTF upgrade, to the 2017 operations evaluation. He listed the violations at the WWTP, the scope of evaluation and the operations evaluation results. Recommendations for the future include hiring a fourth operator, training/peer review, establishing equipment reserve account, improving process control, development equipment database, establishing collection system clearing schedule, purchasing lab standards for chlorine residual, approving equipment reserve account (2% per year), approving facility plan to develop CIP, planning for upgrades at WWTF, ongoing technical support, installing residual chlorine monitor, updating process

monitoring plan and development of future facility plan. It was recommended that the Town think about funding sources such as CDBG and State bonds for grant money to upgrade the WWTP.

The meeting recessed for five minutes at 7 p.m.

b. Reminder: Special Open Town Meeting, Thursday, August 24 at 6 p.m. on Planning Budget

c. Wiscasset Historic Preservation Ordinance Update: Marian Anderson said there are conflicts in the ordinance : Section 3.1 says an ordinance may be amended by a vote of the governing body at any town meeting and in the Historic Preservation Ordinance says the ordinance may be amended at the annual town meeting. However, Anderson said that removal of an ordinance is not an amendment and may be done at any town meeting. She said if the board agreed, it could be on the November ballot. Rines and Blagden expressed their preference for voting on the ordinance at the annual town meeting in June. Jim Kochan, a former member of the Historic Preservation Commission, said the commission had been working throughout the past year on amendments to correct weaknesses in the ordinance. (See 10e for motion on the WHP ordinance.)

10 New Business

a. 4 Ideal Portable Toilets at Waterfront Pier: Anderson said the July bill was \$1,105, the budget for 2017/2018 is \$2,046. In response to a need for more port-a-potties over the July 4th weekend, two more were authorized for that weekend. Although ordered for that weekend only, Ideal assumed they would be there until they were asked to remove them. Anderson asked for permission to overdraft the account if the board approved the port-a-potties being left at the waterfront. Jeff Slack supported having them at the waterfront. Kathy Martin-Savage asked whether the price could be negotiated. Jim Kochan suggested adjusting fees for pier rentals to help cover the cost of the port-a-potties. The consensus of the board was to leave the four port-a-potties on the pier until October, recognizing that the account will be overdrawn.

b. Application for Historic Preservation Certificate of Appropriateness: Anderson said the HPO required that the selectmen establish a fee for Certificates of Appropriateness to be paid at the time of application. To date no fees have been paid by applicants; the Town has paid for mailings and newspaper notices. She recommended an application fee of \$25 plus \$2 per abutter, and for new construction or demolition of existing buildings, the cost of the required hearing notice would be paid by the applicant. **Jeff Slack moved to accept the recommendation of the Town Manager. Vote 5-0-0.**

c. Monthly Financials

- H.M.Payson Statement of Account: Anderson said the H.M.Payson account is doing very well and there will be an Investment Committee meeting in October.
- Year-to-date Department expense report: Final carry-forwards will be available at the next meeting. In response to Ben Rines' question, Anderson said as soon as she had changes in the valuation, she would bring numbers to the board to consider that would affect the tax rate. In response to Bob Blagden's question regarding the Waterfront balance of \$10,000, Anderson said that was budgeted for maintenance and repairs to the harbormaster's boat, which the Town no longer has. Anderson said a contingency account is needed to pay for earned vacations not taken; salary is budgeted, but vacations not taken are paid from the contingency account.

d. New Business Welcome: The chair welcomed Michael Major and Cunningham Security Systems to Wiscasset.

e. November local ballot: Shellfish Fees, Historic Preservation Ordinance, Ambulance, Increased Water Rates

Shellfish fees: Jeff Slack said the increase in shellfish licenses needs to be on the ballot as they are grossly underpriced. The fees are set by Town vote; it would require a Town vote to change the ordinance to have the board set the fees.

Historic Preservation Ordinance: In response to Jim Kochan's question, Judy Colby said the public hearing with the Planning Board and Historic Preservation Commission had been cancelled by the chair of the Planning Board. He asked that the vote be scheduled for June rather than November.

Ambulance: In response to Bob Blagden's recommendation that before buying another ambulance, the Town should see if an outside ambulance service was interested in serving Wiscasset, Anderson said in the past only one bid had been submitted in response to an RFP and that was for \$730,000 plus the use of Wiscasset's bays and equipment. She reminded the board that it had approved \$2,000 to secure the right to purchase the ambulance which is due in January and the revenue from Dresden would be used for the loan payments. Judy Colby said that the Town had voted in the past to keep a Town ambulance service rather than use an outside contractor.

Kim Dolce recommended that an explanation be placed next to items on the warrant to indicate how passage would affect their taxes. Although there is a limitation on information that can be put on the ballot, Marian Anderson said the budget is presented to the public as well as individually to the press before the vote. **Jeff Slack moved to place all four items on the November ballot. Vote 4-1-0** (Blagden opposed). Blagden said he was in favor of a vote on the HPO in June. The draft ballot will be available for the next board meeting. The vote of the selectmen will appear next to each article.

11. Town Manager's Report

Marian Anderson reported that in this week's warrant she had paid the American Legion, Healthy Kids, New Hope for Women, Eldercare of Lincoln County and the food banks as approved at the annual town meeting. The library will be paid in the fall when tax payments come in.

The Water District project on Water Street has been completed. The water main has been installed along Fort Hill Street from Fore Street to Bradbury St.

The Parks and Recreation fall 2017 brochures are now available and were distributed to the board.

Peregrine Consulting has purchased hanger Unit D-1 and the Town Manager will be signing the assignment and assumption of lease agreement upon confirmation of the Board.

She asked the board to sign an updated Certificate of Authority for Transactions with H.M. Payson updating the list of Selectmen of the Town of Wiscasset

Anderson provided a legal update on the Bryant 80B Complaint; Chewonki Campground Avigation easement; Murray Hill Properties Sewer Collection Action; and Wawenock v. MDOT, Town of Wiscasset, party of interest. The Town has received a request to take all reasonable and prudent steps to preserve Volume 3, 1790-1813 of the Town Records, which may contain material evidence in the Wawenock case.

12. Other Board Business

13. Board of Assessor's Business

a. CEI Housing Inc.'s request for tax exemption of Deer Ridge Farm Property (Map R06-006B): Anderson reported that counsel had reviewed the application and advised the board on the matter. A letter was drafted indicating that the Wiscasset Board of Assessors had reviewed the CEI Housing, Inc.'s request and determined that CEI had not met its burden to demonstrate that it qualifies for an exemption pursuant to 36 M.R.S. §652. The board concluded that CEI Housing has not established that it is organized and conducted exclusively for benevolent and charitable purposes. Upon commitment of taxes for the April 1, 2017 tax year, CEI may appeal the decision by making a timely application for abatement of property taxes pursuant to 36 M.R.S. §841. **Ben Rines, Jr., moved to authorize the chairman of the Board of Assessors to sign the letter. Vote 5-0-0.**

14. Adjournment

Kathy Martin-Savage moved to adjourn the meeting at 8:30 p.m. Vote 5-0-0.