WISCASSET SELECT BOARD, TAX ASSESSORS AND OVERSEERS OF THE POOR MINUTES, JUNE 6, 2017

Preliminary Minutes

Tape recorded meeting

Present:

Vice Chair David Cherry, Chair Judy Colby, Larry Gordon, 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. David Cherry moved to approve the payroll warrants of May 19, May 26 and June 2, 2017. Vote 5-0-0.
- b. David Cherry moved to approve the accounts payable warrants of May 23, May 30 and June 6, 2017. Vote 5-0-0.
- 3, Approval of Minutes

Jeff Slack moved to approve the minutes of May 2, May 16 and May 30, 2017. Vote 5-0-0.

4. Special Presentations or Awards

Town Manager Marian Anderson introduced Lisa Thompson who will begin as Parks and Recreation Director on July 10. Thompson is currently Senior Recreation Manager for the City of South Portland and was previously Recreation Program Director in Wiscasset.

- 5. Committee Appointments none
- 6. Public Hearings none
- 7. Public Comment on Non-agenda Items

Bob Blagden thanked Larry Gordon for his service on the board.

The board denied a request to speak from a Waldoboro resident.

Ted Talbot spoke on the negative effects of the planned MDOT changes.

- 8. Department Head or Committee Chair
- <u>a. Historic Preservation Commission Susan Blagden</u>: A presentation to the Selectmen dealing with Historic Preservation Commission issues was given by Blagden and is attached. There was no response from the board.

John Reinhardt, Chair of the Wiscasset Historic Commission, read a letter into the record regarding the commission's request that the MDOT be notified that a Certificate of Appropriateness would be necessary for the Wiscasset Downtown Improvement Project. His letter is attached.

b. EMS Personal Protective Equipment RFP update – EMS Director Toby Martin: Martin reported that the bids received for PPE equipment were higher than expected; and he had spoken with the Town Manager about acquiring equipment that would meet the needs of both Fire and EMS departments inasmuch as 13 individuals are cross-trained. The equipment could be shared by both departments. Operational funds in this year's budget will be used as well as funds from the next fiscal year budget. Acquiring the equipment will meet the OSHA requirements.

9. Unfinished Business

<u>a. H.M.Payson Statement as of April 30, 2017</u>: The statement was not available at the last meeting. The Investment Committee will meet in July.

10. New Business

- a. Application for Catered Function by Qualified Catering Organization Barn and Table DBA The Bar Association, LLC for Curtis/Holstein wedding at Marianmade Farm on June 16: David Cherry moved to approve the application for Catered Function by Qualified Catering Organization submitted by Barn and Table, DBA The Bar Association, LLC. Vote 5-0-0.
- b. County Tax Assessment (No action required)
- c. Water District construction project requests.
- Construction hours between 8 p.m. and 6 a.m.: The board approved an exemption from town ordinance and gave permission for construction to take place between 8 p.m. and 6 a.m. Construction is expected to last several nights.
 - <u>Temporary construction sign placement</u>: The board approved option 1 for the sign placement.
- d. <u>Discuss July meeting dates</u>: Because the first scheduled meeting in July would fall on July 4, there was a consensus to set an alternative date at the organizational meeting on Thursday, June 15 at 5 p.m.
- <u>e. Auditor's Communication Letter</u>: Marian Anderson announced that William H. Brewer of Bath had been selected as the Town's auditor for the next three years.
- f. Auditor's Engagement for Services Letter: Judy Colby moved to authorize the Town Manager to sign the Engagement for Services letter with William H. Brewer. Vote 5-0-0.
- g. Peregrine Technologies, LLC lease discussion: Anderson said Peregrine Technologies, LLC had asked for approval to lease vacant space at the airport adjacent to Hangar D1 for \$600 annually. **Jeff Slack moved to approve the lease. Vote 5-0-0.**
- h. Fourth of July Kayak Race Chamber of Commerce: Frank Hanson described the river race planned for the 4th of July starting at Newcastle at noon and ending at the Wiscasset waterfront. The six-mile

race is nationally sanctioned and there will be spotters in motor boats and on the bridge. EMS Director Toby Martin recommended a pre-incident action plan including boat and ambulance availability.

i. Sign Certificate of Commitment of Sewer User Rates: Ben Rines moved to sign the certificate of sewer user rates. Vote 5-0-0.

<u>i. Application for License as a Commercial Waste Disposal Hauler-Giles Rubbish, Inc.</u> **Jeff Slack moved to approve Giles Rubbish. Vote 5-0-0.**

11. Town Manager's Report

Marian Anderson said the board needs to choose a Grand Marshal for the 4th of July parade. She outlined the schedule for the day including Flag Raising at the waterfront at 11, Yacht Club Strawberry Shortcake at 11:30, lighted boat parade at 8:55 and Fireworks at 9. Applications for floats are on the website.

The tower at the airport has been inspected and is in great condition although it needs to be painted and grounded.

Wright Pierce has begun the operations review of the treatment plant and will make a presentation to the board at the second meeting in July.

The MDOT highway opening permit for the Water District project has been approved.

CMP has provided for signature a new Pole Attachment Agreement for the Town which allows the Town to place flags or other decorative attachments to the poles. **David Cherry moved to have the chairman sign the agreement. Vote 5-0-0.**

The Town did not receive the EPA Brownfield's grant for Mason Station cleanup; however, Anderson said she met with the DEP regarding Central Maine Power's clean-up of what CMP had left behind.

The grant for purchasing an ergonomic Sit-Stand Workstation for the Police Department's administrative staff was awarded by Maine Municipal Association. The grant is intended to cover 2/3 of the cost not to exceed \$1,888. Anderson thanked EMS Director Toby Martin for applying for the grant.

Fire Chief Merry has submitted a year-ending report for training and calls attendance.

12. Other Board Business

- <u>a. Abatements</u>: Jeff Slack moved to approve the abatements for Maine Coast Heritage Trust in the amount of \$499.56 and Joseph Marshall in the amount of \$813.89 as recommended by Assessors Agent Ellery Bane. Vote 5-0-0.
- b. Chair Judy Colby thanked Larry Gordon for his service on the board.
- c. In response to Ben Rines, Jr.'s question on the shellfish fees, Anderson said she had contacted MMA because of the Town's conflicting ordinances and is waiting for a response.

d. Ben Rines, Jr., said Judy Colby had done a great job this year and he thanked her for her service.

13. Adjournment

Jeff Slack moved to adjourn the meeting at 7 p.m. Vote 5-0-0.

Wiscasset Historical Commission c/o Office of Planning and Codes Town of Wiscasset Office 51 Bath Road Wiscasset, ME 04578

May 16, 2017

Board of Selectmen, Town of Wiscasset

Subject: Certificate of Appropriateness, COA for MDOT "Wiscasset Downtown Improvement Project"

Dear Chairperson Colby and Members of the Board:

Plans appear to be reaching finalization for the various components of the "Wiscasset Downtown Improvement Project" initiated by the Maine Department of Transportation (hereafter MDOT) to attempt to alleviate seasonal traffic congestion through the Wiscasset downtown on the Route 1 corridor. We would like to bring to your attention that although a state agency, under the "home rule" provision, MDOT is required (as with all parties undertaking major demolition and/or construction work within the Wiscasset Historic District) to prepare and submit Certificates of Appropriateness for review and approval by the Wiscasset Historic Preservation Commission (hereafter HPC) before any such actions may be taken, per the provisions of the Wiscasset Preservation Ordinance (Article 6, Section 10.5). The "Downtown Improvement Project" is projected to take place within the bounds of the Wiscasset Historic District (both that defined and listed since 1972 on the National Register of Historic Places and the local district as defined in town planning documents, including the Comprehensive Plan and the Preservation Ordinance).

MDOT's project calls for substantive changes to the downtown Historic District, not only on Main Street, but on numerous side streets within the district and along the waterfront. MDOT liaison with the town has mainly occurred through meetings and communications with the Selectmen and key town employees, including the Town Manager, Police Chief and Planner to date and more recently, with the *ad hoc* "Community Advisory Committee". The HPC's primary duties include: "Review all proposed...alterations, construction, removal or demolition of properties designated under the jurisdiction of this Ordinance...Serve in advisory role to the Town officials....and act as a liaison between local government and those persons and organizations concerned with historic preservation; Advise and inform Town officials....on physical and financial aspects...Cooperate with federal, state and Town officials in the pursuit of the objectives of historic preservation; and Participate in land use planning efforts of the Town, state and federal government."

As the duly appointed and sworn advisory body for the town in all matters relating to the Historic District and per the responsibilities outlined above, we strongly advise the Board of Selectmen to send an official letter to MDOT advising them of their responsibilities in terms of compliance with the Historic Preservation Ordinance at the earliest date. We would be most happy to prepare the draft of such a letter for the Board of Selectmen's signature or to send it directly, in our official capacity per duties assigned to the HPC per above, as the Selectmen deem most convenient or appropriate.

For the Historic Preservation Commission:

John Reinhardt, First Chair

HPC

Presentation to the Selectmen dealing 6 June 2017 dealing with Historic Preservation Commission Issues.

At their meeting on April 18 of 2017 the Wiscasset Board of Selectmen took the Historic Preservation Commission to task, with NO prior notice to the members of the Commission that they would be vilified in public without any chance to answer or defend themselves.

Following a discussion of proposed amendments to the Historic Preservation Ordinance presented at the meeting Chair Colby said, "I prefer not to approve the Historical Preservation Ordinance revisions. I have no problem with the others."

When I asked why, Colby said "I'm waiting for the discussions down the line at the other end." Apparently referring to agenda item 10:d. d. Historic Preservation Commission

- Celeste Edwards 4 Fort Hill Street
- Selectboard Discussion relating to ordinance section 10.3.1.11 & 10.3.1.5

I said that "Any discussion is out of order. Ms. Edwards still has time to bring the matter before the Board of Appeals. I feel discussion would be improper at this time."

Celeste Edwards then said, "My discussion today is not about an appeal but about the way I was treated by the Historic Preservation Committee."

In subsequent discussion, Ms. Edwards stated she was never notified that she was on the Historic Preservation Commission agenda at any time. In fact, Town Planner Ben Averill contacted her repeatedly by email regarding her appearance before the Commission, and she responded to those emails stating she would attend. These emails are public records.

Edwards said "I am putting my house up for sale. I don't want to live in a community where I am bad-mouthed and mocked because of a fence and because of my disability." In point of fact, the house was listed for sale with Circa Realty on February 2nd of 2017, several weeks before Edwards finally came before the Historic Preservation Commission. At no time did any member of the Committee mock Edwards. Had any such mockery occurred in a public hearing attended by a number of people including newspaper reporters, surely someone besides Edwards would have noticed.

Colby said, "I also have heard different people come up to me and talk to me about their treatment before the Historical Preservation meetings." Colby has never identified these people or the nature of their complaints, or given the Commission any opportunity to respond to these charges.

Colby also said, "I firmly believe, I don't care whether you are the Town Manager, town employee, selectman or you're on a Town Committee, you represent the taxpayers of the town and you treat the taxpayers with respect." I would point out that every member of the Historic Preservation Commission is a taxpayer and on a Town Committee, and Colby did not treat any of them with even common courtesy, let alone respect.

Edwards stated, "The last meeting I went to one of the members literally threw pieces of paper of the fence at me." Again, had any such incident occurred in a public hearing attended by reporters and other members of the public, surely someone would have noticed.

Colby then made a motion to call a public hearing regarding the removal of the Historic Commission. Colby refused to allow any comment from the audience, saying "I have spoken, I am the chair right now. We are not going to have this discussion. You may bring it up at the public hearing. I'd like to have a public hearing that hopefully there'd be more people come forward and have any input to continue with the organization, the Commission, or dispose of it completely."

After some discussion, I asked Colby, "Have you any written charges saying that each member of the Commission should come before you for this?"

She responded, "They're being worked on and they will be supplied."

My attorney subsequently wrote to the Selectboard requesting a copy of the written charges required by the Ordinance. Following an executive session with the Town's Attorney, Colby announced that the Public Hearing which had been scheduled for May 9 had been cancelled. Funny thing.

Following the newspaper reports of this meeting, Mr. Robert Hark, Esq., an attorney who had been present on another matter during Ms. Edwards's presentation at the Historic Preservation Commission meeting, wrote a letter to the Selectboard expressing his concern: "The only accurate thing I have read about this meeting is that she was unhappy... The Commission's attorney, from the law firm of Bernstein Shur, was present to advise the Commission during the meeting. The Bernstein Shur attorney expressed no concern as to the Commission members' review of Ms. Edwards's petition... I was, as I said, present throughout Ms. Edwards's presentation at the Commission meeting. I saw nothing to justify removal of any member of the Commission. They were all doing what the ordinance required them to do."

There seems to have been a pattern of demonstrable falsehoods that could have been sniffed out pretty easily but the Selectboard did not take the trouble to do that, and while of course the Selectmen do not necessarily have to agree with the actions of any Town body or employee, they do have a responsibility to listen to both sides of the story. The members of the Historic Preservation Commission are citizens of Wiscasset who have volunteered their time to implement the provisions of the Town's Historic Preservation Ordinance that was approved by a majority of Wiscasset voters at the annual Town Meeting. I have waited for over a month in hopes that there would be the slightest indication from any or all of the Wiscasset Selectmen that this whole proceeding has been illegal, unfair and unnecessarily hurtful to people who have given a great deal of their time and energy to supporting this town and its ordinances. Just the fact that not one of the Selectboard members has ever asked any of us for our side of the story makes me embarrassed for my town.

The following quote comes from the Town of Wiscasset Website: "Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in. Wiscasset's government couldn't function without volunteers. They help develop our local laws, plan our community, and develop our budget. Volunteers can assist every week or just a few times a year, there is a schedule to meet everyone's needs. Wiscasset is always looking for citizen volunteers to help shape the future of our community – please consider giving a few hours of your time to make our Town the best in Maine!"

Considering the way this Board has treated the members of the Historic Preservation Commission I should think it will have trouble filling volunteer positions in the future.

I would accept a public apology from Mrs. Colby and the Selectboard.

Susan Blagden

6 June 2017

	EMT	Advanced	Paramedic
Boothbay	14.08	14.9	17.51
CLC	13	15	20
Waldoboro	13.29	15.2	19.34
Wiscasset	13	15	17
Proposed	13.26	15.3	17.34
weekend	15.3	17.34	20.4

Wiscasset				
weekend	4*20.4*12*52	50918.4		
	4*15.3*12*52	38188.8	TOTAL	312617.8
	4*17.34*10*52	36067.2		
		125174.4		
Week	6*17.34*12*52	64920.96		
	5*13.26*12*52*2	82742.4		
	5*15.30*10*52	39780		
		1874/3 A		



Maine Municipal Tax Collectors' and Treasurers' Association



www.mmtcta.org

Press Release

The Maine Municipal Tax Collectors' and Treasurers' Association is proud to announce that Ellin Jasmin of the Town of Wiscasset has successfully completed training and seminars to achieve the distinction of being Certification as Tax Collector/Treasurer with the MMTCTA.

The designation has taken many hours of continuous hard work and dedication to complete. Please extend your congratulations to a job well done to Ellin Jasmin for this accomplishment.

Maine Municipal Tax Collectors' and Treasurers' Association will provide leadership, education and resources to achieve professionalism, uniformity of processes and networking opportunities. The MMTCTA has over 700 members-strong statewide with approximately one quarter of the members completing the certification program. The MMTCTA certification program is designed to train new tax collectors and treasurers and to provide training opportunities for continuing achievement for veteran members. Anyone wishing to learn more about the MMTCTA can go to the website at www.mmtcta.org or contact any one of the Executive Board members.

Town of Wiscasset May 2017 Monthly Reports





AIRPORT REPORT

To: Marian L. Anderson, Town Manager

From: Frank Costa, Airport Manager

Re: May Monthly Report

Date: June 9, 2017

Activity at the airport picked up considerably for the month of May 2017. The reasonable weather has resulted in increased operations and subsequent fuel sales.

Fuel Sales:

Fuel sales for May 2017 totaled 3,394 gallons, slightly lower from last May 2016 which totaled 3,611 gallons. Total fuel sold for May 2017 does not include Jet-A which remains a concern. The total fuel sold for May 2017 resulted in \$12,940.43 in revenue.

1. Airport Budget:

As of May 31, 2017 we are at the 91.67% of the year's budget.

The Fiscal Airport Budget of \$283,175.00 is reflecting a spent 66.04% at \$187,000.96 and an unexpended amount of \$96,174.14 with 30 days left in the Fiscal Year.

The revenue for the fiscal year was estimated at \$250,000.00 As of May 31, 2017, the collected Airport revenue is at 77.52% which equals \$193,795.56 leaving an uncollected amount of \$56,204.44

It is important to note that the real revenue total is higher than the spent expense to date for the present fiscal year budget.

2. Fuel System Repairs:

Lakes Region Environmental replaced the 6 bad valves and the system is functioning

flawlessly. Northeast Air replaced the fuel filters in both vessels (Jet-A & 100LL). The filters have a 12-month life span and must be replaced to meet manufacturer's specs as well as the Phillips66 requirements for the industry.

The QT-Pod experienced a catastrophic failure when the system motherboard stop functioning. The motherboard had to be replaced.

Frank Costa Airport Manager



CODE ENFORCEMENT REPORT

To: Marian L. Anderson, Town Manager From: Stan Waltz, Code Enforcement Officer

Re: May Monthly Report

Date: June 12, 2017

In May I issued twelve (12) building permits; one (1) New foundation, one (1) Restaurant remodel, three (3) Garages, & four (4) mobile homes. The valuation of the work to be done is \$289,300 the building fees were \$1,674. I issued six (6) plumbing permits for \$507.50 was the Town share of the fees.

I have been in touch with the Maine D.E.P. concerning Pooler Pit. Ron Gonyou has a gravel pit and after receiving a compliant from an abutter concerning an encroachment onto his lot I notified the DEP. It was their conclusion that there were ten or twelve cut on the neighbor and Mr. Gonyou has agreed to replant the trees. The gravel pit is less than five (5) acres and there is no problem with the operation of the permit and it does not violate any Town Ordinance.

The number of permits has increased along with inquiries about more building and inspections. There continues to be on going phone calls from residents and relators about property and ordinance questions.

Sincerely,

Stan Waltz

Stan Waltz

Code Enforcement Officer

Wiscasset, ME

(207)-380-9873



EMS/EMA REPORT

To: Marian L. Anderson, Town Manager **From:** Toby Martin, EMS/EMA Director

Re: May Monthly Report

Date: June 9, 2017

Brunswick	1	1.75%
Damariscotta	6	10.53%
Edgecomb	8	14.04%
Westport (Town of)	4	7.01%
Whitefield	1	1.33%
Wiscasset	32	56.14%
Woolwich	6	10.53%
Unknown	<u>0</u>	0.00%
Total	57	100%

- 1. Dresden update: Heard back from them, and the Selectmen have decided to support Wiscasset for EMS coverage. They do about 110 calls a year and revenue is expected to be about \$45,000.
- 2. EMS Open House: We had a low turnout during open house. We anticipate that it was because of the holiday weekend. Next year we are going to make sure it is held differently.
- 3. Personal Protective Equipment (PPE): We have awarded the PPE bid to Bergeron Protective Clothing. They carry the product of Globe.
- 4. Wiscasset Ambulance will be in the Fourth of July parade again this year. The popsicles are a big hit and we will be buying about 1000 of them for distribution.
- 5. Subscription Plan: The papers for mailing have been sent to print. We will be adding Dresden to the list of subscribers.
- 6. Fund Raising: We are conducting a fundraising for a department community vehicle. This is an SUV that will be able to respond to emergency calls and will be used for community functions. We are looking to raise about \$60,000. The cost being for the purchase of the vehicle, cardiac monitor, and other required supplies needed per state regulation.

Submitted, Director Martin



FIRE DEPARTMENT REPORT

To:

Marian L. Anderson, Town Manager

From:

T.J. Merry, Fire Chief May Monthly Report

Re: Date:

June 13, 2017

In the month of May the Wiscasset Fire Dept. responded to 5 calls for service.

- 1 MVA
- 2 Service Call
- 1 Structure Fire
- 1 Assist to WEMS

For training that month all the firefighters participated in our annual Maine Yankee Training, along with a basic extrication class. Also firefighters back flushed our dry hydrants to make sure the mud and rocks were clear of the pipes and ready for service. We do this by pushing water from our engine (back flushing) the force cleans out the pipe, then we draft (pull the water from the pond or stream) for several minutes to make sure we have good flow.

There are currently 22 members on our active roster, with 8 on our lifetime membership roster.

Respectfully Submitted, TJ Merry, Fire Chief



PLANNING DEPARTMENT REPORT

To: Marian L. Anderson, Town Manager **From:** Benjamin Averill, Town Planner

Re: May Monthly Report

Date: June 14, 2017

Community Planning and Economic Development:

During May I continued my work on economic development initiatives. I had the opportunity to attend a training session on TIFs put on by Maine Development Fund. It was very helpful to have the opportunity to get a refresher on the correct way to utilize TIFs. I also had the opportunity to attend an online webinar series put on by the Maine Development Fund regarding best practices in marketing and promoting your community. Additionally I have submitted a CEDS grant through the MidCoast Economic Development District for the creation of trail linkages in the waterfront area, including a boardwalk. I have been working with the Chamber of Commerce to continue to plan events for the year including the Artwalk, a kayak regatta over the summer, and the Wiscasset Holiday Marketfest. Additionally I received approval from the Board of Selectmen to form a broadband committee to review the feasibility of working to expand broadband access for residents in town.

Waterfront Committee

The Waterfront Committee met on May 9^{th.} The committee discussed the need for a pumpout station at the Rec Pier and will explore the possibility of applying for a grant to either repair the existing pump or to help the town get a new pump. The Waterfront Committee also voted to recommend a fee for use of the Recreational Pier for fisherman during the offseason with plans to present the recommendation to the Selectmen in June.

Historic Preservation Commission

The Historic Preservation Commission met on May 4th to review two Certificate of Appropriateness (COA) applications. The Commission voted to approve the COA for 25 Middle Street for an exterior modification from a window to a door with the addition of a small set of stairs. The COA for 10 Summer Street was approved to allow for the replacement of 28 windows as well as the replacement of a wooden door and screen. The Commission also met on May 16th to draft a letter to the selectmen regarding the need for a Certificate of Appropriateness for the MDOT Main Street project.

Ordinance Review Committee:

The Ordinance Review Committee met on May 22nd and began to review amendments to ordinances that will be refined over the next few meetings. The ORC reviewed the no smoking ordinance that was recommended by the Recreation Department and Selectmen in the spring. The ORC was also presented with the letter from the Town Manager advising the ORC that the Selectmen wish to have the Historic Preservation ordinance repealed.



Conservation Commission

The Conservation Commission was scheduled to meet on May 24th; however they did not have a quorum.

Planning Board:

The Planning Board met on May 8th and 22nd. At the May 8th meeting the Planning Board heard from Michael Hilgendorf regarding a change of use request and advised that the application was incomplete and would need to be complete in order to make a decision. The Planning Board also reviewed a pre- application to amend the Clark's Point Subdivision.

The Planning Board met on May 22^{nd} to review the subdivision amendment request for Clark's Point Subdivision. The Board voted 5-0 to allow the change from seven condominium units in two buildings to seven individual residential condominium buildings.

Respectfully submitted,

Ben Averill



Wiscasset Police Department

To: Marian L. Anderson, Town Manager From: Jeffrey Lange, Wiscasset Police Chief

RE: May Monthly Report

Date: June 12, 2017

Significant Events and Issues

- The New Safety School Zones signs are in and have been dropped off to the Road Department. Doug and I drove around town and marked where they should be placed.
- 2. The Police Department passed the Maine Municipal Association inspection for the Bureau of Labor.
- 3. The Public Safety Recognition lunch was held on May 9. A good turnout by the town employees.
- 4. The SRO attended the Wiscasset HS Senior Prom at the Taste of Maine. We had an additional patrol unit out that night to assist with underage drinking parties in town. The PD is pleased to report we did not have any incidents involving underage drinking during this night.
- 5. The PD posted for a summer intern and we have a candidate from Husson University who will be starting in June.
- 6. The Wiscasset Police Department responded to 577 calls for service for the month of April. Please see the following sheet for the breakdown of each call for service.



Type of Calls for Service	Amounts of calls
9-1-1 CHECK	6
ABANDONED MV	1
ALARM BURGLAR	15
ASSIST CITIZEN	24
ASSIST OTHER AGENCY	8
ATTEMPT TO LOCATE	2
AUTO THEFT	1
BURGLARY	2
CIVIL COMPLAINT	1
COMMUNITY POLICING	6
COMPLIANCE CHECK ON INMATE	4
Concealed Weapons Permit	9
CRIMINAL MISCHIEF	2
DISABLED MV	3
DOMESTIC DISTURBANCE	2
DRUG INVESTIGATION	1
ERRATIC OPERATIONS	22
ESCORT/TRANSPORT	1
FOUND/LOST PROPERTY	4
HARASSMENT	4
JUVENILE PROBLEM	22
LOUD NOISE	2
MEDICAL EMERGENCY	9
MENTAL SUBJECT	2
MOTOR VEHICLE ACCIDENT	14
MOTOR VEHICLE STOP	136
PEDESTRIAN CHECK	2
POLICE INFORMATION	15
PROPERTY CHECK	191
SEARCH WARRANT	1
SERVICE	2
Sex Offender Registration Count	1
SPECIAL DETAIL Count	20
Suicide/Suicidal Count	1
SUSPICIOUS ACTIVITY Count	9
THEFT / FORGERY / FRAUD Count	7
THREATENING Count	1
TRAFFIC CONTROL Count	16
TRAFFIC HAZARD Count	4



Total Calls for Service	586
WELFARE CHECK Count	8
VIOLATION OF PROTECTION ORDER Count	1
VIOLATION OF BAIL CONDITIONS Count	1
UNWANTED SUBJECT Count	2
TRESPASSING Count	1



PUBLIC WORKS DEPARTMENT

To: Marian L. Anderson, Town Manager **From:** Doug Fowler, Public Works Director

Re: May Monthly Report

Date: June 14, 2017

Operations:

Throughout May we concentrated our ditching efforts on the Old Bath Road and Beechnut Hill Road in preparation for this seasons paving plan. We also performed extensive road side tree pruning on Old Bath Road. Time was also spent on Langdon Road in ditching the road edge as well as general maintenance of the gravel surface.

The cemetery crew has been very busy keeping up with the grass in the cemeteries in between the relentless rain.

At The Municipal Building, the extensive list of electrical work was completed. Steve Christiansen put in several Saturdays to help accomplish this endeavor.

Financials

At 91.67% of the budget year, we have spent 83.24% overall. We should be good through the end.

To conclude, all is well within the Department.

Respectfully, and at your service,

Doug



TRANSFER STATION

To: Marian L. Anderson, Town Manager From: Ron Lear, Transfer Station Superintendent

Monthly Report Re: Date: June 24, 2017

Below are the materials processed thru our facility during the Month.

Type of Material	Tons	Cost/Ton	
Municipal Solid Waste (Trash)	144 29	-\$67	
Demo	48.24	-\$63	
Single Stream	18,46	-\$5	
Metal	19.84	+\$120	
Computers	7,196 lbs.	+\$,15/lbs	
Brush/Lumber	30	- -\$35	30.000
Organics for Compost	1700 lbs.	0	
Mixed Copper/Alum/Lead	0 lbs.	+\$.35/lbs.	74-78-42
Shingles	0	-\$48	
	0	-\$0	
Cardboard	0	+\$159	

We also recycled bales of cardboard.

Below are the details of our revenue collections for the month.

Types	Revenues:
User Fees	\$4,137.30
MRC Dividend	\$6,285.60
Metal (Light iron, batteries, mixed	copper) \$2,467.20
Cardboard Computers	\$ 0 \$ 0

Operations:

On the 4th Maine Scale came and calibrated the scale. The 5th we shipped 12 gaylords of E-Waste. The 6th we had our annual Household Hazardous Waste Day. The 9th we shipped 71 lbs. of rechargeable batteries. The 24th Webbers picked up 1 load of gray water. The 25th Dirigo Waste Oil came and cleaned the waste oil furnace.

Expenses & Revenues:

Expenses are at 89.9% and the Revenues are at 93.87%



TOWN TREASURER REPORT

To: Marian L. Anderson, Town Manager

From: Shari Fredette, Town Treasurer/Human Resources

Re: Monthly Report Date: June 14, 2017

Finances: In the month of May the town collected a total of \$334,400.50 in Real estate taxes and \$927.84 in personal property taxes.

Credit card: Receipts for May were \$30,108.99

The Finance Department as of May 31st has spent 89.9 % of its budget; we are 91.7% through our current fiscal year. YTD Finance has **underspent** by 1.8 %.

The Tax Anticipation Note is due on June 30th. The Principal is \$1,471,922.00 and the interest due is \$8,289.81 for a total of 1,480,211.81. The Bids for next year's TAN will be mailed on June 12th with a due date of July 5th. The Tan request for 2017-2018 is \$1,857,987.

School Revenue/Expenses: The Town of Wiscasset processed checks to The Wiscasset School department in the month of May for \$529,247.78. The School Revenue was \$207,896.63 and was comprised of The State Subsidy, School Lunch, Educational school nutritinte, Title 1A, Title 11A, Local Entitlement, fuel, repairs, and Bank Interest Income. The Total School Revenue including the Town check was \$737,144.41. The Total School Expense for May was \$719,560.31 which includes AP, PR, Maine State Retirement and Insurance. Please see Shari for a more detailed breakdown of the revenue and expense or any other information you may want in regard to the School Department.

As of May 31st the School's checking account had a balance of \$844,400.42, the payroll account was -0-, and the Wiscasset Elementary School account was \$9,360.15. The Town's checking Account had a balance of \$3,188,457.87.

Training: No Training

Human Resources:

The Town had no work related injuries to report to MMA Risk Management in May. Two new employees were hired for the Wiscasset Community Center.

Please contact Shari Fredette @ 207-882-8200 Ext. 107 or treasurer@wiscasset.org if you have any questions.



MONTH	ANTICIPATED REVENUES	ANTICIPATED EXPENSES	MONTHLY SURPLUS	Cumulative
			(Deficit)	Surplus (Defici
Cash on Hand Ju	ly 1, 2016			\$150,000
July	\$561,827	\$1,151,080	(589,253)	(\$439,253)
August	\$1,211,639	\$1,041,729	169,910	(\$269,343)
September	\$491,461	\$1,324,266	(832,805)	(\$1,102,148
October	\$4,587,861	\$1,824,611	2,763,249	\$1,661,101
November	\$1,089,975	\$1,114,445	(24,469)	\$1,636,632
December	\$748,000	\$1,141,114	(393,114)	\$1,243,517
January	\$725,089	\$1,123,706	(398,616)	\$844,901
February	\$443,017	\$1,144,773	(701,756)	\$143,145
March	\$770,870	\$1,096,631	(325,761)	(\$182,616)
April	\$3,640,695	\$1,112,597	2,528,098	\$2,345,482
May	\$768,970	\$1,037,421	(268,451)	\$2,077,031
June	\$931,219	\$1,185,262	(254,043)	\$1,822,988
Total	\$15,970,623	\$14,297,635	\$1,672,988	\$3,495,976
	5% OF LAST	YEAR'S ACTUAL EXPENDIT	URES IS	\$ 755,838.
		DEFICIT		\$ 1,102,148.
		TOTAL		\$ 1,857,986.6



WASTE WATER TREATMENT PLANT

To: Marian L. Anderson, Town Manager

From: William Rines, Waste Water Treatment Plant Superintendent

Re: May Monthly Report

Date: June 12, 2013

For the month of May our average flows were 309, 000 gallons per day putting us at 50 % of our licensed flow. We recorded 4.8 inches of rain/snow for the month. Our licensed flow is 620,000 gallons per day.

Operations:

We went through an independent study by Wright-Pierce Engineering of the Sewer Treatment plant. Staff and collection system as was requested by DEP. We are waiting for the formal copy of their findings which will be sent to DEP

Training:

We are still having a member of Maine Rural Water one day a month here to assist Ray with the preparation of taking his wastewater license test. We are having a voluntary inspection done in June to cover our safety manual and OSHA compliance.

Financials:

We received \$40,292.63 in user fees for the month and are at 94 % of the anticipated revenues for the year. Expenses are at 63% spent we are 92 % thru the year.

William Rines

801

Marian Anderson

From:

McMullin, Randy L < Randy.L.McMullin@maine.gov>

Sent: To: Monday, June 05, 2017 10:20 AM townmanager@wiscasset.org

Subject:

Transfer Station

Marion,

The Department would like to commend Bob at the Transfer Station for his excellent performance during a potentially tricky moment last week. He remained calm and focused on minimizing any environmental hazard to both human health and the environment, and did it very well. He made the correct decisions at every step.

I wrote up this note of the event from my perspective as a regulator for our Senior Management Team here at DEP.

"Materials management staff in Portland received a call from the operator of the Wiscasset Transfer Station on May 31st that a resident had recently purchased a home. While cleaning out the basement, the resident discovered and estimated 12-15 pounds of elemental mercury in glass jars. He contacted the transfer station about bringing it there. The transfer station operator told the resident he did not think they could accept the mercury, and contacted the DEP. Materials Management staff contacted the Augusta Response unit for assistance in picking up the mercury at the residence for proper disposal.

On June 1st, the Wiscasset transfer station operator called staff back to report that the resident had dropped off the mercury at the transfer station, and there was between 40-50 pounds of it in glass jars. Transfer station personnel placed the jars in 5 gallon sealed buckets for secondary containment and then locked the mercury inside the Universal Waste Storage building. The transfer station operator indicated the building would not be unlocked until the mercury was removed. Materials management staff contacted the response division with this information, and the on-call responder immediately went to the transfer station and removed the mercury. It was transported to Augusta, and will be properly disposed.

The transfer station operator deserves recognition for making all the correct decisions throughout the event. He immediately called the DEP, conveyed the advice he was given yet when the resident showed up with a large quantity of mercury he saw that it was safely secured rather than turning it away, and again contacted the DEP. (contacts: Randy Mc Mullin in MM and Bob Williams in Response)"

Just so you will know, mercury is probably the worst thing that we do to ourselves. That is why we focus so much on keeping it out of the environment. It is very toxic.

So that you Wiscasset and thank you Bob at the Transfer Station for doing such a good job!

Randy McMullin, Environmental Specialist
Maine Department of Environmental Protection
312 Canco Road
Portland, Maine 04103

(207) 822-6343

Randy.L.McMullin@maine.gov

Town of Wiscasset, Maine Policy Regarding Check Disbursement Prior To Expenditure Warrant Approval

I. Purpose

The purpose of this policy is to allow for prompt payments of the obligations of the Town of Wiscasset by the Town Treasurer, and to allow for timely payment of bills submitted to the town, and for cash purchases by town staff prior to issuance of an expense warrant.

II. Scope

This policy is approved by the Board of Selectmen and applies to the Town Treasurer. It empowers the Treasurer to distribute certain funds prior to expenditure warrant approval. It is the policy of the Town of Wiscasset that all expenditures of town funds receive written approval of the Board of Selectmen pursuant to MRSA 30-A § 5603. This policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for wages and benefits. The Treasurer shall prepare a written warrant for signature to be presented at the regular Selectmen's meeting.

III. Permitted Disbursements Prior to Warrant Approval

The following expenditures may be made by the Treasurer of Wiscasset upon review and approval by any member of the Board of Selectmen, prior to final approval and signature on the Expenditure Warrant by the majority of Board of Selectmen. The Chair will be designated the responsibility of assuring the review will occur in a timely manner.

A. Town Employee Payroll paid on a weekly schedule on Wednesdays, including reimbursement for expenditures, mileage less than \$500. All employee payroll checks are by direct deposit.

- B. Payments to Wiscasset School Department as obligated to be paid pursuant to Wiscasset School Department approved budget.
- C. Payment of state funds collected by the agent for the Bureau of Motor Vehicles, the Department of Inland Fisheries and Wildlife, State Animal Welfare Department, plumbing fees, and concealed weapon permit fees. Such funds are not considered municipal funds, though they are co-mingled with the town's checking account. The tax collecter/treasurer/shall verify that the proper balance is being paid.

 D. Payroll Taxes.
- E. Automatically deducted bank charges.

IV. Deadline for bill submission

To be considered for payment on the next expenditure warrant, bills for payment must be received by the Payables Treasurer of Wiscasset at least three working days prior to the scheduled meeting of the Board of Selectmen at which an expenditure warrant signing is scheduled. The treasurer, may, at his/her discretion, present vouchers for payment after the deadline when time permits, or doing so is in the best interest of the town.

V. Term

This policy is effective for one year after its adoption, if not sooner amended or cancelled.

		88.7%	731,214	€9	\$ 5,737,513	27 \$	6,468,727	50	Totals	
		55.5%	18,307	€9		75 \$	41,175	₩.	WATERFRONT	/3-01
40.00	\$174,940.00	80.6%		59		95 \$	458,695	€9	WASTEWATER (carry forward= \$85,964)	
		91.9%	_		510,650		555,873	()	۳.	76-01
		92.2%		┰	74,5	23 \$	80,823	€9	TOWN CLERK	25-07
		0.0%	24	↔		34 \$	245,234	€9	TAN INTEREST/School withdrawal BAN	25-36
		62.0%		60		\dashv	10,585	(S)	SHELLFISH	45-04
		30.1%	_	_	6,489		21,577	₩	SENIOR CENTER	77-01
		96.5%	1,312	€2	36,002	14 \$	37,314	₩	RETIREE HEALTH INSURANCE	240-35
17.00	\$111,817.00	85.1%	101,159	₹9	578,785	44 \$	679,944	₹/>	PUBLIC WORKS (carryforward \$10,658)	31-03
		85.3%	30,057	59	174,543	00 \$	204,600	₹2	PUBLIC UTILITIES	25-37
		90.1%		€9	63	\vdash	425,603	€9	POLICE	27-01
\$9,374.00	\$9,3	93.3%	4,459	_	62,137	96 \$	66,596	79	PLANNING (carry forward \$4,915)	25-17
		152.5%	-)	₹9			78,235	69	PARKS & RECREATION (Special Revolving)	10-08
		94.0%	(a		6		645,028	₹9	PARKS & RECREATION	79-01
		87.5%	ن د	€9		47 \$	27,247	€9:	OFFICE OF SELECTBOARD	25-02
		101.4%		€9		20 \$	45,520	€9	MUNICIPAL INS./UNEMPLOY	25-35
		78.6%	13,151	€9	48,357		61,508	₹9		25-12
		81.6%	4,606	₹9	20,471	77 \$	25,077	49	GENERAL ASSISTANCE	25-34
		96.1%		-	131,820	Н	137,173	₩.	FIRE	27-02
		88.6%	34,950	₩	193,682	32	218,632	69	FINANCE	25-06
		89.8%	48,687	₩	42		478,250	₹O	EMS	10-87
		50.2%	9,88			_	19,854	₹9	ELECTIONS	25-08
		100.0%		-		-	578,045	₩	COUNTY TAX	14-99
		147.6%		-		72 \$	116,372	'89	CONTRACTUAL SERVICES	25-30
\$28,176.00		49.9%	17,521	69		00 \$	35,000	79	CONTIGENCY (carryforward \$10,655)	25-11
		100.0%		69		33 \$	71,433	69	COMMUNITY ORG/WP LIBRARY	45-15
		86.4%		69	\$ 42,142	69 \$	48,769	₩	CODE ENFORCEMENT	25-33
\$53,986.00		59.7%	2	70		92 \$	57,692	73	CEMETERIES (carry forward \$30,736)	31-11
,		87.5%		₹9	\$ 12,686		14,500	50	CELEBRATIONS	25-31
\$90,541.00	3,06\$	119.4%	(9	₹9	\$ 580,820		486,430	50	CAPITAL IMPROVEMENT (carryforward \$184,931)	53-14
		22.2%		₹9	\$ 357	11 \$	1,611	62	BOARDS & COMMITTEES	25-32
		61.8%		₹2		92 \$	6,192	60	ASSESSING	25-05
		34.4%	7,536	čΩ	\$ 3,951	87 \$	11,487	60	ANIMAL CONTROL	27-09
<u>و</u>		66.7%		₹₽		75 \$	283,175	€/2	AIRPORT	72-01
		.2%	17,114	63		78 \$	193,478	60	ADMINISTRATION	25-01
ard	Balance w/ carryforward	% spent of budget	Balance		YID as of 04/30/17 (91.67% of budget year)		2016-2017 Approved Budget	Ap	Account	Dept
				1				_		



HM Payson Monthly Statement of Wiscasset Accounts

\$ 10,813,881.01	\$ 10,715,143.05	10,683,212.29	Town of Wiscasset Reserve Funds Total \$
\$ 2,560.47	\$ 2,537.09	2,529.53	Flown of Wiscasset Fire Department Vehicle Capital Reserve
\$ 1,920.34	\$ 1,902.81	1,897.13	Town of Wscasset Highway Department Capital Reserve \$
\$ 74,517.42		73,617.00	Town of Wiscasset Sale of Cemetery Lots Reserve \$
\$ 272,793.98	270,303.19	269,497.70	Town of Wscasset Roof Repair Reserve \$
\$ 360,668.10	357,374.96	356,309.99	Town of Wiscasset Retirement Health Insurance Reserve \$
\$ 1,569,716.17	\$ 1,555,383.61	1,550,748.63	Town of Wiscasset Recreation Building Reserve \$
\$ 400,174.54	\$ 396,520.68	395,339.06	Town of Wiscasset Major Repairs Reserve \$
\$ 297,068.13	\$ 294,355.70	293,478.53	Town of Wiscasset Furnace Replacement Reserve \$
\$ 3,610,473.42		3,566,846.53	Town of Wiscasset Equipment Reserve \$
\$ 2,215,338.31	2,195,110.79	2,188,569.43	Town of Wiscasset Construction Reserve \$
\$ 2,008,650.13	\$ 1,990,309.81	1,984,378.76	Town of Wiscaset Capital Reserve \$
			TOTAL STATE OF THE PARTY OF THE
\$ 2,993,620.41	\$ 2,959,310.43	2,951,226.29	Town of Wiscasset Edowment Fund Total \$
\$ 670.77	\$ 663.95	662.14	Recreation Scholarship \$
\$ 35,809.02	\$ 34,555.90	34,461.51	Cooper-DiPerri Scholarship Fund \$
\$ 2,595.81	\$ 2,569.41	2,562.39	Wiscasset Community Center Endowment Fund \$
\$ 22,912.04	22,678.97	22,617.02	Seth Wingren Fund \$
\$ 364,625.80	\$ 360,916.76	359,930.82	Mary Bailey Fund \$
\$ 11,336.83	\$ 11,221.51	11,190.85	Haggett Scholarship Fund \$
\$ 598,677.71	\$ 592,587.85	590,969.04	Larabee Band Fund \$
\$ 27,736.98	\$ 24,485.35	24,418.47	Jackson Cemetery Fund \$
\$ 51,034.20	\$ 50,515.07	50,377.07	General John French Scholarship \$
\$ 1,745,019.10	\$ 1,727,268.46	1,722,549.96	Cemetery Trust Fund \$
\$ 133,202.15	\$ 131,847.20	131,487.02	Montsweag Dam Reserve Fund \$
05/31/2017	04/30/2017	03/31/2017	Account Name
as of	as of	as of	
Market Value	Market Value	Market Value	

June 12, 2017

Town of Wiscasset
Attn: Ben Averill, Town Planner
Via Email: townplanner@wiscasset.org

Copy via Email: selectmancolby if wiscasset org. Judy Colby, Select Chair

Dear Ben,

Thank you for your time to speak with me last week regarding the letter you sent me, as an abutter to the property owned by Celeste Edwards, and as related to her appeal meeting set for June 19, 2017.

I am unable to attend this meeting, but have strong feelings regarding this subject and wish to submit my letter as an expression of my opinions, in my absence.

I have a very clear understanding of the bylaws for the historic district, from my legal background. The bylaws are quite convoluted, and perhaps should be simplified for people such as our Historic Commission- who seem to pay no regard to any rule. Nonetheless, the following is what I understand to be true and are my feelings regarding this matter:

Celeste Edwards purchased the "Pumpkin House" to restore it to its original historic state. This includes the topic of hot conversation- a fence that was in huge dis-repair, that she repaired to its original intent, and based upon historic pictures of the house she obtained in Wiscasset, or through historic means. (The house was left in horrific dis-repair by the previous owners, which is clearly the case, if you simply walk by the house and look at its exterior, roof, and chimneys.)

Ms. Edwards was granted approval by both Ben and Stan at the Municipal Building Town Offices to restore/repair this fence. And, if I might add, she is a delightful addition to our historic neighborhood, for someone who cares not just about her house, but for her neighbors, and the village overall, with a kind heart.

If there were any issues or complaints to be made, the town should have issued a "stop order" while the fence was being repaired, plain and simple. That did not happen, as we all know. There should not have been any issuance by the Historic Commission once this fence was repaired to have it destructed, and at Celeste Edwards' costs. They did not issue, nor did anyone, a stop-work order. Please see below for further comments regarding reckless measures by the Historic Commission, without any merit whatsoever.

It's my understanding that the owner of 31 Fort Hill Street began this "witch hunt"- and for the sake of argument, I do not believe he began any of his work on his building with any permits, and it is very safe to say that the "restoration" and construction work he has done is not in historic faith to a true carriage house or any property of the time frame of any of the original structures in the "historic district."

It is also safe to mention the burning battle at the "Tiny House" most recently between Pamela Logan and Jane Blanchard. In this situation, a stop-work-order was issued because Ms. Logan never obtained permits,, however Ms. Logan was eventually allowed to build a porch that exceeded the scale of any of the other porches in the neighborhood. The Historic Commission came into play, but not before work was started without any permission of the village to Ms. Logan. May we please remember that Pamela Logan never requested a permit before she was issued with a stop-work order, nor did her contractors.

All contractors in Mid-Coast Maine that have worked in Wiscasset for years are fully aware of the by-laws of our Historic District. It is a safe assumption that they advise house owners of this fact and it remains a question mark as to whether they advise home owners to ignore these regulations or not, as they often do not seek permitting on their own good will to our village.

In each of the above two cases, the Historic Commission has allowed for these constructions and changes to be allowed, with/without permits, and without fines or penalties. And in each of these cases, none of the abutting neighbors received any written notifications in advance by the Historic Commission or the Village to voice their concerns or address the inappropriateness of the Commissions' stance regarding those requesting work be done.

I attended the Select Board meeting earlier this Spring, when Celeste Edwards was asked to speak. She spoke honestly, openly, and with true sentiment for both her house and for living in Wiscasset- while she has been condemned by the Historic Commission and asked to remove her fence entirely. It was cruel and sad to witness my neighbor have to make this address, for her kind demeanor and true care for the house that she purchased here, and to restore it.

I was the one person who walked out of that meeting early, because I was in disgust of the ignorant and inconsistent words issued by the Historic Commission, and the self-absorbed original historic commission leader, who was somehow allowed to go to the podium – that was the last straw for me that evening. However, I left also with the hope that Select Chair Colby would disband this group, as we already have enough positions in-place within the village to monitor building and permitting activity.

This situation in its entirety has been acidic- for all of for the people in political positions, town municipal positions, and mostly for those of us who live in the Historic District. The town officers have treated many of my neighbors disgracefully, plain and simple.

To this end, and to the end of all of the drama to now, I make a heart-felt plea to allow Celeste Edwards to be allowed to keep her fence. It is in keeping with the neighborhood. It is far less of an eye-sore than some of the "historically correct" changes that the Historic Commission has already allowed already to happen in Wiscasset's "historic" district.

For the Historic Commission to act after-the-fact is blatantly irresponsible and inappropriate, period.

In addition, I sincerely ask that the Select Board remove the Historic Commission in-full. Perhaps a consultant may be in order, but we do not need this group- a group that is just self-serving egos, with little to do in their own lives, let alone, to be left to meddle with the rest of our lives and properties.

Sincerely yours,

Christine King 10 Fort Hill Street, PO Box 24, Wiscasset ME 04578 773-410-2004