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WISCASSET SELECT BOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
SEPTEMBER 5, 2017, 6 P.M.

Preliminary Minutes

Tape recorded meeting

Present: Bob Blagden, Chair Judy Colby, Vice Chair Ben Rines, Jr., Kathy Martin-Savage, 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. Kathy Martin-Savage moved to approve the payroll warrants of August 25 and September 1, 2017. Vote 5-0-0.

b. Kathy Martin-Savage moved to approve the accounts payable warrants of August 29, 2017 and September 5, 2017. Vote 5-0-0.

3. Approval of Minutes

a. Ben Rines, Jr., moved to approve the minutes of August 22, 2017. Vote 5-0-0.

4. Special Presentations or Awards – none

5. Committee Appointments – none

6. Public Hearings

a. Adoption of the 2017-2018 General Assistance Ordinance Appendices A-D

**Ben Rines, Jr., moved to go into a public hearing to discuss the adoption of the 2017-2018 General Assistance Ordinance Appendices A-D. Vote 5-0-0.** Marian Anderson said the ordinance covers State maximums for assistance with housing, food, electricity, and heating fuel. After a brief discussion, **Ben Rines, Jr., moved to come out of the public hearing. Vote 5-0-0.** **Ben Rines, Jr., moved to adopt the 2017-2018 General Assistance Ordinance Appendices A-D. Vote 5-0-0.**

7. Public Comment

James Kochan advised the board to spend more time advertising for a planner, to advertise with the Maine Association of Planners and New England Association of Planners and to lengthen the time for responses. He said that experience in strategic planning and economic impact should be emphasized.

Norm Guidoboni said he appreciated the help given to the food pantries. He also mentioned Eric Strimling’s circuit breaker program to help seniors pay their taxes.

Albert Konrath inquired about the progress in obtaining a sound system and was told it has been ordered.

8. Department Head or Committee Chair

a. Fire Chief T. J. Merry – Repairs to Engine 6: Rescheduled to next selectmen’s meeting.

b. Wiscasset Police Department – Resignation of Sgt. Alfred Simmons: Chief Jeffrey Lange said Simmons was retiring after 34 years of service and suggested that he be honored in some manner. Lange said Fred Wooster had been promoted to sergeant and was filling in as SRO until someone is hired for that position. The school supply drive went very well and Lange thanked all who had contributed school supplies. He said this will be a yearly event. **Judy Colby moved to accept the resignation of Sgt. Alfred Simmons with great regret and to thank him for his service to Wiscasset. Vote 5-0-0.**

9. Unfinished Business

a. November Election Warrant:

Article 3, Shellfish Conservation Ordinance is being changed to allow Selectmen to set fee.

Article 4, Repeal of Historic Preservation Ordinance: Ben Rines recommended waiting to vote until next June. Judy Colby said legal opinions from both Bernstein Shur and MMA said the timing of the vote was at the discretion of the board.

Bob Blagden recommended rewriting Article 3 and Article 4 to reference ordinance sections.

Ben Rines, Jr., said he was anticipating a public meeting before commitment. Anderson said it was a possibility, but they were running out of time. Judy Colby said they need more figures than they have and inevitably they will have to go back to ask for reserve funds to lower taxes. A selectmen’s meeting was scheduled for Tuesday 9/16 and Budget Committee should be involved.

10. New Business

a. Budget carry forward: The list of carryforwards from FY17 to FY18 were discussed and the following accounts were carried forward:

Planning-Town share of safe harbor and WWTP grants	\$580
Shellfish Seed	740
Waterfront Building	1,191
WWTP Loan Interest	93,339
Public Works Cemeteries	43,553
EMS Primo Vents	38,000
Main Street Pier/electric upgrade	4,702

The Maine Street Pier/electric upgrades will be visited next year.

The balance of the carryforwards represents work that has been completed and the balance left will be put into the reserve account. Anderson will check on the Public Works Backhoe Lease.

b. James W. Sewall Company cable TV franchising and broadband expansion: Anderson asked the board to consider joining the consortium to negotiate with other municipalities for cable TV and broadband. She suggested bringing it up at the next meeting. Ben Rines, Jr., asked that Anderson provide an update on what other towns are doing.

c. MMA Dividend Check: Anderson said there were few claims and losses, and the dividend check is more than the dues being paid to MMA.

d. Correspondence: Anderson said that a thank you letter had been received from Healthy Kids for the \$1500 appropriation.

### 11. Town Manager's Report

Anderson pointed out correspondence received from James Kochan, the Ordinance Review Committee and Central Maine Power public meeting notice for the bid for construction of the New England Clean Energy Connect transmission line. Good Shepherd food Bank thanked the board for donations to the food pantries. The MDOT/Wawanock/Town of Wiscasset legal issue depositions from Ralph Doering and Ernie Martin from the MDOT will begin on Thursday.

Tax Commitment: Anderson distributed documents to the board including a breakdown of the primary school expenses incurred before the school was sold. After expenses, the Town realized \$380,640.47 from the sale of the school.

Three scenarios were presented to the board indicating the tax calculation for three different amounts being taken from the fund balance. She reminded the board that the Town lost \$2.5 million in value from the homestead exemption change, and about \$1.1 million in the Maine Yankee valuation this year. She said it would take \$650,000 to keep the mill rate at \$18.71, the overlay would be \$32,303. If \$640,000 were taken from the fund balance and reserve, to maintain the mill rate of \$18.71, the overlay would be \$22,303. If the board did nothing, put no money toward the tax commitment, the mill rate would be \$20.15. The Town currently has just over \$400,000 in the reserve fund and \$160,000 in the endowment. Anderson estimated that there was \$200,000 to \$250,000 in the fund balance (undesignated cash funds). This amount could be taken from \$650,000 to reduce the amount needed to maintain the mill rate. An accurate fund balance will be available by the following Tuesday. These numbers do not include the school monies. The majority of board indicated that they favored a flat budget. Bob Blagden asked that the money from the sale of the primary school be factored in before any increase.

In response to Jason Putnam's question, Marian Anderson said that the auditor had demonstrated that the Town owed the school \$348,000; however, board members, having paid all warrants from the school, wonder why the town owes any more money. Marian Anderson said this should be the subject of a conversation between the select board and the school board.

Ben Rines said he hoped that the budgets would be kept flat, but now it appears it will take \$600,000 to keep it flat. Anderson explained that there was no way to have known that the legislature would increase the homestead exemption from \$15,000 to \$20,000 and cut the reimbursement to 50%. **Bob Blagden moved to ask the Town Manager to look through these budgets and come up with a half million in cuts. Vote 5-0-0.**

In response to Jason Putnam's question regarding the reduction in valuation of the Maine Yankee property, Marian Anderson said a 2005 agreement required the periodic reduction of valuation until 2023 when a new contract will be negotiated.

EMS Director Toby Martin said it was difficult for department heads to keep within their operational budgets without a capital improvement plan, as repair of equipment is sometimes more costly than replacing the equipment if it were provided for in a capital improvement plan.

In response to Bob Blagden's question regarding carry-overs, Anderson said she will research previous years' numbers.

In response to Bob Blagden's question, Anderson said when the school was sold, amounts of bills from 2015 and 2016 were subtracted from that account.

12. Other Board Business – none

13. Adjournment

**Kathy Martin-Savage moved to adjourn the meeting at 7:40 p.m.**

WISCASSET SELECT BOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
SEPTEMBER 12, 2017

Preliminary Minutes

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 6:30 p.m.

1. Pledge of Allegiance

2. November Warrant

Town Manager Marian Anderson reported that Article 2 relating to the fees for shellfish licenses had been changed to include the wording of the Shellfish Conservation Ordinance (Article X, Section 6.5.3) as requested at the previous meeting. Also added was the vote of the Budget Committee on Article 2, transferring up to \$96,690.75 from the Capital Equipment Reserve Account to purchase a 2013 Ford Ambulance.

Anderson asked the board to advise on the inclusion in the warrant of a petition recently received which states, "We ask the Voters of the Town of Wiscasset to vote by Referendum Ballot, to transfer the remaining balance of the Municipal Planning Account, as of November 30, 2017, into the Fund Balance (surplus) for the purpose of reducing the 2018 tax commitment." **Ben Rines, Jr., moved to add the article to the upcoming warrant.** Susan Blagden asked what would happen if a planner were hired and then this petition was approved. Kathy Martin-Savage advised not defunding the account until the votes were tallied and in the meantime, assistance could be sought from Mary Ellen Barnes of Lincoln County Planning. **Vote 5-0-0.** Anderson said the petition would be on the ballot as Article V "inserted by petition."

Anderson provided the board with a copy of an email from James Kochan regarding his FOIA request relating to Preservation Ordinance and HPC hearing and vote.

Susan Blagden said the Ordinance Review Committee and the Planning Board had voted that the Historic Preservation Ordinance should not be repealed but should be brought up again after amendments were made. Ben Rines said that since the ordinance required a vote "at the annual Town Meeting," it would be a good thing to wait until June. Anderson said she had been working with the Historic Preservation Commission regarding amendments to the ordinance, as opposed to repealing the entire ordinance, which would reduce the size of the historic zone and make the process more user-friendly. In addition the ORC would work with the HPC on recommended changes.

Bob Blagden said he voted against putting the repeal of the HPO on the warrant because in the past, ordinances had been voted on only at the annual town meeting. He said the ordinance could be changed and then voted on at a later date.

**Ben Rines, Jr., moved to accept Article 2. Vote 5-0-0. Jeff Slack moved to accept Article 3. Vote 5-0-0. Jeff Slack moved to accept article 4. Vote 3-2 (Blagden and Rines opposed.) Bob Blagden moved to accept Article V. Vote 5-0-0.** The votes will be shown on the ballot.

### 3. Other Board Business

In response to Ben Rines' question regarding the recently installed speed bumps on Lee Street. Marian Anderson said the Police Chief had brought up the speeding problems at one of their meetings and they had been installed by the town. John Reinhardt said Lee Street is used as a bypass to avoid the lights when traffic is backed up on Route 1 and has become a dangerous freeway. The speed bumps will be taken up in the fall. Ben Rines, Jr., asked that the board be notified before installation of future speed bumps. EMS Director Toby Martin asked if a feasibility study could be done to see how the MDOT project will affect the side streets both now and in the summer.

Ben Rines asked if there was enough money in the fund balance to keep taxes at zero without going to a town meeting. Marian Anderson said if \$600,000 were taken from the fund balance, the increase in taxes on a \$100,000 house would be \$9. **Jeff Slack moved to take \$619,000 from the fund balance. Vote 5-0-0.** Commitment papers will be available for signatures at the meeting on September 19.

Marian Anderson reported that in response to the board's request that she reduce the upcoming budget by \$500,000, she would like to schedule a meeting with the School Committee, the Budget Committee and the board. The meeting will be scheduled tentatively on either October 4 or 5 or the following week.

In response to Bob Blagden's question, Anderson will check why the Fire Department is no long filling fire extinguishers. Blagden also noted that the new asphalt on the corner of Hooper and Federal streets is pulling up and needs repair.

Susan Blagden asked why the warrant was written before taking into consideration the vote on September 11 by the Planning Board and Ordinance Review Committee, which the select board had requested. James Kochan said that there was no legal opinion that said that the warrant could go forward in November.

### 4. Adjournment

**Kathy Martin-Savage moved to adjourn the meeting at 7:12 p.m. Vote 5-0-0.**



## Wiscasset Police Department

51 Bath Road, Wiscasset ME 04578 -Office 207.882-8202 Fax 207.882-8203

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Jeffrey E. Lange  
Chief of Police

Alfred Simmons  
Sergeant

To: Marian Anderson  
Town Manager, Town of Wiscasset

From: Jeffrey Lange  
Chief of Police

RE: Request to purchase ID card maker and software with Carry Concealed Weapon Funds  
Date: 8/24/17

Mrs. Anderson,

With the recent changes with the carry concealed weapons law, I am requesting to utilize that money that the Police Department collects for conducting background checks on applicants, to purchase an identification card maker.

This ID card maker would serve several purposes. The Department would be able to issue a Carry Concealed Weapons (CCW) permits with a photo ID attached to it, creating a greater service to our citizens. Most police agencies in the State of Maine who issue CCW permits offer this type of service. It's safer for all those involved, citizens and Police.

Secondly, this system would offer the Town of Wiscasset's employees an employment photo ID. As of now the Police Department relies on an outside agency to acquire our Photo ID's. I am not sure what other departments utilize photo ID's. At most training locations, most public safety employees must show a valid photo work ID.

The Police Department collected \$466.00 in 2016, and since Jan of 2017 we have collected \$797.00. The PD is projected to produce another \$500.00 by the years end based on these figures totaling just under \$1300.00 for the calendar year.

The cost of the equipment is \$3213.00 (quote from last year). Included in this are 500 CCW cards and 500 blank cards that the Town can use for an employment ID, (currently the PD is spending \$55.00 per 50 CCW permits which would be obsolete), the printer, software, and a 2 year warranty.



# Wiscasset Police Department

51 Bath Road, Wiscasset ME 04578 -Office 207.882-8202 Fax 207.882-8203

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Jeffrey E. Lange  
Chief of Police

Alfred Simmons  
Sergeant

Other uses for the ID card maker could be working with the schools and the Rec Department to pay the outstanding amount based on the cost per creation.

Another safety option would be issuing clamming permits with photo ID. The Shellfish warden could easily identify the correct individual who is harvesting clams. The extra cost of this could come from the raised revenue from the clam licenses that the board has authorized to move forward with. The PD would only require a dollar to replenish the card and ink for doing this.

Attached is the quote from last year.

Thank you for the consideration.

Respectfully Submitted,

*Jeffrey E. Lange*

CHIEF OF POLICE

**Wiscasset Police Department**

**51 Bath Road**

**Wiscasset, Maine 04578**





# Quote

**Higgins Corporation**  
 Secure Identity & Situation Management Solutions

Date: July 27, 2016  
 Quote #: 1  
 Customer ID:  
 Expiration Date: August 27 2016

To: Chief Jeff Lange  
 Wiscasset Police Department  
 51 Bath Rd  
 Wiscasset, Me

Sales Person	P.O. Number	Shipping Method	Shipping Terms	Payment Terms	Quote Expiration
Foster Blake		Best Way	To Be Added	Net	

**Notes**  
 Printers purchased with a Higgins Install will be upgraded to a Higgins Onsite Warranty. Higgins Onsite Warranty includes up to two annual Preventative Maintenance visits. Applicable zone up-charges will apply. Printers purchased without Higgins Install will include the standard manufacturers' Depot Warranty through Higgins.

Item No	Description	Quantity	UM	Price	Amount
1.00	CD800 Duplex color card printer	1	ea	\$ 1,298.00	\$ 1,298.00
2.00	ID Centre Silver software, includes Me Concealed Carry design	1	ea	1,424.00	\$ 1,424.00
3.00	2 year On site Printer Warranty Zone B when purchased with installation	1	ea	200.00	\$ 200.00
4.00	Box of 500 Blank White Cards	1	ea	35.00	\$ 35.00
5.00	Box of 500 Signature Panel Cards for CCW	1	ea	59.00	\$ 59.00
6.00	YMCKT color ribbon (250 one side, 125 two sided printing)	2	ea	69.00	\$ 138.00
7.00	slot punch	1	ea	59.00	\$ 59.00
8.00	Installation and Training	1	ea	695.00	\$ 695.00

Please note that the CD800 price is based on Datacard Duplex promo exp. 9/30/16

Freight	\$ 25.00
Subtotal	\$ <del>3,998.00</del>
Sales Tax	
Total	\$ <del>3,998.00</del>

Quotation prepared by: \_\_\_\_\_ Foster Blake \_\_\_\_\_  
 This is a quotation on the goods named, subject to the conditions noted below:  
 Overruns and underruns of 10% on printed materials shall constitute completed delivery and will be billed accordingly.  
 All quotes are valid for 30 days. Freight not included in the quote, but will be added at time of shipment.

3,213

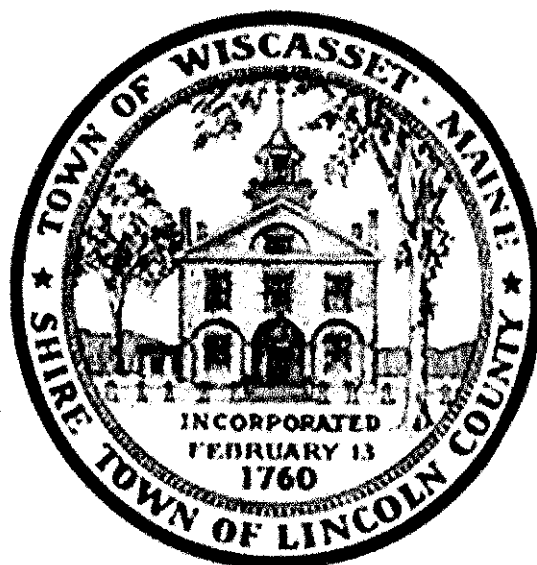
**Thank you for your business!**

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# Town of Wiscasset

## August 2017

### Monthly Reports





# Town of Wiscasset

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## AIRPORT REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Frank Costa, Airport Manager  
**Re:** Airport Monthly Report  
**Date:** September 11, 2017

The month of August 2017 reflected some diverse weather that affected general aviation activities out of the Wiscasset Airport, however, aviators took advantage of the good weather and the Airport G.A.R.D. system (Airport Invisible Intelligence Recording System) recorded 768 aircraft operations (Aircraft Operations for August 2016 were recorded at 753).

This volume of air traffic at the Wiscasset Airport with the additional "walk-ins" resulted in combined fuel sales totaling 6,030 gallons and a gross revenue of \$27,640.68

On August 15, 2017, the airport received a delivery of 894 gallons of Jet-A fuel. Due to market changes, the price per gallon increased for the consumer from \$3.63/gallon to \$3.92/gallon.

On August 19, 2017, the airport received a delivery of 8000 gallons of 100LL aviation fuel. The market reflected a small price increase for the consumer from \$4.45/gallon to \$4.55/gallon.

Although the fuel markets increased slightly, the Wiscasset Airport fuel prices remain competitive for the Maine Mid-Coast Area resulting in a positive response and good fuel sales.

As of August 31, 2017, the Airport FY 2017/2018 Expense Budget of \$254,697.00 was reduced to \$205,230.03. Expenses to date are set at \$49,466.97 or a 19.42% for the year and reflect two fuel deliveries for the same month.

The Airport Revenue for FY 2017/2018 is set (estimated) at \$223,725.00. To date, a collection of \$69,710.45 has been completed for a 2-month period, leaving an uncollected balance of \$154,014.55

1 – The Federal Aviation Administration (FAA) used Aviation Technologies, LLC to conduct an inspection of the Wiscasset Airport in order to update the FAA's Airport Master Record (Form 5010). This inspection resulted in re-visiting some issues already familiar to the Town of Wiscasset and its Airport. While other issues must be corrected, such as growing brush along the eastside of runway 25.

Prior to the FAA inspection, the removal of this brush had been discussed with the Town Works Department Director Doug Fowler whom is willing to perform the work if the Airport rents the necessary equipment. Due to some wetlands in the clearing area, some clearing must be done at a later time during the winter before snowfall.

Some of the lighting issues at runway and taxiway level had been detected prior to the FAA inspection and were in the process of being repaired by specialist Ronald Cote.

2 – Runway and Taxiway lighting repair was in progress prior to the FAA inspection on August 7, 2017 and was completed shortly thereafter by specialist Ronald Cote and all is functional at this time.

Obstruction lights on poles for runway 7 are all functional (red) as observed by regular "night inspections" that take place on regular basis at different times of the night. Nevertheless, some lights are



# Town of Wiscasset

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obstructed by the tree growth in the “danger zone” of the aerial easement in the “campground”. The obstruction of the lights on the pole are a serious and dangerous issue that should be resolved as soon as possible.

\*\*\* Copy of Aviation Technologies, LLC Report is attached for review.  
Complete set of photos provided by Aviation Technologies are not attached.

Frank Costa  
Airport Manager

*Aviation Technologies, LLC.*  
*2740 Moore Road*  
*Springfield, Illinois 62707*

August 7, 2017

Mr. Frank Costa, Manager  
Wiscasset Airport  
96 Chewonki Neck Road  
Wiscasset, ME 04578

Re: Wiscasset Airport  
5010 Update Program

Dear Mr. Costa:

I would like to thank you for assisting with the update of the FAA's Airport Master Record for the Wiscasset Airport. I have enclosed a copy of the changes that were submitted to the FAA and a set of photographs taken at the airport.

As a part of the 5010 update process, we are required to inform the airport owner/manager of any items that may compromise safety or do not meet federal design criteria. With regard to the Wiscasset Municipal Airport, the following is offered:

- The approach to Runway 07 remains at 0:1 due to 60' trees located approximately 250' from the threshold and 240' right of the centerline. I did check the height of the obstruction lights mounted on poles in the right side of the approach and the trees are equal or greater in height than the lights. The FAA criterion is a clear 20:1 slope.
- The approach to Runway 25 is 0:1 due to 18+ ft. trees located approximately 201' from the threshold and 234' right of the centerline. It appears that these trees are located on airport property and should be removed along with the "close-in" objects that are between the threshold and 200' from the threshold. In addition, there is a significant amount of brush and trees located in the north side Primary Surface to Runway 7-25. The FAA criterion is a clear 20:1 slope.
- There are 10'-15' trees located in the "north" side Primary Surface near the threshold of Runway 25.
- There are several 5'-30' trees located on the "south" side of Runway 7-25 that are as close as 160' from the runway centerline. They are located in the Primary Surface which is 500' wide for the entire length of the runway and extends 200' beyond each threshold.
- There are several runway and taxiway light stakes (angle iron) that have "heaved" due to frost action and are above FAA standards. They should be driven down so that they are flush with the ground. The same is true of some of the threshold light fixtures. Since these have a higher probability of being hit by aircraft, they should be fixed first.
- There were four (4) inoperative taxiway lights
- There were two (2) missing taxiway lights.
- There were two (2) inoperative runway lights.

- Some of the taxiway directional and identification signs are faded and should be scheduled for replacement in the near future.
- The runway hold sign at taxiway B (Rwy. 25 end) was inoperative.
- The taxiway guidance sign at the end of Runway 7 was inoperative.
- There were two (inoperative) taxiway guidance signs near the Runway 7 threshold on taxiway A & B.
- Since Runway 7-25 has two straight-in GPS instrument procedures, the last 2000' of runway light fixtures should have split amber/clear lenses. Currently, the split lenses are only for Runway 25. New lenses should replace the last 2000' from the Runway 7 end. In short, the entire runway should have split lenses to accommodate approaches from both ends.
- In 2014, there was a crack repair program underway at the airport. Since that time, several new cracks have developed that need cleaning and filling.
- The airport markings have been degraded to "fair" condition due to weathering.
- The obstruction lights on poles for Runway 7 are below several trees which they are supposed to identify for pilots. Since it was daytime, I was unable to determine if they are operative with the exception of the "first" one which the city has replaced.

Several of the items indicated above were contained in my letter of 2014. Items such as the inoperative taxiway directional and hold signs, the "elevated" light fixture stakes and the brush and trees in the Primary Surface are just a few.

As far as items to be considered in your 5-year CIP, they should include brush clearing to bring the airport approaches up to FAR Part 77 standards, a runway rehabilitation project including re-marking and the replacement of the airport lighting system. Many of the runway fixtures only "glowed" red rather a bright white. Replacing with LED fixtures will significantly reduce the airport's maintenance costs in not only bulb replacement but power usage. Also, the taxiways should be "re-designated" in order to meet FAA criterion. Sometime in the future, you may want to replace the airport beacon tower with a modern single mast fixture which will be easier to maintain and not have "settling" problems.

If you have any questions concerning the above, please feel free to contact me at 217-546-1026 (H) or 217-299-0920 (cell).

Respectfully yours,

James V. Bildilli, P.E.  
[j.bildilli@comcast.net](mailto:j.bildilli@comcast.net)

Encl: 5010 Changes & Photos  
Cc: IDOT w/copy of 5010 Changes and Photos



# Town of Wiscasset

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## TOWN CLERK REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Linda Perry, Town Clerk  
**Re:** Monthly Report  
**Date:** September 12, 2017

### **Elections:**

Preparations for the November Referendum Election continue. Absentee ballots will be available on October 6<sup>th</sup> until the close of business on November 2<sup>nd</sup>. All absentee ballots that have been returned by 4:00 p.m. on Friday, November 3<sup>rd</sup> will be processed on Monday, November 6<sup>th</sup> beginning at 10:00 a.m. Early processing is done publicly at the Wiscasset Community Center.

Absentee ballot applications are available now at the Town Office if anyone would like a ballot mailed to them when they become available. The Clerk will be conducting absentee voting at licensed facilities 30 days prior to the election. Licensed facilities in Wiscasset include the Wiscasset Green. Any registered voter may request an absentee ballot by filling out an application prepared by the state. The application is available on our website at [www.wiscasset.org](http://www.wiscasset.org). Absentee ballots can also be requested on the State of Maine Ballot Request System at <http://www.maine.gov/cgi-bin/online/AbsenteeBallot/index.pl>. Voters can vote in person at the Town Office during regular office hours or request a ballot by phone at (207)882-8200 ext. 104. The Town of Wiscasset will also have a referendum ballot and the final questions are yet to be determined by the Selectmen.

Below are the questions that will be on the State of Maine referendum ballot.

### **Question 1: Citizen Initiative**

*TITLE: An Act To Allow Slot Machines or a Casino in York County. - Legislation*

“Do you want to allow a certain company to operate table games and/or slot machines in York County, subject to state and local approval, with part of the profits going to the specific programs described in the initiative?”

### **Question 2: Citizen Initiative**

*TITLE: An Act To Enhance Access to Affordable Health Care. - Legislation*

“Do you want Maine to expand Medicaid to provide healthcare coverage for qualified adults under age 65 with incomes at or below 138% of the federal poverty level, which in 2017 means \$16,643 for a single person and \$22,412 for a family of two?”

### **Question 3: Bond Issue**

*TITLE: An Act To Authorize a General Fund Bond Issue to Improve Highways, Bridges and Multimodal Facilities and Upgrade Municipal Culverts - Legislation*

“Do you favor a \$105,000,000 bond issue for construction, reconstruction and rehabilitation of highways and bridges and for facilities or equipment related to ports, harbors, marine transportation, freight and passenger railroads, aviation, transit and bicycle and pedestrian trails, to be used to match an estimated \$137,000,000 in federal and other funds, and for the upgrade of municipal culverts at stream crossings?”



# Town of Wiscasset

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## Question 4: Constitutional Amendment

*TITLE: Resolution, Proposing an Amendment to the Constitution of Maine To Reduce Volatility in State Pension Funding Requirements Caused by the Financial Markets - Legislation*

“Do you favor amending the Constitution of Maine to reduce volatility in state pension funding requirements caused by the financial markets by increasing the length of time over which experience losses are amortized from 10 years to 20 years, in line with pension industry standards?”

## Financials:

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	Auto Excise	Boat Excise		Vital Fees
Monthly Revenues	\$67,945.36	\$284.10	\$1,363.00	\$577.40
Year to date	128,874.19	\$1,430.90	\$2,817.00	\$916.20
Met yearly revenue projection by:	22.61%	23.65%	17.89%	30.54%

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# Town of Wiscasset

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## EMS/EMA REPORT

**To:** Marian L. Anderson, Town Manager

**From:** Toby Martin, EMS/EMA Director

**Re:** Monthly Report

**Date:** September 12, 2017

### 1. Run Volume for August

City	# of Runs	% of Runs
Brunswick	1	1.04%
Boothbay Harbor	1	1.10%
Damariscotta	5	5.49%
Dresden	8	8.33%
Edgecomb	14	14.58%
Portland	1	1.04%
Westport (Town of)	4	4.17%
Wiscasset	57	59.38%
Woolwich	5	5.21%
Total	96	100%

Updates:

### Training:

1. Sending 4 employees to CPR Instructor Training
2. School Department- Bus driver CPR training complete
3. Edgecomb Center for Learning- AED placement and training
4. Director Martin recently attended a trainer the trainer called "You are the help, Until Help Arrives." Teaching the public how to handle an emergency situation with calling 911, first aide.
5. Department CPR at the Town Office October 4<sup>th</sup> at 0800 hours.



# Town of Wiscasset

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## Other:

1. We are currently in need of a department vehicle to respond to calls. In the last two weeks we have sent a second ambulance to scenes for man-power. When man power is need the second ambulance is sidelined until returned from the call. This leaves our community unprotected. We are looking for a vehicle to respond in so the second ambulance can stay in quarters. We have approached the local car dealers and we are currently drafting a letter to raise \$50,000 to purchase a vehicle and a 3<sup>rd</sup> cardiac monitor.
2. What are the Select Boards wishes for cross training employees of Fire and EMS? I believe that the two department heads have different opinions.

Respectfully Submitted,

Toby Martin- EMS Director



# Town of Wiscasset

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## FIRE DEPARTMENT REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** T.J. Merry, Fire Chief  
**Re:** Monthly Report  
**Date:** September 14, 2017

In the month of August the Wiscasset Fire Dept. responded to 12 calls for service.

- 5 MVA
- 3 Brush Fires
- 1 Station Coverage
- 2 Service Call
- 1 Fire Alarm

For training that month EJP came to town to talk about fire hydrants and their components, cleaned our ground ladders which we do annually, last we spent two Wednesdays helping out a local family burn a few very large brush piles. We do this often as sometimes the piles become over whelming for the land owner and its safer for us to do it.

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

Respectfully Submitted,  
TJ Merry, Fire Chief



# Town of Wiscasset

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## Wiscasset Police Department

To: Marian L. Anderson, Town Manager  
From: Jeffrey Lange, Wiscasset Police Chief  
RE: Monthly Report  
Date: September 8, 2017

### Significant Events and Issues

1. The PD conducted a School Supply fund drive and received hundreds of items including \$230.00 cash that were turned over to both schools.
2. Reserve Officer Paul Rubashkin accepted the position as Administrative Assistant.
3. Reserve Officer Scott Lovejoy resigned his position due to scheduling conflicts at his full time employment.
4. Officer Craig Worster attended training to become the Department's Armorer for the Glock Duty handguns.
5. A boater safety course was offered at the PD and taught by Main Inland fisheries at no cost. Most of the officers took advantage of this opportunity as well as community members in town.
6. For the month of August PD has responded to 382 calls for service. See below for the breakdown of the nature and amounts of calls.

### Harbormaster

1. Spoke with the owner of the Minesweeper and found out that that last time the mooring was professional inspected was in 2015. According to the owner he inspected it this year and there was nothing wrong with it.
2. No Wake buoys were installed in the river. Additional fees had to be paid for a new mushroom anchor to one of the buoys as it was not properly secured last year.



# Town of Wiscasset

3. Working on new polies for house boat ordinances as well as updating new waterfront polies.
4. Looking at new signage for the waterfront area.
5. Handicap accessible issue to the rec pier. Had an injury recently due to non-ADA compliance step.
6. Harbormaster was able to contact the owners of a few tenders and they were removed from the floats that were not registered properly or paid fees for.

## August Stats

Type of Calls for Service	Number of calls for Service
9-1-1 CHECK	2
ALARM BURGLAR	10
ANIMAL COMPLAINT	2
ASSIST CITIZEN	16
ASSIST OTHER AGENCY	5
ATTEMPT TO LOCATE	3
CIVIL COMPLAINT	2
COMMUNITY POLICING	12
COMPLIANCE CHECK ON INMATE	1
Concealed Weapons Permit	8
CRIMINAL MISCHIEF	1
DISABLED MV Count	5
DOMESTIC DISTURBANCE	1
DRUG INVESTIGATION	1
ERRATIC OPERATIONS	29
ESCORT/TRANSPORT	3
FOUND/LOST PROPERTY	6
HARASSMENT	9
JUVENILE PROBLEM	2
MARINE PATROL	1
MEDICAL EMERGENCY	12
MISSING PERSON	2
MOTOR VEHICLE ACCIDENT	16
MOTOR VEHICLE STOP	54
PARKING PROBLEM Count	2
PEDESTRIAN CHECK	5
POLICE INFORMATION	11
PROPERTY CHECK	104
SERVICE	2
Sex Offender Registration	1
SHOPLIFTING	1
SPECIAL DETAIL	6
Suicide/Suicidal	1
SUSPICIOUS ACTIVITY	20
THEFT / FORGERY / FRAUD	4
TRAFFIC CONTROL	1
TRAFFIC HAZARD	5
TRESPASSING	1
UNWANTED SUBJECT	1
WARRANT ARREST	3
WELFARE CHECK	10
<b>August 20</b>	<b>Total amount of calls for the month of August</b>
	382



# Town of Wiscasset

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## PUBLIC WORKS DEPARTMENT

**To:** Marian L. Anderson, Town Manager  
**From:** Doug Fowler, Public Works Director  
**Re:** Monthly Report  
**Date:** September 13, 2015

### *In addition to our daily operations:*

- Paving: This month close to 3.75 miles of Town Roads were re-surfaced. The entire length of Old Bath Road and Beechnut Hill Road received a Chip Seal: the application we have utilized for the past three years. Huntoon Hill Road and Hooper Street have been surfaced with an "Ultra-thin Bonded Wearing Coarse (UBWC)." This surface treatment is what has become popular on the interstate and other highly traveled roadways. Its qualities are ideal to withstand the truck-travel on Huntoon; and on Hooper, for its durability as well as its lo-profile to preserve curb reveal.
- Catch Basins: Cleaned and inspected 165 catch basins around town in 5-days. Not all basins were visited due to the Water District's construction activity (typically 200+/- are serviced annually). Many of the basins will require some form of rehabilitation of which the Department will perform.
- Continued Roadside Ditching: Rumerill Rd, Dickenson Rd, and Gibbs Rd.
- Upgraded the railing in the upstairs storage area above the EMS to meet Bureau of Labor requirements.
- Installed an attractive boulder-barrier around the new flag pole and light at the airport.
- Roads were striped.

### **Financials:**

At just over 16.5% of the year we are into the Highway budget 11.96%, Cemetery 10.52%, and Municipal Building 8.15%.

Faithfully yours,

**Doug**

Director of Public Works  
Wiscasset, Maine



# Town of Wiscasset

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## PARKS AND RECREATION DEPARTMENT

**To:** Marian L. Anderson, Town Manager  
**From:** Lisa Thompson, Parks & Recreation Director  
**Re:** Monthly Report  
**Date:** September 6, 2017

### Community Events

- Annual Rod and Gun Show sponsored by the Wiscasset Rod and Gun Club brought in about 800 people to the facility the weekend of August 5-6.
- Coordinated with Chamber to bring Alive on the Common August 3, 10 and 17
- Annual Youth Soccer Clinic on August 26<sup>th</sup> with over 75 kids in attendance
- Participated in the August 31 Wiscasset Art Walk with Face Painting artists (volunteers) and assisted with Food Truck logistics.

### Coordination Meetings

- Meeting with Andy Bezon of the Midcoast Conservancy to plan Fall outdoor events
- Meeting with Vickie Hersom and Sheila Sawyer in regards to the Cooper-DiPerri Scholarship committee. Full Committee meeting scheduled for September 25.
- Meeting with Chamber members to begin Scarecrow fest planning.
- Meeting with Katrina Wiley to work on marketing concepts and ideas for staff and department.
- Meeting with Joan Atkinson from Lincoln Health to discuss possible smoking ordinance in parks and recreation facilities. Follow up meeting with Police Chief Jeff Lange to discuss logistics behind ordinance. He requested I keep him in the loop.
- Met with Chamber at their BOD meeting and was appointed the town liason to the Board and as the Business After Hours Chairperson.
- Meeting with Mandy Lewis, Wiscasset Athletic Director/WMHS Assistant Principal to discuss ways we could collaborate with students for programs and services. Made plans for bi-weekly meetings in the future.
- Team meetings with core WCC staff continue twice a month.
- First All WCC Staff meeting and Training was held on August 30<sup>th</sup>- very successful planning and rebuilding a new Mission Statement.

### Facilities

- Annual Shutdown took place for maintenance August 26- Sept. 5. Among some of the projects completed:
  - New carpeting installed in hallway
  - New flooring in fitness room
  - Pool gutters cleaned; filters cleaned ( with help from PW)
  - Lighting fixtures replaced



# Town of Wiscasset

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- Cleaning and Painting Conference room
- Heavy cleaning of all customer areas, locker rooms, bathrooms, shower spaces fitness equipment and floors
- New Shower heads and curtains

## Programs

- Mainly Summer Camp finished the season on August 18<sup>th</sup>
- Gave our Resident Turtle a going away party for all members and guests.
- Soccer Clinic held August 26<sup>th</sup>
- Fall Program Brochure developed ahead of schedule and put online with hard copies available.





# Town of Wiscasset

## TRANSFER STATION

**To:** Marian L. Anderson, Town Manager  
**From:** Ron Lear, Transfer Station Superintendent  
**Re:** Monthly Report  
**Date:** September 8, 2017

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

Type of Material	Tons	Cost/Ton
Municipal Solid Waste (Trash)	201.23	-\$67
Demo	47.56	-\$63
Single Stream	28.01	-\$5
Metal	31.14	+\$130
Computers	5,683 lbs.	+\$ .15/lbs
Brush/Lumber	45	-\$35
Organics for Compost	1,700 lbs.	0
Mixed Copper/Alum/Lead	220 lbs.	+\$ .35/lbs.
Shingles	0	-\$48
	0	-\$0
Cardboard	0	+\$170

We also recycled 26 bales of cardboard.

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

Types	Revenues:
User Fees	\$3,553.65
MRC Dividend	\$7,035.82
Metal (Light iron, batteries, mixed copper)	\$6,155.90
Cardboard	\$3,670.24
Computers	\$ 0

### Operations:

The 3<sup>rd</sup> we had the Freon removed from 67 items. The 4<sup>th</sup> we shipped 150 gallons of vegetable oil. On the 10<sup>th</sup> we shipped 12 gaylords of computers. The 11<sup>th</sup> we shipped 42 lbs. of rechargeable batteries. The 22<sup>nd</sup> we shipped 340 lbs. of lead acid batteries. The 30<sup>th</sup> we shipped 4 boxes of fluorescent tubes to Veolia.

### Expenses & Revenues:

Expenses are at 12.7% and the Revenues are at 9.9%



# Town of Wiscasset

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## TOWN TREASURER REPORT

**To:** Marian L. Anderson, Town Manager  
**From:** Shari Fredette, Town Treasurer/Human Resources  
**Re:** Monthly Report  
**Date:** September 13, 2017

Date: September 13, 2017

**Finances:** In the month of August the town collected a total of \$98,270.37 in Real estate taxes and \$2,396.59 in personal property taxes.

**Credit card:** CC Receipts for August were \$13,909.70

The Finance Department as of August 31<sup>st</sup> has spent 14.39 % of its budget; we are 16.67% through our current fiscal year. YTD Finance has **underspent** by 2.28%.

The first draw from the TAN of \$500,000 was done on 8/22/2017, leaving a balance of \$1,357,987. A second withdrawal will be needed before The First Tax due date in October.

**School Revenue/Expenses:** The Town of Wiscasset processed checks to The Wiscasset School department in the month of August for \$502,370.78. The School Revenue was \$291,544.84 and was comprised of The State Subsidy, School Lunch, fuel, and tuition, Title 1A, Title 11A, and Bank Interest Income. The Total School Revenue including the Town check was \$793,915.62. The Total School Expense for August was \$684,703.56 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 August want in regard to the School Department.*

As of August 31<sup>st</sup> the School's checking account had a balance of \$1,375,206.81, the School's payroll account was -0-, and the Wiscasset Elementary School account was \$9,882.55. The Town's checking Account had a balance of \$837,936.04.

**Training:** No training in August

### **Human Resources:**

The Town had no work related injuries to report to MMA Risk Management in August. Three new employees were hired for the Wiscasset Community Center in August. One reserve Police Officer was hired to take over the administrative assistant job for the Police Department in August.

Please contact Shari Fredette @ 207-882-8200 Ext. 107 or [treasurer@wiscasset.org](mailto:treasurer@wiscasset.org) if you have any questions.

Dept	Account	2017-2018 Approved Budget	YTD as of 08/31/17 (16.67% of budget year)	Balance w/ carry forward	% spent of budget
25-01	ADMINISTRATION	\$ 193,564	\$ 39,781	\$ 153,783	20.6%
72-01	AIRPORT	\$ 254,697	\$ 88,100	\$ 166,597	34.6%
27-09	ANIMAL CONTROL	\$ 11,487	\$ 3,732	\$ 7,755	32.5%
25-05	ASSESSING	\$ 6,097	\$ 190	\$ 5,907	3.1%
25-32	BOARDS & COMMITTEES	\$ 1,361	\$ 283	\$ 1,078	20.8%
53-14	CAPITAL IMPROVEMENT	\$ 460,463	\$ 283,722	\$ 176,741	61.6%
25-31	CELEBRATIONS	\$ 12,000	\$ 8,000	\$ 4,000	66.7%
31-11	CEMETERIES	\$ 58,663	\$ 7,723	\$ 50,940	13.2%
25-33	CODE ENFORCEMENT	\$ 50,485	\$ 9,628	\$ 40,857	19.1%
45-15	COMMUNITY ORG/WP LIBRARY	\$ 67,800	\$ 5,300	\$ 62,500	7.8%
25-11	CONTINGENCY	\$ 20,000	\$ -	\$ 20,000	0.0%
25-30	CONTRACTUAL SERVICES	\$ 116,000	\$ 29,038	\$ 86,962	25.0%
14-99	COUNTY TAX	\$ 594,745	\$ -	\$ 594,745	0.0%
25-08	ELECTIONS	\$ 21,226	\$ 268	\$ 20,958	1.3%
78-01	EMS	\$ 544,250	\$ 104,732	\$ 439,518	19.2%
25-06	FINANCE	\$ 226,198	\$ 46,760	\$ 179,438	20.7%
27-02	FIRE	\$ 137,616	\$ 25,937	\$ 111,679	18.8%
25-34	GENERAL ASSISTANCE	\$ 25,076	\$ 2,509	\$ 22,567	10.0%
25-12	MUNICIPAL BUILDING	\$ 68,152	\$ 10,296	\$ 57,856	15.1%
25-35	MUNICIPAL INS./UNEMPLOY	\$ 42,381	\$ 11,158	\$ 31,223	26.3%
25-02	OFFICE OF SELECTBOARD	\$ 27,247	\$ 3,142	\$ 24,105	11.5%
79-01	PARKS & RECREATION	\$ 648,222	\$ 112,536	\$ 535,686	17.4%
80-01	PARKS & RECREATION (Special Revolving)	\$ 175,307	\$ 39,056	\$ 136,251	22.3%
25-17	PLANNING	\$ 66,764	\$ 11	\$ 66,753	0.0%
27-01	POLICE	\$ 446,992	\$ 102,831	\$ 344,161	23.0%
25-37	PUBLIC UTILITIES	\$ 220,800	\$ 39,518	\$ 181,282	17.9%
31-03	PUBLIC WORKS	\$ 665,997	\$ 120,000	\$ 545,997	18.0%
240-35	RETIREE HEALTH INSURANCE	\$34,559	\$ 6,861	\$ 27,698	19.9%
77-01	SENIOR CENTER	\$ 11,482	\$ 1,783	\$ 9,699	15.5%
45-04	SHELLFISH	\$ 8,605	\$ 3,209	\$ 5,396	37.3%
25-36	TAN INTEREST/School withdrawal BAN interest	\$ 61,459	\$ -	\$ 61,459	0.0%
25-07	TOWN CLERK	\$ 83,902	\$ 16,142	\$ 67,760	19.2%
76-01	TRANSFER STATION	\$ 555,873	\$ 101,969	\$ 453,904	18.3%
74-01	WASTEWATER	\$ 451,831	\$ 90,462	\$ 361,369	20.0%
73-01	WATERFRONT	\$ 39,555	\$ 10,918	\$ 28,637	27.6%
	<b>Totals</b>	<b>\$ 6,410,856</b>	<b>\$ 1,325,595</b>	<b>\$ 5,085,261</b>	<b>20.7%</b>

# HM Payson Monthly Statement of Wiscasset Accounts

<i>Account Name</i>	Market Value as of <b>06/30/2017</b>	Market Value as of <b>07/31/2017</b>	Market Value as of <b>08/31/2017</b>
Montsweag Dam Reserve Fund	\$ 133,764.07	\$ 135,051.19	\$ 136,683.53
Cemetery Trust Fund	\$ 1,752,380.56	\$ 1,769,242.41	\$ 1,775,334.30
General John French Scholarship	\$ 51,249.49	\$ 51,742.62	\$ 52,368.03
Jackson Cemetery Fund	\$ 24,841.34	\$ 25,080.37	\$ 25,383.51
Larabee Band Fund	\$ 601,203.26	\$ 606,988.19	\$ 614,324.75
Haggett Scholarship Fund	\$ 11,384.65	\$ 11,494.20	\$ 11,633.13
Mary Bailey Fund	\$ 366,163.99	\$ 369,687.31	\$ 374,155.66
Seth Wingren Fund	\$ 23,008.70	\$ 23,230.09	\$ 23,510.87
Wiscasset Community Center Endowment Fund	\$ 2,606.76	\$ 2,631.84	\$ 2,663.65
Cooper-DiPerri Scholarship Fund	\$ 35,960.42	\$ 36,306.45	\$ 36,745.28
Recreation Scholarship	\$ 673.60	\$ 680.09	\$ 688.31
<b>Town of Wiscasset Endowment Fund Total</b>	<b>\$ 3,003,236.84</b>	<b>\$ 3,032,134.76</b>	<b>\$ 3,053,491.02</b>
Town of Wiscasset Capital Reserve	\$ 2,018,077.75	\$ 2,037,546.10	\$ 2,022,988.43
Town of Wiscasset Construction Reserve	\$ 2,225,736.03	\$ 2,247,207.65	\$ 2,005,894.08
Town of Wiscasset Equipment Reserve	\$ 3,627,419.22	\$ 3,662,412.85	\$ 3,607,610.01
Town of Wiscasset Furnace Replacement Reserve	\$ 298,462.42	\$ 301,341.68	\$ 305,250.66
Town of Wiscasset Major Repairs Reserve	\$ 402,052.76	\$ 405,931.36	\$ 411,196.93
Town of Wiscasset Recreation Building Reserve	\$ 1,577,083.66	\$ 1,592,297.75	\$ 1,560,277.85
Town of Wiscasset Retirement Health Insurance Reserve	\$ 362,360.90	\$ 365,856.58	\$ 323,980.31
Town of Wiscasset Roof Repair Reserve	\$ 274,074.34	\$ 276,718.33	\$ 280,307.81
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 74,867.17	\$ 75,589.41	\$ 76,569.93
Town of Wiscasset Highway Department Capital Reserve	\$ 1,929.35	\$ 1,947.96	\$ 1,973.23
Town of Wiscasset Fire Department Vehicle Capital Reserve	\$ 2,572.48	\$ 2,597.30	\$ 2,630.99
<b>Town of Wiscasset Reserve Funds Total</b>	<b>\$ 10,864,636.08</b>	<b>\$ 10,969,446.97</b>	<b>\$ 10,598,680.23</b>