

WISCASSET SELECT BOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
MINUTES, DECEMBER 19, 2017

Preliminary Minutes

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

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

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

- a. Ben Rines, Jr., moved to approve the payroll warrants of December 8 and 15, 2017. Vote 5-0-0.
- b. Kathy Martin-Savage moved to approve the accounts payable warrants of December 8 and 15, 2017. Vote 5-0-0.

3. Approval of Minutes

- a. Ben Rines, Jr., moved to approve the minutes of December 5 as amended. Vote 5-0-0.
- b. Judy Colby moved to approve the minutes of December 11. Vote 5-0-0.

4. Special Presentations or Awards – none

5. Committee Appointments – none

6. Public Hearings – none

7. Public Comment

Kim Dolce asked whether the board's procedures had been changed to allow only residents and taxpayers to comment during this part of the meeting. Judy Colby said the procedures had been changed, however, she would ask the board's permission if a non-resident asked to speak.

Phil DiVece asked that the sidewalk along Route 27 be plowed.

8. Department Head or Committee Chair Report

- a. Resignation-Shari Fredette, Town Treasurer and Human Resources: In a letter to the board, Fredette gave notice of her resignation effective February 16, 2018. Ben Rines, Jr., moved to accept her resignation with regret. Vote 5-0-0.
- b. Conservation Commission, Street Lights: Anne Leslie reported that the Wiscasset Conservation Commission has been exploring the costs and benefits associated with a municipality buying and maintaining streetlight fixtures and replacing conventional streetlights with LEDs. The town now rents fixtures from the Central Maine Power. She provided the board with documents demonstrating the savings that could be attained over time. In response to Leslie's question, Judy Colby asked the commission to continue with its study.

- c. Department Head Monthly Reports – submitted. Lisa Thompson said a sponsorship drive was underway to support the Winterfest celebration. The event will be February 2 and 3 and will include fireworks. She said community groups were helping and anyone wanting to volunteer should contact Thompson.

9. Unfinished Business

- a. Cordelia Oehmig supplied the board with a updated map of downtown businesses indicating those for, against or neutral on the MDOT traffic plan.

10. New Business

- a. RJD Appraisal Assessing Service Contract Extension: Marian Anderson asked whether the board wished to extend the current contract or put out an RFP from other firms. The contract does not include a revaluation of town property. Ben Rines, Jr., moved to approve the three-year contract. Vote 5-0-0.
- b. Pier Vendor Winter Permit Applications: Judy Colby moved to approve the pier vendor applications from Doublet Designs and Maine Kayak. Vote 5-0-0.
- c. Central Maine Power Pole permit application, Ready Point Road/Young's Point Road: Ben Rines, Jr., moved to approve the permit application. Vote 5-0-0.
- d. Monthly Financials:
 - Department Year to Date Expense Report: The report showed the year to date expenses of each department together with percent of budget spent.
 - Anderson pointed out the market values as of 9/30/17, 10/31/17 and 11/30/17 for both the endowment fund and the reserve fund. Market value of the reserve fund as of November 30 was \$11,089,977.20. The Investment Committee will meet in January and all are welcome to attend. Jeff Slack pointed out that the report showed that the Town received approximately \$100,000 in income every 30 days.
- e. Town of Wiscasset Winter Parking Ban – ordinance: Anderson said the current ordinance allowed the selectmen to set the parking regulations during the winter to facilitate snow removal. She said residents were parking in the municipal parking lots overnight which hindered the plowing. Police Chief Lange said courtesy tickets had been issued this year. Erica Soule who owns a building, the tenants of which park overnight in the municipal parking lots because parking on the streets is prohibited. She asked where residents of downtown buildings should park. The current ordinance does not require owners of apartment buildings to provide parking. Chief Lange suggested that apartment residents who park in the municipal lots be given a parking permit (containing contact information) with the understanding that cars will be moved during the winter at certain times to allow plowing. It was suggested that winter parking in municipal lots from November 1 to April 14 be allowed by permit only. The changes will be on the next agenda.

11. Town Manager's Report

Marian Anderson shared with the board Will Truesdell's letter urging the selectmen to support the DOT traffic plan.

Anderson announced that the Supreme Court dismissed the appeal against the Town Planning Board and Allen and Melissa Cohen regarding the application to expand a building to store fireworks for Big Al's Outlet, Inc.

A summary of legal expenses by matter from July 2017 through December 2017 was provided by the Town Manager.

The "Hesper" sink and project placard were delivered to Nick Dalton by Katharine Martin Savage.

Revenues generated from the airport were detailed: projected 17/18 revenues are \$223,725; this includes real estate taxes, hangar lease fees, and airplane excise tax. Airport revenues exceed the operations budget by \$14,389.17. Bob Blagden pointed out that the town pays \$10,000 for 100 street lights at the airport.

12. Other Board Business

Chair Judy Colby reminded the public of the candlelight vigil the next night at 6:30 for Kendall Chick.

Colby wished all a merry Christmas and a happy new year.

13 Assessors' Business - none

14. Adjournment

Kathy Martin-Savage moved to adjourn the meeting at 6:53 p.m. Vote 5-0-0.

9a

Town of Wiscasset Winter Parking Ban



In accordance with the Town of Wiscasset Ordinance, Article IX, Sections 3.10 and 3.15 the Wiscasset Selectboard hereby enacted the following winter parking ban:

The Town of Wiscasset Winter Parking Ban will go into effect Nov. 1 and run until April 14.

During this time, it will be unlawful for the operator or owner to cause, allow or permit any vehicle to be parked on any street within the Town of Wiscasset, for a period of time longer than 30 minutes, between the hours of midnight and 6 a.m. from November 1 to April 14. Bonafide emergency calls are exempt.

It shall be unlawful for the operator or owner to cause, allow or permit any vehicle to be parked in any municipal parking lot overnight, unless permitted, between November 1 and April 14. All permitted vehicles must be removed from permitted municipal parking lots by 8 a.m. the morning following a winter storm event. The town may tow, at the owner's expense, any vehicle which has not been removed by the 8 a.m. deadline. Residential winter parking permits can be obtained at the Wiscasset Police Department for a \$25 fee.

Penalties for illegal parking include a notice with ranges ranging from \$15 to \$50 plus the cost of towing and impoundment.

If you have any questions regarding the Town's Winter Parking Ban, please call the Wiscasset Police Department at 882-8202.

Date

Judith R. Colby

Benjamin L. Rines, Jr.

Jefferson A. Slack

Robert Blagden

Katharine Martin-Savage

4/10 10a

TOWN OF WISCASSET
Pier Vendor Permit Application

APPLICANT NAME: Monique MCRAE - Chairman
BUSINESS NAME: WISCASSET AREA Chamber of Commerce
MAILING ADDRESS: P.O. Box 306 WISCASSET
PHONE NUMBER: 207. 882-9600

SEASONAL PERMIT: \$400 (10' X 20') ☐ or \$600 (30' x 34') ☐
April 15th - October 31st

WINTER RENTAL PERMIT: \$300 (10' X 20') ☒ or \$400 (30' x 34') ☐
November 1st - April 14th

DAY USE PERMIT: ☐ \$25 DATE(s): _____

DESCRIPTION OF ALL BUSINESS ACTIVITIES THAT WILL TAKE PLACE ON
SITE: Information provided to tourist of
businesses and others that are
Members of the Chamber
Promote Tourism and Events

☒ Request the fee be waived as our priority is to promote the town + its businesses.

REQUEST FOR APPROVAL OF ACCESSORY FURNITURE: (please list all furniture and size and attached a sketch of placement)

I REQUEST ELECTRICAL SERVICE: ☒ 110 Volt outlet

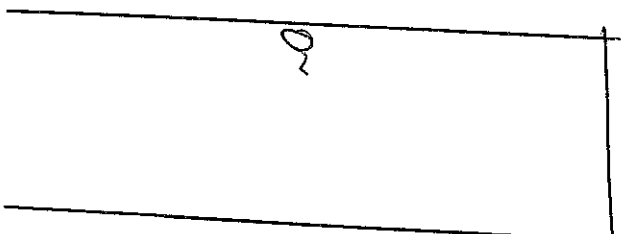
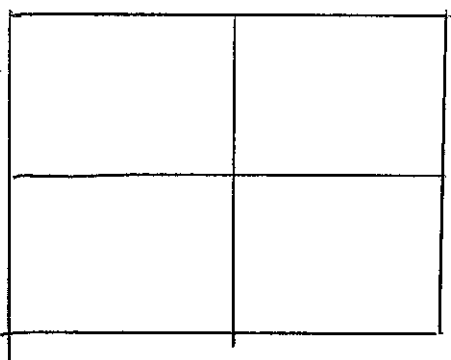
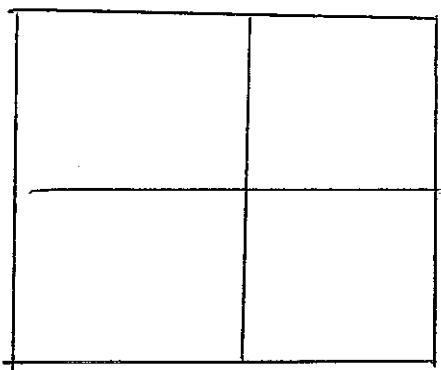
\$100/season or \$5/day additional use will be billed by the Town

- ATTACH A CERTIFICATE OF INSURANCE, NAMING THE TOWN OF WISCASSET AS AN ADDITIONAL INSURED.
- ATTACH A PHOTO OR SKETCH OF THE PROPOSED STRUCTURE.

Monique
McRae
Chair of the
Board

WACC
INFORMATION

R_1
 \swarrow
 ΔDep



\leftarrow 18' \rightarrow

\leftarrow 10' \rightarrow

WISCASSET PUBLIC LIBRARY

10c

December, 2017

Board of Selectmen and Marion Anderson, Town Manager
Town of Wiscasset
51 Bath Road
Wiscasset, ME 04578

Greetings:

The Wiscasset Public Library Board of Trustees respectfully requests a contribution of \$57,250 from the town of Wiscasset towards the Library's operating budget for the year 2018, a \$5,000 reduction from last year's request of \$62,250, which the town funded.

We are aware of the town's budget challenges but firmly believe that the Wiscasset Library, the oldest continuous circulation library in the entire country, is a valuable resource for the town and deserves municipal support. Several years ago the Library was receiving \$140,000 from the town. Over the years the Library has been able to lower its requests through strict economies, grants raised to install more efficient equipment, and the Trustees' work at managing the endowment for growth and sustainability.

The Trustees and Friends of the Library also work hard to find ways to raise money for the Library to help pay for capital improvements and repairs. These activities include grant writing, the annual year-end appeal letter, and Friends of the Library events, including the annual Bands for Books fundraiser.

The Library continues to be a busy place. High-speed Internet access is in constant demand by adults, children, teen-agers, and visitors to our area. Our Young Adults Room is in steady use, providing a safe place for teens to meet and study and a location for displaying artwork from the schools. The Children's Room is popular with the young and their parents. Friends of the Library have made excellent use of the newly renovated Used Book Room and the attached patio outside for programs such as the Children's Christmas Shop and the annual party to thank volunteers.

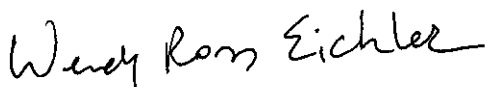
In addition, the Library is becoming an important center for local activities such as "Town Talk" meetings once a month that highlight a Wiscasset resident or town-related topic, other programs that bring to the Library experts on a variety of subjects of interest to area residents, a book reading group, and even a chair yoga program.

The Library request for funding passes every year by a strong majority among Wiscasset voters. The people have spoken year after year. They want, support, and appreciate the Library. We firmly believe that leaving the Library budget request on the town warrant shows the voters that you are listening to their wishes and respect their right to vote. So please consider our request carefully.

Please let me know if you would like a member of the Board of Trustees to come to your budget meetings or town meeting.

As always, we are grateful for your support.

Yours sincerely,



Wendy Ross Eichler, President
Wiscasset Public Library Board of Trustees

**Wiscasset Public Library
2018 Budget**

	<u>2018</u> <u>Budget</u>
Ordinary Income/Expense	
Income	
Municipal Support	
Wiscasset	57,500
Westport Island	4,350
Alna	4,300
Edgecomb	7,500
Total Municipal Support	<u>73,650</u>
Endowment Income Dist	
Income from Endowment	
Henry Ferne Foundation	
Dist Anne P. Caney Book Fund	
Total Endowment Income Dist	<u>99,057</u>
Annual Appeal	19,500
Grants	
Other Grants	25,000
E-Rate	800
Total Grants	<u>25,800</u>
Library Operations	
Copier Fees	1,800
Guilt Jar	1,200
Book Replacement	700
Nonresident Memberships	200
Total Library Operations	<u>3,900</u>
Donations	
Gifts in Memoriam	1,000
Friends of the Library	-
DiVece Book	
Amazon Smile	100
Other Donations	2,000
Total Donations	<u>3,100</u>
Summer Reading Program	600
Insurance Claim	
Sales	
Pamphlets & Books	660
Chase Book	60
Total Sales	<u>720</u>
Fundraising	
Fundraising - Other	
Total Fundraising	

	2018
	Budget
Accounting (Tax Return)	850
Treasurer	3,000
Legal	35
Total Professional Services	6,785
 House and Grounds	
Housekeeping	3,500
Groundskeeping	1,000
Garbage Pickup	300
Total House and Grounds	4,800
 Insurance	
Property/Liability	3,500
D&O Insurance	900
Workers Comp	600
Total Insurance	5,000
 Computer System	
Hardware	6,500
Software	600
Repairs/Maint	1,225
Total Computer System	8,325
 Programs	1,800
Supplies	
General Office Supplies	1,000
Library Supplies	850
Maintenance Supplies	
Total Maintenance Supplies	893
 Total Supplies	2,743
 Miscellaneous Expenses	
Postage	1,000
Membership Fees	750
Advertising	280
Bank Service Charge	
Late Fee	
Printing	400
Meetings	100
Education	120
Total Miscellaneous Expenses	2,650
 Fundraising Expense	
Website & Public Relations	1,500
Fundraising Printing	300
Fundraising Postage	300
Total Fundraising Expense	2,100

10d

Marian Anderson

From: Bruce Flaherty <bwflah@gmail.com>
Sent: Sunday, December 24, 2017 4:43 PM
To: townmanager@wiscasset.org
Subject: Wiscasset Spirit of America Holiday Greetings & Thanks

Dear Marian, Kathy & Other Wiscasset Officials,

"For those thinking about changing their career, volunteering enables them to try out a new field without having to make it a long term thing... As a volunteer, you are also likely to meet contacts and potential employers that can help you start your career." (benefitsofvolunteering.com)

Thank you for Wiscasset helping the cause of volunteerism by choosing several Spirit of America Foundation Tribute recipients over the years – in 2017 over 150 Maine towns (most ever & in all 16 counties) picked a local person, project or group to receive this award for outstanding community service! Special praise for all communities unfamiliar with the award who took the 'leap of faith' to select a Spirit of America winner!

'Share the Spirit': You're encouraged to share your Spirit of America experience with other Maine communities – hopefully inspiring town(s) not listed below to achieve Gold Distinction in 2018!

Congratulations to all 2017 Gold Distinction towns, including: Albion, Appleton, Arrowsic, Bath, Belgrade, Benton, Bethel, Bingham, Bowdoinham, Bristol, Brooks, Bucksport, Canaan, Chelsea, China, Clifton, Cornish, Damariscotta, Dresden, Durham, Edgecomb, Fairfield, Fayette, Franklin, Freedom, Georgetown, Greene, Guilford, Harmony, Hartland, Hiram, Jackman, Jefferson, Kingfield, Lamoine, Leeds, Lewiston, Limington, Litchfield, Livermore, Mattawamkeag, Mechanic Falls, Mexico, Mercer, Montville, Moose River, Mount Desert, Mount Vernon, New Portland, New Vineyard, Norridgewock, Northport, North Yarmouth, Oakland, Palermo, Palmyra, Paris, Phippsburg, Pittsfield, Pittston, Poland, Readfield, Richmond, Ripley, Rome, Saco, Sangerville, Searsport, Sebec, Sidney, Skowhegan, Solon, Southport, South Berwick, South Bristol, St. Albans, Starks, Stockton Springs, Surry, Swanville, Troy, Union, Unity, Vassalboro, Vienna, Washington, Wales, Wayne, Whitefield, Whitneyville, Wilton, Windham, Winterport, Woodstock, Woolwich.

It's not too early to think about whom your municipality might pick as its 2018 Spirit of America Foundation Tribute recipient and when the award will be presented. Best/simplest solution for most: choose the one to whom your annual town report is dedicated as Spirit of America winner and honor them at the annual town meeting!

Hoping you tell us by Feb. 28 that you have picked your community's 2018 Spirit of America winner – will publicize your town as a 'Pacesetter' if you do!

Wishing you a happy holiday season & thank you for everything!

Bruce Flaherty, 622-7311
Maine Spirit of America

A municipality may achieve the most prestigious Gold Distinction by presenting its Spirit of America Foundation Tribute at the annual town meeting or inauguration, during an annual community festival, or during National Volunteer Month (April).

10e



CENTRAL MAINE
POWER

December 19, 2017

MARIAN ANDERSON
TOWN OF WISCASSET
51 BATH RD
WISCASSET, ME 04578

Reliable electricity service for your community

DEAR MARIAN ANDERSON:

We live in the most heavily-forested state in the nation. Having beautiful trees too close to our electrical wires can be a public safety problem or cause power outages when the wind blows or ice coats the branches. That's why we work year-round to maintain safe clearances around our lines. It's the most effective way we can reduce tree-related outages and deliver the reliable electricity service you depend on. We know trees are an important part of any community, and our local arborist is ready to work with you.

Our Tree Care crews may be conducting tree work in your community in 2018. They will prune and remove trees, brush, and other vegetation within public rights of way to ensure safe and reliable electricity service to your community. To protect the health of the trees, we hire only qualified contractors who are trained to use techniques sanctioned by the Tree Care Industry Association.

We'll keep you informed

We have a licensed arborist on staff dedicated to your community. In addition, people who live adjacent to public roads have the right to consult with us before routine work takes place. If you are interested in consulting with us about any of this tree work, please contact your CMP Arborist, **Mei-Ling Cheung** at **721-8071**. As always, if trees cause outages or pose an immediate hazard to safety or service reliability, we will perform emergency tree work and may not be able to consult with you beforehand.

In an effort to keep our customers informed about the Tree Care plans in your community, I've enclosed a poster that you can display on a community bulletin board in your municipal office. Customers can also visit **cmpco.com** for additional information about our Tree Care program.

We are proud to deliver safe, reliable electricity service to the communities of Maine. I look forward to working with you on Tree Care in your community in 2018. Thank you!

Sincerely,

Thomas Irwin

Thomas Irwin
Vegetation Management