

WISCASSET SELECT BOARD,
ASSESSORS AND OVERSEERS OF THE POOR
AUGUST 14, 2018

Preliminary Minutes

Present: Kim Andersson, Bob Blagden, Chair Judy Colby, Kathy Martin-Savage, Vice Chair Ben Rines, Jr., 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

Kathy Martin-Savage moved to approve the payroll warrants of July 20, July 27, August 3, and August 10, 2018. Vote 5-0-0

Kathy Martin-Savage moved to approve the accounts payable warrants of July 24, July 31, August 7, and August 14, 2018. Vote 4-0-1 (Blagden abstained).

3. Approval of Minutes

Kathy Martin-Savage moved to approve the minutes with correction. Vote 5-0-0.

4. Special Presentations or Awards – none

5. Committee appointments – none

6. Public Hearings – none

7. Public Comment on Non-agenda items

Susan Blagden thanked Doug Fowler for replacing the street light on High Street. She also asked the selectmen to not sign off on the MDOT Main Street plan until the issue of trees is addressed. She asked that the trees be left on Main Street or replaced with suitable trees that will not lift the bricks. Further, referring to the planned demolition of Haggett's Garage, Blagden asked that the selectmen enforce the law which calls for a hearing before the Historic Preservation Commission before demolition takes place. She said she was dismayed by the apparent attitude of the selectmen that enforcement of the law is optional.

Tom Bryant said according to former Code Enforcement Officer Stan Waltz, a building permit and site plan review were required for Conex boxes and he asked how that would be enforced without a CEO. He was informed that a new CEO had been hired and the matter would be referred to him.

Steve Christianson said a utility trailer had been parked in the lot on Middle Street for four weeks. The matter will be referred to the Police Department. Christianson also reported that a shop on Water Street had three tables and two chairs on the sidewalk 24/7.

In response to Al Cohen's question, Judy Colby reported that the Police Department is operating on a limited basis from 7 a.m. to 4 p.m.; Lincoln County Sheriff's Department is covering Wiscasset from 4

p.m. to 7 a.m. Reserve officers will be working on the weekends. Cohen, in response to Tom Bryant's question said that Conex boxes are being used all over town and none have come before the Planning Board. He said the issue involving Cohen's attorney, Bryant's attorney and the Town attorney had been before the courts twice.

Pam Logan asked that the fence on Route 1 be cleaned up and that the Town Christmas lights be all white. She said there had been no update on an incident involving a car and a bicyclist where the driver of the car drew his gun. She said there had been no arrest and no one was in jail. Anderson said she would follow up on the report. In response to Logan's suggestion that the Town start hiring police, Judy Colby said the Town will be interviewing for a chief this week and then for officers.

Jean Beattie Flynn, Wiscasset Area Chamber of Commerce, suggested that when the PAC is disbanded, a new PAC be formed for liaison between the Town and DOT including as members the Chamber of Commerce and property owners.

Kim Dolce suggested an interim committee include members downtown who are at odds with MDOT. She referred to a letter to the editor which asked the select board to make the decision on how to proceed with ambulance service for Wiscasset. She said the board was hired to make decisions and the people trust the board to make decision, not leave it up to the voters.

Leslie Roberts asked why the board had not discussed the trees with the MDOT and why the PAC had not submitted its final recommendation about trees. She asked what help the selectmen needed. Colby said trees were not discussed with the DOT and the board would take under advisement the final report from the PAC before making a decision on the trees. Colby added that the PAC would be meeting on August 20 at 5 p.m. to finalize its report which will be presented to the board on August 21.

Kate Bryant, referring to the Conex boxes, said Stan Waltz, former CEO, had gone to a seminar and told her that Conex boxes required a permit and that he was going to enforce the permitting.

8. Department head or committee chair

a. Public Safety Advisory Council – Annual Report: The report was included in the board's packet for the meeting.

9. Unfinished Business

a. Update on sunken boat in harbor: A summons and complaint for littering has been issued to Christopher G. Morrison, the owner of the boat, and a hearing at the court house is scheduled for October 25 at 8:30 a.m. The District Attorney will be looking for restitution.

b. Approval of Application for Annual License for Sale of Consumer Fireworks and set fee: The draft application includes the State License Number and signature of the Code Enforcement Officer which were added to the previous form. Anderson said some towns do not charge a fee or charge a nominal fee. In response to Kate Bryant's questions, Colby said a public hearing on a license is required for the initial license, not for subsequent years. The fee for renewal license was discussed and it was the consensus that advertising costs should be paid by the applicant. **Kathy Martin-Savage moved to accept the draft application and the applicant will be responsible for all costs associated with the application. Vote 5-0-0.**

10. New Business

a. Bid Openings – Tax Anticipation Note

The following bids were received:

<u>Bank</u>	<u>Lump Sum Interest Rate</u>	<u>“As Needed” Interest Rate</u>
Sanford Institute of Savings	3.69%	1.30%
Kennebec Savings Bank	3.49%	3.49%
Camden National Bank	2.87%	2.87%
The First	2.70%	2.70%
Machias Savings	2.49%	2.49%
Bath Savings	2.54%	2.54%
Skowhegan Savings	3.45%	3.45%

The board discussed the advantages of borrowing from the reserve account vs. borrowing from a bank and paying interest. Borrowing from the reserve account would require a vote, and Bob Blagden explained that because the interest rate the reserve account was earning was more than the interest on the TAN, it was more advantageous to borrow at a low rate from a bank. **Judy Colby moved to authorize the Town Manager and Treasurer to review the bids and award the Tax Anticipation Note bid to the lowest qualified bidder. Vote 5-0-0.**

b. Sign Quit Claim Deeds

- Bruce C. and Mary-Ellen Engert, 262 Bath Road (Map U10, Lot 23)
- Aaron and Sarah Morse, 80 Old Bath Road (Map R06 Lot 047)

Judy Colby moved to sign the Quit Claim deeds for Bruce and Mary-Ellen Engert and Aaron and Sarah Morse. Vote 5-0-0.

c. FAA Grant Offer for Airport Improvement Program Project No. 3-23-0049-020-2018 for airport development or noise program implementation. The maximum FAA obligation under this grant is \$34,200. **Bob Blagden moved to authorize the Town Manager to execute and sign the FAA grant application for Airport Improvement Program Project 3-23-0049-020-2018 for airport development or noise program implementation. Vote 5-0-0.**

d. New Business License Application: Julie Ambrosino d.b.a. Spruce, LLC at 49 Water Street: **Judy Colby moved to approve the business license for Julie Ambrosino d.b.a. Spruce. Vote 5-0-0.**

e. Wiscasset Public Library request to place fundraising event signs on the Town Common-Kathy Martin-Savage. Martin-Savage asked permission to put signs advertising the library fundraiser on the town common from August 19 to the day after the concert on Labor Day. She said the signs would be taken down within 24 hours after the event. **Ben Rines, Jr., moved to approve the request of the Wiscasset Public Library to place fundraising event signs on the Town Common. Vote 4-0-1 (Martin-Savage abstained).**

f. Resignation – Officer James Fisher, Wiscasset Police Department: **Judy Colby moved to accept the resignation of Officer Fisher with regret. Vote 5-0-0.**

g. Deem 2008 Ford Crown Victoria as surplus: **Bob Blagden moved to declare the vehicle surplus. It was suggested that the vehicle be put on Craig’s List or the Marketplace. Vote 5-0-0.**

11. Town Manager's Report

Marian Anderson introduced Bruce Mullen, the recently hired Code Enforcement Officer, who is a resident of Wiscasset and a master plumber.

Anderson reported on the letter from the Davises thanking Road Commissioner Doug Fowler on the overhauling the parking lot on Water Street.

Anderson has received a letter from Sheriff Brackett regarding the temporary assistance Wiscasset will receive from the Sheriff's Department. The County will assist Wiscasset 86 hours per week for 30 days and is prepared to discuss a long-term solution.

White's Island Bridge from the railroad tracks to the mainland will be removed and a "bridge closed" sign will be erected. A grant for matching funds will be applied for before any work begins on the bridge and the work by the town employees involved in taking down the bridge will be considered part of the matching funds.

The Community Center will be shut down for a week from August 24 to September 9. Public Works will be working on the potholes during that period.

Anderson said the change in hours for the office was part of a negotiating process with the union. She said that many people have shown up between 7 and 7:30 and others had thanked the office for being open until 5 p.m.

In response to an update on the comprehensive plan, Anderson said she will talk to the Planning Board before meeting with Lincoln County Planning. Kim Andersson volunteered to be on the Comprehensive Plan Committee. Judy Colby suggested putting information in the papers and asking for volunteers.

12. Other Board Business

Ron Lear explained problems with the Transfer Station forklift. He suggested trading it in for a new forklift which would require six payments of \$2400. After discussion of ways to proceed, including anticipated department revenue for the current year, and deciding who should make the decision to replace or repair, **Bob Blagden moved to have the Town Manager and Town mechanic find out what's wrong with it (the forklift). Vote 4-1-0 (Andersson opposed).**

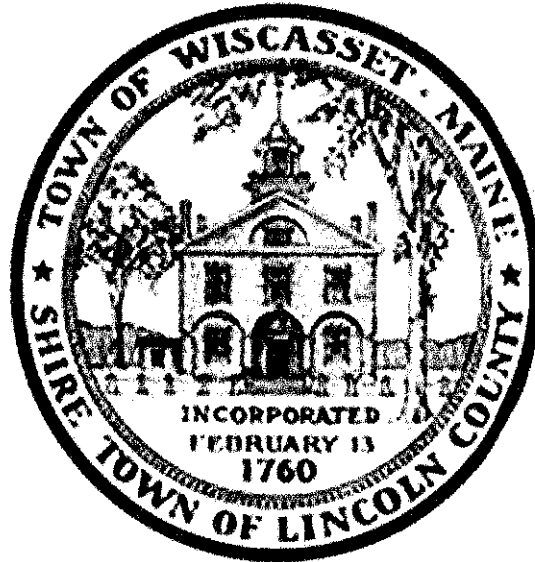
Kathy Martin-Savage publicly thanked Steve Christianson and the road crew for their work on the parking lot on Water Street.

At 7:45 p.m. Judy Colby moved to enter Executive Session pursuant to 1 M.R.S.A. §405 (6) (A). Vote 5-0-0.

At 8:40 p.m., Kim Andersson moved to exit Executive Session and adjourn the meeting. Vote 5-0-0.

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Town of Wiscasset
July 2018
Monthly Reports





Town of Wiscasset

AIRPORT REPORT

To: Marian L. Anderson, Town Manager
From: Rick Tetrev, Airport Manager
Re: July Monthly Report
Date: August 12, 2018

Attachments:

1. Aircraft operations

Re: Airport Monthly Report, July 2018

Activity for the month of July, as reported by the G.A.R.D. system (Airport Invisible Intelligence System), totaled 675 flights. There were 557 flight operations reported for July of 2018. However, last year the G.A.R.D. system was out of order for two weeks which leads me to believe that there were significantly more flights last year. I am confident though that weather this year has had a significant effect on operations.

For the month of July KIWI had 22 aircraft that were housed for more than one night either on the ramp or in a hangar. They purchased a total of \$9,049.43 in gas and paid \$965.00 in rent.

Sale of 100 LL Aviation Gas was 5,442.72 gallons for a total of \$27,594.34 dollars and sale of Jet A was 1267 gallons for a total of \$5,039.93 dollars.

On July 17th KIWI had a delivery of 7,905 gallons of Aviation Gas, 100LL. The price for this load was a decrease of \$0.15 per gallon at the pump. We also had a delivery on the 17th of 3,777 gallons of Jet A with PRIST (PRIST is antifreeze for the fuel and is a requirement for northern climates). The price at the pump was an increase of \$0.14 per gallon.

On Saturday July 7th at 1:00 pm a Cessna 172 RG landed wheels up on runway 25. The pilot, Kyle Paul, was not hurt and the plane had limited damage. Limited damage in terms of only damage to the propellers and minor scrapes and scratches on the belly. It is not flyable. Nine one one (911) was called and both Wiscasset Police and Fire were deployed to the scene and the airport was closed to further traffic. A NOTAM (notice to airmen) was established through the FAA to alert aircraft planning to come or were already in route to KIWI.

Fortunately, with the accident happening on a Saturday afternoon many of the hangar owners were present at the airport. They were able to clear the runway and move the aircraft to our Maintenance Hangar by 2:12 pm. The NOTAM was lifted at 2:19 pm.

WISCASSET'S EMERGENCY RESPONDERS AND OUR WISCASSET BASED AVIATORS DESERVE A HUGE WELL DONE AND THANK YOU!!!!!!

On Monday July 9th Mr. Jim Newton, FAA Accident Investigator made a surprise inspection of the airport and the aircraft. He found no discrepancies with our procedures nor of the airport.



Town of Wiscasset

The pilot, Mr. Paul was a newly licensed aviator. The aircraft was rented from Airlink Flight School in Waterville. The designation RG on the Cessna 172 stands for "retractable gear". The aircraft remains in the Maintenance Hangar until the insurance issues are adjudicated. Airlink Flight School is paying the monthly fee of \$250.00 per month until it can be moved.

Respectfully submitted,

Rick Tetrev

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Town of Wiscasset

TOWN CLERK REPORT

To: Marian L. Anderson, Town Manager
From: Linda Perry, Town Clerk
Re: July Monthly Report
Date: August 15, 2018

Elections:

We have received official election materials and mailings in preparation for the November 6, 2018, General Election. Included in the mailings are several reports that the State of Maine requires the Clerk to complete and return to the Secretary of State by the statutory deadlines. Also included in the mailings are instructions and protocol for ordering supplies, ballot retention, completing the Notice of Election, absentee ballot information, and changes in election laws that will be in effect for the upcoming election. Absentee ballots will be available from October 5th through November 1st.

Post-election reports and voter participation for the June election have been completed. Maintenance was completed on the DS 200 Election Machines and the attached ballot boxes on July 26th. The annual maintenance was completed by Election Systems & Software and is included in our lease agreement.

Clerk:

The number of marriage licenses has increased through the summer months. This is common for this time of year. The license process can take 30 minutes to 1 hour to complete. The new online Maine Marriage Module has increased the time it takes to complete a marriage license. We are encouraging couples to plan ahead by filling out the necessary paperwork in advance and scheduling an appointment with the Clerk.

Catering Permits Issued:

- Incorporated Civic Organization, Chewonki Foundation, 485 Chewonki Neck Road for the Maine Coast Semester 30th Reunion.

Financials:

	Auto Excise	Boat Excise	Agent Fees	Vital Fees
Monthly Revenues	\$74,045.39*	\$791.00	\$1,587.00*	\$312.00
Year to date	\$74,045.39	\$791.00	\$1,534.00	\$312.00
Met yearly revenue projection by:	12.34%	13.07%	9.23%	—

**The revenue percentage collected has increased from July 2017*



Town of Wiscasset

PARKS AND RECREATION DEPARTMENT

To: Marian L. Anderson, Town Manager
From: Lisa Thompson, Parks & Recreation Director
Re: July Monthly Report
Date: August 1, 2018

Program Updates & Community Events

- National Night Out planning continues- working with Sgt. Craig Worster and other Dept. Heads, Lincoln County SO and other community groups.
- Fall Community Events planning has begun. Bonnie Blagdon leading on Fall events.
- Program Brochure draft due this week- final to be available by August 17th
- Swim programs winding down for the summer. Lifeguard Challenge Program in mid August.
- Challenger Camp was a success with 15 campers. Plans underway to continue for next summer
- Annual Shutdown preparation underway.
- Mad Science of Maine came to WCC for a show with our camp which was also available to the public.
- Our department participated in the Wiscasset Art Walk by sponsoring a roving magician and providing face painting.
- Summer Campers participated in the 4th of July float competition and received 2nd place in their category.

Coordination Meetings & Professional Development

- Bi- Monthly Team meetings held 1 X due to staff schedules and vacations.
- Met with new Superintendent Terry Wood to discuss coordination of schedules and use of facilities.
- Attended Wiscasset Art Walk July 26
- Attended monthly Chamber of Commerce meeting July 19.

Revenue

July 2018 revenue: \$22,653.76. \$897.93 over July 2017 revenue. (\$21,755.83)

Important Upcoming Events and Programs:

- Alive on the Common Series begins continues through August 14
- National Night Out: Tuesday, August 7 5:30-7:30 pm at the Community Playground
- Annual Shutdown week for routine maintenance August 24th at 6 pm, re-opening Tuesday, September 4 at 5:00 am.



Town of Wiscasset

TRANSFER STATION

To: Marian L. Anderson, Town Manager
From: Ron Lear, Transfer Station Superintendent
Re: July Monthly Report
Date: August 8, 2018

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

Type of Material	Tons	Cost/Ton
Municipal Solid Waste (Trash)	167.26	-\$70
Demo	43.07	-\$70
Single Stream	28.72	-\$5
Metal	17.69	+\$120
Computers / TV	0 lbs.	+\$.15/lbs
Brush/Lumber	61	-\$35
Organics for Compost	2,200 lbs.	0
Mixed Copper/Alum/Lead	200 lbs.	+\$1.18/lbs.
Shingles	24.05	-\$56
	0	-\$0
Cardboard	0	+\$75

We also recycled 21 bales of cardboard.

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

Types	Revenues:
User Fees	\$4,253.85
MRC Dividend	\$ 0
Metal (Light iron, batteries, mixed copper)	\$7,227
Cardboard	\$ 0
Computers	\$86.85

Operations:

11th We shipped 4 boxes of fluorescent tubes to Veolia and Bob's Tire picked up 467 tires. 19th Bob's Tire picked up 552 tires. 20th We had the freon removed from 86 items and we moved 3 yds. of inert fill. 24th We sold 200 lbs. of mixed copper and pulled the forklift from service. 27th We ordered the new trash trailer from SpecTec.

Expenses & Revenues:

Expenses are at 5.25% and the Revenues are at 2.06%



Town of Wiscasset

TOWN TREASURER REPORT

To: Marian L. Anderson, Town Manager
From: Vernice Boyce, Town Treasurer
Re: July Monthly Report
Date: August 16, 2018

Credit card receipts over the counter: \$18,540.96

Budget:

The Finance Department, as of July 31, has spent 9.38% of its budget; we are 8.4% through our current fiscal year.

Bank Accounts:

Town operating \$1,356,588.11
INFORME Debit/credit account \$40,743.45

The auditors were here August 8 & 9, 2018. The auditors are scheduled to present a draft to the board of selectmen on September 4, 2018.

We did not send the school any money for the month of July. We did draw down the town meeting approved amounts from reserves on July 1, 2018.

Tax Collections:

See page 2

Please contact Vernice Boyce @ 207-882-8200 Ext. 107 or email at treasurer@wiscasset.org if you have any questions.



Town of Wiscasset

Tax Collection

July 2018 tax report	collected	outstanding		collected	outstanding
120-14 2014 RE TAX	29.93	3.15	130-05 2005 LIEN	-	86.40
120-16 2016 RE TAX	-	1,783.04	130-06 2006 LIEN	-	100.92
120-17 2017 RE TAX	60,317.27	445,884.53	130-07 2007 LIEN	-	101,039.42
	<u>60,347.20</u>	<u>447,670.72</u>	130-08 2008 LIEN	-	78,009.60
			130-09 2009 LIEN	-	82,976.31
125-04 2004 PP TAX	-	2,457.45	130-10 2010 LIEN	-	105,380.44
125-05 2005 PP TAX	-	2,585.85	130-11 2011 LIEN	-	107,881.82
125-06 2006 PP TAX	-	5,928.31	130-12 2012 LIEN	100.00	22,512.90
125-07 2007 PP TAX	-	5,518.76	130-13 2013 LIEN	-	1,958.58
125-08 2008 PP TAX	-	6,217.12	130-14 2014 LIEN	100.00	7,809.76
125-09 2009 PP TAX	-	6,603.94	130-15 2015 LIEN	-	24,402.39
125-10 2010 PP TAX	-	3,774.81	130-16 2016 LIEN	5,391.63	171,412.57
125-11 2011 PP TAX	-	3,291.66		<u>5,591.63</u>	<u>703,571.11</u>
125-12 2012 PP TAX	-	3,385.11			
125-13 2013 PP TAX	-	2,852.82			
125-14 2014 PP TAX	-	2,854.30			
125-15 2015 PP TAX	-	3,704.76	total collected	67,892.27	
125-16 2016 PP TAX	-	3,604.37	balance outstanding		1,415,130.74
125-17 2017 PP TAX	414.78	6,732.26			
	<u>414.78</u>	<u>59,511.52</u>			
128-16 2016 RE TAP	-	7,890.01	120-18 2018 RETAX	14,509.63	(33,906.42)
128-17 2017 RE TAP	-	31,290.33	125-18 2018 PP TAX	10.42	(798.22)
128-18 2018 RE TAP	-	-	prepaid collected	<u>14,520.05</u>	<u>(34,704.64)</u>
129-06 06 TAP LIEN	-	1,152.03			
129-07 07 TAP LIEN	-	4,552.61			
129-08 08 TAP LIEN	-	11,633.44			
129-09 09 TAP LIEN	-	12,346.07			
129-10 10 TAP LIEN	147.69	8,214.00			
129-11 11 TAP LIEN	245.61	9,301.35			
129-12 12 TAP LIEN	100.00	11,640.47			
129-13 13 TAP LIEN	553.00	21,416.62			
129-14 14 TAP LIEN	492.36	28,587.51			
129-15 15 TAP LIEN	-	30,456.44			
129-16 16 TAP LIEN	-	25,896.51			
	<u>1,538.66</u>	<u>204,377.39</u>			

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2018 TAN BID SUMMARIES		
Bank	Lump Sum Interest Rate	"As Needed" Interest Rate
Sanford Institute for Savings	3.69%	1.30%
Machias Savings Bank	2.49%	2.49%
Bath Savings Institution	2.54%	2.54%
First National Bank	2.70%	2.70%
Camden National Bank	2.87%	2.87%
Skowhegan Savings	3.45%	3.45%
Kennebec Savings Bank	3.49%	3.49%

1 SELECTMEN REPORT

Fund: 1
July

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Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
100 - ADMINISTRATION	197,868.00	19,809.76	178,058.24	10.01
101 - AIRPORT	84,447.00	7,876.80	76,570.20	9.33
102 - ANIMAL CONTROL	11,487.00	3,732.00	7,755.00	32.49
103 - ASSESSING	6,654.00	4,034.95	2,619.05	60.64
104 - BOARDS & COMMITTEES	2,843.00	73.21	2,769.79	2.58
105 - CELEBRATION	12,000.00	8,000.00	4,000.00	66.67
106 - TOWN CLERK	88,215.00	14,802.22	73,412.78	16.78
107 - CODE ENFORCEMENT	49,507.00	1,315.80	48,191.20	2.66
108 - COMMUNITY ORGANIZATIONS	62,265.00	0.00	62,265.00	0.00
109 - CONTINGENCY	20,000.00	0.00	20,000.00	0.00
110 - CONTRACTUAL SERVICES	160,300.00	1,983.33	158,316.67	1.24
111 - COUNTY TAX	611,354.00	0.00	611,354.00	0.00
112 - DEBT SERVICE	243,234.00	57,058.62	186,175.38	23.46
113 - ELECTIONS	18,046.00	24.82	18,021.18	0.14
114 - EMS/AMBULANCE	553,227.00	42,693.22	510,533.78	7.72
115 - FIRE DEPARTMENT	148,242.00	8,996.37	139,245.63	6.07
116 - FINANCE DEPARTMENT	218,590.00	20,512.45	198,077.55	9.38
117 - GENERAL ASSISTANCE	25,071.00	368.01	24,702.99	1.47
118 - MUNICIPAL BUILDING	72,342.00	3,033.65	69,308.35	4.19
119 - MUNICIPAL INSURANCE	46,329.00	11,337.16	34,991.84	24.47
120 - OVERLAY/ABATEMENTS	25,000.00	0.00	25,000.00	0.00
121 - PARKS & RECREATION	815,669.00	72,203.57	743,465.43	8.85
123 - POLICE DEPARTMENT	464,199.00	45,384.57	418,814.43	9.78
125 - PUBLIC UTILITIES	277,475.00	95.36	277,379.64	0.03
126 - PUBLIC WORKS	665,546.00	40,922.44	624,623.56	6.15
127 - SELECTMEN	27,247.00	1,511.73	25,735.27	5.55
128 - SCHOOL TOWN APPROPRIATION	6,040,950.00	0.00	6,040,950.00	0.00
129 - SENIOR CENTER	11,482.00	69.98	11,412.02	0.61
130 - SHELLFISH CONSERVATION	6,075.00	41.88	6,033.12	0.69
131 - TIF-TAX INCREMENT FINANCE	220,000.00	0.00	220,000.00	0.00
132 - TRANSFER STATION	590,697.00	31,012.21	559,684.79	5.25
133 - WATERFRONT & HARBORS	44,777.00	1,527.33	43,249.67	3.41
Final Totals	11,821,138.00	398,421.44	11,422,716.56	3.37

HM Payson Monthly Statement of Wiscasset Accounts

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Account Name	Market Value as of 05/31/2018	Market Value as of 06/30/2018	Market Value as of 07/31/2018
Montsweag Dam Reserve Fund	\$ 147,360.62	\$ 148,060.49	\$ 152,077.70
Cemetery Trust Fund	\$ 1,914,015.32	\$ 1,939,989.87	\$ 1,910,470.44
General John French Scholarship	\$ 56,458.78	\$ 56,726.92	\$ 58,266.05
Jackson Cemetery Fund	\$ 27,366.35	\$ 27,496.33	\$ 28,242.36
Larabee Band Fund	\$ 662,313.00	\$ 665,458.58	\$ 683,513.96
Haggatt Scholarship Fund	\$ 12,541.85	\$ 12,601.42	\$ 12,943.33
Mary Bailey Fund	\$ 403,382.99	\$ 405,298.81	\$ 416,295.48
Seth Wingren Fund	\$ 25,347.43	\$ 25,467.82	\$ 26,158.81
Wiscasset Community Center Endowment Fund	\$ 2,871.73	\$ 2,885.37	\$ 2,963.65
Cooper-DiPerrri Scholarship Fund	\$ 28,600.36	\$ 26,117.08	\$ 26,825.70
Recreation Scholarship	\$ 742.07	\$ 745.60	\$ 765.83
Town of Wiscasset Edowment Fund Total	\$ 3,281,000.50	\$ 3,310,848.29	\$ 3,318,523.31
Town of Wiscasset Capital Reserve	\$ 2,274,652.01	\$ 1,740,291.49	\$ 861,234.45
Town of Wiscasset Construction Reserve	\$ 2,165,928.48	\$ 2,575,609.22	\$ 2,650,292.62
Town of Wiscasset Equipment Reserve	\$ 3,895,432.65	\$ 3,988,547.58	\$ 4,104,129.39
Town of Wiscasset Furnace Replacement Reserve	\$ 329,604.09	\$ 331,441.80	\$ 341,045.59
Town of Wiscasset Major Repairs Reserve	\$ 444,003.08	\$ 446,478.63	\$ 459,415.69
Town of Wiscasset Recreation Building Reserve	\$ 1,684,760.06	\$ 1,746,443.40	\$ 1,797,054.94
Town of Wiscasset Retirement Health Insurance Reserve	\$ 349,828.13	\$ 323,679.73	\$ 314,537.03
Town of Wiscasset Roof Repair Reserve	\$ 302,671.35	\$ 304,358.90	\$ 313,177.93
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 89,723.83	\$ 90,678.34	\$ 93,306.83
Town of Wiscasset Highway Department Capital Reserve	\$ 2,130.66	\$ 2,142.54	\$ 2,204.62
Town of Wiscasset Fire Department Vehicle Capital Reserve	\$ 2,840.90	\$ 2,856.74	\$ 2,939.51
Town of Wiscasset Reserve Funds Total	\$ 11,541,575.24	\$ 11,552,528.37	\$ 10,939,338.60



Lisa J. Thompson,
Director of Parks and Recreation
lthompson@wiscassetrec.com

Robert MacDonald,
Facilities/Operations Director
rmacdonald@wiscassetrec.com

Lori K Lapointe,
Aquatics Director
llapointe@wiscassetrec.com

Duane Goud,
Recreation Programmer
dgoud@wiscassetrec.com

Joan Bickford,
Membership Coordinator
jbickford@wiscassetrec.com

Danielle Clement,
Afterschool Adventures Director
dclement@wiscassetrec.com

Bonnie Blagdon,
Front Desk Coordinator
bblagdon@wiscassetrec.com

Nori McLeod,
Aquatics Specialist
nmcleod@wiscassetrec.com

Cedric Maguire,
Fitness Trainer
cmaguire@wiscassetrec.com

242 Gardiner Road
Wiscasset, Maine 04578
Telephone: 207-882-8230

Celebrating 20 Years!
1998-2018

10a

July 16, 2018

Request for Proposal
Water Chemistry Controller and Chlorine Feed System

Good Day,

The Town of Wiscasset, Parks and Recreation Department is seeking proposals for the purchase of a new water chemistry controller to replace the existing controller. We are also accepting proposals for a chlorine feed system to replace the existing chlorine feed system. Both systems will be installed at the Wiscasset Community Center in the pool pump room. The requirements of the RFP's are as follows:

Water Chemistry Controller: Please submit pricing and installation costs for a Prominent DCM 501 (P/N 1080772) updated controller with provision for pH, ORP, Temperature and free C12 on non-stabilized (CYA) pool water. Pricing must be for supplying a new unit, shipped to the Wiscasset Community Center, and for the installation in our existing pool control panel or alternate area designated by the Operations Manager. Training for proper use, initial set up and calibration shall also be included in the proposal.

Chlorine Feed System: Please submit pricing and installation costs for a Lonza Pulsar Model 140 chlorine feed system. Pricing is for the supply of a new unit to replace an existing Pulsar 2 unit, shipped to the Wiscasset Community Center. Unit will be installed, calibrated if necessary, in the pool pump room area designated by the Operations Manager. Training for proper use of the unit must also be included.

In order for your proposal to be considered, please submit your RFP in a sealed envelope clearly marked:

"Water Chemistry Controller and Chlorine Feed System RFP"

by Monday, August 6, 2018 at 3pm to the Wiscasset Town Office - 51 Bath Road - Wiscasset, ME 04578. Proposals received after that time will not be considered. Proposals will be opened and announced publicly in the Wiscasset Municipal Building Hearing Room during the next regularly scheduled Board of Selectmen's meeting. Lowest pricing and adherence to the RFP requirements will be the determining factors in the award of purchase. **The Board of Selectmen may reject any and all proposals for any reason whatsoever.**

It is the responsibility of the prospective bidder to examine the specifications to ensure that he/she fully understands the proposal requirements. Any questions regarding the proposal should be directed to Wiscasset Parks and Recreation Operations Manager, Bob MacDonald (207-882-8230) rmacdonald@wiscassetrec.com at least 72 hours before proposal opening.



Office of the Town Clerk

51 Bath Road
Wiscasset, ME 04578

Phone: (207) 882-8200
Fax: (207) 882-8228
E-mail: clerk@wiscasset.org

BUSINESS LICENSE APPLICATION

Every person, firm, corporation, LLC, professional association or partnership doing business within the Town of Wiscasset must complete this Application.

Name/Title of Business: Idlewild Farm

New Business Existing Business years in operation Ownership/Location Change

Location of business:

Preferred mailing address: 295 Lowelltown Rd Wiscasset, ME 04578

Business phone number: 401-965-1539 207-687-8146

Description of business: raising small flock of sheep / few llamas for sale of fiber & yarn - mail order sales -

Owner's name: Deborah Torre

Owner's home address: 295 Lowelltown Rd

Owner's telephone number: 401-965-1539

Cindy Reynolds - Wiscasset
207-350-1799

*Emergency contact person: Albert Torre

Jim Hazell - Bristol

*Emergency phone numbers: 401-829-6968

207-350-8880

*This information will be shared with 911 so you can be contacted in case of after hour emergencies.

NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION

Have you seen the Code Enforcement Officer and Town Planner for approval? yes

Will you need a sign permit? ~~yes~~ not yet

Will this business be a home occupation? yes

This business will be a: Corporation or LLC Partnership Sole proprietor

Would you like a link to your business placed on the Town of Wiscasset Website? Yes No

Provide e-mail and/or web address: dtorre@atorre.com

Please be aware that State licenses and permits may be required. This application must be updated annually with the Town of Wiscasset.

I, Deborah Torre, state that I am owner of the above name firm or business, and make oath that the information stated above is true and I am aware that all applicable local, state and federal ordinances, laws, rules, and regulations must be complied with before this License can be issued.

Date: 8-12-18

Signature: Deborah Torre

TOWN CLERK

Per Stays

DATE RECEIVED 8/13/18 DATE APPROVED: _____ ASSESSING: WEB/LIST: _____

Lincoln County Calendar for FY-2019 Budget

CY 2018	
Thursday June 14	Distribute FY-2019 Budget Request Forms to each Department.
Friday July 13	Notice to Organizations for budget requests with proposed overall budget for FY-2019
Friday July 13	Completed Departmental Budget Request Forms and Organization requests returned to the Finance Department.
Wednesday August 8	Caucus Notification letters mailed to each Town. Letters to Legislative Delegation regarding delegate for BAC.
Friday August 31	Combo ad, Public Hearing, to Lincoln County News, Boothbay Register, Wiscasset Newspaper. Ad to run weeks ending September 15 and 22.
Thursday September 20	6:00 P.M. – Caucus, for election of Budget Committee (Courthouse)
Thursday September 20	Budget Request Summary to Budget Advisory Committee, Department Managers, Non-Profits and Towns, along with a copy of the Budget Calendar.
By Thursday September 20	Mail or deliver FY-2019 Budget Books to Budget Advisory Committee
Thursday September 27	6:00 P.M. – Public Hearing, presentation of FY-2019 budget requests by Department Managers and Non-Profit Agencies. (Courthouse)
Thursday October 11	6:00 P.M. – Budget Advisory Committee, work session #1 (Communications Center)
Thursday October 25	6:00 P.M. – Budget Advisory Committee, work session #2 (Communications Center) Tentative Approval of Budget
By Friday November 1	Recommendations from Budget Advisory Committee to Commissioners Office. (If not already approved)
Thursday November 8	6:00 P.M. – Informational Meeting with the Budget Advisory Committee and Legislative Delegation. (Communications Center)
Tuesday December 4	Last Commissioners' Meeting before Statutory deadline for FY-2019 Budget approval.
Tuesday December 18	Statutory deadline for approved FY-2019 Budget by County Commissioners.

**FY-2019 LINCOLN COUNTY BUDGET ADVISORY COMMITTEE
DISTRICT ONE
COMMISSIONER HAMILTON W. MESERVE**

TOWN OF BOOTHBAY

Steven C. Lewis
Dale C. Harmon
Kristina Ford
Charles R. Cunningham
Michael Tomacelli

VOTE/TERM

TOWN OF BOOTHBAY HARBOR

Michael Tomko
Denise Griffin
Wendy Wolf
Russell Hoffman
Tricia Warren

TOWN OF EDGECOMB

Ted Hugger
Mike Smith
Jack Sarmanian

Current Member

TOWN OF SOUTHPORT

Gerald L. Gamage
Mary Lou Koskela
Smith Climo

TOWN OF WESTPORT ISLAND

George D. Richardson, Jr.
Gerald Bodmer
Ross Norton

Current Member

TOWN OF WISCASSET

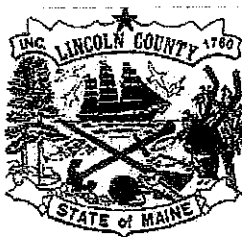
Judith Colby
Robert Blagdon
Ben Rines
Kathy Martin-Savage
Kimberly Anderson

OFFICE OF
LINCOLN COUNTY COMMISSIONERS

32 HIGH STREET, P.O. Box 249
WISCASSET, MAINE 04578

INCORPORATED 1780

COMMISSIONERS OFFICE (207) 882-6311
FAX (207) 882-4320



DISTRICT ONE
HAMILTON W. MESERVE
SOUTHPORT, MAINE

DISTRICT TWO
WILLIAM B. BLODGETT
WALDOBORO, MAINE

DISTRICT THREE
MARY R. TRESKOT
DAMARISCOTTA, MAINE

August 16, 2018

NOTICE
TO ALL MUNICIPAL OFFICERS
REGARDING
THE LINCOLN COUNTY BUDGET ADVISORY COMMITTEE

Chapter 718 of the Public Laws of 1989, enacted by the second session of the Legislature (30-A M.R.S.A. Sec. 791 et seq.) requires that each County Commissioner, no later than 100 days before the end of the county's fiscal year, shall notify all municipal officers to caucus by County Commissioner District. The purpose of this year's caucus is to choose one municipal officer from each District to serve a three-year term on the Lincoln County Budget Advisory Committee.

The caucus for municipal officers from Commissioner District One (**Boothbay, Boothbay Harbor, Edgcomb, Southport, Westport Island and Wiscasset**) will be held on **Thursday, September 20, 2018 at 6:00 P.M.** at the Lincoln County Court House in the Commissioners Hearing Room. The presence of all selectmen from each town is requested.

The other two Commissioner Districts will hold a similar caucus, resulting in a nine-member advisory committee. One member of the Legislative Delegation will sit on the committee. The Budget Committee shall choose its own chairperson annually.

The County Commissioners will submit a proposed budget to the committee no later than 90 days before the end of the county's fiscal year. The committee shall make its recommendations to the County Commissioners no later than 45 days before the end of the county's fiscal year.

Please feel free to call Michelle Cearbaugh, Finance Director, at 882-6311 if you have any questions, or will be unable to attend. I look forward to seeing you at the caucus and another year of our working closely together in budget preparation for Lincoln County.

Sincerely yours,

Hamilton Meserve / mmc

Hamilton W. Meserve
Lincoln County Commissioner
District One

HWM/mmc