

3a

WISCASSET SELECT BOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
MINUTES, SEPTEMBER 4, 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 August 24 and August 31, 2018. Vote 5-0-0.

Kathy Martin-Savage moved to approve the accounts payable warrants of August 24 and September 4, 2018. Vote 5-0-0.

3. Approval of Minutes

Kim Andersson moved to approve the minutes of August 16, 2018. Vote 4-0-1 (Blagden abstained)

Ben Rines, Jr., moved to accept the minutes of August 21 as amended. Vote 5-0-0.

4. Special Presentations or Awards – none

5. Committee Appointments – none

6. Public Hearings

a. Annual License for Sale of Consumer Fireworks – Allen Cohen applicant

Kathy Martin-Savage moved to open the public hearing. Vote 5-0-0. Al Cohen submitted his application to the Town for an Annual License for the Sale of Fireworks together with a check for advertising costs for the public hearing and his state and federal licenses. He said he was looking to continue operating Big Al's fireworks store and the storage building on JB's Way. He said the storage building on JB's Way had been inspected by the Fire Marshal, the ATF and the CEO, and all concerns had been addressed.

Cecilio Juntura, owner of the Taste of the Orient restaurant and motel next to Big Al's property on Route 1, said the people staying in his motel complained about the fireworks store. He said he sometimes stayed in the motel but could not sleep for fear of terrorists causing an explosion. He has two propane tanks and he feared an explosion if anything should happen at the fireworks store.

John Pottle, attorney for Tom and Katie Bryant, said the Bryants oppose the applications. He said the court case did not involve the Route 1 location or the Conex boxes on JB's Way, and he asked that the board deny or table the application and request more information. He provided written material for the board's consideration. A lengthy discussion followed among the attorney, the Bryants and Mr. Cohen dealing with the wording of the state law regarding the distance required for storage of fireworks from an inhabited or uninhabited building, the advisability of Conex boxes for storage of fireworks, misunderstandings about the law suit brought by the Bryants, possible changes in the State law and Town procedures in permitting the sale and storage of fireworks. Mr. Bryant distributed a "Background on Bryant vs. Big Al's."

Ben Rines said the CEO had signed the Cohen's application and asked whether that meant that he accepted or that he approved the application. Jim Kochan asked whether MMA had been consulted. Judy Colby said the planning board had ten public meetings on Cohen's application and could find nothing wrong with the application. Ray Soule, Planning Board chair, said Cohen did everything that was required. Kathy Martin-Savage moved to come out of the public hearing. Vote 5-0-0. A motion by Kathy Martin-Savage to accept both applications as submitted failed for lack of a second. Ben Rines, Jr. recommended getting better information from the Code Enforcement Officer and continuing discussion at the next meeting.

7. Public Comment

Steve Christiansen said he had reported a trailer left in the Middle Street parking lot 11 of the past 13 weeks, tables in front of a store on Water Street, and banners on the common and Federal Street, but nothing had been done. He asked if the town had paid any legal fees regarding the sunken boat and if so would those costs be passed on to the boat owner. He also said that the board had voted on an item not on the agenda without suspending the rules. Anderson said the CEO had talked to the owner of the trailer who will remove it. She mentioned that the Police Chief had only begun work that day and will be attending to some of the items on the list. Regarding the sunken boat, Anderson said she and Harbormaster Ray Soule had met with the owner's father who is trying to figure out what to do with the boat. The Town has incurred no legal fees as the matter is in the courts and the District Attorney is handling the matter.

Kin Dolce asked whether the ordinance addressed the small roadside signs for hundreds of feet before and after a business. Anderson said the temporary signs do not fall under the sign ordinance, but the CEO will speak to the businesses. Anderson also said the "Men at Work" signs will be picked up.

8. Department Head or Committee Chair

a. Downtown Public Advisory Committee Report: Bill Maloney submitted the final report of the committee which had been completed the previous week. He thanked board members Kathy Martin-Savage and Bob Blagden as well as the other committee members. Jim Kochan said loading zones had been discussed at several meetings which were in the plan until the governor vetoed all parking. He said it was essential to put the loading zones back in the plan. Judy Colby said it was her understanding that the plans were the same as they were before the law suit. Kim Dolce said the plan given to the contractor does not show the loading zones. The matter will be discussed with MDOT.

b. Wiscasset Fire Department July Monthly Report: Reports for the Fire Department and EMS Department, which were omitted from the packet at the last meeting, were distributed.

9. Unfinished Business

a. Decision on downtown trees: The board members discussed trees for the Main Street improvement project, particularly the method of planting trees and winter maintenance. MDOT had asked the board for a decision on whether to include trees in the plan. **Kathy Martin-Savage moved to approve trees for the MDOT downtown Wiscasset project.** Bob Blagden said the maintenance and/or replacement of the trees as well as other amenities would be an expense for the town. **Vote 4-1-0 (Blagden opposed)**

b. Consideration of Chewonki Campground avigation easement for the airport: Anderson said the negotiations had been difficult for all parties and she was glad that an agreement had been reached which meets some of the campground needs. **Judy Colby moved that the board authorize and delegate authority to the Town Manager to:**

(1) Accept on behalf of the Town of Wiscasset an avigation easement from the Chewonki Campground pursuant to the requirements of the Federal Aviation Administration (FAA) for airport safety;

(2) Execute any and all agreements, actions and documents relating to the avigation easement administrative settlement with Chewonki Campground which will include making a payment of \$280,000 for such easement (90% of the \$280,000 payment is expected to be reimbursed by the FAA and 5% of the \$280,000 is expected to be reimbursed by the Maine Department of Transportation, leaving a net amount of \$14,000 to be paid by the Town of Wiscasset) and

(3) Execute a separate agreement between the Town and Chewonki Campground that relates to the construction process and other issues in a form substantially similar to the draft agreement provided to the Board with this vote. In response to Bob Blagden's question, Marian Anderson said a special town meeting would not be required, the funds would come from next year's budget. **Vote 3-2-0 (Blagden and Andersson opposed).**

c. Amendment to the prior 2018 Tax Anticipation Note Authorization: It was discovered that the bid from Sanford Savings Institution, to whom the Tax Anticipation Note had been awarded, was not the lowest bid after the fees were included. **Judy Colby moved: (1) That under and pursuant to Title 3-A, Section 5771 of the Maine Revised Statutes as amended and supplemented, there be and hereby is authorized the issuance of a \$1,347,000 principal amount Tax Anticipation Note of the Town in anticipation of the receipt of taxes for the municipal fiscal year which commenced July 1, 2018, and ends June 30, 2019. (2) That said Note shall be dated on or about August 31, 2018, shall mature on June 30, 2019, shall be signed by the Treasurer and countersigned by the Chairman of the Board of Selectmen, shall bear interest at the rate of 1.2% per annum on a 30/360 day basis, and shall be payable at the Bath Savings Institute, and otherwise be in such form and bear such details as the signers may determine. (3) That said Note is hereby sold and awarded to Bath Savings Institute. (4) That said Note is hereby designated qualified tax-exempt obligation of the Town for the 2018 calendar year pursuant to the Internal Revenue Code of 1996. (5) that all things heretofore done, and all action heretofore taken by the Town, its municipal officers and agents in the authorization of said Note are hereby ratified approved and confirmed and the Treasurer and Chairman are each hereby authorized to take any and all action necessary or convenient to carry out the provisions of this voting, including delivering said Note against payment therefor. Vote 5-0-0.**

10. New Business

a. FY 2018 Draft Audit – Fred Brewer: Brewer reviewed the preliminary draft of the audit with the board with explanations of the various schedules. The Town's current investment account is \$11.5

million after investment income of \$1.1 million. Total actual revenues were \$15,399,739.14; total expenditures were \$15,599,904.44. Brewer explained the schedules relative to departmental income and expenses; valuation, assessment and collections; and revenue, expenditures and changes in fund balances. He said the town had stayed within its budget for the most part. The town spends \$1.2 million per month; however, the cash on hand as of June 30, 2018 was \$333,632. less than a third of what is needed. He recommended not using the undesignated fund balance to reduce taxes. The money paid for the Chewonki easement will affect the taxes for a few years and money may have to be taken from the reserves for that purpose.

b. Bid Openings: sale of 2008 Crown Victoria

The following bids were received: Bill Barnes - \$800; Matt Dorsey – \$850. **Kathy Martin-Savage moved to award the bid to Matt Dorsey for \$850 for the Crown Victoria. Vote 5-0-0**

c. Municipal Quit Claim Deeds

Bob Blagden moved to grant quit claim deeds to the following:

**Innes Ryan, 8 Clover Land
Stephen L. Heald, 23 Page Avenue
Vernon and Bridgett Brewer, 26 Old Stage Road
Marsha and David Brown, 40 Water Street
Kendall W. Dutton, Sr., 311 Old Stage Road
Sarah Jording, 11 Clover Lane
Douglas Koehling and Elmer and Heidi Warren, 215 Gardiner Road
Karl Mareau, 6 Hooper Street
Musical Wonder House and Naomi and Paulo Carvalho, 18 High Street
Matthew and Lisa Sampson, 25 Pinewood Drive
Shena Thibeault, 7 Danforth Street
Stewart and Elaine Wyman, 283 Gardiner Road
Sam Patterson and Patterson's Trailer Park, 285 Birch Point Road
Mason Station, LLC, 144 Birch Point Road
Mason Station, LLC, 29 South Point Drive
Mason Station, LLC and Lot #12, 23 South Point Drive**

Vote 5-0-0.

d. Review 2018-2019 Tax Commitment: A chart giving the impact the various mill rates would have on real estate taxes was discussed by the board. The board had approved taking \$200,000 from the undesignated fund balance for the 2017-2018 fiscal year. Vernice Boyce reminded the board that as of June 30, the cash on hand was only \$500,000 and only because the school had not asked for funds over the summer did the town have enough funds to pay its bills. She said adequate taxes were needed to pay for what was voted on at Town Meeting. There were suggestions that plans should be made for the future, and that the voters should know what they were voting for and how much increase in taxes each line item represented. In response it was pointed out that information for taxpayers was available from newspapers, at public meetings and via taped meetings. A motion by Ben Rines, Jr. to take \$100,000 from the undesignated fund balance was defeated. A motion by Bob Blagden to take \$200,000 out of the undesignated fund balance was defeated. **Judy Colby moved to take no money from the**

undesignated fund balance which would result in a 4.2% increase in taxes. Vote 3-2-0 (Blagden and Rines opposed).

e. MMA Workers Compensation Dividend Payment: A dividend check for \$7,559 had been received from Maine Municipal Association.

11. Town Manager's Report

Anderson said she had no report other than she had been working on the tax commitment and the airport agreement.

12. Other Board Business

a. County Tax Assessment

The Lincoln County Commissioners had advised Wiscasset that its portion of the county tax is \$611,353.83.

Kathy Martin-Savage said a new Downtown Committee was being formed to help promote Wiscasset's downtown during and after the Maine DOT construction project. The first meeting will be held at Sarah's Café on Friday, September 14 at 8 a.m.

Bob Blagden said Wiscasset should have contracted with the Sheriff's department and he would not have a problem with contracting with the ambulance service. He wished the board had the guts to make those changes. Anderson said a meeting with the members of the EMS could be on the agenda for the next meeting to discuss the future of the ambulance service. She said there is instability in the service because the future is unknown. She added that in 2015 the townspeople voted to stay with the ambulance and police departments. Anderson said she had not heard from the other agency that had expressed interest in supplying ambulance service.

There was a general discussion about raising permit fees, assessing, future planning, assistance from the sheriff's department, "owning" the comprehensive plan and inter-departmental cooperation.

13. Adjournment

Judy Colby moved to adjourn the meeting at 8:40 p.m. Vote 5-0-0.



ba

Maine Department of Health and Human Services
Office for Family Independence
19 Union Street
11 State House Station
Augusta, Maine 04333-0011

PAUL R. LEPAGE
GOVERNOR

BETHANY L. HAMM
ACTING COMMISSIONER

TO: Municipal Officials/Welfare Directors/General Assistance Administrators
FROM: Sara Russell, General Assistance Program Manager
RE: 2018-2019 General Assistance Ordinance Maximums
DATE: August 30, 2018

Enclosed please find the following items:

- MMA's new (October 1, 2018–September 30, 2019) **“General Assistance Ordinance Appendix” (A - D)**.
- **“GA Maximums Summary Sheet”** which consolidates GA maximums into one document. Municipalities do have to insert individual locality maximums from Appendix A and C in the summary sheet where indicated in order to complete the information. The “summary” does not have to be adopted, as it is not an Appendix but a tool for municipal officials administering GA.
- **“GA Maximums Quick Reference Sheet”** which consolidates GA maximums onto one form. This is meant to be a quick reference tool for municipal officials administering GA. A copy is being sent to your municipality based on your specific maximums.
- **“GA Maximums Adoption Form”** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (see *“Filing of GA Ordinance and/or Appendices”* below for further information).

Appendix A – D

The enclosed Appendices A - D have been revised for your municipality’s General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – D. Even if you have already adopted MMA's model General Assistance Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**



**Maine Department of Health and Human Services
Office for Family Independence
19 Union Street
11 State House Station
Augusta, Maine 04333-0011**

**PAUL R. LEPAGE
GOVERNOR**

**BETHANY L. HAMM
ACTING COMMISSIONER**

The Adoption Process

The **municipal officers (i.e., selectpersons/council)** adopt the local **General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices ***after notice and hearing***. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

Filing of GA Ordinance and/or Appendices

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit their web site www.memun.org).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.

2018-2019 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2018 to September 30, 2019.**

APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5*	6
	\$788	\$845	\$1,004	\$1,259	\$1,503	\$1,578

*NOTE: For each additional person add \$75 per month.

(The applicable figures from Appendix A, *once adopted*, should be inserted here.)

APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155

NOTE: For each additional person add \$144 per month.

APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0				
1				
2				
3				
4				

(The applicable figures from Appendix C, *once adopted*, should be inserted here.)

FOR MUNICIPAL USE ONLY

APPENDIX D - UTILITIES

ELECTRIC

NOTE: For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households *Without Electric Hot Water*:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

NOTE: For each additional person add \$7.50 per month.

2) **Electricity Maximums for Households *With Electrically Heated Hot Water*:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

NOTE: For each additional person add \$10.00 per month.

NOTE: For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

FOR MUNICIPAL USE ONLY

NOTE: When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

NOTE: For each additional person add \$1.25 per week or \$5.00 per month.

SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

FOR MUNICIPAL USE ONLY

2018-2019 GA Overall Maximums

Metropolitan Areas

COUNTY	Persons in Household				
	1	2	3	4	5*
Bangor HMFA: Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	733	814	1,032	1,294	1,748
Penobscot County HMFA: Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	693	697	908	1,137	1,297
Lewiston/Auburn MSA: Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	669	736	932	1,193	1,461
Portland HMFA: Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,058	1,159	1,483	1,986	2,303
York/Kittery/S.Berwick HMFA: Berwick, Eliot, Kittery, South Berwick, York	989	1,039	1,382	1,749	2,433
Cumberland County HMFA: Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	784	831	1,091	1,593	1,820

Appendix A

Effective: 10/01/18-09/30/19

COUNTY	1	2	3	4	5*
Sagadahoc HMFA: Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	786	875	1,017	1,345	1,636
York County HMFA: Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	766	884	1,098	1,487	1,515

*Note: Add \$75 for each additional person.

Non-Metropolitan Areas

Persons in Household

COUNTY	1	2	3	4	5*
Aroostook County	622	662	773	1,016	1,112
Franklin County	650	680	807	1,005	1,431
Hancock County	698	798	1,009	1,274	1,397
Kennebec County	727	756	944	1,241	1,326
Knox County	759	765	944	1,210	1,344
Lincoln County	788	845	1,004	1,259	1,503
Oxford County	694	699	839	1,221	1,426
Piscataquis County	615	681	843	1,115	1,238
Somerset County	679	714	859	1,156	1,219
Waldo County	696	761	903	1,231	1,389
Washington County	679	683	840	1,062	1,212

* Please Note: Add \$75 for each additional person.

Appendix B

Effective: 10/01/18 to 09/30/19

2018-2019 Food Maximums

Please Note: The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2018, those amounts are:

Number in Household	Weekly Maximum	Monthly Maximum
1	44.65	192
2	82.09	353
3	117.44	505
4	149.30	642
5	177.21	762
6	212.56	914
7	235.12	1,011
8	268.60	1,155

Note: For each additional person add \$144 per month.

2018-2019 GA Housing Maximums (Heated & Unheated Rents)

NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS! Municipalities should ONLY **consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or**, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. *(See Instruction Memo for further guidance.)*

Non-Metropolitan FMR Areas

<u>Aroostook County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	
0	112	483	131	565	
1	115	496	140	600	
2	133	572	163	700	
3	180	776	217	932	
4	192	826	236	1,016	
<u>Franklin County</u>					
<u>Franklin County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	
0	119	511	138	593	
1	120	514	144	618	
2	141	606	171	734	
3	178	765	214	921	
4	266	1,145	310	1,335	
<u>Hancock County</u>					
<u>Hancock County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	
0	124	535	147	633	
1	140	602	169	726	
2	183	788	215	924	
3	230	988	273	1,175	
4	246	1,058	299	1,285	
<u>Kennebec County</u>					
<u>Kennebec County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	
0	131	564	154	662	
1	131	564	159	684	
2	168	724	200	859	
3	222	955	266	1,142	
4	230	987	282	1,214	

Non-Metropolitan FMR Areas

<u>Knox County</u>		<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly	
0	139	596	161	694	
1	139	596	161	694	
2	168	724	200	859	
3	215	924	258	1,111	
4	234	1,005	287	1,232	
<u>Lincoln County</u>					
<u>Bedrooms</u>		<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	
0	145	625	168	723	
1	151	649	180	773	
2	182	783	214	919	
3	226	973	270	1,160	
4	271	1,164	323	1,391	
<u>Oxford County</u>					
<u>Bedrooms</u>		<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	
0	123	528	146	629	
1	123	528	146	629	
2	140	600	175	754	
3	218	935	261	1,122	
4	253	1,087	306	1,314	
<u>Piscataquis County</u>					
<u>Bedrooms</u>		<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	
0	110	474	130	559	
1	119	512	144	619	
2	149	640	179	771	
3	203	871	240	1,032	
4	220	946	266	1,142	
<u>Somerset County</u>					
<u>Bedrooms</u>		<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	
0	120	517	143	614	
1	121	519	149	642	
2	147	631	180	774	
3	202	870	246	1,057	
4	205	880	257	1,107	

Non-Metropolitan FMR Areas

<u>Waldo County</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	530	147	631
1	131	565	160	689
2	159	683	190	818
3	220	945	263	1,132
4	244	1,050	297	1,277
<u>Washington County</u>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	119	513	143	614
1	119	513	143	614
2	140	601	176	755
3	181	776	224	963
4	203	873	256	1,100

Metropolitan FMR Areas

<u>Bangor HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	132	567	155	668
1	144	618	173	742
2	185	793	220	947
3	234	1,008	278	1,195
4	328	1,409	380	1,636
<u>Penobscot Ctv. HMFA</u>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	123	527	146	628
1	123	527	146	628
2	156	669	191	823
3	198	851	241	1,038
4	223	958	276	1,185
<u>Lewiston/Auburn MSA</u>				
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	117	503	140	604
1	125	540	154	664
2	165	711	197	847
3	211	907	254	1,094
4	261	1,122	314	1,349

Appendix C
Effective: 10/01/18-09/30/19

Metropolitan FMR Areas

<u>Portland HMFA</u>	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	208	892	231	993
1	224	963	253	1,087
2	289	1,244	325	1,398
3	395	1,700	439	1,887
4	457	1,964	510	2,191
<u>York/Kittery/S. Berwick HMFA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	192	824	215	924
1	196	843	225	967
2	266	1,143	302	1,297
3	340	1,463	384	1,650
4	487	2,094	540	2,321
<u>Cumberland Cty. HMFA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	144	618	167	719
1	148	635	177	759
2	202	868	234	1,006
3	304	1,307	347	1,494
4	344	1,481	397	1,708
<u>Sagadahoc Cty. HMFA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	145	623	168	721
1	158	679	187	803
2	185	795	217	932
3	246	1,059	290	1,246
4	302	1,297	354	1,524
<u>York Cty. HMFA</u>				
	<u>Unheated</u>		<u>Heated</u>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	140	600	163	701
1	160	688	189	812
2	203	875	236	1,013
3	274	1,201	323	1,388
4	274	1,201	326	1,403

Town of Wiscasset

August 2018

Monthly Reports





Town of Wiscasset

AIRPORT REPORT

To: Marian L. Anderson, Town Manager
From: Rick Tetrev-Airport
Re: August Monthly Report
Date: September 11, 2018

Attachments:

1. Aircraft operations

Activity for the month of August, as reported by the G.A.R.D. system (Airport Invisible Intelligence System), totaled 792 operations. There were 768 operations reported for August of 2017. This is a three percent increase over last year.

For the month of July KIWI had 18 aircraft that were housed for more than one night either on the ramp or in a hangar. They purchased a total of \$5,297.72 in gas and paid \$845.00 in rent.

Sale of 100 LL Aviation Gas was 5,680.58 gallons for a total of \$28,323.48 dollars and sale of Jet A was 1267 gallons for a total of \$3,025.39 dollars.

The status of the reported on incident in July of the Cessna 172 RG that landed wheels' up is as follows: The aircraft remains in the Maintenance Hangar awaiting a decision from the owner's insurance company. They continue to pay the monthly rental fee of \$250.00. And another FAA Accident Investigator came to inspect the aircraft. Once a go ahead to repair the aircraft is given it will either have to be repaired in the hangar or trucked away. I suspect that they will want to do it on sight.

Portland Jetport Ground Support Equipment (GSE) technicians serviced both AvGas and JetA pump systems. All filters were changed and they inspected all hoses, hose reels, and gauges. They also measured the hose reel take up to fabricate a device that will allow us to have the ability to manually retract the hoses in the even that we lose power.

Respectfully submitted,

Rick Tetrev

Rht



Town of Wiscasset



Invisible Intelligence, LLC

Wiscasset Airport

96 Chewonki Neck Road

Wiscasset

Maine

04578

KIWI

207 882 5475

c: [Acer]

- C:\
- Users
- Gardl
- Documents
- ARL
- 2018
- 01-01-2018
- 01-02-2018

Amount of transmissions per plane arrival

03

Amount of transmissions per plane departure

02

Ground Ops

Aircraft Ops

Data to be processed on

Month 08

Month

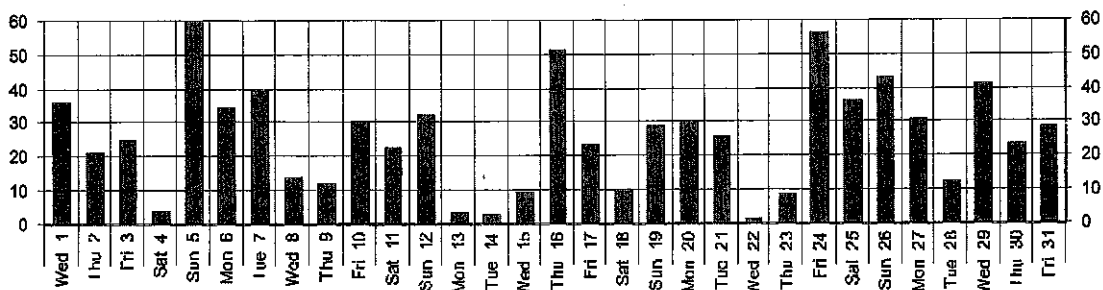
save as csv file

Year 2018

Year

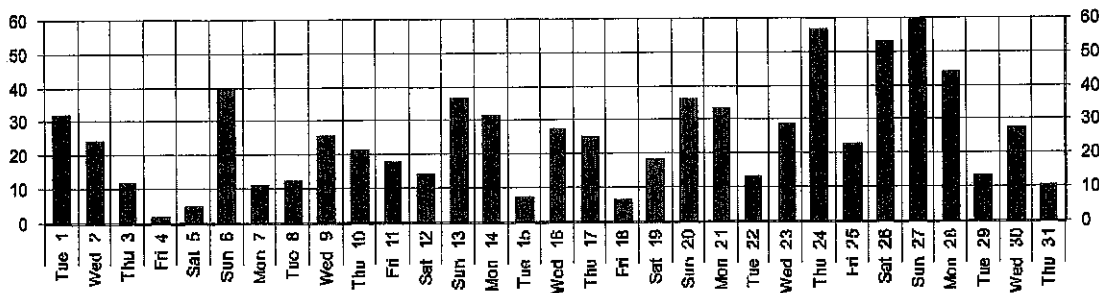
save as csv file

Estimate of Aircraft Operations Per Day For the 08 Month 2018



Estimate of Total Aircraft Operations for the 08 Month is 792

Estimate of Aircraft Operations Per Day For the 08 Month 2017



Estimate of Total Aircraft Operations for the 08 Month is 768



Town of Wiscasset

TOWN CLERK REPORT

To: Marian L. Anderson, Town Manager
From: Linda Perry, Town Clerk
Re: August Monthly Report
Date: September 12, 2018

Elections:

The Clerk's Office is now preparing for the November 6th General Election. The State of Maine is also having a referendum. The referendum ballot questions are listed below. Absentee ballots will be available on or before October 5th. A registered voter can request an absentee ballot up until the close of business on November 1st. All absentee ballots that have been returned by 4:00 p.m. on Friday, November 2nd will be processed on Monday, November 5th 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 of Maine. The application is available on our website at 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.

Questions Appearing on November 6, 2018 Ballot

Question 1: Citizen Initiative

Do you want to create the Universal Home Care Program to provide home-based assistance to people with disabilities and senior citizens, regardless of income, funded by a new 3.8% tax on individuals and families with Maine wage and adjusted gross income above the amount subject to Social Security taxes, which is \$128,400 in 2018?

Question 2: Bond Issue

Public Law 425

Do you favor a \$30,000,000 bond issue to improve water quality, support the planning and construction of wastewater treatment facilities and assist homeowners whose homes are served by substandard or malfunctioning wastewater treatment systems?

Question 3: Bond Issue

Public Law 467

Do you favor a \$106,000,000 bond issue, including \$101,000,000 for construction, reconstruction and rehabilitation of highways and bridges and for facilities and equipment related to ports, piers, harbors, marine transportation, freight and passenger railroads, aviation, transit



Town of Wiscasset

and bicycle and pedestrian trails, to be used to match an estimated \$137,000,000 in federal and other funds, and \$5,000,000 for the upgrade of municipal culverts at stream crossings?

Question 4: Bond Issue

Public Law 465, Part A

Do you favor a \$49,000,000 bond issue to be matched by at least \$49,000,000 in private and public funds to modernize and improve the facilities and infrastructure of Maine's public universities in order to expand workforce development capacity and to attract and retain students to strengthen Maine's economy and future workforce?

Question 5: Bond Issue

Public Law 465, Part B

Do you favor a \$15,000,000 bond issue to improve educational programs by upgrading facilities at all 7 of Maine's community colleges in order to provide Maine people with access to high-skill, low-cost technical and career education?

Town Clerk:

Education: The Clerk attended Vital Records Training in Augusta on August 23, 2018. This class covered all basic clerk requirements and duties that are required by State Statute. The class instruction also included the new Maine Marriage Module that is now used to process marriage licenses.

Catering Permits issued:

- Broadwing Farm LLC, DBA Harvest Moon, September 8, 2018 for a private wedding event held at 48 Dickinson Road.
- Sarah and Sons Inc., DBA Sarah's Café and Twin Schooner Pub, September 3, 2018 for a cocktail party/fundraiser at Marianmade Farm, 155 Federal Street.
- Maurer & Partners Corp., DBA Stone Cove Catering, August 24, 2018, for a rehearsal dinner at Marianmade Farm, 155 Federal Street.

Financials:

	Auto Excise	Boat Excise	Agent Fees	Vital Fees
Monthly Revenues	\$68,214.09	\$198.30	\$1,351.00	\$320.60
Year to date	142,259.48	\$989.30	\$2,938.00	\$632.60
Met yearly revenue projection by:	23.71%	16.35%	17.28%	-----



Town of Wiscasset

CODE ENFORCEMENT REPORT

To: Marian L. Anderson, Town Manager
From: Bruce Mullins, Code Enforcement Officer
Re: August Monthly Report
Date: September 11, 2018

August activity report:

Building Permits:

Gardiner Road	Wiscasset	Cell Tower Updates	
Hickory Drive	Wiscasset	34 Solar panels	
Bradford Road	Wiscasset	Pantry Addition	8x14
Lowelltown Road	Wiscasset	Additional Deck	20x10
Lowelltown Road	Wiscasset	Storage Shed	8x10
Youngs Point Rd	Wiscasset	Platform	14x16
Chewonki Neck Rd	Wiscasset	Relocate a cottage	30x20
Shea Road	Wiscasset	New Modular Home	28x38
Lowelltown Road	Wiscasset	New Modular Home	27x56

Plumbing Permits:

Bradford Road- two bathroom house
Chewonki- one bathroom in relocated cottage
Lowelltown Road- new septic system 3 bedroom

Correspondence:

Letter for code violation on Water Street, blocking public sidewalk, issue resolved
Investigated code violations: Lowelltown Rd, construction, Indian Rd, setback issues, Westview Rd: Land Use issues.
Inspected three new homes for Certificate of Occupancy's - one certificate issued, Two Re-inspections pending.



Town of Wiscasset

EMS/EMA REPORT

To: Marian L. Anderson, Town Manager
From: Wendy Williams, EMS/EMA Director
Re: August Monthly Report
Date: September 12, 2018

EMS 911 Run data for August 2018 is attached to this update. You will notice that our August was slightly busier than July.

The Ambulance Service staff are doing well and ensuring coverage of all of day and night shifts. Overtime has been significant and currently unavoidable.

We have hired a Basic EMT, this will begin to help reduce overtime. She is scheduled to begin picking up shifts in October and is available for should opening come up in September.

Current staff have been terrific, working together and assuring that shifts are covered and supporting each other with flexibility when scheduling changes are needed.

Both 87 & 88 have had their routine and necessary maintenance over the last several weeks and knock on wood are operating well.

Update to our new process:

The overhaul our daily in-house chores list, shuffled around specific chores, added a few and placed it on an 8-day rotation to fairly distribute the tasks amongst all staff. The new designed kicked off - September 1).

This is working well for us at this point, just the aches and pains of getting used to doing it differently.

Respectively submitted by,
Wendy Williams, Paramedic



Town of Wiscasset



Ambulance Run Data Report Wiscasset Ambulance Service Incidents between 8/1/2018 and 8/31/2018

Runs by Response Request

Type Of Service Requested	Number of Runs	Percent of Total Runs
911 Response (Scene)	53	84.38%
Interfacility Transport	4	6.25%
Medical Transport	2	3.13%
Mutual Aid	4	6.25%
Intercept	1	1.56%
Total:	64	Total: 100.00%

Emergency Runs by City

Incident City Name	Number of Runs	Percent of Total Runs
Wiscasset	39	67.24%
Dresden	10	17.24%
Westport Island	2	3.45%
Woolwich	3	5.17%
Edgecomb	1	1.72%
Boothbay Harbor	3	5.17%
Total:	58	Total: 100.00%

Runs by Response Disposition

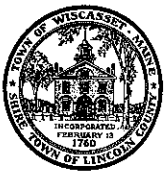
Patient Disposition	Number of Runs	Percent of Total Runs
Treated - Transported by this EMS Unit	38	64.41%
Patient Treated - Refused Transport	13	22.41%
Cancelled	4	6.90%
Intercept	1	1.72%
No Patient Found/Contact	2	3.58%
Total:	58	Total: 100.00%

Average Emergency Run Time Summary (In Minutes)

Unit Notified to Enroute	Enroute to Arrive at Scene	Arrived on Scene to Left Scene	Left Scene to Arrive at Dest	Destination to Unit Back in Service	Number of Runs
2:29	7:34	19:52	69:58	23:51	58

Runs by Destination Name

Patient Disposition	Number of Runs	Percent of Total Runs
Acadia Hospital	1	1.56%
Lahey Clinic Medical Center - Burlington MA	1	1.56%
Lincoln Health - Miles Campus	7	10.94%
Maine General Medical Center - Alford Center	1	1.56%
Maine Medical Center	5	7.81%
Mid Coast Hospital	28	43.75%
Other Destination	1	1.56%
Not Applicable	20	31.25%
Total:	58	Total: 100.00%



Town of Wiscasset

FIRE DEPARTMENT REPORT

To: Marian L. Anderson, Town Manager
From: T.J. Merry, Fire Chief
Re: August Monthly Report
Date: September 12, 2018

In the month of August the Wiscasset Fire Dept. responded to 17 calls for service.

- 9 MVA
- 1 Brush Fire
- 1 Station Coverage
- 4 Service Call
- 1 Co2
- 1 Smoke Investigation

In the month of August for training, we back flushed the dry hydrant at ME Yankee, water rescue, and SCBA corn hole. (firefighters wore their coats helmets and gloves for the corn hole tournament) What this did was help teach the firefighters breathing techniques to help preserve their air while performing a duty.

There are currently 17 members on our active roster, with 10 on our lifetime membership roster.

Respectfully Submitted,
TJ Merry, Fire Chief



Town of Wiscasset

Wiscasset Police Department

To: Marian L. Anderson, Town Manager
From: Lawrence Hesseltine, Wiscasset Police Chief
RE: August Monthly Report
Date: September 12, 2018

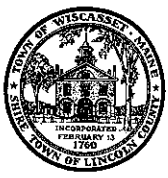
REASON	<u>TOTAL</u>
9-1-1 CHECK	4
ABANDONED MV	3
ALARM BURGLAR	8
ASSAULT	1
ASSIST CITIZEN	17
ASSIST OTHER AGENCY	6
ATTEMPT TO LOCATE	1
BURGLARY	1
CIVIL COMPLAINT	3
COMMUNITY POLICING	8
CRIMINAL MISCHIEF	1
DISABLED MV	5
DOMESTIC DISTURBANCE	1
DRUG INVESTIGATION	1
ERRATIC OPERATIONS	16
ESCORT/TRANSPORT	2
FIRE AUTO	1
FIRE OTHER	2
FOUND/LOST PROPERTY	2
HARASSMENT	4
JUVENILE PROBLEM	7
Littering	1
LOUD NOISE	3
MEDICAL EMERGENCY	3
MISSING PERSON	1
MOTOR VEHICLE ACCIDENT	16
MOTOR VEHICLE STOP	18
PEDESTRIAN CHECK	1
POLICE INFORMATION	8
PROPERTY CHECK	272
Sex Offender Registration	1
SPECIAL DETAIL	1
Suicide/Suicidal	1



Town of Wiscasset

<u>REASON</u>	<u>TOTAL</u>
SUSPICIOUS ACTIVITY	4
THEFT / FORGERY / FRAUD	3
THREATENING	3
TRAFFIC CONTROL	8
TRESPASSING	3
UNWANTED SUBJECT	2
VIOLATION OF PROTECTION ORDER	1
WELFARE CHECK	8
TOTAL	452

*111 of these calls were handled by LCSO



Town of Wiscasset

PUBLIC WORKS DEPARTMENT

To: Marian L. Anderson, Town Manager
From: Doug Fowler, Public Works Director
Re: August Monthly Report
Date: September 11, 2018

Operations:

In addition to our daily routine, a few noteworthy endeavors:

- Paving: Old Stage Road is complete. This road received a ¾" average full-width shim and was then surfaced with a chip-seal. Some additional grinding was completed prior to the shim in hope to ward off some of the more severe imperfections from resurfacing. The entrance to Freedom Song Road was also repaired.
- We removed the three islands in the Community Center parking lot and "ditched" several areas around the driveways and parking lot in preparation for pavement.
- Took possession of the new plow truck. Added a two way radio and some additional exterior lights. The dealer satisfactorily completed a small punch list of items that we discovered.
- Repaired a failing catch basin on Lincoln Street.
- Graded/ditched the shoulders of Bradford Road from Route-1 to just beyond the Mountain Road intersection.
- Graded the shoulders of Indian Road.
- Cleared a culvert on Fowle Hill Road that a beaver had dammed within the culvert several feet in: a very difficult endeavor.
- Roadside Mowing
- Brush Hogged the old landfill site and airport
- Facilitated the tree-mulching project at the Airport
- Facilitated the replacement of the fire escape at the Art Gallery building.
- Cemetery Crew repaired and/or reset more than a dozen of old headstones.

Financials

At just over 16.5% of the year we are into the Highway budget 13.29%, Cemetery 11.77%, and Municipal Building 9.10%.

To conclude, all is well within the Department. I am very pleased with our productivity this season as well as with the overall attitude of the members of my department.

Respectfully, and at your service,

Doug



Town of Wiscasset

PARKS AND RECREATION DEPARTMENT

To: Marian L. Anderson, Town Manager
From: Lisa Thompson, Parks & Recreation Director
Re: August Monthly Report
Date: September 10, 2018

Program Updates & Community Events

- National Night Out- 50 in attendance despite a rainy event. We will plan for this again next year.
- Summer Camp was an overall success. *Please see attached revenue report*
- Youth Soccer begins August 25th.
- After School Adventures begins with 38 registered and average daily attendance of 20.
- Annual Shutdown week August 24- Sept. 3 Many projects completed including painting in the locker rooms, finishing gym floor, extracting all rugs and cleaning all equipment, pool and lobby areas. Paving project was scheduled for this week however, Crooker did not show at the scheduled time. PW Director Doug Fowler re-schedule and work is being done Sept. 5-6.
- Fall Brochure published and distributed throughout schools and community

Coordination Meetings & Professional Development

- MRPA Board meeting in Bangor August 10
- SUPP Planning meeting in Damariscotta
- Met with MOBIUS staff to coordinate a new membership agreement with clients
- Several planning meetings to hire and plan ASA for fall
- White's Island Grant Project meeting – 1st meeting with group.

Revenue

August 2018 revenue: \$25,934.96 \$4630.84 over August 2017. We are up \$3324.80 over last year. (as of 9/6/18)

Important Upcoming Events and Programs:

- September 8 Family Red Sox trip to Fenway SOLD OUT (23)
- October 13th- Scarcrowfest 10 am- p.m. at the Town Office.
- Facility Operations Manager Bob Macdonald coordinated and was awarded an LED grant to replace lighting in our lobby and hallways, which were installed September 4-5. I would like to recognize Bob always looking for efficient and cost saving ways to operate the facility.



Town of Wiscasset

2018 Summer Camp Revenue Report

Revenue:	
Summer Camp fees	\$ 42,648.00
Mad Science Door	\$121
total revenue	\$ 42,769.00

Expenses:

Staff	
training week	\$ 1,001.50
Week 1	\$ 3,145.00
Week 2	\$ 2,932.00
Week 3	\$ 3,024.00
Week 4	\$ 2,962.00
Week 5	\$ 3,043.00
Week 6	\$ 3,534.00
Week 7	\$ 2,834.00
	\$ 22,475.50

Bussing:	
week 1	\$ 257.00
week 2	\$ 278.00
week 3	\$ 257.00
week 4	\$ 353.00
week 5	\$ 320.00
week 6	\$ 289.00
week 7	\$ 150.00
	\$ 1,904.00

Field Trips:	
Botanical Garden	\$ 75.00
Movies	\$ 332.00
Me Wildlife Park	\$ 220.00
Reid State Park	\$ 75.00
Lake St. George	\$ 75.00
Funtown	\$ 1,436.00
Popham Beach	\$ 75.00
Sea Dogs Game	\$ -
Movies	\$ 245.00
Get Air	\$ 840.00
Reid State Park	\$ 75.00
Hidden Valley	\$ 160.00
Popham Beach	\$ 75.00
	\$ 3,683.00

Special Events	
Ice Cream truck	\$ 300.00
Mr. Drew	\$ 185.00
Mad Science	\$ 450.00
Bounce House	\$ 225.00
Water games	\$ 250.00
Laser Tag	\$ 349.00
Magic Show	\$ 450.00
BBQ	\$100
	\$ 2,309.00

Supplies:	\$ 350.00
Crafts	\$ 200.00
Shirts	\$ 662.00
Equipment	\$ 250.00
	\$ 1,462.00

Total Expenses	\$ 31,833.00
Total Revenue	\$ 42,648.00
Total profit	\$ 10,815.00



Town of Wiscasset

TRANSFER STATION

To: Marian L. Anderson, Town Manager
From: Ron Lear, Transfer Station Superintendent
Re: August Monthly Report
Date: September 11, 2018

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

Type of Material	Tons	Cost/Ton
Municipal Solid Waste (Trash)	192.88	-\$70
Demo	56.44	-\$70
Single Stream	30.46	-\$5
Metal	23	+\$120
Computers / TV	0 lbs.	+\$.15/lbs
Brush/Lumber	74	-\$35
Organics for Compost	2,900 lbs.	0
Mixed Copper/Alum/Lead	0 lbs.	+\$1.18/lbs.
Shingles	0	-\$60
	0	-\$0
Cardboard	22.32	+\$80

We also recycled 21 bales of cardboard.

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

Types	Revenues:
User Fees	\$3,446.8
MRC Dividend	\$ 0
Metal (Light iron, batteries, mixed copper)	\$5,452.20
Cardboard	\$ 0
Computers	\$ 0

Operations:

2nd the forklift was brought back from the Town Garage. It's lacking power and needs a new motor. 7th we shipped 40 bales or 22.32 tons of cardboard. 8th we moved 3 yds. of inert fill. 15th We sold 580 lbs. of Lead Acid batteries. On the 16th, 23rd and 29th we moved 3 yds. of inert fill.

Expenses & Revenues:

Expenses are at 11.98% and the Revenues are at 7.05%



Town of Wiscasset

TOWN TREASURER REPORT

To: Marian L. Anderson, Town Manager
From: Vernice Boyce, Town Treasurer
Re: August Monthly Report
Date: September 12, 2018

Credit card receipts over the counter and online: \$26,134.38

Budget: The Finance Department, as of August 31, has spent 18.07% of its budget; we are 16.68% through our current fiscal year.

Bank Accounts:

Town operating \$1,274,198.14
INFORME Debit/credit account \$26,893.89

We did not send the school any money for the month of August.

Tax Collections:

See page 2

I believe we need to look at the outstanding taxes. We have some personal property taxes that are 14 years old! If they have not paid by now, chances are they are not going to. It over inflates our outstanding tax assets and leaves an uncollected balance on the books that the tax collector has no way to collect. We also have some very old liens. I do not know all the history of these accounts as you may, but it seems that we need to be doing something with these outstanding balances.

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



Town of Wiscasset

August 2018 tax report	collected	outstanding
120-14 2014 RE TAX	3.15	-
120-16 2016 RE TAX	-	1,783.04
120-17 2017 RE TAX	98,050.36	347,834.17
120-18 2018 RE TAX	20,713.83	(54,620.25) prepaid
125-04 2004 PP TAX	-	2,457.45
125-05 2005 PP TAX	-	2,585.85
125-06 2006 PP TAX	-	5,928.31
125-07 2007 PP TAX	-	5,518.76
125-08 2008 PP TAX	-	6,217.12
125-09 2009 PP TAX	-	6,603.94
125-10 2010 PP TAX	-	3,774.81
125-11 2011 PP TAX	-	3,291.66
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
125-16 2016 PP TAX	-	3,604.37
125-17 2017 PP TAX	-	6,732.26
125-18 2018 PP TAX	-	(798.22) prepaid
128-16 2016 RE TAP	-	7,890.01
128-17 2017 RE TAP	582.08	30,708.25
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	-	8,214.00
129-11 11 TAP LIEN	-	9,301.35
129-12 12 TAP LIEN	100.00	11,540.47
129-13 13 TAP LIEN	553.00	20,863.62
129-14 14 TAP LIEN	293.76	28,293.75
129-15 15 TAP LIEN	-	30,456.44
129-16 16 TAP LIEN	-	25,896.51
130-05 2005 LIEN	-	86.40
130-06 2006 LIEN	-	100.92
130-07 2007 LIEN	-	101,039.42
130-08 2008 LIEN	-	78,009.60
130-09 2009 LIEN	-	82,976.31
130-10 2010 LIEN	-	105,380.44
130-11 2011 LIEN	-	107,881.82
130-12 2012 LIEN	23.36	22,489.54
130-13 2013 LIEN	-	1,958.58
130-14 2014 LIEN	30.87	7,778.89
130-15 2015 LIEN	1,325.45	23,076.94
130-16 2016 LIEN	32,757.00	138,655.57
	<u>154,432.86</u>	<u>1,225,993.24</u>



Town of Wiscasset

WASTE WATER TREATMENT PLANT

To: Marian L. Anderson, Town Manager
From: William Rines, Waste Water Treatment Plant Superintendent
Re: August Monthly Report
Date: September 11, 2018

For the month of August our average flows were 128,000 gallons per day putting us at 21 % of our licensed flow. We recorded 3.3 inches of rain for the month. Our licensed flow is 620,000 gallons per day.

Operations:

One of our big projects for the month has been cleaning and changing the diffusers in one of our aeration basins. The best way to describe what they are is comparing them to a bubbler stone that is used in a fish tank. We have 144 stones in each tank. Air is pumped through them to help break up any solids and to supply air for the microorganisms that help with our process. We needed to switch from normal use of three basins down to using two (each tank contains 55,000 gallons) so it needed to be done when low flow conditions allowed. We have switched to a new rubber membrane bubbler which is less likely to clog as has been the problem in the past. We need to replace one more set in another tank and all four tanks will have been done.

Training:

We have gone over the required yearly trainings to be in compliance

Financials:

We received \$36,893.79 in user fees for the month of August. This puts us at 14.2% of our anticipated revenues. Our expenses are at 12.5% of our budget.

William Rines

8c

4/24/18 draft

10. HISTORIC PRESERVATION ORDINANCE [6-15]

10.1 PURPOSE AND ESTABLISHMENT

The purpose of this Ordinance is to provide a framework within which the residents of the Town of Wiscasset can protect the historic, architectural and cultural heritage of significant areas, buildings, structures, landmarks and sites in the Town while accepting compatible new construction. The heritage and economic well-being of the Town will be strengthened by preserving its architectural and historic setting, conserving property values in unique areas, fostering civic beauty, and promoting the use of historic or architecturally significant buildings for the education and welfare of the citizens of the Town of Wiscasset. The intent of this Ordinance is to assist property owners in maintaining the architectural integrity of historic resources within the Town. Once destroyed, these historic resources cannot be replaced. To prevent such losses, the intent of this Ordinance is to:

- 10.1.2 Protect, preserve and enhance the outward appearance and architectural features of structures within designated districts or designated sites or landmarks.
- 10.1.2 Prevent, without prior review, the demolition or removal of significant historic buildings or structures within designated districts or designated sites or landmarks and other significant design elements.
- 10.1.3 Preserve, protect and enhance the essential character of designated districts by protecting relationships of groups of buildings or structures.
- 10.1.4 Accept new buildings and structures in designated districts that do not displace historic structures or sites, and that are designed and built in a manner which is compatible with the character of the district.
- 10.1.5 Promote the educational, cultural, economic and general welfare of the people of the Town of Wiscasset.

10.2 DEFINITIONS

- 10.2.1 Terms Defined. As used in Ordinance, the following terms shall have the meanings indicated:

ABUTTER: The owner of a property sharing a common boundary with another property or within 100 feet of a given piece of property, whether or not these properties are separated by a public or private way. Owners shall be persons listed by the Tax Assessor of Wiscasset and/or the ones against whom taxes are assessed.

ALTERATION: A change in the external architectural or landscape features of any structure. This definition does not include change in color.

APPROPRIATE: Suitable or fitting for a particular purpose, person, or occasion.

ARCHITECTURAL SIGNIFICANCE: The embodiment of distinctive characteristics of a type, period or method of construction; represents the work of a master architect or builder; or possesses high artistic values.

BUILDING: Structures and historic places (i.e., cemeteries, parks, etc.) which are classified under this Historic Preservation Ordinance.

CERTIFICATE OF APPROPRIATENESS: A written approval following a prescribed review procedure granted by the Commission upon application of a person with sufficient right, title or interest in property, certifying that the proposed actions by an applicant are found to be acceptable in terms of the design criteria relating to the historic resource as set forth in this Ordinance.

COMMISSION: The Wiscasset Historic Preservation Commission, as established by this Ordinance.

CONSTRUCTED Built, erected, altered, enlarged, reconstructed, moved upon, or any physical operations on the premises which are required for construction.

CONTRIBUTING STRUCTURES (within districts): A structure located within a designated historic district and identified as contributing to the historical or architectural significance of said district.

DEMOLITION: The permanent removal, dismantling or destruction of all or any portion of an existing designated historic resource.

EXTERIOR ARCHITECTURAL FEATURE: The architectural style and general arrangement of the exterior of a building or structure, including but not limited to:

- The roof shape and the kind and texture of the building materials;
- The type and style of all windows, doors, lights, dormers, gable cornices, porches, decorative trim, etc.;
- The location and treatment of any vehicle access or parking space;
- The design of any sign; and
- The arrangement of any fencing.

HISTORIC DISTRICT: A geographically definable area possessing a significant concentration, linkage, or continuity of sites, buildings, structures or landmarks united by events or aesthetically by plan or physical development and designated in accordance with the requirements of this Ordinance as appropriate for historic preservation. Such historic districts may also comprise an individual historic landmark or historic site separated geographically, but linked by association or history.

HISTORIC LANDMARK: Any improvement, building or structure of particular historic architectural significance to the Town relating to its heritage, cultural, economic or political history, or which exemplifies historic personages or important events in local, state or national history as may be designated in accordance with this Ordinance.

HISTORIC RESOURCE: Any historic district, historic site or historic landmark.

HISTORIC OVERLAY MAP: A map of the Town of Wiscasset which identifies the location of a designated historic district, historic site, historic landmark or area of neighborhood significance. This map may be used to overlay other Town maps such as zoning, land use or property tax to demonstrate the designated historic resources locations.

HISTORIC SIGNIFICANCE: The embodiment of one or more of the five qualities in Section 10.4.1. Any building classified as noncontributing is not considered to possess historic significance.

~~**MATERIAL CHANGE:** A modification to the architectural style, general design and general arrangement of the exterior of a building or structure, including but not limited to the kind or texture of the building materials and the type and style of all windows, doors, light fixtures, other appurtenant fixtures and other features such as walks, walls, fences, signs, driveways and parking areas. In addition, all activities that affect the exterior of the building and require a building permit are also included in this definition.~~

MINOR ALTERATIONS: Incidental changes or additions to a building or site features which will neither result in substantial changes to any significant historic features nor obscure such features and are easily reversible. In no event shall any change be deemed minor when, in the determination of the Code Enforcement Officer, such change shall alter the historic character of the building or site.

NEIGHBORHOOD SIGNIFICANCE: A contribution to the creation of a physical setting representing a period important to the evolution of the Town. It is understood, in this case, that the physical setting, which is composed of buildings, landscape features and open space, and other architectural features, can transcend the sum of its parts in creating a sense of history. Some examples of situations in which a building would have neighborhood significance are: it is one of a group of similar buildings constructed and/or designed by an individual important in Wiscasset history; it is a compatible element in a group of buildings of similar or equally important significant architectural styles; its location (i.e., on a corner lot, on a rise of land, on a large parcel of land, as the first building to visually introduce an important group of buildings) makes it an important element in the neighborhood; its size gives it a dominant place in the neighborhood.

RECONSTRUCTION: The rebuilding of a building or a part of a building. The reconstruction may or may not be a return to the original design of the building.

REHABILITATION: The upgrading of a building, previously in a dilapidated or substandard condition. "Rehabilitation" does not necessarily retain the building's original architectural features.

~~**RESTORATION:** The replication or reconstruction of a building's original architectural features. "Restoration" usually describes the technique of preserving historic buildings.~~

RHYTHM: Characterized by the regular recurrence of strong or weak elements.

STRUCTURE: Anything constructed or erected, the use of which requires a fixed location on or in the ground, or an attachment to something having a fixed location on the ground, including buildings, billboards, signs, commercial park rides and games, carports, porches, and other building features, but excluding sidewalks, fences, driveways, parking lots and noncommercial swimming pools (whether aboveground or in-ground).

VIOLATION: Failure to comply with the plans and conditions as approved by the Historic Preservation Commission when it issued the certificate of appropriateness, and/or any activity listed in Section 10.5.1, Certificate of appropriateness, is carried on without first obtaining a certificate of appropriateness which permits the activity to proceed.

~~VISUALLY COMPATIBLE: A mix of styles, sizes, and other elements that blend together well and conform to the five criteria of Section 10.4.1, 10.4.1.1—10.4.1.5.~~

10.3 HISTORIC PRESERVATION COMMISSION

10.3.1 Wiscasset Historic Preservation Commission

- 10.3.1.1 Appointment. Members of the Historic Preservation Commission shall be appointed by the Board of Selectmen. Members may be residents, property owners or an appointed representative of a not for profit property. Members should have a demonstrated interest in historic preservation.
- 10.3.1.2 Regular members. The Commission shall consist of five regular members and two alternates. The regular members who are first appointed shall be designated to serve terms beginning July 1 and ending June 30 as follows: one for one year, two for two years and two for three years from the date of their appointment. Thereafter, Commission members shall be appointed for terms of three years, except in those instances in which the appointment is made to fill a vacancy, in which case the appointment shall be for the remainder of the unexpired term. The Board of Selectmen shall act within 60 days to fill a vacancy, including expired terms. Regular members may be reappointed.
- 10.3.1.3 Alternate members. Alternate members who are first appointed shall serve terms beginning July 1 and ending June 30 as follows: one for one year and one for two years. Thereafter, alternate members shall be appointed for terms of three years, except to fill a vacancy, in which case it will be for the remainder of the unexpired term. They shall participate in all hearings and discussions. They shall vote only if appointed by the chairman to act in place of a regular member who is absent, has resigned, or has been disqualified because of a conflict of interest. Alternate members may be reappointed.
- 10.3.1.4 Advisory members. In addition to regular and alternate members of the Commission, the Board of Selectmen may appoint other persons, not necessarily residents of the Town of Wiscasset, who shall serve on an advisory or consultant basis to assist the members of the Commission in the performance of their functions. Such members shall not be voting members of the Commission.

- 10.3.1.5 Removal. Any regular or alternate member may be removed by the Board of Selectmen for just cause upon written charges and after a public hearing. Three consecutive unexcused absences or four unexcused absences out of five consecutive meetings of the Commission shall be considered sufficient cause for removal of a regular member.
- 10.3.1.6 Officers. The Commission shall elect annually a Chairperson, Vice Chairperson and a Secretary from its membership. Three members shall constitute a quorum for the transaction of business, but if less than a quorum is present, then the meeting will be adjourned. The Secretary shall maintain a permanent record of the activities of the Commission, including but not limited to such items as the number and type of cases reviewed and their disposition, new designations of historic sites, landmarks and districts made, resumes of the Commission members, attendance records, appointments to the Commission, correspondence and minutes of all meetings.
- 10.3.1.7 Procedures. The Commission under normal conditions may apply Roberts Rules of Order or any other procedure which insures a fair and orderly meeting.
- 10.3.1.8 Meetings. All meetings of the Commission shall be publicly announced, open to the public except as provided by law, and have a previously available agenda. Public notice shall be provided before any special meeting of the Commission.
- 10.3.1.9 Duties. The duties of the Commission, at a minimum, shall be to:
- a. Conduct or cause to be conducted a continuing survey of local historical and cultural resources, in accordance with the Maine Historical Preservation Commission guidelines;
 - b. Advise and inform owners and abutters of the requirements of this Ordinance.
 - c. Make recommendations to establish historic districts, sites or landmarks;
 - d. Review all proposed additions, reconstruction, alterations, construction, removal or demolition of properties designated under the jurisdiction of this Ordinance, except as exempted by Section 10.5.2.3.

- e. Review all proposed National Register nominations for properties within the jurisdiction of the Historic Preservation Commission of the Town of Wiscasset;
- f. Serve in advisory role to the Town officials regarding local historic and cultural resources and act as a liaison between local government and those persons and organizations concerned with historic preservation;
- g. Advise and inform Town officials and owners on physical and financial aspects of preservation, renovation and rehabilitation of historic buildings, structures or sites;
- h. Work to provide local residents with continuing education on historic preservation issues;
- i. Undertake other duties as deemed necessary or desirable by its members to advance the purposes of this section;
- j. Cooperate with federal, state and Town officials in the pursuit of the objectives of historic preservation; and
- k. Participate in land use planning efforts of the Town, state and federal government.

10.3.1.10 Historic Preservation gifts, grants and funding. Gifts, grants and funding received within a fiscal year from entities other than the Town may be expended with Town Meeting approval solely for purposes of historic preservation in the Town of Wiscasset. A dedicated fund shall be established by the Town's Treasurer to receive any unused gifts and grants received in the current year. The Town Treasurer will also establish such operational accounts for the Commission as is deemed appropriate for the Commission to accomplish its duties, such as training, providing notices to the public, etc. These accounts will be funded through the normal budget process.

10.3.1.11 Administrative support. Administrative support to include processing applications, providing public notice of hearings and findings of the Commission, and retention of copies of the permanent records of the activities of the Commission shall be provided by the ~~Planning and Codes Department~~ Commission members.

10.4 QUALIFICATIONS, ESTABLISHMENT, DESIGNATION, INCENTIVES, AND PERMITTED USES

10.4.1 Qualifications of Historic Districts, Sites and Landmarks. The historic districts, historic sites or historic landmarks established in accordance with this Ordinance shall have one or more of the following characteristics and qualifications, without limitations as to cultural or chronological period:

10.4.1.1 History of Wiscasset. Structures, buildings or sites at which events occur or have occurred that contribute to and are identified with or significantly represent or exemplify the broad cultural, political, economic, military, social or sociological history of Wiscasset, the State of Maine or the Nation, including sites or buildings at which visitors may gain insight or see examples either of particular items or of larger patterns in the North American heritage;

10.4.1.2 Persons. Structures, buildings or sites associated with important personages;

10.4.1.3 Architecture. Structures or structural remains and sites embodying examples of architectural types or specimens valuable for study of a period, style or method of building construction, of community organization and living, or landscaping, of a single notable structure or a single site representing the work of a master builder, master designer, architect or landscape architect;

10.4.1.4 Visual continuity. Structures or buildings contributing to the visual continuity of the historic district;

10.4.1.5 National register. Those sites or areas on or eligible for listing on the National Register of Historic Places or as a National Historic Landmark.

10.4.2 Establishment of Historic Districts, Historic Sites and Historic Landmarks. Historic districts, historic sites and historic landmarks, except for districts, sites and landmarks already established at the time of original adoption of this Ordinance, shall be designated in accordance with this section.

10.4.2.1 Preliminary procedures. The establishment of new historic districts, historic sites or historic landmarks shall be done by amendment to Section 10.4.4. No property will be included within a district nor become a historic site or historic landmark

without the written consent of the property owner or owners. The Board of Selectmen, the Planning Board, the property owner(s) or the Commission itself may initiate action to amend Section 10.4.4. Subsequent action to add new districts, sites or landmarks, or expand existing historic district(s) shall be done in the same manner. Any person seeking to add or expand historic districts, sites or landmarks shall submit a request for the amendment in writing to the Commission. A request may include exercising any or a combination of the incentives in Section 10.4.3. Any proposal by the Board of Selectmen or Planning Board shall be referred to the Commission for comment before Selectmen action. The Commission's recommendations concerning the request shall be placed on the agenda of the Board of Selectmen for its action. Formal adoption of historic districts, sites or landmarks may only be achieved by vote of the governing body at the annual Town Meeting. Any application for designation of buildings, structures, sites and districts shall be in writing and include the following as appropriate:

- a. Designation of buildings, structures and sites for historic preservation shall include one or more of the following:
 - (i.) A concise description of the physical elements, qualities, architectural style, period and historical significance represented by the building, structure or site, including a consideration of scale, materials, workmanship and special qualities as relevant
 - (ii.) A concise statement of how the building, structure or site meets the review criteria of 10.4.1.1 – 10.4.1.5
 - (iii.) Exterior photographs of the building or structure illustrating significant details described in Subsection a.(i.) above. In addition, the Commission may request photographs of interior articles of particular historic significance. These interior photographs may be provided by the applicant on a voluntary basis and are not required submissions; or
 - (iv.) Survey forms as generally used by and available from the Maine Historic Preservation Commission.
- b. Designation of districts for historic preservation shall include:

- i. A concise statement of the physical elements which make this area a historic district and a description of building types and architectural styles and periods represented;
 - ii. A concise statement of how the district meets the review criteria of 10.4.1.1 – 10.4.1.5;
 - iii. An explanation of the boundaries of the district;
 - iv. A definition of types of structures that do not contribute to the significance of the district and an estimate of the number of noncontributing structures;
 - v. An overlay map showing all district structures with an identification of contributing structures.
- c. Expansion of historic districts for historic preservation shall include:
- i. A concise statement of the physical elements that justify an expansion of an existing district, an explanation detailing how the expansion is consistent with the character of the district and a description of building types and architectural styles and periods represented
 - ii. A concise statement of how the expansion of an existing district meets the review criteria of 10.4.1.1 – 10.4.1.5;
 - iii. A justification of the expanded boundaries of the district; and
 - iv. A map showing all district structures in the proposed expansion area with an identification of contributing structures.

10.4.2.2 Studies and recommendations. Before making its recommendation concerning the proposed establishment or expansion of a historic district, historic site or historic landmark, the Commission may conduct studies and research of the proposal. The Commission shall make and submit a draft report to the Board of Selectmen on every request received. Drafts of the report shall also be submitted to the Maine Historic Preservation Commission in Augusta.

10.4.2.3 Public hearing and final report. Before the final report is made to the Board of Selectmen, the Historic Preservation Commission shall hold a public hearing on the request, after due notice is provided at least seven days before the hearing in a newspaper of general local circulation. Written notice of the proposal shall be given to the applicant, owners of all property to be included within the proposed designation, and owners of abutting property. Not later than 30 days after the public hearing, the Commission shall submit a final report including recommendations to the Board of Selectmen.

10.4.2.4 Action by the Board of Selectmen. After receipt of the Commission's recommendations, as provided above, the Board of Selectmen shall consider the proposed designation and approve or disapprove the request to be placed on the ballot. Formal adoption of historic districts, historic sites or historic landmarks may only be achieved by vote of the governing body at the annual Town Meeting. The owner of each property so designated shall be given written notice by the Planning and Codes Department within 30 days after the designation of any historic district, historic site or historic landmark.

10.4.2.5 Applicability of this Ordinance. After the historic resources have been approved at any Town Meeting they are subject to the requirements of this Ordinance.

10.4.3 Incentives

10.4.3.1 The Historic Preservation Commission may make recommendations to the Board of Selectmen concerning the use of incentives for the purposes of promoting and ensuring the preservation of historic resources in the Town.

10.4.3.2 Funding for incentives shall be established in accordance with the provisions of 10.3.1.10.

10.4.4 Designated Historic Districts, Historic Sites and Historic Landmarks. This Ordinance may be amended only by vote of the governing body at the annual Town Meeting. Upon adoption and amendment of this Ordinance, the following lands, buildings or structures, or areas of the Town are designated as historic resources and shall be shown on the Historic Overlay Map.

10.4.4.1 Wiscasset Historic District. For ~~the purposes of~~ this ordinance, the Wiscasset Historic District is defined by the boundary of the zoning districts of Village I, Village II, and Village Waterfront District, National Historic District established in 1973. The requirements of the Ordinance shall apply to any structure(s) within properties wholly or partially within that district.

10.4.4.2 Historic Sites

10.4.4.3 Historic Landmarks

10.4.5 Permitted Uses. Uses permitted for historic resources shall be those set forth in Article VI, Zoning, of the Town of Wiscasset Ordinances, for the zone in which such district, site or landmark is located.

10.5 CERTIFICATE OF APPROPRIATENESS AND APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

10.5.1 Certificate of Appropriateness

10.5.1.1 A certificate of appropriateness issued by the Historic Preservation Commission is required for any of the following:

- a. New construction of a principal or accessory building visible from a public street where such building will be located in a historic district or upon a historic site;
- b. Demolition of any landmark, building or portion of any building, including the removal of architectural features from a historic landmark or a contributing building in a historic district;
- c. Moving of a historic landmark or any building located in a historic district;
- d. Additions, alterations or reconstruction, including porches and steps of existing buildings within a historic district, or a historic site;
- e. New signs placed in a historic district or on a historic site or landmark;
- f. New construction of walls, fences and parking lots in a historic district that are visible from a public way; and
- g. Sandblasting of brick or stone buildings within a historic district, site or landmark.

10.5.1.2 A building permit for work described in Subsection 10.5.1.1 above shall be issued only after the required certificate of appropriateness is issued by the Historic Preservation Commission.

10.5.1.3 A certificate of Appropriateness is not needed for minor activities that shall be reviewed by the Code Enforcement Officer such as:

a. Alterations or additions not visible from a public way;

b. Replacement in kind of existing exterior siding, windows or doors which do not alter architectural or historic character;

c. Repair, replacement or re-pointing of exterior masonry walls in a consistent manner which does not alter architectural or historic character;

d. Placement of sheds or other outbuildings or fences not visible from a public way, constructed appropriately to the historic manner, style and structure of the main structure and the neighborhood (appropriate construction shall not include prefab, plastic, canvas or metal structures);

e. Demolition, partial demolitions, or relocations of noncontributing resources not visible from a public way.

f. Roof-top appurtenances not visible from a public way;

g. Removal of non-historic elements concealing original architectural features.

10.5.2 Application for Certificate of Appropriateness

10.5.2.1 Application forms and fees. An application for a certificate of appropriateness shall be obtained from the ~~Planning and Codes Department~~ Town Office. A fee established in the Town of Wiscasset Fee Schedule by the Board of Selectmen shall be paid at the time of submission of the application.

10.5.2.2 Application procedure. A completed application for a certificate of appropriateness shall be submitted at least 14 days before the Commission's regularly scheduled meeting on the first Thursday of the month to the Town Office to the Planning and Codes Department ~~who~~ which shall date the application and transmit the application to the Historic Preservation Commission. The Commission shall consider each application and, within 30 days of the date of submittal, hold a public ~~meeting~~ hearing and approve, approve with conditions or deny the application. Upon mutual written consent of the Commission and the applicant, the review period may be extended. Notice of all decisions shall be sent to the applicant by email or first-class mail by the Commission within ten days of the decision and a copy shall be given to the Code Enforcement Officer.

10.5.2.3 Alternative procedure for review of installation or alteration of any exterior sign; minor alteration and temporary alterations. To process certificates of appropriateness more efficiently, applications for minor alterations shall be reviewed by the Code Enforcement Officer ~~and by the Historic Preservation Commission~~. The Code Enforcement Officer ~~will~~ shall review the application to the standards of this Ordinance and shall approve the application, approve the application with modifications or deny the application. No public meetings are required for applications reviewed under this procedure by the Code Enforcement Officer. The Historic Preservation Commission members shall receive a copy of all decisions. If the Code Enforcement Officer has not acted within 10 working days, the applicant may seek approval from the Historic Preservation Commission, rather than from the Code Enforcement Officer. Inaction by the Code Enforcement Officer does not constitute approval or disapproval of the application.

- a. If the applicant is not satisfied with the determination of the Code Enforcement Officer, the applicant shall be permitted to have the application reviewed by the Commission. The Code Enforcement Officer can, for any reason, forward any minor alteration to the Commission for review. The Code Enforcement Officer shall provide the Commission with written notice of any action. Where the Commission conducts a review of an application where the Code Enforcement Officer has made a determination under this subsection, the Commission shall conduct a de novo review of the application and make its own decision and findings on whether the application meets the requirements of this

Ordinance. The Commission shall conduct its review under the procedures set forth in Section 10.6.1 of this Ordinance.

- b. For purposes of this section only, "temporary" is defined as either a one-time occurrence that does not exceed 30 days or as an annual occurrence that does not exceed one 30-day period each year.

10.5.2.4 Application contents. The application shall state the location, use and nature of the matter for which such application is sought and shall contain at least the information or documentation outlined below. The Commission may waive any application requirement if it determines that it is not necessary to the application.

- a. The applicant's name, address and interest in the subject property, or, if needed, the name and address of the applicant's authorized agent;
- ~~b. The owner's name and address, if different from the applicant's, and the owner's signature~~ If the applicant or authorized agent is not the owner of the property, the owner shall submit a letter authorizing the applicant or authorized agent to bring the request to the Historic Preservation Commission.
- c. The address, tax map and lot number of the subject property;
- d. The present use and zoning classification of the subject property;
- e. A brief description of the new construction, reconstruction, alteration, maintenance, demolition or removal requiring the issuance of the certificate of appropriateness;
- f. A drawing or drawings, preferably scaled, of the exterior architectural features indicating the design, texture, and location of any proposed alteration, reconstruction, maintenance or new construction for which the certificate of appropriateness is being applied. As used herein, "drawings" shall mean plans or exterior elevations drawn, preferably to scale, with sufficient detail to show as far as they relate to exterior appearances, the architectural design of the building(s), including materials and textures and samples of exterior materials. Drawings shall be clear, complete and specific;

- g. Photographs of the buildings ~~may~~ shall be used to show the information required in Subsection 10.5.2.4.f. above if the ~~Code Enforcement Officer and~~ Commission deems them appropriate. They ~~should~~ shall include the buildings involved and adjacent buildings; and
- h. A site plan indicating improvements affecting appearance such as walls, walks, terraces, planting, accessory buildings, signs, lights and other relevant elements.

10.6 ADMINISTRATIVE PROCEDURES

10.6.1 Administrative Procedures

- 10.6.1.1 Notice to ~~applicant, property owner and abutters.~~ Before consideration of a certificate of appropriateness, the ~~Town applicant~~ applicant shall inform the applicant and property owners within 250 feet of the property of the date, time and location of meeting at which the application shall be reviewed. Notices to property owners shall be mailed to the address noted on the tax records. Failure of any person to receive notice shall not necessitate another hearing or invalidate any action of the Commission.
- 10.6.1.2 Hearing. The Commission ~~will~~ shall hold a public meeting on each application before it. ~~Applications under 10.5.2.3, Alternate procedure for review of installation or alteration of any exterior sign, minor alteration and temporary alterations, do not require a public meeting if reviewed by the Code Enforcement Officer.~~ A notice of the public meeting will be posted at Town Hall at least five days before the public meeting and on the Town's website. A poster provided by the Commission and available at the Town Office shall be placed by the applicant on the subject property stating the time and place of the Certificate of Appropriateness review. In the case of an application for a new building or the demolition of any building, a hearing notice shall be placed in a newspaper of general circulation. Applications under Section 10.5.2.3, Alternate procedure for review of installation or alteration of any exterior sign, minor alteration and temporary alterations do not require a public meeting if reviewed by the Code Enforcement Officer.
- 10.6.1.3 Approval. A vote to approve a certificate of appropriateness must receive the affirmative votes of three of the members

seated. If the Commission determines that the proposed construction, reconstruction, alteration, moving or demolition meets the standards of this Ordinance and is therefore appropriate, it shall approve a certificate of appropriateness and the Commission shall notify the applicant and Code Enforcement Officer in writing of the determination and any conditions of approval. All decisions shall include the Commission's findings and conclusions.

10.6.1.4 Disapproval. If the Commission determines that a certificate of appropriateness should not be issued, it shall make findings describing how the application does not meet the standards of this Ordinance. The Commission shall notify the applicant and the Code Enforcement Officer within 10 days of the final determination. All decisions shall include the Commission's findings and conclusions.

10.6.1.5 Appeals. An appeal from the final decision of the Commission as to any matter over which it has final authority may be taken by any party or person aggrieved, within 30 days from the date of the final decision, to the Zoning Board of Appeals. Where an appeal is from a decision of the Historic Preservation Commission, the review by the Board of Appeals shall be appellate in nature and shall be limited to a review of the record developed before the Historic Preservation Commission. The person submitting the appeal and any opponents to the position of that person may make written and/or oral presentations to the Board of Appeals about why they feel the decision of the Historic Preservation Commission was correct or incorrect, but they shall not be allowed to present any evidence that was not presented to the Historic Preservation Commission. The Board of Appeals shall only reverse the decision of the Historic Preservation Commission if it determines that the decision contained a procedural error or was clearly contrary to the provisions of this Ordinance, or was not supported by the facts.

10.7 STANDARDS OF EVALUATION, ORDINARY MAINTENANCE AND EXEMPTION FOR SUBSTANTIAL HARDSHIP

10.7.1 Standards of Evaluation. The standards and requirements contained in this section and in the U.S. Department of the Interior's Standards for the Treatment of Historic Properties, dated 1995, or its most recent revision, a copy of which is on file in the ~~Planning and Codes Department~~, Town Office shall be used in review of applications for Certificates of

Appropriateness and specifically as to the procedures before demolition or removal can take place. Design consideration and structural factors related to maintaining historic structures in good condition shall be the Commission's primary area of focus.

10.7.1.1 The following standards shall be followed to provide a consistent appearance for new or renovated buildings, structures and yards in the historic preservation district, or to maintain the integrity of existing buildings, structures or grounds. The following standards apply:

- a. The distinguishing original qualities of character of a building, structure or site shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features shall be avoided when reasonably possible.
- b. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis should be avoided when reasonably possible.
- c. Changes which may have taken place in the course of time are evidence of this history and the development of a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance should be recognized and respected.
- d. Distinctively stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.
- e. Deteriorated architectural features shall be repaired rather than replaced, whenever possible. In the event replacement is necessary, the new material shall match the material being replaced in design, texture and visual qualities. Repair or replacement of missing architectural features shall be based on accurate duplication of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or availability of different architectural elements from other buildings or structures.
- f. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic materials shall not be undertaken.

10.7.1.2 Visual compatibility factors. Within the historic districts and on historic sites, new construction, additions to existing buildings or structures and appurtenances thereof which are moved, reconstructed, materially altered, repaired or changed through exterior surfaces shall be visually related generally in terms of the following factors:

- a. Height. Height shall comply with the height standards of Article II, Building Laws, Section 3.2 of the Town of Wiscasset Ordinances.
- b. Width.
- c. Windows and doors.
- d. Relations of solids to voids in front facades.
- e. Rhythm of spacing of buildings on streets.
- f. Rhythm of entrance and/or porch projection.
- g. Relationship of materials and texture.
- h. Roof shapes.
- i. Scale of buildings.
- j. Directional expression of front elevation.

10.7.1.3 Construction of new buildings and structures in historic districts. In addition to the standards above, the construction of a new building or structure or an addition to an existing building or structure within a historic district or on a historic site shall be generally of such design, form, proportion, mass, configuration, building material, texture and location on a lot as will be compatible with other buildings in the historic district and with streets and open spaces to which it is visually related and in keeping with the area.

10.7.1.4 Signs. General: Signs shall be governed by the standards of Article III, Signs, of the Town of Wiscasset Ordinances, and this section. If there is any conflict, the stricter standards shall apply. All signs either new or upon alteration, require a certificate of appropriateness. Contemporary signage needs shall be met with signs designed to be consistent with the architectural style of a building, respectful of neighboring

buildings, and carefully designed to fit the facade in the case of attached signs. The design shall take into account the scale, character and design of the building, the traditional location of signage on area buildings, the location of existing sign boards, lower cornices, lintels and other architectural elements, and the opportunity to use signage as an element to enhance the appearance of building entrances. Materials and workmanship shall convey a sense of permanence and durability.

- a. Location. Wall signs shall be generally located no higher than the window sill line of the second story. The use of a continuous sign-band extending over adjacent shops within the same building is encouraged as a unifying element. Where signage is proposed on street level windows, such signage ~~should~~ shall not substantially obscure visibility through the window.
- b. Design. The size of signs and letters shall be at an appropriate scale for pedestrians and slow-moving traffic. Typefaces which are simple, easy to read and scaled appropriately for both the sign and the building shall be used. Pictographs (such as a projecting sign in the shape of a key for a key shop) can be an appropriate feature if consistent with the standards of this Ordinance.
- c. Illumination. Generally, signs, if illuminated, shall be illuminated from a shielded, exterior source. The light source should be concealed from direct view. However, the Historic Preservation Commission (but not the Code Enforcement Officer) may approve certain special illuminated signs. Special situations such as marquees or special uses such as cultural events or public activities may be appropriate exceptions where sensitively designed.
- d. Additional guidelines for special categories of signs.
 - (i.) Awnings, canopies and marquees. The shape and size of these devices shall correspond to the shape, character and size of the opening over which they will be installed and fully fill the width of the individual window or door opening. Besides the signs standards of this Ordinance, these sign types and all advertising signs ~~must~~ shall comply with all other historic design standards.

(ii.) Painted wall signs. Painted wall signs such as business names ~~may~~ shall be appropriate if designed in conformance with this Ordinance.

(iii.) Outdoor murals. Painted walls such as murals scenes shall be used only to enhance the streetscape, not for advertising purposes.

10.7.1.5 Demolition or removal.

a. Scope. The following provisions apply to any proposal involving demolition, moving or removal of any historic landmark, or any building or structure or any appurtenance thereto, in a historic district. The purpose of this subsection is to further the purposes of this Ordinance by preserving historic buildings which are important to the education, culture, traditions and the economic value of the Town, and to afford the Town, interested persons, historical societies or organizations the opportunity to acquire or to arrange for the preservation of such buildings.

b. Procedure. An historic resource or any building or structure in an historic district, or any appurtenance thereto, shall not be demolished or moved and a certificate of appropriateness shall not be approved until either:

(i.) The building or structure has been identified by the Commission as incompatible or non-contributing with the historic district in which it is located; or

(ii.) The building or structure, or important portions and features thereof, has been determined by the Code Enforcement Officer to represent an immediate hazard to the public health or safety, which hazard cannot be abated by reasonable measures.

10.7.2 Ordinary Maintenance and Repair. Nothing in this Ordinance shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature or change in color in a historic district or any historic landmark which does not involve a change in the design, material or outward appearance thereof.

~~10.7.2~~ 10.7.3 Exemption for Substantial Hardship

~~10.7.3.1~~ 10.7.3.1 If a certificate of appropriateness is denied, Before a certificate of appropriateness is considered by the Commission,

the property owner may apply for an exemption based on the substantial hardship of maintaining the property according to the design guidelines (Standards of Evaluation, Section 10.7.1) for historic resources. Substantial hardship is to be considered by the Historic Preservation Commission where one or more of the following unusual and compelling circumstances exist:

~~a. The resource cannot reasonably be maintained in the manner dictated by the ordinance;~~

~~b. There are no other reasonable means of saving the resource from deterioration or collapse; or~~

~~c. It is not feasible to maintain appropriately.~~

a. The property cannot yield a reasonable economic return, or the owner cannot make any reasonable use of the property (“reasonable economic return” shall not be construed to mean a maximum return and “any reasonable use” shall not be construed to mean the highest and best use);

b. The cost of compliance is unreasonable and unduly burdensome considering the financial capability of the applicant, or the cost of compliance far outweighs an increase in the fair market value of the property that would arise from the required improvements (as demonstrated by a professional appraisal);

c. The need for an exemption is due to the unique circumstances of the property and not the general conditions of the neighborhood.

d. The conditions or circumstances which constitute the hardship were not caused or created by the property owner after the property became subject to this chapter.

e. The granting of an exemption will not alter the essential character of the neighborhood.

Any vote to grant an exemption shall require a vote in favor thereof by at least three (3) members of the Commission.

10.8 CONFLICTS, AMENDMENTS AND VIOLATIONS

10.8.1 Conflicts with other Ordinances. This Ordinance shall not repeal, annul or in any way impair or remove the necessity of compliance with any other ordinance, law, regulation or bylaw. Where this Ordinance imposes

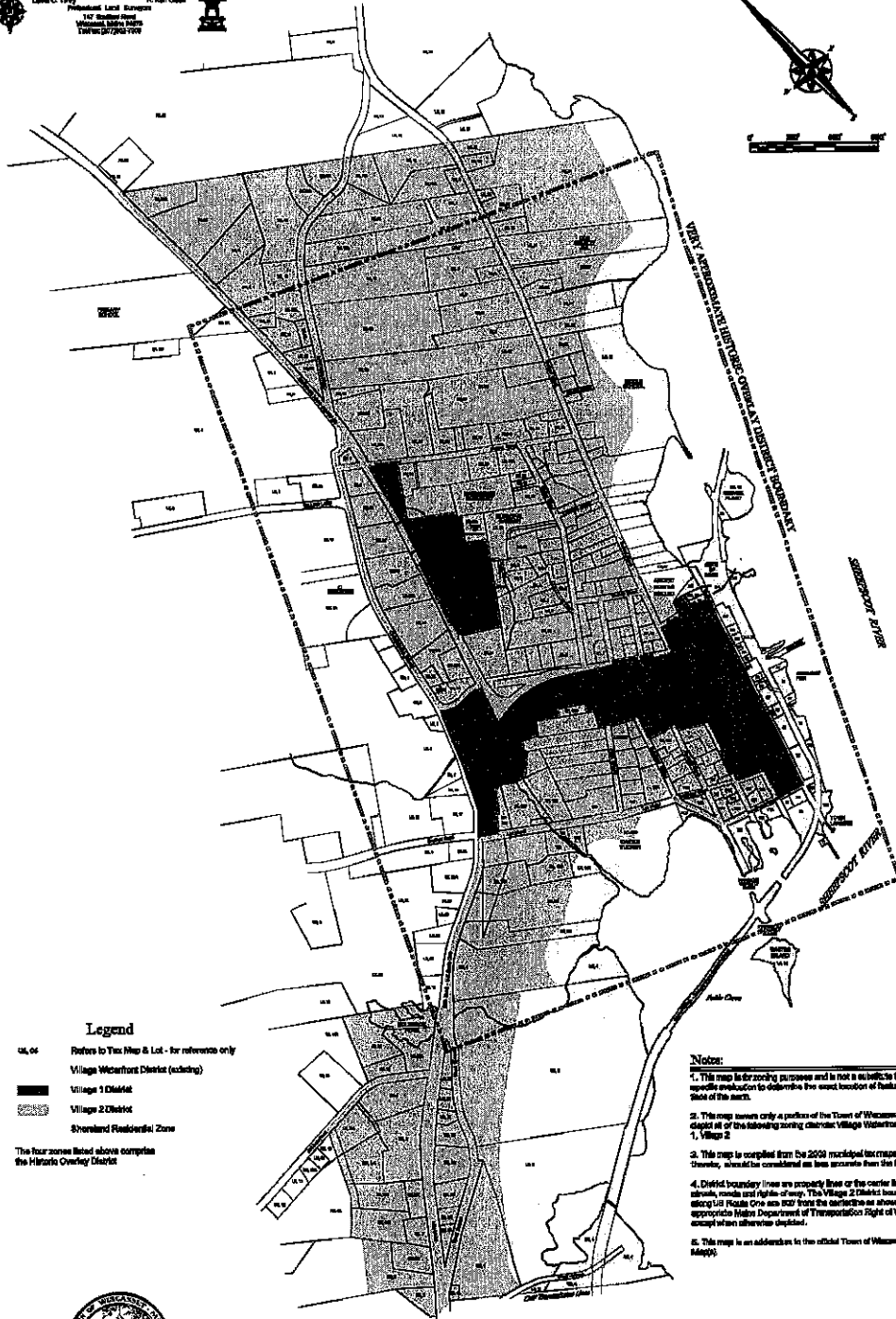
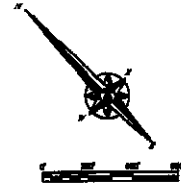
a higher and/or stricter standard, the provisions of this Ordinance shall prevail.

10.8.2 Amendments. The Board of Selectmen, the Planning Board, the Commission or the public itself through a Maine revised Statutes Title 30-A may initiate action to amend this Ordinance. The request to amend shall be referred to the Ordinance Review Committee and the Commission for a report within 90 days thereof. The Commission shall hold a joint public hearing with the Planning Board at least 10 days before the report is made to the Board of Selectmen. Notice of the hearing shall be made by notice in a newspaper of general local circulation at least two times, with the date of the first publication at least 12 days before the public hearing and the date of the second at least seven days before the public hearing. The notice of the proposed amendment shall be posted in the Town Hall at least 13 days before the public hearing. This Ordinance shall be amended only by vote of the governing body at the annual Town Meeting.

10.8.3 Violations. It shall be deemed a violation of this Ordinance if an applicant and/or property owner fails to comply with the plans and conditions as approved by the Historic Preservation Commission when it issued the certificate of appropriateness, and/or any activity listed in Section 10.5.1 is carried on without first obtaining a certificate of appropriateness which permits the activity to proceed. It shall be the duty of the Code Enforcement Officer to enforce the provisions of this Ordinance. If the Code Enforcement Officer determines that any provision of this Ordinance has been violated, he shall send a written notice to the person responsible for such violations, indicating the nature of the violation and ordering the action necessary to correct it. The Code Enforcement Officer shall order the removal of illegal buildings or structures or of additions, alterations or structural changes thereto; order the discontinuance of any illegal work being done; or shall take any other action authorized by this Ordinance or state law to ensure compliance with or to prevent a violation of this Ordinance. When violation of any provision of this Ordinance shall be found to exist, the Code Enforcement Officer shall notify the Board of Selectmen, who shall initiate any and all actions to be brought in the name of the Town. The fines and penalties set forth in 30-A M.R.S.A. § 4452 shall apply to violations of this Ordinance.

10.9 SEVERABILITY

10.9.1 If any portion of this ordinance shall be held to be invalid, such decision shall not affect the validity of the remaining portions thereof.



Legend

- 04.04 Refers to Tax Map & Lot - for reference only
 - Village Waterford District (stippled)
 - Village 1 District (solid black)
 - Village 2 District (cross-hatched)
 - Shoreland Residential Zone (dotted)
- The four zones listed above comprise the Historic Overlay District

Notes:

1. This map is for zoning purposes and is not a substitute for the specific evaluation to determine the exact location of features on the floor of the earth.
2. This map covers only a portion of the Town of Wiscasset, but does depict all of the following zoning districts: Village Waterford, Village 1, Village 2.
3. This map is compiled from the 2008 municipal increase and, therefore, should be considered as less accurate than the last maps.
4. District boundary lines are property lines or the center lines of streets, roads and rights-of-way. The Village 2 District boundaries along US Route One are 300' from the centerline as shown on the appropriate Maine Department of Transportation Right of Way Maps, except where otherwise depicted.
5. This map is an addendum to the official Town of Wiscasset Zoning Map(s).



**HISTORIC DISTRICT
 OVERLAY MAP
 Town of Wiscasset, Maine
 June 9, 2015**

Attest: _____ Date: _____
 Charles Wade Young, Clerk

9a



Paul R LePage
GOVERNOR

STATE OF MAINE
Department of Public Safety
Office of State Fire Marshal
52 State House Station
Augusta, ME 04333-0052

John E. Morris
COMMISSIONER

Joseph E. Thomas
Fire Marshal

February 24, 2015

Jonathan A. Pottle, Esq.
Eaton Peabody
80 Exchange Street
PO Box 1210
Bangor, Maine 04402-1210

RE: Consumer Fireworks on JB's Way, Wiscasset

Dear Mr. Pottle:

Thank you for your letter of November 10, 2014. I have reviewed your letter and attachments, the applicable NFPA regulations, the NFPA regulations you cited, and Maine's statutes and rules governing consumer fireworks. I have visited the building on JB's Way in Wiscasset, and spoken with you, the Bryants (before they were represented by counsel), and Al Cohen, who owns the building and the road on which it is located. I have also reviewed the license to sell consumer fireworks that has been issued to Mr. Cohen.

Title 8 M.R.S. § 223-A does not require a separate permit to store consumer fireworks. I am not aware of any facts that lead me to believe that the building on JB's Way is anything other than a cold storage facility.

Chapter 7 of NFPA 1124 (2006 ed.) has been adopted by the State of Maine by DPS Rules Chapter 36. Section 6.7.2 and Table 4.6.6 pertain to storage buildings at manufacturing facilities. I have not seen any indication of manufacturing fireworks at the building on JB's Way in Wiscasset.

NFPA 1124, Section 6.7.1 and Table 6.7.1 pertain to consumer fireworks storage facilities. Assuming this provision applies to the building on JB's Way in Wiscasset, the 60-foot separation distance referenced in Table 6.7.1 has been met. I am not aware of other facilities or structures that would implicate the other separation distances in Section 6.7. I have not seen any evidence that the building does

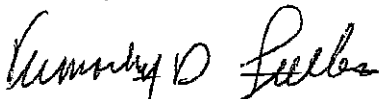
Jonathan A. Pottle
February 24, 2015
Page 2

not comply with the statutory distance requirements in 8 M.R.S. § 223-A(4)(B). The nearest building is not less 297 feet from the storage building.

NFPA 1124, Section 6.2.4 prohibits consumer fireworks storage facilities in residential areas. Assuming 6.2.4 applies in the State of Maine, and, as I have indicated previously, the approach of this office is to defer to a municipality's zoning ordinance if in fact a municipality has zoned a particular area at issue. See 8 M.R.S. § 223-A(4)(A), which refers not only the NFPA as adopted by the Office of the Fire Marshal, but also to municipal and zoning ordinances. In this case, the location of the storage building at issue is within a zone designated as "rural" by the Town. According to the Town's ordinances, the use is unrestricted. The Office of the Fire Marshal does not have a basis for determining that the storage shed is in other than a "rural" zone.

Please contact me if you have further questions. I ask that you put any additional questions in writing, so that I may review them with our legal counsel.

Sincerely,



Timothy Fuller CFI
Inspection Supervisor
Office of the State Fire Marshal

Cc: Al Cohen
Mary Costigan, Esq.
Laura Yustak Smith, AAG



TJ Merry
Fire Chief

Wiscasset Fire Department

51 Bath Road

Wiscasset, Maine 04578

207-882-8210

Email: wiscassetfire@wiscasset.net

To Whom It May Concern,

I personally stopped by Big Al's storage facility located here in Wiscasset on JB'S Way, which is off of the Birch Point Rd. The purpose for my visit was to make sure that structure and location was going to be a usable storage building for fireworks. I didn't see any issues with the building or any issues getting fire apparatus in there. Please call me anytime with issues regarding this matter. (207) 350-2375.

Respectfully,

TJ Merry
Wiscasset Fire Chief

Re-inspected on
Sept. 11, 2018
TJ Merry

207 774-1200 main
207 774-1127 facsimile
bernsteinshur.com

BERNSTEIN SHUR

COUNSELORS AT LAW

100 Middle Street
PO Box 9729
Portland, ME 04104-5029

Memorandum

To: Wiscasset Planning Board
From: Mary Costigan
Date: November 7, 2014
Re: Site Plan Application by Allen Cohen

On September 8, 2014, the Planning Board approved a site plan application submitted by Allen Cohen for an addition to a storage building for the storage of consumer fireworks. At the meeting, Mr. Cohen and his surveyor, Karl Olson, recused themselves from the application review. Mr. Cohen and Mr. Olson then presented the application to the Board. The Board concluded that the application met the performance standards and approved the application by a vote of 6-0-2.

On October 23, 2014, the Board of Appeals considered an appeal of the Planning Board's decision brought by Thomas and Kathleen Bryant. In their appeal, the Bryants argued that the Planning Board erred in its decision because Mr. Cohen is not permitted to store consumer fireworks in a residential area pursuant to NFPA 1124 and that Mr. Cohen's position on the Planning Board is a conflict of interest and he unduly influenced the Planning Board's decision. The Board of Appeals has remanded the decision to the Planning Board for reconsideration.

In regard to the Bryants' argument pertaining to the storage of consumer fireworks, their argument is based on an interpretation of the National Fire Prevention Association Code, section 6.2.4 which prohibits the storage of consumer fireworks in a residential area. Interpretation and application of the NFPA Code is not within the Planning Board's jurisdiction. Compliance with the NFPA is not a standard of review under the Site Plan ordinance. This is an issue for the State Fire Marshall's Office and they have been made aware of the issue. According to Tim Fuller of the State Fire Marshall's Office, Mr. Cohen does not need a license for his storage facility because it is not on the same parcel as the store. Mr. Fuller stated that he would typically look to a Town's zoning code and in this case the building is located in a rural zone that allows mixed uses and it is not a residential zone. For purposes of the Planning Board's review, the Board looks to the Town ordinance which allows the storage of hazardous materials in the Rural Zone. In addition, according to

the Planning Board's September 8th decision, the application met all applicable site plan review standards.

The Bryants also argued that Mr. Cohen's membership on the Board and his involvement in the presentation of his permit application constituted a conflict of interest. It is true that Mr. Cohen has a direct pecuniary interest in the permit application. However, Mr. Cohen properly recused himself from the decision-making process. As a property and business owner in the Town of Wiscasset, he cannot be prohibited from applying to the Town for site plan or other permits. In order to succeed on a claim of bias or conflict of interest, the Bryants must demonstrate that Mr. Cohen "otherwise attempted to influence the decision." Other than noting Mr. Cohen's connection to the application, I am not aware of any evidence presented by the Bryants that shows that Mr. Cohen attempted to influence the Board's decision.

CLC Ambulance Proposal references

9b

March 15, 2018 (Budget Workshop)

EMS Director Toby Martin pointed out that the proposal of CLC will cost the Town of Wiscasset \$175,000. He said the service serves 8 communities. He said the rate the service wants to charge Wiscasset is way more than any other community. The proposal does not include a clear formula as to how it arrived at the figure of \$175,000. He said the costs to other towns are all over the place ranging from \$750 for Jefferson to \$9,107 for South Bristol.

He said all the equipment would be handed over at the end of two years and the Town will not have a voting member on the Board. He said the proposal is not apples to apples.

Selectman Martin-Savage said other considerations to the cost of the service should be considered when making a decision.

May 1, 2018 (Unfinished Business)

9 a. Central Lincoln County Ambulance Proposal – Warren Waltz: Marian Anderson said CLC had been invited to a board meeting following discussions at budget meetings. Waltz submitted a two-year proposal for ambulance service to the town at a cost of \$175,000 per year for CLC presence. Aside from covering operational costs, \$100,000 would be used to cover the cost of a new ambulance, spread over two years. CLC would operate out of the current station, have a team in place and would transport patients to Miles Hospital. Waltz said CLC is a non-profit service. The subject of ambulances in the future being too large for the building was brought up, and Anderson said ambulances would be available for the size building that Wiscasset has. CLC staffing would include two full time employees and a paramedic on duty 24/7. In the event a second ambulance is needed, it would come from Damariscotta. Police Chief Jeff Lange said that frequently both ambulances in Wiscasset are needed for calls. Bob Blagden said with CLC the town would have the same ambulances, same building, probably some of the same staff, but would not have contracts with other towns, bad debts to collect and other administrative services.

June 19, 2018 (Manager's Report)

Discussion on the CLC negotiations is scheduled for July 17 and EMS Director Toby Martin asked if it could be postponed because he will be on vacation. He was advised that he did not have to be at the meeting because the board will be only deciding whether to go forward.

July 17, 2018 (Unfinished Business)

9 d. Wiscasset EMS/Central Lincoln County Ambulance Discussion: Anderson said, in response to comments or questions she had received regarding CLC, that if CLC were to be Wiscasset's ambulance service, it would be stationed in Wiscasset, it would not come from Damariscotta; and that CLC does go to Midcoast Hospital. She said another ambulance service had inquired about serving Wiscasset. She added that some of Wiscasset's EMS employees also work with CLC. The voters will decide in November which ambulance service will be selected. **Kim Andersson moved that this select board continue its investigation into EMS services for the town including consideration of CLC services, meetings with current Wiscasset EMS staff, community input and other potential partners and that the final recommendation is placed on the November ballot for the voters to decide. Vote 5-0-0.**

0000821

Municipal Quitclaim Deed without Covenants

KNOW ALL PERSONS BY THESE PRESENTS THAT the Inhabitants of the Municipality of WISCASSET a body, corporate and politic located in LINCOLN County, State of Maine, for consideration paid on SEPTEMBER 10, 2018, release to CINO-MARS, KENNETH J/T AND CINO-MARS, GISELE of 11 DEER RIDGE ROAD WISCASSET, ME 04578 a certain parcel of land with buildings thereon, if any, located in the Municipality of WISCASSET, LINCOLN, County, State of Maine, identified as follows:

Map R06-007-B on the Tax Maps of the Municipality of WISCASSET, prepared by John E. O'Donnell & Associates and dated April 1, 2017 on file in the Office of the Assessors at 51 Bath Road, Wiscasset, Maine. The Municipality of WISCASSET has acquired its interest in said parcel of land through automatic foreclosure of property tax lien(s) recorded in the Lincoln County Registry of Deeds as follows:

date recorded June 29, 2015 Book/Page 4901/149

date recorded July 27, 2016 Book/Page 5033/130

date recorded August 11, 2017 Book/Page 5167/121

The said Inhabitants of the Municipality of WISCASSET have caused this instrument to be signed in its corporate name by its Board of Selectmen, duly authorized.

Witness our hands and seals this 18th day of September 2018.

Board of Selectmen, Wiscasset, Maine

COPY

Judith R. Colby, Chair

Benjamin L. Rines, Jr.

Robert L. Blagden

Katharine G. Martin-Savage

Kimberly H. Andersson

STATE OF MAINE
COUNTY OF LINCOLN, ss

September 18th, 2018

PERSONALLY APPEARED the above named BOARD OF SELECTMEN in his/her capacity as Selectman of the Town of Wiscasset, Maine and acknowledged the foregoing instrument to be his/her free act and deed in his/her said capacity and the free act and deed of said Town.

ELLIN L. JASMIN, Notary Public
My commission expires: December 05, 2020

State of Maine
Tax Lien Certificate
2014

000821

CINQ-MARS, KENNETH J/T and CINQ-MARS, GISELE
11 DEER RIDGE ROAD
WISCASSET, ME 04578

COPY

I, SHARI I FREDETTE, Collector of Taxes for the Town of WISCASSET, a municipal corporation located in the County of LINCOLN, State of MAINE, hereby give you notice that a tax in the amount of \$4,428.50 has been assessed, and was committed to me for collection on September 16, 2014, against real estate in said Town of WISCASSET, and against CINQ-MARS, KENNETH J/T and CINQ-MARS, GISELE as owner(s) thereof, said real estate being described as follows:

Real Estate located at: 11 DEER RIDGE ROAD

Map Lot Description: R06-007-B

Registry of Deeds reference: B3353P302 09/02/2004

Map and Lot numbers refer to such numbers as found on tax maps of the Town of WISCASSET, prepared by: JOHN E. O'DONNELL & ASSOCIATES and dated APRIL 1, 2014, on file at the Town of WISCASSET municipal office.

I give you further notice that said tax, together with interest in the amount of \$133.34, which has been added to and has become part of said tax, remains unpaid; That a lien is claimed on said real estate, above described, to secure the payment of said tax; that proper demand for payment of said tax has been made in accordance with Title 36, Section 942, revised statutes of 1964, as amended.

Costs to be paid by taxpayer:	
Statutory Fees and	
Mailing Costs	: \$54.22
Principal	: \$4,428.50
Interest	: \$133.34

Total	: \$4,616.06

Shari I Fredette

SHARI I FREDETTE
Tax Collector
Town of WISCASSET

NOTICE: The municipality has policy under Title 36, M.R.S.A. Section 906 to apply all payments to the oldest outstanding tax obligation. If you are uncertain of the status on this property, contact the Tax Collector.

NOTICE: Partial payments do not waive a lien.

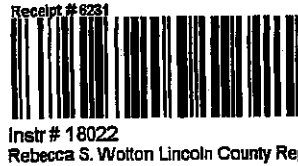
LINCOLN, SS. State of MAINE WISCASSET, MAINE June 29, 2015

Then personally appeared the above named SHARI I FREDETTE, Collector of Taxes, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before Me, *Ellen Jasmin*
 ELLIN JASMIN
 NOTARY
 December 5, 2020

Received
 LINCOLN COUNTY REGISTRY OF DEEDS
 REBECCA S. WOTTON, REGISTRAR

State of Maine
Tax Lien Certificate
2015



Bk 5033 PG 130
07/27/2016 12:51:21 PM
Pages 1
LIENS

CINQ-MARS, KENNETH J/T and CINQ-MARS, GISELE
11 DEER RIDGE ROAD
WISCASSET, ME 04578

Instr # 18022
Rebecca S. Wotton Lincoln County Registry of Deeds

I, MOLLY BONANG, Collector of Taxes for the Town of WISCASSET, a municipal corporation located in the County of LINCOLN, State of MAINE, hereby give you notice that a tax in the amount of \$4,272.20 has been assessed, and was committed to me for collection on September 15, 2015, against real estate in said Town of WISCASSET, and against CINQ-MARS, KENNETH J/T and CINQ-MARS, GISELE as owner(s) thereof, said real estate being described as follows:

COPY

Real Estate located at: 11 DEER RIDGE ROAD

Map Lot Description: R06-007-B

Registry of Deeds reference: B3353P302 09/02/2004

Map and Lot numbers refer to such numbers as found on tax maps of the Town of WISCASSET, prepared by: JOHN E. O'DONNELL & ASSOCIATES and dated APRIL 1, 2015, on file at the Town of WISCASSET municipal office.

I give you further notice that said tax, together with interest in the amount of \$148.71, which has been added to and has become part of said tax, remains unpaid; That a lien is claimed on said real estate, above described, to secure the payment of said tax; that proper demand for payment of said tax has been made in accordance with Title 36, Section 942, revised statutes of 1964, as amended.

Costs to be paid by taxpayer:	
Statutory Fees and	
Mailing Costs	\$64.48
Principal	\$4,272.20
Interest	\$148.71
<u>Total</u>	<u>\$4,485.39</u>

Molly Bonang

MOLLY BONANG
Tax Collector
Town of WISCASSET

NOTICE: The municipality has policy under Title 36, M.R.S.A. Section 906 to apply all payments to the oldest outstanding tax obligation. If you are uncertain of the status on this property, contact the Tax Collector.
NOTICE: Partial payments do not waive a lien.

LINCOLN, SS. State of MAINE WISCASSET, MAINE July 27, 2016

Then personally appeared the above named MOLLY BONANG, Collector of Taxes, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before Me, *Linda E. Perry*
LINDA E. PERRY
My Commission Expires
January 24, 2017

State of Maine
Tax Lien Certificat
2016

Recd Lot # 14099



Instr # 30292

Rebecca S. Wotton Lincoln County Registry of Deeds

CINQ-MARS, KENNETH J/T and CINQ-MARS, GISELE
11 DEER RIDGE ROAD
WISCASSET ME 04578

I, MOLLY BONANG, Collector of Taxes for the Town of WISCASSET, a municipal corporation located in the County of LINCOLN, State of MAINE, hereby give you notice that a tax in the amount of \$4,780.41 has been assessed, and was committed to me for collection on September 20, 2016, against real estate in said Town of WISCASSET, and against CINQ-MARS, KENNETH J/T and CINQ-MARS, GISELE as owner(s) thereof, said real estate being described as follows:

Real Estate located at: 11 DEER RIDGE ROAD

Map Lot Description: R06-007-B

Registry of Deeds reference: B3353P302 09/02/2004

Map and Lot numbers refer to such numbers as found on tax maps of the Town of WISCASSET, prepared by: JOHN E. O'DONNELL & ASSOCIATES and dated APRIL 1, 2016, on file at the Town of WISCASSET municipal office.

I give you further notice that said tax, together with interest in the amount of \$177.85, which has been added to and has become part of said tax, remains unpaid; That a lien is claimed on said real estate, above described, to secure the payment of said tax; that proper demand for payment of said tax has been made in accordance with Title 36, Section 942, revised statutes of 1964, as amended.

Costs to be paid by taxpayer:

Statutory Fees and	
Mailing Costs	\$64.18
Principal	\$4,780.41
Interest	\$177.85
<u>Total</u>	<u>\$5,022.44</u>

MOLLY BONANG
Tax Collector
Town of WISCASSET

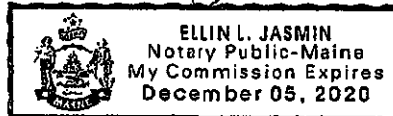
NOTICE: The municipality has policy under Title 36, M.R.S.A. Section 906 to apply all payments to the oldest outstanding tax obligation. If you are uncertain of the status on this property, contact the Tax Collector.

NOTICE: Partial payments do not waive a lien.

LINCOLN, SS. State of MAINE WISCASSET, MAINE August 11, 2017

Then personally appeared the above named MOLLY BONANG, Collector of Taxes, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before Me,



COPY

townmanager@wiscasset.org

From: Carrie Kipfer <ckipfer@lincounty.me>
Sent: Friday, September 7, 2018 3:36 PM
To: 'Town of Wiscasset (townmanager@wiscasset.org)'
Subject: Spirit of America Award

10d

Good Afternoon,

Lincoln County is making plans for this year's Spirit of America award ceremony.

The Town of Wiscasset has not submitted the name of a local person, project or group to receive the 2018 Wiscasset Spirit of America Foundation Tribute for outstanding community service.

If the town would like to nominate a group or an individual, please let me know no later than Monday, October 1st. More information about the Spirit of America Foundation can be found at <http://spiroaf.com>

I look forward to including the Town of Wiscasset in this year's ceremony.

Regards,
Carrie Kipfer

Carrie Kipfer
County Administrator
Lincoln County
32 High Street
Wiscasset, Maine 04578
(207) 882-6311

10f

2018 Municipal Valuation Return



COPY

DUE DATE - NOVEMBER 1, 2018 (or within 30 days of commitment, whichever is later)

*Mail the signed original to Maine Revenue Services, Property Tax Division,
PO Box 9106, Augusta, ME 04332-9106 and affix copy to front cover of Municipal Valuation book.*

For help in filling out this return, please see the Municipal Valuation Return Guidance Document at
www.maine.gov/revenue/forms/property/appsformspubs.htm

MAINE REVENUE SERVICES - 2018 MUNICIPAL VALUATION RETURN

(36 M.R.S. § 383)

DUE DATE - NOVEMBER 1, 2018 (or within 30 days of commitment, whichever is later)

Wiscasset Municipality

1. County: **Lincoln**

Commitment Date: **9/4/2018**
mm/dd/yyyy

2. Municipality **Wiscasset**

3. 2018 Certified Ratio (Percentage of current just value upon which assessments are based.) **3 100.00%**
Homestead, veterans, blind, and BETE Exemptions, Tree Growth and Farmland values must be adjusted by this percentage

TAXABLE VALUATION OF REAL ESTATE
(Exclude exempt valuation of all categories)

4. Land (include value of transmission, distribution lines and substations, dams and power houses) **4 201,135,800**

5. Buildings **5 252,479,800**

6. Total taxable valuation of real estate (sum of lines 4 & 5 above) **6 453,615,600**
(must match Municipal Tax Rate Calculation Standard Form page 10, line 1)

TAXABLE VALUATION OF PERSONAL PROPERTY
(Exclude exempt valuation of all categories)

7. Production machinery and equipment **7 2,435,700**

8. Business equipment (furniture, furnishings and fixtures) **8 1,979,400**

9. All other personal property **9 840,800**

10. Total taxable valuation of personal property (sum of lines 7 through 9 above) **10 5,255,900**
(must match Municipal Tax Rate Calculation Standard Form page 10, line 2)

OTHER TAX INFORMATION

11. Total taxable valuation of real estate and personal property (sum of lines 6 & 10 above) **11 458,871,500**
(must match Municipal Tax Rate Calculation Standard Form page 10, line 3)

12. 2018 Property Tax Rate (example .01520) **12 0.019550**

13. 2018 Property Tax Levy (includes overlay and any fractional gains from rounding) **13 \$8,970,937.83**
Note: This is the exact amount of 2018 tax actually committed to the collector
(must match Municipal Tax Rate Calculation Standard Form page 10, line 19)

HOMESTEAD EXEMPTION REIMBURSEMENT CLAIM

Homestead exemptions must be adjusted by the municipality's certified ratio

14. a. Total number of \$20,000 homestead exemptions granted **14a 899**

b. Total exempt value for all \$20,000 homestead exemptions granted (Line 14a x \$20,000) **14b 17,956,500**

c. Total number of properties fully exempted (valued less than \$20,000) by homestead exemptions granted **14c 5**

d. Total exempt value for all properties fully exempted (valued less than \$20,000) by homestead exemptions granted **14d 28,400**

e. Total number of homestead exemptions granted (sum of 14a & 14c) **14e 904**

f. Total exempt value for all homestead exemptions granted (sum of 14b & 14d) **14f 17,984,900**
(Must match Municipal Tax Rate Calculation Standard Form page 10, line 4a)

g. Total assessed value of all homestead qualified property (land and buildings) **14g 171,542,700**

MAINE REVENUE SERVICES - 2018 MUNICIPAL VALUATION RETURN

Municipality: Wiscasset

BUSINESS EQUIPMENT TAX EXEMPTION (BETE) REIMBURSEMENT CLAIM

15. a. Number of BETE applications processed for tax year 2018	15a	25
b. Number of BETE applications approved	15b	22
c. Total exempt value of all BETE qualified property (Must match Municipal Tax Rate Calculation Standard Form page 10, line 5a)	15c	2,224,385
d. Total exempt value of BETE property located in a municipal retention TIF district	15d	1,712,035

TAX INCREMENT FINANCING (TIF)

16. a. Total amount of increased taxable valuation above original assessed value within TIF districts	16a	10,949,661
b. Amount of captured assessed value within TIF districts	16b	10,136,721
c. Property tax revenue that is appropriated and deposited into either a project cost account or a sinking fund account	16c	198,173
d. BETE reimbursement revenue that is appropriated and deposited into either a project cost account or a sinking fund account (Lines 16c and 16d combined must match Municipal Tax Rate Calculation Standard Form page 10, line 9)	16d	\$33,470.28

EXCISE TAX

17. a. Enter whether excise taxes are collected based on a calendar or fiscal year	17a	Fiscal
b. Motor vehicle excise tax collected	17b	\$695,187.92
c. Watercraft excise tax collected	17c	\$6,104.05

ELECTRICAL GENERATION AND DISTRIBUTION PROPERTY

18. Total valuation of distribution and transmission lines owned by electric utility companies	18	\$43,298,700
19. Total valuation of all electrical generation facilities	19	\$0

FOREST LAND CLASSIFIED UNDER THE TREE GROWTH TAX LAW PROGRAM

(36 M.R.S. §§ 571 - 584-A)

20. Average per acre unit value used for undeveloped acreage (land not classified)	20	\$1,200
21. Classified forest land. (Do Not include land classified in Farmland as woodland)		
a. Number of parcels classified as of April 1, 2018	21a	19
b. Softwood acreage	21b	320.50
c. Mixed wood acreage	21c	427.50
d. Hardwood acreage	21d	220.36
e. Total number of acres of forest land only (sum of lines 21 b, c, and d above)	21e	968.36
22. Total assessed valuation of all classified forest land for tax year 2018	22	340,384
a. Per acre values used to assess Tree Growth classified forest land value:		
(1) Softwood	22a(1)	337.00
(2) Mixed Wood	22a(2)	408.00
(3) Hardwood	22a(3)	263.00

MAINE REVENUE SERVICES - 2018 MUNICIPAL VALUATION RETURN

Municipality: Wiscasset

TREE GROWTH TAX LAW CONTINUED

23. Number of forestland acres first classified for tax year 2018	23	<input type="text" value="0.00"/>
24. Land withdrawn from Tree Growth classification (36 M.R.S. § 581)		
a. Total number of parcels withdrawn from 4/2/17 through 4/1/18	24a	<input type="text" value="0"/>
b. Total number of acres withdrawn from 4/2/17 through 4/1/18	24b	<input type="text" value="2.89"/>
c. Total value of penalties assessed by the municipality due to withdrawal of classified Tree Growth land from 4/2/17 through 4/1/18	24c	<input type="text" value="\$1,512.85"/>
d. Total number of \$500 penalties assessed for non-compliance	24d	<input type="text" value="0"/>
24-1 Since April 1, 2017, have any Tree Growth acres been transferred to Farmland?	24-1	<input type="text" value="No"/> Yes/No

LAND CLASSIFIED UNDER THE FARM AND OPEN SPACE TAX LAW PROGRAM
(36 M.R.S. §§ 1101 to 1121)

FARM LAND:

25. Number of parcels classified as Farmland as of April 1, 2018	25	<input type="text" value="7"/>
26. Number of acres first classified as Farmland for tax year 2018	26	<input type="text" value="0.00"/>
27. a. Total number of acres of all land now classified as Farmland (Do not include Farm woodland)	27a	<input type="text" value="211.99"/>
b. Total valuation of all land now classified as Farmland (Do not include Farm woodland)	27b	<input type="text" value="68,897"/>
28. a. Number of <u>Farm</u> woodland acres:		
(1) Softwood acreage	28a(1)	<input type="text" value="0.00"/>
(2) Mixed wood acreage	28a(2)	<input type="text" value="26.00"/>
(3) Hardwood acreage	28a(3)	<input type="text" value="0.00"/>
b. Total number of acres of all land now classified as <u>Farm</u> woodland	28b	<input type="text" value="26.00"/>
c. Total valuation of all land now classified as <u>Farm</u> woodland	28c	<input type="text" value="10,608"/>
d. Per acre rates used for <u>Farm</u> woodland:		
(1) Softwood	28d(1)	<input type="text" value="337"/>
(2) Mixed Wood	28d(2)	<input type="text" value="408"/>
(3) Hardwood	28d(3)	<input type="text" value="263"/>
29. Land withdrawn from Farmland classification (36 M.R.S. § 1112)		
a. Total number of parcels withdrawn from 4/2/17 through 4/1/18	29a	<input type="text" value="0"/>
b. Total number of acres withdrawn from 4/2/17 through 4/1/18	29b	<input type="text" value="0.00"/>
c. Total value of penalties assessed by the municipality due to the withdrawal of classified Farmland from 4/2/17 through 4/1/18	29c	<input type="text" value="\$0.00"/>
OPEN SPACE:		
30. Number of parcels classified as Open Space as of April 1, 2018	30	<input type="text" value="3"/>
31. Number of acres first classified as Open Space for tax year 2018	31	<input type="text" value="16.00"/>
32. Total number of acres of land now classified as Open Space	32	<input type="text" value="31.47"/>
33. Total valuation of all land now classified as Open Space	33	<input type="text" value="18,000"/>

COPY

MAINE REVENUE SERVICES - 2018 MUNICIPAL VALUATION RETURN

Municipality: Wiscasset

OPEN SPACE CONTINUED

34. Land withdrawn from Open Space classification (36 M.R.S. § 1112)

- a. Total number of parcels withdrawn from 4/2/17 through 4/1/18 34a
- b. Total number of acres withdrawn from 4/2/17 through 4/1/18 34b
- c. Total value of penalties assessed by the municipality due to the withdrawal of classified Open Space land from 4/2/17 through 4/1/18 34c

LAND CLASSIFIED UNDER THE WORKING WATERFRONT TAX LAW

(36 M.R.S., §§ 1131 - 1140-B)

- 35. Number of parcels classified as Working Waterfront as of April 1, 2018 35
- 36. Number of acres first classified as Working Waterfront for tax year 2018 36
- 37. Total acreage of all land now classified as Working Waterfront 37
- 38. Total valuation of all land now classified as Working Waterfront 38
- 39. Land withdrawn from Working Waterfront classification (36 M.R.S. § 1138)
 - a. Total number of parcels withdrawn from 4/2/17 through 4/1/18 39a
 - b. Total number of acres withdrawn from 4/2/17 through 4/1/18 39b
 - c. Total value of penalties assessed by the municipality due to the withdrawal of classified Working Waterfront land from 4/2/17 through 4/1/18 39c

EXEMPT PROPERTY

(36 M.R.S. §§ 651, 652, 653, 654-A, 656)

40. Enter the **exempt value** of all the following classes of property which are exempt from property taxation by law.

- a. Public Property (§ 651(1)(A) and (B))
 - (1) United States 40a(1)
 - (2) State of Maine (excluding roads) 40a(2)
 - Total value of public property (40a(1) + 40a(2)) 40a
- b. Real estate owned by the Water Resources Board of the State of New Hampshire located within this state (§ 651(1)(B-1)) 40b
- c. Property of any public municipal corporation of this state (including county property) appropriated to public uses (§ 651(1)(D)) (County, Municipal, Quasi-Municipal owned property) 40c
- d. Pipes, fixtures, hydrants, conduits, gatehouses, pumping stations, reservoirs and dams of a public municipal corporation supplying water, power or light if located outside the limits of the municipality (§ 651(1)(E)) 40d
- e. Airport or landing field of a public municipal corporation used for airport or aeronautical purposes (§ 651(1)(F)) 40e
- f. Landing area of a privately owned airport when owner grants free use of that landing area to the public (§ 656(1)(C)) 40f
- g. Pipes, fixtures, conduits, buildings, pumping stations, and other facilities of a public municipal corporation used for sewerage disposal if located outside the limits of the municipality (§ 651(1)(G)) 40g

MAINE REVENUE SERVICES - 2018 MUNICIPAL VALUATION RETURN

Municipality: Wiscasset

EXEMPT PROPERTY CONTINUED

40. h. Property of benevolent and charitable institutions. (§ 652(1)(A))	40h	6,307,300
i. Property of literary and scientific institutions. (§ 652(1)(B))	40i	10,546,100
j. Property of the American Legion, Veterans of Foreign Wars, American Veterans, Sons of Union Veterans of the Civil War, Disabled American Veterans and Navy Clubs of the USA. (§ 652(1)(E))		
1) Total exempt value of veterans organizations.	40 j(1)	212,400
2) Exempt value attributable to purposes other than meetings, ceremonials, or instruction facilities (reimbursable exemption).	40 j(2)	0
k. Property of chambers of commerce or boards of trade (§ 652(1)(F))	40k	0
l. Property of houses of religious worship and parsonages (§ 652(1)(G))		
1) Number of parsonages within this municipality	40 l(1)	2
2) Total exempt value of those parsonages	40 l(2)	40,000
3) Total taxable value of those parsonages	40 l(3)	331,300
4) Total exempt value of all houses of religious worship	40 l(4)	5,241,800
TOTAL EXEMPT VALUE OF ALL HOUSES OF RELIGIOUS WORSHIP AND PARSONAGES (Sum of lines 40l(2) + 40l(4))	40l	5,281,800
m. Property owned or held in trust for fraternal organizations operating under the lodge system (do not include college fraternities) (§ 652(1)(H))	40m	455,100
n. Personal property leased by a benevolent and charitable organization exempt from taxation under § 501 of the Internal Revenue Code of 1954 and the primary purpose is the operation of a hospital licensed by the Dept. of Health and Human Services, health maintenance organization or blood bank (§ 652(1)(K)) (Value of property <u>owned</u> by a hospital should be reported on line 40h)	40n	0
o. Exempt value of real property of all persons determined to be legally blind (§ 654-A) (\$4,000 adjusted by certified ratio)	40o	4,000
p. Aqueducts, pipes and conduits of any corporation supplying a municipality with water (§ 656(1)(A))	40p	650,900
q. Animal waste storage facilities constructed after April 1, 1999 and certified as exempt by the Commissioner of Agriculture, Conservation and Forestry (§ 656(1)(J)) (reimbursable exemption)	40q	0
r. Pollution control facilities that are certified as such by the Commissioner of Environmental Protection (§ 656(1)(E))	40r	0
s. Snowmobile trail grooming equipment registered under 12 M.R.S. § 13113 (§ 655(1)(T)) (reimbursable exemption)	40s	0

COPY

MAINE REVENUE SERVICES - 2018 MUNICIPAL VALUATION RETURN

Municipality: _____

40t. VETERANS EXEMPTIONS - The following information is necessary in order to calculate reimbursement. (36 M.R.S. § 653)

SECTION 1: The section is only for those veterans who served during a federally recognized war period

Widower:	NUMBER OF EXEMPTIONS	EXEMPT VALUE
1. Living male spouse or male parent of a deceased veteran \$6,000 adjusted by the certified ratio (§ 653(1)(D))	40t(1)A <input type="text" value="0"/>	40t(1)B <input type="text" value="\$0"/>
Revocable Living Trusts:		
2. Paraplegic veteran (or their widow) who is the beneficiary of a revocable living trust. \$50,000 adjusted by the certified ratio (§ 653(1)(D-1))	40t(2)A <input type="text" value="0"/>	40t(2)B <input type="text" value="\$0"/>
3. All other veterans (or their widows) who are the beneficiaries of revocable living trusts. \$6,000 adjusted by the certified ratio (§ 653(1)(C) or (D))	40t(3)A <input type="text" value="3"/>	40t(3)B <input type="text" value="\$18,000"/>
WW I Veterans:		
4. WW I veteran (or their widow) enlisted as Maine resident \$7,000 adjusted by the certified ratio (§ 653(1)(C-1) or (D-2))	40t(4)A <input type="text" value="0"/>	40t(4)B <input type="text" value="\$0"/>
5. WW I veteran (or their widow) enlisted as non-Maine resident \$7,000 adjusted by the certified ratio (§ 653(1)(C-1) or (D-2))	40t(5)A <input type="text" value="0"/>	40t(5)B <input type="text" value="\$0"/>
Paraplegic Veterans:		
6. Paraplegic status veteran or their unremarried widow. \$50,000 adjusted by the certified ratio (§ 653(1)(D-1))	40t(6)A <input type="text" value="0"/>	40t(6)B <input type="text" value="\$0"/>
Cooperative Housing Corporation Veterans:		
7. Qualifying Shareholder of Cooperative Housing Corporation \$6,000 adjusted by the certified ratio (§ 653(2))	40t(7)A <input type="text" value="0"/>	40t(7)B <input type="text" value="\$0"/>
All Other Veterans:		
8. All other veterans (or their widows) enlisted as Maine residents. \$6,000 adjusted by the certified ratio (§ 653(1)(C)(1))	40t(8)A <input type="text" value="79"/>	40t(8)B <input type="text" value="\$474,000"/>
9. All other veterans (or their widows) enlisted as non-Maine residents. \$6,000 adjusted by the certified ratio (§ 653(1)(C)(1))	40t(9)A <input type="text" value="48"/>	40t(9)B <input type="text" value="\$288,000"/>

SECTION 2: This section is only for those veterans who did not serve during a federally recognized war period

	NUMBER OF EXEMPTIONS	EXEMPT VALUE
10. Veteran (or their widow) disabled in the line of duty. \$6,000 adjusted by the certified ratio (§ 653(1)(C)(2) or (D))	40t(10)A <input type="text" value="0"/>	40t(10)B <input type="text" value="\$0"/>
11. Veteran (or their widow) who served during the periods from August 24, 1982 to July 31, 1984 and December 20, 1989 to January 31, 1990. \$6,000 adjusted by the certified ratio. [§ 653(1)(C)(1) or (D)]	40t(11)A <input type="text" value="0"/>	40t(11)B <input type="text" value="\$0"/>
12. Veteran (or their widow) who served during the period from February 27, 1961 and August 5, 1964, but did not serve prior to February 1, 1955 or after August 4, 1964. \$6,000 adjusted by the certified ratio. [§ 653(1)(C)(1) or (D)]	40t(12)A <input type="text" value="4"/>	40t(12)B <input type="text" value="\$24,000"/>

Total number of ALL veteran exemptions granted in 2018 40t(A)

Total exempt value of ALL veteran exemptions granted in tax year 2018 40t(B)

MAINE REVENUE SERVICES - 2018 MUNICIPAL VALUATION RETURN

Municipality: Wiscasset

EXEMPT PROPERTY CONTINUED

40. u. **Other.** The Laws of the State of Maine provide for exemption of quasi-municipal organizations such as authorities districts and trust commissions. These exemptions will not be found in Title 36.

Examples: Section 5114 of Title 30-A provides for exemption of real and personal property of an Urban Renewal Authority or Chapter 164, P. & S.L. of 1971 provides for exemption of real estate owned by the Cobbossee-Annabessacook Authority. (See also 30-A M.R.S., § 5413, Revenue Producing Municipal Facilities Act.)

Enter the full name of the organization in your municipality that has been granted exempt status through such a law, the provision of the law granting the exemption and the estimated full value of real property.

NAME OF ORGANIZATION	PROVISION OF LAW	EXEMPT VALUE
N/A		\$0
		0
		0
		0
		0
TOTAL		40u 0
40. TOTAL VALUE OF ALL PROPERTY EXEMPTED BY LAW		40 89,700,300 (sum of all exempt value)

MUNICIPAL RECORDS

41. a. Does your municipality have tax maps? 41a **Yes** YES/NO
 If yes, proceed to b, c and d. If no, move to line 42. Give date when tax maps were originally obtained and name of contractor. (This does not refer to the annual updating of tax maps.)
- b. Date 41b mm/dd/yyyy
- c. Name of contractor 41c
- d. Are your tax maps PAPER, GIS, or CAD? 41d
42. Enter the number of land parcels within your municipality (Not the number of tax bills) 42
43. Total taxable land acreage in your municipality. 43
44. a. Has a professional town-wide revaluation been completed in your municipality?
 If yes, please answer the questions below. 44a **Yes** YES/NO
 If no, please proceed to line 45.
- b. Did the revaluation include any of the following? Please enter each category with YES or NO.
- 44b (1) **Yes** LAND
- 44b (2) **Yes** BUILDINGS
- 44b (3) **Yes** PERSONAL PROPERTY
- c. Effective Date 44c mm/dd/yyyy
- d. Contractor Name 44d
- e. Cost 44e

MAINE REVENUE SERVICES - 2018 MUNICIPAL VALUATION RETURN

Municipality: Wiscasset

MUNICIPAL RECORDS CONTINUED

45. Enter the best choice that describes how the municipality administers its assessment function. Choose SINGLE ASSESSOR, ASSESSORS' AGENT or BOARD OF ASSESSORS. Include the name of any single assessor or agent.

a) Function 45a Assessors' Agent
b) Name 45b R.J.D.Appraisal
c) Email address 45c ellery,bane@rjdappraisal.com

46. Enter the beginning and ending dates of the fiscal year in your municipality.

FROM 46a 7/1/2018 TO 46b 6/30/2019
mm/dd/yyyy mm/dd/yyyy

47. Interest rate charged on overdue 2018 property taxes (36 M.R.S. § 505)

47 8.00
(not to exceed 8.00%)

48. Date(s) that 2018 property taxes are due.

48a 10/26/2018 48b 4/26/2019
48c mm/dd/yyyy 48d mm/dd/yyyy

49. Are your assessment records computerized?

49a Yes YES/NO Name of software used 49b Trio Software

50. Has your municipality implemented a local property tax relief program?

50a No YES/NO How many people qualified? 50b 0
How much relief was granted? 50c \$0.00

51. Has your municipality implemented a local elderly volunteer tax credit program under 36 M.R.S. § 6232(1-A)?

51a No YES/NO How many people qualified? 51b 0
How much relief was granted? 51c \$0.00

I/We, the Assessor(s) of the Municipality of Wiscasset do state that the foregoing information contained herein is, to the best knowledge and belief of this office, reported correctly and that all of the requirements of the law have been followed in valuing, listing and submitting the information.

ASSESSOR(S)
SIGNATURES

COPY

DATE
mm/dd/yyyy

NOTICE: This return must be completed and sent to the Property Tax Division by November 1, 2018 or within 30 days after the commitment date, whichever is later, in order to avoid reduction or loss of any entitlement under the Tree Growth Tax Law municipal reimbursement program for the 2018 tax year.

2018 ENHANCED BETE MUNICIPAL TAX RATE CALCULATION FORM

Municipality: Wiscasset W/ Tif Value

Data entry fields

BE SURE TO COMPLETE THIS FORM BEFORE FILLING IN THE TAX ASSESSMENT WARRANT

- 1. Total taxable valuation of real estate 1
(must match MVR Page 1, line 6)
- 2. Total taxable valuation of personal property 2
(must match MVR Page 1, line 10)
- 3. Total taxable valuation of real estate and personal property (Line 1 plus line 2) 3
(must match MVR Page 1, line 11)
- 4. (a) Total exempt value for all homestead exemptions granted 4(a)
(must match MVR Page 1, line 14f)
- (b) Homestead exemption reimbursement value 4(b)
- 5. (a) Total exempt value of all BETE qualified property 5(a)
(must match MVR Page 2, line 15c)
- (b) Enhanced BETE exemption reimbursement value 5(b)
- 6. Total valuation base (Line 3 plus line 4(b) plus line 5(b)) 6

ASSESSMENTS

- 7. County tax 7
- 8. Municipal appropriation 8
- 9. TIF financing plan amount 9
(must match MVR Page 2, line 16c + 16d)
- 10. Local education appropriation (Local share/contribution)
 (Adjusted to municipal fiscal year) 10
- 11. Total appropriations (Add lines 7 through 10) 11

ALLOWABLE DEDUCTIONS

- 12. Anticipated state municipal revenue sharing 12
- 13. Other revenues: All other revenues that have been formally
 appropriated to be used to reduce the commitment such as excise tax revenue, tree growth reimbursement, trust fund or bank
 interest income, appropriated surplus revenue, etc. (Do Not include any Homestead or BETE Reimbursement) 13
- 14. Total deductions (Line 12 plus line 13) 14
- 15. Net to be raised by local property tax rate (Line 11 minus line 14) 15

16.	<input type="text" value="\$9,214,323.27"/> <small>(Amount from line 15)</small>	x	1.05	=	<input type="text" value="\$9,675,039.43"/>	Maximum Allowable Tax
17.	<input type="text" value="\$9,214,323.27"/> <small>(Amount from line 15)</small>	÷	<input type="text" value="\$472,336,448"/> <small>(Amount from line 6)</small>	=	<input type="text" value="0.01951"/>	Minimum Tax Rate
18.	<input type="text" value="\$9,675,039.43"/> <small>(Amount from line 16)</small>	÷	<input type="text" value="\$472,336,448"/> <small>(Amount from line 6)</small>	=	<input type="text" value="0.02048"/>	Maximum Tax Rate
19.	<input type="text" value="\$458,871,500.00"/> <small>(Amount from line 3)</small>	x	<input type="text" value="0.01955"/> <small>(Selected Rate)</small>	=	<input type="text" value="\$8,970,937.83"/> <small>(Enter on MVR Page 1, line 13)</small>	Tax for Commitment
20.	<input type="text" value="\$9,214,323.27"/> <small>(Amount from line 15)</small>	x	0.05	=	<input type="text" value="\$460,716.16"/>	Maximum Overlay
21.	<input type="text" value="\$11,240,563"/> <small>(Amount from line 4b.)</small>	x	<input type="text" value="0.01955"/> <small>(Selected Rate)</small>	=	<input type="text" value="\$219,753.00"/> <small>(Enter on line 8, Assessment Warrant)</small>	Homestead Reimbursement
22.	<input type="text" value="\$2,224,385"/> <small>(Amount from line 5b.)</small>	x	<input type="text" value="0.01955"/> <small>(Selected Rate)</small>	=	<input type="text" value="\$43,486.72"/> <small>(Enter on line 9, Assessment Warrant)</small>	BETE Reimbursement
23.	<input type="text" value="\$9,234,177.55"/> <small>(Line 19 plus lines 21 and 22)</small>	-	<input type="text" value="\$9,214,323.27"/> <small>(Amount from line 15)</small>	=	<input type="text" value="\$19,854.28"/> <small>(Enter on line 5, Assessment Warrant)</small>	Overlay

(If Line 23 exceeds Line 20 select a lower tax rate.)

Results from this completed form should be used to prepare the Municipal Tax Assessment Warrant, Certificate of Assessment to Municipal Treasurer and Municipal Valuation Return.

I want to remind the Board that the settlement agreement ends with the April 1, 2022 tax year. We will want to plan ahead so that the Board can have a sound footing when they do their first assessment of a nuclear waste storage facility without the guidance from the Settlement Agreement. Peter Murray represented the Town last time.

In 2013 Peter Murray recommended that the Town begin to investigate and plan the appropriate valuation of Maine Yankee's ISFSI facility no later than 2018. This will give the Town a 5- year lead-time to begin discussions with Maine Yankee to prepare both parties for the financial implications of the termination of the Settlement Agreement at the conclusion of 2022.

Background on Settlement Agreement:

By way of a *very* brief summary, after Maine Yankee ceased operations, the former nuclear power plant became a storage site for all of the spent nuclear fuel rods that it had produced over its decades in service. Unsurprisingly, the Town and Maine Yankee had divergent opinions regarding the proper valuation of the Independent Spent Fuel Storage Installation ("ISFSI") facility. The Town engaged Peter Murray of the law firm Murray Plumb & Murray to represent it during the 2003 valuation process, abatement proceeding and the subsequent appeal to the State Board of Property Tax Review. Attorney Sarah McDaniel, an associate at Murray Plumb & Murray at that time, assisted Peter Murray through that process.

To resolve their dispute, the Town and Maine Yankee entered into a settlement agreement that would govern the valuation of Maine Yankee's real and personal property located in Wiscasset for the 2003 - 2022 time period. The Agreement creates certainty for the Town by establishing values for the real and personal property on-site in 2003 and then stating an annual "Total Payment" for each year of the 20-year term. If the tax generated by the agreed-to values in any one year generates a smaller payment, Maine Yankee is obligated to make up the difference with an Impact Fee. Wiscasset is now more than half way through the term of that Agreement.

NEXT STEPS:

- When would you like to meet with legal counsel to begin the discussion?

1 SELECTMEN REPORT

Department(s): 100 - 514
July to August

10h

Account	Budget Net	YTD Net	Unexpended Balance	Percent Spent
100 - ADMINISTRATION	197,868.00	37,394.34	160,473.66	18.90
101 - AIRPORT	84,447.00	18,341.12	66,105.88	21.72
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	462.09	2,380.91	16.25
105 - CELEBRATION	12,000.00	8,840.00	3,160.00	73.67
106 - TOWN CLERK	88,215.00	22,439.53	65,775.47	25.44
107 - CODE ENFORCEMENT	49,507.00	4,914.95	44,592.05	9.93
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	4,117.08	156,182.92	2.57
111 - COUNTY TAX	611,353.83	0.00	611,353.83	0.00
112 - DEBT SERVICE	243,234.00	57,058.62	186,175.38	23.46
113 - ELECTIONS	18,046.00	42.22	18,003.78	0.23
114 - EMS/AMBULANCE	553,227.00	107,476.77	445,750.23	19.43
115 - FIRE DEPARTMENT	148,242.00	11,702.64	136,539.36	7.89
116 - FINANCE DEPARTMENT	218,590.00	39,533.57	179,056.43	18.09
117 - GENERAL ASSISTANCE	25,071.00	861.08	24,209.92	3.43
118 - MUNICIPAL BUILDING	72,342.00	6,586.18	65,755.82	9.10
119 - MUNICIPAL INSURANCE	46,329.00	11,337.16	34,991.84	24.47
120 - OVERLAY/ABATEMENTS	19,854.28	0.00	19,854.28	0.00
121 - PARKS & RECREATION	815,669.00	138,783.09	676,885.91	17.01
123 - POLICE DEPARTMENT	464,199.00	75,160.32	389,038.68	16.19
125 - PUBLIC UTILITIES	277,475.00	22,292.49	255,182.51	8.03
126 - PUBLIC WORKS	665,546.00	88,434.12	577,111.88	13.29
127 - SELECTMEN	27,247.00	2,825.07	24,421.93	10.37
128 - SCHOOL TOWN APPROPRIATION	6,040,949.26	1,004,741.54	5,036,207.72	16.63
129 - SENIOR CENTER	11,482.00	1,330.58	10,151.42	11.59
130 - SHELLFISH CONSERVATION	6,075.00	41.88	6,033.12	0.69
131 - TIF-TAX INCREMENT FINANCE	231,643.18	0.00	231,643.18	0.00
132 - TRANSFER STATION	590,697.00	70,785.72	519,911.28	11.98
133 - WATERFRONT & HARBORS	44,777.00	5,159.12	39,617.88	11.52
200 - RETIREE HEALTH INSURANCE	44,613.00	10,677.09	33,935.91	23.93
301 - CAPITAL	903,309.25	903,309.25	0.00	100.00
313 - COMMERCIAL PIER DEBT	40,467.92	6,743.84	33,724.08	16.66
314 - BACKHOE DEBT	50,627.23	5,559.21	45,068.02	10.98
315 - ROAD & SIDEWALK CONSTRUCTION	426,424.39	31,911.86	394,512.53	7.48
316 - POLICE CRUISER	10,902.03	0.00	10,902.03	0.00
317 - WCC ROOF	8,213.00	0.00	8,213.00	0.00
318 - FIRE & EMS PRIMO VENTS	58,182.00	0.00	58,182.00	0.00
319 - FIRE DEPARTMENT ROOF	3,868.98	0.00	3,868.98	0.00
320 - N-15 MONITORS	1,569.24	0.00	1,569.24	0.00
321 - MAIN STREE PIER ELECTRIC	4,702.00	0.00	4,702.00	0.00
322 - EMS PAGERS	2,720.00	0.00	2,720.00	0.00
323 - REPEATERS	8,019.00	0.00	8,019.00	0.00

HM Payson Monthly Statement of Wiscasset Accounts

Account Name	Market Value as of 06/30/2018	Market Value as of 07/31/2018	Market Value as of 08/31/2018
Montsweag Dam Reserve Fund	\$ 148,060.49	\$ 152,077.70	\$ 155,757.22
Cemetery Trust Fund	\$ 1,939,989.87	\$ 1,910,470.44	\$ 1,956,695.00
General John French Scholarship	\$ 56,726.92	\$ 58,266.05	\$ 59,675.80
Jackson Cemetery Fund	\$ 27,496.33	\$ 28,242.36	\$ 28,925.69
Larabee Band Fund	\$ 665,458.58	\$ 683,513.96	\$ 700,051.54
Haggett Scholarship Fund	\$ 12,601.42	\$ 12,943.33	\$ 13,256.49
Mary Bailey Fund	\$ 405,298.81	\$ 416,295.48	\$ 426,367.72
Seth Wingren Fund	\$ 25,467.82	\$ 26,158.81	\$ 26,791.73
Wiscasset Community Center Endowment Fund	\$ 2,885.37	\$ 2,963.65	\$ 3,035.36
Cooper-Diperrri Scholarship Fund	\$ 26,117.08	\$ 26,825.70	\$ 27,474.74
Recreation Scholarship	\$ 745.60	\$ 765.83	\$ 784.36
Town of Wiscasset Edowment Fund Total	\$ 3,310,848.29	\$ 3,318,523.31	\$ 3,398,815.65
Town of Wiscasset Capital Reserve	\$ 1,740,291.49	\$ 861,234.45	\$ 884,422.35
Town of Wiscasset Construction Reserve	\$ 2,575,609.22	\$ 2,650,292.62	\$ 2,721,649.25
Town of Wiscasset Equipment Reserve	\$ 3,988,547.58	\$ 4,104,129.39	\$ 4,214,627.80
Town of Wiscasset Furnace Replacement Reserve	\$ 331,441.80	\$ 341,045.59	\$ 350,227.91
Town of Wiscasset Major Repairs Reserve	\$ 446,478.63	\$ 459,415.69	\$ 471,785.01
Town of Wiscasset Recreation Building Reserve	\$ 1,746,443.40	\$ 1,797,054.94	\$ 1,845,438.90
Town of Wiscasset Retirement Health Insurance Reserve	\$ 323,679.73	\$ 314,537.03	\$ 323,005.64
Town of Wiscasset Roof Repair Reserve	\$ 304,358.90	\$ 313,177.93	\$ 321,609.94
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 90,678.34	\$ 93,306.83	\$ 95,819.02
Town of Wiscasset Highway Department Capital Reserve	\$ 2,142.54	\$ 2,204.62	\$ 2,263.98
Town of Wiscasset Fire Department Vehicle Capital Reserve	\$ 2,856.74	\$ 2,939.51	\$ 3,018.66
Town of Wiscasset Reserve Funds Total	\$ 11,552,528.37	\$ 10,939,338.60	\$ 11,233,868.46



Maine Municipal
Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

10i
COPY

MEMORANDUM

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations

FROM: Stephen W. Gove, Executive Director

DATE: September 4, 2018

SUBJECT: Voting Credentials for MMA Annual Business Meeting

The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Wednesday, October 3, 2018, at 1:45 p.m. in the Cumberland Room at the Augusta Civic Center.** The MMA Bylaws entitle each member community to one (1) voting representative.

Enclosed please find the ***MMA Voting Delegates Credential Form*** on which the municipal officers may designate their municipality's voting representative and alternate. We have also attached the Proposed Agenda for the MMA Annual Business Meeting for your reference. The current MMA Bylaws as adopted in 2013 will be available at the MMA Annual Business Meeting or may be viewed on the MMA website at:

<http://www.memun.org/public/MMA/Gov/bylaws.pdf>.

Please note that the MMA Executive Committee is not putting forth any proposed amendments to the MMA bylaws for this year. If you plan to be at the MMA Annual Convention and would like to have a Voting Delegate represent your municipality, please complete the MMA Voting Delegate Credential Form and return to our office by **Tuesday, October 2, 2018** or bring it with you to the MMA Annual Business Meeting. We have provided a self-addressed, self-stamped envelope for your convenience.

We look forward to seeing you at this year's 82nd MMA Annual Convention at the Augusta Civic Center. We have a great line up of speakers, workshops and networking opportunities at this year's convention. If you have any questions on this information, please contact Rebecca Lambert at 1-800-452-8786 or 623-8428 ext. 2307.

**Maine Municipal Association
Annual Business Meeting
Wednesday, October 3, 2018
1:45 – 2:45 p.m.
Augusta Civic Center, Augusta, Maine
Cumberland Room**

COPY

PROPOSED AGENDA

1. **Introductions and Welcoming Remarks** – MMA President Linda C. Cohen
(Mayor, City of South Portland)
2. **Approval of 2017 MMA Annual Business Meeting Minutes** – Linda Cohen
3. **Introduction of New Executive Committee Members** – Linda Cohen
4. **MMA President's Report** – Linda Cohen
5. **Executive Director's Report** – Stephen Gove, MMA Executive Director
6. **Other Business** (*comments from the floor*)
7. **Adjournment**

COPY

**MAINE MUNICIPAL ASSOCIATION
VOTING DELEGATE CREDENTIALS**

_____ is hereby designated as the official Voting Delegate and
(name)
_____ as the alternate voting delegate for _____
(name) (municipality)
to the Maine Municipal Association Annual Business Meeting which is scheduled to be held,
Wednesday, October 3, 2018, 1:45 p.m., at the Augusta Civic Center, Augusta, Maine.

The Voting Delegate Credentials may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ Municipality: _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Name: _____ Position: _____

Or Signed by a Majority of Municipal Officers:

Please return this form no later than **Tuesday, October 2, 2018** or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

**MMA Annual Business Meeting
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: 207-626-3358**