

WISCASSET SELECT BOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
SEPTEMBER 18, 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 September 7 and 14, 2018. Vote 5-0-0.**

**Kathy Martin-Savage moved to approve the accounts payable warrants of September 11 and 18, 2018. Vote 5-0-0.**

3. Approval of Minutes

**Ben Rines, Jr., moved to approve the minutes as amended. Vote 5-0-0.**

4. Special Presentations or Awards – none

5. Committee Appointments – none

6. Public Hearings

a. Adoption of the 2018-2019 General Assistance Ordinance Appendices A-D: **Kim Andersson moved to go into the public hearing. Vote 5-0-0.** Marian Anderson briefly discussed the maximum changes in the appendices. **Ben Rines, Jr., moved to come out of the public hearing. Vote 5-0-0. Ben Rines, Jr., moved to adopt the 2018-2019 General Assistance Ordinance Appendices A-D. Vote 5-0-0.**

7. Public Comment

Bob Blagden referred to a newspaper article in which he felt he was misquoted dealing with the school. He said he had no idea what the school spent, only what was raised but was talking about the municipal budget and the percentage of tax dollars raised going to the town as opposed to the school.

Leslie Roberts thanked the board for its action at the previous meeting relative to the trees. She recommended having people knowledgeable about trees be consulted and their information be brought forward to the MDOT.

Bill Barnes related his difficulties in obtaining a burn permit. He said there was no fire danger but someone in the office refused to give him a permit. He said he was humiliated and hoped the board would address the issue.

Cecilio Juntura, owner of the Taste of Maine, described his difficulties with Al Cohen and was advised it was a civil matter and not a matter for the select board.

John Reinhardt, 26 Lee Street, thanked the board for slowing the traffic on Lee Street, but was concerned about the speed of vehicles on Route 1 trying to make the green light, particularly in the early morning. He asked the board to consider methods of slowing the traffic, such as a flashing yellow light, before someone is injured.

#### 8. Department Head or Committee Chair

a. Department Head Monthly Reports: Judy Colby commended Wendy Williams on the EMS report. She was also impressed with the Town Clerk's report. Kim Andersson commended the Parks and Recreation department for exceeding their budgeted revenues. Town Treasurer Vernice Boyce, in response to Andersson's question, said that many of the unpaid property tax liens were past the statute of limitations and should be written off. Boyce was asked to have the unpaid personal property tax information for the board by the second meeting in October.

b. Special Olympics Fundraiser – Chief Lawrence Hesseltine: Craig Worcester, standing in for the chief, provided information on the Harley raffle put on by the Special Olympics of Maine. Tickets are on sale all over the state, Drawing is on October 12 and brings in \$20,000 for the organization. The Torch Ride takes place in Waldoboro. The chief is working on bringing the ride to Wiscasset next year.

c. Review proposed changes to the Historic Preservation Ordinance – Ordinance Review Committee: Karl Olson said changes to the draft have been made including changing the zoning map. In response to Judy Colby's questions, Susan Blagden said the wording regarding financial hardship was taken directly from the State law; Marian Anderson added that the wording was the same as in the town's Board of Appeals statute. Colby said the ordinance should be reviewed by an attorney. Reinhardt said the committee was trying to make the ordinance legal and it was a work in progress. Jim Kochan commended the ORC and HPO, pointed out an error in numbering, and disagreed with striking a definition of a word that does not appear in the ordinance. He also advocated sticking with the state language. Karl Olson said words had been removed from the definitions because they did not appear in the ordinance. He added that the ORC approved the ordinance.

John Reinhardt said among the calls the commission had received were those asking that the size of the historic district be changed. There are historic homes not in the district. Also, the powder house is not in the district. Susan Blagden said the current map shows the proposed historic district as well as the National Historic District and the map would be voted on separate from the ordinance. Reinhardt said he needs input from the town.

d. Planning Board: Planning Board Chair Ray Soule said that at its last meeting, the Planning Board voted to petition the selectmen for a planner. He said he did not think the town needed a full-time planner and the voters had twice turned down the budget for a planner. He said, however, that after laying out for applicants exactly what was needed, applicants still did not come in with the right information.

Deb Pooler said working without a planner would be similar to the selectmen working without a Town Manager. She said several businesses had not come to Wiscasset because of the difficulties encountered without a planner and without new business there will be no growth in town. She added that applicants bring incomplete applications to the planning board, requiring additional meetings,

which did not happen when the town had a planner. She compared Wiscasset to other nearby towns where development is taking place.

Al Cohen said the board is made up of volunteers and needs the help of a full-time planner. He agreed that the position did not need to be full-time. He added that the ORC also needed the help of a planner. Applicants come with incomplete applications because there is no one to help them, and the approval process takes twice as long as it normally would if applications would be screened by a planner. He described problems he had with the application process. Cohen added the town needs a planner to apply for grants to help the town with economic development.

Kim Andersson said she had attended Planning Board meetings and witnessed an applicant appearing several times because the application was not complete. She said it wasn't fair to blame it on the applicant; the town should provide help for the applicants. She made several suggestions such as giving the applicants a check list or putting the applications on line.

Kim Dolce said if people were going into business, they shouldn't need someone to hold their hand through the application process. She suggested that the process should be revamped. She asked if the town hires a planner, what is the town ready to give up for the cost of a planner.

Pam Logan said when there was no CEO the town manager stepped in, and she asked why the town manager couldn't step in for the planner. She said since the people had voted at one point for a planner, the town should one. She also suggested streamlining procedures.

Kathy Martin-Savage agreed that the town needed help even if it would be only part-time. She suggested that changing the title and job description might make a difference. Judy Colby agreed that things are slipping through the cracks that previously were done by the planner and the town needs something to bring in businesses.

## 9. Unfinished Business

a. Annual License for Sale of Consumer Fireworks – Allen Cohen, applicant: **Kathy Martin-Savage moved to postpone to a future meeting. Vote 5-0-0.** Colby said the town, on advice of counsel had requested further information from the applicant. Ben Rines, Jr., said, referring to the discussion on a planner, that the problems with the fireworks application was due to a planner dropping the ball.

b. Ambulance Service discussion: Marian Anderson said she needed direction from the board regarding the future of the ambulance service. She referred to information she had given the board showing the board's actions between March and July 2018, ending with a motion to place the question on the ballot in November. Judy Colby said she had looked at the numbers and it appeared keeping the ambulance service would cost only \$15,000 more than going with CLC, the equipment was bought with taxpayers' money and because there was a previous vote to keep the ambulance service, she moved to continue with the ambulance service of our own and instruct the town manager to develop a job description for a director. Kim Andersson said that a presentation was supposed to have been made giving people the benefits of each option so that the public would have all the facts. She volunteered to put together a cost benefit analysis. In response to Bill Barnes' question, Judy Colby said if the choice were CLC, they would provide 24-hour EMS service to Wiscasset and Westport, would lease the ambulance space and equipment, together with several other conditions of the offer. She said that in 2015, there was a substantial vote (464-81) to keep the police and ambulance service. In response to Ben Rines, Jr.'s question, the Town Manager said there was adequate time to put the question on the November ballot.

In response to comments from the audience regarding the change in positions by the board, Marian Anderson said that one board is not bound by another board's decision. The motion failed with Blagden, Rines, Martin-Savage and Andersson opposing. The question to be put on the ballot will read, "Shall the Town vote to discontinue Wiscasset Emergency Medical Service and utilize Central Lincoln County Ambulance Service?" At the public presentation, the town (selectmen), CLC and the current EMS will participate. **Kim Andersson moved to put the question on the ballot. Vote 5-0-0.**

10. New Business

a. Bid Openings

Transfer Station Lift Truck

<u>Bidder</u>	<u>Brand</u>	<u>Price</u>	<u>Trade-in</u>	<u>Balance</u>
Nitco	Hyster	\$27,555.70	\$3,500	\$24,055.70
New England Industrial Truck	Unicarrier	30,742.69	500	30,242.69
Taylor New England	Caterpillar	35,811.48	3,500	32,311.48
Taylor New England	Mitsubishi	32,630.13	3,500	29,130.13
W. E. Matthews	Toyota	27,461.00	4,400	23,061.00

**Ben Rines, Jr., moved to authorize the Town Manager and Transfer Station Supervisor to review the bids and award the Transfer Station Lift Truck to the lowest qualified bidder. Vote 5-0-0.**

Winter Sand bid

Bidder

Nathan Northrup      3000-3500 cu. yd @ \$5.25/cu. yd. (loaded on town trucks)  
    3000-3500 cu. yd. @ \$14.75 cu.yd. (delivered 18 miles)

**Ben Rines, Jr., moved to authorize the Town Manager and Public Works Director to review the bids and award the Winter Sand Bid to the lowest qualified bidder. Vote 5-0-0.**

b. Municipal Quit Claim Deeds

- Kenneth and Gisele Cinq-Mars, 11 Deer Ridge: **Ben Rines, Jr., moved to grant the quit claim deed. Vote 5-0-0.**

c. Set date for Special Town Meeting: The board will meet with the Budget Committee before setting the meeting date for the special town meeting to deal with the \$123,837.53 in overdrafts to be taken from the fund balance.

d. Spirit of America Award: Anderson said nominations for the award are due no later than October 1 and she asked that recommendations be given to her before that date.

e. Healthy Lincoln County: Kate Marone summarized the work being done in Lincoln County related to youth use of drugs and alcohol. She described the survey her group had conducted and shared the results from the survey.

f. Municipal Valuation Report: Anderson said the report is required within 30 days of commitment. **Judy Colby moved to accept the 2018 municipal valuation report. Vote 5-0-0.**

g. Maine Yankee Settlement Agreement: Anderson said that Peter Murray had advised discussing the settlement agreement with Maine Yankee before the settlement agreement ends with the April 2022 tax year and she asked when the board would like to start discussions. Anderson will get the financial information before discussion begin.

h. Monthly Financials: Town Treasurer Vernice Boyce said no funds have yet been taken from the TAN.

i. Maine Municipal Association – Voting Delegate Credential: **Judy Colby moved to delegate the town manager to vote for the board with Vernice Boyce as alternate. Vote 5-0-0.**

#### 11. Town Manager's Report

Anderson said she had received calls about political signs on town property and asked the board for direction. Kathy Martin-Savage recommended taking them down.

Anderson asked to be excused from the November 20<sup>th</sup> meeting or that the meeting be rescheduled. The board rescheduled the meeting to November 13.

Anderson had met with the owners of the former primary school, discussed multi-generational living and will be providing them with information.

Anderson and Kathy Onorato will be attending training in Bangor on Thursday and can be reached by cell phone.

#### 12. Other Board Business

In response to Kim Andersson's question, Marian Anderson said the three-masted schooner was still coming to Wiscasset. Anderson said Dick Forrest may have more information.

Kathy Martin-Savage said the Downtown Committee had met the previous Friday and will be meeting again on Friday, September 21.

#### 13. Adjournment

**Kathy Martin-Savage moved to adjourn the meeting at 8:50 p.m. Vote 5-0-0.**

ba.



### APPLICATION FOR SPECIAL AMUSEMENT PERMIT

DATE: 9/5/18  
 APPLICANT(S) NAME: Vanessa + Richard Jordan  
 APPLICANT(S) RESIDENCE ADDRESS: 354 Main St  
Kingfield ME 04947  
 BUSINESS NAME: Wiscasset Speedway LLC  
 BUSINESS ADDRESS: 274 West Alma Rd Wiscasset ME 04578  
 BUSINESS DESCRIPTION: Motorsports, Outdoor Family Events  
 LOCATION TO BE USED: Wiscasset Speedway  
 DESCRIBE ENTERTAINMENT: Saturday Night Stock Car Racing  
Events, GoCarting, Truck Pulls, Monster Trucks, Outdoor  
Movies, Concerts

HAS THE APPLICANT EVER HAD A LICENSE TO CONDUCT THE BUSINESS THEREIN DESCRIBED EITHER DENIED OR REVOKED? YES  NO   
 IF SO, DESCRIBE THOSE CIRCUMSTANCES ON A SEPARATE DOCUMENT.  
 HAS THE APPLICANT, INCLUDING ALL PARTNERS, COORPORATE OFFICERS, MANAGERS OR PRINCIPAL EMPLOYEES EVER BEEN CONVICTED OF A FELONY? YES  NO   
 IF SO, DESCRIBE SPECIFICALLY THOSE CIRCUMSTANCES ON A SEPARATE DOCUMENT.

By signing below, the applicant agrees that the information on this permit is factual and true and agrees to abide by applicable local, state and federal laws, rules and standards including, but not limited to Article X, Section 1 (Special Amusement Permits) of the Wiscasset Ordinances and Title 28-A (Liquors) of the Maine State Statutes.

Signature(s): Vanessa Jordan Date: 9/5/18

## 2019 Application for Special Amusement Permit

### Provisions:

Wiscasset Speedway is located on 274 West Alna Road and has been home to local short track racing for 50 years. The facility sits on 35 acres of rural, gently rolling land with much of the back 10 +/- acres (previously unusable) now being made accessible with trees being cut/trimmed and grounds being mowed. The race track is 3/8 mile paved oval with high banked turns of eight to twelve degree banking, making Wiscasset Speedway Maine's biggest and fastest track.

With 25 racing events scheduled from April to October, Wiscasset Speedway had a successful 2018 season and we are excited to prepare Wiscasset Speedway's 50<sup>th</sup> year.

Traditional Saturday night racing will remain the primary focus with a proposed 2019 race schedule from April thru October. Pit Gate shall open at 2pm, practice from 3pm – 5pm, Main Gate to open at 4pm with a racing start time of 6pm as this schedule continues to be most popular race fans. While our focus is to primarily host Saturday night racing events as 3 to 3 ½ hour shows, we have learned unforeseen circumstances – ie numerous race cautions and/or rain delays prolong the race event beyond the current permitted end time of 10:00pm and we respectfully request to extend this particular end time when ever the need arises. Additionally, we shall once again host the very popular weekend long events, The Coastal 200 on Memorial Weekend and The Boss Hogg 150 on Labor Day Weekend.

Various interest groups continue to inquire about the use of our facility, as we consider the Speedway a year-around outdoor venue for family-focused events (in addition and not limited to stock car racing). Activities such as go-carting, truck pulls and monster truck shows appear to be very real events with concerts, swap-meets/flea markets, and movie nights being possibilities. 2018 we hosted Monster Truck Throwdown as part of the Memorial Day Weekend events with a show Friday night & Saturday afternoon; Maine State Truck Pulls with two Friday night shows, one in July & one in September; Rusty Wallace Driving Experience held Thursday, August 16<sup>th</sup>; Go Carting was offered for 6 weeks on Saturday mornings from 8am – 11am, and a Wiscasset school organization hosting Touch A Truck September 16<sup>th</sup>. All of these events have brought people from all over to visit Wiscasset and the Speedway – many for the very first time!

As we continue exploring opportunities with various venues, we respectfully request flexibility with days/hours of operation as we navigate and negotiate bringing potential events to benefit the entire area. Please be assured, our desire to be good neighbors and respected community member shall keep us mindful of operating with reason and common sense.

Both Main Grandstand and Pit Area are monitored gate entrances. The mechanism for crowd control for the Main Grandstands is to have tickets available for sale equal to maximum seating capacity, currently at 5,000 people. Maximum seating capacity is determined upon annual review and inspection of the State Fire Marshal's Office prior to opening day.

Pit Area admission requires registration of race car and the signature of every individual in addition to fees. This combined with having 115 Pads available for race cars provides for monitoring of maximum capacity.

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In keeping with our goal of making this venue affordable for the entire family – General admission is \$5.00 per person and Pit Area admission is \$20.00 per person. These prices are extremely well received and remain unchanged for 2019.

**Water Supply:**

Water supply source are two interconnected private wells located on the property. To the buildings that require water for drinking, cooking, washing and flushing of toilets, water is delivered under pressure exceeding normal operating pressures (20 lb per sq in minimum) to all fixtures at a rate of least 30 gallons person per day.

State Licensing from State Health Inspector requires water tests to be complete prior to opening day. Water tests were completed and found acceptable by State Health Inspector in the spring of 2018 prior to granting license of operation. Annual water testing is standard protocol per annual state licensing requirement and new enforcement policies mandated by the Governor. Next scheduled water test to be complete prior to opening in spring 2019.

**Bathrooms:**

Main grandstand bathrooms are a separate building of 2x4 wood frame constructions - half dedicated to men and half dedicated to women. Men's room includes 3 urinals and 3 individual stalls with toilets (1 being handicap accessible) and 3 hand sinks for washing. Women's room includes 6 individual stalls with toilets (1 being handicap accessible) and three hand sinks for washing. Bathrooms shall be cleaned and serviced on a weekly basis and shall be monitored for cleanliness and re-stocking during race day by Wiscasset Speedway. In 2014 a new septic was installed in the area behind turn 4 grandstand.

Eighteen portable toilets (2 being handicap accessible) are strategically placed through out the Pit Area and shall be cleaned and serviced on a weekly basis. During race day, portable toilets shall be monitored for cleanliness and re-stocking by Wiscasset Speedway. We are able to move portable toilets to further add to the main grand stand area facilities should it ever be necessary.

**Food Service:**

Food concessions stands are located in the main grandstand area and in the Pit area. Both buildings were completely remodeled and updated under the recommendations, guidance of State Health Inspector's office with licensing issued upon completion and final inspection. A third concession stand located under the grandstand building features prepared items such as hotdogs, pizza, sandwiches, popcorn, chips & candy bars. All concession stands will be operated by Wiscasset Speedway and Serve-Safe Food Protection Manager Certification continues to be obtained by various concession staff personnel as well as Richard & Vanessa Jordan.

**Trash:**



One 50 gallon trash container per 100 people to be provided through out the entire facility and monitored by Wiscasset Speedway. We continue to offer additional disposal services in the Pit area for race tires and race car debris as part of our desire to reduce future environmental impact. Final clean up of main grandstand, pit area and parking area as well as disposal of all trash will be complete within 24 hours.

**Parking Areas/Roads/Lighting:**

Parking areas and pedestrian areas shall be lit with street lamps turned on as darkness descends and turned off upon facility closing all gates at the end of race day event.

All roads are at least 12 feet allowing for one way traffic. Parking area allows for 100 cars per acre with historically neighboring properties offering overflow parking.

**Medical:**

Just prior to opening our season, we were notified Wiscasset Ambulance would be unable to provide event coverage. With permission from our insurance company, EMT's attended each event providing first response with area services being called to provide further evaluation, care and/or transport when needed. At this time we are planning this same coverage and Wiscasset Ambulance Service shall be notified of our plans to race in 2019.

**Fire:**

Alna Fire Department provided a two-person team for each race day event in 2018. Teams were paid as invoiced. Alna Fire Department expressed interest in continuing to provide coverage and has been notified of our plans to race in 2019.

**Security/Safety:**

Just prior to opening our season, Wiscasset Police Department requested a contract in order provide security with two-person teams for each race day event. Due to circumstances not quite clear to us, the agreed upon coverage was not always available – often times one officer attended and at least twice – no officers were available for event coverage. All were paid as invoiced and Wiscasset Police Department has been notified of our plans to race in 2019.

Wiscasset Speedway will not be selling alcohol and prohibits alcohol from all areas.

State of Maine Fire Marshal's Office Annual Inspection – schedule to inspect 3 to 4 weeks prior to opening day.

DHHS –Health Inspector – schedule to inspect 3 to 4 weeks prior to opening day – includes water testing.

**Noise:**

Our policy continues to require race cars to have mufflers installed in effort to adhere to quieter standards.

~~X~~ARTICLE X - MISCELLANEOUS ORDINANCES

1. SPECIAL AMUSEMENTS [3-79, 3-86]
  - 1.1 This ordinance shall be known and may be cited as the Special Amusement Ordinance of the Town of Wiscasset, Maine.
  - 1.2 The purpose of this Ordinance is to control the issuance of special permits for music, dancing or entertainment in facilities licensed by the State of Maine to sell liquor as required by 28-A MRSA Section 1054, and in or around facilities charging admission or fees.
  - 1.3 No licensee shall permit, on his licensed premises, any music, except radio or other mechanical device, any dancing or entertainment of any sort unless the licensee shall have first obtained from the municipality in which the licensed premises are situated a special amusement permit signed by at least a majority of the Selectmen.
  - 1.4 Applications for all special amusement permits shall be made in writing to the Selectmen and shall state the name of the applicant; his residence address, the name of the business to be conducted; his business address; the nature of his business, the location to be used, whether the applicant has ever had a license to conduct the business therein described either denied or revoked, and if so, the applicant shall describe those circumstances specifically; whether the applicant, including all partners or corporate officers, has ever been convicted of a felony, and if so, the applicant shall describe specifically those circumstances; and any additional information as may be needed by the Selectmen in the issuing of the permit, including but not limited to a copy of the applicant's current liquor license.
  - 1.5 No permit shall be issued for anything, or act, or premises if the premises and buildings to be used for the purposes do not fully comply with all ordinances, articles, bylaws or rules and regulations of the municipality.
  - 1.6 The fee for a special amusement permit shall be \$10.00
  - 1.7 The Selectmen shall, prior to granting a permit and after reasonable notice to the municipality and the applicant, hold a public hearing within 15 days of the date the request was received, at which the testimony of the applicant and that of any interested members of the public shall be taken. The Selectmen have the right to waive the public hearing requirement for applications from non-profit organizations.
  - 1.8 The Selectmen shall grant a permit unless they find that issuance of the permit will be detrimental to the public health, safety or welfare or would violate municipal ordinances, or rules and regulations, articles or bylaws.

- 1.9 A permit shall be valid for only one year from the date of issuance. The above regulations shall not apply to school functions.
- 1.10 The Selectmen may, after a public hearing preceded by notice to interested parties, suspend or revoke any special amusement permits which have been issued under this ordinance on the grounds that the music, dancing or entertainment so permitted constitutes a detriment to the public health, safety or welfare, or violates any municipal ordinances, articles, bylaws or rules and regulations.
- 1.11 The Selectmen are hereby authorized, after public notice and hearing, to establish written rules and regulations governing the issuance, suspension, and revocation of special amusement permits, the classes of permits, the music, dancing or entertainment permitted under each class, and other limitations on these activities required to protect the public health, safety and welfare. These rules and regulations may specifically determine the location and size of permitted premises, the facilities that may be required for the permitted activities on those premises, and the hours during which the permitted activities are permitted.
- 1.12 Such rules and regulations shall be additional to and consistent with all sections of this Ordinance.
- 1.13 Any licensee requesting a special amusement permit from the Selectmen shall be notified in writing of their decision no later than fifteen (15) days from the date his request was received. In the event that a licensee is denied a permit, the licensee shall be provided with the reasons for the denial in writing. The licensee may not reapply for a permit within 30 days after an application for a permit which has been denied.
- 1.14 Any licensee who has requested a permit and has been denied, or whose permit has been revoked or suspended, may, within 30 days of the denial, suspension or revocation, appeal the decision to the municipal Board of Appeals as defined in Article I, Section 5. The municipal Board of Appeals may grant or reinstate the permit if it finds that the permitted activities would not constitute a detriment to the public health, safety or welfare, or that the denial, revocation or suspension was arbitrary or capricious, or that the denial, revocation or suspension was not based by a preponderance of the evidence on a violation of any ordinance, article, bylaw, or rule or regulation of the municipality.
- 1.15 A licensed hotel, Class A restaurant, Class A tavern or restaurant malt liquor licensee who has been issued a special amusement permit may charge admission in designated areas approved by the municipal special amusement permit.
- 1.16 Whoever violates any of the provisions of this Ordinance shall be punished by a fine of not more than one hundred dollars (\$100.00) for the first offense, and not

more than five hundred dollars (\$500.00) for the subsequent offenses, to be recovered, on complaint, to the use of the Town of Wiscasset.

- 1.17 The invalidity of any provision of this Ordinance shall not invalidate any other part.
- 1.18 The effective date of this Ordinance shall be July 3, 1979, and as amended March 15, 1986.

## 2. REGULATIONS FOR INDIVIDUAL MOBILE HOMES [3-00]

Throughout this section, whenever "mobile home" or "mobile home park" is referred to, also see 30-A MRSA 4358.

- 2.1 No person shall maintain and occupy a mobile home without a permit issued by the Building Inspector.
- 2.2 Each owner of a mobile home shall be required to apply for and obtain from the Building Inspector a permit to locate in the Town of Wiscasset.
- 2.3 No person shall maintain and occupy a mobile home in the Town of Wiscasset, Maine, except on a one acre lot as provided in Section 2.1 or in a duly licensed mobile home park. [3-83, 6-83, 12-89, 3-97, 3-02]
- 2.4 Within a mobile home park no mobile home shall be parked less than ten feet from the adjacent mobile home lot or property line. [6-83, 12-89, 3-02]
- 2.5 No permit shall be issued authorizing the establishment of a mobile home park within the "urban area" of the Town of Wiscasset, Maine. The "urban area" as used in this section shall be the urban compact area as indicated on the map of the Department of Transportation dated 1976.
- 2.6 No permanent additions, foundations, lean-tos, studs, or rooms shall be added to any mobile home; provided however that open porches with awnings may be installed and skirting of suitable building material approved by the Building Inspector, may be applied for the purpose of insuring added comfort.
- 2.7 In the event the wheels are removed, or the mobile home is permanently attached to the ground, the mobile home shall immediately become subject to all the provisions of the Building Ordinance of Wiscasset, Maine. Existing mobile homes may not be extended or altered except in conformance with the Building Ordinances of the Town of Wiscasset.



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**Wiscasset Historic District**  
Your Property is Part of History.

**WISCASSET.**  
MADE IN U.S.A.

**Wiscasset Historic District**  
The Wiscasset Historic District is a nationally recognized area of exceptional historical significance. It is the only historic district in Maine and is one of the largest in the Northeast. The district is a well-preserved example of a 19th-century coastal town and is a treasure for all who visit.

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Owning a home in an historic district can provide many benefits: greater property appreciation, less vulnerability to market fluctuations, and the prospect that your neighborhood will be protected from inappropriate construction or renovations.

**What You Need to Know:**

- Certificates of Appropriateness (COAs) need to be submitted for all exterior changes except paint
- When selling your property, please be sure realtors and prospective buyers know your property designation
- Refer to the Wiscasset Historic Overlay Map on HPC website to confirm your property is in the historic district
- Contact the Wiscasset HPC with questions or comments

For more information and COA specifics, please visit:

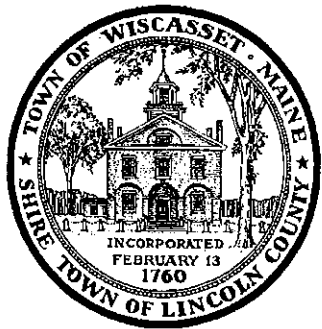
<http://wiscasset.org/boards-and-committees/historic-preservation>

**FACEBOOK PAGE LOCATION - TBD**



POSTAGE

MS JANE DOE  
1 MAIN STREET  
ANYTOWN ME 04123



# Office of Planning & Codes

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**TO:** Property Owner in new Historic Preservation District  
**FROM:** Jamel Torres, Town Planner  
**DATE:** July 1, 2015  
**SUBJECT:** Historic Preservation Ordinance

Wiscasset's Historic District was created in June 2015 by the residents of the town 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. In an age when communities increasingly look more like each other with the same chain stores and restaurants and the same type of suburban residential development spreading across the landscape the preservation of historic resources becomes a critical element in allowing our community to be identifiable from those around it. To prevent such losses, the intent of this Ordinance is to:

- Protect, preserve and enhance the outward appearance and architectural features of structures within designated districts or designated sites or landmarks.
- 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.
- Preserve, protect and enhance the essential character of designated districts by protecting relationships of groups of buildings or structures.
- 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.
- Promote the educational, cultural, economic and general welfare of the people of the Town of Wiscasset.

Additionally, noted in the Historic and Archaeological Resources section in the Town of Wiscasset's Comprehensive Plan (2008), goal #1 states, "preserve the maritime, historic, cultural, and rural character of the town," while goal #3 states, "ensure the compatibility of new construction with the maritime, historic, cultural, and rural character of the town." The Historic Preservation Ordinance certainly assists the Town of Wiscasset in reaching its historic and archaeological resources goals, as noted in the Comprehensive Plan.

The Wiscasset Historic District is defined by the boundaries of the zoning districts of Village I, Village II, and Village Waterfront.

It is the duty of the Historic Preservation Commission (HPC) to protect Wiscasset's historic resources. The HDC is also responsible for reviewing all applications for a Certificate of Appropriateness for properties in the Historic District. The HDC reviews for conformance to local regulations pursuant to the Historic Preservation Ordinance. In addition, the Commission makes recommendations to the Planning Board with respect to amendments to Wiscasset's Historic Preservation Ordinance.

#### **What projects need a permit otherwise known as a Certificate of Appropriateness from the Historic Preservation Commission?**

- 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
- 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
- Moving of a historic landmark or any building located in a historic district
- Additions, alterations or reconstruction, including porches and steps of existing buildings within a historic district, or a historic site
- New signs placed in a historic district or on a historic site or landmark
- New construction of walls, fences and parking lots in a historic district that are visible from a public way
- Sandblasting of brick or stone buildings within a historic district, site or landmark

**Please note:** Painting and paint color as well as interior renovation are not regulated by the Historic Preservation Commission.

An application for a Certificate of Appropriateness can be obtained from the Planning & Codes office or on the Town's website.



Please call the Planning & Codes office if you have any questions, at 882-8200 x. 106

Best regards,

Jamel Torres, Town Planner

## 15 Tobacco-free public areas

**15.1 Purpose** – This ordinance is enacted to protect, preserve, and promote the health, safety and wellbeing of the residents and visitors that use the Town of Wiscasset’s outdoor recreation facilities and public areas.

### 15.2 Definitions

15.2.1 Electronic Smoking Device means a device used to deliver nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the device, including, without limitation, a device manufactured, distributed, marketed or sold as an electronic cigarette, electronic cigar, electronic pipe, electronic hookah or so-called vape pen.

15.2.2 Smoking means carrying or having in one’s possession a lighted or heated cigarette, cigar, or pipe or a lighted or heated tobacco plant product intended for consumption through inhalation whether natural or synthetic in any manner or in any form. “Smoking” includes the use of an electronic smoking device.

15.2.3 Tobacco product means any of the following:

- a. A product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff; or
- b. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic smoking device. Tobacco product does not include a product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such an approved purpose.

### 15.3 Tobacco use prohibited

15.3.1 It shall be unlawful for any person to use tobacco products at or within 20 feet of all buildings, parks and outdoor recreation facilities owned and/or maintained by the Town of Wiscasset, including, but not limited to, the following:

- i. The grounds surrounding the Municipal Complex
- ii. The grounds surrounding the Public Works Garage
- iii. The grounds surrounding the Powder House
- iv. The grounds surrounding the Maine Art Gallery (Wiscasset Academy)
- v. The grounds surrounding the Waste Water Treatment Plant

Wiscasset Board of Selectmen  
October 2, 2018

Agenda Item # \_\_\_\_\_

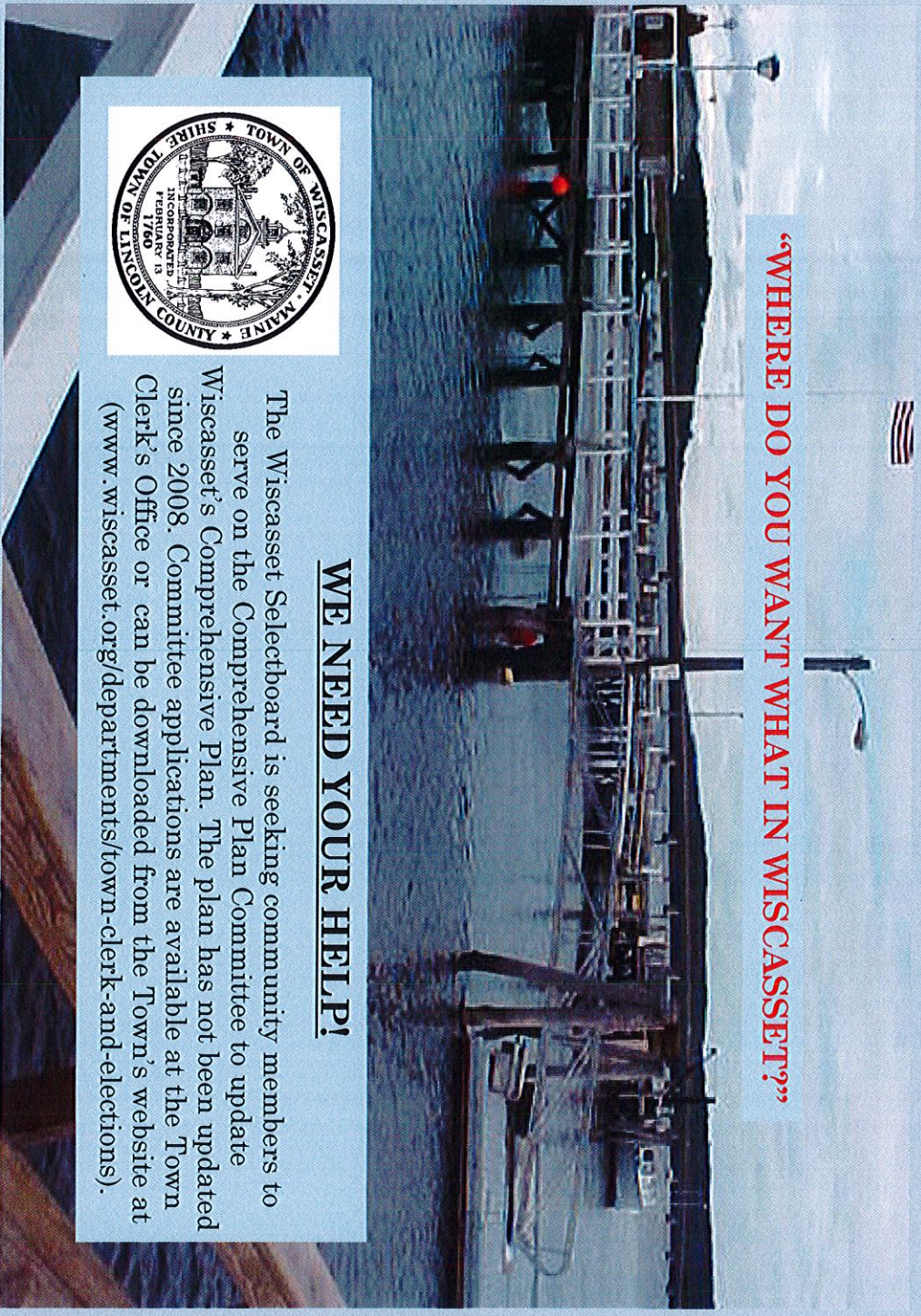
- vi. The grounds surrounding the Wiscasset Scout Hall
- vii. The Sunken Garden
- viii. The Commercial, Recreation and Creamery piers, boat launches and associated parking
- xi. The grounds located between High Street, Main Street and Bath Road (Route 1). This is commonly referred to as the "Town Common."
- xii. White's Island
- xiii. The grounds of the Recreation Center and Playground on Route 27
- xiv. The grounds of all schools located within Wiscasset
- xv. Mason Station

**15.4 Violation.** Any individual, person, firm, corporation, partnership or other business entity violating the provisions of this ordinance shall receive a warning for the first offense. For each and every offense thereafter a fine of not less than fifty dollars (\$50.00) or more than three hundred dollars (\$300.00) shall be levied. Each day of a continuing violation after the issuance of a written notice of violation shall be deemed a separate offense. The Wiscasset Police Department and Code Enforcement Officer shall be responsible for the enforcement of this ordinance.

“WHERE DO YOU WANT WHAT IN WISCASSET?”

**WE NEED YOUR HELP!**

The Wiscasset Selectboard is seeking community members to serve on the Comprehensive Plan Committee to update Wiscasset's Comprehensive Plan. The plan has not been updated since 2008. Committee applications are available at the Town Clerk's Office or can be downloaded from the Town's website at ([www.wiscasset.org/departments/town-clerk-and-elections](http://www.wiscasset.org/departments/town-clerk-and-elections)).



9c



**NOTICE  
TOWN OF WISCASSET  
OFFICIAL PUBLIC HEARING**

The Wiscasset Board of Selectmen will hold an official public hearing on October 16, 2018, at the Wiscasset Town Office Meeting Room beginning at 6:00 p.m. The purpose of the hearing is to discuss and hear public comment on the **Special Town Meeting** warrant article to be voted by secret ballot on November 6, 2018 at the Wiscasset Community Center from 8 a.m. to 8 p.m. This provides the public an opportunity to clarify any questions they may have regarding the ballot but no further changes can be made to the article.

Town of Wiscasset, Maine  
Special Referendum Town Meeting  
Warrant  
November 6, 2018

Lincoln County, ss.

State of Maine

To Lawrence Hesseltine, Constable, of the Town of Wiscasset in the County of Lincoln.

GREETINGS: In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Wiscasset, in said County and State, qualified by law, to vote in Town affairs to meet at the Wiscasset Community Center at 242 Gardiner Road, the 6<sup>th</sup> day of November, 2018, from 8:00 am to 8:00 pm then and there to act upon the following articles:

- Article 1. To elect a moderator to preside at said meeting.
- Article 2. Shall the Town vote to discontinue the Wiscasset Emergency Medical Services (EMS) Department and utilize Central Lincoln County Ambulance Service?

And you are directed to serve this warrant by posting a copy thereof, attested by you, in a public and conspicuous place in said town, seven days, at least, before the time of holding said meeting.

Hereof, fail not, and due return make of this warrant to the Selectmen or Town Clerk, with your doings thereon, on or before the time of holding said meeting.

Given under our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Judith R. Colby, Chairman

\_\_\_\_\_  
Benjamin L. Rines, Jr. Vice Chairman

\_\_\_\_\_  
Kimberly H. Andersson, Selectman

\_\_\_\_\_  
Katharine G. Martin-Savage, Selectman

\_\_\_\_\_  
Robert L. Blagden, Selectman

True copy of the Warrant, attest: \_\_\_\_\_ Date \_\_\_\_\_  
Linda E. Perry, Town Clerk  
Town of Wiscasset

COPY



# Office of the Town Clerk

51 Bath Road  
Wiscasset, ME 04578

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

## BUSINESS LICENSE APPLICATION

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

\*\*\*\*\*

Name/Title of Business: Market place Cafe

New Business  Existing Business  2 years in operation  Ownership/Location Change

Location of business: 681 Bath Rd Wiscasset

Preferred mailing address: 1315 Main Rd Westport Island me

Business phone number: 882 9375

Description of business: Restaurant

Owner's name: Market place Cafe Inc

Owner's home address: Kelley Laster Victor Churchill

Owner's telephone number: 1315 Main Rd Westport Island me  
207 882 7188

\*Emergency contact person: Nic Churchill

\*Emergency phone numbers: home: 882 7188 cell: 207 233 4984

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

### NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION

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

Will you need a sign permit? no

Will this business be a home occupation? no

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

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

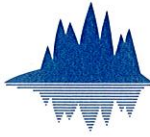
Provide e-mail and/or web address: \_\_\_\_\_

Please be aware that State licenses and permits may be required. This application must be updated annually with the Town of Wiscasset. every 3 years  
I, Kelley Laster, state that I am V.P. of the above name firm or business, and make oath that the information stated above is true and I am aware that all applicable local, state and federal ordinances, laws, rules, and regulations must be complied with before this License can be issued.

Date: 4/11/18 Signature: [Signature]

New owner taking over April 30th TOWN CLERK

DATE RECEIVED: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_ ASSESSING: \_\_\_\_\_ WFR/IST: \_\_\_\_\_



**Maine Coast Heritage Trust**  
A Statewide Land Conservation Organization

106

September 10, 2018

Town of Wiscasset  
c/o Marian Anderson  
51 Bath Road  
Wiscasset, ME 04578

Dear Marian Anderson,

Our summer intern, Abe Lebel, monitored the conservation easement on White's Island on August 7th. After a failed attempt at crossing on foot, he kayaked to the island. He commented on two ospreys that met him as he landed on the island. He also noted that there has been some storm surge-related erosion to the banks. He said the island looks as lovely as ever! Enclosed is this year's monitoring report for your records.

Please let me know if you have any questions. Thank you and hope you have a peaceful fall.

Sincerely,

Caitlin Gerber

Regional Steward

[cgerber@mcht.org](mailto:cgerber@mcht.org)

Maine Coast Heritage Trust

Rec'd  
9/12/2018  
mas



Maine Coast Heritage Trust  
**Easement Monitoring Report**  
2018

**Easement Name:** Whites Island Wiscasset  
**Location:** Wiscasset, Lincoln  
**Current Owner(s):** Town of Wiscasset  
**Address & Telephone:** Town of Wiscasset, 51 Bath Road, Wiscasset, ME 04578

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**Date of Inspection:** Tuesday, August 7, 2018

**Method of Inspection:** Ground

**Monitor's Name and Title:** Abe Lebel, Intern

**Brief Summary of Inspection:**

Since the bridges were blocked off and unsafe to cross, I launched my kayak from the boat ramp. I landed east of the bridge on the island and walked clockwise around the perimeter before paddling back to the mainland.

**Land Owner Contact Information**

**Weather:** Sunny and humid, 80s

**Accompanied By:** Unaccompanied

---

## 1. Conservation Easement Provisions

**Structures:**

No changes observed other than the collapse of the bridges. The first bridge to the island is falling apart and was blocked off. The second bridge, from the railroad tracks, is also impassable as it has caved in near the island.

**Surface Alterations:**

No changes observed. There has been some erosion to the eastern and western shorelines of the island.

**Vegetation Management:**

No changes observed. No recent vegetation management observed. Grass was high and there was not much evidence of foot traffic as people can't cross the bridges.

**Waste Management:**

No changes observed.

**Other Provisions:**

N/A

## 2. Natural Changes

No changes observed.

### 3. Human Use

No humans were observed on the island. Because access is limited, the island does not appear to have seen much use recently.

### 4. Conservation Values

Conservation values appear to remain intact.

### 5. Other Information/Comments

I saw two ospreys land on the same pine tree several times near the southern part of the island. A nest was not observed.

### 6. Recommended Follow-up, If Any

Next scheduled monitoring in 2019

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**Monitor's Name and Title:** Abe Lebel, Intern

**Organization:** Maine Coast Heritage Trust

**Address and Phone:** Main Office- 1 Bowdoin Mill Island  
Suite 201 Topsham Maine 04086 -  
207-729-7366

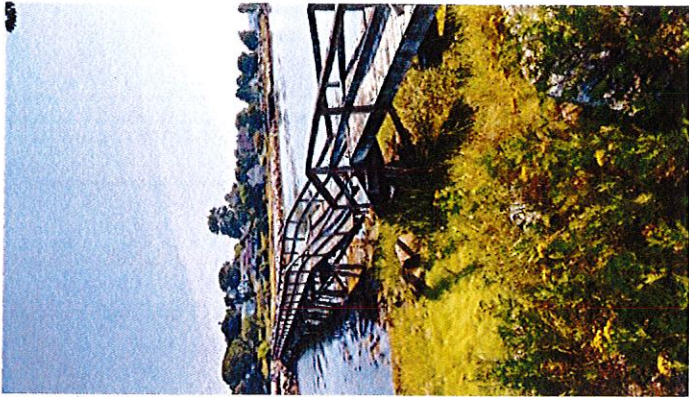


Signature

9/10/18

Date

- Map or sketch attached
- Photos taken and filed with baseline data



**Credit:** Abe Lebel  
**Date:** 8/7/2018  
 Bridge as seen from the island.



**Credit:** Abe Lebel  
**Date:** 8/7/2018  
 Erosion to eastern shoreline.



**Credit:** Abe Lebel  
**Date:** 8/7/2018  
 Erosion to west bank.

10c



Midcoast  
H U M A N E

September 21, 2018

Town Of Wiscasset  
Marian Anderson, Town Manager  
51 Bath Rd.  
Wiscasset, ME 04578

Dear Ms Anderson,

This is a time of great change for our organization, and I want you to know how these changes will affect your community. You may remember that in 2016 Lincoln County Animal Shelter & Coastal Humane Society merged, creating one organization that provides services to forty towns ranging from Falmouth to Somerville. More recently, we rebranded as one organization and have changed our name to Midcoast Humane.

As I'm sure you will understand, the cost for consumable items has increased significantly over the past several years. For our organization, this includes increases to minimum wage, animal food costs, medical care costs and others. Unfortunately, we now find ourselves having to make adjustments to our agreement for services to compensate. To provide a more manageable transition, we are making the increase effective over a two-year period.

Beginning in 2019, we will increase the per capita rate from \$1.00 to \$1.15. In 2020, the rate will be increased from \$1.15 to \$1.30. Based on the 2010 census, the total due for the town of Wiscasset would increase from the current \$3,732.00 to \$4,291.80 in 2019 and \$4,851.60 in 2020. Please note that these rates are based on the most recent data available via the census, and will change in accordance with new census data.

I would be happy to meet with you to discuss this change. Please don't hesitate to reach out if you have any questions or concerns.

Sincerely,

Kate Griffith  
Director of Community Relations, Programs and Special Events  
kgriffith@coastalhumanesociety.org  
(207) 449-1366, ext. 107

Memo  
To: Wiscasset Selectboard  
From: Marian L Anderson, Town Manager  
10/2/2018 Board meeting

Yesterday, September 26, 2018 the governor signed a bill that makes changes to the foreclosure process.

You can find a one-paragraph law summary included in the 2018 Property Tax Legislative Changes. A link to that document is on the Property Tax homepage: <https://www.maine.gov/revenue/propertytax/>. The link is in the right column, at the bottom.

You can find the enacted bill here: <http://legislature.maine.gov/bills/getPDF.asp?paper=HP1124&item=17&snum=128>.

This law affects the foreclosure process only for property for which the homestead exemption has been applied. All other property is subject to existing lien and foreclosure processes. The law makes the following changes:

1. Homeowners who are subject to foreclosure and subsequently purchase their home back from the municipality are considered to have no interruption in homeownership for purposes of the homestead exemption.
2. With the demand for payment of overdue taxes notice under 36 M.R.S. § 942, a municipal treasurer must include a notice informing the taxpayer of the eligibility criteria and the filing process, including assistance available from the municipality to apply, for a hardship or poverty abatement under 36 M.R.S. § 841(2). This notice must also include contact information for the Consumer Credit Protection Bureau and inform the taxpayer of the availability of assistance for avoiding tax lien foreclosure. The Consumer Credit Protection Bureau will provide this information to an unnamed organization representing municipalities annually.
3. After foreclosure, a municipality must notify the taxpayer of the right of the taxpayer, under certain circumstances, to require the municipality to sell the property through a real estate broker and refund any excess proceeds to the taxpayer. This notice must be sent at least 90 days prior to the sale of property. The taxpayer has 30 days to provide evidence of qualification and the municipality has 30 days from receipt of that information to make a determination. If the municipality determines a taxpayer is not eligible to require the sale conditions, the taxpayer may appeal to Superior Court within 30 days of the determination. To qualify for this requirement, the taxpayer must submit proof of the following to the municipality:
  - a. The taxpayer was at least 65 years old on the date of commitment related to the unpaid tax;
  - b. The taxpayer had income, net of medical expenses, less than \$40,000 in the calendar year prior to the year of foreclosure;
  - c. The taxpayer had liquid assets of less than \$50,000 (\$75,000 if more than one former owner).
4. If the taxpayer qualifies to require the municipality to engage a real estate broker, the municipality must sell the property for fair market value or the amount the broker deems the property will sell for within 6 months of listing. If three separate real estate brokers refuse to sell the property, or if a hired broker fails to sell the property within 6 months, the municipality may sell the property in

Memo  
To: Wiscasset Selectboard  
From: Marian L Anderson, Town Manager  
10/2/2018 Board meeting

the same manner as all other foreclosed property. Any proceeds from the sale of property through a broker in excess of the following expenses must be refunded to the former owner:

- a. Taxes owed on the property;
- b. Taxes that would have been assessed while the property was owned by the municipality;
- c. Accrued interest;
- d. Real estate broker's fees;
- e. Attorney's fees; and
- e. All other expenses of the municipality related to selling or maintaining the property.

Maine Revenue Department will be creating the notice required under #2 and the notice and application under #3 soon.