

WISCASSET SELECT BOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
DECEMBER 1, 2020

Preliminary Minutes

Present: Kim Andersson, Chair Pam Dunning, Vice Chair Kathy Martin-Savage, Jeff Slack, Sarah Whitfield, and Town Manager Dennis Simmons

Chair Pam Dunning called the meeting to order at 6:04 p.m. via Zoom.

1. Approval of Treasurer’s Warrants

- a. Payroll Warrant: November 20, 2020 and November 27, 2020: **Kathy Martin-Savage moved to approve the payroll warrants of November 20 and 27, 2020. Vote 5-0-0.**
- b. Accounts Payable Warrant: November 24, 2020 and December 1, 2020: **Kathy Martin-Savage moved to approve the accounts payable warrants of November 24 and December 1, 2020. Vote 5-0-0.**

2. Approval of Minutes

- a. November 17, 2020: **Kathy Martin-Savage moved to approve the minutes of November 17, 2020. Vote 5-0-0.**

3. Presentation of Awards – none

4. Committee Appointments – none

5. Public Hearings

- a. Automobile Graveyard and/or Junkyard Permit – Norm’s Used Cars: **Kathy Martin-Savage moved to go into a public hearing. Vote 5-0-0.** There were no comments or questions. **Kathy Martin-Savage moved to close the public hearing. Vote 5-0-0.** **Kathy Martin-Savage moved to approve the Automobile Graveyard and/or Junkyard Permit for Norm’s Used Cars. Vote 5-0-0.**

6. Public Comment – none

7. Department head or Committee Chair – none

8. Unfinished Business – none

9. New Business

- a. Bid Openings: Community Center Roof Engineering services

The following bids were received:

Community Center Roof

Gale Associates           \$14,500

Wright Pierce            6,900

**Kim Andersson moved to authorize the Town Manager and the Parks and Recreation Department to review the bids and award the Engineering services to the lowest qualified bidder. Vote 5-0-0.**

Contracted Planning Services

Lincoln County Regional Planning Commission

    Comp Plan only                   \$38,925

    Full Comp Plan Support         \$56,525 Flat fee, or \$55/hr.

North Star Planning

    Senior Planner \$110/hr.

    Junior Planner \$ 85/hr.

Matthew Drost \$54/hr.

Kim Andersson and Sarah Whitfield will review the resumes with the Town Manager.

**Kim Andersson moved to authorize the town Manager to award the planning contract to the lowest qualified bidder. Vote 5-0-0;**

New Ambulance

Greenwood Emergency Services

    Medic and Mine                 \$185,000

    Basic KKK                       \$182,500

Autotronics                       \$187,695

Including fleet discount         \$192,865

Professional Vehicle Corp.       \$159,375 (including discount)

Bulldog Fire and Emergency

    Apparatus                       \$210,000

Sugarloaf Rescue                 \$188,836

**Kim Andersson moved to authorize the Town Manager and EMS Director to review the bids and award the new ambulance bid to the lowest qualified bidder. Vote 5-0-0.**

b. New Business Licenses

- Thomas Gilbert, DBA East Coast Woodworking, Inc., 424 Bath Road
- Robert Appelbee, DBA 207 Gunsmithing, 633 Gardiner Road

**Jeff Slack moved to approve the new business licenses for Thomas Gilbert, DBA East Coast Woodworking and Robert Applebee DBA 207 Gunsmithing. Vote 5-0-0.**

c. Resignation – Ellin Jasmin, Accounts Clerk: Ellin has submitted her resignation effective December 10. She is retiring and moving to Florida. **Kathy Martin Savage moved to accept Ellin Jasmin’s resignation with regret and to wish her well on her retirement. Vote 5-0-0.**

d. Sewer Abatement: **Kim Andersson moved to grant the sewer abatement to Joan Bickford. Vote 5-0-0.**

10. Town Manager’s Report

Simmons reported the town had received a letter of thanks from Healthy Kids for the \$1500 donated by the Town.

Simmons reported he called Ransom regarding the brownfields progress; the assessment of the ponds has been completed as well as a water analysis and test drilling around the ponds. Bid documents are being put together and work is planned for the spring with a late summer completion date.

Simmons is awaiting an update from Cenergy on the airport project.

Simmons said he had heard from Steve Barndollar, the architect working on the school, who is looking for ideas for the gymnasium.

Simmons said he will try to submit a written report in the future, leaving more time for questions.

11. Other Board Business

Sarah Whitfield asked what the next steps were in finalizing the Committee Handbook. Board members were asked to send edits to the Town Manager, following which the final version will be sent to the board for adoption as a policy.

12. Adjournment

**Kathy Martin-Savage moved to adjourn the meeting at 6:40 p.m. Vote 5-0-0.**