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WISCASSET SELECT BOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
AUGUST 31, 2021  
(In person and via zoom)

Preliminary Minutes

Present: Kim Andersson, Pam Dunning (via Zoom), Terry Heller, Vice Chair Dusty Jones (via Zoom), Chair Sarah Whitfield and Town Manager Dennis Simmons

Chair Sarah Whitfield called the meeting to order at 6 p. m.

1. Pledge of Allegiance

**Kim Andersson moved to move the executive session after 4c. Vote 5-0-0.**

2. Approval of Treasurer's Warrants

**a. Kim Andersson moved to approve the payroll warrants of August 20 and August 27, 2021. Vote 5-0-0.**

**b. Kim Andersson moved to approve the accounts payable warrants of August 24 and August 31, 2021. Vote 5-0-0.**

3. (moved to item 4e)

4. New Business

a. November 2, 2021 Special Town Meeting Warrant: **Terry Heller moved to approve the warrant for the November 2<sup>nd</sup>, 2021 Special Town Meeting.** Whitfield said there will be a public hearing to discuss the specific articles on the warrant. In response to Dusty Jones' question, Dennis Simmons said a fact sheet will accompany the warrant and will explain that the police cruiser is a replacement, not an additional one. Ed Polewarczyk asked with whom the Net Energy Billing Credit Agreement would be. Dennis Simmons said no decision had been made; the article would give the board the authority to negotiate a contract. Simmons said the State would soon be limiting the number of agreements allowed and the board was advised to act before the end of November. The warrant article would give the board that ability without scheduling another special town meeting. In the discussion which followed, it was explained that there will be additional presentations on the agreement and the board cannot act without the voters' approval. Attorney Shana Mueller recommended removing "delegate and direct" from the article giving the board the ability to state in the future that no advantageous agreement had been found if that were the case. Dusty Jones suggested that the article be removed as he felt that there had not been sufficient time to discuss it. Terry Heller said the purpose of the article was just to position the board to act but not influence it to take a position without another presentation. **Heller moved to amend Article 5 to read, "Shall the Town authorize the Board of Selectmen to enter into a**

**Net Energy Billing Credit Agreement of up to a 20-year term of years and on such terms the Board of Selectmen deem to be advantageous to the Town?" Vote 5-0-0. Terry Heller moved to approve the warrant as amended. Vote 5-0-0.**

b. Purchase and Sale Agreement for Fire Department/Harbormaster rescue boat: Dennis Simmons said that a 1998 MAKO fiberglass boat with a 2018 motor, DHS radio and trailer for \$17,500 had been found. Don Davis had inspected the boat in Cape Elizabeth and recommended the purchase. Matt Corwin, who has spent 15 years rebuilding and reselling boats said he didn't think the MAKO, which is a recreational boat without stability, was the right boat and recommended alternatives. The advantages and disadvantages, uses and availability of various boats were discussed. **Kim Andersson moved to authorize the Town Manager, Harbormaster and Fire Chief to purchase an appropriate boat within the budget. Vote 4-1-0 (Jones opposed).**

c. Recommendations for Ad Hoc School Study Committee: **Kim Andersson moved to appoint Judy Colby, Kathy Martin-Savage, and Duane Goud to the ad hoc School Study Committee. Vote 5-0-0. Kim Andersson moved that Terry Heller be appointed as the Select Board member of the Ad Hoc School Study Committee. Vote 5-0-0.**

d. Water Street closure request: Simmons said that the Water Street Kitchen and Bar has requested that Water Street be closed from Fore Street to the small parking lot from 6 to 9 p.m. on Friday, September 3<sup>rd</sup> for a Jaguar event. Pam Dunning said complaints had been made that road closures were not marked well enough and asked that better materials be available to mark closed roads. **Kim Andersson moved to approve the Water Street Kitchen and Bar request to close Water Street from Fore Street to the small parking lot from 6 to 9 p.m. on Friday, September 3<sup>rd</sup>. Vote 5-0-0.**

e. Executive Session to discuss economic development: At 6:50 p.m. **Pam Dunning moved to enter into executive session pursuant to 1 M.R.S.A. §405 (6) (C). Vote 5-0-0. At 7:54 Pam Dunning moved to exit executive session. Vote 5-0-0.**

f. Selectboard training – Zachary Brandwein, Bernstein & Shur

## 5. Adjournment

At 9:10 p.m. **Pam Dunning moved to adjourn the meeting. Vote 5-0-0.**

3b

WISCASSET SELECT BOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
MINUTES, SEPTEMBER 7, 2021  
VIA ZOOM

Preliminary Minutes

Present: Kim Andersson, Pam Dunning, Terry Heller, Vice Chair Dusty Jones, Chair Sarah Whitfield and Town Manager Dennis Simmons

Chair Sarah Whitfield called the meeting to order at 6:05 p.m.

1. Pledge of Allegiance (omitted)

2. Approval of Treasurer's Warrants

- a. Kim Andersson moved to approve the payroll warrant of September 3, 2021. Vote 5-0-0.
- b. Terry Heller moved to approve the accounts payable warrant of September 7, 2021. Vote 5-0-0.

3. Approval of Minutes

Dusty Jones moved to approve the minutes of August 17, 2021. Vote 5-0-0.

4. Special Presentations and Awards – None

5. Committee Appointments

Kim Andersson moved to appoint Evan Goodkowsky, Marty Fox and Carla Dickstein to the Broadband Committee. Vote 5-0-0.

6. Public Hearings

- a. General Assistance Ordinance/Adoption of January 2021-2022 Appendices A-H: The public hearing was delayed until corrected information is received from the State.

7. Public Comment

Peter Wells, co-chair of the Schoonerfest Committee, said the first Schoonerfest was a success, and he thanked the committee, volunteers, Wiscasset Parks Department, Public Works Department, Town Manager, Chief Hesseltine, National Guard and others who had helped. He said the organization had raised sufficient funds that none will be requested from the Town. Dennis Simmons congratulated Wells on a successful event.

8. Department head or committee chair - none

9. Unfinished Business

a. 467 Lowelltown Road cleanup funding: Dennis Simmons said that although the cleanup was a Code Enforcement issue, there were insufficient funds in that account, and he asked the board to approve taking the \$8,800 from contingency as the cost was an unanticipated expense. **Terry Heller moved to take \$8,800 from the Contingency Fund. Vote 5-0-0.**

10. New Business

a. Bid Opening – Winter Sand: One bid was received from Nathan Northrup for \$650 per cubic yard delivered or \$475 per cubic yard picked up. **Terry Heller moved to authorize the Town Manager and the Public Works Director to review the bid and award the bid to the lowest qualified bidder. Vote 5-0-0.**

b. FY'22 Tax Commitment: Dennis Simmons said that there would be no increase in taxes this year partly because of the Central Maine Power \$11 million added taxable value plus funds from the State Revenue Sharing. In response to Dusty Jones' question, Simmons said he would ask the assessor about the difference between the maximum and minimum tax rate on the tax rate calculation form. Simmons said the mill rate of \$20.12 would remain the same as last year with an overlay of \$44,316. The mill rate could be reduced to \$20.08, carrying over \$18,000 from last year together with the \$25,000 already budgeted for the overlay. The board discussed the advantages and disadvantages of the two possible tax rates. Dennis Simmons said that with the inflation rate and projected increase in salaries, it is possible the mill rate will have to be raised next year. A motion to keep the mill rate at \$20.12 as recommended by the assessor failed. **Kim Andersson moved to set the mill rate at \$20.08. Vote 4-0-1 (Dunning opposed).**

c. New Business License: Kevin D. Ballard, DBA KDB Drywall & Home Improvements, 167 Bath Road. **Dusty Jones moved to approve the new business license for Kevin D. Ballard DBA KDB Drywall and Home Improvements, 167 Bath Road. Vote 5-0-0.**

11. Town Manager's Report

Dennis Simmons reported that the Maine DEP has notified the Town of several wells that are above the drinking water standards for safe levels of PFAS, the source likely being the old landfill. Two wells are on Town property and the Town is already supplying bottled water to those sites. The DEP informed the Town that it is obligated to install filter systems on the two private wells and to provide bottled water until the filter systems are installed. The State will reimburse the Town for 90% of the costs.

The State has ordered all healthcare workers to be vaccinated. Nearly all of the Wiscasset EMS providers have been vaccinated so a disruption in service is unlikely.

Simmons has received a draft lease from Cynergy which is being reviewed by legal counsel.

There has been no progress on the Wawenock Block building. The owner anticipates movement by the insurance company soon but is unable to give a timetable as yet for repair of the building.

The State has opened the portal for non-entitlement municipalities to apply for their first allotment of ARPA funds. Wiscasset will receive a total of \$397,432.26, half soon and the other half in 2022.

Debra Vigue has been hired as a temp for Molly while she is out on leave. Debra has recently retired from doing payables for the Town of Winthrop and is familiar with the TRIO system. She will work Monday and Tuesday each week for three months.

Simmons has been updating the Town's personnel policy and after review by Kathy and the Town's attorney, it will be forwarded to the board for discussion and approval.

## 12. Other Board Business

Sarah Whitfield asked the board's opinion on continuing to meet via zoom or finding an alternative meeting place until the numbers of new Covid cases decrease. Pam Dunning, Kim Andersson and Terry Heller indicated they would prefer to meet via zoom. Dusty Jones said the board's policy calls for the board to meet in person except in case of emergency, and he suggested that the board find a place to shift the meeting when necessary. Asked whether declaring an emergency would cover the board meeting other than in person, Simmons said the board has the right to declare an emergency under the current pandemic although there is no case law on the subject. **Pam Dunning moved that the board of selectmen declare this an emergency situation due to the rise of covid in the state of Maine and that we continue meeting via zoom until the covid situation is under control. Vote 5-0-0.**

Dusty Jones outlined the procedure for discussion of agenda items as given in Chapter 25 of the Rules of Order and Procedure: Before any motion is made, the sponsor of the agenda item or the Town Manager will have an opportunity to speak and questions and answers are allowed to clarify, if necessary, but there is no debate. Following a motion and second, the board may debate the item before a vote is taken. Jones referred the board to Chapter 27 and the list of motions that may be made while a motion is on the floor.

At 7:02 p.m. **Dusty Jones moved to enter executive session pursuant to a 1 M.R.S.A. §405 (6)(A). Vote 5-0-0. Kim Andersson moved to exit executive session at 7:31 p.m. Vote 5-0-0.**

## 13. Adjournment

**Terry Heller moved to adjourn the meeting at 7:31 p.m. Vote 5-0-0.**

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Janet T. Mills  
Governor



Maine Department of Health and Human Services  
Office for Family Independence  
109 Capitol St.  
11 State House Station  
Augusta, Maine 04333-0011  
Tel.: (207) 624-4168; Toll-Free: (800) 442-6003  
TTY: Dial 711 (Maine Relay); Fax: (207) 287-3455

Jeanne M. Lambrew, Ph.D.  
Commissioner

To: Welfare Officials and Contracted Agents  
From: Sara Denson, Program Manager, General Assistance  
Date: September 3, 2021  
Subject: Revision to Updated GA Ordinance and Maximums

Enclosed please find the following items:

- MMA’s updated (September 2021) **“General Assistance Ordinance”**
- MMA's new (October 1, 2021–September 30, 2022) **“General Assistance Ordinance Appendices”** (A – H).
- **“GA Ordinance Adoption Form”** which was developed so that municipalities may easily send DHHS proof of the adoption of any updated or changed GA Ordinance. Once the selectpersons or council adopts the new ordinance, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*
- **“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).*
- **“GA Reference Guide”** which is intended to be a quick reference sheet for use by Administrators when determining eligibility.

**Updates**

Please note that updates have been made to the General Assistance Ordinance, Appendix A and Appendix C. A discrepancy was discovered in the calculation of certain maximums and MMA has corrected and updated those appendices. Please use the corrected and attached documents for determination of General Assistance eligibility.

## **MMA GA Model Ordinance**

The enclosed Maine Municipal Association (MMA) GA Model Ordinance has been updated as of September 3, 2021, for use by your municipality. This new ordinance, **once adopted by Municipal Officers**, will replace any existing GA Ordinance used by your municipality. Unlike the Appendices, you are not required to adopt the updated MMA Model Ordinance, though you are strongly encouraged to do so as it contains the most current information regarding General Assistance law.

## **Appendix A – H**

The enclosed Appendices A – H have been revised for your municipality’s General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – H. Even if you are not updating your GA Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

## **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 conduct a **notice and hearing** prior to the adoption of the Ordinance and/or Appendices. 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 and/or appendices either in its posted form or as amended in light of public discussion.

## **Municipalities May Establish Their Own Maximums**

Municipalities may establish their own maximum levels of assistance provided that the proposed levels of assistance are reasonable and meet adequate standards sufficient to maintain the health and safety of applicants in the municipality. The municipality must submit to the Department documentation to justify these levels of assistance and verify that the figures developed are appropriate to maintain health and decency.

A municipality’s maximum assistance level for Food may not be below the Department provided figures which are issued by the USDA and published annually following a study of cost of food for various family sizes. A market basket survey may be used to establish food maximums if the maximums provided by the USDA are insufficient to maintain health in the municipality.

**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, should that ordinance differ from the MMA Model. Any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that your Municipal Officers have adopted the current GA maximums and/or ordinance.



## 2021-2022 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2021 to September 30, 2022.**

### APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
Lincoln	\$877	\$895	\$1,123	\$1,397	\$1,806	\$1,881

**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	\$ 58.14	\$ 250.00
2	106.74	459.00
3	153.02	658.00
4	194.19	835.00
5	230.70	992.00
6	276.74	1,190.00
7	306.05	1,316.00
8	349.77	1,504.00

**NOTE:** For each additional person add \$188 per month.

### APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0	\$168	\$724	\$192	\$824
1	\$168	\$724	\$194	\$833
2	\$204	\$877	\$244	\$1,051
3	\$256	\$1,100	\$305	\$1,313
4	\$335	\$1,439	\$396	\$1,703

(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**

## **Funeral Maximums**

### **Burial Maximums**

The maximum amount of general assistance granted for the purpose of burial is **\$1,475**. The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

### **Cremation Maximums**

The maximum amount of assistance granted for a cremation shall be **\$1,025**.

The municipality's obligation to provide funds for cremation purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable cremation expenses are limited to:

- removal and transportation of the body from a local residence or institution
- professional fees
- crematorium fees
- a secured death certificate or obituary

## **Appendix H**

**Effective: 10/01/21-9/30/22**

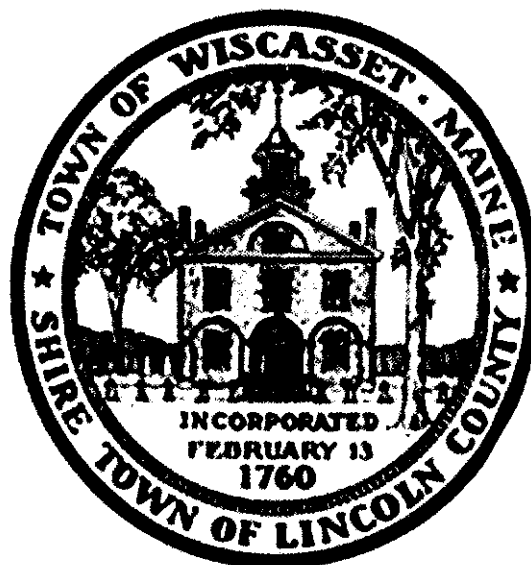
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$55
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

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**Town of Wiscasset**  
August 2021  
Monthly Reports





# Town of Wiscasset

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## AIRPORT REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Rick Tetrev, Airport Manager  
**Re:** August Monthly Report  
**Date:** September 15, 2021

Sale of 100 LL Aviation Gas was 4,142.59 gallons for a gross revenue of \$20,580.31 dollars. There was 948.74 gallons of Jet A sold for a gross revenue of \$210.83 dollars. The sales in fuel for August was comparable to July with a slight increase.

As noted in last month's report, we had a delivery of 7,917 gals of 100 LL on July 22nd. At this moment in time, we have 1900 gals of 100LL, which will move quickly, so I will be ordering a delivery for next week. Considering all the variables such as runway construction that load should last well into mid-winter or longer.

Operationally we had 344 operations, up slightly by 21, from last month.

Revenue from Aircraft that either rented hangar space or tie-downs on the apron was \$3,209.72 dollars' worth of fuel and \$790.00 dollars in rental fees.

### Runway repaving update:

We met all deadlines with the FAA, however, the early September start date has come and gone. I am hopeful to have a preconstruction meeting by the end of next week at the latest and begin construction in early October. If that can not be accomplished the project will probably have to be pushed out until the spring. The big detractor for a late in the year start is the asphalt will not cure properly in cold weather plus the asphalt plants will close down anyway.

I do want to add, Lisa Reece, hangar owner and President of the Maine Aeronautical Association has negotiated a deal with Brunswick Executive Airport to have favorable rates for our hangar owners to house their airplanes during the construction period.

### Other project status:

- Solar. Awaiting finalization of contract. Currently the intention of Cenergy is to clear the wooded area this winter.
- Tree removal at the rwy 07 end of the airport is scheduled to take place this October. Once done, this will allow the FAA to turn back on the precision approach indicators at that end of the runway. That will be a great help and a safety improvement in inclement weather and after dark landings by having this done.

Respectfully submitted,

**Rick Tetrev**

**"Discovering Wiscasset  
One Flight at a Time"**



# Town of Wiscasset

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## 1949 Piper Cub

Stopped by from Stratham, NH to have some lunch at  
The Marketplace Cafe







# Town of Wiscasset

## TOWN CLERK REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Linda Perry, Town Clerk  
**Re:** August Monthly Report  
**Date:** September 15, 2021

### Elections:

The Clerk's Office is now preparing for the November 2<sup>nd</sup> Town and State Referendum Election. The Election will be held in the Community Center Gymnasium from 8 a.m. to 8 p.m. At this time you can request your absentee ballot to be mailed to you when they arrive. The ballots will be available October 4<sup>th</sup> through October 28<sup>th</sup> at the Clerk's Office. You can request an absentee ballot in person at the Town office, by phone or on the State of Maine ABRS System at The State of Maine website <https://www.maine.gov/sos/cec/elec/voter-info/absent.html>.

### Clerk:

Dog licenses will be available beginning on October 15, 2021, for the 2022 calendar year. Dog licenses are available at the Clerk's office and can also be done by using the on line system at [www.maine.gov](http://www.maine.gov). Proof of current rabies vaccination will be required.

### Financials:

	Auto Excise	Boat Excise	Agent Fees	Vital Fees
Monthly Revenues	\$79,278.74	\$198.80	\$2,145.25	\$338.00
Year to date	\$159,497.10	\$985.00	\$4,203.25	\$624.00
Met yearly revenue projection by:	25.12%	17.28%	24.44%	—



# Town of Wiscasset

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**To:** Dennis Simmons, Town Manager  
**From:** Erin Bean, EMS Director  
**Re:** August Monthly Report  
**Date:** September 15, 2021

Scene Incident City Name (eScene.17)	Number of Runs	Percent of Total Runs
Wiscasset	61	67.78%
Dresden	16	17.78%
Westport Island	5	5.56%
Boothbay	3	3.33%
Damariscotta	2	2.22%
	1	1.11%
Brunswick	1	1.11%
Newcastle	1	1.11%
	<b>Total: 90</b>	<b>Total: 100.00%</b>

We are currently at 12.45% of our yearly operating budget.

August was a busy month for staff we had some issues with our stretchers that we had called in the repair company for and they were not able to fix the stretchers. Our stretchers are now "geriatric" and are several structural and mechanical generations behind the ones being manufactured now. Both hydraulic stretchers are failing and parts are not being made to replace them.

This month I have spent an extended period of time locating staff members Covid vaccination records and discussing with some the benefits of receiving the vaccine. I have had to compile and submit this list to the state to allow Wiscasset EMS to continue to operate in compliance with the DHHS ruling on August 15th. We were told by Maine EMS that any individual that isn't vaccinated by October first can no longer be on the active roster.

I was involved with a meeting between Maine Health and the area service chiefs. We have been having issues as a county with staffing and so that means that all services are working at "barebones". Several critical patients were not able to be moved in a timely fashion and this has been recognized as an issue that none of us know how to fix.

Covid burnout is starting to show on every individual who is working at this service. Unfortunately this led to several open shifts that had to be filled last moment incurring over time to cover. Other places that members have as full time employment are ordering them in to cover their ranks that are also dwindling. Aurel and I have been working to update our technology for the Lifepak monitor system and the device that we use to dispatch the crews called IaR that interfaces with Lincoln Communications. It has proven to be a bit daunting and Dennis has told me maybe I should not become an IT professional at this juncture.

The cool weather is creeping in and the leaves are starting to change. We are hoping before that last leaf of the season falls we will be driving our new ambulance 88 into her new home here at Wiscasset ambulance.

Please stay safe and healthy and know that we are all doing our best.

Regards,  
Erin Bean  
Wiscasset EMS Chief/Director



# Town of Wiscasset

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## FIRE DEPARTMENT REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Robert Bickford, Fire Chief  
**Re:** August Monthly Report  
**Date:** September 9, 2021

### Operations:

The fire department responded to 8 calls in the month of August. This is down, significantly, from the same time last year when we responded to 27 calls for service. All of our calls this month were in Wiscasset. The calls for August break down as follows:

5 motor vehicle accidents, 1 fire alarm, 1 smoke investigation and 1 "other".

### Training:

Training for the month included First Responder Training for Propane Emergencies, vehicle and equipment inventory and the first of what we hope to be an annual "Mutual Aid Cookout" where we invited some of our mutual aid departments to a cookout at the community playground as a get re-acquainted gathering. The event was attended by 54 firefighters from 5 of our surrounding towns. With everyone struggling with staffing issues, we are likely to see each other on a more regular basis as the need arises.

### Staffing:

Our membership remains at 17 members with 7 members on the Lifetime Members roster.

### Financials:

At roughly 7% through our fiscal year, our budget stands at 6.06% expended.

Respectfully submitted,

Rob Bickford



# Town of Wiscasset

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## WISCASSET POLICE DEPARTMENT

To: Dennis Simmons, Town Manager  
From: Lawrence Hesselstine, Wiscasset Police Chief  
RE: August Monthly Report  
Date: September 2, 2021

The Police Department responded to 425 calls for service during the month of August.

Officers responded to 14 motor vehicle accidents and conducted 124 motor vehicle stops.

For the month of August Officers made 30 arrests, bring the YTD total to 225 compared to last year's YTD total of 137 arrests.

Arrests/Summonses were made for the following:

- Criminal Speeding
- Driving to Endanger
- Arrest Warrants
- Violation of Conditions of Release
- Unlawful Possession of Scheduled Drugs
- Unlawful Possession of Drug Paraphernalia
- Theft by Unauthorized Taking or Transfer
- Operating Under the Influence (Drugs)
- Operating after License Suspension
- Operating after Habitual Offender Revocation
- Criminal Threatening
- Operating Under the Influence (Alcohol)

Vehicle 107 was set up and put in service.

Chief Larry Hesselstine



# Town of Wiscasset

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## PARKS AND RECREATION DEPARTMENT

**To:** Dennis Simmons, Town Manager  
**From:** Duane Goud, Parks & Recreation Director  
**Re:** August Monthly Report  
**Date:** September 15, 2021

Let me first start off by saying, I know that this is repetitive but it never gets old, when I can start off my reports saying that we have had another great month and August was no different!

August, has been another great month for the Wiscasset Community Center / Wiscasset Parks and Recreation Department. We just had the best August (revenue wise) ever, bringing in a little over \$40,000, beating out our previous best August (2015) by more than \$13,000. 'THANK YOU' again to all of our membership, residents of the Town of Wiscasset and Community Partners for your continued support and dedication to the Wiscasset Community Center! Our membership numbers continue to increase, showing more people are coming out and enjoying what we have to offer. Programs and activity participation continues to rise as we try to make more and more available for families to enjoy!

### Program Updates

Our swim lesson registrations continue to have great participation. We continue to offer Group Swim Lessons (Levels 1, 2, 3, 4 & 5), Parent Tot, Splash Class, WCC Swim Club (fall/winter season), WCC Unsinkable Swim Team (fall/winter season), Private and Semi Private Lessons. We continue to have an increase in requests for Private & Semi-private swim lessons, showing parents are taking advantage of the one-on-one teaching of swim lessons.

Mainly Summer Camp started on June 21st for a ten (10) week summer program which ended on Friday, August 27th. We had a total of 92 children registered for the camp, 41 of which were for the full summer schedule. The other 51 children were scheduled for different individual weeks throughout the summer, averaging between 50 and 70 children each week.

This program was a great success, finishing off the season with trips to many of our local beaches, Monkey C Monkey Do, Hardy Boat Cruises (Seal Watch), Maine Botanical Garden and FunTown/SplashTown USA. Other events that came to camp were Laser Tag and Mr. Drew and his Animals too! Special 'THANK YOU' to Kristy Lincoln, WCC Staff and all of our Summer Counselors for a successful and fun filled summer!

Our local Babe Ruth Baseball team, 'Lincoln', (made up from Wiscasset / Boothbay children) wrapped up with a successful summer season, getting to play many games throughout the month of August.



# Town of Wiscasset

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Fitness classes both in the water and in the gymnasium have continued to hold steady in attendance. In September, classes will be added, adjusted and /or relocated to accommodate space and scheduling.

Karate finished up, adding a couple of weeks to the last session (moving the end date to early August). Registration for the new sessions starting in September are open! This program continues to grow, bringing in new participants each session. Karate will continue to be offered every Monday & Thursday evening in the WCC Gymnasium.

Our Pickleball group / program is very active and continues to grow, getting back to where it was. This very active group used our gymnasium as well as the outside Tennis Courts at WMHS throughout the month of August. Starting in September, the Pickleball Schedule will be every weekday 7:30 – 9:30 am and posted online at [www.wiscassetrec.com](http://www.wiscassetrec.com)

The Senior Center is back into the swing of things, Community Dinners on the 2nd Wednesday of each month, cribbage on Tuesday's (9:30 am) and Thursday's (5:30 pm) every week. Our Sew and Chat ladies get together every Mon & Fri (9:30 am) to socialize with each other while enjoying their individual hobbies. We are currently working with the Seniors to expand in a couple of different areas (activities, dinners and possibly trips), hoping to get them started up in September.

Our Soccer Clinics had good participation with 17 registered participants, hoping we can expand on this in the future. This was a great clinic to have less than a month before our upcoming Youth Soccer Season.

Our Basketball Clinics also had great success with 15 registered the first week and 17 the second week. Special 'Thank You' to Matt and Julie Petrie for making these clinics a great experience for all! We look forward to having a great Youth Basketball Season this coming winter.

Our WMHS school sports programs have changed, combining with Boothbay in all High School fall sports, giving children opportunities to play a variety of sports.

WMHS Fall Soccer started up with their preseason and scrimmages, we are looking forward to seeing our WMHS students back on the fields and playing games. Sending 'Good Luck' to Chris Cossette (Varsity Boys Coach), our Chelsea Taylor ((New) Girls Varsity Coach) and Phil DiVece ((New) Middle School Coach) on your upcoming season.

WPRD Summer Track & Field program wrapped up in August with the Summer State Meet. We also want to send 'Good Luck' to Josiah Winchenbach (WMHS Cross Country Coach) with the upcoming season. Our first annual Triathlon, swimming 525 yards in our WCC Pool, biking approximately 12.4 miles, leaving from the WCC and returning to the WCC, then finishing up with a 3.1 mile run that ended at the Wiscasset Waterfront was a great success! On Sunday,



# Town of Wiscasset

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August 22nd (the last day of 'Schoonerfest'), we had 27 total athletes involved in this inaugural event, giving us great feedback and outlook for future years to come.

Registration is now and will continue to be open for our fall programming, Afterschool Adventures (Afterschool Care), Youth Soccer, Fall Running Club, Swim Lessons and Karate.

## Building and Grounds Updates

Outside of the building, the weather has been great for the grounds, keeping things green and growing continuously. We have spent a lot of time taking care of the grounds. As you know, we have and are continuing our work with the School Department, working together to offer many opportunities to our community and student population, including space and activities. Starting last month (July), we have taken over the mowing, weed-whacking, lining and general maintenance of the outside grounds at each of the school locations. With the help of everyone involved the lawns, grounds and fields are looking great!

We continued to spend time in the downtown area, watering of the flowers and mowing, weed-whacking where needed in the Sunken Garden.

We have started many projects here at the WCC, at the Waterfront, the Community Playground, the Town Common and a few other areas around town. Hoping to get them finished up soon. We are continuing to work on the set up of the cameras at the Waterfront, time and availability have become an issue throughout this summer. We are hoping to get this project finished up and in place before the winter months are upon us.

The Community Playground is still waiting (Manufacturer) for the new pieces to come in, so we can get those pieces that need to be repaired or replaced taken care of.

The Summer Concert Series was a success! 'Special Thanks' to the Wiscasset Area Chamber of Commerce and their work to make the common come to life on those Thursday evenings! We continued to work together with the Public Works Department getting the Public Bathrooms at the Waterfront cleaned on a regular basis, keeping them spruced up and running for the season. Regular scheduled cleaning, using someone from both departments has been worked out, we want to make sure that our Wiscasset Waterfront gets raving reviews when it comes to our Waterfront Facilities.

Our Annual Shutdown (Partial) took place throughout the last week of August. We drained the pool (approximately 3') to do some general maintenance around the pools edge as well as replace the sand and gravel in the filter tanks (First time since opening the facility). Special 'Thank You' to Chris Cossette (Water District), Rob Lalli (Wastewater Treatment Plant) and their staff for their help with our pool projects. We also got our locker room shower walls prepped and painted out and put back together over the week.

We took advantage of the removing and replacement of the Senior Center carpet, moving the Senior Center Office to the other side of the building amongst the other offices in the building.



# Town of Wiscasset

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By doing this we were able to open up the room itself by having storage for the tables and chairs used in the Senior Center for multiple weekly events.

All of our carpeted areas (Offices, hallway and runners) were also professionally cleaned, giving us opportunity to clean and go through the office area. The WCC fitness room and gymnasium were still open throughout this Partial Shutdown Week.

## **Community Events**

Because of the heat we were unable to hold the American Red Cross Blood Drive here in August, it has also been cancelled for the month of September. Our next scheduled Blood Drive will be held on Friday, October 22nd, 10:30 am – 3:30 pm, call 1-800-733-2767 or visit [RedCrossBlood.org](http://RedCrossBlood.org) to schedule an appointment.

‘Schoonerfest’ (August 18th – 22nd), a new 4 to 5-day event put together by a local group of residents and business owners was a huge success. We worked together with them to offer multiple events throughout the weekend event. Special ‘Thank You’ to Peter Wells and the Schoonerfest Committee for all of their work putting this great event together! We look forward to next year and many more! As mentioned above, we held our first annual ‘triathlon’ on the Sunday, August 22nd, finishing off the weekend. Special ‘Thank You’ to Chelsea Taylor, Bob Macdonald and Nori Lund for their work with the set-up, running, scoring and take down of the triathlon. Having the success that we had with both ‘Schoonerfest’ and the triathlon, we are already working on next year, making it an Annual Event!

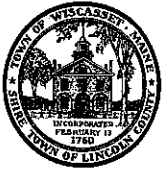
We also want to give a shout out to all of the volunteers and help that we had for the weekend and triathlon event. ‘Thank You’ to Bob & Paula Marcus, Deb Taylor, Matt Petrie, Colleen & Jeff Gilliam, Kim Anderson, Lori LaPointe, Phat, Rita & Diane Tran, American Legion (Mike Barnes, Bill Cossette, Wally Pitcher, Cliff Hendricks and others), Wiscasset Fire Department (Matt Smith, Steven Smith, Rob Bickford), Wiscasset Police Department (Larry Hesseltine), Maine Army National Guard (Allen Tarrance, Christopher Holcomb and others) and anyone I may have missed.

Scarecrow Festival will kick off with Business Scarecrow’s being placed on the common for all to see starting Saturday, October 9th, a concert (Salty Dogs) on the common, Thursday, October 14th and a day full of events on Saturday, October 16th on the Town Common, more details to come!

## **Coordination Meetings & Professional Development**

We continue to participate in many different webinar’s and zoom meetings trying to stay connected to other communities, working on the many different questions and concerns that each department may have before moving forward with activities and programs.





# Town of Wiscasset

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We are working with the town / school departments to accommodate one another and each individual schedule to make sure that everything that needs to get done (priority) continues to get done on a daily basis.

As mentioned in previous month's report, the LWCF Grant, for the upgrades for White's Island did not get submitted. We did not want to put it forward without having done all of our homework and research on the project. We will be looking to submit a proposal this coming year, we will be sitting down soon to start preparing our information for the upcoming proposal. We are still working to get as much information together as possible to bring it forward for a presentation to the Town Manager and Board of Selectmen.

We are involved and on the board of the Wiscasset Creative Alliance as well as the Wiscasset Area Chamber of Commerce. Both of these boards continue to actively look at ways to promote the town of Wiscasset and all it has to offer.

## **Director's Note:**

The Staff here at the WCC / WPRD continue to make sure that everyone who visits Wiscasset, the Wiscasset Community Center or participates in a Wiscasset Parks and Recreation program, has a great experience and a lasting impression of what we have to offer. Taking the time, going above and beyond on a daily basis speaks volumes when providing customer service and dealing with the many issues that are put in front of them each and every day.

## **Financial update:**

As mentioned at the beginning of this report, we are off to a great start for the new budget year 2021 - 2022, July, 2021 was our best July on record revenue wise (\$37,588), beating out its nearest monthly comparison (2015) by over \$13,000. August has followed suit (revenue wise), bringing in \$40,356, also beating out its nearest monthly comparison (2015) by over \$13,000.

As I continue to mention each and every month, we are continuing to look into any and all avenues of bringing in additional revenue for the WCC / WPRD. I will have continuing conversations with area communities about our Community Partnership program, requests will be sent out to neighboring towns hoping to see an increase in this program. Rentals of the building are always being looked into for additional income.

As I note, almost monthly, I am very confident we will get back to where we were and hopefully exceed expectations as a department, rebuilding programs, membership and community events. I look forward to the future and the many possibilities for our great town!

Thank you for your continued support of the Wiscasset Community Center / Wiscasset Parks & Recreation Department!

Duane Goud



# Town of Wiscasset

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## HARBORMASTER REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Lawrence Hesseltine, Harbormaster  
**Re:** August Monthly Report  
**Date:** September 1, 2021

### **Dock & Mooring Fee's Collected: \$722.00**

8/9 – Appointed as Harbormaster, AM/PM Harbor Check / ME-6257E tied up overnight to the Rec float (Unk if paid Ray or not) / Checked both Rec & Com floats for debris / Com floats had some rot & damage (safety hazard) / Made PW aware and they made some temporary repairs. Ray Soule turned in \$100 in dock fee's he had collected.

8/10 – Am/PM Harbor checks / NH-3681BJ – Left a card on the boat with my number requesting a call. Subject called – Paid \$23.00 for 1 overnight stay / Took down old signage and put up new with new contact info / Cleaned out the Harbormasters office at the waterfront / Replaced phone number on signs on the floats / Created a Harbormaster/Shellfish facebook page in an attempt to improve communications with the community.

8/11 – Am/PM Harbor checks / talked with a visitor about tying up to the rec float for a few hours.

8/12 – AM/PM Harbor checks / Removed debris from both Rec and Com float area / Took a complaint from a digger about vandalism to his boat trailer and truck while he is out on the water, it's been an ongoing issue / Met with David King about placement of a new mooring and concerns about the current mooring field and the lack of communication between the Harbormaster and people setting new moorings / Received the waiting list from Ray regarding moorings / Received a call from resident Todd Smith who is on the Mooring waiting list regarding status of his request. I told him I would review the list to see where he was at and get back to him next week.

8/13 – AM/PM Harbor Checks / ME-6257E tied up to the Rec Float again. Left my card on the boat requesting a call / Skiff tied up on the backside of the rec float almost under water because it hasn't been bailed out. The name JB Todd was written on the front with a phone number 240-7188. I called the number and left a message requesting a call back. Worked on updating the current mooring waiting list.

8/14 – AM/PM Harbor checks / Met with several of the fishermen this morning about the upcoming Schoonerfest / ME 6257E still tied up to the rec float, 3<sup>rd</sup> day, still no contact from the owner / cleaned up the area around the waterfront, sanded and painted the 5 doors on the front and back of the building / Identified the ME-6257E boat owner, Matt Corwin of Wiscasset, been having boat issues.

8/15 – AM/PM Harbor checks / Moved Pontoon Boat to the back side of the Com float and left card to contact me. / Worked at the Waterfront with the Schoonerfest organizers / Talked with several fishermen about the waterfront and the Com float / Collected \$55.00 in overnight Rec. float fees / Public works installed a drop from float and mooring fees /



# Town of Wiscasset

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8/16 – AM/PM Harbor checks / Talked with several visitors about float tie up – Cleaned the waterfront parking lot. – Report of no water at the com float, found the valve had been shut off in the utility room.

8/17 – AM/PM Harbor checks / Talked with several visitors about float tie ups moorings, and anchoring in the Harbor / Checked all 3 town moorings w/Dave King and untangled 2 of the 3 / Collected \$30 for float tie-up Scott Thurston

8/18 – AM/PM Harbor checks / received a complaint about a lobster buoy in the harbor interfering with a mooring. Reached out to a local fisherman who didn't provide a name but said he knew the owner of the buoy and would get a message to him to move it.

8/19 – AM/PM Harbor checks / Busy day at the waterfront, Schoonerfest kicking off / attending Waterfront meeting / worked with Don Davis ref. the possible purchase of a harbor boat which is located in South Portland / Collected \$120 in docking fees.

8/20 – AM/PM Harbor checks / Found a yacht tied up to the commercial float (Sea Rocker) out of Edgecomb – Boat was delivered by a delivery company and picked up this morning by new owner, I waived the dock fee / Schoonerfest functions continue / Incident on the rec float where a lobsterman was allegedly upset because of the event and was throwing things around on the float. This was reported after the fact, I have no idea who the lobsterman was. / 2 more vessels occupied the last 2 town moorings. Don Davis assisted them in locating the moorings.

8/21 – AM/PM Harbor checks / Received more complaints of lobster buoys in the mooring field. The earlier complaint in the week still has not moved his buoy, still attempting to identify the owner. / Schoonerfest activities continue

8/22 – AM/PM Harbor Checks / Schoonerfest Clean-Up / Collected \$90 in Mooring fees

8/23 – AM/PM Harbor Checks / Made contact with Chris Acorn, the owner of the buoy in the mooring field, he advised he's waiting on the tide and will move it within the next couple of days.

8/24 – AM/PM Harbor Check

8/25 – AM/PM Harbor Checks – Collected \$180 in mooring fees.

8/26 & 8/27 – I was out of town. While out of Town I received another complaint on buoys in the mooring field. Received a mooring request from Jeff Tarbox.

8/28 – AM/PM Harbor Checks

8/29 – AM/Pm Harbor Checks / Collected \$90 in Mooring Fees / Talked with a fisherman who felt the rope on the lift was getting weak.

8/30 – AM/PM Harbor Checks / Talked with Ted about the Rope and Hydraulic lines on the left at the Com Pier.

8/31 – AM/PM Harbor checks – Made contact with JB Todd about skiff tied up to Rec float full of water. He is going to tend to it. / Boat (Saylor) tied up to Rec float overnight. Will attempt to contact owner for dock fee – Collected \$34 in Dock Fees.

If you have any question and/or concerns, please feel free to reach out to me.

Respectfully submitted,  
Larry Hesseltine



# Town of Wiscasset

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## SHELLFISH WARDEN REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Jonathan Barnes, Shellfish Wardent  
**Re:** August Monthly Report  
**Date:** September 15, 2021

Areas Checked: Clark's Point, White's Island, Pottle Cove, Hilton Cove, Mason station, Cushman Preserve, Back river, Berry Island, Eaton Farm, Young's point, Chewonki Creek, Montsweag Brook.

Diggers Checked: 9

Warning Issued: 0

Summons Issued and to Whom: 0

Comments: Met with a variety of diggers at various spots. All were in compliance with licenses.



# Town of Wiscasset

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## WASTE WATER TREATMENT PLANT

**To:** Dennis Simmons, Town Manager  
**From:** Robert Lalli, Waste Water Treatment Plant Superintendent  
**Re:** Monthly Report  
**Date:** September 15, 2021

### Operations:

Average flow per day	0.185 MG
Licensed flow per day	0.62 MG
Percent of average flow per day to license limit	30 %
Total Rainfall per month	1.03 inches
BOD Effluent Lab Results mg/L	
For monthly average	4.75 mg/L
Weekly average	6 mg/L
Daily max.	6 mg/L
All within license limits	<b>YES</b>
BOD Effluent Removal %	<b>98%</b>
Required%	<b>85%</b>
TSS Effluent Lab Results (mg/L)	
Monthly average	5 mg/L
Weekly average	6 mg/L
Daily max.	6 mg/L
all within license limits	<b>YES</b>
TSS Effluent % Removal	<b>98%</b>
Required%	<b>85%</b>
Settable Solids within license limit of 0.3 mL/L	<b>YES</b>
PH within license limits of 6-9	<b>YES</b>
Fecal (tracked during disinfection season)	
Instant Daily max (31)	<b>High= 6</b>
Geometric Mean (13)	<b>Monthly = 2.88</b>
Total Residual Chlorine	
Instant daily max (0.3 mg/L)	<b>0.05 mg/l</b>
Monthly Avg. max (0.1 mg/L)	<b>0.23 mg/l</b>

**BUDGET:** With 16.7% of the fiscal year gone, the Sewer Department has spent 10.4% of its annual budget.

**MASON STATION ASH POND CLEANUP:** Ransome Environmental and EnviroVantage will begin the Brownfield Cleanup Project work on October 18, 2021. Pumping water out of the



# Town of Wiscasset

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ash ponds into the sewer system should begin the following week. Tests have been run on the water for pollutants and those parameters all showed results within DEP permitted levels. Sewer Department employees shall be on-site during the pumping operation.

**D.O.T. INTERSECTION UPGRADES:** Upgrades at three Route 1 intersections began in August. Three manholes will be raised and rehabbed near Birch Point Road, Old Bath Road, and Old Ferry Road. We are responsible for replacing any manholes and rims so we ordered them in. All covers are required to be made in the USA, and these are.

**PUMP STATION ALARMS:** Seacoast Security installed AC Power Failure alarms at pump stations #1 and #2.

**RESPIRATOR CLEARANCES:** Rob Lalli and Ray Bellefleur passed their medical clearances and fit tests for their annual full-face respirator clearances. The clearances were performed at Alna Fire Department.

**MAIN STREET REPAVING 2022:** Ted Snowden and Rob Lalli, along with D.O.T. representative Norma Gilman, inspected Main Street/Route 1 (between Middle Street and Lee Street) where it will be re-paved in 2022. Except for 1 manhole, very few Town owned items will be affected.

**MOLNLYCKE TOUR:** Rob Lalli and Ray Bellefleur toured the Molnlycke medical products facility in Wiscasset, on August 19. The visit was to inspect their silver reclamation pre-treatment process. In the environment, silver is a toxic contaminant. Molnlycke impregnates their surgical bandages with silver, as it is a powerful disinfectant. All excess silver is collected, separated out, and shipped to a special recycler, so as to not enter the Town sewer collection system.

**COMPUTER WOES:** The Sewer Department office computer began experiencing intermittent email and internet shutdowns. Modem Ways was consulted and ran diagnostics on our hard drive. They looked for viruses and malware, and made sure all security updates were performed. The problem occurred while they did their work but no source was found.

A new router was purchased and installed, which fixed the problem, but only temporarily.

When the problem returned, internet supplier GWI was consulted and they sent a technician. He determined that the modem was not functioning. A replacement modem was installed, and the computer has worked fine ever since.

**SAFETY RELATED:** New life preserver rings were ordered and installed by the sewer plant tanks, replacing the old life rings which were becoming cracked and rotted.



# Town of Wiscasset

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**CONFINED SPACE WORK:** Ray Bellefleur and Tony Colby went to the Community Center to be confined space attendants during the cleanout of the swimming pool's surge tank. They monitored the work and set up the retrieval tripod, safety line, and harness for Chris Cossette (who wore his respirator) to be tethered to while he entered the surge tank. During his work, they monitored the tank's oxygen and gas levels with our toxic gas detector to be sure Chris was safe.

This concludes the Sewer Department's August 2021 Monthly Report.

Respectfully Submitted,

Robert Lalli

Superintendent Wiscasset Sewer Department

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September 10, 2021

To: Dennis Simmons, Manager, Town of Wiscasset

From: Robert T. Lalli, Superintendent, Wiscasset Sewer Department

Dennis: Just over one week ago, I received a request for a sewer bill abatement from Bruce Benner, for his property (a rental/residence) at 325 Bath Road, Wiscasset, ME. His disputed bill, dated September 28, 2020, totaled \$317.20 (3,100 cu. ft.).

Please note that this abatement request is affected by the fact that Mr. Benner also owned the adjacent property occupied by the Pro Body Works Body Shop at 323 Bath Road. As owner of that property, he was also paying their sewer bill. Both properties get their water from the same well.

Mr. Benner has a 2-fold abatement request:

- 1) He is seeking an abatement for water he claims was used for garden watering by the rental tenants living at the 325 Bath Road residence. He also claimed the tenants may have left the garden hose running, thus the high bill. Obviously, if true, this water did not go into the sewer.
- 2) He is also seeking a \$157.00 reimbursement for a plumbing correction that needed to be done because the well, which supplied the water, was incorrectly piped and metered. This configuration caused Pro Body Works water to also go through the meter for the rental/residence.

As the plumber Jonathan D. Sawyer (DBA JDS Plumbing) stated on his bill to Mr. Benner on October 19, 2020, his work was for "Labor to move the water meter in the apartment building so that it is NOT metering the shop's water use".

Regarding the abatement request, I don't recommend he receive it. The request is a year old and should have been pursued last year (as noted at the top of the Abatement Request Form).

I wish to bring up several other factors:

- 1) The property at 325 Bath Road had not had a functioning water meter since September 27, 2016. Mr. Benner had been paying the minimum bill of \$93.60 per quarter from that time until he received the disputed bill. At the request of the Water District, he graciously allowed that defective water meter to be replaced on June 18, 2020. The new meters are highly accurate digital devices. The disputed bill is for usage in the first full quarter after installation of this new meter.
- 2) The water meter for 323 Bath Road, Pro Body Works, worked fine from March 2015 through December 2020, and Mr. Benner (as property owner) paid that sewer bill also. He never disputed any sewer bills for that property, nor did he dispute any bill for the 325 Bath Road



property until recently for the bill from last year. Sometime after September 28, 2020, Mr. Benner sold the Pro Body Works property to Todd Farrin. The plumbing work to reconfigure the well pipes feeding the water meters was done on October 19, 2020; after the September 28, 2020 billing. It is unclear how the odd configuration came to light.

- 3) It is also unclear how the water meters were installed in the incorrect configuration. The Water District installers are excellent at their craft and I find it hard to believe they would've made such an error. In my conversation with Codes Enforcement Officer Bruce Mullins, I was told that an expansion tank and water softener were hooked into the water lines at some point, which may have contributed to the confusion of the flow.

Having considered the above items, I do not recommend any reimbursement be awarded for the plumbing work. All of this should have been addressed last year.

Fortunately, Mr. Benner never had to pay for any excess or redundant usage. The odometer on the broken meter always showed zero. He was paying the minimum there all along despite the new meter now showing consumption at double the minimum flow.

I discussed my views on this matter via phone call with Mr. Benner on Tuesday, September 7, 2021, saying that I did not support any abatement or reimbursement in this case. He was cordial but disagreed with me. I also suggested that he inspect the rental/residence for dripping faucets, worn toilet flappers or other leaks to help reduce flows.

If you have any questions do not hesitate to contact me (cell: 207-230-4023).

Respectfully,

Robert T. Lalli, Superintendent, Wiscasset Sewer Department

# Town of Wiscasset

## General Sewer Abatement Request

### Instructions

**PLEASE READ CAREFULLY.** Fill in all blanks, attach additional paperwork as necessary. This form is for the application of general abatements only. General abatements are only considered for Pool Fill-ups, Meter errors and Leaks, or Miscellaneous billing issues. For Second Meter/Outdoor Water Use abatements please use the Seasonal Outdoor Water Use Abatement Request Form. Any petition for abatement must be filed in writing to the Town of Wiscasset within 30 days of the date reflected in the "billing date" section from the front of the usage bill. The filing of this form does not guarantee that your abatement will be granted. The filing of this form does not relieve the applicant of the responsibility to pay the sewer usage bill in full by the due date specified. Abatements will be considered by the Town of Wiscasset on a case-by-case basis. Approved abatements will be reflected as an account credit in the next billing period. Return to: Wiscasset Wastewater Treatment Plant - 51 Bath Road-Wiscasset, Maine 04578

**Subpart A - Account & Property Information**

325 Bath Road (rental) 4 581  
Service Street Address # of Bedrooms Account #

Benner Bruce  
Last Name or Business Name First Name

207-350-1497 bmb59@Icloud.com  
Contact Phone Contact email

9-28-2020 \$ 317.20  
Date of contested Bill Amount owed on contested bill

Your account must be in good standing for an abatement request to be considered. Please check the appropriate box to confirm that all past-due amounts have been paid or enclose payment for past due amounts.

All past due amounts owed have been paid and this account is in good standing.

A payment is enclosed to bring the account into good standing. Amount enclosed: \$ \_\_\_\_\_

**Subpart B - Reason For Abatement Request**

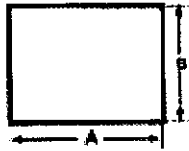
Please check one. For second meter/outdoor water use abatements please use the Seasonal Outdoor Water Use abatement form

		Dates
<input type="checkbox"/> <b>1. Pool Abatement</b> For abatements of one-time pool fill-ups. This adjustment is for permanently installed in-ground or above ground pools only. This does not apply to temporary pools or seasonal refilling or topping off. Please attach a photo of the pool and provide pool dimensions in Subpart C. Attach copies of receipts for new pool, pool liner replacement, or leak service.	Enter date of pool fill up in box B1 _____	B1
<input checked="" type="checkbox"/> <b>2. Leak and Meter Abatement</b> For abatements of water volumes caused by leaks that were not discharged to the sewer. This includes leaks on outdoor water pipes or on pipes prior to plumbing fixtures. This does not include leaking toilet valves or faucets. Attach documentation from water department and describe the reason for the abatement including any calculations in Subpart E.	Enter date of leak or meter error in box B2 _____	B2  7-2020
<input checked="" type="checkbox"/> <b>3. Miscellaneous One-Time Abatement</b> For all other one-time abatements and billing adjustments. These will be considered on a case-by-case basis and any adjustment granted will be based on the circumstances described by the customer and by review of historical usage data. Describe the reason for the abatement including any calculations in Subpart D.	Enter date of abatement event in box B3 _____	B3  meter installed incorrectly

**Subpart C - Pool Abatement Calculation**

This section to be completed only by customers requesting an abatement for the fill up of a new pool, or the refilling of an existing pool due to liner replacement or leak repair.

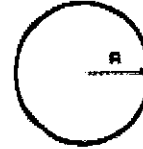
Enter dimensions for your pool and attach a photo. For other pool shapes, please describe in detail in Subpart D and attach a photo.



Square / Rectangle Pool

Length (A) \_\_\_\_\_ Feet

Width (B) \_\_\_\_\_ Feet



Circular Pool

Radius (R) \_\_\_\_\_ Feet

Pool Volume - Determine the Pool Volume based on the calculations provided

Depth - Shallow End \_\_\_\_\_ Feet

Square or Rectangular Pool Volume \_\_\_\_\_ CF

Depth Deep End (if applicable) \_\_\_\_\_ Feet

Average Depth x Length x Width

Average Depth: \_\_\_\_\_ Feet

Circular Pool Volume \_\_\_\_\_ CF

Average Depth x Radius x Radius x 3.14

**Subpart D - Abatement Description for Meter and Miscellaneous Issues**

Please provide a written statement describing why you believe an abatement is owed on this account. If necessary, attach a written letter and associated documents. Please provide all calculations used to determine the amount of your request.

B2

Tenant had a garden and watered it frequently and may have left it on.

B3

Water meter was not installed properly and was supplying the body works even though they had a meter. Verified by Chris Cossette, repaired by Jon Sawyer 10-19-2020 bill was 157.00 and should be reimbursed. a copy is provided

The undersigned certifies under the pains and penalties of perjury that the information as contained herein is true and correct.

Sign Here

Signature:  \_\_\_\_\_

Date: 8-24-2020

Printed name: Bruce Benner \_\_\_\_\_

Do not write below this line

Application approved by: \_\_\_\_\_

On date: \_\_\_\_\_

Jonathan D Sawyer DBA JDS Plumbing

80 Head Tide Rd.

Aina, ME 04535 US

207-350-1473

jdsplumbingme@gmail.com

# INVOICE

## BILL TO

Benner, Bruce

7 Lucky Lane

Westport Island, ME 04578

INVOICE # 922

DATE 10/19/2020

TERMS Due on receipt

---

## JOB

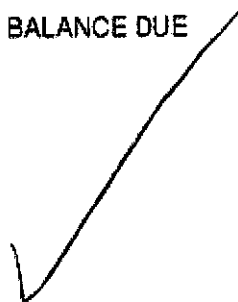
Route 1/ Pro Body

DESCRIPTION	QTY	RATE	AMOUNT
Labor to move the water meter in the apartment building so that it is NOT metering the shop's water usage.	1.50	85.00	127.50
Copper pipe and fittings		29.50	29.50

Thank you for your business!

BALANCE DUE

**\$157.00**



**Meter Detail**

*Benner  
Abatement  
Request  
Five Benner*

Account: 581  
Tenant: BENNER, BRUCE M  
Owner: BENNER, BRUCE M  
Location: 325 BATH ROAD

Map Lot: U11-006  
RE Account 0

Book / Seq: 1/560 Serial Number: 52449275  
 Meter Size: 1 Remote Number: 52449275  
 Meter Digits: 5 Avg Consumption: 4  
 Frequency: 1 Combined: No  
 Service: S Multiplier: 1  
 Rate Code: W - 1 S - 1 Replacement: No

Water Sewer  
 Taxable Percentage: 0% 0%  
 Billable Percentage: 100% 100%

Adjust: 0 0.00  
 Adjust Description:

Date	Status	Reading	Actual Cons	Billed Cons	Regular	Misc	Tax	Adjust	Amount
06/24/2021	B S	1535	19	19	197.60	0.00	0.00	0.00	197.60
03/26/2021	B S	1516	19	19	197.60	0.00	0.00	0.00	197.60
12/28/2020	B S	1497	24	24	249.60	0.00	0.00	0.00	249.60
09/28/2020	B S	1473	31	31	317.20	0.00	0.00	0.00	317.20
06/29/2020	B S	1442	2	2	93.60	0.00	0.00	0.00	93.60
03/25/2020	B S	611	0	0	93.60	0.00	0.00	0.00	93.60
12/23/2019	B S	611	0	0	93.60	0.00	0.00	0.00	93.60
09/26/2019	B S	611	0	0	93.60	0.00	0.00	0.00	93.60
06/26/2019	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
03/26/2019	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
12/27/2018	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
09/26/2018	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
06/26/2018	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
03/28/2018	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
12/27/2017	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
09/27/2017	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
06/27/2017	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
03/29/2017	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
12/28/2016	B S	611	0	0	72.00	0.00	0.00	0.00	72.00
09/27/2016	B S	611	6	6	72.00	8.88	0.00	0.00	72.00
06/28/2016	B S	605	0	0	72.00	0.00	0.00	0.00	72.00
03/30/2016	B S	605	7	7	72.00	0.00	0.00	0.00	72.00
12/30/2015	B S	598	6	6	72.00	0.00	0.00	0.00	72.00

*MINIMUMS  
 (meter not turning or reading)  
 The last time the metered registration consumption*



**Meter Detail**

Account:	581	Type Code:	Map Lot:	U11-006		
Tenant:	BENNER, BRUCE M	RE Account	0			
Owner:	BENNER, BRUCE M					
Location:	325 BATH ROAD					
09/29/2015	B S	7	72.00	0.00	0.00	72.00
06/30/2015	B S	6	72.00	0.00	0.00	72.00
03/30/2015	B S	0	72.00	0.00	0.00	72.00
<b>26 bills</b>		<b>127</b>	<b>2,632.40</b>	<b>0.00</b>	<b>0.00</b>	<b>2,632.40</b>

## Dennis L Simmons

---

10a (2)

**From:** Rob Lalli <wwtp@wiscasset.org>  
**Sent:** Friday, September 10, 2021 10:46 AM  
**To:** 'Dennis L Simmons'  
**Subject:** Kulp/Caplan Abatement  
**Attachments:** CaplanScan.pdf; CaplanScan2.pdf

Dennis: Denise Kulp and Wendy Caplin of 19 Bradbury Street, Wiscasset, ME (account # 144), have requested a sewer bill abatement. Their property caretaker accidentally left a hose spigot running in the backyard of the house when no one was living there. The owners spend part of the year in Philadelphia, PA and part of the year in Wiscasset. Their sewer usage for that quarterly bill (dated 7/27/2021) was \$390.00 (3,900 cu. ft.). The water from the spigot which was left running, spilled onto the ground and did not enter the sewer system.

The house was purchased by them on 9/23/2020. Note their previous Wiscasset sewer bills: 7/27/2021: 3,900 cu. ft. = \$390.00, 4/28/2021: 400 cu. ft. = \$93.60, 1/28/2020: 700 cu. ft. = \$93.60, 10/28/2020: 500 cu. ft. = \$39.09 (pro-rated, due to house purchase on 9/23/2020).

I recommend to you and the Select Board that an abatement of their sewer bill be granted for the liquid that did not enter the sewer system. I usually determine what the real sewer bill should be, by using the average of the previous 4 sewer bills. In this case there are only 3 previous bills (due to the date the home was purchased by them), one of which is a partial pro-rated bill. Other than the 7/27/2021 high bill and the billing for buyer and seller around the quarter of the home's purchase, both the current homeowners and the previous homeowners have used less than the 900 cu. ft. sewer bill minimum for each quarter since 2018. I therefore suggest that for the 7/27/2021 sewer billing, the sewer bill amount due be adjusted down to \$93.60 (the minimum for 900 cu. ft. or less), and they be granted an abatement of \$296.40, which is the difference between \$93.60 and their original amount due of \$390.00.

If you have any questions, do not hesitate to contact me (cell: 207-230-4023).

Respectfully,  
Rob Lalli, Superintendent  
Wiscasset Sewer Department

# Town of Wiscasset

## General Sewer Abatement Request

### Instructions

PLEASE READ CAREFULLY. Fill in all blanks, attach additional paperwork as necessary. This form is for the application of general abatements only. General abatements are only considered for Pool Fill-ups, Meter errors and Leaks, or Miscellaneous billing issues. For Second Meter/Outdoor Water Use abatements please use the Seasonal Outdoor Water Use Abatement Request Form. Any petition for abatement must be filed in writing to the Town of Wiscasset within 30 days of the date reflected in the "billing date" section from the front of the usage bill. The filing of this form does not guarantee that your abatement will be granted. The filing of this form does not relieve the applicant of the responsibility to pay the sewer usage bill in full by the due date specified. Abatements will be considered by the Town of Wiscasset on a case-by-case basis. Approved abatements will be reflected as an account credit in the next billing period. Return to: Wiscasset Wastewater Treatment Plant - 51 Bath Road-Wiscasset, Maine 04578

**Subpart A - Account & Property Information**

19 Bradbury St      3      144  
 Service Street Address      # of Bedrooms      Account #

Kulp      Denise  
 Last Name or Business Name      First Name

215 806 9479      wencap1@gmail.com  
 Contact Phone      Contact email

7/27/21      \$ 736.32  
 Date of contested bill      Amount owed on contested bill

(this is a one)

Your account must be in good standing for an abatement request to be considered. Please check the appropriate box to confirm that all past-due amounts have been paid or enclose payment for past due amounts.

All past due amounts owed have been paid and this account is in good standing. *except for this bill*

A payment is enclosed to bring the account into good standing.      Amount enclosed: \$ \_\_\_\_\_

**Subpart B - Reason For Abatement Request**

Please check one. For second meter/outdoor water use abatements please use the Seasonal Outdoor Water Use abatement form

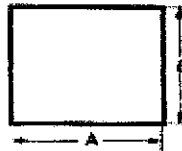
		Dates
<input type="checkbox"/> <b>1. Pool Abatement</b> For abatements of one-time pool fill-ups. This adjustment is for permanently installed in-ground or above ground pools only. This does not apply to temporary pools or seasonal refilling or topping off. Please attach a photo of the pool and provide pool dimensions in Subpart C. Attach copies of receipts for new pool, pool liner replacement, or leak service.	Enter date of pool fill up in box B1 _____	B1
<input type="checkbox"/> <b>2. Leak and Meter Abatement</b> For abatements of water volumes caused by leaks that were not discharged to the sewer. This includes leaks on outdoor water pipes or on pipes prior to plumbing fixtures. This does not include leaking toilet valves or faucets. Attach documentation from water department and describe the reason for the abatement including any calculations in Subpart E.	Enter date of leak or meter error in box B2 _____	B2
<input checked="" type="checkbox"/> <b>3. Miscellaneous One-Time Abatement</b> For all other one-time abatements and billing adjustments. These will be considered on a case-by-case basis and any adjustment granted will be based on the circumstances described by the customer and by review of historical usage data. Describe the reason for the abatement including any calculations in Subpart D.	Enter date of abatement event in box B3 _____	B3



**Subpart C - Pool Abatement Calculation**

This section to be completed only by customers requesting an abatement for the fill up of a new pool, or the refilling of an existing pool due to liner replacement or leak repair.

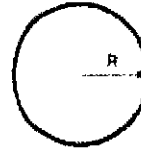
Enter dimensions for your pool and attach a photo. For other pool shapes, please describe in detail in Subpart D and attach a photo.



Square / Rectangle Pool

Length (A) \_\_\_\_\_ Feet

Width (B) \_\_\_\_\_ Feet



Circular Pool

Radius (R) \_\_\_\_\_ Feet

Pool Volume - Determine the Pool Volume based on the calculations provided

Depth - Shallow End \_\_\_\_\_ Feet

Square or Rectangular Pool Volume \_\_\_\_\_ CF

Depth Deep End (if applicable) \_\_\_\_\_ Feet

Average Depth x Length x Width

Average Depth: \_\_\_\_\_ Feet

Circular Pool Volume \_\_\_\_\_ CF

Average Depth x Radius x Radius x 3.14

**Subpart D - Abatement Description for Meter and Miscellaneous Issues**

Please provide a written statement describing why you believe an abatement is owed on this account. If necessary, attach a written letter and associated documents. Please provide all calculations used to determine the amount of your request.

I bought my house Sept 2020, you can see my water usage from then to present. We have been back and forth between here and Philadelphia. When we returned at the end of July, we found that our water meter had been left on. Needless to say we were horrified.

As you can see historically, we would never have used up that much water.

The water district ~~we~~ recommended that we request a one time abatement.

I have enclosed the water bill please call if you have questions

The undersigned certifies under the pains and penalties of perjury that the information as contained herein is true and correct.

Sign Here

Signature: DKulp 2158069479 Date: 8/20/21

Printed name: Denise Kulp (Wendy Caplin)

Do not write below this line

Application approved by: \_\_\_\_\_

On date: \_\_\_\_\_

Wiscasset Water District  
 65 Birch Point Road  
 Wiscasset, Maine 04578

Operating Hours for: (Supt. & Utility Worker)  
 Monday thru Friday 7:00 am - 4:00 pm  
 Admin. Asst. Hours are:  
 Monday thru Friday 8:00 am - 2:00 pm

Tel. (207)882-6402 Fax (207)882-5958  
 E-mail: wiscwater@myfairpoint.net

Below is the link for the CCR Report. It can also be found on our web site ([www.wiscwater.org](http://www.wiscwater.org)) under documents. This is the only notification you will get of this. If you need a printed copy of it, please stop by the office.

KULP, DENISE  
 CAPLIN, WENDY  
 19 BRADBURY STREET  
 WISCASSET ME 04578

[https://www.wiscwater.org/uploads/1/3/7/3/137393481/2020\\_ccr\\_report.pdf](https://www.wiscwater.org/uploads/1/3/7/3/137393481/2020_ccr_report.pdf)

\*\*\*ATTENTION - Failure of the customer to receive his/her bill does not relieve him/her of the obligation of its payment nor the consequences of non-payment.

Account	Rate Class	Location	Billing Date	Billing Period
144	1	19 BRADBURY STREET	07/27/21	05/01/2021 to 07/27/2021

**Monthly billing is available if you opt for Paperless billing, let us know if interested.** Reminder we are 2 separate entities. Credit's on water or sewer has to stay on that service as Sewer is paid to the Town.	Meter Reading		Consumption
	Present	Previous	x 100 cu ft
	69	30	39

Water		Sewer	
Description	Amount	Description	Amount
Regular	346.32	Regular	390.00
Tax	0.00	Past Due	0.00
Past Due	0.00	Liened	0.00
Credit	0.00	Credit	0.00
<b>Water Due</b>	<b>346.32</b>	<b>Sewer Due</b>	<b>390.00</b>

11.25 Annual interest on unpaid balances

8% Annual interest on unpaid balances

**Total Due Water & Sewer 736.32**

For information regarding sources of financial assistance please call 2-1-1 or go to [www.211maine.org](http://www.211maine.org); or call the Department of Health & Human Services at (207) 287-3707; or visit the Maine Community Action Association at [www.mainecommunityaction.org](http://www.mainecommunityaction.org).

Return this stub with payment or include your account number on your payment  
 We accept Cash, Check, Bank Check or Money Order.  
 Also for your convenience we do have a drop box at the office.

Wiscasset Water District  
 65 Birch Point Road  
 Wiscasset, Maine 04578  
 (207)882-6402

Account 144  
 Name KULP, DENISE  
 Location 19 BRADBURY STREET

E-Mail: [denkulp@aol.com](mailto:denkulp@aol.com); [wencap1@gmail.com](mailto:wencap1@gmail.com)

Date Due	Water	Sewer	Total Owed	Amount Paid
08/27/2021	346.32	390.00	736.32	<input type="text"/>

**Please notify us of any changes in mailing address, phone number or e-mail address. \*\*\*Monthly billing is available if you opt for Paperless**

We accept Credit/Debit payments online 24/7 @ <https://epayment.informe.org/payportonline/disclaimer/1202> or at the office and over the phone. There is an additional fee of 2.5% and a minimum of \$1.00 being charged by the PayPort

**Meter Detail**

Account: 144      Type Code:  
 Tenant: KULP, DENISE / WENDY KAPLAN  
 Owner: KULP, DENISE / WENDY KAPLAN  
 Location: 19 BRADBURY STREET

Map Lot: U01-138  
 RE Account: 0

Book / Seq: 3/150      Serial Number: 88278772  
 Meter Size: 1      Remote Number: 88278772  
 Meter Digits: 5      Avg Consumption: No  
 Frequency: 1      Combined: 1  
 Service: B      Multiplier: 1  
 Rate Code: W - 1      S - 1      Replacement: 07/13/2020

Water      Sewer  
 Taxable Percentage: 0%      0%  
 Billable Percentage: 100%      100%

Adjust: 0      0.00  
 Adjust Description:

Date	Status	Reading	Actual Cons	Billed Cons	Regular	Misc	Tax	Adjust	Amount
08/12/2021	B	W 78	9	9	103.82	0.00	0.00	0.00	103.82
	S				93.60	0.00	0.00	0.00	93.60
07/27/2021	B	W 69	39	39	346.32	0.00	0.00	0.00	346.32
	S				390.00	0.00	0.00	0.00	390.00
04/28/2021	B	W 30	4	4	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
01/28/2021	B	W 26	7	7	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
10/28/2020	B	W 19	5	5	36.13	0.00	0.00	0.00	36.13
	S				39.09	0.00	0.00	0.00	39.09
09/23/2020	B	W 14	11	11	103.84	0.00	0.00	0.00	103.84
	S				114.40	0.00	0.00	0.00	114.40
07/29/2020	B	W 3	3	3	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
04/28/2020	B	W 227	0	0	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
01/29/2020	B	W 227	0	0	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
10/30/2019	B	W 227	0	0	86.52	0.00	0.00	0.00	86.52
	S				93.60	0.00	0.00	0.00	93.60
07/29/2019	B	W 227	0	0	86.52	0.00	0.00	0.00	86.52
	S				72.00	0.00	0.00	0.00	72.00

per meter

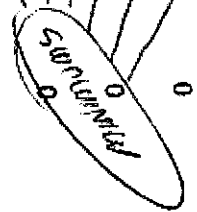
per meter

per meter

**Meter Detail**

Wiscasset Water  
12:58 PM

Account:	144	Map Lot:	U01-138					
Tenant:	KULP, DENISE	RE Account	0					
Owner:	KULP, DENISE	Type Code:						
Location:	19 BRADBURY STREET							
04/26/2019	B W S	0	0	86.52	0.00	0.00	0.00	86.52
01/30/2019	B W S	2	2	86.52	0.00	0.00	0.00	86.52
10/29/2018	B W S	0	0	86.52	0.00	0.00	0.00	86.52
07/26/2018	B W S	0	0	75.23	0.00	0.00	0.00	75.23
04/25/2018	B W S	0	0	72.00	0.00	0.00	0.00	72.00
01/30/2018	B W S	0	0	75.23	0.00	0.00	0.00	75.23
10/27/2017	B W S	0	0	33.07	0.00	0.00	0.00	33.07
09/21/2017	B W S	0	0	31.65	0.00	0.00	0.00	31.65
07/27/2017	B W S	0	0	42.16	0.00	0.00	0.00	42.16
04/27/2017	B W S	0	0	40.35	0.00	0.00	0.00	40.35
01/26/2017	B W S	0	0	65.42	0.00	0.00	0.00	65.42
10/27/2016	B W S	0	0	72.00	0.00	0.00	0.00	72.00
07/28/2016	B W S	0	0	65.42	0.00	0.00	0.00	65.42
04/27/2016	B W S	0	0	72.00	0.00	0.00	0.00	72.00
01/28/2016	B W S	0	0	65.42	0.00	0.00	0.00	65.42
10/29/2015	B W S	0	0	72.00	0.00	0.00	0.00	72.00
07/30/2015	B W S	0	0	65.42	0.00	0.00	0.00	65.42





Maine Municipal  
Association

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

10b

**To: Key Municipal Officials of MMA Member Cities, Towns and Plantations**  
**From: Catherine Conlow, MMA Executive Director**  
**Date: August 30, 2021**  
**Re: Announcement of MMA Annual Business Meeting & Voting Credentials**

---

The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Thursday, September 30, 2021, at 1:45 p.m.** The meeting will be held in person in the 2<sup>nd</sup> Floor, North Wing of the Augusta Civic Center as well as live streamed to the MMA website.

Following please find the ***MMA Voting Delegates Credential Form*** on which the municipal officers may designate their municipality's voting representative and alternate in addition to the proposed agenda for the MMA Annual Business Meeting. If you plan to be at the MMA Annual Convention and would like to have a Voting Delegate represent your municipality, please complete the form and return to our office by **Wednesday, September 29, 2021.**

Please note that the MMA Executive Committee is not recommending any proposed amendments to the MMA bylaws this year. The current MMA Bylaws as adopted in 2013 may be viewed on the MMA website at:

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

We have a great line up of speakers and workshops at this year's convention. Please refer to the Convention Program in the August-September issue of the Maine Town & City or at [www.memun.org](http://www.memun.org). If you have any questions on this information, please contact Rebecca Lambert at 1-800-452-8786 or 623-8428 ext. 2307 or by email [rlambert@memun.org](mailto:rlambert@memun.org).

We look forward to your participation in MMA's Annual Convention and Business Meeting.

**Maine Municipal Association  
Annual Business Meeting  
Thursday, September 30, 2021  
1:45 p.m. – 2:45 p.m.  
2<sup>nd</sup> Floor, North Wing, Augusta Civic Center  
and Via Live Stream on MMA Website**

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**AGENDA**

1. **Introductions and Welcoming Remarks** – MMA President Jim Gardner  
(Town Manager, Town of Easton)
  2. **Approval of 2020 MMA Annual Business Meeting Minutes** – Jim Gardner
  3. **Introduction of New Executive Committee Members** – Jim Gardner
  4. **MMA President's Report** – Jim Gardner
  5. **Executive Director's Report** – Catherine Conlow, MMA Executive Director
  6. **Other Business** (*comments from the floor*)
  7. **Adjournment**
-

**MAINE MUNICIPAL ASSOCIATION  
ANNUAL BUSINESS MEETING  
WEDNESDAY, OCTOBER 7, 2020  
11:00 a.m.  
Via Zoom Webinar**

**MINUTES**

**Introduction and Welcoming Remarks** - MMA President Christine Landes, Manager, City of Gardiner, welcomed delegates to the Maine Municipal Association Annual Business Meeting, called the meeting to order at 11:00 a.m. and provided an overview of the agenda.

**Minutes of 2019 MMA Annual Business Meeting** – President Landes called for approval of the minutes of the 2019 MMA Annual Business Meeting as presented. **A MOTION was made that the general membership of the Maine Municipal Association approve the minutes of the October 2, 2019 Annual Business Meeting as presented. The motion was seconded and passed unanimously.**

**Announcement of Election Results for MMA Executive Committee and Introduction of New Executive Committee Members** – President Landes reported that the newly elected Committee members would officially begin their terms in office on January 1, 2021. She noted the new members' participation in the strategic planning meeting of the Executive Committee in September. She also noted that over the next few months they would be attending the fall governance meetings to become familiar with the operations and finances of the Association. President Landes announced the election results:

- MMA Vice President – Jim Bennett, Manager, City of Biddeford; to a one-year term;
- Robert Butler, Selectboard, Town of Waldoboro, to a full three-year term;
- Terry Helms, Selectboard, Town of Grand Isle, to a full three-year term;
- Diane Hines, Manager, Town of Ludlow and Reed Plantation, to a full three-year term.

**MMA President's Report** – President Landes provided an overview of the year noting that COVID has forced everyone to make changes to the way they conduct business. She reported to the membership on MMA's response to the pandemic and what the organization has done to assist members. Christine then presented MMA Executive Director Steve Gove with a certificate honoring the 40 years he has been employed at MMA as well as a painting by a Maine artist Liz Hoag.

**Executive Director Report** – MMA Executive Director Steve Gove welcomed everyone and thanked municipal officials for attending the MMA Annual Business Meeting and Convention. Steve provided an overview of 2020 noting that progress has been made with communication between MMA and the Governor's office, increased member outreach and provided updates on various other programs. He noted that the pandemic brought things to a halt but that MMA was able to pivot to working remotely without skipping a beat.

Steve thanked Governor Mills and Hannah Pingree for reaching out with municipal concerns regarding COVID. Staff reviewed the Executive Orders as they came out to be sure that the needs of municipalities were met.

The primary focus for 2021 is the safety of staff and members and continuing to deliver programs and services. Another project that MMA has taken on is to develop an inventory of training programs for all aspects of municipalities. There is nothing similar that exists currently but would be an asset to all municipal departments and Affiliate Groups once developed.

**Other Business** – President Landes called for any questions or comments from the membership.

**Adjournment** – There being no further business, President Landes adjourned the MMA Annual Business Meeting at 11:26 a.m.



**MAINE MUNICIPAL ASSOCIATION**  
**Voting Delegate Credentials**

\_\_\_\_\_ is hereby designated as the official Voting Delegate and  
(name)

\_\_\_\_\_ as the alternate voting delegate for \_\_\_\_\_  
(name) (municipality)

at the Maine Municipal Association Annual Business Meeting which is scheduled to be held, **Thursday, September 30, 2021, 1:45 p.m., at the Augusta Civic Center, 2<sup>nd</sup> Floor, North Wing, Augusta, Maine.**  
The Annual Business meeting will also be available via live stream on the MMA website.

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

Date: \_\_\_\_\_ Municipality: \_\_\_\_\_

\*\*\*\*\*

**Signature of a Municipal Official designated by a majority of Municipal Officers:**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

**\*OR\***

**Signature of a Majority of Municipal Officers:**

_____	_____
_____	_____
_____	_____
_____	_____

Please return this form no later than **Wednesday, September 29, 2021.**

To return the form, please send by email to [rlambert@memun.org](mailto:rlambert@memun.org). If sending by mail or fax, please send to:

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

10c



### 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)

Possibilities Nutrition

#### 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: \_\_\_\_\_

New Business  Existing Business  \_\_\_\_\_ years in operation Ownership/Location Change

Location of business: 147 Gardiner Rd Map/Lot \_\_\_\_\_

Preferred mailing address: 43 Hooper St

Business phone number: (207) 687-6020

Description of Business: Nutrition shakes and teas.

Owner's name: Desiree Bailey Owner's phone: 207/687-6020

Owner's home address: 43 Hooper St

\*Emergency contact person: Josh Bailey

\*Emergency phone numbers: home: 207/687-9022 cell: \_\_\_\_\_

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

\*If you are an existing business and would like to be placed on the Town of Wiscasset Website please complete the section in the "New Business" box below.

NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION	
Have you seen the Code Enforcement Officer and Town Planner for approval?	_____
Will you need a sign permit?	_____
Will this business be a home occupation?	_____
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 <input type="checkbox"/> No <input type="checkbox"/>
Provide e-mail and/or web address:	_____

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

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

Date: June 2, 2021

Signature: Desiree Bailey

(TOWN CLERK SECTION BELOW)

DATE RECEIVED: 8/30/2021 DATE APPROVED: \_\_\_\_\_ ASSESSING: \_\_\_\_\_ WEB/LIST: \_\_\_\_\_

**BUSINESS LICENSE APPLICATION-NEW**

Business Requesting License: Possibilities Nutrition

**Code Enforcement Officer:** May need building and plumbing permits

Comments: \_\_\_\_\_  
DocuSigned by: \_\_\_\_\_  
Signed: Bruce Mullins Dated: 9/9/2021 | 11:10 EDT  
4FFAF1178A104FE...

**Wiscasset Police:** No concerns

Comments: \_\_\_\_\_  
DocuSigned by: \_\_\_\_\_  
Signed: [Signature] Dated: 9/9/2021 | 09:55 EDT  
1C68045FCB3E418...

**Planning Department:**

Comments: \_\_\_\_\_  
Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**Fire Department:** No issues

Comments: \_\_\_\_\_  
DocuSigned by: \_\_\_\_\_  
Signed: Robert Bickford Dated: 9/9/2021 | 08:30 EDT  
F241099CDFDA484...

**EMS Department:** None

Comments: \_\_\_\_\_  
DocuSigned by: \_\_\_\_\_  
Signed: Chief Erin Bean Dated: 9/1/2021 | 14:58 EDT  
27D8E4999FD143E...

**Waste Water:** No issues as far as business license.

Comments: \_\_\_\_\_  
DocuSigned by: Has \$1,600 unpaid sewer bills, \$1,100 of it past 90 days!  
Signed: Rob Lalli Dated: 9/7/2021 | 08:22 EDT  
2DE25B2E2D874D9...

License Approved: \_\_\_\_\_ Dated: \_\_\_\_\_

## HM Payson Monthly Statement of Wiscasset Accounts

Account Name	Market Value as of 06/30/2021	Market Value as of 07/31/2021	Market Value as of 08/31/2021	Change in Market Value
Montsweag Dam Reserve Fund	\$ 225,455.65	\$ 228,653.99	\$ 232,223.79	\$ 3,569.80
Cemetery Trust Fund	\$ 2,567,010.70	\$ 2,603,366.95	\$ 2,467,414.72	\$ (135,952.23)
General John French Scholarship	\$ 84,980.04	\$ 86,185.57	\$ 87,531.12	\$ 1,345.55
Jackson Cemetery Fund	\$ 41,869.39	\$ 42,463.35	\$ 43,126.30	\$ 662.95
Larabee Band Fund	\$ 1,013,311.50	\$ 1,027,686.42	\$ 1,043,730.93	\$ 16,044.51
Haggatt Scholarship Fund	\$ 19,188.52	\$ 19,460.73	\$ 19,764.56	\$ 303.83
Mary Bailey Fund	\$ 617,159.30	\$ 625,914.37	\$ 635,686.31	\$ 9,771.94
Seth Wingren Fund	\$ 38,780.52	\$ 39,330.66	\$ 39,944.70	\$ 614.04
Wiscasset Community Center Endowment Fund	\$ 4,393.62	\$ 4,455.95	\$ 4,525.52	\$ 69.57
Cooper-DiPerri Scholarship Fund	\$ 43,712.49	\$ 44,332.59	\$ 45,024.73	\$ 692.14
Recreation Scholarship	\$ 1,135.34	\$ 1,151.45	\$ 1,169.42	\$ 17.97
Town of Wiscasset Endowment Fund Total	\$ 4,656,997.07	\$ 4,723,002.03	\$ 4,620,142.10	\$ (102,859.93)
Town of Wiscasset Capital Reserve	\$ 558,517.87	\$ 565,581.93	\$ 575,222.76	\$ 9,640.83
Town of Wiscasset Construction Reserve	\$ 2,465,067.33	\$ 2,496,245.17	\$ 2,538,795.82	\$ 42,550.65
Town of Wiscasset Equipment Reserve	\$ 6,102,044.01	\$ 6,179,221.83	\$ 5,216,181.93	\$ (963,039.90)
Town of Wiscasset Furnace Replacement Reserve	\$ 507,068.77	\$ 513,482.10	\$ 522,234.85	\$ 8,752.75
Town of Wiscasset Major Repairs Reserve	\$ 683,062.20	\$ 691,701.47	\$ 703,492.12	\$ 11,790.65
Town of Wiscasset Recreation Building Reserve	\$ 2,671,872.82	\$ 2,705,666.30	\$ 2,751,786.72	\$ 46,120.42
Town of Wiscasset Retirement Health Insurance Reserve	\$ 266,093.11	\$ 269,458.62	\$ 208,107.54	\$ (61,351.08)
Town of Wiscasset Roof Repair Reserve	\$ 465,634.96	\$ 471,524.25	\$ 479,561.78	\$ 8,037.53
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 140,387.92	\$ 142,163.53	\$ 144,586.83	\$ 2,423.30
Town of Wiscasset Highway Department Capital Reserve	\$ 3,277.85	\$ 3,319.31	\$ 3,375.89	\$ 56.58
Town of Wiscasset Fire Department Vehicle Capital Reserve	\$ 4,370.49	\$ 4,425.77	\$ 4,501.21	\$ 75.44
Town of Wiscasset Reserve Funds Total	\$ 13,867,397.33	\$ 14,042,790.28	\$ 13,147,847.45	\$ (894,942.83)

\$173,882 withdrawal for Cemetery budget (Actual CMV=+\$37,929.77)

\$1,050,464 withdrawal for Capital projects (Actual CMV=+\$87,424.10)

\$64,839.00 withdrawal for Retiree Insurance Budget (Actual CMV=+\$3487.92)

**1 SELECTMEN REPORT**

Department(s): 100 - 514  
September



Account	Budget Net	Curr Mnth Net	YTD Net	Pending Activity	Unexpended Balance	Percent Spent
100 - ADMINISTRATI	189,492.00	6,901.47	31,013.28	0.00	158,478.72	16.37
101 - AIRPORT	94,818.00	3,675.55	19,255.40	0.00	75,562.60	20.31
102 - ANIMAL CONTR	15,575.00	0.00	5,411.40	0.00	10,163.60	34.74
103 - ASSESSING	6,492.00	0.00	4,660.45	0.00	1,831.55	71.79
104 - BRDS & COMM	3,072.00	0.00	107.39	0.00	2,964.61	3.50
105 - CELEBRATIONS	12,750.00	0.00	9,500.00	0.00	3,250.00	74.51
106 - CLERK	95,280.00	3,185.85	25,438.38	0.00	69,841.62	26.70
107 - CEO	36,827.00	1,878.72	6,842.16	0.00	29,984.84	18.58
108 - COMMUN ORG	62,050.00	0.00	33,425.00	0.00	28,625.00	53.87
109 - CONTINGENCY	50,000.00	0.00	0.00	0.00	50,000.00	0.00
110 - CONTRACTS	197,200.00	6,051.50	16,266.38	0.00	180,933.62	8.25
111 - COUNTY TAX	661,295.00	0.00	0.00	0.00	661,295.00	0.00
112 - DEBT SERVICE	231,868.00	0.00	55,466.56	0.00	176,401.44	23.92
113 - ELECTIONS	22,668.00	0.00	774.52	0.00	21,893.48	3.42
114 - EMS	614,577.00	29,732.80	106,259.42	0.00	508,317.58	17.29
115 - FD FIRE DEPT	144,339.00	1,834.44	10,581.14	0.00	133,757.86	7.33
116 - FINANCE	266,039.00	8,497.87	47,540.78	0.00	218,498.22	17.87
117 - GA	24,703.00	800.00	1,135.26	0.00	23,567.74	4.60
118 - MUN BULIDING	77,160.00	2,255.23	8,221.17	0.00	68,938.83	10.65
119 - MUN INSURANC	160,875.00	0.00	36,532.41	0.00	124,342.59	22.71
120 - OVERLAY	25,400.22	0.00	0.00	0.00	25,400.22	0.00
121 - PARKS & REC	808,891.00	41,322.42	180,538.93	0.00	628,352.07	22.32
122 - PLANNING	35,000.00	0.00	0.00	0.00	35,000.00	0.00
123 - POLICE	587,112.00	21,019.30	106,234.90	0.00	480,877.10	18.09
125 - PUBLIC UT	317,930.00	25,859.63	52,089.18	0.00	265,840.82	16.38
126 - PUBLIC WORKS	637,215.00	14,286.90	67,952.34	0.00	569,262.66	10.66
127 - SELECTMEN	27,362.00	178.97	3,026.93	0.00	24,335.07	11.06
128 - SCHOOL TOWN	5,923,209.00	493,600.75	1,480,802.25	0.00	4,442,406.75	25.00
129 - SR CENTER	14,466.00	1,395.97	2,457.04	0.00	12,008.96	16.98
130 - SHELLFISH	6,000.00	0.00	0.00	0.00	6,000.00	0.00
131 - TIF	246,512.54	0.00	0.00	0.00	246,512.54	0.00
132 - TRANSFER ST	601,601.00	34,210.11	96,264.85	0.00	505,336.15	16.00
133 - WATERFRONT	61,975.00	1,614.78	6,334.95	0.00	55,640.05	10.22
200 - RETIREE HEAL	64,839.00	44.36	12,164.72	0.00	52,674.28	18.76
313 - PIER DEBT	40,464.00	3,327.40	9,982.20	0.00	30,481.80	24.67
316 - NEW AMBULANC	0.00	0.00	40,314.00	0.00	-40,314.00	---
319 - CULVERT REPA	525,000.00	0.00	0.00	0.00	525,000.00	0.00
338 - DOT UTILITY	65,000.00	0.00	0.00	0.00	65,000.00	0.00
339 - PW BOBCAT	90,000.00	0.00	88,049.40	0.00	1,950.60	97.83
340 - EMS TECH UPG	20,000.00	0.00	1,656.00	0.00	18,344.00	8.28
341 - FD DOORS	10,000.00	0.00	0.00	0.00	10,000.00	0.00
342 - FD RESCUE BT	20,000.00	0.00	17,500.00	0.00	2,500.00	87.50
343 - WCC UPGRADES	60,000.00	0.00	3,031.51	0.00	56,968.49	5.05
344 - WW PLANT UPG	220,000.00	0.00	0.00	0.00	220,000.00	0.00

# 1 SELECTMEN REPORT

Department(s): 100 - 514  
September

Account	Budget Net	Curr Mnth Net	YTD Net	Pending Activity	Unexpended Balance	Percent Spent
345 - CRUISER EQP CONT'D						
345 - CRUISER EQP	12,000.00	11,406.72	11,406.72	0.00	593.28	95.06
400 - WASTEWATER	766,164.00	22,157.53	101,502.18	0.00	664,661.82	13.25
514 - CEM OPERATIO	173,882.00	3,077.60	17,648.03	0.00	156,233.97	10.15

Department	FY '21 Budget	FY '21 Expended	FY '21 Unexpended	Carryover request	Purpose
100 ADMINISTRATI	\$ 206,797.53	\$ 172,505.63	\$ 34,291.90		
101 AIRPORT	\$ 91,616.00	\$ 71,613.78	\$ 20,002.22	\$ 20,002.22	Fuel Tanks repairs
102 ANIMAL CONTROL	\$ 14,927.00	\$ 11,178.34	\$ 3,748.66		
103 ASSESSING	\$ 7,026.00	\$ 4,578.75	\$ 2,447.25		
104 BRDS & COMM	\$ 4,460.00	\$ 1,790.49	\$ 2,669.51		
105 CELEBRATIONS	\$ 12,000.00	\$ 2,212.45	\$ 9,787.55	\$ 1,100.00	increase cost of fireworks
106 CLERK	\$ 93,114.00	\$ 90,638.99	\$ 2,475.01		
107 CEO	\$ 36,823.00	\$ 34,968.70	\$ 1,854.30		
110 CONTRACTS	\$ 254,700.00	\$ 140,972.32	\$ 113,727.68	\$ 56,800.00	Maine Yankee Agreement/Auditors
112 DEBT SERVICE	\$ 243,235.00	\$ 225,050.36	\$ 18,184.64		
113 ELECTIONS	\$ 35,799.27	\$ 15,181.42	\$ 20,617.85		
114 EMS	\$ 583,606.00	\$ 528,596.64	\$ 55,009.36	\$ 55,009.36	Stretchers
115 FD FIRE DEPT	\$ 147,959.00	\$ 103,481.37	\$ 44,477.63	\$ 3,500.00	Kitchen remodel
116 FINANCE	\$ 253,932.00	\$ 187,407.58	\$ 66,524.42		
117 GA	\$ 24,118.76	\$ 15,157.38	\$ 8,961.38		
118 MUN BULIDING	\$ 70,426.00	\$ 54,418.65	\$ 16,007.35		
119 MUN INSURANC	\$ 212,094.00	\$ 171,368.04	\$ 40,725.96		
120 OVERLAY	\$ 24,901.66	\$ 6,482.28	\$ 18,419.38	\$ 18,419.38	Per previous meeting
121 PARKS & REC	\$ 829,889.00	\$ 711,261.43	\$ 118,627.57	\$ 15,000.00	New Hot Tub
122 PLANNING	\$ 28,700.00	\$ 111.22	\$ 28,588.78	\$ 28,588.78	Contract
123 POLICE	\$ 469,752.00	\$ 465,346.52	\$ 4,405.48		
124 PD SRO	\$ 46,305.00	\$ 38,668.26	\$ 7,636.74		
125 PUBLIC UT	\$ 275,514.00	\$ 274,742.97	\$ 771.03		
126 PUBLIC WORKS	\$ 628,972.00	\$ 492,156.31	\$ 136,815.69	\$ 75,000.00	Truck
127 SELECTMEN	\$ 30,362.00	\$ 26,432.20	\$ 3,929.80		
129 SR CENTER	\$ 14,466.00	\$ 1,811.82	\$ 12,654.18		
130 SHELLFISH	\$ 6,000.00	\$ 4,429.72	\$ 1,570.28		
132 TRANSFER ST	\$ 560,217.00	\$ 551,697.82	\$ 8,519.18	\$ 8,519.18	
133 WATERFRONT	\$ 69,767.00	\$ 52,277.34	\$ 17,489.66		
134 COMP PLAN	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	
			\$ 840,940.44	\$ 301,938.92	



11a

# Town of Wiscasset

## Office of the Town Manager

September 21, 2021

To: Wiscasset Board of Selectmen

Ref: Town Manager's Report

Each year the voters authorize the Selectmen to "...carry over any unexpended balance as they deem necessary...". Any balance carried over was spending that was approved by the voters for a particular department and may only be used in that department. Carry over does not affect the current tax rate and will not affect any current tax bill. During the last fiscal year we were still unsure as to how the economy would fair under the continuing pandemic. Because of this I asked the department heads to be diligent in their spending. They responded and we ended the year with every department coming in under budget. Our unexpended balance for the year was \$840,940.44 and our revenue was \$110,919.25 over estimates.

This year's requests for carry over contain the usual requests for items such as ongoing projects and contracts that not yet invoiced. There are a couple of unusual requests and I will explain them in detail.

### Requests:

#### 101 Airport \$20,002.22

I am requesting the entire unexpended balance of \$20,002.22. We know the fuel tanks need maintenance that we did not budget for this year and while I believe I have come up with a plan to pay for it with other funding, this is not yet certain.

#### 105 Celebrations \$1,100.00

We budgeted \$8,400 for fireworks this year. Actual cost was \$9,500

#### 110 Contracts \$56,800.00

- 1) Our audit is off schedule due to various factors such as COVID. The FY'20 audit is nearly complete. We need carry over the \$21,800 to pay for it.
- 2) Last year we budgeted \$70,000 for legal fees for the Maine Yankee property tax agreement negotiations. We did not have the level of activity I expected and expended \$24,870. We have budgeted \$35,000 this year but based on the amount spent last year on relatively low activity I do not feel this will be sufficient. I am asking to carry \$35,000 to replenish the account to \$70,000.

#### 114 EMS \$55,009.36

I am asking to carry the entire unexpended balance of \$55,009.36. We have two ambulances and two stretchers. Both of the stretchers were purchased used and they are now nearly 15 years old. One stretcher is already scheduled to be replaced when the new ambulance arrives, hopefully in Oct. The plan was to replace the second stretcher when the other ambulance was replaced, likely in 2022 or 2023. However, we have been experiencing mechanical lift issues with both stretchers. The manufacturer service reps came in August to repair and service them. The lift motors are bad and because of the age we cannot get a replacement motors, as they are no longer manufactured. This is a patient and crew safety issue. I am requesting \$22,122.68 to replace the second stretcher. I am also requesting \$26,675.00 to install a stretcher auto load system in the new ambulance. The auto load system will reduce the likelihood of back injuries from lifting (the largest cause of worker's comp claims in EMS). Safety equipment like this also helps us reduce our insurance costs. The balance of \$6,211.68 will be used for increased labor and medical supply costs caused by COVID demand.



**115 Fire Department \$3,500**

Last year's abatement of the asbestos flooring resulted in the kitchen having to be dismantled. The cabinets and appliances were old and needed replacement anyway. The department purchased new appliances last year. The Fire Chief is requesting \$3,500 to be carried forward to purchase replacement cabinets. I support this request.

**120 Overlay \$18,419.38**

As agreed to at the last Board meeting

**121 Parks & Rec \$15,000**

The hot tub is old. It was shut down when the Community Center was forced to close due to COVID. Because of maintenance issues it has not been started. Duane has requested funds to replace it. (The CC did receive a large single \$15,000 donation last year)

**122 Planning \$28,588.78**

Our contract for planning service with LCRPC FY'21 has not yet been paid

**126 Public Works \$75,000**

Ted is requesting authority to purchase a new one ton plow truck. For some time now there has been a national shortage of CDL drivers. We have been trying for many months to hire a new CDL driver with few applicants and poor results. We have tried hiring people who do not have a CDL with the requirement that they obtain one within 6 months. None have. Because of this, Ted is concerned about having enough staff to efficiently plow this winter. A one ton truck does not require a CDL license. This will allow us to use existing staff (such as transfer station employees, community center employees and non-CDL part-time public works employees) to help keep up with plowing. Certainly a larger truck with a wing is more efficient but only if we have someone to steer it. At least this way we can keep the roads open and passable.

**132 Transfer Station \$8,519.18**

I am asking to carry over the entire unexpended balance of \$8,519.18. The Town will be responsible for the installation and maintenance of filter systems for the contaminated wells discovered near the old landfill. While the DEP will reimburse the Town 90% of the installation costs for the filter systems, it will not pay for ongoing maintenance, that will be the responsibility of the Town. A new line will be added to the Transfer Station Account for this purpose.

**134 Comprehensive Plan \$20,000**

This is an ongoing project

Unexpended:	\$840,940.44
Total carryover:	<u>\$301,938.92</u>
Transferred to	
Fund Balance:	\$539,001.52

On Sept 15<sup>th</sup>, Rob Lalli and I attended the Kickoff Meeting with Ransom, EnviroVantage and the Maine DEP for the Mason Station ash ponds cleanup project. It looks like we have most of our ducks in a row and the project is set to begin Oct 18<sup>th</sup>. Substantial completion is expected by Nov 30<sup>th</sup> with final completion by Dec 17<sup>th</sup>. Work is expected to take place between the hours of 7:00 am and 3:30 pm. No evening or weekend work is anticipated. During the material removal phase residents of Birch Point Road can expect encounter 5 to 6 trucks per day. No other issues, such as noise or dust, are anticipated.

The Cenergy lease for the airport property has been reviewed by the land use authorities at the FAA. They have some concerns and so I will be meeting with them, Cenergy and the town attorney on Friday Sept 17<sup>th</sup> to address them.

We have applied to the State to release the first half of our ARPA funds in the amount of \$198,716.13