

WISCASSET SELECT BOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
DECEMBER 7, 2021, WISCASSET COMMUNITY CENTER

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

Sarah Whitfield called the meeting to order.

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

a. Pam Dunning moved to approve the payroll warrants of November 19, November 26, and December 3, 2021. Vote 5-0-0.

b. Terry Heller moved to approve the accounts payable warrants of November 23, November 30, and December 7, 2021. Vote 5-0-0.

3. Approval of Minutes

a. Terry Heller moved to approve the minutes of November 16, 2021. Vote 5-0-0.

b. Pam Dunning moved to approve the minutes of November 30, 2021. Vote 5-0-0.

4. Special Presentations or Awards

Terry Heller commented on the outstanding holiday decorations and commended the staff of the Parks and Recreation Department and Friends of Wiscasset Village.

5. Committee Appointments - none

6. Public Hearings - none

7. Public Comment

Susan Blagden said the Christmas decorations looked great except for the boarded-up Wawenock building. She asked if the building were safe and encouraged the board to follow up on the progress of repairs.

8. Department head or Committee chair

Kim Andersson moved to appoint Terry Heller as board liaison to the Waterfront Committee replacing Kim Andersson. Vote 5-0-0.

9. Unfinished Business

a. EMS Wages

Erin Bean, EMS, asked for funds as a stopgap measure to keep the Town's current EMS employees, as other nearby services who also employ Wiscasset EMS workers were paying more than Wiscasset. Dennis Simmons recommended raising the pay rate by \$4.00 per hour using the balance of carryover funds. **Pam Dunning moved to accept Dennis Simmons' recommendation and approve the \$4.00 per hour rate change. Vote 5-0-0.**

10. New Business

a. Sale of Consumer Fireworks Annual License – Al and Melissa Cohen of Big Al's Outlet, Inc., DBA Big Al's Fireworks Outlet

Terry Heller moved to allow Sam Hamilton (Bryant's attorney), who is not a Wiscasset resident, to speak. Vote 5-0-0. Hamilton said he was speaking not about Big Al's Fireworks; only about the storage building on JB's Way, which cannot be approved by the State because it is in a residential neighborhood. Al Cohen responded that the Bryants had filed six lawsuits none of which succeeded and had no basis for complaints because the storage building is in the Rural District which specifically allows storage of hazardous materials. He said the Bryants were aware of this when they moved into the neighborhood. Sarah Whitfield read the town attorney's opinion which stated that the town relies on the State Fire Marshal's office to regulate storage of fireworks. It is the language of the state statute regarding storage and sales that is at issue; it was supposed to have been cleared up this past session but was not. The fire marshal's office has issued a license in the past and the town has taken the position if the state has approved, the town has no reason to think otherwise. **Pam Dunning moved to approve the Sale of Consumer Fireworks Annual License for Al and Melissa Cohen of Big Al's Outlet, Inc. DBA Big Al's Fireworks Outlet. 5-0-0.**

b. Wiscasset Newspaper Holiday Card Page

Pam Dunning moved to approve being part of the holiday card page not to exceed \$150. Vote 5-0-0.

c. Essential Employee Premium Pay

Dennis Simmons recommended use of funds from the American Recovery Plan Act for a one-time stipend to employees of 6.2% (current rate of inflation) of employee's pay for hours worked between July 1 and November 27 either hourly or weekly. **Pam Dunning moved to authorize the Town Manager to expend premium pay for essential town employees from the American Recovery Plan Act funds. Vote 5-0-0**

11. Town Manager's Report

Dennis Simmons reported that the grant to help fund 78% of a new full-time police officer's position was not awarded to Wiscasset.

Lifelight of Maine received a grant through the Maine Emergency Management Agency to install network cameras at the airports that they utilize frequently including the Wiscasset Municipal Airport. The Town Manager thanked Lifelight for the camera. He said this will be an added safety and security feature for the airport at no cost to the town.

12. Adjournment

Pam Dunning moved to adjourn the meeting at 6:44 p.m. Vote 5-0-0.

7a

Town of Wiscasset
November 2021
Monthly Reports





Town of Wiscasset

AIRPORT REPORT

To: Dennis Simmons, Town Manager
From: Rick Tetrev, Airport Manager
Re: November Monthly Report
Date: December 15, 2021

Fuel Sales

- 100LL Avgas \$9,637.41 (1,931.350 units)
- Jet A \$2,127.19 (472.710 units)

Fuel Remaining as of 12.15.2021

- 100LL Avgas (3,293.04 units)
- Jet A (3,555.36 units)

Operations

- 64 I do not have a comparison with 2020, because last year we were in a transition period of the G.A.R.D. system while we upgraded hardware and software.

Other Project status:

- Solar. All paperwork has been signed and executed. I will be meeting with representatives of the project today to make final plans for the harvesting of the timber. Harvesting will begin within the next two weeks. All proceeds from the timber harvest will be paid to the Town.
- Tree Removal rwy 07 approach. Complete

Oh, by the way:

Did you know that there are pilots who fly in periodically “on their own dime” to take citizens of Wiscasset and the surrounding area for medical treatment to facilities around the country? They are associated with a couple of different groups such as PALS (patient airlift services) and Angel Flight NE. These flights are at no charge to the patient or their escorts. They do this because they are kind people and they want to give back. Here at the airport, we do not charge them tie-down fees, this has been a long-standing practice yet I doubt if many people know this.

One rainy cold day this November, when no one else was flying here, an elderly man, a widower, alone came to meet up with one of our pilots. He had to go to Boston for medical treatment but couldn't drive and had no one to take him. The local hospitals know that there are these options for needy people and refer them to these pilots.

When he came in the office here to meet his pilot and fill out the paperwork for his flight he began to weep, tears of joy. I find it hard to find the words to describe how this touched my heart and made me proud to be a part of our airport. A lot of good comes from KIWI, happy times, good times, memorable times. From all here at KIWI, we wish you a Merry Christmas.

Respectfully submitted,
Rick Tetrev

“Discovering Wiscasset One Flight at a Time



Town of Wiscasset

Wiscasset Municipal Airport Advisory Committee Meeting Minutes October 20, 2021 Submitted by Steve Williams

Opening

The regular meeting of the Wiscasset Airport Advisory Committee was called to order at 5:03 pm on October 20 by Chair Steve Williams. Members present: Ray Soul, Erv Deck and Stephen Williams, Rick Tetrev Airport Manager and Dusty Jones Wiscasset Selectman.

Approval of Minutes

The minutes of the September 15 meeting were approved.

Airport Manager's Report September

- September sales of 100LL at 3953 gallons for \$19,724 and 454 gallons of Jet A sold for \$2,043.
- September 22nd saw the delivery of 8,300 gallons of 100LL.
- Revenue from aircraft remaining overnight was \$655 in rental fees and \$2,437 in fuel sales.
- G.A.R.D. system reported 2578 operations for the month.
- Town returned surplus of \$20,000 from year 2020 that will be used in maintenance of fuel tanks.
- Upstairs tenant Northeast Trade Services have completed remodeling of their offices. Their monthly rent is \$450.

Old Business

Runway Reconstruction Project – Pushed out till Spring of 2022. Wiscasset is first on the docket for 2022. Non-paving material/supplies to be purchased and stored on airport property over the winter.

Location of CONEX storage boxes (3) to be determined. Grant should cover expense for box rental.

Airport Solar Farm Update

- Contract approved by Selectboard October 19th
- Site prep work to begin this winter.
- Airport to receive up front \$159,000 followed by an additional \$159,000 when project goes online. Both are an advance on the \$1400 per acre lease rate. 20-year term with extension provision.
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Town of Wiscasset

TOWN CLERK REPORT

To: Dennis Simmons, Town Manager
From: Linda Perry, Town Clerk
Re: November Monthly Report
Date: December 14, 2021

Elections

The November 2, 2021, State of Maine and Wiscasset referendum election was held in the Gymnasium at the Wiscasset Community Center. The polls were open from 8:00 a.m. to 8:00 p.m. The Town of Wiscasset had a total of 1296 votes cast. All new voter registrations, changes to existing voters and all other mandatory post-election procedures that were required for the November election have been completed.

Clerk- Excise Tax Collector

Seasonal work that will be taking place in the Town Clerk/Registrar of Voters office include issuing 2022 Dog Licenses, Inland Fisheries licenses and permits for the 2022 year. Dog license reminders will be mailed in January to remind dog owners of the January 31st deadline. If dogs are not licensed prior to February 1st there will be a late fee of \$25. Business License renewal reminders will be mailed out to all businesses with 2022 expiring licenses. Excise Tax bills will be mailed in January to anyone who has an aircraft hangered at the Wiscasset Municipal Airport.

Financials:

	Auto Excise	Boat Excise	Agent Fees	Vital Fees
Monthly Revenues	\$49,086.21	\$0.00*	\$1,450.00	\$193.60
Year to date	\$339,819.90	\$1,269.20	\$8,799.00	\$1,430.60
Met yearly revenue projection by:	53.51%	20.98%	51.16%	-----

*Boat excise tax will increase during the spring months due to boat re-registrations



Town of Wiscasset

CODE ENFORCEMENT REPORT

To: Dennis Simmons, Town Manager
From: Bruce Mullins, Code Enforcement Officer
Re: November Monthly Report
Date: December 6, 2021

November 2021 Activity

Building Permits:

Gibbs Road	Bath Room
Sheepscot Shores Road	Solar Panels
Lowelltown Road	Shed

Plumbing Permits:

Bath Road	INT
Gibbs Road	SSWD
Fort Hill Street	INT
Gibbs Road	INT
Bath Road	INT
Young's Point Road	INT

Inspections:

Old Bath Road, Oak Ridge West, Car Wash, River Point Road, Bath Road, Upland Road, Chewonki Neck Road, Hodge Street, Fort Hill Street, Gibbs Road, Thorndike Road, Middle Street, Rocky Ridge Drive, High Street, Market Place

Correspondence:

Gardiner Road, Bath Road, Old Bath Road



Town of Wiscasset

EMS REPORT

To: Dennis Simmons, Town Manager
From: Erin Bean, EMS Director
Re: November Monthly Report
Date: December 14, 2021

November 2021 Month in review

Wiscasset	44	61.11%
Dresden	19	26.39%
Westport Island	4	5.56%
Boothbay	3	4.17%
	1	1.39%
Damariscotta	1	1.39%
	Total: 72	Total: 100.00%

As of Today we had expended 36% of our budget and we are at 37% of the year. This month we have seen a large increase in COVID positive patients. The ER's have been on diversion more often than not.

Aurel and I traveled to New Jersey and got the new truck! It was a great experience we met the CEO of the company she was explaining to us that we were extraordinarily lucky to have gotten in our order when we did! Due to the shortage of computer chips the ambulance chassis are at a standstill. The ambulances that were ordered this month will not be produced until January 2023. She explained that this was probably going to be the new normal. I have discussed with Dennis that we may want to get our vehicles onto a replacement structure plan sooner rather later.

We are working on protocol updates for all license levels the state has expanded protocols for EMT basics to include C-pap and new medications.

Thus far I have been the only paramedic available to take the fly car home. The crews are happy to know that I am only a few moments away and willing to help. I would like to institute an on call stipend for taking the fly car home and being available.

I hope that every one of you have a wonderful holiday season and stay healthy and happy!



Town of Wiscasset

FIRE DEPARTMENT REPORT

To: Dennis Simmons, Town Manager
From: Robert Bickford, Fire Chief
Re: November Monthly Report
Date: December 15, 2021

Operations:

The fire department responded to 22 calls for service during the month of November. This is up from 18 for the same time last year. Since July 1, we have responded to 77 calls for service. Of the 22 calls for November, 20 were in Wiscasset. We responded mutual aid one time each to Alna and Bath for structure fires.

The calls for November break down as follows: 5 motor vehicle accidents; 2 structure fires; 5 fire alarms; 3 service calls; 2 smoke investigations; 4 propane; 1 "other"

Training:

Training for the month included driver / pumping training and Self Contained Breathing Apparatus (SCBA) confidence.

Staffing:

We welcomed a new member this month: David Dulack comes to the department from New Jersey. He is a fully trained and certified firefighter and driver / operator. He lives on the Bradford Rd. with his wife, Shannon and son. We look forward to working with David for years to come. With the addition of David, our active duty roster stands at 19 members with 7 members on our Lifetime Members roster.

Events:

This month, we were visited by the 2nd grade class from the Wiscasset Elementary School. Their field trip was the culmination of their studies around emergencies and what to do to prevent them. We discussed the importance of not playing with matches and lighters as well as how to report emergencies. The visit ended with a demonstration of what a firefighter looks like dressed in their protective equipment and a chance to climb on all the fire trucks. It was great to have in-person visits to the station again.

We also participated in two lighted fire truck parades this month to kick off the Christmas season: one in Boothbay / Boothbay Harbor and the other in Damariscotta / Newcastle.



Town of Wiscasset

We are pleased to report that our new radio repeater has been installed on the radio tower behind the station. This project has been in the works for some time and will improve our radio communications with our responders in the field.

Financials:

With the fiscal year 41% completed, the fire department stands at 20% expended.

Respectfully submitted,

Rob Bickford



Town of Wiscasset

WISCASSET POLICE DEPARTMENT

To: Dennis Simmons, Town Manager
From: Lawrence Hesseltine, Wiscasset Police Chief
RE: November Monthly Report
Date: December 8, 2021

The Police Department responded to 395 calls for service during the month of November. Officers responded to 17 motor vehicle accidents and conducted 89 motor vehicle stops.

There were 21 arrests for the month of November for the following:

- OUI (Alcohol)
- Violation of Harassment Order
- Criminal Threatening
- Violation Condition of Release
- Motor Vehicle Speeding 30+ mph
- Domestic Violence Threatening
- Domestic Violence Terrorizing
- Disorderly Conduct
- Domestic Violence Assault
- Assault
- Criminal Mischief
- Violation Protective Order
- Harassment by Telephone
- Passing a Roadblock
- Failing to Stop for Officers
- Reckless Conduct
- Unlawful Possession of a Scheduled Drug
- Operating with Suspended License/Without License/Suspended Registration

274 arrests have been made from January 1st through November 30th 2021.

Chief Larry Hesseltine



Town of Wiscasset

Police Report

9-1-1 CHECK	1
Administrative	1
ASSAULT	1
BURGLARY	1
DEATH INVESTIGATION	1
FIGHTING (NON-DOMESTIC)	1
FIRE STRUCTURE	1
FOUND/LOST PROPERTY	1
HARASSMENT	1
LOUD NOISE	1
Med Take Back	1
MENTAL SUBJECT	1
PEDESTRIAN CHECK	1
SERVICE	1
TIPLINE INFORMATION	1
TRESPASSING	1
UNWANTED SUBJECT	1
VIOLATION OF BAIL CONDITIONS	1
VIOLATION OF PROTECTION ORDER	1
CIVIL COMPLAINT	2
CRIMINAL MISCHIEF	2
DOMESTIC DISTURBANCE	2
FIRE ALARM	2
FIRE OTHER	2
PARKING PROBLEM	2
THREATENING	2
ATTEMPT TO LOCATE	3
COMMUNITY POLICING	3
SUSPICIOUS ACTIVITY	3
THEFT / FORGERY / FRAUD	3
ESCORT/TRANSPORT	4
DISABLED MV	5
RUOK PROGRAM	5
ANIMAL COMPLAINT	6
WELFARE CHECK	6
ASSIST CITIZEN	7
POLICE INFORMATION	7
ASSIST OTHER AGENCY	8
MEDICAL EMERGENCY	11
ALARM BURGLAR	12



Town of Wiscasset

Police Report

ERRATIC OPERATIONS	13
MOTOR VEHICLE ACCIDENT	17
School Resource Officer	20
TRAFFIC HAZARD	23
MOTOR VEHICLE STOP	89
PROPERTY CHECK	117
	395



Town of Wiscasset

PUBLIC WORKS/TRANSFER STATION DEPARTMENTS

To: Dennis Simmons, Town Manager
From: Theodore Snowdon, Public Works Director
Re: November Monthly Report
Date: December 15, 2021

Operations:

This month we continued on with fall clean up and closing all cemeteries for the winter. For the Transfer station it has been running almost at its capacity. In addition to our day to day duties we have managed to:

- Keeping up with clean up throughout the town.
- Repaired wash out damage Jones Rd and Bradford.
- Replaced culvert and ditched on Browns Rd.
- Tree trimming throughout the town roads
- Keeping up with maintenance at the airport.
- Staying on top of service and repair of all town owned vehicles including Transfer Station equipment
- Still working on roadside brush removal and chipping
- Street sign repair throughout the town
- Still trying to keep up with the pot holes and cold patch repair throughout the town.
- Still working with Town Office/Transfer Station in keeping public safe with Covid.
- Installed new LED lights Transfer Station.
- Still working on road edge repairs due to the heavy rains.
- Pulled out Ferry landings float for winter
- Transfer station building and grounds maintenance.
- Clean up continues on water front piers.
- Trying to keep up with down town sweeping and leave removal depending on traffic.

Transfer Station duties

The transfer station is still running at normal operations, and the use of masks and social distancing recommended. Sanitizing is taking place throughout the day.

Also still trucking 2 to 3 loads of garbage per week to Norridgewock, metal and demo to Topsham brush and wood to Boothbay.

To conclude, all is well within the Departments.
Respectfully, Ted/crew



Town of Wiscasset

PARKS AND RECREATION DEPARTMENT

To: Dennis Simmons, Town Manager
From: Duane Goud, Parks & Recreation Director
Re: November Monthly Report
Date: December 1, 2021

November, 2021, we knew it wasn't going to be a record breaker, based on November, 2017 (\$67,736, due to a 20-year roll back reduced rate in membership fees). Knowing we were not going to continue our streak of consecutive record-breaking months, we still fared very well (\$33,902) in comparison to the average November in any other given year. Currently, (revenue wise, \$183,735) we are ahead of the average fiscal year we have on record (7 years of Myrec, \$148,195) by around \$35,000, showing that we are on track to hit and hopefully exceed our revenue goals (\$35,000 / month for 2021-22. As we head into the budget season and the making of our 2022-23 budget, we need to continue to realize that we are not yet beyond the effects of the pandemic and continue to base most of our information off of our past / previous years of experience. There are many opportunities for the Wiscasset Community Center / Town of Wiscasset still on the horizon, hopefully we can work together and bring them to fruition.

Program Updates

Our **WCC Pool** programs have had great participation, registration is always open for the many opportunities to learn how to swim!

Group Swim Lessons (Levels 1, 2, 3, 4 & 5, showing 76 registered participants ages 4 - 14),

Parent Tot (showing 15 registered ages 6 months - 4),

Splash Class (showing 21 registered ages 3 - 6),

WCC Swim Club, WCC Unsinkable Swim Team (showing 21 registered participants),

Private and Semi Private Lessons are scheduled with individual swim teachers.

Our **Fitness classes** have continued to hold steady in attendance.

Yoga classes (Mon, Wed & Fri, 7:45 - 9:00 am)

Pickleball (Mon - Fri, 7:30 am - 9:30 am)

PiYO and AM Mix (Tues (5:30 am), Wed (6 pm), Thurs (5:30 am) & Sat (7:00 am)

Cedrics Challenge (Thurs, 6:30 pm)

Cardio Kick with Chelsea (Thurs, 6:30 pm, starting back up in December)

Zumba (Fri, 10:00 am)

Waterworks (Mon - Fri, 8:30 - 9:30 am, Sat, 7:00 - 8:00 am)

WaterX (Mon & Wed, 6:00 - 7:00 pm, Times were changed to accommodate multiple school swim team practices)

Karate (24 registered), started up another new session in early November, classes offered every Monday & Thursday evening in the WCC Gymnasium.



Town of Wiscasset

Youth Soccer finished up in early November, coordinated by Chelsea Taylor, had a great season. As mentioned last month, we had 84 registered participants (PreK – 6th grade) practicing and playing soccer since late August, creating a love for the sport. Again, we would like to say ‘**Thank You**’ to all of our volunteer coaches for a job well done!

ASA (Afterschool Adventures) and Remote Learning are up and running, with registration open for Wiscasset and Edgecomb students (PreK – 5th grade). We currently have 35 active participants in our afterschool program. Remote Learning became a necessity throughout the month of November, having a couple of weeks effected by the Coronavirus, shutting down the Wiscasset Schools.

Youth Basketball, registration is open!

Adult Basketball, registration is open until teams are filled! Looks like we will have 7 teams this season! Great turnout!

Upcoming programs and activities coming in November / December;

Cornhole (December 6th), Skiing, Day Camps, Karate, ASA, Christmas Vacation Camp, Swimming Lessons.

The Senior Center is working its way back, with a few different opportunities for everyone! ‘Senior Dinners’ are on the first and third Wednesday of each and every month, all food is prepared by Marjorie DiVece. Reservations are taken up to the Tuesday before the dinner, cost is \$12.00 for non-members and 10.00 for Senior Center Members. Cribbage continues to bring in 15 – 20 participants (Tuesday and Thursday) on a regular basis and the Senior Sew and Chat ladies continue to meet regularly on Monday and Friday mornings.

Building and Grounds Updates

November, while always being a busy month, brought some new challenges for the Parks and Recreation Department this year! We continued to work on the ballfield grounds (Recreation and School), preparing them for the winter months so less has to be done in the spring to get them up and ready for spring sports. We continue to finish up mowing, weed whacking, leaf blowing, general pick-up and other general maintenance. Special ‘**Thank You**’ to Daren Wood, LJ Travis, Matt Smith and Steven Smith for their dedication to this effort!

We continue to work on the many projects we have started over the past few months, hoping to clean them up for this year so we can revisit them in the spring. Some projects are still awaiting logistics, parts and equipment, keeping them from being finished at this time and the cold weather is upon us, also hindering our efforts.

We started a new venture this year, taking on the decorating of the downtown for the upcoming holiday season. Previously done by the Public Works Department, we were given what was left (limited) for lights, cords, etc. and some guidance (Thank you Steve Christiansen) as to what had been done in the past.

We purchased 30 trees, lights, splitters and cords, but still were very shy of having enough to complete the decorations as they once had been. The downtown project would not be what it is without a good portion of the lights being donated by Ames Supply, many special ‘**Thanks**’ to the Averill family and all they do for the Town of Wiscasset! While the lights and decorations do look great, this project wouldn’t have happened without their generous donation.



Town of Wiscasset

We would also like to thank all of the volunteers (Friends of Wiscasset) that helped decorate the Main Street with the garland and wreaths on Saturday, November 13th. We also had some additional volunteers (Larry Flowers, Erin Haggett and Jody Haggett) on Thursday, November 18th, who we would like to thank as well for their help with the decorating of the downtown trees. We have had a lot of great feedback on the decorations and how they look as we look forward to the Tree Lighting (Town Common) on December 4th.

The winter season is here and we had to plow and sand over the Thanksgiving holiday, while the building is only closed on Thanksgiving Day, the building opens for its regular hours throughout the rest of the weekend and needed to be ready for use. Thanks to our dedicated employees for plowing, scraping and salting and also the Public Works Department for swinging through with the sand truck to keep things from getting too slippery.

Community Events

The next scheduled **ARC Blood Drive** will be held on Friday, December 17th, 10:30 am – 3:30 pm, call 1-800-733-2767 or visit RedCrossBlood.org to schedule an appointment.

We wanted to once again thank everyone for the great turnout for our '**Nightmare on Federal Street**' event, held on Halloween!

MarketFest (sponsored by the Creative Alliance & Chamber of Commerce, located at the Creamery Pier & Main Street) – December 3rd and 4th

Annual Tree Lighting (Town Common, School Choir) – December 4th

Father / Daughter Dance (WCC) – Friday, February 11th

Winterfest (WCC) – Wednesday, February 16th – Saturday, February 19th

Coordination Meetings & Professional Development

We participate in many different zoom meetings trying to stay connected to our community and others. We work on many different levels, trying to help different organizations and businesses, working to better our community from all angles.

We work 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.

The LWCF Grant process, for the upgrades for White's Island and the Pleasant Street Extension, is starting to take shape. We are talking with contractors and others coming up with the best way to bring back access to White's Island. We will be looking to submit a proposal soon, we have been meeting, preparing our information for the upcoming proposal to the towns people. 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 continue to be involved with 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.

When we met with the Appearance of the Town Committee in October and again in early November, we took a look at what needed to be done for the Christmas Decorating, tree locations, lighting and other decorations and preparations (Tree Lighting / Marketfest) throughout the downtown.



Town of Wiscasset

Financial update:

There are many different ways of looking at the expenditures and revenues associated within a department. We are trying to give as much information needed to understand that both of these items fluctuate for different reasons throughout any given year, like working through the past couple of years and the pandemic.

This is the best start (revenue wise) to any fiscal year we have on record (\$183,735, Myrec), surpassing the next best (2017, special membership sale – 20-year roll back) by more than \$7,000. After having the best first 5-month period on record for a fiscal year, we feel great about the direction the WCC / WPRD has taken.

Fiscal years in Myrec (not audited numbers)

2015-16 - \$436,959 (July – June)

2016-17 - \$427,781

2017-18 - \$443,564

2018-19 - \$406,519

2019-20 - \$324,061

2020-21 - \$403,142

2021-22 - \$183,735 (July – Nov)

Comparing our current calendar year (2021) with past years, we have already surpassed our best year (2017) on record, with the month of December still to come.

Calendar years in Myrec (not audited numbers):

2015 - \$349,493

2016 - \$444,190

2017 - \$454,255 (Full year)

2018 - \$411,657

2019 - \$419,879

2020 - \$271,784

2021 - \$457,155 (11 months, Jan - Nov)

We continue to work hard, keeping our expenditures to a minimum, knowing we will have unexpected expenditures that occur. Working together amongst ourselves, with contractors and other departments becomes a necessity within a small town to keep expenditures as low as possible.

We continue to look into any and all avenues of bringing in additional revenue for the WCC / WPRD.

Everything is on the table! Our conversations with area communities about our Community Partnership program will be starting up again soon, requests will be sent out to neighboring towns hoping to see an increase in this program as well.

Rentals of the building are always being looked into for additional income.

Bringing Catering (Alcohol) services into the WCC for specific events / programs / rentals.

We are also looking into childcare as another way of bringing in revenues, but also to give the community an option that there doesn't seem to be a lot of.



Town of Wiscasset

As I note monthly, I am very confident we are getting back to where we were and will hopefully exceed expectations as a department, rebuilding programs, activities, memberships and community events. I look forward to the future and the many possibilities for our great town of Wiscasset and the mid-coast region!

Director's Note:

I am very proud of the WCC / WPRD Staff, what we have accomplished, where we are and where we are headed as a department! Working with a great group of people, knowing that they share that common goal, conversing on what it is going to take to make something happen, is exciting! Each and every day, we 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 receives that long lasting impression of what we have to offer as a community. Taking the time to listen, being respectful of others, 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. **'THANK YOU'!**

I would also like to thank the residents of Wiscasset, our membership and Community Partners for their continued support of the Wiscasset Community Center / Wiscasset Parks and Recreation Department. From the WCC / WPRD, we would like to wish everyone a very **Merry Christmas and Happy New Year!**

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

Duane Goud



Town of Wiscasset

HARBORMASTER REPORT

To: Dennis Simmons, Town Manager
From: Lawrence Hesselstine, Harbormaster
Re: November Monthly Report
Date: December 8, 2021

Dock & Mooring Fee's Collected:

- AM/PM Harbor Checks
- Attended the monthly Waterfront Meeting
- Talked with an individual requesting a mooring

I was out of town for 7 days the month of November.

Larry Hesselstine



Town of Wiscasset

SHELLFISH WARDEN REPORT

To: Dennis Simmons, Town Manager
From: Jonathan Barnes, Shellfish Warden
Re: November Monthly Report
Date: December 13, 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: 5

Warning Issued: 0

Summons Issued and to Whom: 0

Comments: Met with a variety of diggers at various spots.



Town of Wiscasset

WASTE WATER TREATMENT PLANT

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

Operations:

Average flow per day	0.318 MG
Licensed flow per day	0.620 MG
Percent of average flow per day to license limit	51 %
Total Rainfall per month	5.26 inches
BOD Effluent Lab Results mg/L	
For monthly average	5.25 mg/L
Weekly average	7 mg/L
Daily max.	7 mg/L
All within license limits	YES
BOD Effluent Removal %	95 %
Required%	85 %
TSS Effluent Lab Results (mg/L)	
Monthly average	9.3mg/L
Weekly average	10 mg/L
Daily max.	10 mg/L
all within license limits	YES
TSS Effluent % Removal	92%
Required%	85%
Settable Solids within license limit of 0.3 mL/L	YES
PH within license limits of 6-9	YES
Fecal (tracked during disinfection season)	
Instant Daily max (31)	10 cfu/100 ml
Geometric Mean (13)	2.13
Total Residual Chlorine	
Instant daily max (0.3 mg/L)	0.12 mg/l
Monthly Avg. max (0.1 mg/L)	0.03 mg/l

BUDGET: As of November 30, with 41.6% of the fiscal year gone, the Sewer Department has used 32.2% of its annual budget.



Town of Wiscasset

SAFETY RELATED: Konecranes Company technicians performed required annual safety inspection of all sewer plant hoists, lifts, chains, jack-stands and come-alongs. All items were evaluated as safe and satisfactory.

THE OLD AMBULANCE: The Sewer Department took possession of the old ambulance which had been decommissioned, having had all its medical equipment removed or transferred to the new ambulance. This unit, though older, will make an excellent ready-to-go sewer van that can carry all our traffic signs, and equipment like metal detector and marking/measuring equipment. We usually must load everything into a truck when a crisis strikes. We are quite pleased to receive the vehicle. Many thanks to Dennis Simmons for the idea and to the Select Board for their support.

Note that all ambulance/emergency decals have been removed. All red/blue lights will need to be changed to amber, and Sewer Department decals must be affixed to the box, before we can get the vehicle registered, tagged and insured.

HEAT TUBING JOB: The Sodium Bisulfite heat tubing project at the sewer plant was completed. Electrical hookup was performed by Coastal Climate Controls and was officially put on-line on 11/18/2021. We are now successfully delivering heated chemical into our effluent weir in sub-freezing temperatures.

MASON STATION ASH POND CLEANUP: Ash Pond water pumping continued at Mason Station. Two of the Ponds were emptied (though rain water and some groundwater have begun accumulating in them). Pumping of water from the 3rd Pond took place and progress did get a bit delayed from accumulating rainwater (5.25 inches fell in November) and the fact that I prohibited pumping during heavy rains. The 3rd Pond is now nearly empty.

The 4th and final Pond, is where excess mud was taken to drain from the soil. Testing was performed on these waters for contaminants/organic & inorganic compounds/metals/pesticides. After examining these results with D.E.P. representative James Crowley, we concluded all parameters tested were at levels safe for acceptance into the Town collection system. Permission was granted to allow these waters to be pumped.

Please note that each day of pumping seemed to begin with ice clogging the long, flexible hoses that fed pumped water from the Ash Ponds into the Town manhole. Even when hoses were drained and rolled up overnight, we still got big ice-clogs within the hoses. Removing the ice was a laborious task and could take over an hour, with sewer plant employees & Envirovantage employees jointly chopping out the ice.

Due to hydraulic overloading, we continue adding Pig Feed as a nutritional supplement to the sewer plant aeration tanks (to feed the microbes that break down incoming sewage). The plant is still compliant and operating within D.E.P. Permit limits, but our microbiology is a bit weak, with sparse populations of beneficial microbes. Filamentous bacteria (a troublesome pest) are beginning to prosper. I will continue to closely monitor these conditions and make adjustments.



Town of Wiscasset

It is unclear how progress will continue in handling the 4th and final Ash Pond. The material in it is mostly mud, with little water draining from it. The freezing temperatures at night further inhibits good draining. Completing this work may need to be delayed until Spring 2022.

SEWER RATES: I have contracted to have a Maine Rural Water Association financial expert, Cathy Robinson, to examine the Sewer Department budget. Her group is experienced in recommending rate adjustments to municipalities in accordance with expected expenses and the needed revenue to support those expenses.

The Sewer Department has come in under budget for the past 2 years, and has barely generated the revenue to support its actual expenses (Budgeted amount = \$733,214.00, Revenue generated = \$573,054.50, Difference = \$160,159.50). We are in need of a 4th employee at the plant and not having that worker has saved our budget from running in the red. With next year's forecasted budget being over \$800,000.00, I would like to see sewer billing rates adjusted to cover our actual needs. Cathy Robinson will help the Sewer Department see a path to solving this problem.

NEW ALARMS: A new AC power loss alarm was installed on the sewer plant sodium hypochlorite pump. We had a momentary power outage/power surge in October, that set off no alarms but that tripped our pump to run on the lowest (default) setting. This meant that we were under-disinfecting our effluent until the following day when we discovered it. The D.E.P. suggested we alarm the pump to prevent another occurrence.

We also are having alarms installed at Pump Station #18 (Point East Drive, at Mason Station). This station had never been previously set up with alarms. When completed, this will mean that all of our pump stations will have active alarm systems.

This concludes the Sewer Department Monthly Report for November 2021.

**Respectfully Submitted,
Robert T. Lalli
Superintendent, Town of Wiscasset Sewer Department**

1 SELECTMEN REPORT

Department(s): 100 - 134
November

9a

Account	Budget Net	Curr Mnth Net	YTD Net	Pending Activity	Unexpended Balance	Percent Spent
100 - ADMINISTRATI	189,492.00	12,163.45	60,265.69	0.00	129,226.31	31.80
101 - AIRPORT	114,820.22	4,059.27	32,013.88	0.00	82,806.34	27.88
102 - ANIMAL CONTR	15,575.00	2,765.83	8,177.23	0.00	7,397.77	52.50
103 - ASSESSING	6,492.00	2.65	4,671.96	0.00	1,820.04	71.96
104 - BRDS & COMM	3,072.00	97.16	317.05	0.00	2,754.95	10.32
105 - CELEBRATIONS	13,850.00	875.00	11,227.85	0.00	2,622.15	81.07
106 - CLERK	95,280.00	6,899.12	43,215.48	0.00	52,064.52	45.36
107 - CEO	36,827.00	2,725.56	13,933.00	0.00	22,894.00	37.83
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	8,806.16	0.00	41,193.84	17.61
110 - CONTRACTS	254,000.00	10,563.22	52,577.47	0.00	201,422.53	20.70
111 - COUNTY TAX	661,295.00	0.00	661,294.52	0.00	0.48	100.00
112 - DEBT SERVICE	231,868.00	0.00	110,933.12	0.00	120,934.88	47.84
113 - ELECTIONS	22,668.00	1,602.78	3,780.66	0.00	18,887.34	16.68
114 - EMS	669,586.36	74,054.86	247,981.51	0.00	421,604.85	37.04
115 - FD FIRE DEPT	147,839.00	4,106.91	29,918.86	0.00	117,920.14	20.24
116 - FINANCE	266,039.00	16,259.27	97,576.82	0.00	168,462.18	36.68
117 - GA	24,703.00	0.00	2,785.35	0.00	21,917.65	11.28
118 - MUN BULIDING	77,160.00	4,346.14	21,427.36	0.00	55,732.64	27.77
119 - MUN INSURANC	160,875.00	0.00	73,064.82	0.00	87,810.18	45.42
120 - OVERLAY	43,819.60	602.40	1,379.49	0.00	42,440.11	3.15
121 - PARKS & REC	823,891.00	77,371.43	339,028.92	0.00	484,862.08	41.15
122 - PLANNING	63,588.78	0.00	117.95	0.00	63,470.83	0.19
123 - POLICE	587,112.00	45,552.37	212,719.57	0.00	374,392.43	36.23
125 - PUBLIC UT	317,930.00	26,361.62	104,717.19	0.00	213,212.81	32.94
126 - PUBLIC WORKS	712,215.00	31,464.03	259,099.51	0.00	453,115.49	36.38
127 - SELECTMEN	27,362.00	1,242.82	6,724.71	0.00	20,637.29	24.58
128 - SCHOOL TOWN	5,923,208.52	493,600.75	2,468,003.75	0.00	3,455,204.77	41.67
129 - SR CENTER	14,466.00	603.16	4,250.85	0.00	10,215.15	29.39
130 - SHELLFISH	6,000.00	290.14	1,455.71	0.00	4,544.29	24.26
131 - TIF	246,512.54	0.00	0.00	0.00	246,512.54	0.00
132 - TRANSFER ST	610,120.18	72,456.95	272,498.24	0.00	337,621.94	44.66
133 - WATERFRONT	61,975.00	2,441.98	14,850.12	0.00	47,124.88	23.96
134 - COMP PLAN	20,000.00	0.00	0.00	0.00	20,000.00	0.00
Final Totals	12,561,692.20	892,508.87	5,202,239.80	0.00	7,359,452.40	41.41

@ 41.6590 of FY

Revenue Summary Report

Fund: 1
July to December

9a

Account	Budget	----- Y T D -----			Uncollected	Percent
	Net	Debits	Credits	Net	Balance	Collected
101 - AIRPORT	61,990.00	250.00	19,967.54	13,717.54	48,272.46	22.13
01 - Fuel Sale Transfer in Spec Rev	23,000.00	0.00	0.00	0.00	23,000.00	0.00
02 - Aircraft Excise	4,260.00	0.00	0.00	0.00	4,260.00	0.00
03 - Hangers/Tie Downs	10,000.00	0.00	5,042.16	5,042.16	4,957.84	50.42
04 - Hanger/Land Leases	16,130.00	250.00	1,240.76	990.76	15,139.24	6.14
05 - Snacks/Shirts/Hats/Oil	6,600.00	0.00	3,648.82	3,648.82	2,951.18	55.29
06 - Car Rentals	500.00	0.00	20.00	20.00	480.00	4.00
07 - Ramp Fees	1,500.00	0.00	1,230.85	1,230.85	269.15	82.06
08 - Cenergy Lease Payment	0.00	0.00	2,784.95	2,784.95	-2,784.95	---
102 - ANIMAL CONTROL	400.00	0.00	100.00	100.00	300.00	25.00
01 - Late Fees	200.00	0.00	100.00	100.00	100.00	50.00
02 - Fines	200.00	0.00	0.00	0.00	200.00	0.00
107 - CODE ENFORCEMENT	26,400.00	16.00	20,526.00	20,510.00	5,890.00	77.69
01 - Building Permits	20,000.00	0.00	15,653.70	15,653.70	4,346.30	78.27
02 - Plumbing Permits	5,000.00	16.00	2,078.50	2,062.50	2,937.50	41.25
03 - Junkyard Permits	400.00	0.00	300.00	300.00	100.00	75.00
05 - Planning Board Fees	1,000.00	0.00	2,493.80	2,493.80	-1,493.80	249.38
114 - EMS/AMBULANCE	307,256.00	88,669.05	221,233.45	132,564.40	174,691.60	43.14
01 - Calls for Service	266,000.00	0.00	221,093.45	221,093.45	44,906.55	83.12
03 - Contractual Write-offs	0.00	88,669.05	0.00	-88,669.05	88,669.05	---
04 - Bad Debt W/O & Collections	0.00	0.00	140.00	140.00	-140.00	---
06 - Dresden Contract	28,991.00	0.00	0.00	0.00	28,991.00	0.00
07 - Westport Contract	12,265.00	0.00	0.00	0.00	12,265.00	0.00
117 - GENERAL ASSISTANCE	0.00	0.00	600.00	600.00	600.00	---
01 - GA DONATIONS	0.00	0.00	600.00	600.00	-600.00	---
121 - PARKS & RECREATION	406,780.00	2,081.00	198,700.96	196,619.96	210,160.04	48.34
01 - Memberships	135,500.00	626.00	65,860.79	65,234.79	70,265.21	48.14
02 - Aina Contract	4,300.00	0.00	0.00	0.00	4,300.00	0.00
03 - Westport Island Contract	4,200.00	0.00	0.00	0.00	4,200.00	0.00
04 - Donations	7,500.00	0.00	2,773.28	2,773.28	4,726.72	36.98
05 - Rentals	10,000.00	0.00	9,650.00	9,650.00	350.00	96.50
06 - Athletics (Youth & Adult)	35,000.00	0.00	10,480.50	10,480.50	24,519.50	29.94
07 - Aquatics	50,000.00	0.00	30,618.00	30,618.00	19,382.00	61.24
08 - Senior Programs	3,000.00	0.00	0.00	0.00	3,000.00	0.00
09 - Special Events	2,780.00	0.00	1,498.00	1,498.00	1,282.00	53.88
10 - Fitness	5,000.00	0.00	1,688.75	1,688.75	3,311.25	33.78
11 - Afterschool/Vac Camps/Early Re	45,000.00	0.00	22,679.50	22,679.50	22,320.50	50.40
12 - Summer Camp	40,000.00	1,240.00	28,138.90	26,898.90	13,101.10	67.25
13 - Concessions	5,000.00	0.00	3,060.50	3,060.50	1,939.50	61.21
14 - Programs	45,000.00	215.00	19,324.00	19,109.00	25,891.00	42.46
15 - CACFP	9,500.00	0.00	2,928.74	2,928.74	6,571.26	30.83
16 - Dresden Contract	5,000.00	0.00	0.00	0.00	5,000.00	0.00
123 - POLICE DEPARTMENT	1,350.00	0.00	915.00	915.00	435.00	67.78
01 - Reports	750.00	0.00	470.00	470.00	280.00	62.67
03 - Weapon Permits	300.00	0.00	445.00	445.00	-145.00	148.33
04 - Witness Fees	300.00	0.00	0.00	0.00	300.00	0.00
129 - SENIOR CENTER	3,000.00	0.00	3,541.00	3,541.00	-541.00	118.03

@ 41.65% of FY

Revenue Summary Report

Fund: 1

July to December

Account	Budget Net	Debits	Y T D Credits	Net	Uncollected Balance	Percent Collected
129 - SENIOR CENTER CONT'D						
01 - Meals	2,500.00	0.00	3,086.00	3,086.00	-586.00	123.44
02 - Memberships	500.00	0.00	455.00	455.00	45.00	91.00
130 - SHELLFISH CONSERVATION	2,650.00	0.00	75.00	75.00	2,575.00	2.83
01 - Licenses	2,650.00	0.00	75.00	75.00	2,575.00	2.83
132 - TRANSFER STATION	257,541.00	45.78	131,058.54	131,012.76	126,528.24	50.87
01 - User Fees	45,000.00	45.78	45,031.95	44,986.17	13.83	99.97
03 - Commerical Hauler Fees	500.00	0.00	0.00	0.00	500.00	0.00
04 - Cardboard	3,500.00	0.00	8,969.06	8,969.06	-5,469.06	256.26
05 - Metal	35,000.00	0.00	33,904.70	33,904.70	1,095.30	96.87
06 - Alna Contract	82,419.00	0.00	20,604.83	20,604.83	61,814.17	25.00
07 - Westport Island Contract	83,622.00	0.00	20,905.63	20,905.63	62,716.37	25.00
08 - MRC Dividend	7,000.00	0.00	1,635.81	1,635.81	5,364.19	23.37
09 - Computers	500.00	0.00	6.56	6.56	493.44	1.31
133 - WATERFRONT & HARBORS	16,450.00	0.00	2,545.40	2,545.40	13,904.60	15.47
01 - Watercraft Excise	5,700.00	0.00	1,065.40	1,065.40	4,634.60	18.69
02 - Mooring Fees	5,000.00	0.00	898.00	898.00	4,102.00	17.96
03 - Docking	500.00	0.00	582.00	582.00	-82.00	116.40
04 - Wormcars	250.00	0.00	0.00	0.00	250.00	0.00
06 - Commercial & Main Street Pier	5,000.00	0.00	0.00	0.00	5,000.00	0.00
190 - STATE REVENUES	960,920.82	0.00	755,298.61	755,298.61	205,622.21	78.60
01 - Revenue Sharing	500,000.00	0.00	342,078.03	342,078.03	157,921.97	68.42
02 - Business Equipment Tax Reimb	51,825.48	0.00	0.00	0.00	51,825.48	0.00
03 - Homestead Exemption Reimb	341,195.34	0.00	355,675.00	355,675.00	-14,479.66	104.24
04 - Local Road Assistance Program	44,000.00	0.00	50,220.00	50,220.00	-6,220.00	114.14
05 - Tree Growth	6,000.00	0.00	0.00	0.00	6,000.00	0.00
06 - Cell Tower Lease	5,300.00	0.00	2,925.58	2,925.58	2,374.42	55.20
07 - Veterans' Exemption	4,600.00	0.00	4,400.00	4,400.00	200.00	95.65
08 - General Assistance	8,000.00	0.00	0.00	0.00	8,000.00	0.00
191 - TAXES	9,984,615.46	1,055.88	9,715,113.77	9,714,057.89	270,557.57	97.29
01 - Tax Commitment	9,349,615.46	0.00	9,349,615.49	9,349,615.49	-0.03	100.00
02 - Supplemental Tax Commitment	0.00	0.00	750.99	750.99	-750.99	----
03 - Auto Excise	560,000.00	1,055.88	309,535.86	308,479.98	251,520.02	55.09
04 - Rapid Renewal Auto Excise	75,000.00	0.00	55,211.43	55,211.43	19,788.57	73.62
192 - CHARGES FOR SERVICES	65,400.00	0.00	32,585.63	32,585.63	32,814.37	49.83
01 - Tax Interest	40,000.00	0.00	17,502.67	17,502.67	22,497.33	43.76
02 - Lien Fees	8,000.00	0.00	3,637.86	3,637.86	4,362.14	45.47
03 - Agent Fees	17,200.00	0.00	9,412.25	9,412.25	7,787.75	54.72
04 - Copies/Fax	200.00	0.00	82.25	82.25	117.75	41.13
05 - Sign Permits	0.00	0.00	160.00	160.00	-160.00	----
08 - Business Licenses	0.00	0.00	240.00	240.00	-240.00	----
09 - Voter List	0.00	0.00	22.00	22.00	-22.00	----
10 - Vitals	0.00	0.00	1,528.60	1,528.60	-1,528.60	----
193 - OTHER REVENUES	466,938.92	320.00	121,492.56	121,172.56	345,766.36	25.95
01 - CATV Franchise Fees	45,000.00	0.00	26,062.35	26,062.35	18,937.65	57.92
02 - Cash Over/Short	0.00	320.00	320.07	0.07	-0.07	----
03 - Bank Interest Income	10,000.00	0.00	11,054.26	11,054.26	-1,054.26	110.54

Revenue Summary Report

Fund: 1
July to December

Account	Budget	----- Y T D -----		Uncollected	Percent	
	Net	Debits	Credits			Net
193: OTHER REVENUES CONT'D						
04 - Maine Yankee Impact Fees	110,000.00	0.00	64,337.35	64,337.35	45,662.65	58.49
05 - Miscellaneous Income	0.00	0.00	2,836.53	2,836.53	-2,836.53	----
06 - Insurance Dividends	0.00	0.00	16,537.00	16,537.00	-16,537.00	----
07 - NSF Fees	0.00	0.00	115.00	115.00	-115.00	----
10 - Unused FLEX Benefits	0.00	0.00	0.00	0.00	0.00	----
11 - Burn Permits	0.00	0.00	230.00	230.00	-230.00	----
99 - Use of Fund Balance	301,938.92	0.00	0.00	0.00	301,938.92	0.00
Final Totals	12,561,692.20	92,437.71	11,217,753.46	11,125,315.75	1,436,376.45	88.57

HM Payson Monthly Statement of Wiscasset Accounts

Account Name	Market Value as of 09/30/2021	Market Value as of 10/31/2021	Market Value as of 11/30/2021	Change in Market Value
Montswag Dam Reserve Fund	\$ 222,601.08	\$ 231,054.88	\$ 229,385.62	\$ (1,669.26)
Cemetery Trust Fund	\$ 2,365,171.90	\$ 2,454,994.84	\$ 2,437,258.71	\$ (17,736.13)
General John French Scholarship	\$ 83,904.08	\$ 87,090.53	\$ 86,461.35	\$ (629.18)
Jackson Cemetery Fund	\$ 41,339.27	\$ 42,909.22	\$ 42,599.22	\$ (310.00)
Larabee Band Fund	\$ 1,000,481.62	\$ 1,038,477.25	\$ 1,010,478.91	\$ (27,998.34)
<i>*\$20,645 withdrawal in November instruments</i>				
Haggett Scholarship Fund	\$ 18,945.57	\$ 19,665.07	\$ 19,523.00	\$ (142.07)
Mary Bailey Fund	\$ 609,345.23	\$ 632,486.55	\$ 627,917.14	\$ (4,569.41)
Seth Wingren Fund	\$ 38,289.51	\$ 39,743.64	\$ 39,456.51	\$ (287.13)
Wiscasset Community Center Endowment Fund	\$ 4,337.99	\$ 4,502.74	\$ 4,470.21	\$ (32.53)
Cooper-DiPerri Scholarship Fund	\$ 43,159.03	\$ 44,798.09	\$ 44,474.45	\$ (323.64)
Recreation Scholarship	\$ 1,120.97	\$ 1,163.54	\$ 1,155.13	\$ (8.41)
Town of Wiscasset Edowment Fund Total	\$ 4,428,696.25	\$ 4,596,886.35	\$ 4,543,180.25	\$ (53,706.10)
			\$	
Town of Wiscasset Capital Reserve	\$ 550,806.68	\$ 572,428.81	\$ 568,765.10	\$ (3,663.71)
Town of Wiscasset Construction Reserve	\$ 2,431,033.31	\$ 2,526,464.47	\$ 2,510,294.35	\$ (16,170.12)
Town of Wiscasset Equipment Reserve	\$ 4,994,774.26	\$ 5,190,846.06	\$ 5,157,623.12	\$ (33,222.94)
Town of Wiscasset Furnace Replacement Reserve	\$ 500,067.91	\$ 519,698.27	\$ 516,372.04	\$ (3,326.23)
Town of Wiscasset Major Repairs Reserve	\$ 673,631.48	\$ 700,075.14	\$ 695,594.46	\$ (4,480.68)
Town of Wiscasset Recreation Building Reserve	\$ 2,634,983.53	\$ 2,738,420.83	\$ 2,720,894.13	\$ (17,526.70)
Town of Wiscasset Retirement Health Insurance Reserve	\$ 199,274.14	\$ 207,096.72	\$ 205,771.24	\$ (1,325.48)
Town of Wiscasset Roof Repair Reserve	\$ 459,206.16	\$ 477,232.47	\$ 474,178.04	\$ (3,054.43)
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 138,449.65	\$ 143,884.55	\$ 142,963.64	\$ (920.91)
Town of Wiscasset Highway Department Capital Reserve	\$ 3,232.59	\$ 3,359.49	\$ 3,337.99	\$ (21.50)
Town of Wiscasset Fire Department Vehicle Capital Reserve	\$ 4,310.15	\$ 4,479.34	\$ 4,450.67	\$ (28.67)
Town of Wiscasset Reserve Funds Total	\$ 12,589,769.86	\$ 13,083,986.15	\$ 13,000,244.78	\$ (83,741.37)

9b

Lincoln County Hazard Mitigation Plan - 2021 Update

PREREQUISITES

RESOLUTION

Whereas, natural and man-made disasters may occur at any time, we recognize that to lessen the impacts of these disasters we will save resources, property, and lives in Lincoln County;

And whereas the creation of a multi-jurisdictional Hazard Mitigation Plan is necessary for the development of a risk assessment and effective mitigation strategy;

And whereas, this multi-jurisdictional county of 18 towns, one plantation and a portion of Maine's Unorganized Territory is committed to the mitigation goals and measures as presented in this plan;

Therefore the Boards of Selectmen of the incorporated Towns and one Plantation hereby adopt the Lincoln County Hazard Mitigation Plan – 2021 Update; and

Therefore, the Lincoln County Commissioners, acting on behalf of the county and its unorganized territory hereby adopt the Lincoln County Hazard Mitigation Plan – 2021 Update.

AUTHORIZING SIGNATURES

Commissioners for the City/Town of _____

Print name	Signature	Title	Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

COPY

City/Town Office Address: _____

Contact person _____

Dennis L Simmons

From: Rob Lalli <wwtp@wiscasset.org>
Sent: Tuesday, December 14, 2021 1:32 PM
To: 'Dennis L Simmons'
Subject: ARPA Thank You

Dennis and All Select Board Members:

We at the Wiscasset Sewer Department wanted to give you and all the Select Board members a heartfelt "Thank You!", for the wonderful ARPA Funds money you granted to us. It was a great gesture that made us feel truly appreciated for working through the Covid pandemic. Sometimes we feel a bit invisible over here at the Sewer Plant, as we work away behind the scenes trying our best to keep the sewer system up and running. This really lifted our spirits and reminded us that you do remember our important work.

The Holiday Season is upon us and, wow, you couldn't have picked a better time to pass those funds to us. We truly appreciate it. You are awesome! To you, Sarah, Pam, Kim, Terry, and Dusty, the three of us say Thank You, Thank You, Thank You! May you and all your families (and dogs and cats too!) have a wonderful Holiday and a great Christmas (and Hannukah, Kwaanza, Festivus, etc.) too!

Sincerely,

Rob Lalli, Superintendent, Ray Bellefleur, Operator, Tony Colby, Technician
The Wiscasset Sewer Department



Rob Bickford
Fire Chief

Wiscasset Fire Department
51 Bath Road
Wiscasset, Maine 04578
207-882-8210
firechief@wiscasset.org

9d

Request for Bid

The Wiscasset Fire Department is requesting sealed bids to replace 4 overhead door openers.

The bid should include all material and labor, including electrical work, required to remove the old openers and install new, remote controlled, heavy duty trolley door openers to the 4 overhead doors located at the Wiscasset Fire Department.

The openers should be a minimum of $\frac{3}{4}$ horsepower 115 VAC and meet all current safety requirements including photo eyes and include 2 remote controls per door opener.

Sealed bids should be returned to the Town of Wiscasset no later than Monday, December 20, 2021 at 4 p.m. Bids will be opened at the Board of Selectmen meeting on Tuesday, December 21 at 6 p.m.

Any questions should be directed to fire chief Rob Bickford at 350-1802.

Please mail bids to:

Town of Wiscasset
"Overhead Door Openers"
51 Bath Rd.
Wiscasset, Maine 04578

9e

**Town of Wiscasset, Maine
Policy Regarding Check Disbursement Prior
To Expenditure Warrant Approval**

I. Purpose

The purpose of this policy is to allow for prompt payments of the obligations of the Town of Wiscasset by the Town Treasurer, and to allow for timely payment of bills submitted to the town, and for cash purchases by town staff prior to issuance of an expense warrant.

II. Scope

This policy is approved by the Board of Selectmen and applies to the Town Treasurer. It empowers the Treasurer to distribute certain funds prior to expenditure warrant approval. It is the policy of the Town of Wiscasset that all expenditures of town funds receive written approval of the Board of Selectmen pursuant to MRSA 30-A § 5603. This policy is additional to, not in lieu of, majority power. Nothing in this policy is intended to replace the authority of the full board of municipal officers, acting by majority vote, to act on any treasurer's warrant, including warrants for wages and benefits. The Treasurer shall prepare a written warrant for signature to be presented at the regular Selectmen's meeting.

III. Permitted Disbursements Prior to Warrant Approval

The following expenditures may be made by the Treasurer of Wiscasset upon review and approval by any member of the Board of Selectmen, prior to final approval and signature on the Expenditure Warrant by the majority of Board of Selectmen. The Chair will be designated the responsibility of assuring the review will occur in a timely manner.

- A. Town Employee Payroll paid on a weekly schedule on Wednesdays, including reimbursement for expenditures, mileage less than \$500. All employee payroll checks are by direct deposit.
- B. Payments to Wiscasset School Department as obligated to be paid pursuant to Wiscasset School Department approved budget.
- C. Payment of state funds collected by the agent for the Bureau of Motor Vehicles, the Department of Inland Fisheries and Wildlife, State Animal Welfare Department, plumbing fees, and concealed weapon permit fees. Such funds are not considered municipal funds, though they are co-mingled with the town's checking account. The Treasurer/Human Resource Director shall verify that the proper balance is being paid.
- D. Payroll Taxes.
- E. Automatically deducted bank charges.
- F. Credit Card charges to avoid late fees.
- G. Loan payments to avoid late fees.

IV. Deadline for bill submission

To be considered for payment on the next expenditure warrant, bills for payment must be received by the Payables Clerk or Treasurer of Wiscasset at least three working days prior to the scheduled meeting of the Board of Selectmen at which an expenditure warrant signing is scheduled. The treasurer, may, at his/her discretion, present vouchers for payment after the deadline when time permits, or doing so is in the best interest of the town.

V. Term

This policy is effective for one year after its adoption, if not sooner amended or cancelled.

Reviewed/Approved by Board of Selectmen on October 6, 2020



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
New England Region
CT, ME, MA, NH, RI, & VT

FAA ANE-600
Airports Division (ANE-
600)
1200 District Avenue
Burlington, MA 01803

9f

Airport Rescue Grant Transmittal Letter

December 15, 2021

Mr. Dennis Simmons
Town Manager
Wiscasset Airport
51 Bath Road
Wiscasset, ME 04578

Dear Mr. Simmons:

Please find the following electronic Airport Rescue Grant Offer, Grant No. 3-23-0049-028-2022 for Wiscasset Airport. This letter outlines expectations for success. Please read and follow the instructions carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant, followed by the attorney's certification, no later than **January 28, 2022** in order for the grant to be valid.
- c. You may not make any modification to the text, terms or conditions of the grant offer.
- d. The grant offer must be digitally signed by the sponsor's legal signatory authority and then routed via email to the sponsor's attorney. Once the attorney has digitally attested to the grant, an email with the executed grant will be sent to all parties.

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System. The terms and conditions of this agreement require you draw down and expend these funds within four years.

An airport sponsor may use these funds for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Please refer to the [Airport Rescue Grants Frequently Asked Questions](#) for further information.

With each payment request you are required to upload an invoice summary directly to Delphi. The invoice summary should include enough detail to permit FAA to verify compliance with the American Rescue Plan Act (Public Law 117-2). Additional details or invoices may be requested by FAA during the review of your payment requests.

As part of your final payment request, you are required to include in Delphi:

- A signed SF-425, *Federal Financial Report*
- A signed closeout report (a sample report is available [here](#)).

Until the grant is completed and closed, you are responsible for submitting a signed and dated SF-425 annually, due 90 days after the end of each Federal fiscal year in which this grant is open (due December 31 of each year this grant is open).

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

I am readily available to assist you and your designated representative with the requirements stated herein. The FAA sincerely values your cooperation in these efforts.

Sincerely,

Julie Seltsam-Wilps
Julie Seltsam-Wilps (Dec 15, 2021 07:00 EST)

Julie Seltsam-Wilps

Deputy Director, Airports Division



U.S. Department
of Transportation
Federal Aviation
Administration

AIRPORT RESCUE GRANT

GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date December 15, 2021

Airport/Planning Area Wiscasset Airport

Airport Rescue Grant No. 3-23-0049-028-2022

Unique Entity Identifier 071734370

TO: Town of Wiscasset, ME
(herein called the "Sponsor")

FROM: The United States of America (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA an Airport Rescue Grant Application dated November 17, 2021, for a grant of Federal funds at or associated with the Wiscasset Airport, which is included as part of this Airport Rescue Grant Agreement;

WHEREAS, the Sponsor has accepted the terms of FAA's Airport Rescue Grant offer;

WHEREAS, in consideration of the promises, representations and assurances provided by the Sponsor, the FAA has approved the Airport Rescue Grant Application for the Wiscasset Airport, (herein called the "Grant" or "Airport Rescue Grant") consisting of the following:

WHEREAS, this Airport Rescue Grant is provided in accordance with the American Rescue Plan Act ("ARP Act", or "the Act"), Public Law 117-2, as described below, to provide eligible Sponsors with funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Airport Rescue Grant amounts to specific airports are derived by legislative formula (See Section 7102 of the Act).

WHEREAS, the purpose of this Airport Rescue Grant is to prevent, prepare for, and respond to the coronavirus pandemic. Funds provided under this Airport Rescue Grant Agreement must be used only for purposes directly related to the airport. Such purposes can include the reimbursement of an airport's operational expenses or debt service payments in accordance with the limitations prescribed in the Act.

Airport Rescue Grants may be used to reimburse airport operational expenses directly related to Wiscasset incurred no earlier than January 20, 2020.

Airport Rescue Grants also may be used to reimburse a Sponsor's payment of debt service where such payments occur on or after March 11, 2021. Funds provided under this Airport Rescue Grant Agreement will be governed by the same principles that govern "airport revenue." New airport development projects not directly related to combating the spread of pathogens may not be funded with this Grant. Funding under this Grant for airport development projects to combat the spread of pathogens will be reallocated using an addendum to this Agreement for identified and approved projects.

NOW THEREFORE, in accordance with the applicable provisions of the ARP Act, Public Law 117-2, the representations contained in the Grant Application, and in consideration of (a) the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Grant and in compliance with the conditions as herein provided,

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100% percent of the allowable costs incurred as a result of and in accordance with this Grant Agreement.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$32,000, allocated as follows:
 - \$32,000 ARPA KW2022
2. **Grant Performance.** This Airport Rescue Grant Agreement is subject to the following Federal award requirements:
 - a. The Period of Performance:
 1. Shall start on the date the Sponsor formally accepts this agreement, and is the date signed by the last Sponsor signatory to the agreement. The end date of the period of performance is 4 years (1,460 calendar days) from the date of acceptance. The period of performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.
 2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions, or budget periods. (2 Code of Federal Regulations (CFR) § 200.1)
 - b. The Budget Period:
 1. For this Airport Rescue Grant is 4 years (1,460 calendar days). Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the budget period.
 2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to § 200.308.
 - c. Close out and Termination.

1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the period of performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the Grant within one year of the period of performance end date with the information available at the end of 120 days. (2 CFR § 200.344)
2. The FAA may terminate this Airport Rescue Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.
3. **Unallowable Costs.** The Sponsor shall not seek reimbursement for any costs that the FAA has determined to be unallowable under the ARP Act.
4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the Grant Application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages only.
5. **Final Federal Share of Costs.** The United States' share of allowable Grant costs is 100%.
6. **Completing the Grant without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the Grant without undue delays and in accordance with this Airport Rescue Grant Agreement, the ARP Act, and the regulations, policies, standards, and procedures of the Secretary of Transportation ("Secretary"). Pursuant to 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from funding eligible expenses under the Grant that exceeds three months or a 25 percent reduction in time devoted to the Grant, and request prior approval from FAA. The report must include a reason for the stoppage. The Sponsor agrees to comply with the attached assurances, which are part of this agreement and any addendum that may be attached hereto at a later date by mutual consent.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs unless this offer has been accepted by the Sponsor **on or before January 28, 2022**, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner, including uses that violate this Airport Rescue Grant Agreement, the ARP Act, or other provision of applicable law. For the purposes of this Airport Rescue Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement(s). The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or relate to this Airport Rescue

Grant Agreement, including, but not limited to, any action taken by a Sponsor related to or arising from, directly or indirectly, this Airport Rescue Grant Agreement.

11. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**
 - a. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
 - b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit or governmental entity. A UEI may be obtained from SAM.gov at <https://sam.gov/SAM/pages/public/index.jsf>.
12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi Invoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
13. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Agreement.
14. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
15. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 United States Code (U.S.C.) § 50101, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured goods produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.
16. **Audits for Sponsors.**

PUBLIC SPONSORS. The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA.
17. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:
 - a. Verify the non-Federal entity is eligible to participate in this Federal program by:
 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
 2. Collecting a certification statement from the non-Federal entity attesting the entity is not excluded or disqualified from participating; or

3. Adding a clause or condition to covered transactions attesting the individual or firm is not excluded or disqualified from participating.
- b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g., subcontracts).
- c. Immediately disclose to the FAA whenever the Sponsor (1) learns the Sponsor has entered into a covered transaction with an ineligible entity, or (2) suspends or debars a contractor, person, or entity.

18. Ban on Texting While Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to this Airport Rescue Grant or subgrant funded by this Grant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - A. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - B. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded by this Airport Rescue Grant.

19. Trafficking in Persons.

- a. You as the recipient, your employees, subrecipients under this Airport Rescue Grant, and subrecipients' employees may not –
 1. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 2. Procure a commercial sex act during the period of time that the award is in effect; or
 3. Use forced labor in the performance of the award or subawards under the Airport Rescue Grant.
- b. The FAA as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –
 1. Is determined to have violated a prohibition in paragraph a. of this Airport Rescue Grant Agreement term; or
 2. Has an employee who is determined by the agency official authorized to terminate the Airport Rescue Grant Agreement to have violated a prohibition in paragraph a. of this Airport Rescue Grant term through conduct that is either –
 - A. Associated with performance under this Airport Rescue Grant; or

- B. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by the FAA at 2 CFR Part 1200.
- c. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a. of this Grant condition during this Airport Rescue Grant Agreement.
- d. Our right to terminate unilaterally that is described in paragraph a. of this Grant condition:
 - 1. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and
 - 2. Is in addition to all other remedies for noncompliance that are available to the FAA under this Airport Rescue Grant.

20. **Employee Protection from Reprisal.**

- a. Prohibition of Reprisals —
 - 1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (a)(2) of this Grant condition, information that the employee reasonably believes is evidence of:
 - a. Gross mismanagement of a Federal grant;
 - b. Gross waste of Federal funds;
 - c. An abuse of authority relating to implementation or use of Federal funds;
 - d. A substantial and specific danger to public health or safety; or
 - e. A violation of law, rule, or regulation related to a Federal grant.
 - 2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - a. A member of Congress or a representative of a committee of Congress;
 - b. An Inspector General;
 - c. The Government Accountability Office;
 - d. A Federal employee responsible for oversight or management of a grant program at the relevant agency;
 - e. A court or grand jury;
 - f. A management official or other employee of the Sponsor, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct; or
 - g. An authorized official of the Department of Justice or other law enforcement agency.
 - 3. Submission of Complaint — A person who believes that they have been subjected to a reprisal prohibited by paragraph a. of this Airport Rescue Grant Agreement may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
 - 4. Time Limitation for Submittal of a Complaint — A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.

5. Required Actions of the Inspector General — Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).
 6. Assumption of Rights to Civil Remedy — Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).
21. **Limitations.** Nothing provided herein shall be construed to limit, cancel, annul, or modify the terms of any Federal grant agreement(s), including all terms and assurances related thereto, that have been entered into by the Sponsor and the FAA prior to the date of this Airport Rescue Grant Agreement.
22. **Face Coverings Policy.** The sponsor agrees to implement a face-covering (mask) policy to combat the spread of pathogens. This policy must include a requirement that all persons wear a mask, in accordance with Centers for Disease Control (CDC) and Transportation Security Administration (TSA) requirements, as applicable, at all times while in all public areas of the airport property, except to the extent exempted under those requirements. This special condition requires the airport sponsor continue to require masks until Executive Order 13998, Promoting COVID-19 Safety in Domestic and International Travel, is no longer effective.

SPECIAL CONDITIONS FOR USE OF AIRPORT RESCUE GRANT FUNDS

CONDITIONS FOR EQUIPMENT -

1. **Equipment or Vehicle Replacement.** The Sponsor agrees that when using funds provided by this Grant to replace equipment, the proceeds from the trade-in or sale of such replaced equipment shall be classified and used as airport revenue.
2. **Equipment Acquisition.** The Sponsor agrees that for any equipment acquired with funds provided by this Grant, such equipment shall be used solely for purposes directly related to combating the spread of pathogens at the airport.
3. **Low Emission Systems.** The Sponsor agrees that vehicles and equipment acquired with funds provided in this Grant:
 - a. Will be maintained and used at the airport for which they were purchased; and
 - b. Will not be transferred, relocated, or used at another airport without the advance consent of the FAA.

The Sponsor further agrees that it will maintain annual records on individual vehicles and equipment, project expenditures, cost effectiveness, and emission reductions.

CONDITIONS FOR UTILITIES AND LAND -

4. **Utilities Proration.** For purposes of computing the United States' share of the allowable airport operations and maintenance costs, the allowable cost of utilities incurred by the Sponsor to operate and maintain airport(s) included in the Grant must not exceed the percent attributable to the capital or operating costs of the airport.
5. **Utility Relocation in Grant.** The Sponsor understands and agrees that:
 - a. The United States will not participate in the cost of any utility relocation unless and until the Sponsor has submitted evidence satisfactory to the FAA that the Sponsor is legally responsible for payment of such costs;

- b. FAA participation is limited to those utilities located on-airport or off-airport only where the Sponsor has an easement for the utility; and
- c. The utilities must serve a purpose directly related to the Airport.

The Sponsor's acceptance of this Offer and ratification and adoption of the Airport Rescue Grant Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor. The Offer and Acceptance shall comprise an Airport Rescue Grant Agreement, as provided by the ARP Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to this Grant. The effective date of this Airport Rescue Grant Agreement is the date of the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated December 15, 2021

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

Julie Seltsam-Wilps
Julie Seltsam-Wilps (Dec 15, 2021 07:00 EST)
(Signature)

Julie Seltsam-Wilps
(Typed Name)

Deputy Director, Airports Division
(Title of FAA Official)

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Airport Rescue Grant Application and incorporated materials referred to in the foregoing Offer under Part I of this Airport Rescue Grant Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Airport Rescue Grant Application and all applicable terms and conditions provided for in the ARP Act and other applicable provisions of Federal law.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct. ¹

Dated

Town of Wiscasset, ME

(Name of Sponsor)

(Signature of Sponsor's Designative Official/Representative)

By:

(Type Name of Sponsor's Designative Official/Representative)

Title:

(Title of Sponsor's Designative Official/Representative)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

10a



Town of Wiscasset

Office of the Town Manager

December 21, 2021

To: Wiscasset Selectboard

Ref: Town Manager's report

Optimus TIF application has been completed and sent off to the Department of Economic & Community Development. The process is expected to take about 6-8 weeks. In the meantime, Optimus has reached out to the code enforcement officer to get started with the process of going before the planning board.

Filters have been installed on the two wells by the old landfill containing PFAS. The total costs were \$10,096 and we have requested reimbursement from the state of \$9,086 (90%). The DEP thanked us for being so prompt. Thank you to Ted for overseeing this and getting it done quickly.

Airport has been awarded the \$32,000 Airport Rescue Grant that the Board authorized me to apply for. I now need Board approval to accept the funds. In your motion to approve please use the language provided on the agenda. Our attorney will need copies of the minutes showing specific approval before she can sign off.

Energy prices are on the move and I would like to continue to move forward on the Net Energy Billing program. The previous presentation by ReVision Energy regarding the NEB program seemed to leave at least some Board members and members of the public with more questions than answers on how this program works. I have invited Adam Teff of Titan Energy to your meeting to discuss the program and hopefully give everyone a better understanding. Adam came recommended by the town manager in Winslow.

In order to be eligible for certain federal grants, all towns must have an approved hazard mitigation plan. The county and its municipalities work together to develop a county-wide plan. It is required to be updated every five years. The county has updated the plan and now each town must approve it. Because it is a large document, I sent to you via email. Updates are summarized at the beginning of each Element of the plan. I am asking the Board to approve the updated Lincoln County Hazard Mitigation Plan Update 2021.

Under the authority of 30-A MRSA §5603 the town adopted a Check Disbursement Policy allowing the Treasurer to disburse funds for certain items (such as payroll, education expenses, state payments etc.) upon review and signature of one Selectboard member. The statute requires the policy be renewed annually and I am asking the Board to renew the current policy.

The Art Gallery has contacted me about moving forward with the long-term lease for the Red Brick School. I am asking the Board to appoint a member to work with me on developing this lease.

Meadow Dibble from the Permanent Commission on the Status of Racial, Indigenous, and Tribal Populations has reached out to me about coming and speaking to the Board about James Weldon Johnson. Some of you may have met Meadow at the recent event in town about JWJ. After discussing this with her we are both in agreement that a regular meeting might not be the best venue for this discussion. I am asking the Board for some guidance as to how they wish to handle this request.

The employees at the Wastewater plant sent a nice thank you email for the premium pay. I have received many a verbal "thank you" as well.

The new ambulance has finally arrived and has been placed into service. It took over a year from start to finish. The trade-in value of the old ambulance was basically nothing. The box was older than the chassis, having been remounted from an earlier ambulance, and was experiencing electrical issues that, as is, makes it unsuitable as an ambulance without extensive repairs. (Hence the reason we chose it for replacement). In his budget request last year, Rob Lalli asked about getting a utility truck for the Wastewater Department, one that they could store their tools and equipment on so that they would not have to load and unload the pick up each time they had to go on a service or emergency call. As an alternative I suggested the old ambulance. They will not be putting many miles on it and they will not need the power to the box. It has many compartments and drawers for storage. Given the low trade-in value I feel this will extend the town's investment for several more years, save on buying another more expensive vehicle and provide the department with the equipment to better do their jobs.

Rick Tetrev's airport report is noteworthy. His description of the medical flight to Boston was not only touching, but reminded me of something that I think we all sometimes lose sight of. By their very nature, many of our departments and service are "in your face". People are reminded of our public safety services every time they hear a siren or appreciate our parks & recreation staff when they see the beautiful Christmas lights. All this is happening while, simultaneously, our other departments go about their daily tasks with equal importance and less fanfare. All of our employees are part of the team that is working to make Wiscasset a great place to visit, raise a family, or run a business. I am proud of all of our employees and volunteers and extend my heartfelt thanks to everyone. May whatever holiday you celebrate be joyous and may we all have a safe and prosperous New Year.