

WISCASSET SELECTBOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
August 2, 2022
In person and via zoom

Preliminary Minutes

Present: James Andretta, Terry Heller, Vice Chair Dusty Jones, Bill Maloney, Chair Sarah Whitfield, and Town Manager Dennis Simmons

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

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

a. Terry Heller moved to approve the payroll warrants of July 22 and July 29, 2022. Vote 5-0-0.

b. Terry Heller moved to approve the accounts payable warrants of July 26 and August 2, 2022. Vote 5-0-0.

3. Approval of Minutes

James Andretta moved to approve the minutes of July 19 and July 26, 2022, as amended. Vote 5-0-0.

4. Special Presentations or Awards – none

5. Committee appointments – none

6. Public Hearings

a. Liquor License renewal for Cecilio Juntura, DBA Taste of the Orient, 306 Bath Road: **Bill Maloney moved to open the public hearing at 6:04 p.m. Vote 5-0-0.** Cecilio Juntura, owner of the restaurant/motel since 1991, complained about the delay in issuing licenses in the past. Dennis Simmons explained the process and advised Mr. Juntura to submit his application well in advance of the expiration date. Chief Hesseltine spoke in opposition to the renewal because of the number of complaints he had received regarding the restaurant, bar and motel and the number of times his officers had responded to calls, 48 so far this year. He said the restaurant had been closed by the Health Department in the past and had been the site of drug activity. **Terry Heller moved to close the public hearing at 6:15 p.m. Vote 5-0-0. Dusty Jones moved to deny the liquor license renewal application for Taste of the Orient. Vote 5-0-0.**

7. Public Comment

Bill Maloney read a note from Judy Colby regarding LD 290, an act to stabilize property taxes for individuals 65 years of age or older who have owned a homestead for at least 10 years. The program goes into effect August 8 and applications will be available at the Town Office September 1. Applications for the following year are due December 31. She asked the selectboard to do a bulk mailing to residents about the new bill and include information on the homestead exemption, as new residents may not be aware of the legislation.

8. Department Head or Committee Chair

9. Unfinished Business

a. Community Resilience Partnership: Dennis Simmons advised the board that the Lincoln County Planning Commission would be unable to assist the board with the program and had recommended that the board select a service provider. Simmons said Shri Verrill, owner of Sunrise Ecologic and a service provider, who made a presentation at the previous meeting, was unable to attend this meeting. There was a consensus to move ahead with Ms. Verrill. **Terry Heller moved to authorize the Town Manager to enter into a commitment with Shri Verrill, Sunrise Ecologic, for services for the Community Resilience Partnership. Vote 5-0-0.**

b. Communication Plan, TextMyGov presentation: Spencer Frandsen and Jon Myers were present representing TextMyGov. Frandsen described the texting tool his company offers that will allow the Town to communicate by text with residents for notifications of meetings, cancellations, road closures, etc. and supply automatic replies to questions. He said no equipment is needed. Town personnel would be trained. Set-up will require 30 to 60 days. Annual cost for 25,000 texts is \$2700; first year cost including set-up and training fee is \$5,550. The program will not replace the website but will increase communication. Simmons said ARPA funds could be used for this purpose. There was a consensus to try the system. Simmons will draw up a contract to be signed at the next meeting.

10. New Business

a. New Business License Application: Cozy Harbor Group, 263 Bath Road. **Dusty Jones moved to approve the business license application for Cozy Harbor Group. Vote 5-0-0.**

b. Approval of Central Maine Power Pole Permit application Hodge Street: **Dusty Jones moved to approve the Central Maine Power Pole Permit application for Hodge Street (work order #10300885098). Vote 5-0-0.**

11. Town Manager's Report

Dennis Simmons reported that he had appointed Earl Babcock as Deputy Public Works Director.

30,001

The town's ~~\$30,000~~ bid for the China police cruiser was accepted. The purchase will save the town \$25,000; a new cruiser would cost \$55,000.

WORST

A complaint that private information had been released by the town had been filed by Craig Worcester. Simmons said no information was released without approval of the attorneys and the attorneys will be filing a motion to dismiss.

12. Other Board Business

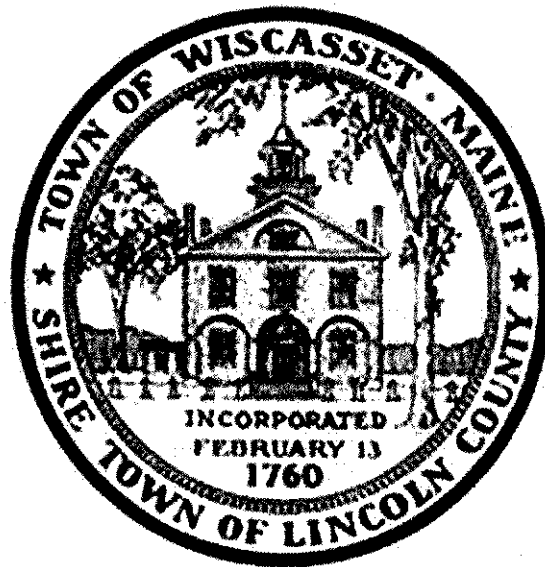
Discussion on the proposed marijuana ordinance was postponed.

13. Adjournment

Terry Heller moved to adjourn the meeting at 6:52 p.m. Vote 5-0-0.

8a

Town of Wiscasset
July 2022
Monthly Reports





Town of Wiscasset

AIRPORT REPORT

To: Dennis Simmons, Town Manager
From: Rick Tetrev, Airport Manager
Re: July Monthly Report
Date: August 10, 2022

Fuel Sales

- 100LL Avgas \$18,771.81 (2,630.140 gallons)
- Jet A \$4,447.69 (575.380 gallons)

Budget

- Revenues: Considering we did not open the airport until July 20, we brought in \$2,996.01 in revenue. In the June report I noted that there would be a significant amount of fuel that would be in "Special Reserve" that would make a difference on the revenue side of the budget for last fiscal year. I expected it would be a plus up of around 27K. The final amount is \$27,611.56.
- Expenditures: In July our annual property and casualty insurance payment is due, this year it was \$1,756.75, and there was some much needed maintenance on the main door of the FBO building for \$782.97. These were our most significant expenses other than payroll.

Operations

- Our daily average for the 12 days that we had flight ops was 15 per day.
- Fuel tanks. Last month I reported on the refurbishment of both the 100LL and JetA tanks. In June, we did the final touches as we replaced the fuel filters (filters were not in stock in May).

General Comments

- Flight activity is down from pre-COVID days. The cost of fuel is affecting the amount of flying across all General Aviation (GA) flying. Our pilots that have flown cross-country tell me that the "chatter" on the radios is almost nonexistent once they get 200 miles beyond the coast heading west. Currently our fuel price is \$7.61 per gallon for Aviation fuel and \$7.73 for Jet A. As of the date of this report, we have had a fuel delivery of Aviation fuel. I have not received the bill to date, and expect it to be less than the last delivery and can lower the price.

Respectfully submitted,

Rick Tetrev

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



Town of Wiscasset

CODE ENFORCEMENT REPORT

To: Dennis Simmons, Town Manager
From: Bruce Mullins, Code Enforcement Officer
Re: August Monthly Report
Date: August 1, 2022

July 2022 Activity

Building Permits:

Young's Point Road:	New Home
Chewonki Neck Road:	Outside Staircase
Old Sheepscot Road:	Garage
Willow Lane:	Bedroom and Bathroom Addition
Fort Hill Street:	Deck
Alna Road:	Deck and Shed
Hale Pond Road:	Shed
Federal Street:	Home
Fort Hill Street:	Bath Room Remodel
Churchill Street:	Deck
Upland Road:	Home

Plumbing Permits:

Water Street:	INT
Young's Point Road:	SSWD
Old Bath Road:	INT
Willow Lane:	INT
Red Oak Drive:	INT
Fort Hill Street:	INT
Red Oak Drive:	SSWD
Upland Road:	SSWD
Federal Street:	INT

Inspections:

Red Oak Drive, Whippoorwill Mobile Home Park, Bog Road, Summer Street, Water Street, Ice Pond Lane, Beechnut Hill Road, Air Port Solar, Young's Point Road, Harry Hilton, Cushman Point Road, Fort Hill Street, Town Pier, Railroad Avenue, Hodge Street, West Alna Road, Old Bath Road, Churchill Street, Market Place, Bradford Road, Old Dresden Road, Gardiner Road, Gibbs Road, Washington Street, Hemlock Road, Old Sheepscot Road, Brown Road, Ice Pond Lane, High Street, Lowelltown Road

No Correspondence



Town of Wiscasset

To: Dennis Simmons, Town Manager
From: Erin Bean, EMS Director
Re: July Monthly Report
Date: August 10, 2022

Runs by Town

Scene Incident City Name	Number of Runs	Percent of Total Runs
Wiscasset	37	60.66%
Dresden	13	21.31%
Westport Island	4	6.56%
Boothbay	2	3.28%
Damariscotta	2	3.28%
Alna	1	1.64%
Pittston	1	1.64%
Rockport	1	1.64%
	Total: 61	Total: 100.00%

We are starting out the new year, no spending yet to report.

We have gotten the new Ambulance ordered! It will be the same as 78 with a few minor changes. They are still expecting it to take 24 months for delivery. Dennis is helping us to find ways to afford the powerlift due to the increases in everything, the cost has increased by nearly \$25,000.00.

We have had several CPR classes and are getting requests regularly for more! This is a great thing having so many people in the general public being able to perform this skill effectively.

We have put out the add for the full-time positions and have not gotten any applicants yet from outside.

We are planning on ordering the AED's this month to replace the failing ones around town. We will use some funds from the EMS donations to do this.

Hope everyone has a healthy August. Please remember to number your homes with large visible from the road numbers that are reflective!



Town of Wiscasset

FIRE DEPARTMENT REPORT

To: Dennis Simmons, Town Manager
From: Robert Bickford, Fire Chief
Re: July Monthly Report
Date: August 10, 2022

Operations:

The fire department responded to 18 calls for service during the month of July. This is right in line with our average for this time of year.

The calls for the month break down as follows: 4 motor vehicle accidents, 4 structure fires, 2 grass / brush fires, 2 fire alarms, 1 smoke investigation, 2 assists to EMS and 3 "other".

Of the 18 calls this month, 15 were in Wiscasset. We assisted Edgecomb Fire Department twice and Woolwich once.

Training:

Training for the month included car fires at the training site cold water rescue at the waterfront using our cold water rescue suits and the rescue boat and deploying and advancing hoselines at the training site.

Staffing:

Our staffing level remains at 21 active members and 6 on the Lifetime Members roster.

Events:

We were pleased to participate in this years' Fourth of July parade. Our apparatus is a great source of pride to our members and when we get to show it off, we jump at the opportunity.

We are also happy to announce that, after some negotiating on the part of the town manager our new tanker has been ordered. We would, once again, like to thank the voters for approving this much needed piece of equipment. We are looking forward to a mid to late summer 2023 delivery. We will keep you posted.

Respectfully submitted,
Rob Bickford



Town of Wiscasset

WISCASSET POLICE DEPARTMENT

To: Dennis Simmons, Town Manager
From: Lawrence Hesselstine, Wiscasset Police Chief
RE: July Monthly Report
Date: August 1, 2022

The Police Department responded to 547 calls for service during the month of July. There were 346 calls for service July 2021.

Officers responded to 13 reportable motor vehicle accidents in the Month of July and performed 187 motor vehicle stops.

There were 32 arrests for the following:

Assault
Violating Condition of Release
Theft by Unauthorized Taking or Transfer
Criminal Threatening with a Dangerous Weapon
Refusing to Submit to Arrest or Detention
Operating After License Suspension
Leaving Scene of Motor Vehicle Accident
Unlawful Possession of Scheduled Drug
Domestic Violence Assault
Kidnapping
OUI (alcohol)
Unlawful Trafficking in Scheduled Drugs
Assault on an Officer

Calls for Service

9-1-1 CHECK	
ABANDONED MV	1
Administrative	1
ALARM BURGLAR	13
ANIMAL COMPLAINT	5
ASSIST CITIZEN	23
ASSIST OTHER AGENCY	4
ATTEMPT TO LOCATE	3



Town of Wiscasset

Police Report

BURGLARY	2
COMMUNITY POLICING	5
CRIMINAL MISCHIEF	3
DEATH INVESTIGATION	1
DISABLED MV	5
DOMESTIC DISTURBANCE	5
DRUG INVESTIGATION	1
ERRATIC OPERATIONS	25
ESCORT/TRANSPORT	2
FIRE ALARM	2
FIREWORKS	2
FOUND/LOST PROPERTY	4
HARASSMENT	2
HARBOR MASTER	21
JUVENILE PROBLEM	2
LOUD NOISE	1
MEDICAL EMERGENCY	11
MENTAL HEALTH (PD's ONLY)	8
MOTOR VEHICLE ACCIDENT	18
MOTOR VEHICLE STOP	187
Parking Enforcement	1
PARKING PROBLEM	11
PEDESTRIAN CHECK	2
POLICE INFORMATION	6
PROPERTY CHECK	107
SERVICE	4
Sex Offender Registration	1
SPECIAL DETAIL	3
SUSPICIOUS ACTIVITY	15
THEFT / FORGERY / FRAUD	8
THREATENING	1
TRAFFIC HAZARD	13
TRESPASSING	2
UNWANTED SUBJECT	4
WARRANT ARREST	3
WELFARE CHECK	6
	547



Town of Wiscasset

PUBLIC WORKS/TRANSFER STATION DEPARTMENTS

To: Dennis Simmons, Town Manager
From: Theodore Snowdon, Public Works Director
Re: July Monthly Report
Date: August 10, 2022

Operations:

The month of July, for the Transfer/Public Works has been in full swing keeping up with summer priorities. I am proud to say our new maintenance truck is in service. In addition to our day-to-day duties, we have managed to:

- Cemetery stone repair/mowing.
- Ditching throughout the town.
- Road side grass cutting.
- Creamery pier plank replacement.
- Old land fill mowing.
- Airport bush hogging and mowing.
- Road stripping sidewalks though out the town.
- Grader work on Dickerson Road.
- Ongoing clean up throughout the town.
- Culvert maintenance and replacement.
- Assisting in Airport new runway maintenance.
- Removed numerous hazard trees throughout the town.
- Tree trimming throughout the town roads
- Still trying to keep up with beaver dams throughout the town
- Town office grounds keeping.
- 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.

Transfer Station duties

For the Transfer Station things have been slowing down as summer gets on the way, and sanitizing is still taking place throughout the day. Also trucking 3 to 4 loads of garbage per week to Norridgewock, metal and demo to Topsham brush and wood to Boothbay.



Town of Wiscasset

Expense Summary Reports July

Public Works: 7.10%

Transfer Station: 4.98%

Transfer Revenue: 3.88%

Municipal Building: 3.92%

Waterfront: 2.51%

Cemetery: 6.38%

I would also like to mention the hard work and dedication of our Public Works and Transfer Station crew for keeping up with our duties. And the ongoing support from our Town Manager and staff.

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



Town of Wiscasset

HARBORMASTER REPORT

To: Dennis Simmons, Town Manager
From: Lawrence Hesselstine, Harbormaster
Re: July Monthly Report
Date: August 1, 2022

Dock & Mooring Fee's Collected: \$679.00

- AM/PM Harbor Checks
- Collected \$679. dock fees,
- Re-numbered the spots for the work-carts. Removed several worm-carts that were not numbered.
- Working on getting unregistered worm carts registered (#11 and #12) need to be registered.
- Took a complaint from Charles Dyke about a Lobster Buoy being set close to his boat. Dave King was happened to be there and set the buoy over a little out of the way of the mooring.
- Waterfront was very busy over the 4th of July
- Replaced Prop on the Harbor Boat
- Pulled 3 trees from the harbor. Public Works cut up and hauled off.
- Had 1 boat fail to pay dock fee. Had no identifying markings on boat. (Black Whaler)
- Continued to work with Callie and the Online Mooring to get accurate accounting of the mooring field.
- Harbor patrols
- I was out of town for 4 days during the month of June

Larry Hesselstine



Town of Wiscasset

SHELLFISH WARDEN REPORT

To: Dennis Simmons, Town Manager
From: Jonathan Barnes, Shellfish Warden
Re: July Monthly Report
Date: August 12, 2022

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: 4

Warning Issued: 0

Summons Issued and to Whom: 0



Town of Wiscasset

WASTE WATER TREATMENT PLANT

To: Dennis Simmons, Town Manager
From: Robert Lalli, Waste Water Treatment Plant Superintendent
Re: July Monthly Report
Date: August 11, 2022

PLANT OPERATIONS DISCHARGE PERMIT TESTING RESULTS:

Average Plant Flow	0.144 MGD
Licensed flow per day	0.620 MGD
Percent of average flow per day to license limit	23 %
Total Rainfall per month	2.11 inches
BOD EFFLUENT LAB RESULTS (mg/l)	
For monthly average	4.8 mg/L
Weekly average	6 mg/L
Daily max.	6 mg/L
All within license limits	YES
BOD Effluent Removal %	99 %
Required%	85 %
TSS EFFLUENT LAB RESULTS (mg/L)	
Monthly average	4 mg/L
Weekly average	5 mg/L
Daily max.	5 mg/L
all within license limits	YES
TSS Effluent % Removal	99%
Required%	85%
Settable Solids within license limit of 0.3 mL/L	YES
PH within license limits of 6-9	YES
BACTERIA RESULTS	
Fecal (tracked Year-Round) Instant Daily max	11 cfu/100m
(31)	1.59 cfu/100 ml
Geometric Mean (13)	10 cfu/100ml
Enterococci (April 15 – Oct. 31) Instant Daily	1.52cfu/100ml
max(8)	
Geometric Mean (54)	
TOTAL RESIDUAL CHLORINE	
RESULTS (mg/l)	0.13 mg/l
Instant daily max (0.3 mg/L)	0.042 mg/l
Monthly Avg. max (0.1 mg/L)	



Town of Wiscasset

LINCOLN COUNTY ARPA FUND GRANT: A \$200,000 Lincoln County ARPA Fund Grant will be used to purchase 4 more backup power generators for Wiscasset Sewer Department pumping stations. A purchase order was issued for the purchase through Machinery Service Company, Inc., which has procured and will be installing the first 4 (previously ordered) generators, now being delivered.

The new purchase price is \$205,000 total, with additional installation costs being approximately \$110,00 (the extra will be paid for through the \$209,000 awarded to the Sewer Department by Wiscasset voters, on the Town Warrant). The lead time on delivery of these 4 generators is 62 weeks!

OLVER ENGINEERING STUDIES UPDATE: Olver Associates, Engineers, have completed the long-awaited Climate Adaptation Plan study and sent it to Maine DEP for their review, in July.

The Study shows a plan which could preserve the existing Sewer Plant site against rising tides, climate change, and big storms, by building a 7' concrete wall around the premises. Everything inside the Plant wall would then be raised up out of cellars and basements. Equipment now at Plant parking lot level would need to be raised up about 5 feet. All tank walls would also be raised. Plant employees would need a flood access plan to reach the plant, should a flood or major hurricane strike (a boat?). The cost to perform this storm-proofing project, in today's dollars, would be about \$20,000,000. This would certainly be less expensive than the estimated \$35 to \$45 million cost to move the plant elsewhere.

Please note that even if the Plant is storm proofed, the Sewer Department is required to perform a Climate Adaptation Plan every 20 years. Climate conditions could possibly make the DEP require the Plant to move that time, even if \$20 million was spent now.

Whether we stay, or move to another location, the Federal Government has been generous in providing funding for climate change projects. It is possible that we could acquire some of that money for this project.

SEWER BILLING RATES: The new Sewer Department billing rates and policy went into effect on July 1, 2022. Many thanks to the Wiscasset Select Board and Dennis Simmons for getting our badly needed rate increase instituted.

NEW SEWER DEPARTMENT HIRE: We were pleased to hire a new Sewer Department employee on July 25! We welcome James Sonia who becomes the 4th Sewer Plant employee, fulfilling the requirement set forth in our 2018 DEP Consent Order. Jim has a background in sewer work, particularly pumps, pumping stations, and pipe work. He will be a great asset to our team.

PUMP STATION GENERATORS: Site work has begun at the first 4 pumping stations to get permanent backup power generators. Pump stations #1, 2 3, and 4 were graded and had concrete base pads poured to support the new generators. The first 2 generators were delivered and will be hooked up shortly. The remaining 2 generators have been shipped and are expected any day now.

SAFETY RELATED: Sewer Department employees installed spill containment decks beneath chemical drums at the Plant. The decks act as secondary containment, safely catching and containing chemical leaks from those drums.

DIGESTER PUMP: A malfunctioning decant pump on our digester tank was replaced, along with the nearby power outlet.



Town of Wiscasset

ANNUAL LAB CERTIFICATION TESTING: On July 13, Sewer Department lab technician Ray Bellefleur performed DEP required annual lab proficiency testing.

NEW CHEM FEED PUMP CONTROLLER: A new speed control device has been installed on our Sodium Hypochlorite disinfection chemical pump. The pump often runs at close to its maximum feed rate (16 gallons per day) in hot weather. The controller will enable us to increase the speed beyond its maximum rate and magnify our ability to disinfect during high-flow storm events.

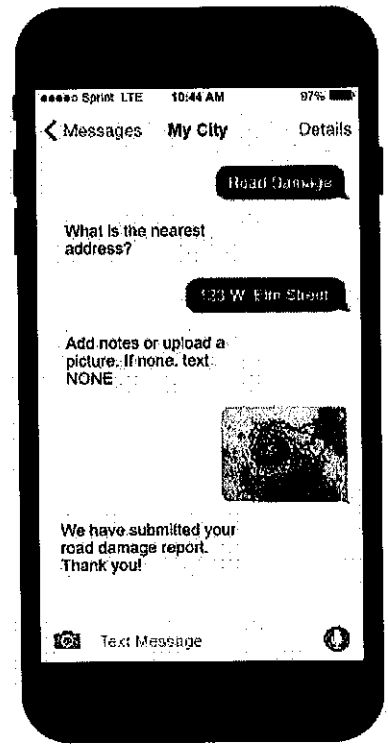
This concludes the Sewer Department Monthly Report for July 2022.

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



TextMyGov
 P.O. Box 3784
 Logan, Utah 84323
 435-787-7222

Partnership Proposal



9a

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, 97% of smartphone owners text regularly.

The technology analysts at Compuware reported that 80 to 90% of all downloaded apps are only used once and then eventually deleted by users.



Communicate

TextMyGov uses smart texting technology to communicate with citizens. Local government agencies can answer questions, send links to their website, and provide details on garbage pickup, utility payments, city news, events, office hours, just to name a few.



Engage

TextMyGov uses smart texting technology to engage with citizens. Citizens can easily report issues to any department, such as potholes, drainage problems, tall grass, junk cars. The issue reporting function can be customized for each department and their most commonly reported items. Agencies can engage citizens and ask specific guided questions regarding location, address, street name, and more. If your goal is to engage with citizens and get smart valuable data- You need TextMyGov.



Boost Website Traffic

TextMyGov uses smart texting technology to maximize a city's website. Citizens can text in keywords like festival, parking, ticketing, meeting, sporting event, etc. The smart texting technology can answer the question or send a link from the city's website with additional information. Local government agencies spend thousands of dollars each year on their website. TextMyGov is the best way to benefit from that investment. If your goal is to benefit from your website investment- You need TextMyGov.



Track

TextMyGov uses smart texting technology to track and record all the information that is sent in. Agencies can track the cell phone number, date, and time of every request. If your agency wants to be compliant with FOIA- You need TextMyGov.



Work

Smart texting uses detailed information to track a citizen's request or create a work order. Work orders and requests can be generated and completed. Smart texting allows you to easily collect information like name, location, street address, and allows the user to upload a photo. If your agency wants to track real requests and real work orders submitted by a real cell phone number- You need TextMyGov.

TextMyGov.com

Getting Started

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

Configuration

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

Media Kit

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

Unlimited Training and Support

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

Subscription Cost Breakdown

This quote represents a subscription to TextMyGov with an annual reoccurring charge for a period of two years. The agreement is set to automatically renew on the date of this agreement, after year two. See below for package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at www.TextMyGov.com/terms

Prepared for:
 Wiscasset
 42 Hodge Street
 Wiscasset, ME 04578
 Dennis Simmons (manager@wiscasset.org)

Prepared by:
 Jonathan Myers
 Account Executive
 P.O. Box 3784
 Logan, UT 84323

Package	Package Price	Billing
TextMyGov Package includes: <ul style="list-style-type: none"> • TextMyGov Web-Based Software • Local Phone Number • Short Code Number (for outgoing messages) • Unlimited Users • Unlimited Departments • Unlimited Support for Every User • 10 GB Managed online data storage • 50,000 Text Messages per year 	\$3,700	Annual
Implementation/Setup Fee	\$1,850	One Time
Total (First Year):	\$5,550	First Year
Total (Ongoing):	\$3,700	Annual

Notes:

1. This is a two-year contract. After the initial two years, the contract can be canceled by providing 60-day written notice.
2. After the initial two-year contract, the agreement will revert to a year to year.
3. Customer is required to put Text My Gov widget on the Agencies Web Home page.
4. This agreement and pricing were provided at the customer's request and are good for 30 days.
5. Customer is required to provide copy of W-9

Additional Services

TextMyGov provides additional applications and services that can be purchased as part of the TextMyGov solution. These can be added to the customer's annual* cost, upon request.

Enhanced Media & Care Package – Marketing materials and expert implementation to promote and optimize TextMyGov, see us here for additional information- https://textmygov.com/enhanced-media-care/	Price based on Population	Annual
Additional Storage – Each unit of storage contains an additional 100 GB.	\$250	Annual
Additional text messages – Additional text messages can be purchased at any time. (\$750 for 100,000), (\$550 for 50,000), (\$300 for 25,000)	Price based on amount of text messages	Annual

Agreement Confirmation

Implementation Team Information

Name: _____
Title: _____
Email: _____
Office Phone: _____
Cell Phone (Required): _____

Implementation Team Information

Name: _____
Title: _____
Email: _____
Office Phone: _____
Cell Phone (Required): _____

Billing Information

Billing Contact Name: _____
Title: _____
Email: _____
Office Phone: _____
Address: _____
(Please attach copy of W-9 or Tax Exemption form. Must include FEIN #.)

Agreement Signature

Name: _____

Title: _____

Date: _____

Signature: _____

Widget Contact

Name: _____

Title: _____

Date: _____

Signature: _____

(This person is responsible for placing the Text My Gov Widget (see options-<https://support.textmygov.com/widget/>) on the agency's website within 60 days of the signature. The Text My Gov widget will remain on agencies website for the duration of the agreement. This agreement was discounted \$1000/annually so the agency understands that they are required to place and maintain the widget on the agencies website.)

Twilio Contact Authorization

Twilio Authorized Contacts

Employee Name (1): _____

Email: _____

Business Title: _____

Job Position: _____

Phone Number: _____

Employee Name (2): _____

Email: _____

Business Title: _____

Job Position: _____

Phone Number: _____

I confirm that my nominated authorized representatives agree to be contacted by Twilio.

ARTICLE IV - PORT AND HARBOR

I. PURPOSE AND WATERFRONT COMMITTEE

I.I PURPOSE

It is the Town's policy to make Wiscasset's tidal waters and public launching and docking facilities available to the public for responsible use, economic benefit and general enjoyment. [3-99]

1.1.1 The Board of Selectmen shall be authorized to make rules and regulations governing the use of Wiscasset Harbor and all areas set forth in Article IV by resolution, after a public hearing held at least 10 days before their enactment.

1.2 WATERFRONT COMMITTEE

1.2.1 The Board of Selectmen shall appoint a Waterfront Committee, which shall convene from time to time at the request of the Board of Selectmen, the Harbormaster or the Committee's Chair. The composition of the Committee shall be representative of the varied Town interests as determined by the Board of Selectmen. [3-99]

1.2.2 The Waterfront Committee's duty shall be to advise the Board of Selectmen regarding harbor and waterfront facilities, uses and regulations. [3-99]

1.2.3 The Waterfront Committee shall consist of five members each of whom shall serve at the pleasure of the Board of Selectmen. Unless an appointment is sooner terminated by the Board of Selectmen, each Committee member shall serve for 3 years, and the terms of the members shall be staggered. [3-99]

1.2.4 Not more than one (1) non-resident of the Town of Wiscasset may serve as a member. Non-resident members shall not have voting privilege. [6- 16]

2. HARBORMASTER

2.1 APPOINTMENT AND AUTHORITY

The Selectmen shall appoint a Harbormaster, and as necessary, Deputy Harbormasters, who shall enforce the Port and Harbor Ordinance and exercise the

powers granted by 38 MRSA section 1 - 5 as amended, except that they shall not carry weapons or make arrests. [3-99, 3-01]

2.2 TERM

The Harbormaster and any deputies shall serve one-year terms. [3-99]

2.3 COMPENSATION [3-99]

Compensation of the Harbormaster and any deputies shall be set by the Selectmen.

2.4 DUTIES

2.4.1 Enforce the harbor rules and the use of town wharves and floats. [3-99, 3-01]

2.4.2 Advise the Selectmen on matters affecting tidal waters and related public facilities. [3-99]

2.4.3 Assign temporary and permanent berthing and mooring locations within the tidal waters of Wiscasset. [3-99]

2.4.4 Place and maintain or cause to be placed and maintained, either on land or water, such signs, notices, signals, buoys, waterway markers, or control devices as he deems necessary to carry out the provisions of this ordinance, or to secure public safety and the orderly and efficient use of the Wiscasset tidal waters and related public facilities. [3-99]

2.4.5 Designate, and extend as necessary and practicable, with the approval of the Selectmen, sufficient mooring area to meet the needs of the town. [3-99]

2.4.6 Maintain an up-to-date chart of all channels and mooring areas within the tidal waters of Wiscasset. [3-99]

2.4.7 Designate sections of floats and docks where: [3-99]

a. Boats used as tenders may be tied up on a continuing basis.

b. Vessels may be tied up for various purposes, and the length of time such vessels may remain.

c. Lobster, crab, or worm cars may be secured or stored. [3-01]

2.4.8 Maintain clear approach channels to all town landings and launch facilities.

3. MOORINGS

3.1 PERMITS

No mooring shall be placed except under the direction of and with a permit from the Harbormaster. Permits are valid for one calendar year, apply only to the assigned vessel, are not transferable to another owner except as provided below, and are renewable annually by application to the Harbormaster before May 1. Mooring assignments may be transferred only at the request or death of the assignee, only to a member of the assignee's family and only if the mooring assignment will continue to be used for commercial fishing purposes. For the purposes of this section, "member of the assignee's family" means an assignee's parent, child or sibling, by birth or by adoption, including a relation of the half blood, or an assignee's spouse. Any mooring without a permit is subject to removal by the Harbormaster at the owner's expense (see section 3.8). change of vessel requires a new or amended permit. A new permit at another location may be issued provided space is available. [3-99, 3-01, 6-08]

~~3.1.1 UNPAID PERMIT FEES~~

~~Mooring permit fees that are not renewed and paid after one year becomes subject to removal following 14 days' notice sent by first class mail to applicant's address indicated on the mooring assignment permit application.~~

UNPAID PERMIT FEES

Moorings whose permits have expired shall be subject to removal following 14 days' notice sent by first class mail to applicant's address indicated on the mooring assignment permit application.

MOORING BUOYS

Mooring buoys shall be white with a horizontal blue stripe. The Harbormaster shall assign a identifications number to each mooring to be placed by the owner on the mooring buoy. Identification numbers must be at least three inches high and clearly visible at all times. Any mooring not having an identification number is subject to removal by the Harbormaster at the owner's expense. (see section 3.8) [3-99, 3-01]

3.2 TEMPORARY USE

A mooring permit holder may allow the use of his mooring by a boat other than his own for not more than 7 calendar days in one calendar year, provided the boat is of the same size (or smaller) and type as the vessel listed on the mooring

permit, and provided he notifies the Harbormaster of such temporary use. [3-01]

3.3 UNAUTHORIZED USE

No person shall tie a vessel to a mooring owned by someone else without permission of the owner. Enforcement of this section is by civil complaint, not by the Harbormaster. [3-01]

3.4 REGISTER AND MOORING CHART

The Harbormaster shall maintain a public register listing for each mooring: owner's name, residency status, address, and telephone number; the name, length and type of vessel, and whether it is commercial or non-commercial; the type of mooring; and the vessel's registration number. The Harbormaster shall also maintain a mooring chart for each mooring area on which each mooring is indicated by its identification number. [3-99]

3.5 FEES

The Board of Selectmen shall be authorized to set fees for the use of all harbor facilities, after a public hearing held at least 10 days before the fees being set. For purposes of this section a resident is a person who resides at least part of the year in Wiscasset and who pays the boat excise tax in Wiscasset. [3-99, 3-01, 6-13]

3.6 REVOCATION

The Harbormaster may revoke or suspend in writing, giving his reasons, any mooring permit for violations of this ordinance, or in the interest of public safety, or to relieve congestion. [3-99]

3.7 MOORING CONFLICTS

If a conflict develops such that two vessels swinging on their moorings strike each other, the Harbormaster shall direct that one or both of the moorings be removed or moved to a designated location at owner's expense within ten days after the owner receives notification by the Harbormaster, which notice shall be deemed to have been given when the Harbormaster posts, by first class U.S. Mail, a notice to the owner's registered address. In the interest of preserving property the Harbormaster may relocate a vessel on an emergency basis without the owner's permission to another mooring or dock. [3-99, 3-01]

3.8 WAITING LIST

Whenever there are more applicants for a mooring assignment than there are mooring spaces available, the Harbormaster shall create a waiting list in

chronological order of application receipt. When a space becomes available it shall be offered to the first applicant on the list for the configuration and size of whose vessel the space would be suitable except that: [3-99]

- 3.8.1 If less than 10% of all moorings are currently assigned to non-resident commercial applicants, then the next available space, if suitable, shall be offered to the first such applicant on the list; [3-99]
- 3.8.2 If less than 10% of all moorings are currently assigned to non-resident non-commercial applicants, then the next available space, if suitable, shall be offered to the first such applicant on the list; [3-99]
- 3.8.3 If neither non-resident commercial or non-resident non-commercial applicants currently constitute 10% of moorings assigned, then whichever has the lowest percent shall be offered the first available and suitable space; and [3-99]
- 3.8.4 Littoral owners with at least 100 feet of shore frontage who are applying for a mooring in front of their property shall not be placed on a waiting list but assigned a mooring space, based only on the suitability of the location, the ownership of a vessel and payment of the fee. If space fronting their property is not suitable they may apply in the usual manner for mooring space in the designated mooring areas. [3-99]

Applicants may decline a space when offered without losing their position on the list. Waiting list positions may be retained from one year to the next by submitting a new application before May 1st. Applications not renewed shall be removed from the waiting list on that date. [3-99, 6-13]

3.10 INSPECTION OF MOORING

~~All moorings shall be inspected at least every three (3) years by a qualified person at the owner's expense. All defects found will be corrected within a reasonable time to be determined by the Harbormaster. A record of all inspections will be maintained by the Harbormaster. The Harbormaster will supply a list of qualified inspectors. No watercraft will be allowed to remain on an unsafe mooring until the defect is certified corrected.~~

All moorings shall be inspected at least once every three (3) years at the owner's expense by an inspector certified as qualified by the Harbormaster. Watercraft shall not be allowed to remain on an unsafe mooring until the defect is corrected as certified by a qualified inspector. All defects found shall be corrected within a reasonable amount of time as determined by the Harbormaster. A record of all inspections shall be maintained by the Harbormaster.

.11 REMOVAL OF MOORING

In case of the neglect or refusal of the master or owner of any boat or vessel to remove his mooring or to replace it by one of different character, when so directed by the Harbormaster, the Harbormaster shall cause the entire mooring to be removed, and collect from the master or owner of that boat or vessel ~~the sum of \$100~~ — a fee to be determined by the Selectboard for the necessary expenses. [3-99, 3-01] Before removing a permitted mooring or a buoy, the Harbormaster shall notify the owner by mail at his last known address of the action desired of him. [3-99, 3-01]

3.12 REMOVAL OF VESSELS

A Harbormaster, upon receiving complaint from the master, owner or agent of any vessel, shall cause any other vessel or vessels obstructing the free movement or safe anchorage of that vessel to remove to a position to be designated by the Harbormaster and shall cause, without any complaint being made to the Harbormaster, any vessels anchoring within the channel line as established by the municipal authorities, as provided in MRSA 38 Section 2, to remove to such anchorage as the Harbormaster may designate.

If that vessel has no crew aboard or if the master or other person in charge neglects or refuses to move such vessel as directed by the Harbormaster, the Harbormaster may put a suitable crew on board and move that vessel to a suitable berth at a wharf or anchorage or other location at the cost and risk of the owners of the vessel and shall charge \$100, to be paid by the master or owner of that vessel, which charge, together with the cost of the crew for removing that vessel the Harb01master may collect by civil action.

4. HARBOR RULES

- 4.1 No vessel shall be operated within any designated mooring area or approach channel to public launching area or docking facilities at a speed which exceeds five miles per hour or which produces a wash or wake which visibly and unnecessarily disturbs anchored or moored vessels or floats, or endangers or disturbs a person on or near the water. This shall be described as "no wake speed". [3-99]
- 4.2 No person shall use or operate any boat floatplane or other watercraft while under the influence of alcohol or drugs; or recklessly; or so as to cause danger, annoyance or inconvenience to the public anywhere within the tidal waters of Wiscasset. [3-99]
- 4.3 No water skiing shall be allowed within the mooring areas or approach channels.
- 4.4 Lobster traps and pot buoys may only be placed in the designated mooring area so

as to not interfere with any mooring or moored vessel. Any pot buoy interfering or entangled with any mooring or moored vessel must be removed as soon as possible, by the pot buoy owner upon notification by the Harbormaster or any other party. Any pot buoy owner who fails to remove a pot buoy in violation of this section, within forty-eight hours of notification, is subject to the penalties for violation of this ordinance. No other fishing gear such as nets, trawls and the like may be placed in the designated mooring area. [6-13]

4.5 No pot buoys or any other objects or obstructions may be placed in designated approach channels. [3-99, 3-01]

4.6 Vessels anchoring in Wiscasset waters for more than 7 calendar days shall obtain a permit from the Harbormaster and shall be limited to 14 calendar days in any calendar year.

5. USE OF TOWN WHARVES AND FLOATS

5.1 To insure that the Town Landing Facilities are available for use by the general public, the town wharves and floats shall be used only for loading and unloading, with a maximum time limit set by the Harbormaster. Extension of this time limit for reasons of safety or hardship requires written permission from the Harbormaster. [3-99]

5.2 Boats less than 15 ft. in length and used specifically as tenders to vessels moored or anchored in the harbor may tie-up on a continuing basis at specific sides of certain floats designated by the Harbormaster for that purpose. [3-99]

5.3 Swimming and recreational fishing from the Town landings are permitted provided they do not cause litter, disturb the peace, or interfere with the docking or loading or unloading of vessels. [3-99]

5.4 No person shall place or maintain on the Town landing facilities any boats, barrels, boxes, gear, traps, pots, nets, sails, equipment, or other materials longer than is necessary for the prompt loading or unloading of the same. [3-99]

5.5 No person shall deposit or leave rubbish, garbage, or litter of any kind on the Town landings or launching facilities. [3-99]

5.6 The following uses require payment of fees established by the Board of Selectmen: [6-13]

I. Use of designated floats for commercial fishing

2. Use of designated floats for commercial fishing including use of the mast and boom

3. Securing lobster, crab or worm cars to designated floats
4. Overnight tie-up of recreational vessels when permitted

6. POLLUTION OF WATERS

No person shall deposit or sweep or cause to be deposited or swept into the tidal or fresh waters of the Town of Wiscasset any gas, oil, bilge water containing gas or oil, ashes, dirt, stones, gravel, mud, logs, brush, planks, building materials, shells, bait, dead fish, bottles, cans, paint, chemicals, or any other liquid or solid waste or rubbish that floats on, dissolves in, or otherwise pollutes the water, obstructs navigation, or decreases water depth. [3-99]

7. ABANDONMENT OF WATERCRAFT

No person may bring into or maintain in the harbor any derelict watercraft, watercraft for salvage, or abandon any watercraft in the harbor without a permit from the Harbormaster. Whoever does so without permit is guilty of a Class E crime. Watercraft, which is to be salvaged by firms licensed by the State to do salvage work, shall be excluded from this section. The Harbormaster shall be the sole determiner as to what constitutes a watercraft that is derelict and what constitutes a watercraft that is abandoned. [3-99]

8. TOWN RESPONSIBILITY FOR BOATS

The Town accepts no responsibility for preventing damage to boats moving, drifting, anchored, or moored in the harbor or using the Town Landing facilities or launching facilities. Responsibility for the safety of any boat in the harbor lies with its owner or master or his representative. [3-99]

9. POSTING OF ORDINANCE

This ordinance shall be posted at several conspicuous locations at the Town Landing and launching areas. Their removal or defacement is a violation of these ordinances. [3-01]

10. PENALTIES

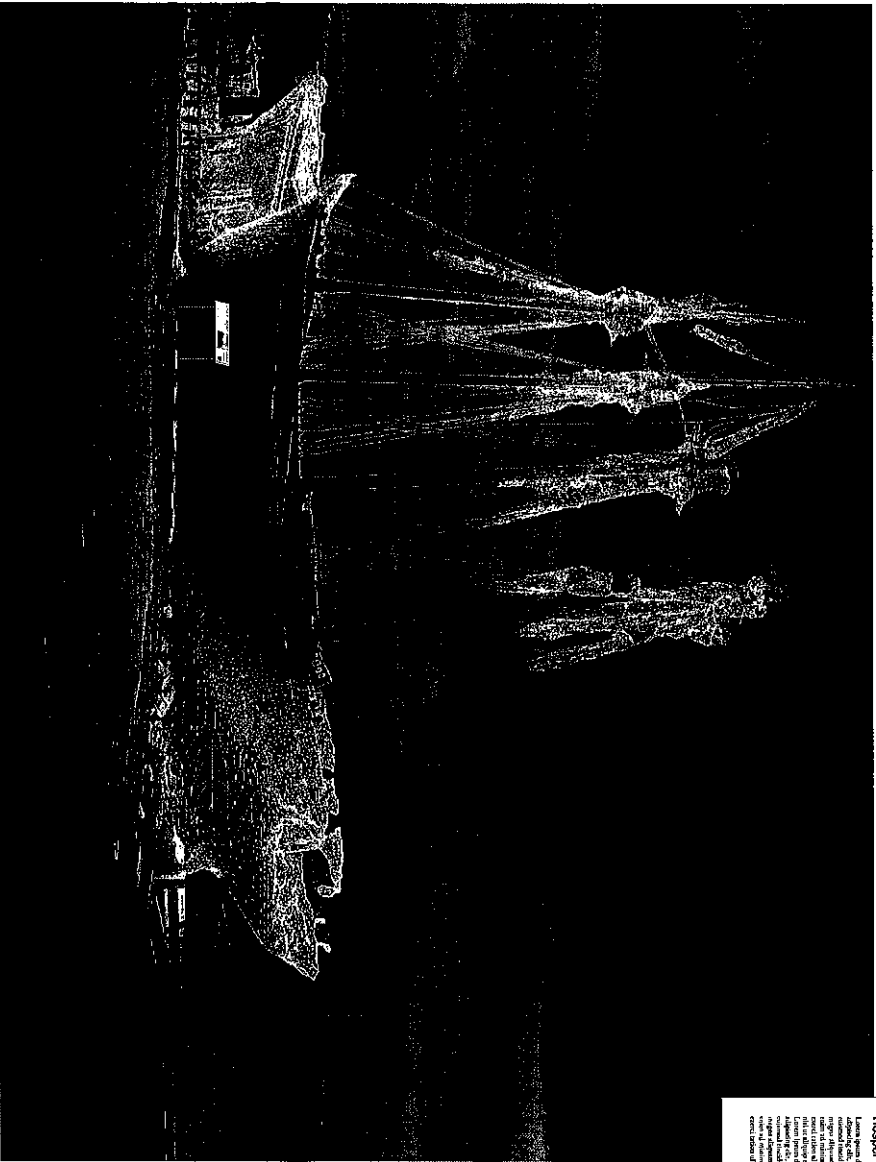
In addition to any penalties imposed by State Law, any person, firm, corporation or other entity who violates any section of this Port and Harbor Ordinance, or who fails to obey lawful orders of the Harbormaster, shall be subject to a fine of \$50.00 (fifty dollars) for each offense. Each day in which a violation is proved to exist shall constitute a separate offense under this Section. [3-99]

11. VALIDITY/SEVERABILITY CLAUSE

If any part of this Ordinance is held to be invalid or unconstitutional, such decision shall not affect the validity of the remainder of this Ordinance. [3-99]

10a

Plaque Design Process & Promo Image



Wiscasset Schoonerfest // Shipwreck AR Revival // Concept Development

Revive the Wiscasset Schooners with Augmented Reality

The History of Wiscasset's Hesper and Luther Little

Learn the story of two great captains... Hesper and Luther Little... Wiscasset Schoonerfest... AR... 36" X 10" option.

Reviving Old Ships using Emerging Technology

What roads with the shipwreck... AR... 24" X 8" option.



How to Activate AR:
 This Augmented Reality experience requires either the *DesignSpark AR* app or *Facebook ARKit* app.

Go to wiscassetships.com or scan the following QR code.

Aim your camera at this plaque and follow instructions to reveal the AR shipwreck.

Revive the Wiscasset Schooners with Augmented Reality

The History of Wiscasset's Hesper and Luther Little

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How to Activate AR:

Go to wiscassetships.com or scan the following QR code.

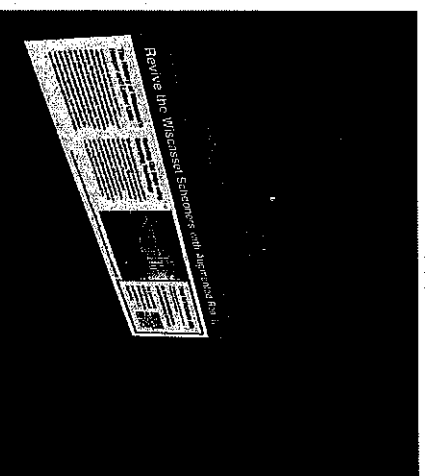
Aim your camera at this plaque and follow instructions to reveal the AR shipwreck.

Initial layout of plaque design, 24" X 8" option.

Initial plaque design with placeholder copy. The design can have more color if we'd like, but needs to be high contrast for AR tracking functionality, as well as overall legibility.

A note on the two proposed sizes, 24x8" and 36x10". The larger the plaque the more reliable and accurate the tracking will be of the very large object.

A smaller scale version of the schooners resting above the plaque may be a helpful focus for the experience.



Project setup in Spark AR



HM Payson Monthly Statement of Wiscasset Accounts

Account Name	Market Value 05/31/2021	Market Value as of 06/30/2022	Market Value as of 07/31/2022	Change in Market Value
Montsweag Dam Reserve Fund	\$ 219,593.25	\$ 204,998.48	\$ 217,624.52	\$ 12,626.04
Cemetery Trust Fund	\$ 2,333,213.24	\$ 2,178,141.40	\$ 2,312,295.11	\$ 134,153.71
General John French Scholarship	\$ 81,815.07	\$ 76,377.41	\$ 81,081.57	\$ 4,704.16
Jackson Cemetery Fund	\$ 40,780.68	\$ 38,070.29	\$ 40,415.07	\$ 2,344.78
Larabee Band Fund	\$ 967,342.03	\$ 903,049.79	\$ 958,669.44	\$ 55,619.65
Haggett Scholarship Fund	\$ 18,211.93	\$ 17,001.52	\$ 18,048.85	\$ 1,047.33
Mary Bailey Fund	\$ 601,111.64	\$ 561,160.09	\$ 595,722.45	\$ 34,562.36
Seth Wingren Fund	\$ 37,772.13	\$ 35,261.69	\$ 37,433.49	\$ 2,171.80
Wiscasset Community Center Endowment Fund	\$ 4,279.38	\$ 3,994.96	\$ 4,241.01	\$ 246.05
Cooper-DiPerri Scholarship Fund	\$ 42,575.85	\$ 39,746.14	\$ 42,194.15	\$ 2,448.01
Recreation Scholarship	\$ 1,105.82	\$ 1,032.32	\$ 1,095.91	\$ 63.59
Town of Wiscasset Edowment Fund Total	\$ 4,128,207.77	\$ 4,058,834.09	\$ 4,308,821.57	\$ 249,987.48
Town of Wiscasset Capital Reserve	\$ 543,110.24	\$ 506,993.46	\$ 584,835.77	\$ 77,842.31
Town of Wiscasset Construction Reserve	\$ 2,397,064.39	\$ 2,237,659.84	\$ 2,375,091.13	\$ 137,431.29
Town of Wiscasset Equipment Reserve	\$ 4,872,462.94	\$ 4,548,444.62	\$ 4,827,798.34	\$ 279,353.72
Town of Wiscasset Furnace Replacement Reserve	\$ 493,080.44	\$ 460,290.64	\$ 488,560.50	\$ 28,269.86
Town of Wiscasset Major Repairs Reserve	\$ 664,218.80	\$ 620,048.31	\$ 658,130.08	\$ 38,081.77
Town of Wiscasset Recreation Building Reserve	\$ 2,598,164.81	\$ 2,425,387.10	\$ 2,574,348.11	\$ 148,961.01
Town of Wiscasset Retirement Health Insurance Reserve	\$ 196,489.67	\$ 183,423.13	\$ 194,688.51	\$ 11,265.38
Town of Wiscasset Roof Repair Reserve	\$ 452,789.65	\$ 422,679.18	\$ 448,639.05	\$ 25,959.87
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 136,515.09	\$ 127,436.85	\$ 135,263.69	\$ 7,826.84
Town of Wiscasset Highway Department Capital Reserve	\$ 3,187.42	\$ 2,975.46	\$ 3,158.20	\$ 182.74
Town of Wiscasset Reserve Funds Total	\$ 12,361,333.37	\$ 11,539,305.89	\$ 12,294,724.34	\$ 755,418.45

\$46,704.08
deposit from
unexpended
capital projects

10b

1 SELECTMEN REPORT

Department(s): 100 - 134
July

Account	Budget Net	Curr Mnth Net	YTD Net	Pending Activity	Unexpended Balance	Percent Spent
100 - ADMINISTRATI	198,940.00	14,936.80	14,936.80	0.00	184,003.20	7.51
101 - AIRPORT	90,521.00	7,278.88	7,278.88	0.00	83,242.12	8.04
102 - ANIMAL CONTR	17,050.00	5,425.90	5,425.90	0.00	11,624.10	31.82
103 - ASSESSING	7,244.00	4,915.98	4,915.98	0.00	2,328.02	67.86
104 - BRDS & COMM	4,209.00	291.46	291.46	0.00	3,917.54	6.92
105 - CELEBRATIONS	22,975.00	9,500.00	9,500.00	0.00	13,475.00	41.35
106 - CLERK	98,739.00	16,122.03	16,122.03	0.00	82,616.97	16.33
107 - CEO	38,294.00	2,865.24	2,865.24	0.00	35,428.76	7.48
108 - COMMUN ORG	71,737.00	0.00	0.00	0.00	71,737.00	0.00
109 - CONTINGENCY	50,000.00	0.00	0.00	0.00	50,000.00	0.00
110 - CONTRACTS	248,250.00	2,166.66	2,166.66	0.00	246,083.34	0.87
111 - COUNTY TAX	704,459.00	0.00	0.00	0.00	704,459.00	0.00
112 - DEBT SERVICE	231,868.00	55,466.56	55,466.56	0.00	176,401.44	23.92
113 - ELECTIONS	21,839.00	108.70	108.70	0.00	21,730.30	0.50
114 - EMS	759,553.00	46,269.67	46,269.67	0.00	713,283.33	6.09
115 - FD FIRE DEPT	155,708.00	4,965.22	4,965.22	0.00	150,742.78	3.19
116 - FINANCE	275,932.00	31,443.27	31,443.27	0.00	244,488.73	11.40
117 - GA	25,171.00	0.00	0.00	0.00	25,171.00	0.00
118 - MUN BULIDING	84,240.00	3,304.83	3,304.83	0.00	80,935.17	3.92
119 - MUN INSURANC	129,009.00	28,447.66	28,447.66	0.00	100,561.34	22.05
121 - PARKS & REC	977,546.00	79,329.82	79,329.82	0.00	898,216.18	8.12
122 - PLANNING	50,000.00	0.00	0.00	0.00	50,000.00	0.00
123 - POLICE	674,035.00	54,052.45	54,052.45	0.00	619,982.55	8.02
124 - PD SRO	86,253.00	0.00	0.00	0.00	86,253.00	0.00
125 - PUBLIC UT	365,093.00	3,411.03	3,411.03	0.00	361,681.97	0.93
126 - PUBLIC WORKS	673,870.00	47,865.95	47,865.95	0.00	626,004.05	7.10
127 - SELECTMEN	27,829.00	1,283.73	1,283.73	0.00	26,545.27	4.61
128 - SCHOOL TOWN	5,923,209.00	0.00	0.00	0.00	5,923,209.00	0.00
129 - SR CENTER	13,183.00	619.55	619.55	0.00	12,563.45	4.70
130 - SHELLFISH	4,186.00	290.29	290.29	0.00	3,895.71	6.93
132 - TRANSFER ST	724,084.00	36,071.33	36,071.33	0.00	688,012.67	4.98
133 - WATERFRONT	64,564.00	1,618.39	1,618.39	0.00	62,945.61	2.51
Final Totals	12,819,590.00	458,051.40	458,051.40	0.00	12,361,538.60	3.57

Revenue Summary Report

Fund: 1
July to May

Account	Budget Net	----- Y T D -----			Uncollected Balance	Percent Collected
		Debits	Credits	Net		
101 - AIRPORT	85,970.00	0.00	2,996.01	2,996.01	82,973.99	3.48
01 - Fuel Sale Transfer in Spec Rev	23,000.00	0.00	0.00	0.00	23,000.00	0.00
02 - Aircraft Excise	4,000.00	0.00	71.96	71.96	3,928.04	1.80
03 - Hangers/Tie Downs	10,000.00	0.00	1,135.00	1,135.00	8,865.00	11.35
04 - Hanger/Land Leases	17,974.00	0.00	0.00	0.00	17,974.00	0.00
05 - Snacks/Shirts/Hats/Oil	7,000.00	0.00	1,789.05	1,789.05	5,210.95	25.56
07 - Ramp Fees	3,000.00	0.00	0.00	0.00	3,000.00	0.00
08 - Cenergy Lease Payment	20,996.00	0.00	0.00	0.00	20,996.00	0.00
102 - ANIMAL CONTROL	200.00	0.00	25.00	25.00	175.00	12.50
01 - Late Fees	100.00	0.00	25.00	25.00	75.00	25.00
02 - Fines	100.00	0.00	0.00	0.00	100.00	0.00
107 - CODE ENFORCEMENT	25,300.00	0.00	7,960.00	7,960.00	17,340.00	31.46
01 - Building Permits	20,000.00	0.00	5,860.00	5,860.00	14,140.00	29.30
02 - Plumbing Permits	4,000.00	0.00	1,425.00	1,425.00	2,575.00	35.63
03 - Junkyard Permits	300.00	0.00	0.00	0.00	300.00	0.00
05 - Planning Board Fees	1,000.00	0.00	675.00	675.00	325.00	67.50
114 - EMS/AMBULANCE	365,940.00	0.00	14,907.82	14,907.82	351,032.18	4.07
01 - Calls for Service	284,555.00	0.00	0.00	0.00	284,555.00	0.00
04 - Bad Debt W/O & Collections	0.00	0.00	7.00	7.00	-7.00	----
06 - Dresden Contract	45,360.00	0.00	0.00	0.00	45,360.00	0.00
07 - Westport Contract	18,144.00	0.00	0.00	0.00	18,144.00	0.00
11 - ALNA CONTRACT	17,881.00	0.00	14,900.82	14,900.82	2,980.18	83.33
117 - GENERAL ASSISTANCE	0.00	0.00	400.00	400.00	-400.00	----
121 - PARKS & RECREATION	465,000.00	1,460.00	43,536.75	42,076.75	422,923.25	9.05
01 - Memberships	148,500.00	0.00	11,745.00	11,745.00	136,755.00	7.91
02 - Alna 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	0.00	0.00	7,500.00	0.00
05 - Rentals	18,000.00	0.00	180.00	180.00	17,820.00	1.00
06 - Athletics (Youth & Adult)	30,000.00	40.00	870.00	830.00	29,170.00	2.77
07 - Aquatics	55,000.00	0.00	4,559.00	4,559.00	50,441.00	8.29
08 - Senior Programs	3,000.00	0.00	0.00	0.00	3,000.00	0.00
09 - Special Events	5,000.00	0.00	100.00	100.00	4,900.00	2.00
10 - Fitness	5,000.00	0.00	855.00	855.00	4,145.00	17.10
11 - Afterschool/Vac Camps/Early Re	55,000.00	0.00	506.50	506.50	54,493.50	0.92
12 - Summer Camp	65,000.00	1,420.00	19,173.75	17,753.75	47,246.25	27.31
13 - Concessions	7,500.00	0.00	533.00	533.00	6,967.00	7.11
14 - Programs	40,000.00	0.00	5,014.50	5,014.50	34,985.50	12.54
15 - CACFP	12,000.00	0.00	0.00	0.00	12,000.00	0.00
16 - Dresden Contract	5,000.00	0.00	0.00	0.00	5,000.00	0.00
123 - POLICE DEPARTMENT	1,400.00	0.00	395.00	395.00	1,005.00	28.21
01 - Reports	1,000.00	0.00	100.00	100.00	900.00	10.00
02 - Parking Fees	0.00	0.00	60.00	60.00	-60.00	----
03 - Weapon Permits	400.00	0.00	235.00	235.00	165.00	58.75
129 - SENIOR CENTER	5,500.00	0.00	619.00	619.00	4,881.00	11.25
01 - Meals	5,000.00	0.00	429.00	429.00	4,571.00	8.58
02 - Memberships	500.00	0.00	190.00	190.00	310.00	38.00

Revenue Summary Report

Fund: 1
July to May

Account	Budget Net	----- Y T D -----		Net	Uncollected Balance	Percent Collected
		Debits	Credits			
130 - SHELLFISH CONSERVATION CONT'D						
130 - SHELLFISH CONSERVATION	2,650.00	0.00	60.00	60.00	2,590.00	2.26
01 - Licenses	2,650.00	0.00	60.00	60.00	2,590.00	2.26
132 - TRANSFER STATION	299,063.00	0.00	36,356.21	36,356.21	262,706.79	12.16
01 - User Fees	65,000.00	0.00	9,091.48	9,091.48	55,908.52	13.99
04 - Cardboard	7,500.00	0.00	0.00	0.00	7,500.00	0.00
05 - Metal	35,000.00	0.00	6,659.90	6,659.90	28,340.10	19.03
06 - Alna Contract	91,861.00	0.00	20,604.83	20,604.83	71,256.17	22.43
07 - Westport Island Contract	93,202.00	0.00	0.00	0.00	93,202.00	0.00
08 - MRC Dividend	6,500.00	0.00	0.00	0.00	6,500.00	0.00
133 - WATERFRONT & HARBORS	21,575.00	0.00	4,274.70	4,274.70	17,300.30	19.81
01 - Watercraft Excise	5,700.00	0.00	755.70	755.70	4,944.30	13.26
02 - Mooring Fees	8,125.00	0.00	1,550.00	1,550.00	6,575.00	19.08
03 - Docking	1,500.00	0.00	969.00	969.00	531.00	64.60
04 - Wormcars	250.00	0.00	0.00	0.00	250.00	0.00
06 - Commercial & Main Street Pier	6,000.00	0.00	0.00	0.00	6,000.00	0.00
08 - Vendor Permits	0.00	0.00	1,000.00	1,000.00	-1,000.00	---
190 - STATE REVENUES	69,537.00	0.00	96,301.46	96,301.46	-26,764.46	138.49
01 - Revenue Sharing	0.00	0.00	96,301.46	96,301.46	-96,301.46	---
02 - Business Equipment Tax Reimb	50.00	0.00	0.00	0.00	50.00	0.00
04 - Local Road Assistance Program	45,000.00	0.00	0.00	0.00	45,000.00	0.00
05 - Tree Growth	6,000.00	0.00	0.00	0.00	6,000.00	0.00
06 - Cell Tower Lease	6,087.00	0.00	0.00	0.00	6,087.00	0.00
07 - Veterans' Exemption	4,400.00	0.00	0.00	0.00	4,400.00	0.00
08 - General Assistance	8,000.00	0.00	0.00	0.00	8,000.00	0.00
191 - TAXES	660,000.00	520.71	81,104.66	80,583.95	579,416.05	12.21
03 - Auto Excise	560,000.00	520.71	74,798.02	74,277.31	485,722.69	13.26
04 - Rapid Renewal Auto Excise	100,000.00	0.00	6,306.64	6,306.64	93,693.36	6.31
192 - CHARGES FOR SERVICES	65,400.00	0.00	8,256.60	8,256.60	57,143.40	12.62
01 - Tax Interest	40,000.00	0.00	4,154.07	4,154.07	35,845.93	10.39
02 - Lien Fees	8,000.00	0.00	1,016.73	1,016.73	6,983.27	12.71
03 - Agent Fees	17,200.00	0.00	2,445.00	2,445.00	14,755.00	14.22
04 - Copies/Fax	200.00	0.00	24.40	24.40	175.60	12.20
10 - Vitals	0.00	0.00	616.40	616.40	-616.40	---
193 - OTHER REVENUES	187,000.00	100.00	6,487.00	6,387.00	180,613.00	3.42
01 - CATV Franchise Fees	52,000.00	0.00	0.00	0.00	52,000.00	0.00
02 - Cash Over/Short	0.00	100.00	0.00	-100.00	100.00	---
03 - Bank Interest Income	15,000.00	0.00	0.00	0.00	15,000.00	0.00
04 - Maine Yankee Impact Fees	120,000.00	0.00	0.00	0.00	120,000.00	0.00
06 - Insurance Dividends	0.00	0.00	6,457.00	6,457.00	-6,457.00	---
07 - NSF Fees	0.00	0.00	30.00	30.00	-30.00	---
Final Totals	2,254,535.00	2,080.71	303,680.21	301,599.50	1,952,935.50	13.38

TOWN OF WISCASSET TOWN PROPERTY RENTAL APPLICATION

Name of Organization Elizabeth Ichtou and Brad Woods Wedding Reception
 Type of Event wedding Reception
 Number of Expected Participants 80
 Day and Date of Event Saturday, September 10, 2022
 Time of Event (include set-up and break-down time) from 10 am to 11 pm

Application must be accompanied by a non-refundable \$30.00 processing fee. Fee for use shall be \$35.00 per day. Fees for non-profit organizations shall be waived. Fees for other use shall only be waived with approval of the Select Board. There shall be no commercial use of the Town Common.

(Selectboard has authority to waive fees.)

- I understand and agree to hold the Town of Wiscasset, the Wiscasset Community Center, its officers, agents, and employees, harmless from any and all liability or claims, which may arise out of or in conjunction with said use of the Town's facilities. I also understand that I will be required to provide a certificate of insurance covering said event. u
(Initials required)
- I understand that payment in full must be made at the time of booking and that a credit card must be kept on file for use when damages or time overages occur. u (Initials required)
- I understand that all furniture must be put back in its original place, if applicable, that all trash must be collected and discarded appropriately off site and that the room or premises must be left in its original condition. u (Initials required)
- I understand that if alcohol is to be provided for consumption, I am required to apply for a State liquor license permit and sign an indemnification and hold harmless agreement exempting the Town of Wiscasset from any lawsuit and/or property damages resulting from this

function. I understand that I will be responsible to abide by the State of Maine Liquor Laws. u (Initials required)

- I understand that if alcohol is to be provided for consumption, I am required to provide "Special Event Insurance" naming the Town of Wiscasset as additional insured. The event bartender shall provide a Certificate of Liability Insurance naming the Town of Wiscasset as additional insured. u (Initials required)

Contact Name Elizabeth Ichton Signature Elizabeth Ichton
DocuSigned by: 36EE447CEA4442F...

E-mail Address lizzie@shropshire-i.com Phone No. 508-320-5640

Mailing Address PO Box 605 / 31 Fort Hill St., Wiscasset, ME 04578

 For Town of Wiscasset use only:
 Application received – Date _____
 Certificate of Insurance _____
 Rental Payment _____
 State Liquor License Permit _____
 Bartenders's Certificate of Liability _____



**Bureau of Alcoholic Beverages and Lottery Operations
Division of Liquor Licensing and Enforcement**

10d

8 State House Station, Augusta, ME 04333-0008 (Regular Mail)
10 Water Street, Hallowell, ME 04347 (Overnight Mail)
Telephone: 207-624-7220 Fax: 207-287-3434
Email inquiries: MAINELIQUOR@MAINE.GOV

DIVISION USE ONLY	
Permit No:	
Deposit Date:	By:
Amt. Deposited:	
Cash Ck Mo:	

Application for a BYOB Permit
\$10.00 (per day) Check Payable: Treasurer State of Maine

The law requires the application to be submitted at least 24 Hours prior to the function, however a longer notice is appreciated to allow additional time for processing.

Check One: Event Open to Public Private Event

Name of Applicant Elizabeth Ichtou & Paul B. Woods

Mailing Address: PO Box 605 - 31 Fort Hill St.

Town/ City: Wiscasset State: ME Zip Code: 04578

Telephone: 508-320-5640 Fax: _____

Email Address: lizzie@shropshire-i.com

If Organization, name of responsible person: _____

Birth of Date of Applicant(s): 07/31/1951

Location of Function: Town of Wiscasset Recreation Dock

Physical Address of Function: 1 Water St.

Town/City: Wiscasset State: ME Zip Code: 04578

Indoor Event Outside Event (IF OUTSIDE AREA, DIAGRAM MUST BE INCLUDED)

Describe specific indoor and/or outdoor area to be licensed: Area to be permitted includes inside a 20'x40' tent on the town dock, and dock areas outside the tent.

Number of Persons attending: 80

Date of Function: 09/10/2022 Time of Function: From: 11 am To: 11 pm

Name of Function: Elizabeth Ichtou and Brad Woods Wedding Reception

(Note: By law, liquor can only be served from 5:00am to 1:00am of the next day, Sunday through Saturday. Function times cannot deviate from this statutory requirement.)

8/3/2022
Date

[Signature]
Applicant Signature

Elizabeth A. Ichtou
Print Name of Applicant

This application must be signed by the appropriate official in the municipality where the function is to be held.

For Municipal Approval Only

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

NOTE: PLEASE PROVIDE ALL OF THE REQUESTED INFORMATION BELOW

Dated at: _____, Maine _____
City/Town (County)

On: _____
Date

The undersigned being: Municipal Offices County Commissioners of the
 City Town Plantation Unincorporated Place of: _____, Maine

Signature of Officials	Printed Name and Title

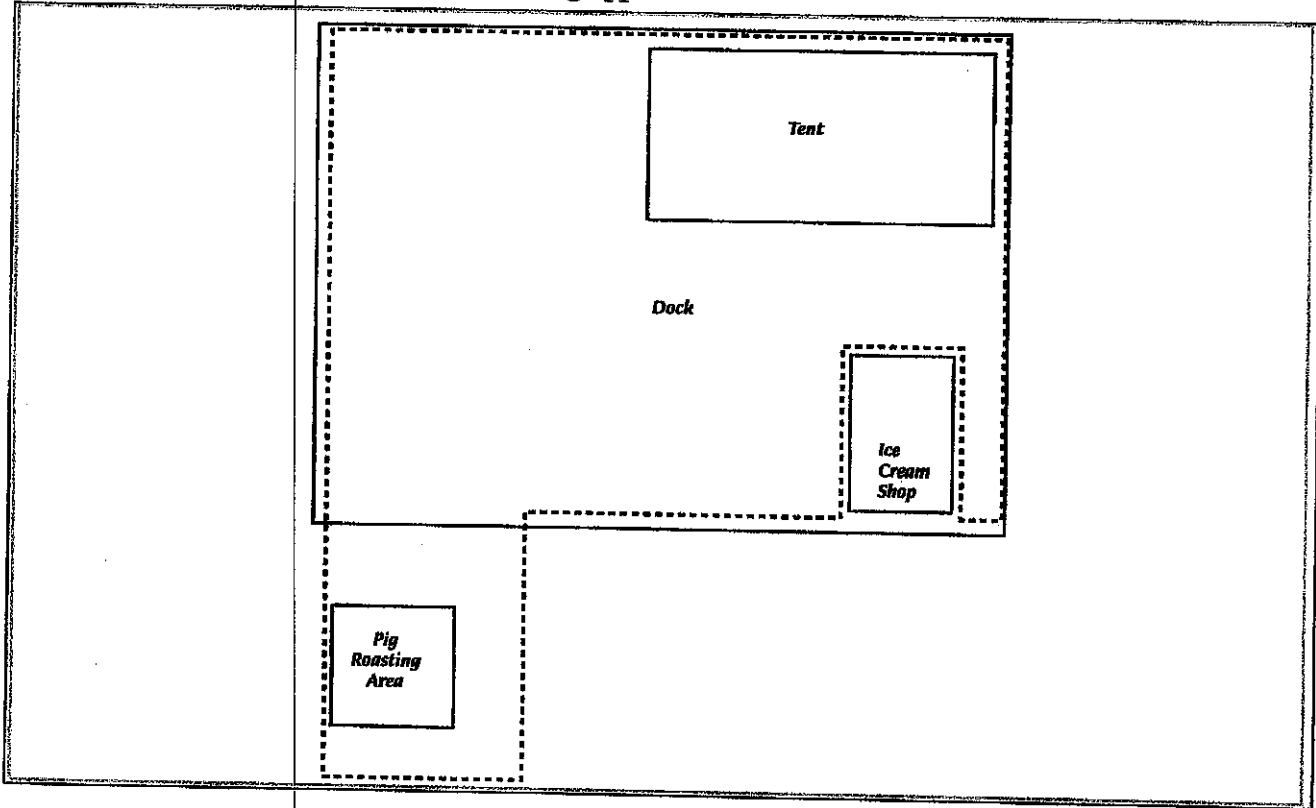
Once issued, this permit is not assignable and is valid only for use by the licensee named in this application and for the date, time, and location listed in this application. This permit is issued subject to Maine liquor laws, Title 28-A and the Bureau's Administrative Rules. Penalties for failure to comply with the laws and rules are provided in Chapter 33 of Title 28-A.

The Division of Liquor Licensing & Enforcement is hereby authorized to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also such books, records and returns during the year in which any liquor license is in effect.

Payments to the Division of liquor licensing & enforcement by check subject to penalty provided by Section 3-B of Title 28A, MRS

BYOB PERMIT DIAGRAM

In an effort to clearly define your license premise and the area that consumption and storage of liquor is allowed. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram that you are requesting approval.



Submit completed forms to:

Division of Liquor Licensing and Enforcement
 8 State House Station, Augusta, ME 04333-0008 (Regular mail)
 10 Water Street, Hallowell, ME 04347 (Overnight mail)
 Telephone inquiries: 207-624-7220
 Fax line: 207-287-3434
 Email inquiries: MaineLiquor@Maine.gov

FOR USE ONLY BY DIVISION OF LIQUOR LICENSING & ENFORCEMENT RESTRICTIONS:

BYOB #: _____

APPROVED

DATED: _____

NOT APPROVED

ISSUED BY: _____

THE LAW

§163. B.Y.O.B. FUNCTION PERMIT

1. Permit required. A person may not hold a B.Y.O.B. function unless a permit is obtained from the bureau. The bureau may issue a permit that authorizes multiple B.Y.O.B. functions over a period of 12 months as long as the B.Y.O.B. functions are held at the same location. [2015, c. 106, §1 (AMD) .]

2. Application. A person must apply for a B.Y.O.B. function permit at least 24 hours prior to the proposed B.Y.O.B. function. The application must be on forms provided by the bureau and must be accompanied by a permit fee of \$10 for each day the function is to be held. The application must be signed by the B.Y.O.B. sponsor and must contain the following information:

A. Name and address of each person responsible for the B.Y.O.B. function; [1993, c. 266, §5 (NEW) .]

B. The date and the beginning and ending time of the B.Y.O.B. function; [1993, c. 266, §5 (NEW) .]

C. The location where the B.Y.O.B. function is to be held; [1993, c. 266, §5 (NEW) .]

D. The seating capacity of the location; [1993, c. 266, §5 (NEW) .]

E. Written approval of the municipal officers or a municipal official designated by the municipal officers, for the B.Y.O.B. function to be held at the location within the municipality; and [1993, c. 266, §5 (NEW) .]

F. Proof that the B.Y.O.B. sponsor is at least 21 years of age. [1993, c. 266, §5 (NEW) .]

[1997, c. 373, §36 (AMD) .]

3. Charges and fees. Charges paid by the general public for admission, food, mixers or other supplies used with liquor or storage or handling of liquor that belongs to the general public are not sales or gifts. [1993, c. 266, §5 (NEW) .]

4. Minors prohibited at B.Y.O.B. function. The B.Y.O.B. sponsor may not allow any minor not employed by the B.Y.O.B. sponsor or not accompanied by a parent, legal guardian or custodian, as defined in Title 22, section 4002, to remain at the premises of a B.Y.O.B. function.

A B.Y.O.B. sponsor may employ a minor only if the sponsor is present in a supervisory capacity.

[1993, c. 266, §5 (NEW) .]

5. Possession or consumption by minors. A B.Y.O.B. sponsor may not allow a minor to possess or consume liquor or imitation liquor on the premises of the B.Y.O.B. function. [1993, c. 266, §5 (NEW) .]

6. Consumption by intoxicated persons. A B.Y.O.B. sponsor may not allow a visibly intoxicated person to consume liquor on the premises of the B.Y.O.B. function. [1993, c. 266, §5 (NEW) .]

7. Violation of the state law. A B.Y.O.B. sponsor may not knowingly allow any violation of any state law on the premises of the B.Y.O.B. function. [1993, c. 266, §5 (NEW) .]

8. Right of access. A B.Y.O.B. sponsor shall allow a law enforcement officer to enter the premises of the B.Y.O.B. function at reasonable times for the purpose of investigating compliance with this Title.

Entry into the premises must be conducted in a reasonable manner so as not to disrupt the operation of the B.Y.O.B. function.

The investigation must be limited to those areas involved in the actual operation of the B.Y.O.B. function, including storage areas.

[1993, c. 266, §5 (NEW) .]

9. Violations. The following penalties apply to violations of this section.

A. A B.Y.O.B. sponsor that violates this section commits a civil violation for which a fine of not less than \$100 and not more than \$300 may be adjudged. [2003, c. 452, Pt. P, §2 (NEW); 2003, c. 452, Pt. X, §2 (AFF) .]

LIQUOR LICENSE-NEW

Business Requesting Liquor License

Code Enforcement Officer:

Comments: No Issues

DocuSigned by:
Signed: *Bruce Mullins* Dated: 8/4/2022 | 07:17 EDT
4FFAF1178A104FE...

Wiscasset Police:

Comments: No Concerns

DocuSigned by:
Signed: *Chief Hesselbine* Dated: 8/3/2022 | 12:40 EDT
3842CCBB518A4A7...

Planning Department:

Comments:

Signed: _____ Dated: _____

Fire Department:

Comments: No Issues

DocuSigned by:
Signed: *Robert Bickford* Dated: 8/3/2022 | 12:43 EDT
F241099CD7CA834...

EMS Department:

Comments: None noted

DocuSigned by:
Signed: *Chief Erin Bean* Dated: 8/8/2022 | 11:00 EDT
271D6E4999FD143E...

Waste Water:

Comments: No Concerns at this time.

DocuSigned by:
Signed: *Rob Lalli* Dated: 8/3/2022 | 15:17 EDT
2DE2582E2D874D9...

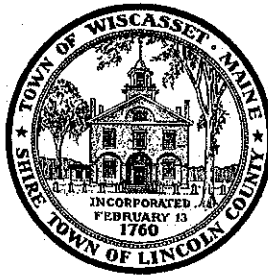
Public Hearing Scheduled:

Advertisement in local publication:

Date of public hearing: _____ Date public hearing posted: _____

License Approved: _____ Dated: _____

104



From: Ted Snowdon
Director Department of Public Works

July 14, 2022

Subject: Request for Bid
2022 Paving Bid
Wiscasset, Maine

The Town of Wiscasset is seeking qualified bidders for Hot Mixed Asphalt Paving. Please include with your bid complete warranty information and proposed start date. The following specifications detail the design and extent of the proposed work. To be considered, potential bidders must complete the enclosed bid form and return it to the following address **before 2 p.m. on August 16, 2022. Bids are to be submitted in a sealed envelope and clearly marked as below:**

**“2022 Hot Mixed Asphalt Paving Seal Bid”
Attention: Town Manager
Town of Wiscasset
51 Bath Road
Wiscasset, ME 04578**

All bids received will be opened at the Board of Selectmen Meeting scheduled to commence the evening of August 16, 2022 at 6:00 pm. Submitted bids and references will then be checked on by Ted Snowdon. The Board of Selectmen will then award the bid to the most responsible, reliable, low bidder. **The Board reserves the right to reject any or all bids at their discretion.**

All questions regarding this bid shall be directed to Ted Snowdon, Director of Public Works, Wiscasset, Maine. Ted may be reached weekdays at the Town Garage at 207/882-8220.

Request for Proposal

Towns of Dresden, Wiscasset, and Woolwich

Introduction: Dresden, Wiscasset, and Woolwich are seeking to create a fiber-to-the-premise network within each town. The towns are exploring both regional collaboration and individual options for each municipality. To foster collaboration the towns would like one bid for this planning project to be split evenly three ways between the towns unless there are justifiable reasons not to do so. This RFP seeks an inventory of existing Internet transmission assets and the development of a broadband plan for Dresden, Wiscasset, and Woolwich, Maine.

General Statement:

Each town is seeking a qualified consultant or consultant team (hereafter referred to as the "Consultant") to prepare a Broadband Plan. This Plan shall be a comprehensive report that includes:

- Mapping of existing network provider assets
- Mapping of a new fiber-to-the-premise network architecture
- Comparison of available technologies, including wired and wireless technologies
- Benefits of a public utility or public/municipal ownership model
- Financial modeling of a municipal/regional ownership model
- Benefits of a public/private partnership
- Available Grants, including Federal, State, Non-Profit, Foundations, and other resources
- The economic impact that symmetrical 100/100mbps base service and public community hotspots would have for the towns

The Towns each have committees that are focused on broadband issues, that include residents of the Towns, members of the education community, business representatives, and town selectboard members to oversee this project.

General Plan Principles

The primary scope of the Plan shall be as follows:

- Collect relevant data throughout the entire project area
- Meet with the Broadband Committees as needed to facilitate the project
- Be available to participate in public meetings
- Prepare a final written plan with findings and strategies

The Plan shall include cost estimates for any proposed expansion of symmetrical broadband services.

Scope of Services

Deliverables include the following. Consultant is encouraged to prioritize these items in submissions of this RFP:

1. Project timeline.
2. Meetings with town staff and the Broadband Committees at each step of the development of the Plan to coordinate efforts and solicit town input.
3. A written plan that shall include:
 - A. Graphic and written representation of high-speed Internet assets in the project area and presence of existing lines
 - B. Type (e.g., DSL, fiber optics, coaxial cable)
 - C. Ownership,
 - D. Expected download and upload speeds, based on technology
4. Recommendations for funding sources that would address the cost of planning and implementation to address broadband gaps identified in your Plan.
5. All survey and assessment data collected in support of the findings shall be included in the Plan as appendices.
6. The Consultant's proposal shall not exceed approved bid.

The Points of Contact (PoC) for questions associated with the RFP shall be the Chairs of Broadband Committees and Town Administrators/Manager:

- **Judy Tunkle- 207-656-2410**
Chair of Dresden Broadband Committee
judy@tunkle.com
- **Daniel Swain- 207-737-4335**
Dresden Town Administrator
townadmin@townofdresden.com
- **Carla Dickstein- 207-882-4084**
Chair of Wiscasset Broadband Committee
carlabdickstein@gmail.com
- **Dennis Simmons, 207-882-8200**
Wiscasset Town Manager
manager@wiscasset.org
- **Tommy Davis, 207-751-6782**
Chair of Woolwich Communications
me@tommydavis.net
- **Kim Dalton, 207-442-7094**
Woolwich Town Administrator
administrator@woolwich.us

RFP Submission Deadline

5:00 p.m. (EST) Thursday August 11, 2022. Copies of the proposal, must be emailed to the Dresden and Woolwich Town Administrators and Wiscasset Town Manager.

Proposals should be concise, and must include:

1. Summary

Provide a brief summary of the Consultant's understanding of the project and relevant knowledge/experience. Provide information on all collaborators, if more than one firm is involved.

2. Work Plan

Provide an outline of the proposed approach to accomplish the Scope of Services and the manner in which the Consultant will work with the Towns and Broadband Committees to complete the project.

3. Qualifications

Provide a description of the Consultant's qualifications, capabilities, and organizational structure. Identify the project team including qualifications, experience, and specific responsibilities of the project manager and staff resumes.

4. Relevant Work Experience and References

Provide examples of projects similar in scope and scale completed by the Consultant, especially related to similar work for municipal entities. For each example project, provide a brief description that includes completion date, type, and scope of project, and contact person with telephone number and/or email for a reference.

5. Work Schedule

Provide a detailed schedule indicating how the project tasks will be organized to complete the work. The schedule must include a table or spreadsheet of the project tasks and hours assigned, broken down by personnel assigned to each task.

6. Indemnification

An acknowledgement that the selected Consultant agrees to indemnify and hold the Towns harmless from claims, demands, suits, causes of action and judgments arising from the Consultants performance, or actions including claims of professional malpractice or negligence.

7. Cost Proposal

The Consultant's proposal should not exceed the approved bid.

Selection Process

Upon release of this RFP, the Boards of Selectmen of Dresden, Wiscasset, and Woolwich, the Points of Contact, and Broadband Committees will be responsible for the review of the proposals and the Boards under advisement from the Broadband Committees will make the selection of a Consultant. All Proposals will be opened after the submission deadline and be available for public inspection.

Evaluation Criteria

1. Submission of a complete and concise proposal with the Consultant's approach to the project, which contains all information, services, and requirements in this RFP.
2. Thoroughness of services the Consultant proposes to provide.
3. Familiarity with the project area
4. Stated ability to execute the contract and to perform and complete all work as indicated in the final Scope of Services.
5. Overall experience and past performance on similar projects.
6. Familiarity and experience with federal, state, non-profit, and foundational grant programs.
7. Adequate resources and staffing to do the work.
8. Comparative costs of the proposals will be considered, but will not be the only basis for selection.

Announcement of Award, 9:00AM August 22th, 2022

Disclaimers

- Each of the Towns reserves the right to accept or reject any or all submittals received, cancel, or modify the RFP in part or in its entirety, or change the RFP guidelines, when the Town believes it is in their best interest to do so.
- Each of the Towns will not be responsible for any costs incurred by the respondent in the preparation of a response to this Request for Proposals.
- Each of the Towns reserves the right to: delay or discontinue this selection process at any time during the process.
- Each of the Towns will not be held responsible if, in its opinion, the best interests of the project will be served by not awarding all or parts of the study as defined in this Request for Proposals.
- Each of the Towns reserves the right to: request the submission of statements modifications at any time before the selection is made, if the Town believes it is in their best interest.
- Each of the Towns reserves the right to: consider statements or modifications received at any time before the selection is made, if the Town believes it is in their best interest.
- Each of the Towns reserves the right to: request clarification and/or additional information from the Respondent during the evaluation process.
- Each of the Towns reserves the right to: utilize ideas submitted in the statements received, regardless of whether the respondent is selected.
- Each of the Towns reserves the right to: negotiate with the selected respondent(s) to include further services not identified in this RFP.
- All parties must agree to any changes in writing.
- Proposal bid shall be valid for 90 days.
- All proposals submitted in response to this RFP become the property of the Towns of Dresden, Wiscasset, and Woolwich. The Towns have the right to disclose information contained in the proposals after an award has been made.

10h



Town of Wiscasset

WORKPLACE SMOKING POLICY

The Town of Wiscasset is committed to providing its employees and visitors with a safe, healthful and productive workplace.

In accordance with the provisions of Maine's Workplace Safety Act of 1985 (22 M.R.S.A §1580-A), smoking is prohibited within any municipal building or facility. Smoking is also prohibited in all municipal vehicles.

Smoking out of doors on municipal property shall be permitted only in designated outdoor smoking areas located at least 20 feet away from any entryway, vent or doorway. Designated smoking areas shall be posted with signs. All cigarettes, tobacco, matches, and other materials used for smoking must be properly extinguished and disposed of.

Smoking of cannabis for adult use and medical purposes is prohibited within any municipal building or facility and in all municipal vehicles, and in all outdoor areas on municipally owned property.

//



Town of Wiscasset

Office of the Town Manager

August 16, 2022

To: Wiscasset Selectboard

Ref: Town Manager's Report

TextMyGov agreed to double the number of text messages to 50,000. The agreement is in your packet for your approval to sign. I think this will be another good tool to improve communication with our residents.

We have a request for a wedding reception at the Recreation Pier, which is proposed to be a BYOB event. While we do allow alcohol consumption with the proper state license and required insurance, and there are requirements for BYOB events, I have some reservations about approving BYOB events. I was left with the impression when we adopted the policy that we would not approve BYOB events, but we did not include any language excluding them.

Our current smoking policy was adopted in 2006 and does not meet the requirements of state statute. You have a draft policy from MMA and I am asking that you consider adopting it.

We received a dividend check from Maine Municipal Worker's Comp fund \$6457.00

I put the marijuana ordinance on the agenda for discussion about the changes Dusty proposed. Once you have agreed to what the wording should be it needs to go back to the ORC and the planning board will need to schedule a public hearing. The public hearing must be advertised for two weeks before the planning board meeting so we will not have time to get this on the ballot for November.

I spent two days at the MTCMA Management Institute. This is a great educational opportunity and a chance to exchange ideas with my colleagues from across the state.