

3a

WISCASSET SELECTBOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
SEPTEMBER 6, 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

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

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

a. **Bill Maloney moved to approve the payroll warrants of August 19, August 26, and September 2, 2022. Vote 5-0-0.**

b. **Bill Maloney moved to approve the accounts payable warrants of August 23, August 30, and September 6, 2022. Vote 5-0-0.**

3. Approval of Minutes

a. **James Andretta moved to approve the minutes of August 16, 2022, as amended. Vote 5-0-0.**

4. Special Presentations or Awards – none

5. Committee Appointments

a. Appeals Board: **Terry Heller moved to approve the appointments of David Sutter, Curtis Bigelow and Susan Van Alsenoy to the Appeals Board. Vote 5-0-0.**

b. Budget Committee: **Terry Heller moved to approve the appointment of Marty Fox to the Budget Committee. Vote 5-0-0.**

6. Public Hearings

a. Liquor License Application – Edward Colburn, DBA Water Street Kitchen and Bar, 15 Water Street, Wiscasset. **Bill Maloney moved to open the public hearing at 6:04 p.m. Vote 5-0-0.** There was no discussion. **Terry Heller moved to close the public hearing at 6:05. Vote 5-0-0.** **Terry Heller moved to approve the Liquor License Application of Edward Colburn, DBA Water Street Kitchen and Bar, 15 Water Street, Wiscasset. Vote 5-0-0.**

## 7. Public Comment

Pam Logan said she had contacted the town several times about the clippings and leaves in the street that have not been cleaned and about the sewers that have backed up. She was advised that the drains had recently been flushed and the town currently did not have an operational streetsweeper.

Ed Polewarczyk asked how the Property Tax Stabilization Program would affect the town's tax commitment. He was advised that the program would affect next year's taxes.

## 8. Department Head or Committee Chair

### 9. Unfinished Business

a. Ordinance Review Committee recommended changes to Town Ordinance Article 9, Section 7 (Improvements to Town Property): The change adds the requirement that changes to town property including installation of trees, plaques, benches and memorials of any kind be approved by the selectmen or Town Manager. Upon the board's recommendation, the Ordinance Review Committee will forward the change to the Planning Board for a public hearing before a town vote. Dennis Simmons said the board may wish to adopt a policy on the kinds of memorials the town will allow. **James Andretta moved to recommend the changes to Article 9, Section 7. Vote 5-0-0.**

### 10. New Business

a. Bid Opening – Ancient Cemetery Entrance

The following bids were received:

Great Works Landscape, Dresden	\$58,708
Ursa Concepts, Waldoboro	\$75,930

Both bids exceed the amount which could be appropriated from cemetery lot sales. Dennis Simmons suggested taking \$8708 from the contingency account. **Dusty Jones moved to authorize the Town Manager and the Public Works Director to review the bids and award the bid to the lowest qualified bidder with the additional monies from the board's contingency funds. Vote 5-0-0.**

b. Request to allow the *Virginia* to winter at the Recreational Pier: **Terry Heller moved to allow the *Virginia* to winter at the Recreational Pier. Vote 5-0-0.**

c. Alcohol Policy update: Dennis Simmons presented an updated Property/Facility Use Policy which includes additional restrictions on the serving of alcohol. **Terry Heller moved to accept the Property Use Policy as amended. Vote 5-0-0.**

d. Set date and approve warrant for Special Town Meeting for the FY'22 Budget Overdraft: **Bob Maloney moved to set September 20, 2022, for the Special Town Meeting for the FY '22 Budget Overdraft and approve the warrant. Vote 5-0-0.**

e. Ordinance Review Committee recommended changes to Town Ordinance Article II, Section 2.2 (Building Laws): **Dusty Jones moved to approve the recommended changes to Town Ordinance Article II, Section 2.2 (Building Laws). Vote 5-0-0.**

f. Surplus Items:

- Police Department's 2015 Ford Explorer
- Public Works Department's 2008 Ford F550

**Bill Maloney moved to deem the 2015 Ford Explorer and the 2008 Ford F550 as surplus and authorize the Town Manager to solicit bids for the sale of the vehicles. Vote 5-0-0**

g. Correspondence

- Notice of Lincoln County Budget Advisory Committee caucus for District One
- Lincoln County allocation of ARPA funds

## 11. Town Manager's Report

Dennis Simmons reported that the year-end budget showed an unspent balance of \$698,570.41; the town exceeded revenues by \$792,221. All departments remained within budget except for Parks and Recreation due to the increase in use of the programs. With the board's approval a special town meeting will be held on September 20 for voter approval to cover the overdraft from undesignated fund balance

The open positions in the Police Department have been filled.

The cleanup of the Mason Station ash ponds is complete. The final invoices have been paid and Simmons is working with Ransom on closing out the grant.

Legal reviews have been completed and the Town has closed on the bond that was approved at the June town meeting. Work now underway includes the community center roof repairs and paving. The fire tanker truck has been ordered and an HVAC study is underway to determine the best type of system for the municipal building. Four additional pump station generators have been ordered – estimated time of arrival is 60 weeks. Estimated time of arrival for the ambulance is 24 months.

A State public hearing on the Taste of the Orient liquor license renewal denial will be held on October 13 at 1 p.m. in the town meeting room.

## 12. Other Board Business

Dusty Jones said the pumpout station at the marina was approved by a previous board and discussed by the Waterfront Committee; however, no decision has been made as to its location. Dennis Simmons said the project has been funded and as soon as the Waterfront Committee decides on a location, it can be put out to bid. The Harbormaster said he would contact the Waterfront Committee about a decision on the location.

Dusty Jones asked that the Department Head reports be made in a timely manner.

**Dusty Jones moved to enter Executive Session pursuant to 1 M.R.S.A. § 405 (6) (D) at 6:30 p.m. Vote 5-0-0. Dusty Jones moved to exit Executive Session. Vote 5-0-0. Bill Maloney moved to approve the side bar agreement with the police department union to permit the night shift officers to change their schedule from 10-hour shifts to 12-hour shifts. Vote 5-0-0.**

## 13. Adjournment

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

3b

WISCASSET SELECTBOARD, TAX ASSESSORS AND  
OVERSEERS OF THE POOR  
SEPTEMBER 8, 2022  
IN PERSON AND VIA ZOOM

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

Call to Order

Chairman Sarah Whitfield call the meeting to order at 6 p.m.

1. Pledge of Allegiance
2. FY' 23 Tax Commitment

Town Manager Dennis Simmons presented two scenarios. The first was to take nothing from undesignated fund balance which would mean a 2.8% increase in the current mill rate. The other option was to take \$275,000 from undesignated fund balance, which would hold the mill the same as last year.

Selectman Jones asked about taking additional money from fund balance to possibly reduce taxes this year.

Dennis told the Board the town's fund balance as of June 30, 2021 was approximately 1.65 million dollars, which was a great improvement from 2019 when it was \$139,000. The Town is a lot closer to where it should be with its fund balance, he said.

When asked for his recommendation Simmons told the Board, he recommends taken \$275,000 fund balance and keeping the mill rate at \$20.08/per \$1,000.

William Maloney made a motion to take \$275,000 from undesignated fund balance to keep the tax rate the same as last year. Motion was seconded by Terry Heller. Motion passed, 5-0.

3. Adjournment  
At 6:19 p.m., Terry Heller moved to adjourn the meeting, motion passed 5-0.



4. Indicate the type of license applying for: (choose only one)

- Restaurant (Class I, II, III, IV)       Class A Restaurant/Lounge (Class XI)       Class A Lounge (Class X)
- Hotel (Class I, II, III, IV)       Hotel – Food Optional (Class I-A)       Bed & Breakfast (Class V)
- Golf Course (included optional licenses, please check if apply) (Class I, II, III, IV)       Auxiliary       Mobile Cart
- Tavern (Class IV)       Other: \_\_\_\_\_
- Qualified Caterer       Self-Sponsored Events (Qualified Caterers Only)

*Refer to Section V for the License Fee Schedule on page 9*

5. Business records are located at the following address:

51 Water Street, Unit B

- 6. Is the licensee/applicant(s) citizens of the United States?       Yes       No
- 7. Is the licensee/applicant(s) a resident of the State of Maine?       Yes       No

**NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.**

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

- Yes       No      If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

- Yes       No
- Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes  No

If yes, please provide details: \_\_\_\_\_  
 \_\_\_\_\_

11. Do you own or have any interest in any another Maine Liquor License?  Yes  No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Chandler Marie Sowden	11/07/1991	Fort Wayne, IN
Zachery Willie Donati Goodwin	03/19/1991	Winston-Salem NC
Residence address on all the above for previous 5 years		
Name	Address:	
BOTH APPLICANTS 11 Robinson St. Rockland ME		
Name	Address:	
7 Andersen Road, East Boothbay ME		
Name	Address:	
13 Murray Hill Road, East Boothbay ME		
Name	Address:	



13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes  No

If Yes, provide name of law enforcement officer and department where employed:

\_\_\_\_\_

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States?  Yes  No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?  Yes  No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: \_\_\_\_\_ Date of Conviction: \_\_\_\_\_

Offense: \_\_\_\_\_ Location: \_\_\_\_\_

Disposition: \_\_\_\_\_

16. Has the licensee/applicant(s) formerly held a Maine liquor license?  Yes  No

17. Does the licensee/applicant(s) own the premises?  Yes  No

If No, please provide the name and address of the owner:

CUSTOM FRAME TO FINISH, LLC. 10 EMERSON TERRACE FALMOUTH ME 04105

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: \_\_\_\_\_

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

A small galley-style wine bar with the kitchen on one side and seating along the other.  
The space has an entrance in the front, one bathroom, and windows in the back. Attached through a closing door is a wine shop.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: St. Phillips Episcopal

Distance: 0.40

**Section II: Signature of Applicant(s)**

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Duly Authorized Person

\_\_\_\_\_  
Signature of Duly Authorized Person

\_\_\_\_\_  
Printed Name Duly Authorized Person

\_\_\_\_\_  
Printed Name of Duly Authorized Person

**Section III: For use by Municipal Officers and County Commissioners only**

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: \_\_\_\_\_

Who is approving this application?  Municipal Officers of \_\_\_\_\_

County Commissioners of \_\_\_\_\_ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of  
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

**1. Hearings.** The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

**A.** The bureau shall prepare and supply application forms.

**B.** The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

**C.** If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

**D.** If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

**2. Findings.** In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

**A.** Conviction of the applicant of any Class A, Class B or Class C crime;

**B.** Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

**C.** Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

**D.** Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

**D-1.** Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

**E.** A violation of any provision of this Title;

**F.** A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

**3. Appeal to bureau.** Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

**4. Repealed**

**5. Appeal to District Court.** Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

#### **Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine**

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
  - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

## Section V: Fee Schedule

**Filing fee required.** In addition to the license fees listed below, a filing fee of \$10.00 must be **included** with all applications.

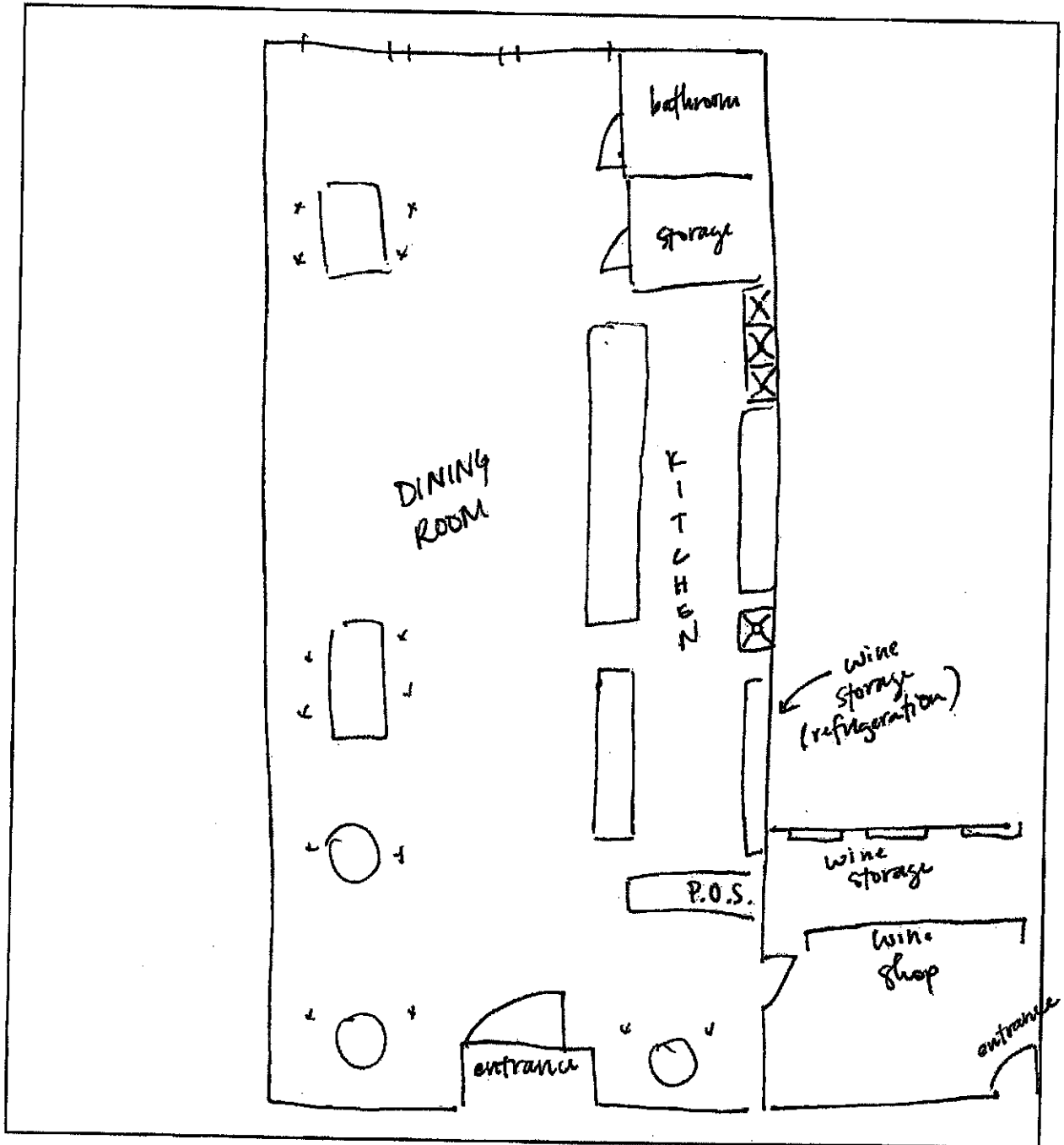
**Please note:** For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

<b><u>Class of License</u></b>	<b><u>Type of liquor/Establishments included</u></b>	<b><u>Fee</u></b>
<b>Class I</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
<b>Class I-A</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only hotels that do not serve three meals a day.	\$1,100.00
<b>Class II</b>	<b>For the Sale of Spirits Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
<b>Class III</b>	<b>For the Sale of Wine Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
<b>Class IV</b>	<b>For the Sale of Malt Liquor Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
<b>Class III and IV</b>	<b>For the Sale of Malt Liquor and Wine Only</b> This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
<b>Class V</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Club without catering privileges.	\$ 495.00
<b>Class X</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Class A Lounge	\$2,200.00
<b>Class XI</b>	<b>For the sale of liquor (malt liquor, wine and spirits)</b> This class includes only a Restaurant Lounge	\$1,500.00

### Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



**Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises  
Liquor License Who are Legal Business Entities**

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

*All Questions Must Be Answered Completely. Please print legibly.*

1. Exact legal name: In A Silent Way LLC
2. Doing Business As, if any: \_\_\_\_\_
3. Date of filing with Secretary of State: 1/2/2020 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:  
\_\_\_\_\_
5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Chandler Sowden	11 Robinson St. Rockland ME	11/07/199		50%
	1317 Dougmar Dr. Santa Cruz CA			
	13 Murray Hill Road, E Boothbay MM			
Zachery Goodwin	11 Robinson St. Rockland ME	03/19/1991		50%
	1317 Dougmar Dr. Santa Cruz CA			
	7 Andersen Road, E. Boothbay Me 13 Murray Hill Road, E Boothbay			

(Ownership in non-publicly traded companies must add up to 100%.)



# LIQUOR LICENSE-RENEWAL

Liquor licenses held by the same owner at the same location for five (5) or more years and have had no complaints within that time may be approved or denied by the Wiscasset Town Clerk, after advice and consent from the Wiscasset Code Enforcement Officer and the Wiscasset Police Department.

Business requesting license In A Silent way LLC

**Code Enforcement Officer:**  
No concerns

Comments: \_\_\_\_\_

Signed: Bruce Mullins Dated: 9/8/2022 | 11:02 EDT  
DocuSigned by: 4FFAF1178A104FE...

**Wiscasset Police:**  
no concerns

Comments: \_\_\_\_\_

Signed: Chief Hesseltime Dated: 9/8/2022 | 11:00 EDT  
DocuSigned by: 1C68045FCB3E418...

**Planning Department:**

Comments: \_\_\_\_\_

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

**Fire Department:**  
No problems

Comments: \_\_\_\_\_

Signed: Robert Bickford Dated: 9/8/2022 | 12:02 EDT  
DocuSigned by: F241099CDFDA484...

**EMS Department:**  
No issues

Comments: \_\_\_\_\_

Signed: Chief Erin Bean Dated: 9/14/2022 | 09:17 EDT  
DocuSigned by: 27D8E4999FD143E...

**Waste Water:**  
No concerns at this time.

Comments: \_\_\_\_\_

Signed: Rob Lalli Dated: 9/8/2022 | 11:26 EDT  
DocuSigned by: 2DE25B2E2D874D9...

**Public Hearing Scheduled:**

Advertisement in local publication:

Date of public hearing: \_\_\_\_\_ Date public hearing posted: \_\_\_\_\_

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

66

Janet T. Mills  
Governor



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

Jeanne M. Lambrew, Ph.D.  
Commissioner

To: Welfare Officials and Contracted Agents  
From: Sara Denson, Program Manager, General Assistance  
Date: September 7, 2022  
Subject: New GA Maximums for October 1, 2022

Enclosed please find the following items:

- MMA's new (October 1, 2022–September 30, 2023) “**General Assistance Ordinance Appendices**” (A – G).
- Recovery Residence Housing Maximums (October 1, 2022-September 30, 2023)
- “**GA Ordinance Adoption Form**” which was developed so that municipalities may easily send DHHS proof of the adoption of any updated or changed GA Ordinance. Once the selectpersons or council adopts the new ordinance, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*
- “**GA Maximums Adoption Form**” which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. *(see “Filing of GA Ordinance and/or Appendices” below for further information).*

**Updates**

Please note that updates have been made to the General Assistance Ordinance, Appendix A (overall maximums), Appendix B (food maximums), Appendix C (housing maximums), Appendix D (electricity maximums) and Appendix G (mileage rate). There is also a new Recovery Residence Housing Maximums guide. We anticipate an updated the Maine Municipal Association (MMA) GA Ordinance will be released soon. You can find information about the MMA Model Ordinance on the Maine Welfare Director’s Association (MWDA) website at [www.mainewelfaredirectors.org](http://www.mainewelfaredirectors.org).

**Appendix A – G**

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

### **The Adoption Process**

The **municipal officers (i.e., selectpersons/council)** adopt the local **General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers conduct a ***notice and hearing*** prior to the adoption of the Ordinance and/or Appendices. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance and/or appendices either in its posted form or as amended in light of public discussion.

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

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

A municipality's maximum assistance level for Food may not be below the Department provided figures which are issued by the USDA and published annually following a study of cost of food for various family sizes. A market basket survey may be used to establish food maximums if the maximums provided by the USDA are insufficient to maintain health in the municipality. (C.M.R. 10-144, Chapter 323, Section V).

### **Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted, should that ordinance differ from the MMA Model. Any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that your Municipal Officers have adopted the current MMA Model GA maximums and/or ordinance.

## 2022-2023 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from **October 1, 2022 to September 30, 2023.**

### APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
	\$925	\$941	\$1,178	\$1,463	\$1,912	\$1,987

**NOTE:** For each additional person add \$75 per month.

(The applicable figures from Appendix A, *once adopted*, should be inserted here.)

### APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	\$ 65.35	\$ 281.00
2	120.00	516.00
3	172.09	740.00
4	218.37	939.00
5	259.53	1,116.00
6	311.40	1,339.00
7	344.19	1,480.00
8	393.26	1,691.00

**NOTE:** For each additional person add \$211 per month.

### APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	Weekly	Monthly	Weekly	Monthly
0	\$184	\$790	\$212	\$910
1	\$184	\$790	\$215	\$924
2	\$221	\$951	\$269	\$1,157
3	\$276	\$1,186	\$335	\$1,439
4	\$365	\$1,570	\$438	\$1,883

(The applicable figures from Appendix C, *once adopted*, should be inserted here.)

*FOR MUNICIPAL USE ONLY*

## APPENDIX D - UTILITIES

### ELECTRIC

**NOTE:** For an electrically heated dwelling also see “Heating Fuel” maximums below. But remember, an applicant is *not automatically* entitled to the “maximums” established—applicants must demonstrate need.

1) **Electricity Maximums for Households *Without Electric Hot Water*:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$19.95	\$ 85.50
2	\$22.52	\$ 96.50
3	\$24.97	\$107.00
4	\$27.53	\$118.00
5	\$29.88	\$128.50
6	\$32.55	\$139.50

**NOTE:** For each additional person add \$10.50 per month.

2) **Electricity Maximums for Households *With Electrically Heated Hot Water*:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$29.63	\$127.00
2	\$34.07	\$146.00
3	\$39.67	\$170.00
4	\$46.32	\$198.50
5	\$55.65	\$238.50
6	\$58.68	\$251.50

**NOTE:** For each additional person add \$14.50 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

## APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

*FOR MUNICIPAL USE ONLY*

**NOTE:** When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

**APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES**

<u>Number in Household</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

**NOTE:** For each additional person add \$1.25 per week or \$5.00 per month.

**SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<u>Number of Children</u>	<u>Weekly Amount</u>	<u>Monthly Amount</u>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

## **Appendix G**

**Effective: 10/01/22-09/30/23**

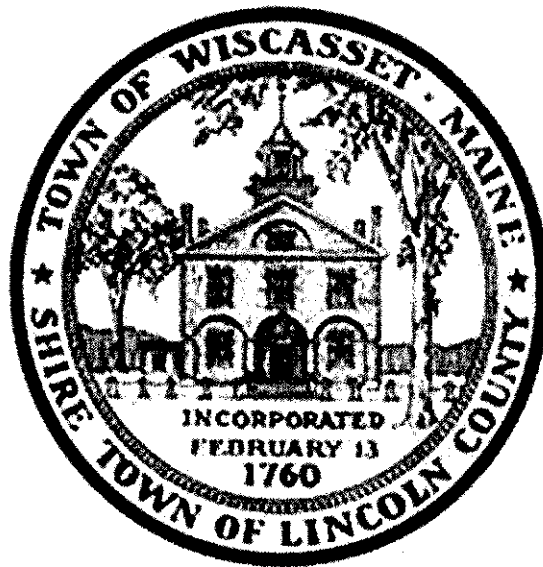
### **2022-2023 Mileage Rate**

This municipality adopts the State of Maine travel expense reimbursement rate as set by the Office of the State Comptroller. The current rate for approved employment and necessary medical travel etc. is 46 cents (46¢) per mile.

Please refer to the Office of the State Controller for changes to this rate at 626-8420 or visit <http://www.state.me.us/osc/>

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**Town of Wiscasset**  
August 2022  
Monthly Reports







# Town of Wiscasset

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## AIRPORT REPORT

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

### Fuel Sold

- 100LL Avgas \$27,263.60 (4,093.080 gallons)
- Jet A \$8,852.23 (757.080 gallons)

### Budget

- Revenues: August is the first full month that the airport has been open since reopening after the runway reconstruction. Total collected was \$5,940.25. (Total collected does not include monies from sale of fuel.)
- Expenditures: There were no major expenditures. Electricity was \$512.26, which includes five line items the FBO building with two offices, a conference room (all three air-conditioned), hangar lights, and exterior night lighting was the most expensive at \$188.46. Repairs and maintenance was the largest expense at \$1,115.57 with \$782.97 for lock upgrades to include an updated cypher lock on the main entrance being the majority of the budget line. The largest budget line this time of year is payroll, total for August was \$3,964.25. As we move past Fall payroll will decrease significantly.

### Operations

- Our daily average for the month was 15 per day, the same as the month of July. Total for August was 465 operations.

### General Comments

- Flight activity was still down from pre-COVID days for the month of August, but September is promising to be much better. As of this writing, we have already had 209 ops in 12 days even though two of the days were a complete rain "wash out". On September 3<sup>rd</sup> and 4<sup>th</sup> we had 30 ops each day. This upcoming weekend September 17<sup>th</sup> and 18<sup>th</sup> we have four rental cars scheduled to be picked up here, which I believe, if the weather holds out and the forecast looks like it will, we will be busy.
- We had to purchase more aviation fuel on August 2nd and are scheduled to have a delivery of 8,000 gallons this coming Friday September 16<sup>th</sup>. I anticipate that the price will be able to be reduced again just in time for the height of the leaf peeping season.

Respectfully submitted,  
**Rick Tetrev**

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



# Town of Wiscasset

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## Wiscasset Municipal Airport Advisory Committee Meeting Minutes August 17 Submitted by Steve Williams

### Opening

The regular meeting of the Wiscasset Airport Advisory Committee was called to order at 5:00 pm on August 17 by Chair Steve Williams. Members present: Ray Soule, Mike Costigan, Pam Brackett and Stephen Williams. Also in attendance Dennis Simmons Town Manager

### Approval of Minutes

The minutes of the July 20 meeting read with no corrections.

### Airport Manager's July Report

Airport Manager Rick Tetrev was not in attendance, report reviewed by Steve Williams

### Fuel Sales

- 100LL Avgas \$18,772 (2630 units)
- Jet A \$4448 (575 units)

### Operations

- Daily operations for the 12 days the airport was open in July averaged 15 flight/operations.

### Expenditures

- In July annual property and casualty insurance premium was paid \$1756.75. And there was some much-needed work done on the main door of the FBO building for \$783.

### General Comments

- The cost of fuel is affecting General Aviation flying. Currently our fuel price is \$7.61 almost \$2.00 higher than a year ago.

### Old Business

#### Update on Fuel Farm Maintenance

- Project completed with the installation of new fuel filters.

#### Runway Reconstruction Project

- Power pole on Runway 07 end that caused a delay in reopening airport has been approved for lowering by CMP. Question remains if pole needs to be lighted.
- On schedule with project completion slated for December 2022. Rock ledge needs to be removed and permitting is underway.

#### Airport Solar Farm Update



# Town of Wiscasset

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## **New Business**

- Discussion on email from Tom Joyce Chair of Budget Committee. Chair Joyce reported that there is a misunderstanding by town residents on airport finances making them believe that airport operates at a \$90 K loss due to the fact that they are asked to approve the airport's budget each year.
- Dennis Simmons Town Manager suggested with additional revenue generated by Solar Farm a solution would be to convert the airport to an Enterprise Fund.

## **Airport Minimum Standards**

- The draft is in the hands of the Town Manager Dennis Simmons.

## **Public Comments**

- None

## **Calendar**

Next regular meeting is September 21, 2022

## **Adjournment**

At 5:45

## **Current Committee Members**

Steve Williams Chair 12/23

Erv Deck 12/22

Pam Brackett 12/23

Ray Soule 12/22

Mike Costigan



# Town of Wiscasset

## TOWN CLERK REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Linda Perry, Town Clerk  
**Re:** July/August Monthly Reports  
**Date:** September 14, 2022

### TOWN CLERK REPORT JULY 2022

#### **Elections:**

We have received official election materials and mailings in preparation for the November 8, 2022, General Election. Included in the mailings are several reports that the State of Maine requires the Clerk to complete and return to the Secretary of State by the statutory deadlines. Also included in the mailings are instructions and protocol for ordering supplies, ballot retention, completing the Notice of Election, absentee ballot information, and changes in election laws that will be in effect for the upcoming election. Absentee ballots will be available from October 11<sup>th</sup> through November 3<sup>rd</sup>.

Post-election reports and voter participation for the June election have been completed. Maintenance was completed on the DS 200 Election Machines and the attached ballot boxes on August 18<sup>th</sup>. The annual maintenance was completed by Election Systems & Software and is included in our lease agreement.

#### **Clerk:**

The number of marriage licenses has increased through the summer months. This is common for this time of year. The license process can take 30 minutes to 1 hour to complete. We are encouraging couples to plan ahead by filling out the necessary paperwork in advance and scheduling an appointment with the Clerk.

#### **Financials:**

	<b>Auto Excise</b>	<b>Boat Excise</b>	<b>Agent Fees</b>	<b>Vital Fees</b>
<b>Monthly Revenues</b>	<b>69,153.68</b>	<b>\$772.50</b>	<b>\$1,822.00</b>	<b>\$485.60</b>
<b>Year to date</b>	<b>\$69,153.68</b>	<b>\$772.50</b>	<b>1,822.00</b>	<b>\$485.60</b>
<b>Met yearly revenue projection by:</b>	<b>10.48%</b>	<b>13.55%</b>	<b>10.59%</b>	<b>-----</b>



# Town of Wiscasset

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## TOWN CLERK REPORT AUGUST 2022

### **Elections:**

The Clerk's Office is now preparing for the November 8<sup>th</sup> Gubernatorial Election. The Election will be held in the Community Center Gymnasium from 8 a.m. to 8 p.m. At this time you can request your absentee ballot to be mailed to you when they arrive. The ballots will be available October 11<sup>th</sup> through November 3<sup>rd</sup> at the Clerk's Office. You can request an absentee ballot in person at the Town office, by phone or on the State of Maine ABRs System at The State of Maine website <https://www.maine.gov/sos/cec/elec/voter-info/absent.html>.

### **Clerk:**

Dog licenses will be available beginning on October 15, 2022, for the 2023 calendar year. Dog licenses are available at the Clerk's office and can also be done by using the on line system at [www.maine.gov](http://www.maine.gov). Proof of current rabies vaccination will be required.

### **Financials:**

	<b>Auto Excise</b>	<b>Boat Excise</b>	<b>Agent Fees</b>	<b>Vital Fees</b>
<b>Monthly Revenues</b>	\$65,695.75	\$338.80	\$1,707.25	\$371.40
<b>Year to date</b>	\$134,849.44	\$1111.30	\$3,529.25	\$857.00
<b>Met yearly revenue projection by:</b>	20.43%	19.50%	19.50%	-----



# Town of Wiscasset

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## CODE ENFORCEMENT REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Bruce Mullins, Code Enforcement Officer  
**Re:** August Monthly Report  
**Date:** September 6, 22022

### August 2022 Activity:

#### Building Permits:

Hale Pond:	New Home
High Street:	Remodel
Jones Road:	Solar Farm
Sukie Lane:	Steel Building
Lowelltown Road:	Shed
High Street:	Porch Roof, Barn Porch
Bath Road:	Storage Shed
Lowelltown Road:	Deck
Hodge Street:	Porch and Ramp

#### Plumbing:

Lowelltown Road:	SSWD
Old Bath Road:	INT
Indian Road:	SSWD

#### Inspections:

Beechnut Hill, Red Oak Drive, Clarks Point Road, Sheepscoot Road, Young's Point Road, Lowelltown Road, Ice Pond Lane, Upland Road, Brown Road, Harrison Lane, Water Street, Whippoorwill MH Park, Gardiner Road, Sukie Lane, Federal Street, Bog Road, High School, West Alna Road, Hemlock Road, Car Wash, Chewonki Camp Ground, Railroad Avenue, Harrison Lane, Shin Bone Alley, Westview Road, Hodge Street, Old Bath Road, Two Bridges Road, Federal Street, Middle Street, West Look Lane.

**Correspondence:** Gardiner Road, Bradford Road



# Town of Wiscasset

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## EMS REPORT

**To:** Dennis Simmons, Town Manager

**From:** Erin Bean, EMS Director

**Re:** August Monthly Report

**Date:** September 13, 2022

## Wiscasset EMS Month of August 2022 Runs by City

Scene Incident City Name (eScene.17)	Number of Runs	Percent of Total Runs
Wiscasset	37	57.81%
Aina	8	12.50%
Dresden	7	10.94%
Westport Island	7	10.94%
Boothbay Harbor	2	3.13%
Woolwich	2	3.13%
Damariscotta	1	1.56%
	<b>Total: 64</b>	<b>Total: 100.00%</b>

Can you believe that we are already at 14% of the year?!!! We are working hard to stay on budget we have spent a little over 12% of the budget. We have had several holes to fill due to Covid and people being ordered into their other full-time jobs.

We have had an ad in several areas for the full Paramedic position we have not had many people apply. The people in house that have applied are great candidates; however this won't actually help our staffing issues due to them already working 36 hours a week. The few individuals that have applied are not able to leave their current employment due to the benefits are not as good as the ones that they currently have. Dennis and I have discussed this at great length and some changes could be considered.

We have been teaching lots of CPR classes to get the public trained in this vital skill.

We are **STILL** waiting on our ordered equipment. I have gotten news that our video laryngoscope should be here soon. We are very excited about this!!!

I hope that everyone has a good autumn and start to school!



# Town of Wiscasset

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## FIRE DEPARTMENT REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Robert Bickford, Fire Chief  
**Re:** August Monthly Report  
**Date:** September 8, 2022

### **Operations:**

The fire department responded to 21 calls for service during the month of August. This is significantly higher than the same time last year when we responded to 10 calls.

The calls for August break down as follows: 2 motor vehicle accidents; 3 structure fires; 2 grass / brush fires, 10 fire alarms; 1 carbon monoxide call; 1 assist to EMS and 2 "other".

Of the 21 calls, 17 were in Wiscasset. We provided mutual aid to our neighbors in Dresden, Georgetown, Newcastle and Woolwich each one time.

Fire alarms, more specifically, repeat and nuisance fire alarms are becoming a large part of our call volume. As of this writing, they account for 27% of our calls since July 1. I have drafted an ordinance to bring before the Ordinance Review Committee in hopes of holding property owners more accountable for their alarm systems.

### **Training:**

Training for the month included "Roll Up" drills at the training site. This is where members simulate rolling up to a fire and stretching hose lines and preparing to attack the fire. We also trained on rural water supply and tanker shuttles. At the end of the month, we participated in the annual Maine Yankee Fire / EMS drill that is an NRC requirement for Maine Yankee's license.

### **Staffing:**

We welcomed 2 new members in August: Prior member Cody Hagggett returned to the department and Payton Hastings joined as a new member. We look forward to working with both of them as we move forward. Our roster currently stands at 23 members and 6 members on the Lifetime Members roster.

### **Events:**

It was a busy month for activities. We participated in the Set for Success event at the Elementary School on the 14<sup>th</sup>. On the 21<sup>st</sup>, we assisted with traffic control for the Wiscasset Parks and Rec Schoonerfest Triathlon. We went to visit the WPAR summer program for a Touch a Truck event on the 24<sup>th</sup>.





# Town of Wiscasset

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On August 22, we temporarily lost one of our members. Miles Brewer left for Paris Island, NC for United States Marine Corps Basic Training. Miles will serve in the Marine Reserves and return to us after his basic training and "A" school. We wish him the best of luck and thank him for his service to his country.

**Financials:**

At 16% of the fiscal year, our budget is only 6.86% expended.

Respectfully submitted,  
Rob Bickford



# Town of Wiscasset

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## WISCASSET POLICE DEPARTMENT

To: Dennis Simmons, Town Manager  
From: Lawrence Hesselstine, Wiscasset Police Chief  
RE: August Monthly Report  
Date: September 6, 2022

The Police Department responded to 549 calls for service during the month of August. There were 425 calls for service August 2021.

Officers responded to 22 motor vehicle accidents this Month and performed 187 motor vehicle stops.

There were 24 arrests for the following:

OUI (Alcohol) (5)  
Displaying Fictitious Vehicle Certificate  
Domestic Violence Aggravated Assault  
Burglary  
Aggravated Criminal Mischief  
Theft by Unauthorized taking  
Disorderly Conduct, Fighting  
Warrant Arrests

9-1-1 CHECK	6
ABANDONED MV	4
Administrative	8
ALARM BURGLAR	11
ANIMAL COMPLAINT	17
ASSAULT	1
ASSIST CITIZEN	11
ASSIST OTHER AGENCY	9
ATTEMPT TO LOCATE	2
AUTO THEFT	1
BOAT / WATER INCIDENT	1
CHILD ABUSE	1
COMMUNITY POLICING	5
Concealed Weapons Permit	6
CRIMINAL MISCHIEF	3
DISABLED MV	6
DOMESTIC DISTURBANCE	11
ERRATIC OPERATIONS	30
ESCORT/TRANSPORT	1

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August 2022 Monthly Report



# Town of Wiscasset

## Police Report

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FIGHTING (NON-DOMESTIC)	2
FIRE ALARM	8
FIRE STRUCTURE	1
FOUND/LOST PROPERTY	8
HARASSMENT	2
HARBOR MASTER	23
LOUD NOISE	3
MEDICAL EMERGENCY	21
MENTAL HEALTH (PD's ONLY)	4
MISSING PERSON	1
MOTOR VEHICLE ACCIDENT	22
MOTOR VEHICLE STOP	123
PARKING PROBLEM	2
PEDESTRIAN CHECK	5
POLICE INFORMATION	15
PROPERTY CHECK	101
Records Request	20
SEARCH WARRANT	1
SERVICE	11
Sex Offender Registration	2
SEX OFFENSES	2
SUSPICIOUS ACTIVITY	7
THEFT / FORGERY / FRAUD	9
THREATENING	1
TIPLINE INFORMATION	1
TRAFFIC CONTROL	3
TRAFFIC HAZARD	3
TRESPASSING	1
UNWANTED SUBJECT	1
VIOLATION OF BAIL CONDITIONS	2
WARRANT ARREST	3
WELFARE CHECK	7
	549



# Town of Wiscasset

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## PUBLIC WORKS/TRANSFER STATION DEPARTMENTS

**To:** Dennis Simmons, Town Manager  
**From:** Theodore Snowdon, Public Works Director  
**Re:** August Monthly Report  
**Date:** September 13, 2022

### **Operations:**

The month of August, for the Transfer/Public Works has been running as normal. In addition to our day-to-day duties, we have managed to:

- Cemetery stone repair/mowing.
- Crosswalk painting.
- Ditching throughout the town.
- Prepping roads for new hot top.
- Road side grass cutting.
- Creamery pier plank replacement.
- Old land fill mowing.
- Airport mowing.
- Road stripping.
- Grader work on Dickerson Road.
- Ongoing clean up throughout the town.
- Culvert maintenance and replacement.
- Catch basin clean out.
- Assisted with Schooner fest activities.
- 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 running at normal, and sanitizing is still taking place throughout the day.



# Town of Wiscasset

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Also trucking 3 to 4 loads of garbage per week to Norridgewock, metal and demo to Topsham brush and wood to Boothbay.

## Expense Summary Reports March

Public Works: 14.06%  
Transfer Station: 11.44%  
Transfer Revenue: 14.40%  
Municipal Building: 9.72%  
Waterfront: 11.16%  
Cemetery: 10.73%

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

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## PARKS AND RECREATION DEPARTMENT

**To:** Dennis Simmons, Town Manager  
**From:** Duane Goud, Parks & Recreation Director  
**Re:** August Monthly Report  
**Date:** September 13, 2022

### **August, 2022!!**

What a great start to our 22-23 fiscal year, in just the first two months! Well, July started us off on the right foot and August looks to have followed suit, bringing in a record amount of revenue (\$48,454, Myrec), continuing to show that we are doing great things that people want to see, be a part of and support!

**'THANK YOU' to everyone involved!**

Our Mainely Summer Camp was the biggest it has ever been, with 142 registered participants, averaging between 65 – 85 daily! We had a great August, full of many different activities. These activities consisted of swim lessons, library trips, beach trips, a trip to the Botanical Gardens, adventures at Monkey C Monkey Do, Laser Tag, a Seal Watch out of Boothbay Harbor, a walk downtown to enjoy Schoonerfest and our final trip of the season to FunTown USA!

August, our best on record was a continuation of July, which was also our best on record, kick started our fiscal year off with record revenue numbers (July, \$48,622, August, \$48,454, Myrec), each breaking the previous July by almost \$11,000 and August by \$8,000+.

### **Program Updates**

Our **WCC Pool** programs continue to be flooded with participation, registration is always open for the many different opportunities to learn how to swim! If registration is closed, a waiting list is created and another class is most often offered at another time, when instructors are available.

Mid-summer classes tend not to fill up, with everyone out and about enjoying the Maine outdoors!

**Group Swim Lessons** (Levels 1, 2, 3, 4 & 5, showing 53 registered participants ages 4 – 14),

**Parent Tot** (showing 15 registered ages 6 months – 4).

**Splash Class** (showing 19 registered ages 3 – 6).

**WCC Swim Club, WCC Unsinkable Swim Team** (Registration is open for the fall, winter and spring season),

**Private and Semi Private Lessons** are scheduled with individual swim teachers and on an individual basis.

Our **Fitness classes** continue to hold steady in attendance.

**Yoga classes** (Mon, Wed & Fri, 7:45 – 9:00 am), with Tamara Dolloff and Sara Lentz

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



# Town of Wiscasset

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**PiYO and AM Mix @ WCC** (Tues (5:30 am), Wed (6 pm), Thurs (5:30 am) & Sat (7:00 am) **PiYO on the Recreational Pier**, with Lorna Weber  
**Cedrics Challenge** (Thurs, 6:30 pm), with Cedric Maquire

**Zumba Gold** (Fri, 10:00 am), with Barbara Johnson  
**Waterworks** (Mon - Fri, 8:30 – 9:30 am, Sat, 7:00 – 8:00 am), with Lori and Nori  
**WaterX** (Mon & Wed, 6:00 – 7:00 pm, with Nori

**Karate** (16 registered), registration open, starting new session in early September, classes offered every Monday & Thursday evening in the WCC Gymnasium.

**ASA (Afterschool Adventures)** registration is open for the 2022-23 school season for all Wiscasset Elementary, Sheepscot Valley, Chopp's Cross and Edgecomb Eddy students (PreK – 5<sup>th</sup> grade).

**Registration is open for all of our fall sports:**

**Run Club**  
**Youth Football**  
**Youth Soccer**

**Adult Coed Softball League (5 teams)** continued to play on Sunday evenings throughout the month of August and will finish up in early September with a single elimination tournament held over two weekends.

**'Alive on the Common' Thursday Night Concert Series (6 pm)** were able to finish the summer off with the **Dyer Neck Gang, Papa Tim and the Desperate Men and a rescheduled Lynn Deeves**. These weekly events were very well attended! A partnership with the **Wiscasset Area Chamber of Commerce**.

**'Movie Night at the Community Playground' Summer Series (8 pm)** scheduled for August 26<sup>th</sup> was cancelled due to weather, no date was given for reschedule. A partnership with **Partners in Education (PIE)**.

**Upcoming programs and activities coming in September and later this fall;**

Karate, ASA, Yoga, Swimming Lessons, Youth Soccer, Youth Football, Run Club, Scarecrowfest and other fall registrations for additional programming.

**The Senior Center** is working hard to bring seniors out and about, hosting 'Senior Dinners' 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. Senior Center Memberships are currently at 35 members. Cribbage continues to bring in 18 – 28 participants (Tuesday morning and Thursday evening) on a regular basis and the Senior Sew and Chat ladies continue to meet regularly on Monday and Friday mornings. We also have a Rug Hooking group that meets once a month, this will be held 9:30 am on the 2<sup>nd</sup> Wednesday, throughout the months of June, July and August.



# Town of Wiscasset

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## Building and Grounds Updates

August had a very busy schedule with grass to mow and weed-whack, soccer and softball fields to prep and line and everything else that comes with the fall and preseason sports season.

Flowers continue to be watered and checked on a regular basis, Special **'THANKS'** to Lisa Gatti for keeping an eye on the flowers throughout the town. Again, almost all were donated (**THANK YOU to Ames True Value**) and planted on all of the Town Common Street medians, boxes and hangers on Main Street, in front of the Post Office and planter box in front of the Wiscasset Prettiest Village Sign.

We are still working to get the broken-down air conditioning unit replaced that affects our Senior Room and lobby area. We are working on getting this fixed as soon as possible, certain rentals depend on this (Blood Drives).

As mentioned in previous months, we had gotten the power situated at the Waterfront for the placement of the cameras, but we were still waiting on Spectrum and the set-up of WiFi for the cameras, hoping to install them in July. Spectrum came in early August and we will be working on placing the cameras soon.

**We held our Annual Shutdown of the building the week of August 28<sup>th</sup> – September 5<sup>th</sup>!** Our shutdown had great success, taking care of some needed maintenance throughout the building, the refinishing of our gymnasium floor, replacing of tile in a few of our bathrooms, the cleaning of our carpets and the shingling of all of our pitched roofs.

## Community Events

Our monthly ARC Blood Drive was cancelled in July and August due to our AC problem. The next scheduled **ARC Blood Drive** will be held on Friday, September 16<sup>th</sup>, 10:30 am – 3:30 pm, call 1-800-733-2767 or visit [RedCrossBlood.org](http://RedCrossBlood.org) to schedule an appointment. Because of the breakdown in our AC, three portable units were brought in to help but were unable to keep the room temperature as low as needed for these rentals.

## Upcoming WCC & Community Events

**Art Walk (Wiscasset Creative Alliance), last Thursday of September**

**Scarecrowfest – October 10<sup>th</sup> – 15<sup>th</sup>**

**Nightmare on Federal Street – October 31<sup>st</sup> (Halloween)**

**Markettfest – Early December (Creative Alliance)**

**Annual Tree Lighting on the Common**

**Winterfest (Annual fundraiser for our Cooper DiPerri Scholarship)**

## Coordination Meetings & Professional Development

We continue to work with the town / school departments to accommodate one another and each





# Town of Wiscasset

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individual schedule to make sure that everything that needs to get done (priority) continues to get done on a daily basis.

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

We've had multiple meetings with the Schoonerfest committee, getting ready for the second annual event! Our departments all worked together with the committee to prepare and assist another great Schoonerfest celebration for all to enjoy! While turnout may not have been as great as anticipated, we have great information to build on for the future of this event.

Working with PIE (Partners in Education) to provide opportunities for meetings and fundraising events. PIE provides funding for the swimming lessons of our Wiscasset Elementary School Students here at the Wiscasset Community Center, swimming lessons will be starting back up in September after being suspended since March of 2020.

We had taken a step back in the LWCF Grant process, for the upgrades for White's Island and the Pleasant Street Extension, hoping to get back into some informational meetings. We held our first of many meetings on Tuesday, June 29<sup>th</sup> and hope to hold another in September, at this point it is too late to schedule one for August. These public meetings will be informational meetings to keep the momentum moving forward on this project, feasibility still to be determined.

We participated in the MRPA Program that sold discounted tickets to FunTown/SplashTown, Aquaboggin and York's Wild Kingdom.

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

## **Financial update:**

As mentioned at the beginning of this report and in previous reports, we feel what we are doing is working and people are noticing and taking advantage of what we are offering. Our revenue numbers are proving this each and every month, staying positive, competitive and reasonably priced!

Our registration numbers are larger than they ever have been, causing the need for more space, expenditures, programming, staffing and equipment.

Our expenditures are also continuing to grow, the more we offer the more expenditures we will have. Keeping this in mind, we need to spend money to make money! While our expenditures were over our estimated budget from the previous fiscal year we will be able to cover those expenditures with the increased revenue brought in by the department as a whole because of better than expected revenues and increased participation in programming and memberships.



# Town of Wiscasset

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We continue to look into any and all avenues of bringing in additional revenue for the WCC / WPRD. We continue to have conversations with area communities about our Community Partnership program, requests will be sent out to our neighboring towns hoping to see an increase in this program as well.

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

As mentioned last month, we need to turn our focus towards a future addition onto the Wiscasset Community Center to accommodate more programming as well as a full-time childcare facility. A childcare facility will not only bring in additional revenue to help fund the Wiscasset Community Center but it will also satisfy the great need for childcare within our community and the Midcoast area.

## **Director's Note:**

I look forward to each and every day!

When I come to work, I want to see how far the department can go, what we can do to move this department forward and continuing the growth of this department. We have come a long way in just a couple of years. We still have a long way to go and lot of things on the horizon to make us bigger and better than what we are currently. As a department, we can only grow if everyone buys in, and the employees here at the WCC have done just that, working hard to bring more activities, events and programs into the public eye. We try to make it a point to put our best efforts forward, staying positive and working through things even when it doesn't seem possible. Not always remembering that this department is made up of mainly part-time people who have a dedication like no other, giving it their all, in support of the Wiscasset Community Center / Wiscasset Parks and Recreation Department and the Town of Wiscasset.

**THANK YOU!**

*Duane Gould*



# Town of Wiscasset

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## HARBORMASTER REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Lawrence Hesselstine, Harbormaster  
**Re:** August Monthly Report  
**Date:** September 6, 2022

**Dock & Mooring Fee's Collected: \$887.00**

- AM/PM Harbor Checks
- 8/1 collected \$180. dock fees,
- Pulled the Harbor boat for maintenance, had required gear put in and added the new top / removed seats to make the boat for functional for its intended purpose.
- Got approval to rent Tim Jarrett a town mooring for 3 months at \$250. (\$750) / He never returned phone calls to set up
- 8/5 collected \$30. In dock fee
- The three logs in front of the ice cream shack are no longer attached to the decking, they are free standing with no anchors to the deck.
- 8/6 – Rec. Float had a missing pin on the north end partition. PW replaced pin.
- 8/7 – Received a call from an out of state boater requesting fuel. Sent them to Boothbay.
- 8/8 – Collected \$30. In Dock fees – Billed Lady Mary ME 6266B for over-night tie up on the Rec. Float
- 8/9 – Collected \$50. in dock tie up fees
- 8/10 – Took a request for a resident Mooring – Put them in touch with a mooring installer.
- 8/11 – Went out in the harbor and started documenting Moorings with Callie and placing Unregistered Tags on unregistered moorings.
- 8/15 – Collected \$60. in Dock Fees. Talked with several boaters who are coming into Wiscasset starting Wednesday requesting dock/mooring space. Was able to confirm 2 mooring rentals and 1 dock space rental.
- 8/17 – Collected \$30. Dock fee – Received a report of a sailboat on a mooring getting ready to sink. Located the boat and was assisted by PW and FD in pumping the boat and getting it towed into the commercial float. Made contact with the owner Judy Tunkle and advised. She will pull the boat out in the morning, 8/18.
- Sailboat was removed by owner. Collected \$30. in past due dock fees from Tony Chapman. Schoonerfest Schooners arrived at the rec float.
- Chain rusted off the south end of the rec float. PW advised and repaired
- Schoonerfest activities
- Have several boats on Moorings/Docks throughout the weekend



# Town of Wiscasset

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- 8/20 – Skiff tied up under the railroad tracks south of the sanitary building. – Removed same and tied it up to comm floats
- 8/22 - Sailboat broken down on the ramp. Been there since Thursday 8/18 – Put a bill for \$120. on the boat, will try to get it moved today. Located the owner of the skiff that was towed in on 8/20, it's a contractor doing work on the railroad trestle (Owner Dave
- 8/23 – Collected \$227. in dock tie up fee's / Put a bill on a sailboat (Gary Joslyn) that was tied up to the Rec. float overnight. Put a sailboat on a town mooring for 5 days.
- 8/25 – Joslyn was attempting to anchor his sailboat in the mooring field with a mushroom anchor. I went out on the boat as he was setting up and told him he wasn't allowed to leave the boat on a mushroom anchor unattended. He pulled up anchor and said he was going across to Edgecomb.
- 8/29 – Collected \$210. in dock tie up fees.
- 8/30 – Collected \$40 in dock fees.
- 8/30 – Took the harbor boat to BBH to meet with the Harbormaster to observe and discuss pump-out stations.
- 8/31 – Skiff on the commercial float full of water. Unknown owner/Unregistered. Will attempt to ID, some water was removed to keep it afloat.
- Harbor patrols
- I was out of town for 2 days/nights during the month of August

Larry Hesseltine



# Town of Wiscasset

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## SHELLFISH WARDEN REPORT

**To:** Dennis Simmons, Town Manager  
**From:** Jonathan Barnes, Shellfish Warden  
**Re:** August Monthly Report  
**Date:** September 6

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. Met with a couple suspicious vehicles at the landing who said they had been digging earlier.

Officer Jonathan Barnes  
Shellfish Warden



# Town of Wiscasset

## WASTE WATER TREATMENT PLANT

**To:** Dennis Simmons, Town Manager  
**From:** Robert Lalli, Waste Water Treatment Plant Superintendent  
**Re:** August Monthly Report  
**Date:** September 14, 2022

### PLANT OPERATIONS DISCHARGE PERMIT TESTING RESULTS:

Average Plant Flow	<b>0.142 MGD</b>
Licensed flow per day	<b>0.620 MGD</b>
Percent of average flow per day to license limit	<b>23 %</b>
Total Rainfall per month	<b>1.60 inches</b>
<b>BOD EFFLUENT LAB RESULTS (mg/l)</b>	
For monthly average	<b>5.2 mg/L</b>
Weekly average	<b>8 mg/L</b>
Daily max.	<b>8 mg/L</b>
All within license limits	<b>YES</b>
BOD Effluent Removal %	<b>98 %</b>
Required%	<b>85 %</b>
<b>TSS EFFLUENT LAB RESULTS (mg/L)</b>	
Monthly average	<b>5.6 mg/L</b>
Weekly average	<b>8 mg/L</b>
Daily max.	<b>8 mg/L</b>
all within license limits	<b>YES</b>
TSS Effluent % Removal	<b>98%</b>
Required%	<b>85%</b>
Settable Solids within license limit of 0.3 mL/L	<b>YES</b>
PH within license limits of 6-9	<b>YES</b>
<b>BACTERIA RESULTS</b>	
Fecal (tracked Year-Round) Instant Daily max	<b>26 cfu/100m</b>
(31)	<b>5.04 cfu/100 ml</b>
Geometric Mean (13)	<b>14 cfu/100ml</b>
Enterococci (April 15 – Oct. 31) Instant Daily	<b>2.0 cfu/100ml</b>
max(8)	
Geometric Mean (54)	
<b>TOTAL RESIDUAL CHLORINE</b>	
<b>RESULTS (mg/l)</b>	<b>0.11 mg/l</b>
Instant daily max (0.3 mg/L)	<b>0.04 mg/l</b>
Monthly Avg. max (0.1 mg/L)	

**BUDGET:** With 16.6 % of the fiscal year gone, the Wiscasset Sewer Department has spent 12.38% of the Department budget.



# Town of Wiscasset

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**OLVER ENGINEERING STUDIES UPDATE:** Olver Associates, Engineers, sent the Climate Adaptation Plan study to Maine DEP in July for their review. Their first response to the study was received and responded to, by Olver in August. DEP has now commented on Olver's response.

Over the last 25 years, Olver Associates has executed many Climate Adaptation Plan studies for sewer plants in Maine, working hand-in-hand with Maine DEP. But it seems that some of the questions posed by the DEP, are specific questions that would be addressed once the staying or moving (the Sewer Plant) question has been answered: i.e. – How to access the plant during a flood? (boat). Will a high seawall around the plant obstruct the railroad? (It would be prohibited to do so). Will the existing Plant foundation have enough integrity to support the wall? (The island is ledge, and if there was doubt, Olver would've noted it in the study). And this is just a sample.

I can't help this feeling that the DEP is nudging Wiscasset Sewer Department toward moving the Plant.

Olver, Town Management, and the Sewer Department will soon be meeting with the DEP to discuss the study.

**DRIED SLUDGE DISPOSAL:** The Sewer Plant was informed that the Casella Hawkridge Compost Facility in Unity, Maine will no longer accept any sewer plant sludge deliveries, due to PFAS chemical issues. We now must dispose of our sludge at the Juniper Ridge Landfill in Old Town, Maine. What was a 128-mile round trip for our truck, is now a 230-mile round trip.

**PLANT INSPECTION:** An inspector from Konecranes Company performed annual safety inspections on Sewer Plant hoists, lifts, come-alongs, and jacks. It was recommended that the electric half-ton ceiling hoist in our belt-press room be replaced, and that an emergency power kill-switch be installed for it. The existing hoist, installed in 1992, is noisy, and is leaking oil. We will need to erect scaffolding to perform the replacement and to have the power kill-switch put in. I am coordinating the timing of the scaffolding arrival with the electrical contractor schedule.

**PUMP STATION GENERATORS:** The new generators at Pump Station #1, 2, 3, and 4 will be fueled up on September 15. The Cummins Generator rep and engineers from Machinery Service Company will supervise the initial testing and start-up of the generators (a warranty requirement) soon thereafter.

**SAFETY RELATED:** Impact Fire Services representatives completed an annual inspection of Sewer Department fire extinguishers. Five extinguishers were changed-out and two were added. In August, all four Sewer Plant employees passed the required annual medical evaluations and fit tests for full-face respirator use.

**ANNUAL LAB CERTIFICATION TESTING:** We received notification that Sewer Plant employee and lab technician, Ray Bellefleur, successfully passed his required annual lab testing certification.

This concludes the Sewer Department Monthly Report for August 2022.

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

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**Wiscasset Waterfront Committee**

**To:** Dennis Simmons, Town Manager; Wiscasset Board of Selectman  
**From:** Wiscasset Waterfront Committee  
**cc:**  
**Date:** September 13, 2022  
**Re:** Recommendations for Waterfront Pump Out Station and Waterfront Working Group Sub Committee

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At our September 13, 2022 regular Waterfront meeting, and much discussion, We propose these recommendations for a pump out station to be purchased and installed and made operational in a timely manner, taking into consideration the necessary infrastructure work that needs to happen and dovetail with the seawall/boardwalk repair between the Recreation Pier and Commercial Pier.

We recommend placing the Pump on the recreational float near the catwalk ramp (about center of our current float configuration, TBD). Vote: 3 in favor, 1 opposed. Decision based on ease for recreational boaters, and keeping a distinction between commercial vs recreational traffic. Also, debris due to the current tends to lodge itself in the structure of the Commercial pilings, so keeping that area clear for removal seems sensible.

Waterfront Committee also discussed and voted 4/0 to recommend the formation of a Working Group/ Sub committee, responsible to the Waterfront Committee to over view, prioritize and come up with a Waterfront Plan that will benefit the Town and complement the work of the Comprehensive Planning Committee. These are not limited to: repairing the launch ramps, replacing the town landing pier, repairing the seawall between the 2 piers, evaluating the use of the Piers, to highlight a few. This group would include 5-7 interested folks from the community to do leg work, share knowledge and ideas. We plan to design a sign up sheet and interview process by November voting day, maybe sooner.

Respectfully Submitted,  
  
Susan Robson, Richard Forrest, David Gagnon, Ron Leeman



**1 SELECTMEN REPORT**

Department(s): 100 - 134  
August

10a

Account	Budget Net	Curr Mnth Net	YTD Net	Pending Activity	Unexpended Balance	Percent Spent
100 - ADMINISTRATI	198,940.00	10,325.20	25,262.00	0.00	173,678.00	12.70
101 - AIRPORT	90,521.00	6,563.66	13,842.54	0.00	76,678.46	15.29
102 - ANIMAL CONTR	17,050.00	0.00	5,425.90	0.00	11,624.10	31.82
103 - ASSESSING	7,244.00	0.57	4,916.55	0.00	2,327.45	67.87
104 - BRDS & COMM	4,209.00	976.35	1,267.81	0.00	2,941.19	30.12
105 - CELEBRATIONS	22,975.00	0.00	9,500.00	0.00	13,475.00	41.35
106 - CLERK	98,739.00	7,368.59	23,490.62	0.00	75,248.38	23.79
107 - CEO	38,294.00	2,788.67	5,653.91	0.00	32,640.09	14.76
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	13,872.07	16,038.73	0.00	232,211.27	6.46
111 - COUNTY TAX	704,459.00	0.00	0.00	0.00	704,459.00	0.00
112 - DEBT SERVICE	231,868.00	0.00	55,466.56	0.00	176,401.44	23.92
113 - ELECTIONS	21,839.00	130.57	239.27	0.00	21,599.73	1.10
114 - EMS	759,553.00	49,511.18	95,780.85	0.00	663,772.15	12.61
115 - FD FIRE DEPT	155,708.00	5,708.99	10,674.21	0.00	145,033.79	6.86
116 - FINANCE	275,932.00	20,193.42	51,636.69	0.00	224,295.31	18.71
117 - GA	25,171.00	950.00	950.00	0.00	24,221.00	3.77
118 - MUN BULIDING	84,240.00	4,880.36	8,185.19	0.00	76,054.81	9.72
119 - MUN INSURANC	129,009.00	0.00	28,447.66	0.00	100,561.34	22.05
120 - OVERLAY	21,508.19	0.00	0.00	0.00	21,508.19	0.00
121 - PARKS & REC	977,546.00	104,496.48	183,826.30	0.00	793,719.70	18.80
122 - PLANNING	50,000.00	0.00	0.00	0.00	50,000.00	0.00
123 - POLICE	674,035.00	46,402.20	100,454.65	0.00	573,580.35	14.90
124 - PD SRO	86,253.00	0.00	0.00	0.00	86,253.00	0.00
125 - PUBLIC UT	365,093.00	28,480.59	31,891.62	0.00	333,201.38	8.74
126 - PUBLIC WORKS	673,870.00	46,910.19	94,776.14	0.00	579,093.86	14.06
127 - SELECTMEN	27,829.00	1,425.89	2,709.62	0.00	25,119.38	9.74
128 - SCHOOL TOWN	5,923,209.00	493,600.75	987,201.50	0.00	4,936,007.50	16.67
129 - SR CENTER	13,183.00	923.71	1,543.26	0.00	11,639.74	11.71
130 - SHELLFISH	4,186.00	290.29	580.58	0.00	3,605.42	13.87
131 - TIF	245,002.52	0.00	0.00	0.00	245,002.52	0.00
132 - TRANSFER ST	724,084.00	46,732.93	82,804.26	0.00	641,279.74	11.44
133 - WATERFRONT	64,564.00	5,586.81	7,205.20	0.00	57,358.80	11.16
Final Totals	13,086,100.71	898,119.47	1,849,771.62	0.00	11,236,329.09	14.14

### Revenue Summary Report

Fund: 1  
July to August

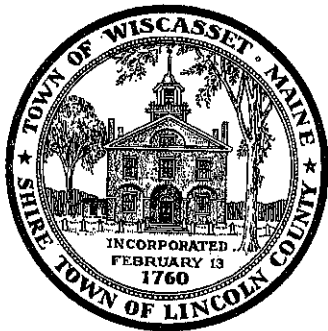
Account	Budget Net	----- Y T D -----		Net	Uncollected Balance	Percent Collected
		Debits	Credits			
101 - AIRPORT	85,970.00	0.00	5,940.25	5,940.25	80,029.75	6.91
102 - ANIMAL CONTROL	200.00	0.00	25.00	25.00	175.00	12.50
107 - CODE ENFORCEMENT	25,300.00	0.00	14,363.50	14,363.50	10,936.50	56.77
114 - EMS/AMBULANCE	365,940.00	29,750.85	104,903.82	75,152.97	290,787.03	20.54
117 - GENERAL ASSISTANCE	0.00	0.00	400.00	400.00	-400.00	----
121 - PARKS & RECREATION	465,000.00	2,216.00	95,358.38	93,142.38	371,857.62	20.03
123 - POLICE DEPARTMENT	1,400.00	0.00	525.00	525.00	875.00	37.50
129 - SENIOR CENTER	5,500.00	0.00	1,605.00	1,605.00	3,895.00	29.18
130 - SHELLFISH CONSERVATION	2,650.00	0.00	60.00	60.00	2,590.00	2.26
132 - TRANSFER STATION	299,063.00	0.00	43,052.27	43,052.27	256,010.73	14.40
133 - WATERFRONT & HARBORS	21,575.00	0.00	6,327.30	6,327.30	15,247.70	29.33
190 - STATE REVENUES	1,094,547.77	0.00	422,412.79	422,412.79	672,134.98	38.59
191 - TAXES	10,131,484.94	520.71	135,370.15	134,849.44	9,996,635.50	1.33
192 - CHARGES FOR SERVICES	65,400.00	0.00	16,137.22	16,137.22	49,262.78	24.67
193 - OTHER REVENUES	522,070.00	100.00	26,407.82	26,307.82	495,762.18	5.04
Final Totals	13,086,100.71	32,587.56	872,888.50	840,300.94	12,245,799.77	6.42

# HM Payson Monthly Statement of Wiscasset Accounts

Account Name	Market Value 06/30/2021	Market Value as of 07/31/2022	Market Value as of 08/31/2022	Change in Market Value
Montsweg Dam Reserve Fund	\$ 204,998.48	\$ 217,624.52	\$ 208,208.38	\$ (9,416.14)
Cemetery Trust Fund	\$ 2,178,141.40	\$ 2,312,295.11	\$ 2,212,247.11	\$ (100,048.00)
General John French Scholarship	\$ 76,377.41	\$ 81,081.57	\$ 77,573.34	\$ (3,508.23)
Jackson Cemetery Fund	\$ 38,070.29	\$ 40,415.07	\$ 38,666.40	\$ (1,748.67)
Larabee Band Fund	\$ 903,049.79	\$ 958,669.44	\$ 917,189.89	\$ (41,479.55)
Haggatt Scholarship Fund	\$ 17,001.52	\$ 18,048.65	\$ 17,267.73	\$ (780.92)
Mary Bailey Fund	\$ 561,160.09	\$ 595,722.45	\$ 569,946.83	\$ (25,775.62)
Seth Wingren Fund	\$ 35,261.69	\$ 37,433.49	\$ 35,813.82	\$ (1,619.67)
Wiscasset Community Center Endowment Fund	\$ 3,994.96	\$ 4,241.01	\$ 4,057.51	\$ (183.50)
Cooper-Diperri Scholarship Fund	\$ 39,746.14	\$ 42,194.15	\$ 40,368.50	\$ (1,825.65)
Recreation Scholarship	\$ 1,032.32	\$ 1,095.91	\$ 1,048.49	\$ (47.42)
Town of Wiscasset Edowment Fund Total	\$ 4,058,834.09	\$ 4,308,821.37	\$ 4,122,388.00	\$ (186,433.37)
Town of Wiscasset Capital Reserve	\$ 506,993.46	\$ 584,835.77	\$ 559,459.62	\$ (25,376.15)
Town of Wiscasset Construction Reserve	\$ 2,237,659.84	\$ 2,375,091.13	\$ 2,272,035.43	\$ (103,055.70)
Town of Wiscasset Equipment Reserve	\$ 4,548,444.62	\$ 4,827,798.34	\$ 4,460,478.55	\$ (367,319.79)
Town of Wiscasset Furnace Replacement Reserve	\$ 460,290.64	\$ 488,560.50	\$ 467,361.76	\$ (21,198.74)
Town of Wiscasset Major Repairs Reserve	\$ 620,048.31	\$ 658,130.08	\$ 629,573.68	\$ (28,556.40)
Town of Wiscasset Recreation Building Reserve	\$ 2,425,387.10	\$ 2,574,348.11	\$ 2,462,646.61	\$ (111,701.50)
Town of Wiscasset Retirement Health Insurance Reserve	\$ 183,423.13	\$ 194,688.51	\$ 186,240.93	\$ (8,447.58)
Town of Wiscasset Roof Repair Reserve	\$ 422,679.18	\$ 448,639.05	\$ 429,172.51	\$ (19,466.54)
Town of Wiscasset Sale of Cemetery Lots Reserve	\$ 127,436.85	\$ 135,263.69	\$ 129,394.57	\$ (5,869.12)
Town of Wiscasset Highway Department Capital Reserve	\$ 2,975.46	\$ 3,158.20	\$ 3,021.17	\$ (137.03)
Reserve	\$ 3,967.30	\$ 4,210.96	\$ 4,028.25	\$ (182.71)
Town of Wiscasset Reserve Funds Total	\$ 11,539,305.89	\$ 12,294,724.34	\$ 11,603,413.08	\$ (691,311.26)

\$165,000  
withdrawal for  
capital projects

1060



# Office of the Town Clerk

51 Bath Road  
Wiscasset, ME 04578

Phone: (207) 882-8200

Fax: (207) 882-8228

E-mail: [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

## BUSINESS LICENSE APPLICATION

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

\*\*\*\*\*

Name/Title of Business: Living the Dream Ice Cream

New Business  Existing Business  4 years in operation  Ownership/Location Change

Location of business: 49 Water St Wiscasset, ME 04578 Map/Lot

Preferred mailing address: 176 Goodhue Rd Sidney, ME 04330

Business phone number: 603 915 3449

Description of Business: Ice cream shop/Bakery

Owner's name: Janel Stevens Owner's phone: 603 915 3449

Owner's home address: 176 Goodhue Rd Sidney, ME 04330

\*Emergency contact person: Michelle Saunders

\*Emergency phone numbers: home: 603 838 3361 cell: 6039153449

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

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

### NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION

Have you seen the Code Enforcement Officer and Town Planner for approval? No

Will you need a sign permit? Yes

Will this business be a home occupation? No

This business will be a: Corporation or LLC no Partnership no Sole proprietor yes

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

Provide e-mail and/or web address: livingthedreamicecream@gmail.com

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

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

Date: 8/24/2022 | 12:53 EDT

Signature: Janel Stevens  
DocuSigned by: 83F087EE926047A...

(TOWN CLERK SECTION BELOW)

DATE RECEIVED: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_ ASSESSING: \_\_\_\_\_ WEB/LIST: \_\_\_\_\_

### BUSINESS LICENSE APPLICATION-NEW

Business Requesting License: Living the Dream Ice Cream

**Code Enforcement Officer:**  
No Concerns

Comments: \_\_\_\_\_  
DocuSigned by:  
Signed: Bruce Mullins Dated: 9/8/2022 | 07:32 EDT  
4FFAF1178A104FE...

**Wiscasset Police:**  
NO concerns

Comments: \_\_\_\_\_  
DocuSigned by:  
Signed: Chief Hesselbine Dated: 8/25/2022 | 08:53 EDT  
1C68045FCB3E418...

**Planning Department:**

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

**Fire Department:**  
No issues

Comments: \_\_\_\_\_  
DocuSigned by:  
Signed: Robert Bickford Dated: 8/25/2022 | 07:39 EDT  
F241089CDFDA484...

**EMS Department:**  
No issues

Comments: \_\_\_\_\_  
DocuSigned by:  
Signed: [Signature] Dated: 8/25/2022 | 07:26 EDT  
27D8E4999FD143E...

**Waste Water:**  
No Concerns.

Comments: \_\_\_\_\_  
DocuSigned by:  
Signed: Rob Lalli Dated: 8/25/2022 | 08:08 EDT  
2DE26B2E2D874D9...

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

3000 Mullin

1062



# Office of the Town Clerk

Linda Perry

51 Bath Road  
Wiscasset, ME 04578

Phone: (207) 882-8200  
Fax: (207) 882-8228

E-mail: [clerk@wiscasset.org](mailto:clerk@wiscasset.org)

## BUSINESS LICENSE APPLICATION

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

\*\*\*\*\*

Name/Title of Business: Sweetz & More  
New Business  Existing Business  years in operation Ownership/Location Change

Location of business: 299 Bath Rd, Wiscasset Map/Lot U11/1-D

Preferred mailing address: Po Box 452 P

Business phone number: not

Description of Business: Sweet shop

Owner's name: Stephen Jackson Owner's phone: 603-396-6256

Owner's home address: 27 Evans Rd Holderness, NH 03245

\*Emergency contact person: Ellen Jackson (wif.)

\*Emergency phone numbers: home: \_\_\_\_\_ cell: 603 219 5074

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

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

### NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION

Have you seen the Code Enforcement Officer and Town Planner for approval? no

Will you need a sign permit? yes

Will this business be a home occupation? no

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

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

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

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

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

Date: 9/1/2022

Signature: [Signature]

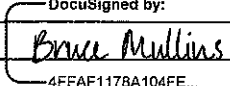
(TOWN CLERK SECTION BELOW)

DATE RECEIVED: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_ ASSESSING: \_\_\_\_\_ WEB/LIST: \_\_\_\_\_

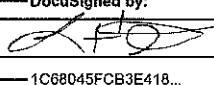
**BUSINESS LICENSE APPLICATION-NEW**

Business Requesting License: Sweets & More

**Code Enforcement Officer:**  
Comments: No Concerns

Signed:  Dated: 9/13/2022 | 08:02 EDT  
DocuSigned by:  
4FFAF1178A104FE...

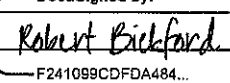
**Wiscasset Police:**  
Comments: No concerns

Signed:  Dated: 9/13/2022 | 15:15 EDT  
DocuSigned by:  
1C68045FCB3E418...

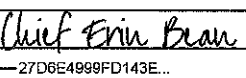
**Planning Department:**  
Comments: \_\_\_\_\_

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

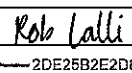
**Fire Department:**  
Comments: No concerns

Signed:  Dated: 9/8/2022 | 18:30 EDT  
DocuSigned by:  
F241099CDFDA484...

**EMS Department:**  
Comments: no issues

Signed:  Dated: 9/13/2022 | 16:08 EDT  
DocuSigned by:  
27D6E4999FD143E...

**Waste Water:**  
Comments: No Concerns at this time.

Signed:  Dated: 9/9/2022 | 07:43 EDT  
DocuSigned by:  
2DE25B2E2D874D9...

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

Dated: \_\_\_\_\_



# Town of Wiscasset

Office of the Town Manager

10c

Sept 20, 2022

To: Wiscasset Selectboard

Ref: Town Manager's Report

The Town's Policy on Tax Lien and Sewer Lien Acquired Property states that it is the responsibility of the Town Manager to deem whether or not tax acquired property is best retained by the Town or to be disposed of and to make a recommendation to the Board. Responsibility for the decision as to the disposition of all lien acquired property rests the Board. Sue and I have been working to get liens cleared up and property returned to its owner. We have not only followed the legally required process, but I have sent additional notices to property owners in an attempt to assist the former owners in finding remedies to get their taxes paid. This list consists of those who have either made no attempt, are unable or unwilling to remedy and I am recommending that the Board dispose of them:

Wiscasset/Alna line Map R03-080 5 acres, land only. This appears to be landlocked property with no deeded access. The Trustees overseeing the estate which owns the land have informed the Town they have no interest in reclaiming the title. Total charges owed: \$942.65. Assessed value \$10,000. Recommend sale by bid, minimum bid price per Policy @35% of assessed value \$3,500.00

397 West Aina Road Map R05-0056 31 acres with a home which is uninhabitable. Total charges owed: \$7,887.10. Assessed value \$86,500.00. Recommend sale by bid, minimum bid price per policy @35% of assessed value \$30,275.00

84 Willow Lane Map R06-036-A 1.43 acres with mobile home. Total charges owed: \$6,153.42 Assessed value \$73,500.00 Recommended for sale by bid, minimum bid @35% \$25,725.00 Property is occupied and the purchaser would have to deal with the occupants.

51 Old Ferry Road Map U-18-005-24 .71 acres with an older mobile home. The previous owner had entered into a repayment agreement for all of the back taxes in April of 2019. No payments were ever received and the agreement went into default. The total due on this property is \$16,483.72. Assessed value: \$38,900.00 The amount owed is great than the minimum 35%. There is an abutter who has already expressed a desire to purchase the property and I am recommending the Board accept the offer. Property is currently occupied and purchaser would be required to deal with occupants.