

3A

WISCASSET SELECTBOARD,
TAX ASSESSORS AND OVERSEERS OF THE POOR
NOVEMBER 15, 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 (via zoom)

Chair Sarah Whitfield called the meeting to order at 6:03 p.m.

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

a. **Terry Heller moved to approve the payroll warrants of November 4 and November 10, 2022. Vote 5-0-0.**

b. **Terry Heller moved to approve the accounts payable warrants of November 8 and November 15, 2022. Vote 5-0-0.**

3. Approval of Minutes

Bill Maloney moved to approve the minutes of November 1, 2022. Vote 5-0-0.

4. Special Presentations or Awards – none

5. Committee Appointments – none

6. Public Hearings

a. **New Liquor License – Corrinna Stum, DBA Back River Bistro, 65 Gardiner Road: Terry Heller moved to open the public hearing at 6:06 p.m. Vote 5-0-0. There was no discussion. Terry Heller moved to close the public hearing at 6:06 p.m. Bill Maloney moved to approve the liquor license for Corrinna Stum, DBA Back River Bistro, 65 Gardiner Road. Vote 5-0-0.**

b. **Automobile Graveyard and/or Junkyard permit renewals – Terry Heller moved to open the public hearing at 6:07 p.m. Vote 5-0-0. Terry Heller moved to close the public hearing at 6:08 p.m. Vote 5-0-0. Terry Heller moved to approve the graveyard and/or junkyard permit renewals for Blagden's Garage, Grover Auto and Tire and Norm's Used Cars. Vote 4-0-1 (Andretta abstained).**

7. Public Comment on Non-agenda Items – none

8. Department Head or Committee Chair

a. Department Head Monthly Reports

9. Unfinished Business

a. West Alna Road Tax Acquired Property: Dennis Simmons reported that Keith Hunter, prior owner of property at 397 West Alna Road that has been foreclosed on for non-payment of taxes (property which the town is currently seeking bids on), came into the office last week to pay off the taxes owed and obtain the property back. The redemption period for payment has ended. The selectboard has the authority to sell or otherwise dispose of real estate acquired by non-payment of taxes on terms they deem advisable and in accordance with Maine law. Town policy provides that the board may allow the former owner to take possession, keep the property for town use or dispose of the property usually through a bid process. He said that Mr. Hunter is planning to be at the meeting to request he be allowed to purchase his property back and the board will have to decide whether to sell the property back to Mr. Hunter for taxes and fees owed or some other amount and cancel the sale or keep the sale and ask Mr. Hunter to submit a bid. Current taxes due are \$7,932. The minimum bid is set at \$30,275.

Keith Hunter said he knew nothing about the lien on his property, and he had not received any certified letters from the town in the past two and a half years. During that time, he had not worked because of Covid and other health problems. He apologized for not keeping current in his taxes but said he had received no notice. He only heard about the possible auction of his property from his neighbor. He asked the board to accept his check for \$7,941.63 to regain his property.

Bill Maloney moved to authorize the Treasurer to accept payment from Keith Hunter in the form of cash, money order or certified check for the taxes, fees, and interest due on Map R05, Lot 056. Payment must be made by 5 pm November 30th, a quitclaim deed will be issued at the December 6 Selectboard meeting. Vote 5-0-0.

b. Surplus plow truck purchase offer: The Town Manager said an offer of \$5,000 for the plow truck had been received. The minimum bid specified was \$10,000. The surplus property policy allows the board to waive the minimum bid or exempt specific items from the policy. He said it was doubtful that another round of bids would garner much more than the current offer and recommended that the offer be accepted. James Andretta suggested that the town go out for bids again rather than take half of the minimum bid required.

10. New Business

a. Monthly Financials

- HM Payson Statement of Accounts
- Department year to date expense/revenue reports

b. Bureau of Highway Safety Click it or Ticket Grant: **Terry Heller moved to authorize Police Chief Lawrence Hesselstine to execute, on behalf of the Town of Wiscasset, the 2023 Bureau of Highway Safety Click it or Ticket Grant #OPB23-020. Vote 5-0-0.**

c. Lincoln County Animal Control Service Contract: **Dusty Jones moved to authorize the Town Manager to execute the Lincoln County Animal Control Service Contract for 2023. Vote 5-0-0.**

d. Northeast Trade Services request to lease office space: **Terry Heller moved to authorize the Town Manager to enter into a lease agreement not to exceed one year with Northeast Trade Services for office space at the Wiscasset Municipal Airport. Vote 5-0-0.**

e. Set meeting date with the Budget Committee as required by Article 1 Section 2.7 of the Wiscasset Town Ordinance: The meeting was set for 6 p.m. on November 22.

f. Letter from Rob Lalli, Wastewater Superintendent. The letter expressed Rob's appreciation for support for the Wiscasset Sewer Department's backup power generators project which has finally come to fruition.

11. Town Manager's Report

Dennis Simmons reported that work has begun on the outside wall of the Wawenock Block and the work on repairing the Sunken Garden wall has been completed.

Simmons reminded the public that the winter parking regulations are in effect.

At Simmons request for an appointment, **Dusty Jones moved to appoint Bill Maloney to the liaison position for union contract negotiations. Vote 5-0-0.**

12. Other Board Business

Terry Heller thanked the Parks and Recreation Department for the Christmas garlands and lighting installed in the downtown area.

a. Executive Session for consultation with legal counsel: At 6:33, **Dusty Jones moved to enter into executive session pursuant to 1 M.R.S.A. §405(6)(E). Vote 5-0-0. Bill Maloney moved to exit executive session at 7:33 p.m. Vote 5-0-0.**

b. Executive Session to discuss a personnel matter: Sarah Whitfield left the meeting. At 7:49 p.m. **Bill Maloney moved to enter executive session pursuant to 1 M.R.S.A. §405 (6)(A). Vote 4-0-0.** At 8:09 p.m. **Bill Maloney moved to exit executive session. Vote 4-0-0. Bill Maloney moved to increase the Town Manager's salary by \$20,000 and extend his contract for two years. Vote 4-0-0.**

13. Adjournment

Bill Maloney moved to adjourn the meeting at 8:10 p.m. Vote 4-0-0.

5A

**Town of Wiscasset
Board/Committee Membership Application**

Full Name: THOMAS TETU

Street Address: 215 GARDINER RD.

Mailing Address: _____ Home Phone: (207) 687-8026

Town of Legal Residence: WISCASSET

Work Phone: _____ Cell Phone: (207) 350-5474 E-mail tttetu1@gmail.com

I wish to be considered for the appointment to the: WATER DISTRICT

BOARD OF DIRECTORS Term Of Appointment June 2023

Full member: Reappointment: Alternate member:

Do you currently serve or have you ever served on any Town Board? NO

If yes, please state which Board or Committee/term exp. _____

List civic organizations to which you belong now: _____

Prior experience, knowledge, or abilities that you have which would contribute to the activities of the Board or Committee: _____

Signature: Thomas Tetu Date: 11/28/22

Additional comments can be made on the reverse side of this form.

Please return to the Selectmen's Office, 51 Bath Road, Wiscasset, ME 04578, by fax 882-8228 or e-mail at clerk@wiscasset.org

For Office Use:

Date received: 11/28/2022 Date Appointed: _____ Term: ending June 2023

BB

CA



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only
License No: CAR-12982
Class: 1 By: CP
Deposit Date:
Amt. Deposited: \$ 910
Payment Type: # 2152
OK with SOS: Yes [] No []

SP

Section I: Licensee/Applicant(s) Information;
Type of License and Status

Legal Business Entity Applicant Name (corporation, LLC): Barnhouse Grill + Pub
Business Name (D/B/A): Barnhouse Grill + Pub
Individual or Sole Proprietor Applicant Name(s): Daniel Dyer
Physical Location: 690 Bath Rd. Wiscasset, ME 04578
Mailing address, if different from DBA address: 18 High Street Wiscasset, ME 04578
Telephone #: 207-754-4501 Business Telephone #: 207-687-8197
Federal Tax Identification Number: 85-1256534 Maine Seller Certificate # or Sales Tax #: 1209578
Retail Beverage Alcohol Dealers Permit: CAR-2020-12982

1. New license or renewal of existing license? [] New Expected Start date:
[X] Renewal Expiration Date: 12-08-2022

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:
Food: 683,711.70 Beer, Wine or Spirits: 246,914.16 Guest Rooms: NA

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

[X] Malt Liquor (beer) [X] Wine [X] Spirits

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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:

690 Bath Road, Wiscasset, ME 04578

- 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

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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
Barnhouse Grill + Pub		690 Bath Rd, Winslow ME 04578

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
Daniel Dyer	9-22-64	Waterville ME

Residence address on all the above for previous 5 years

Name	Address:
Daniel Dyer	18 High St. Winslow ME 04578
Name	Address:
Name	Address:
Name	Address:

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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:

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Liquor Commission

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)

The space has a barn theme. It is decorated with antique farm equipment. It is informal dining.

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: Bible Baptist Church

Distance: 2 miles

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: 11-3-22

Daniel Dyer
Signature of Duly Authorized Person

Signature of Duly Authorized Person

Daniel Dyer
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

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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.

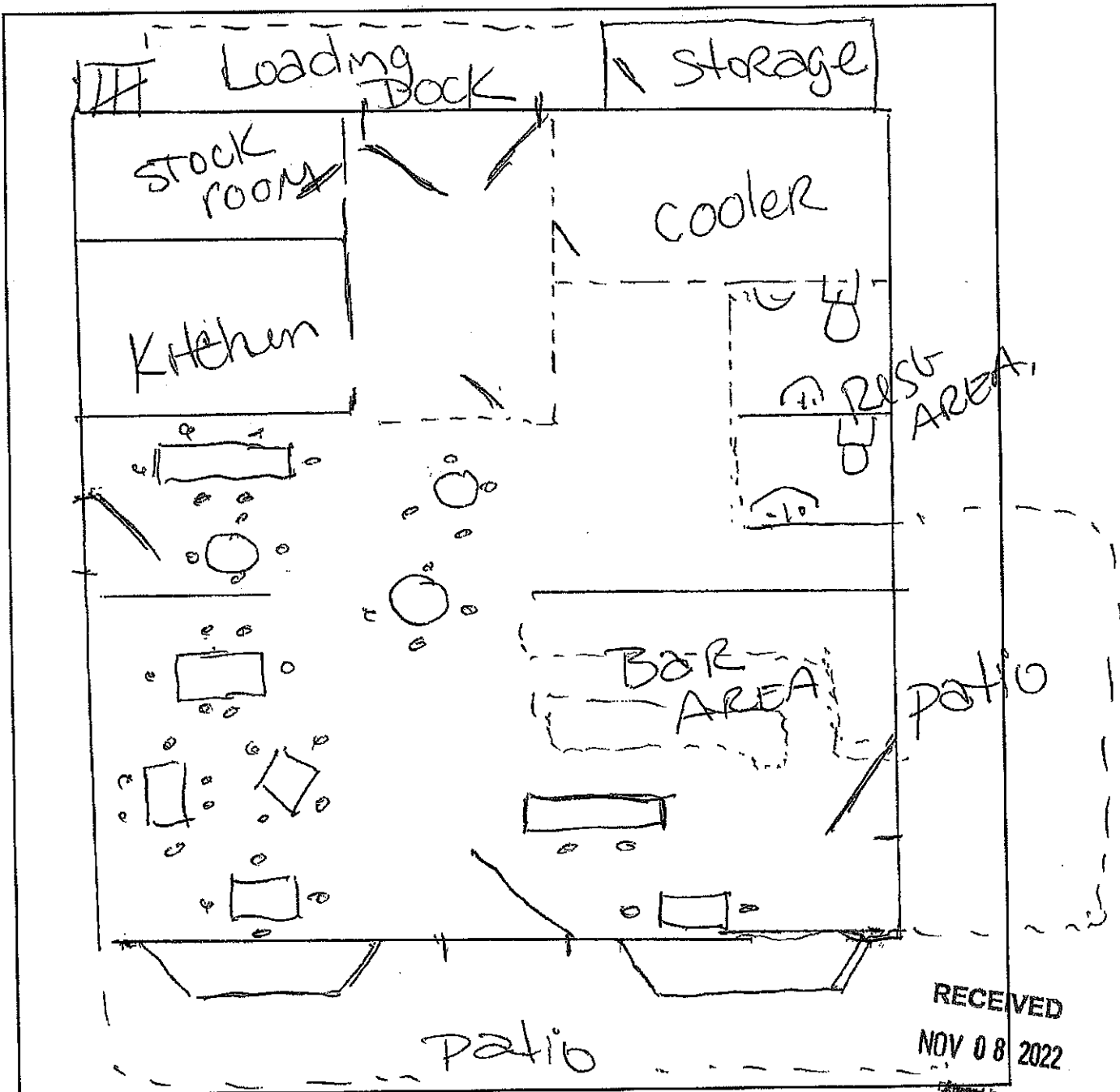
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Page 6 of 11

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.



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 BARNHOUSE GRILL & PUB

Code Enforcement Officer:
No Concerns

Comments: _____

DocuSigned by:
Signed: Bruce Mullins Dated: 11/21/2022 | 13:19 EST
4FFAF1178A104FE...

Wiscasset Police:
No Concerns

Comments: _____

DocuSigned by:
Signed: Chief Hesseltime Dated: 11/30/2022 | 10:33 EST
1C68045FCB3E418...

Planning Department:

Comments: _____

Signed: _____ Dated: _____

Fire Department:
No issues

Comments: _____

DocuSigned by:
Signed: Robert Bickford Dated: 11/21/2022 | 14:42 EST
F241099CDFDA484...

EMS Department:
No issues

Comments: _____

DocuSigned by:
Signed: Chief Erin Bran Dated: 11/22/2022 | 06:01 EST
27D6E4999FD143E...

Waste Water:
No Concerns at this time.

Comments: _____

DocuSigned by:
Signed: Rob Lalli Dated: 11/21/2022 | 14:02 EST
2DE25B2E2D874D9...

Public Hearing Scheduled:

Advertisement in local publication: 12/6/2022
Date of public hearing: _____ Date public hearing
posted: 11/21/2022

License Approved: _____ Dated: _____

memo

9A

Town of Wiscasset

To: Dennis Simmons
From: Tom Joyce, Chair, Budget Committee
CC: Budget Committee
Date: November 29, 2022
Re: LED Conversion Project Recommendation

Thank you for asking the Budget Committee to evaluate the operational and financial viability of converting the town's streetlights from legacy technology to LED. We have met with potential vendors and checked references over the last few months. The Budget Committee met on November 22, 2022 for a final discussion and review, and voted to make the following recommendation to you and the Select Board:

- 1) The Budget Committee voted unanimously to recommend that the Town fund and proceed with conversion of streetlights to LED technology.
- 2) The Budget Committee voted unanimously to recommend that the Town work with Affinity LED, Inc. to accomplish the conversion.

All members of the Budget Committee participated in the evaluation and vendor meetings. A special thanks is due to Marty Fox and Kim Dolce who did a great deal of work.

Background

LED lights have the potential to dramatically reduce annual costs, providing a direct and measurable cash savings, and reduce tons of CO² each year. Many other cities and towns in Maine have already completed LED conversions. The idea to convert the Wiscasset's streetlights to LED has been around for a number of years, but given the many priorities facing the town it has not been carried forward.

Advantages

- \$37,000 annual cash savings to the Town. \$740K over 20 years.
- Reduce tons of CO² each year; 1,000 tons over 20 years.
- Reliability of LED lights is higher.
- Option to deploy Smart Controls on the lights that would enable the Town to turn lights on and off, schedule dimming, and get notification of issues.
- Strong track record and positive reviews from other municipalities in Maine.

Disadvantages

- Upfront capital investment is required (\$105K with Smart Controls, \$75K without).
- Central Maine Power owns the existing fixtures at the top of the poles so these would have to be acquired for \$10K (this is included in the upfront capital investment above).

Vendor Evaluations

Three vendor options were evaluated.

- 1) **Central Maine Power:** CMP owns the existing lighting fixtures. They offer the option to upgrade to LED fixtures with no upfront cost. The primary disadvantage is the savings would be \$11,700 per year, which is less than one third the savings of any other option. Also, CMP offers no Smart Controls or new

technology. Additionally, CMP does not offer assistance with inventory and elimination of unnecessary lights as part of the conversion, and there have been concerns about CMP's service response to lighting issues in the past.

- 2) **Affinity LED:** Based in New England (Dover, NH) Affinity manufactures their systems in the USA using state of the art components. The efficiency of their lights (lumens/watt) was the highest of the vendors evaluated. Affinity offers both a basic photo cell and also a Smart Controls option. Their proposal includes a more robust fuse on each light that provides higher reliability. They offer a longer warranty than other vendors. They would perform an audit of the existing systems and assist with the elimination of unnecessary lights. Affinity does not offer an annual maintenance contract but time and materials repair is available at an estimated cost of \$1,800 per year.
- 3) **RealTerm Energy:** Based in Pownal, Maine, RealTerm has done over 300 LED conversions including many in Maine. The efficiency of their lights was not the highest but they have a new light coming out that they claim will be the highest. RealTerm offers both a basic photo cell and also a Smart Controls option. They also offer a unique Bluetooth Control option that is just reaching the market. They would perform an audit of the existing systems and assist with the elimination of unnecessary lights. RealTerm offers an annual maintenance contract for \$5,304, and can also offer time and materials support.

Budget Committee Evaluation:

As noted above, Committee members voted unanimously to support LED conversion. The primary reasons are as follows:

- We found a strong track record of success based on references from other towns.
- The financials of all the options are compelling, though the CMP cost reduction is much lower.
- Payback for the Affinity and RealTerm options is between 2.1 and 4.0 years.
- Present value and internal rate of return for Affinity and RealTerm were very high.
- Savings are predictable and certain to be realized.

The financial metrics for this project are stronger than any we are likely to see.

Vendor Recommendation:

Budget Committee members unanimously voted for Affinity LED for the following reasons:

- CMP, while offering low up front cost, provided much lower savings, inferior technology, and inferior service. If we are going to go to the trouble of replacing the lights, we should choose the best long term option and it is not CMP.
- RealTerm was viewed as a very strong option. They have experience and many positive reviews. There were a few reviews that suggested project deployment delays, though these obstacles were overcome. We did not see their Bluetooth controls as a good option because it is new and unproven. We thought their maintenance contract was priced a bit high and was unnecessary. Their pricing was also subject to change +/- 5%; this may be the reality with any vendor should we delay too long but it was explicit in this case.
- Affinity appears to have the best technology, the best pricing, the longest warranty and the most positive references. We appreciated that their systems are built in the USA by US veterans. We were impressed with their management team.

In summary, both Affinity and RealTerm are excellent options but we unanimously preferred Affinity and recommend the town focus there.

Additional Observations:

- Marty Fox collected a great deal of technical and market information through this process and would be a very helpful source of information as the Town Public Works department comes up to speed on this project.
- The price difference between Affinity's basic photo cell option and the Smart Controls option is \$30K. The Budget Committee members thought the Smart Controls would be very useful and worth the additional cost. However this is only true if somebody in the Town is clearly identified as the owner of these controls and will take on the responsibility of using them. Otherwise, the photo cell basic option would be adequate.
- There was discussion about lights currently in place that may be legacy and no longer needed. Some work has been done in the past to identify some of these. The Town should use the initial audit process with the vendor to evaluate opportunities for reduction where appropriate as this will reduce our up front and long term costs.

	Affinity		RealTerm	
	Photo Cells	Smart Controls	Photo Cells	Smart Controls
Upfront Cost	\$ 75,000	\$ 105,200	\$ 85,000	\$ 110,000
Annual Cost Savings	\$ 37,000	\$ 37,000	\$ 35,100	\$ 33,100
20 Year Cost Savings	\$ 739,900	\$ 739,900	\$ 703,000	\$ 663,000
Financial Metrics				
(including maintenance)				
Present Value (7%)	\$ 269,919	\$ 241,694	\$ 208,373	\$ 165,690
Payback (years)	2.1	3	2.9	4
IRR	47%	33%	35%	25%

10A

BHS System Type: Highway Safety

SUBGRANT RECORD

SUBGRANTEE: Wiscasset Police Department

SUBGRANT #: PT23-023

PROJECT TITLE: 2023 Speed Enforcement

COORDINATOR: Nick Brown

	Subgrantee	Project Director	Fiscal Officer
Name	Wiscasset Police Department	Callie Fairservice	Dennis Simmons
Address 1	51 Bath Road	51 Bath Rd.	51 Bath Road
Address 2			
City	Wiscasset	Wiscasset	Wiscasset
State & Zip Code	ME 04578	ME 04578-	ME 04578-
Phone Number		(207) 882-8203	(207) 882-8200
Fax Number		(207) 687-7005	(207) 687-7005
E-Mail Address		pdadmin@wiscasset.org	manager@wiscasset.org

Approved: 10/01/2022 Start: 10/01/2022 End: 09/15/2023 Last Monitored: Audited: Closed:

AWARD INFORMATION

yr	prog# / psp# / task#	federal funds	match funds	award total	p/t %	pass thru \$	federal spent	match spent	funds drawn	federal disb.
2020	315 / 2023-23PT / 3	\$6,729.00	\$1,682.25	\$8,411.25	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total		\$6,729.00	\$1,682.25	\$8,411.25	0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Original Federal Amount: \$6,729.00

Report Category: PT023

Latest Federal Voucher:

Continuation? Prior Subgrant #:

Voucher Date:

Period:

to

	Budget		Cumulative Exp. Thru		Balance Remaining	
	Federal	Match	Federal	Match	Federal	Match
Personal Services	\$6,729.00	\$0.00	\$0.00	\$0.00	\$6,729.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Consultant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$1,682.25	\$0.00	\$0.00	\$0.00	\$1,682.25
Total	\$6,729.00	\$1,682.25	\$0.00	\$0.00	\$6,729.00	\$1,682.25



10 B

The Town of Wiscasset is offering for sale by sealed bid a 2008 Ford F-550 with a 6.4 power diesel engine. Included with the vehicle is a Swenson sand spreader and 9-foot wing. No plow is included. The vehicle has 96,840 miles and is not currently inspected. It is being offered as is where is with no warranty written or implied. The Bids are to be submitted in a sealed envelope and addressed to: Town Manager, 51 Bath Road, Wiscasset ME 04578 and marked "2008 Ford F-550 Bid" on the envelope. Minimum bid is \$5,000. Bids will be accepted until 2 p.m. on December 6, 2022. Bids will be opened during the December 6th meeting of the Wiscasset Selectboard meeting at 6:00 PM. Please contact Public Works Director Ted Snowden 882-8220 to make arrangements to inspect the vehicle.

Erin, I am extremely grateful for your team's response to my medical needs on the evening of 10/28/22 @ Shaws. The team consisting of Aaron W. + Lexi P. were way beyond professional, kind, and efficient. I wish to extend a special thanks to them. - We are enclosing a token of our gratitude for your service to be used at your departments discretion. Thank You
And God Bless

106

Bonnie
+ Rodney Stone

BONNIE L. STONE RODNEY L. STONE P.O. BOX 22 MINOT, ME 04258		1336 5270452112 62
Date		Nov. 7, 2022
Pay to the Order of	Wiscasset Ambulance Service	\$ 500 -
Five Hundred	00/100	Dollars
 Bank America's Most Convenient Bank®		
For Donor: Rodney Stone	Bonnie Stone	
⑆ 211224450⑆		240222422⑆ 1336

107

000655

Municipal Quitclaim Deed without Covenants

KNOW ALL PERSONS BY THESE PRESENTS THAT the Inhabitants of the Municipality of **WISCASSET** a body, corporate and politic located in LINCOLN County, State of Maine, for consideration paid release to **Keith A. Hunter OF 233 Gardiner Road, Wiscasset, ME 04578** a certain parcel of land located at **397 West Alna Road, Wiscasset, ME** with buildings thereon, if any, located in the Municipality of WISCASSET, LINCOLN, County, State of Maine, identified as follows:

Map R05-056 on the Tax Maps of the Municipality of WISCASSET, prepared by John E. O'Donnell & Associates and dated April 1, 2021 on file in the Office of the Assessors at 51 Bath Road, Wiscasset, Maine. The Municipality of WISCASSET has acquired its interest in said parcel of land through automatic foreclosure of **PROPERTY TAX LIEN(S)** recorded in the Lincoln County Registry of Deeds as follows:

DATE RECORDED	BOOK/PAGE	DATE RECORDED	BOOK/PAGE
09/13/2021	5774/162		
09/21/2020	5586/273		

The said Inhabitants of the Municipality of WISCASSET have caused this instrument to be signed in its corporate name by its Board of Selectmen, duly authorized.

Witness our hands and seals this **6th Day of December, 2022**. Board of Selectmen, Wiscasset, Maine

Sarah M. Whitfield, Chairman

Dusty Jones, Vice Chairman

James Andretta

Terry Heller

William Maloney

STATE OF MAINE

COUNTY OF LINCOLN, ss

6th day of December, 2022

PERSONALLY APPEARED the above named BOARD OF SELECTMEN in his/her capacity as Selectman of the Town of Wiscasset, Maine and acknowledged the foregoing instrument to be his/her free act and deed in his/her said capacity and the free act and deed of said Town.

SUE A. M. ANDERSON, Notary Public
My commission expires: January 26, 2028

10E

TOWN OF WISCASSET OUTSIDE AGENCY/COMMUNITY ORGANIZATIONS FUNDING POLICY

I. PURPOSE:

To ensure the Town of Wiscasset is fiscally responsible and residents are well served, this policy creates a uniform procedure for the submission, review, and approval of outside agencies funding requests to deliver various services.

II. OUTSIDE AGENCY ELIGIBILITY CRITERIA

- A. Agency services must be available to all residents in Wiscasset who meet the eligibility requirements of the agency.
- B. Services offered by the agency/program(s) must not be restrictive with regard to race, sex, age, religion, disability, or any characteristics that would be prohibited by law.
- C. Funds may not be used for any purpose prohibited by law.
- D. Agencies and their respective programs must be non-profit, incorporated in the State of Maine, and have an IRS 501(c)(3) and have been in business for a minimum of one year.
- E. Funding requests must specifically describe how the agency's program(s) meet the needs of the community.
- F. Funding requests must include performance measures showing the key indicators and outcomes that benefit Town residents.
- G. Agencies must agree to provide a mid-year and end-of-year report of activities, successes, challenges, and lessons learned through their program.
- H. Agencies must make all program(s) and financial information available and must permit onsite visits by Town staff or elected officials.
- I. Agencies may apply for funding once per fiscal year.

III. PROCEDURES

- A. The *Outside Agency Funding Policy* and *Outside Agency Funding Request Form* will be posted on the Town of Wiscasset's Website
- B. Agencies seeking to provide services and requesting Town funding or other support must complete the *Outside Agency Funding Request Form* and provide other required documentation.
- C. The *Outside Agency Funding Request Form* must be completed using the form provided.

- D. Brochures, visual aids, and information other than what is requested is not required but recommended.
- E. Funding requests must be received by the specified due date to be considered for funding in the Town's fiscal year beginning July 1.
- F. The Town Manager will review the agency's submittal for eligibility and other requirements including: application completeness, financial statements, IRS tax forms, annual reports, and other necessary documents.
- G. Funding requests that meet eligibility criteria and are complete will be incorporated into an Outside Agency Request document, which shall be presented at budget work sessions during which the Town's operating funding requests will be discussed. Additional budget work sessions and presentations may be scheduled for agencies to make their appeal to the Board. Agencies that submit applications will be notified of Board Meetings and Work Sessions when their application may be discussed.
- H. Agencies whose requests are approved by the Board will be incorporated Community Organizations portion of the Town budget to be considered by the voters at the annual June Town Meeting.

DRAFT

10F

Article X - Miscellaneous

16. Property Maintenance

16.1 PURPOSE & SCOPE:

The purpose of this ordinance is to set minimum standards for the maintenance of structures and yard areas to protect public health and safety, property values, and to prevent nuisance conditions.

16.2 MAINTENANCE STANDARDS:

All structures shall be maintained in a safe, sanitary, and non-hazardous condition. Examples of items which may violate these standards include but are not limited to refuse, household trash, junk, debris, scrap lumber or metal, inoperable machinery, or parts thereof, glass, unused or inoperable appliances, worn or unused furniture and two or more unregistered, or uninspected vehicles. All means of egress shall be kept in good working order and clear of debris. The exterior of all structures and components thereon shall be maintained to prevent deterioration, so that the appearance thereof shall reflect a level of maintenance ensuring that the property itself may be preserved safely, and that hazards to the public health, safety and welfare are avoided.

16.3 REQUIRED MAINTENANCE - STRUCTURES:

Each property owner and mortgagee shall keep all exterior components of every principal and accessory structure in good repair, including but not limited to, walls, roofs, chimneys, cornices, gutters, porches, fire escapes, exterior stairs, windows, doors, and storefronts.

All surfaces shall be maintained free from deterioration, including but not limited to, broken glass, loose, or missing shingles or siding, crumbling brick, stone and mortar, and peeling, scaling, or deteriorated paint.

16.4 REQUIRED MAINTENANCE - YARD AREAS:

Yard areas include all areas of a lot not covered by a structure. Yard areas shall be maintained in a safe and sanitary condition, including but not limited to,

steps, walks, driveways, fences, retaining walls, trees, shrubs, and lawn. If any such area or object constitutes a danger to health or safety, it shall be repaired, replaced, or removed.

All fences, retaining walls or similar structures shall be firmly anchored in the ground and maintained in good structural repair.

All lawns shall be maintained free from grass growth more than 10 inches. All yards shall be kept free of accumulations of trash, garbage, refuse, junk, or other material which may cause a fire hazard, or may function as a breeding place for vermin or may release offensive odors.

16.5 REQUIRED MAINTANENCE – ABANDONED/VACANT BUILDINGS:

An owner and mortgagee of a vacant building must adequately protect it from intrusion by trespassers and from deterioration by the weather. A vacant building shall be deemed adequately protected from intrusion by trespassers and from deterioration by the weather if it satisfies the following vacant building maintenance standards:

- a. Building openings. Doors, windows, areaways, and other openings must be weathertight and secured against entry by birds, vermin, and trespassers. Missing or broken doors, windows and other such openings must be covered by glass or other rigid materials which are weather protected and tightly fitted and secured to the opening.
- b. The owner of a vacant building must comply with all state required building, fire, life safety, zoning, and other applicable codes or ordinances and must apply for any building, fire prevention, and zoning permits necessary to perform work required by this article.
- c. the management of abandoned buildings will be as described in 30-A MRSA 3106-B, as amended.

16.6 MAINTENANCE AFTER CASUALTY DAMAGE:

Any building destroyed by fire or other causes shall be made secure within 24 hours and a permit for demolition or reconstruction shall be obtained within ninety (90) days from the date of the fire or other casualty. Work to either remove or restore a fire damaged building must begin no later than one hundred

twenty (120) days from the date of the fire or other casualty. Should the fire or other casualty require further investigation by authorized authorities, the CEO may grant an extension.

16.7 ENFORCEMENT:

The CEO of the Town of Wiscasset shall enforce the provisions of this ordinance. In the event of a violation, the CEO shall notify the property owner and mortgagee by serving a written notice by mail or by hand delivery. Said notice shall explain the nature of the violation and set a deadline for correcting the violation. If the violation is not corrected within the time allowed, the property owner and mortgagee shall be subject to penalties as set forth in section 16.8.

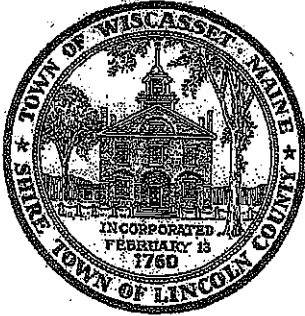
16.8 PENALTIES:

Any person who violates any provision of this Ordinance commits a civil violation punishable by a civil penalty of \$100, which may not be suspended. Each day the violation continues beyond the allotted correction period is a separate violation. In addition, the town may pursue all remedies and relief as provided in 30-A MRS 4452, as amended. If the owner or other person responsible fails to take corrective action within the time allowed by the CEO, the CEO may have the corrective action taken and recover the cost in a civil action. If the town is the prevailing party in the civil action, it shall be awarded its reasonable attorney fees.

16.9 SEVERABILITY:

If any section, subsection, clause, paragraph, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portions shall be deemed to be a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

106



Office of the Town Clerk

51 Bath Road
Wiscasset, ME 04578

Phone: (207) 882-8200

Fax: (207) 882-8228

E-mail: 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: DEDSHOT Photography LLC

New Business Existing Business years in operation Ownership/Location Change

Location of business: 29 Pinewood dr Wiscasset Map/Lot

Preferred mailing address: 29 Pinewood dr

Business phone number: 207-380-3271

Description of Business: Photographer

Owner's name: Bryan Pulk

Owner's phone: 207-380-3271

Owner's home address: 29 Pinewood dr Wiscasset, ME, 04578

*Emergency contact person: Theresa Pulk

*Emergency phone numbers: home: 207-751-5974 cell: _____

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

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

NEW BUSINESSES ONLY COMPLETE BELOW INFORMATION

Have you seen the Code Enforcement Officer and Town Planner for approval? Yes

Will you need a sign permit? NO

Will this business be a home occupation? Yes

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: Dibzz24@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, Bryan Pulk, 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: 10/17/22

Signature: [Signature]

(TOWN CLERK SECTION BELOW)

DATE RECEIVED: _____ DATE APPROVED: _____ ASSESSING: _____ WEB/LIST: _____

BUSINESS LICENSE APPLICATION-NEW

Business Requesting License: DedShot Photography LLC

Code Enforcement Officer:
WTTI need a home occupation permit

Comments: _____

Signed: DocuSigned by:
Bruce Mullins
4FFAF1178A104FE... Dated: 12/1/2022 | 07:17 EST

Wiscasset Police:
No Concerns

Comments: _____

Signed: DocuSigned by:
Chief Hesseltime
1C68045FCB3E418... Dated: 11/30/2022 | 10:00 EST

Planning Department:

Comments: _____

Signed: _____ Dated: _____

Fire Department:
NO concerns

Comments: _____

Signed: DocuSigned by:
Robert Bickford
F241089CDFDA484... Dated: 11/29/2022 | 15:51 EST

EMS Department:
NO concerns

Comments: _____

Signed: DocuSigned by:
[Signature]
27D6E4999FD143E... Dated: 11/30/2022 | 08:28 EST

Waste Water:
No Concerns at This Time.

Comments: _____

Signed: DocuSigned by:
Rob Lalli
2DE25B2E2D674D9... Dated: 11/29/2022 | 15:34 EST

License Approved: _____ Dated: _____



Town of Wiscasset

Office of the Town Manager

Nov 15, 2022

To: Wiscasset Select Board

Ref: Town Manager's Report

For several years, the town has been talking about converting the streetlights from the present sodium lights to the more efficient LED lighting system. For various reasons, including the upfront cost, the project did not really gain traction. However, this is a prudent investment. There are real tax dollars to be saved and the project can be financed using our ARPA funds. During last year's budget deliberations, the budget committee asked if there were other tasks that they could assist with during the year, so I asked them if they would be willing to do some research and evaluate the offers we received for the conversion. They enthusiastically accepted the assignment. After much research and several meetings, they reached the conclusion that this is a worthwhile investment and unanimously agreed that the town should contract with Affinity LED Lighting of Dover NH. In your packet is a nice summary of their deliberations. I have reviewed their recommendation and concur with their findings. I am asking the board to approve an amount not to exceed \$105,200 from the ARPA funds to complete this project.

Each year the town receives a number of funding requests from community and non-profit organizations to help provide financing for the various services they provide to town residents. Members of the last couple of select boards have expressed a desire to have a uniform policy for evaluating these requests to ensure that taxpayer dollars are being spent wisely and the town is receiving its promised benefit. Included in your packet is a draft policy that I feel will address previous concerns. With your approval this will go into effect immediately and I can place an application form on the website that requesters can fill out and submit electronically through DocuSign.

As you are aware, one of the authorized uses of ARPA funds is premium pay for essential workers. You have provided one round of premium pay already. I am asking the Board to approve a second smaller round of premium pay not to exceed a total of \$65,000 for eligible employees. Department heads will receive \$2,000 F/T employees \$1,000, P/T employees \$500 or \$250 depending on the number of hours consistently worked.

I reached out to the manufacturer of the new fire department tanker truck. It is still scheduled for delivery by July, though it is not in production yet. The ambulance manufacturer has secured a chassis but presently there is no production date on that either. There is a backlog so it will likely be many more months. We had hoped to be able to outfit the rig with another power lift cot system, but the price exceeded the appropriated amount of \$235,000 by \$20,000. I am asking the Board to earmark \$20,000 from the ARPA funds to cover the cost. This is an important piece of equipment for patient and crew safety.

The 2 new EMS cardiac monitors have finally arrived and have been placed in service. We ordered these back in February to replace the one monitor that had failed and was unrepairable and the second monitor that was headed down that same path. I wish to extend a heartfelt thanks to Boothbay Regional Ambulance for loaning us one of their spare monitors to get us through this time. These are essential life-saving equipment and we cannot do our jobs without them.

The boat septic tank pump for the waterfront has arrived. It will be installed in the spring before boating season gets underway. This is one small step in improving the services offered at the town dock and attracting boaters to come and visit our town. It is being paid for through a grant from the state.

MeDOT is planning a repair/replacement project on the bridge spanning Montsweag Brook on Old Stage Road at the Woolwich town line. In preparation they will be conducting geotech drilling at the site on two separate occasions, 12/13-12/16 and 12/19-12/22. To ensure public and crew safety that area of Old Stage Road will be closed to all traffic on those days from 7:30 am to 5:00 pm. There will be two posted detour routes. The maps are in the packet, are posted at the town office and on the town website.

The replacements for the drafty and rotten windows at the police department have arrived and are being installed. Once this work is completed the rest of the windows in the town office complex will have their weatherstrips replaced and undergo whatever other repairs are needed. This should go a long way in cutting down on the heating costs.

Erin, Rob, Larry and I met with Vanessa from Wiscasset Speedway to discuss fire, EMS and police coverage for the upcoming season. No definitive plan has been formulated and the discussion will continue.

Robin has been working on building the data base for the TextMyGov program. The final walkthrough is scheduled for the 8th and then the service will go live. Undoubtedly there will be many tweaks to make but I think this will be an excellent tool to improve communications. She is also working on website improvements and updating the content.

Proposed Detour Route - Alt 1 New Bridge, Woolwich-Wiscasset

Indicates Factored AADT pulled from MaineDOT mapviewer

Project Location

1271-1177 Old Stage Road

Old Stage Rd
AADT=470

Old Bath Rd
AADT=540

Bath Rd / US Route 1
AADT=16,812 to 18,283

Mountain Rd
AADT=603

190 Mountain Road

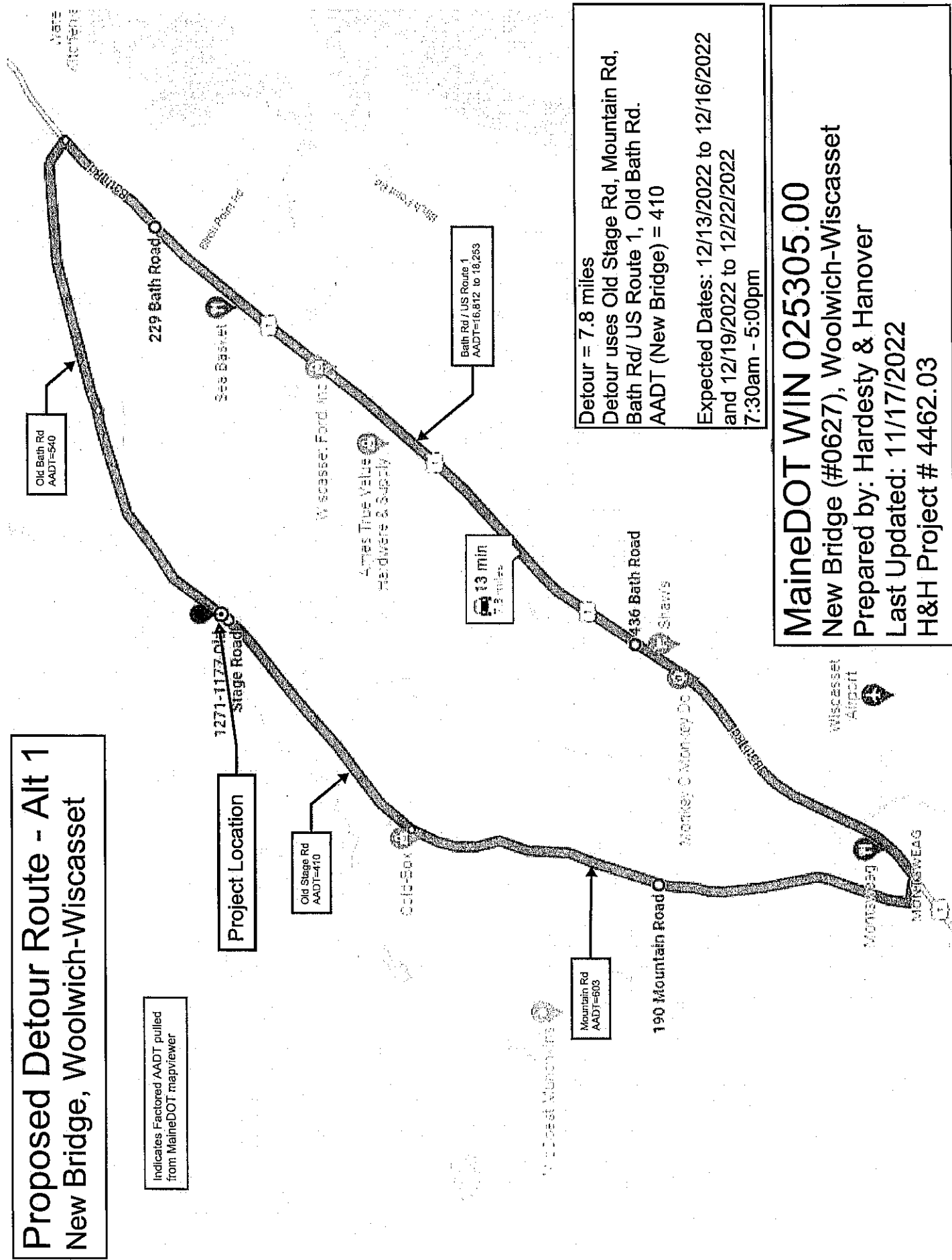
436 Bath Road

13 min
1.5 miles

Detour = 7.8 miles
Detour uses Old Stage Rd, Mountain Rd,
Bath Rd/ US Route 1, Old Bath Rd.
AADT (New Bridge) = 410

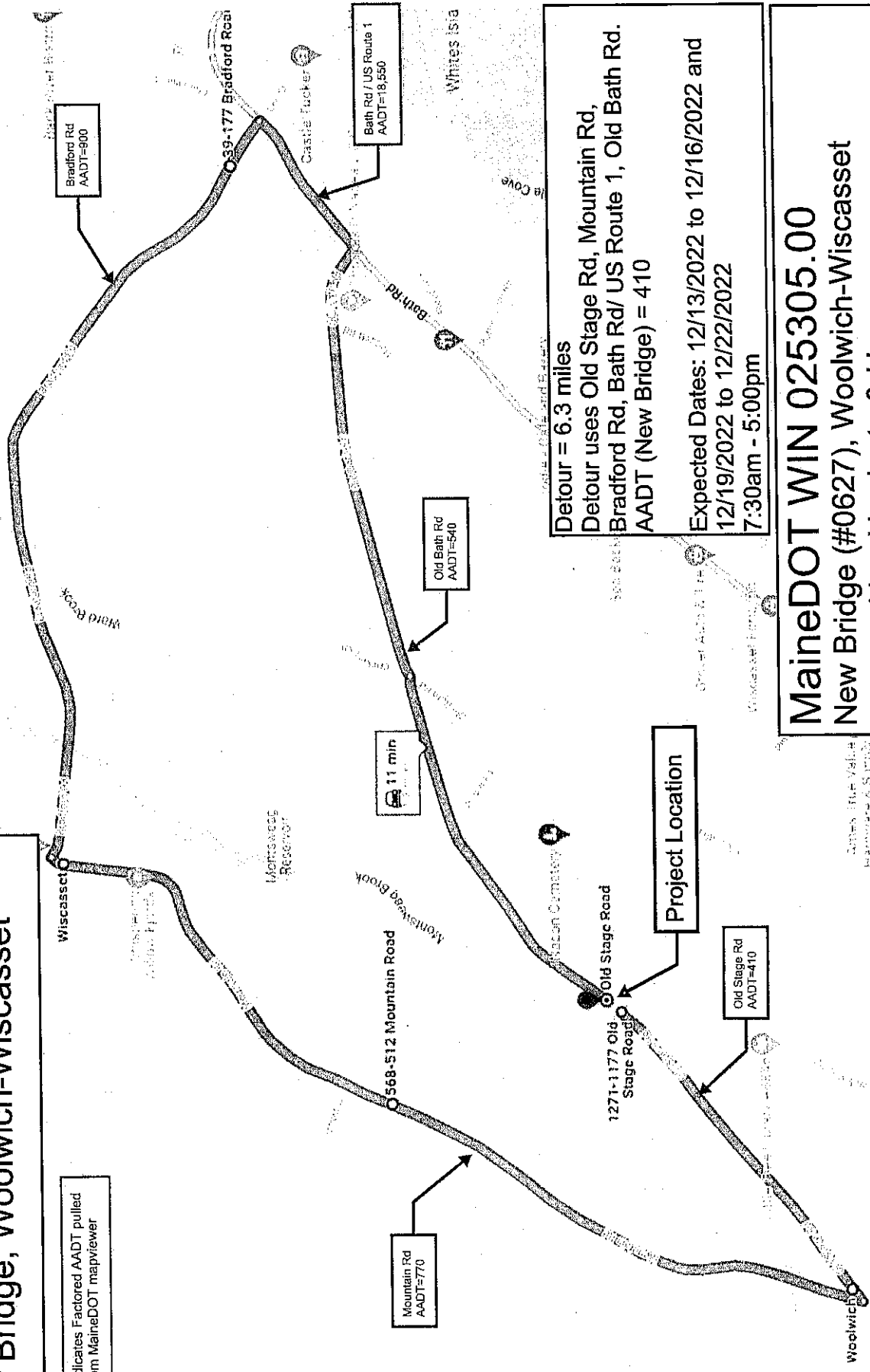
Expected Dates: 12/13/2022 to 12/16/2022
and 12/19/2022 to 12/22/2022
7:30am - 5:00pm

MaineDOT WIN 025305.00
New Bridge (#0627), Woolwich-Wiscasset
Prepared by: Hardesty & Hanover
Last Updated: 11/17/2022
H&H Project # 4462.03



Proposed Detour Route - Alt 2 New Bridge, Woolwich-Wiscasset

Indicates Factored AADT pulled from MaineDOT mapviewer



Detour = 6.3 miles
 Detour uses Old Stage Rd, Mountain Rd, Bradford Rd, Bath Rd/ US Route 1, Old Bath Rd.
 AADT (New Bridge) = 410

Expected Dates: 12/13/2022 to 12/16/2022 and
 12/19/2022 to 12/22/2022
 7:30am - 5:00pm

MaineDOT WIN 025305.00
New Bridge (#0627), Woolwich-Wiscasset
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