

WISCASSET BOARD OF SELECTMEN,  
BOARD OF ASSESSORS AND OVERSEERS OF THE POOR  
JANUARY 17, 2012

(tape recorded meeting)

Present: Chair Judy Colby, Bill Curtis, Pam Dunning, Vice Chair David Nichols, Ed Polewarczyk and Town Manager Laurie Smith

1. Call to Order

The chair called the meeting to order at 7 p.m.

2. Pledge of Allegiance to the Flag of the United States of America

3. Approval of Treasurer's Warrant: January 10, 2012 and January 17, 2012

**David Nichols moved to approve the Treasurer's Warrant of January 10, 2012. Vote 5-0-0.  
David Nichols moved to approve the Treasurer's warrant of January 17, 2012. Vote 4-1-0.**

4. Approval of Minutes: January 3 and January 10, 2012

**Ed Polewarczyk moved to approve the minutes of January 3, 2012. Vote 5-0-0.  
David Nichols moved to approve the minutes of January 10, 2012. Vote 5-0-0.**

5. Special Presentations or Awards

A. Daniel Lay of H. M. Payson to present the Annual Investment Report

Lay said that in accordance with the policies approved by the board the previous year governing the endowment and reserve funds; Payson had invested 65% of the endowment fund in equities, 24% in fixed income funds and 11% in cash and equivalents. The ending market value of the endowment fund as of 12/31/11 was \$2,212,316.61. The reserve fund is invested in fixed income (50%), equity (35%), and cash and equivalent (15%). The ending market value of the reserve fund was \$10,289,360.72. Lay explained the company's investment strategies and explained in detail the asset allocations, sector diversification and equity characteristics. Ed Polewarczyk noted that the reserve fund had more than made up the amount taken out for the capital improvement program.

7. Public Comment - None

8. Department Head or Committee Chair Report

A. Ice Rink Update from Todd Souza

Souza reported that \$4,000 had been raised for the ice rink and he thanked the donors. The rink has been ordered and should arrive at the end of the next week. With help from the Public Works Department and the snowmobile club in constructing the rink, Souza hopes to open the rink by February 4, the date of Winterfest. The Winterfest celebration will include ice skating, fireworks and a spaghetti supper. Souza also reported on the two-week free trial membership offered at the Community Center that has attracted 180 families or individuals, 76 of whom have never had a membership.

B. Ervin Deck, Airport Manager, regarding Airport Business Plan

Deck presented three scenarios for the management of the airport: Privately Operated FBO, Town Operated FBO, and Full Time Airport Manager. He explained the advantages and

disadvantages of each with a revenue and expense summary. The Airport Committee recommended the Town Operated FBO option. Deck projected that the privately operated FBO would have a \$12,000 deficit; the town operated FBO would have a higher revenue on fuel sales, tie downs and rent and a projected shortfall of \$4,790; the full-time airport manager, which may be necessary to better position the airport for the future, would see a deficit of \$54,442. Deck reminded the board that the airport brings in \$20,000 in property taxes and while this sum is not transferred to the airport account, it should be considered in making decisions about the airport. Although David Stapp, the former FBO, would stay on to rent aircraft and give flying lessons, that connection would cease if an FBO were hired. Stapp is currently paying \$300 per month for one office. Bill Curtis recommended that Deck contact the Fryeburg, Lewiston-Auburn and Oxford airports to see what salary is being paid to their airport managers. In response to questions, Smith said the big change with the town operating as FBO would be increased revenue from fuel sales, but expenses would increase with the cost of heating oil and electricity. **Ed Polewarczyk moved to continue to operate without an FBO for the rest of the fiscal year, but continue to accept proposals from potential FBOs and come back at budgetary times with a town-owned FBO budget. Vote 5-0-0.**

## 7. Unfinished Business

### A. Roland Abbott, Ambulance Director, regarding Superintendent's building and the future of Wiscasset Emergency Management Services

Abbott said it would be more cost effective to build a new garage for the EMS than to renovate the current garage on the former school superintendent's property. He estimated that it would cost approximately \$75,000 to \$100,000 to build and outfit a new 2400 sq. ft. garage, \$3,500 to renovate the Wyman house (relocating kitchen adding a shower stall, cleaning and painting) and \$8,500 for annual operating expenses (heat, water, sewer, electricity and maintenance products). In response to Bill Curtis's question, Abbott said he had investigated Department of Agriculture rural development grants, although the requirements may be too strict to fulfill. Curtis asked for a management forecast. Abbott said that although income fluctuates each year, he could provide a graphic profile on runs.

Laurie Smith said there were two options: to move the service to the property (Abbott had provided costs to upgrade the facility), or selling the property, the assessed value for which had been provided (one acre \$173,000, or three acres and the garage \$250,000). Reasons for the move are that both the ambulance and fire departments need more room -- for training, a secure environment, room for sex-segregated sleeping accommodations, secure place for medical supplies, and a more favorable location on Route 27, which is less congested than the current location on Route 1. Although from a programming perspective, the move makes sense, Smith said, from an expense perspective, the move would be not only a capital expense but operational costs would increase. The EMS receives 50% of what it bills and it was suggested that a consortium be formed with Edgecomb, Alna, and Westport Island. Judy Colby recommended that the selectmen look at the Wyman property for the ambulance service during the capital improvement discussion. **Pam Dunning moved that if the move is not a high priority in the capital improvement budget, the property will be put up for sale. Vote 4-1-0.**

### B. Budget Committee recommendations regarding the Maine Art Gallery, Superintendent's building and the Scout Hall

Dale Skillins provided a brief history of the connection between the American Legion and the scouts since the old fire station was converted to Scout Hall. He said the legion could no longer afford to keep up maintenance on the building but at the same time, it did not want to lose the scouting program. The Budget Committee had recommended that the town give the building to the scouts with the caveat that it be returned to the town when no longer needed by the scouts. The \$4,000 per year in heat, electricity and sewer costs would be the legion's responsibility.

Because the legion could not afford maintenance on the building, it was recommended that the town continue to support and maintain the building.

Ronn Orenstein, speaking for the Wiscasset Art Gallery, in response to the Budget Committee's recommendation, said the gallery is not interested in moving, and it would be concerned with losing equity if it were to give the building back to the town as stated in the recommendation. He also said that if the gallery owned the building, it would be easier to obtain grants. The gallery has received a renovation grant that would cover replacing the bell tower and roof contingent upon the gallery owning the building. There was a consensus that the board follow the Budget Committee's recommendation that ownership of the building be returned to the town when no longer needed by the gallery without reimbursing the gallery for any improvements it had made to the building. Orenstein said he would take the selectmen's comments back to his board.

#### 10. New Business - none

#### 11. Town Manager's Report

A. Wiscasset Route One Discussions with DOT: Memos from Gerry Audibert regarding a summary of the December 12, 2011 meeting and a Road Safety Audit had been provided to the board. Audibert recommended that board members and local business owners accompany him to crash locations to provide local information. Bill Curtis and Ed Polewarczyk volunteered.

B. Insurance Services Office: Smith said she had attempted to set a date for a public meeting with the Insurance Services Office regarding the new classification rating but had not heard back from the Insurance Services Office.

C. Meeting on January 31 regarding Mason Station properties: The board will meet on January 31 at 7 p.m. for a workshop regarding Mason Station properties.

D. LCTV request for capital funding: The Board received a letter from John Emerson, LCTV board of directors, asking if the select board would be interested in assisting LCTV in capital upgrades using PEG money the town had received from the cable company. He has also contacted other Lincoln County towns. Smith will invite Mary Ellen at LCTV to attend a board meeting with additional information.

E. Montsweag Brook Parcel letter: The selectmen were given a copy of Smith's letter to CMP indicating the town's desire to acquire the Montsweag Brook compensation parcel.

F. General Update: Issues with the retirement plan had been resolved, employees will be indicating their retirement options and funds will be sent to the Maine State Retirement Fund. The updated selectmen's 2011 goals and a list of challenges for this year were distributed in preparation for the 7 p.m. January 24 meeting. The monthly report was also made available.

#### 12. Other Business - None

#### 13. Adjournment

At 9:30 p.m., **Pam Dunning moved to adjourn. Vote 5-0-0.**