

WISCASSET SELECTBOARD,  
TAX ASSESSORS AND OVERSEERS OF THE POOR  
SEPTEMBER 5, 2023  
6 P.M.  
IN PERSON AND VIA ZOOM

Present: James Andretta, Pam Dunning, Terry Heller, Bill Maloney, Chair Sarah Whitfield and Town Manager Dennis Simmons

The chair called the meeting to order at 6 p.m.

1. Pledge of Allegiance

2. Approval of Treasurer's Warrants

a. **Terry Heller moved to approve the payroll warrants of August 18 FY 24, August 25 FY 24, and September 1, FY 24. Vote 5-0-0.**

b. **Terry Heller moved to approve the accounts payable warrants of August 22 FY 23 and August 29 FY 23, August 22 FY 24, August 29 FY 24 and September 5 FY 24. Vote 5-0-0.**

3. Approval of Minutes

a. **Terry Heller moved to approve the minutes of August 15, 2024. Vote 5-0-0.**

b. **Terry Heller moved to approve the minutes of August 16, 2023. Vote 5-0-0.**

4. Special Presentations or Awards – none

5. Committee Appointments – none

6. Public Hearings

a. **Liquor License Renewal: EDCRS LLC DBA Water Street Kitchen and Bar, 15 Water Street. Pam Dunning moved to open the public hearing at 6:03 P.M. Vote 5-0-0. There was no discussion. Pam Dunning moved to close the public hearing at 6:04 p.m. Vote 5-0-0. Terry Heller moved to approve the liquor license renewal for Water Street Kitchen and Bar. Vote 5-0-0.**

7. Public Comment

Ann Schneider, referring to the report of the Future of the Schools Committee at the previous meeting, asked where the matter stood. She was informed that the report was only a financial projection if grades 9 through 12 were tuitioned out and alternatives. Ms. Schneider said that with so few students the schools cannot provide adequate programs. She was advised that the Future of the Schools Committee was an ad hoc committee looking at various options for the school; it is not a decision-making body. Its meetings will be advertised on the town website, on the town sign and on the town calendar.

8. Department Head or Committee Chair – none

## 9. Unfinished Business

### a. LD2003 Discussion

Sarah Whitfield said the ORC is working on a potential parking ordinance and Emily Rabbe has submitted research on what other towns are doing on short-term rentals and accessory dwelling units. She has asked the board for direction on these two matters, whether to draft either in general or more detailed terms. Pam Dunning recommended limiting the minimum size of the additional dwelling units to 800 sq. ft. for a one-bedroom house with 200 sq. ft. added for each additional bedroom. She also recommended a 20-foot setback on a lot with more than one dwelling unit and a minimum of a 50-foot setback between buildings with separate parking spaces for each ADU. Terry Heller said she was not against one or two tiny homes if well done and there should be a conversation with the planning board on what is planned. Bill Maloney suggested that the minimum size should be 800 sq. ft. and in no case should the dwelling unit be larger than the primary dwelling unit nor larger than 1000 sq. ft. James Andretta asked if ADUs would be allowed only in certain districts. Sarah Whitfield will invite Emily Rabbe to the next meeting; board members will send questions to the chair before the meeting.

Regarding short term rentals, Bill Maloney recommended that Air B&Bs should have insurance specific to Air B&Bs, should have a business license, and a maximum stay of 29 days. However, the length of stay would be hard to enforce. In general, enforcement of the regulations would be the responsibility of the code enforcement officer. Board members were asked to send questions to the chair who will forward them to Emily Rabbe before the next select board meeting.

## 10. New Business

a. Business License: **Pam Dunning moved to approve a business license for Bellearth Studio,, 234 Willow Lane. Vote 5-0-0.**

b. Business License: **Terry Heller moved to approve the business license for Flour Child Bakery, 31 West View Road. Vote 5-0-0.** Any necessary inspections would be carried out by the Code Enforcement Officer.

c. Business License: **Pam Dunning moved to approve the business license for Midcoast Residential Service, 28 Middle Street. Vote 5-0-0.**

d. Approval of CMP Power Pole Permit: **Terry Heller moved to approve the Central Maine Power Pole Permit application of Chewonki Neck Road, (work order 801000567727). Vote 5-0-0.**

e. Request approval to accept a \$5,000.00 grant from MMA Property and Casualty Pool. **Terry Heller moved to authorize approval to accept the \$5,000.00 grant from MMA Property and Casualty Pool. Vote 5-0-0.**

f. Sewer Abatement for James and Tiffany Peterbaugh at 65 Churchill St. for \$173.28. Rob Lalli, Superintendent of the Wastewater Treatment Plant, informed the board that the abatement was billed under the old rates and the correct amount should be \$194.11. **Bill Maloney moved to amend the request to \$194.11. Vote 5-0-0. Pam Dunning moved to grant the sewer abatement for James and Tiffany Peterbaugh at 65 Churchill Street for \$194.11. Vote 5-0-0.**

**g. Terry Heller moved to approve sale of 2015 Commadore Model #TS103A, Beige in color, Mobile Home serial # CN52272A to Hope Rankin, 285 Birch Point Road, Lot 1. Vote 5-0-0.**

h. Liaisons for town committees: Airport Committee – Bill Maloney; Investment Advisory Committee – Pam Dunning; Climate Action Committee – Terry Heller.

11. Assessors Business – NA

12. Town Manager’s Report

Dennis Simmons reported that the fiscal year 2022 closed out with \$715,000 underspent on budget and a \$3,000 carryover. Parks & Recreation had \$24.23 left over. Animal Control was over budget by \$26.00. Simmons asked the public to be patient with the Public Works, Wastewater Treatment Plant, Transfer Station and EMS departments, all of which are experiencing staff shortages.

Simmons had been advised via email that a final decision has been made on the \$700,000 EPA grant; he will be at an EPA meeting in Biddeford on the 14 and in Chelmsford on the 27<sup>th</sup>.

Regarding the repairs on the Doering building on Main Street, Simmons advised doing nothing until the deadline set by the owner for completion of the project has passed. Simmons will ask the CEO about the broken windows across the street.

13. Other Board Business

Simmons asked the board’s decision on putting the two revised cannabis ordinances on the November ballot. The revisions describe the locations where the various cannabis businesses can operate. He said that there are still some inconsistencies in the two ordinances which need to be corrected. Inasmuch as the state will be making changes in the ordinance requirements in the future which may require changes in the Wiscasset ordinances, those changes and inconsistencies in the Wiscasset ordinances could be voted on in March at the primary election. **Pam Dunning moved to certify the Medical Cannabis Licensing Ordinance and place it on the ballot. Vote 5-0-0. Pam Dunning moved to certify the Adult Use Cannabis Business License Ordinance and place it on the ballot. Vote 5-0-0.**

James Andretta said that although Wiscasset billed itself as business and family friendly, it seems to be placing a lot of regulations such as those on short term rentals. Other members disagreed.

Sarah Whitfield said a Select Board Bulletin written by her with input from the board will explain the processes and procedures of the board, but not opinions, and will answer questions from the public. The bulletin will have a Town Manager’s corner for comments from Simmons. The bulletin will be available within a week or two following a meeting and will be on the town’s website, on the Wiscasset Community Facebook page.

14. Adjournment

**Bill Maloney moved to adjourn the meeting at 7:03 p.m. Vote 5-0-0.**