

**Town of Damariscotta, Maine
Board of Selectmen's Meeting
Minutes
Wednesday, January 4, 2006**

I. Pledge of Allegiance

II. Call To Order

The Board of Selectmen met at the Municipal Facility on Wednesday, January 4, 2006 to conduct town affairs. Chairman Richard McLean called the meeting to order at 6:30 p.m. Members present were Richard McLean, Scott Gove, Walter Hilton, and Joshua Pinkham. Staff present was Town Manager William Post. Others present were Brent Hallowell, and Karen O'Bryan (LCTV).

III. Public Hearings – None

IV. Old Business – None

V. Communications – None

VI. Official Action

1. Act on Investment Policy.

Post stated that the proposed Investment Policy as submitted has been reviewed by an attorney, financial managers, and another town manager and is the fourth draft of the policy over the previous six months. The policy creates a Financial Advisory Committee that will meet at least quarterly to review the Town's investments and provide advice and recommendations to the Board for investment strategies. The policy provides guidelines for the investment of funds including safety, liquidity, and prudence among other guidelines.

Gove suggested that the advisory committee consist of five members instead of three. As proposed, the advisory committee would be comprised of three members, including the town manager, a selectman and a citizen.

McLean asked if the five members should be citizens of the town or not. Gove suggested that the five members should be people that have the highest capability to serve on the committee and advise the Town on investment strategies, regardless of where they live.

Pinkham stated that there are many talented citizens in Damariscotta that could serve on the committee.

On motion of McLean/Hilton, the Board VOTED: To approve the Investment Policy as submitted with the exception that the Financial Advisory Committee will include five members at large as appointed by the Board of Selectmen (Vote: 4 – 0).

VII. Town Manager's Discussion

1. Announcement of Website.

Post announced that the Town of Damariscotta's official website is online and can be accessed at www.damariscottame.com. He stated that the site has been in development for the previous six

months in conjunction with Mal Gormley at Angel Farm Creative Services and , while there are more items that will be added to the site, it is online.

Gove asked if the Town should sell advertising space on the website. Post stated that he had not considered that as it is a government site, but would check with other municipalities to see if this is a common practice.

2. Community Impact Analysis.

Post stated that Planning Decisions has begun the Wal-Mart Impact Analysis and will be continuing for the next several weeks. It is anticipated that the analysis will be completed by March 1st.

3. Budget Process and Calendar.

Post distributed the Budget Calendar to the Board and stated that it includes scheduled meetings for the Budget Committee to review the proposed fiscal year 2007 budget, meetings for when the Board is expected to review the budget, and a tentative date for the annual town meeting. Requests for operating budget proposals have been distributed to department heads.

VIII. Consent Calendar

1. Regular Meeting Minutes of December 21, 2005.

On motion of Hilton/Pinkham, the Board VOTED: To approve the minutes of December 21, 2005 as submitted (Vote: 3 – 0 – 1, Gove abstained).

2. Financial Reports:

a. Payroll Warrant #31 General Fund Warrant #32.

Gove asked how many cell phones the Police Department has. Post stated that they have six or seven and those are in place of pagers, as budgeted.

Gove asked about the costs for fuel for the police vehicles. Post stated that the budgeted amount for the fiscal year was an average of \$1,000 per month, and it is expected that more will be spent on fuel. However, the Police Department has been advised to ensure savings in other areas of the budget.

Gove asked if the services provided by the Maine Municipal Association dues is worth the cost. Post stated that they are, as the Town uses the legal services and trainings that would be more expensive if provided from a different agency. McLean added that the Town could not participate in the insurance pool if the Town was not a member.

On motion of Gove/Hilton, the Board VOTED: To approve Payroll Warrant #31 and General Fund Warrant #32 as submitted (Vote: 4 – 0).

IX. Other Business

1. Pinkham stated that he would like representatives from the new jail to be invited to a future meeting.
2. Pinkham stated that he had asked previously to have School Board members present at a meeting. Post stated that he would contact the superintendent's office.
3. Gove asked that the Town's County Commissioner be asked to attend a future meeting and that the Town's state representatives be asked to attend a meeting as well.

4. Gove asked if there was an estimate on what the county tax will be for the next fiscal year. Post stated that he has not received an estimate yet, but expects one soon.

X. Executive Session

1. Meet in Executive Session subject to 1 M.R.S.A. Sec. 405(6)(C) (Disposition of publicly held property if premature disclosures of the information would prejudice the competitive or bargaining position of the Town).

The Board entered executive session to discuss the disposition of publicly held property pursuant to 1 M.R.S.A. Sec. 405(6)(C) at 6:57 p.m. Town Manager William Post and Real Estate Agent Wayne Farrin remained.

The Board reconvened in regular session at 7:17 p.m.

On motion of Gove/Hilton, the Board VOTED: To accept the offer of George Hervochoon of \$199,500 for the Church Street property with the exception that the property will be conveyed by a quit-claim deed instead of a warranty deed and that the oil will be pro-rated and paid for by the buyer (Vote: 4 – 0).

On motion of Gove/Hilton, the Board VOTED: To authorize McLean and Gove to sign the Purchase and Sale Agreement on behalf of the Town and to handle any other negotiations within the parameters of the proposed offer (Vote: 4 – 0).

XI. Adjournment.

On motion of Gove/Hilton, the Board VOTED: To adjourn at 7:20 p.m. (Vote: 4 – 0).

Respectfully Submitted:

William S. Post, Town Manager