

**Town of Damariscotta, Maine
Board of Selectmen's Meeting
Minutes
Wednesday, January 17, 2007**

I. Pledge of Allegiance

II. Call To Order

The Board of Selectmen met at the Municipal Building on Wednesday, January 17, 2006 to conduct town affairs. Chairman Richard McLean called the meeting to order at 6:30p.m. Members present were Richard McLean, Scott Gove, Walter Hilton, and Dave Wilbur. Staff present were Town Manager, Greg Zinser, Treasurer, Janice L. Miller, Others present were, Karen O'Bryan (LCTV) and a member of the media.

III. Public Hearings – Salt Bay Café liquor license

IV. Old Business –

1. Allen Lowe, LCTV, is here to discuss the meeting room cameras, etc... He reports that somewhere between Great Northern Video and Sean Rafter there has been some miscommunication. He was notified that there will be a need of an additional \$1050 + for a switcher (to be used between cameras) and cable. Discussion followed. McLean made a motion to increase the expenditure by \$1050 to include the switcher. Upon finding out that there would still be other fees for cable, he withdrew his motion. The Board is requesting that Great Northern provide the Town with a complete all inclusive quote. Mr. Lowe will take care of passing this on to them and obtaining the quote.

V. Communications -

2. LCTV proposed warrant – Allen Lowe and Chuck Dinsmore were both present in representation of LCTV. Greg presented the requested warrant wording which indicated that LCTV was asking for ALL of the franchise fees from cable received by the Town. Zinser reviewed other Town's contributions. He would like to have the Board's go ahead on working with LCTV on a warrant article that will be acceptable to both sides. Discussion followed. McLean suggested that the discussion be tabled pending Zinser and LCTV representative being able to come back to the Board with an agreed upon article. This was supported by the other Board members.

VI. Official Action

1. Nobleboro-Jefferson Transfer Station Contract -

Zinser presented the Board with the new transfer station contract to sign. He reported that it is flat funded this year. Discussion followed with Gove questioning how the budget could remain the same if they are not including capital costs. It was explained that while capital costs are not included in this budget period there overall operating costs have increased. This is why the budget has remained the same.

On motion of McLean/Hilton the Board VOTED: To sign the contract in the amount of \$125,112. for the 2007 calendar year. (Vote 4-0)

On motion of Hilton/Wilbur, the Board VOTED: To appoint Gove the Town's representative for the transfer station.

2. Winchenbach Deed Signing - Zinser/McLean reviewed the Board's decision to approve these deed transfers surrounding the old dump and a driveway entrance. Gove requested if our atty. Had reviewed. Zinser answered yes.

On Motion of McLean/Hilton, the Board VOTED: To sign the deed as presented. (Vote 4-0)

3. Cemetery Deeds – Whitten & Hartman cemetery deeds were presented.

On Motion of McLean/Hilton, the Board VOTED: To sign the Cemetery deeds as presented. (Vote 4-0)

4. Foreclosure – Zinser reported that on January 12, @ 5 pm the Town foreclosed on a single wide mobile home located @ 8 Hutchings Lane. Discussion followed.

On Motion of Gove/Hilton, the Board VOTED: To have the PD serve notification of Town ownership to the inhabitants of the property located at 8 Hutchings Lane; that all taxes (inclusive of all years due) shall be paid within 30 calendar days in order to purchase the property back from the Town; that the Town Manager and the PD gain entrance and take pictures of the state of said property and the condition thereof; all of this to be done on 01/18/2007. (Vote 4-0)

VII. Town Manager's Discussion –

- 1. DHHS Audit:** Zinser reported that the State has performed a thorough audit of our General Assistance program and that the Town was found to be in compliance.
- 2. Town Manager Evaluation:** Zinser/McLean discussed the fact that the six month evaluation on Zinser will be due at the first meeting in February. Zinser supplied the Board with an evaluation form for their use in his evaluation. Gove requested that the staff be able to give their input to the Board. Zinser will set-up a time for an Executive Session.

3. **Steeple Fund:** Zinser reports that he has been informed of a private grant that the Town can apply for – that will offer monetary assistance in the replacement of the steeple. The Board is in full support of his moving forward with the application process. This grant would require that the Town become the clearing house for the funds.
4. **Biscay Road Light Pre-emption:** Zinser reported that the light pre-emption on the Biscay Road light is in good working order. There is not a problem with the loop, but it is instead a timing issue.
5. **Town Manager Vacation:** Zinser will be on vacation from Feb. 05 thru Feb. 09. Per discussion with the Board, Treasurer Miller and Chief Drake will fill in during his absence.
6. **Town Planner:** Zinser reports that the Town Planner position has been posted and at this time is due to close on Feb. 2, 2007.

VIII. Consent Calendar

1. **Regular Meeting Minutes** – Jan. 03, 2007 - McLean requested that the minutes reflect which grant is being referenced.

On motion of Gove/Hilton, the Board VOTED: To approve the minutes of January 03, 2007 as amended to reflect the type of grant. (Vote:4 – 0).

2. Financial Reports:

- a. Payroll Warrant #28 & General Fund Warrant #29

On motion of Hilton/Gove, the Board VOTED: To approve General Fund Warrant #29 & Payroll Fund Warrants #28 as submitted (Vote: 4 – 0).

IX. Other Business

1. Wilbur will be out of Town for the first meeting in February.

X. Executive Session – None

XI. Adjournment.

On motion of McLean/Gove, the Board VOTED: To adjourn at 7:50p.m.(Vote: 4 – 0).

Respectfully Submitted:

Janice L. Miller - Treasurer