

Town of Damariscotta
Board of Selectmen Meeting
Minutes
Wednesday, March 7, 2007

I. Pledge of Allegiance

II. Call to Order

The Board of Selectmen met at the Municipal Facility on Wednesday, March 7, 2007 to conduct town affairs. Chairman Richard McLean called the meeting to order at 6:30 pm. Members present were Richard McLean, Scott Gove, Walter Hilton, and David Wilbur. Vicki Pinkham joined the meeting at 6:32 pm. Staff present were Town Manager, Greg Zinser and Deputy Town Clerk, Jurate Barnes. Also present was Kim Fletcher, reporter, Lincoln County News.

III. Public hearings

IV. Old Business

V. Communications

County tax assessment for next fiscal year is estimated at \$377,262. This figure is the highest amount the Town should expect to pay. Last year \$383,000 was raised and appropriated. The actual tax of \$370,000 left unexpended funds. Brief discussion ensued regarding the \$2,000,000 difference in State valuation versus Town valuation.

Zinser updated the Board on progress of audio system installation. Technician will return on March 14 and 15 to complete the job. LCCTV will then schedule training. The Board is welcome to attend.

VI. Official Action

- 1.) Approval of lapses and carry-forwards: Zinser explained the concepts to the Board. At the auditor's suggestion, Zinser wants to lapse some old balances, carry forward others in the next fiscal year. Zinser will provide the recommended carry forward/lapse accounts. Mc Lean moved to open discussion and to follow the auditor's recommendation. Hilton seconded Mc Lean's motion. Wilbur questioned what happens to funds in lapsed accounts. Zinser responded that funds are moved to the General Fund. Mc Lean inquired about the reval loan. Zinser said that funds are kept for issues regarding revaluation. He cited as example the continued assessor's contract and that reappropriation of funds is not necessary. Further discussion on specific line items. Moved by McLean, seconded by Hilton, motion approved 5-0.

2.) Signing of Town Planner's contract: Review of last board meeting discussion. Mc Lean moved approval of contract, Wilbur seconded. Motion: 5-0.

VII. Town Manager Discussion

- 1.) Budget Update: Proposed budget will be in selectmen's mailboxes on Friday, March 16. Talk with provider agencies/school budget at Selectmen's meeting on March 21. Mc Lean noted that the Board typically delegates the provider agencies requests to the Budget Committee for review.
- 2.) Media Policy: Discussion regarding official response to media inquiries. McLean asked Zinser to draft ideas and submit to Board for review. Wilbur commented that there should be only "one voice" from the Town. Fletcher (LCN) suggested that if there were any questions regarding the Lincoln County News reporting or policy to call Judy Finn, editor, LCN.
- 3.) Discussion of Risk Management/Loss Control Audit: Last month, the Town underwent its annual re-evaluation by the MMA risk management consultant. Zinser reviewed with the Board the findings of the audit, together with the anticipated compliance dates.

Specific issues discussed were: a) sprinkler system inspection. This is directly correlated to insurance rates/factor ratings. Discussion regarding frequency of inspections. b.) municipal building basement cannot be used for storage: electrical and property hazard. No hard wiring downstairs, mold coming up the stairs. Gove suggested identifying one area and making it safe. Gove emphasized electric and moisture issues be addressed immediately.

VIII Consent Calendar

McLean moved to accept the minutes of February 7, 2007 as written. Hilton seconded. Approved 3-0 (Hilton, Mc Lean, Pinkham). Mc Lean moved to accept the minutes of February 21, 2007 as written. Pinkham seconded. Approved 5-0.

Gove moved to accept Pay Warrant #34 and General Warrant #35 as presented. Hilton seconded. Discussion followed regarding CMP charges for street lights. Concern was raised that not all lights are working. Police Department will be asked to check on the lights during their rounds. Warrants approved: 5-0

February Expense Report was 2% higher since \$20,000 of bills due March 1, 2007 had to be paid in the February warrant. Gove inquired why the Town is paying Federal and State tax on telephone bills. McLean said that municipalities are not in the classification that is exempt from those taxes. McLean moved acceptance of expense report; Hilton seconded. Approved 5-0.

IX Other business

McLean suggested the Town Report be dedicated to Cindy Petti. Vicki Pinkham put forth the following: Bob Strong, Richard Storer, Neil Sprague, Gary Pinkham, Bill Brewer, George Parker. Gove suggested dedicating the report to a deceased and a living citizen. Mc Lean suggested a “secret ballot”: vote for two and give to Zinser.

X. Executive Session

XI. Adjournment

Mc Lean moved to adjourn meeting and go into executive session. Gove seconded. Approved 5-0. Open meeting was adjourned at 7:24 PM, selectmen moved into executive session.

Respectfully submitted,

Jurate J. Barnes, Deputy Clerk