

Town of Damariscotta  
Board of Selectmen Meeting  
Minutes  
Wednesday, May 2, 2007

I. Pledge of Allegiance

II. Call to Order

The Board of Selectmen met at the Municipal Facility on Wednesday, May 2, 2007 to conduct town affairs. Chairman Richard McLean called the meeting to order at 6:32 pm. Members present were Richard McLean, Scott Gove, Walter Hilton, Vicki Pinkham and David Wilbur. Staff present were Town Manager, Greg Zinser, and Deputy Town Clerk, Jurate Barnes. Ed Stelzer joined the meeting at 6:40pm, George Parker at 7:17pm, Brent Hallowell at 7:38pm.

III. Public hearings

IV. Old Business

V. Communications

MDOT will not be paving sections of Bristol Rd. presumably due to budgetary constraints. Gove commented that Business 1, especially near Mobius, was in very bad shape. Zinser said that funding has been cut for highway maintenance. McLean noted that a transportation bond issue will be floated in November.

VI. Town Manager Discussion

- 1.) John Mann, Mann Associates, gave a status report on the French property development proposal off Heater St. He called for a “coalition of the willing” to consider expansion of the commercial zone in the area behind Hannaford’s and Damariscotta Hardware. The goal is to create an expanded commercial zone for 130 acres. Discussion between Selectmen and Mann regarding proposed uses, timing of proposal, public hearing. McLean stated the proposal needed definable boundaries.
- 2.) Assessor’s Contract discussion: Typically, assessor’s contract is for 52 days. Zinser, based on discussions with Gary Robbins, assessor’s agent requested 78 days. The amount of work needed to complete the analysis and keep the certified ratio warrants the extra days. The Board has authorized more days in the past few years to complete the job. McLean commented that 52 days per year is not adequate for a town of this size and complexity. Gove moved to amend the contract from 52 days to 78 days at \$375/day. Hilton seconded. Motion passed 4-1, (Pinkham nay vote).

Ed Stelzer of Westview Rd, Damariscotta was recognized by the Board. Stelzer had several comments to share with the Board. His opinion was the Board handled the emergency on Main Street well and did the right thing for the citizens. Stelzer also

had high praise for the staff at the Town Office, all of whom he specifically named. Concerns centering around the proposed condo conversion on Elm Street were not so positively expressed. The current tenants of 62 Elm Street were not notified of the proposed conversion and would have only thirty days time to relocate if the conversion were approved. McLean suggested checking with the State of Maine regarding tenants' rights and encouraging all to attend the Planning Board meeting scheduled for Monday, May 7, 2007. Stelzer thanked the Board for their time.

#### VII. Official Action

5.) Site Plan Review Ordinance: At Zinser's suggestion, this agenda item moved up to facilitate discussion with George Parker, Planning Board Chair. Hilton questioned the need for an escrow account. Parker responded with the example of Hannaford storm water issue. Parker further outlined the procedure for handling and use of escrow funds. Further discussion centered on specifics within the ordinance. McLean noted the changes will be available to the voters with the warrant. McLean moved to put ordinance on the warrant, Hilton seconded. Motion passed 5-0.

#### VI. Town Manager Discussion

3.) Discussion of Treasurer's Position: Zinser is discussing with the auditors the duties/responsibilities of a treasurer/tax collector in order to better define the job description. He is re-examining the various roles of the administrative staff. Zinser asked the Board's opinion regarding a finance director. Gove commented that a CPA is not needed to do the job and the pay for this position is in line with other towns. McLean expressed concern regarding timing: he indicated that this topic would be better addressed during another budget year.

#### VII Official action

1.) Act of Town Meeting Warrant: Lincoln Theatre is not available this year, meeting will be held at Great Salt Bay school. Specific Warrant articles discussed: Article 28. Franchise fees Gove moved \$3,500 to LCTV. Hilton seconded. Motion passed 4-1 (McLean nay vote)

McLean nominated Walter Hilton as an alternate on the Budget Committee. Pinkham second, Motion passed 5-0. Cemetery committee trustee: Mary Patricia McLean nominated to fill Mary Trescot's term.

Article 39: Pinkham inquired about a secret ballot for this article. Zinser will look into it and provide an answer.

Article 27: \$230,000 from undesignated funds: need to put in parentheses what estimated balance of account would be.

Article 17: Miscommunication between treasurer and Zinser: the number is short one provider agency, therefore \$1,300 higher than in budget book.

Article 24: Miscommunication with town clerk: Adult Ed request was actually \$4,601, not \$4,382 as reported. McLean moved to change recommendation for Adult Education to \$4,601, Hilton second. Motion passed 5-0.

Article 41 Shellfish Ordinance: primarily housekeeping, summary of changes. McLean moved Article 41 subject to placing the new date on the ordinance. Gove second, motion passed 5-0.

Article 34: Town authorized Board of Selectmen to take money out of undesignated funds, emergency only. Funds were not raised and appropriated, would estimated balance of surplus.

McLean move to approve warrant as amended and discussed. Hilton second, motion passed 5-0.

- 2.) Act on Town Letter for Town Report: Pinkham raised issue of typos. Revise wording on George Hutchings PD memorial; discuss revaluation resulting in lower mill rate. Pinkham also commented on formatting. McLean move letter as modified for the Town Report, Pinkham second. Motion passed 5-0.
- 3.) Act on Town Report Cover: McLean moved cover of Biscay Beach Damariscotta Shore, Gove second. Discussion followed. Gove suggested photo down Main St showing construction. Gove moved, Hilton second. Motion to have Main St. photo passed 3-2 (McLean and Pinkham nays).
- 4.) Selection of Planning Advisory Committee Members: Zinser recommended residents (need list), Gove moved Pinkham second, motion passed 5-0. Non-resident: Amy Winston, McLean move, Hilton second, motion passed 5-0. McLean moved that members from agencies be ex-officio members. Pinkham second. Wilbur said the committee is large enough for a wide variety of viewpoints. Discussion on number of residents on committee. McLean withdrew motion, Pinkham seconded withdrawal. Pinkham moved to accept business and agencies serving with full voting capacity. McLean second, motion passed 3-2 (Gove and Hilton nays).

## VIII. Consent calendar

Approval of minutes Special April 4, 2007 meeting: Gove move, Hilton second, motion passed 5-0. Approval of Regular April 4, 2007 meeting: McLean move, Hilton second, motion passed 5-0.

Approval of April 17, 2007 emergency meeting minutes: Gove move, Hilton second. Motion passed 4-0 (Pinkham was absent from meeting.)

Approval of April 18, 2007 minutes: Separate Board of Selectmen minutes from Board of Assessors minutes. McLean move, Pinkham second. Motion passed 5-0.

McLean moved Payroll Warrant #42, Hilton second. Motion passed 4-1 (Pinkham nay).

General Fund warrant # 45 approved 5-0.

#### IX. Other Business

Wilbur discussed citizen concerns regarding a traffic light at School Street intersection and the blinking lights at the YMCA and GSB school district. Zinser said he would look into it.

#### Adjournment:

Gove move to adjourn, McLean second. Motion passed 5-0. Meeting adjourned at 9:13PM

Respectfully submitted,

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Jurate J. Barnes, Deputy Clerk