

**Town of Damariscotta
Board of Selectmen Meeting
Minutes
Wednesday, September 5, 2007**

I. Pledge of Allegiance

II. Call to Order

The Board of Selectmen met at the Municipal Facility on Wednesday, September 5, 2007 to conduct town affairs. Chairman Scott Gove called the meeting to order at 6:30 pm. Members present were Richard McLean, Josh Pinkham, Vicki Pinkham, and David Wilbur. Staff present were Town Manager, Greg Zinser, and Deputy Town Clerk, Jurate Barnes. Seth and Justin Hagar were also present.

III. Public hearings- none

IV. Old Business-none

V. Communications

Zinser noted a public hearing will be held in the Great Salt Bay Sanitary District office on September 12, 2007 at 6pm regarding the proposed increase in waster water charges from .058/ft. to .064/ft. Gove commented that the sewer district is not PUC regulated.

VI. Town Manager Discussion

1. Sidewalk Bids: Zinser noted that the bids were to go out in the fall, so a pre-bid meeting was scheduled for September 4, 2007 at 10am. No one showed up for the meeting. Zinser commented that perhaps this is indicative of the level of interest.

2. Town Manager's Schedule: Zinser has a long-planned vacation scheduled for the first week in October so he will not be present for the October 3rd selectmen's meeting. Cheryl Pinkham will fill in for him. The warrants will be ready for inspection the Friday prior to the meeting. Zinser requested that business be kept to a minimum, if possible. Gove asked if there were any questions or recommendations; there were none.

VII Official Action

1. Review Hagar road work bid:Gove opened the discussion on the review of the Hagar bid. Zinser was asked to provide figures for basis. Figures in the neighborhood of the bid received; no other bids; no other interest.

V. Pinkham: some thought the bid was in combination with Newcastle.

Wilbur: how were the bids/specs sent.

Zinser: beginning in July, the Damariscotta and Newcastle boards authorized joint bids, but left to the individual boards to decide. Damariscotta sent bids to: Hanley, Fowler, Hagar, Sprague, Hunt and Wood. Bids came back at joint board meeting. Two bids received: Hanley and Hagar. Hanley did not follow regulations—only a lump sump price quoted. Hagar only bidder, ~209K. Board decided to discuss with Hagar to get bid down. Board eliminated gravel shoulder, etc. Amount down to ~82,900, budget amount. Last meeting, the Board deadlocked. Zinser asked to provide comparable bids for such work in other towns.

Town did not have concrete set of specs: relying on contractors to work with the town. Hagar was the only show to review specs.

Wilbur: were those specs sent out

Zinser: Original specs were generally descriptive.

Seth Hagar: To clarify bid specs asked any contractors to travel with road commissioner; base on what Terry wanted.

Zinser: looking to accomplish with help of contractors: needed clarification, i.e., ¾ min crushed stone at culvert.

Wilbur: how different from other towns

S.Hagar; took out loam and seeding

Zinser: Three towns responded with specifics; bid prices in area they need to be; if Board rejects the bid, can bid same figures in spring.

Gove: Limited time this season,

J.Pinkham: if funds not used this year, remain capital reserve fund for road work, not back to surplus.

Wilbur: are we changing specs

Gove: no specs: road commissioner drove with contractors and indicated needed work.

Zinser: if bid is out in spring, will have developed a set of specs.

V&J Pinkham: specs should have been done from the beginning.

Gove: better to send out bid in February

Discussion continued regarding formulation of specs, input from Road Commissioner. J. Pinkham motion to send bid out in early spring. V. Pinkham second. Motion carried 3-2 in favor of spring project.

2. Cemetery Deed: Malcolm and Carol Ray purchased a cemetery plot and perpetual care. McLean moved to approve, J. Pinkham seconded, Motion passed 5-0.

3. Award bid for new highway truck: Zinser provided breakdown on the bids: sent to Ralph's, Newcastle Dodge, Wiscasset Ford, O'Connor's, Bill Dodge. Of the five sent, heard back from three.

Gove: Bids not advertised.

Wilbur: How did Newcastle Chrysler-Dodge not meet the specs.

Zinser: Based on what Terry was looking for in a truck, heated seats, heated mirrors; the big difference adding dollars is the 1-ton diesel with a full dump body. Newcastle Chrysler-Dodge did not meet full specs.

J. Pinkham: with plow?

Zinser: yes, Fisher V-plow.

J. Pinkham: why a V? Don't need one for town plowing.

Zinser: I can ask for a bid on a regular plow if the Board wants it.

J. Pinkham: Would like to ask Terry why he wants a V-plow.

Gove: Asked J. Pinkham what he preferred in general Ford's or GM's.

J. Pinkham: Ford work better for him, brother Jon likes GM better.

Gove: Terry would prefer a Ford; O'Connor would be more expensive, driving to Augusta for service, etc.

J. Pinkham: Can we cut costs by Terry leaving the truck in town, rather than taking it home.

Zinser: If the Board wishes him to do so.

Gove: That's a discussion for another time.

McLean: I was surprised at the early bills on Terry's current truck.

Gove: Brakes

J. Pinkham: Keep business local in the county.

V. Pinkham: How much money

Zinser: \$37,000 in reserve and banking on selling vehicle for the rest. Can expect \$6-8,000 for the old truck.

J. Pinkham: Set the minimum bid for old truck at \$7,000

Zinser: Will have \$3,000 in capital reserve.

Gove: does money go to capital reserve

McLean: it should

J. Pinkham: this is a new '08 truck, not a leftover.

Zinser: yes

Gove: any 0% financing available.

McLean: Move to accept Wiscasset Ford bid, not to exceed \$41,343, with further discussion about type of plow. Gove second the motion.

J. Pinkham: What if the truck is not sold

Gove: Then, we have enough value to trade.

McLean: Not opposed to investigating financing opportunities.

J. Pinkham: Keep in mind administrative costs.

Gove: Let's look into it.

Motion approved as proposed 5-0

4. Daughters of the American Revolution request: Zinser reported that the Pemaquid Chapter of the DAR is collecting resolutions on the 220th anniversary of the Constitution of the United States. They asked Damariscotta to declare September 17-23 "Constitution Week." Zinser then read the resolution. McLean moved to ratify the proclamation. J. Pinkham second, authorizing Gove to sign. Motion approved 5-0.

VIII Consent Calendar

Response to Town Clerk: minutes of August 15, 2007 can be re-created from the videotape during business hours.

General Fund Warrant #16 McLean moved to accept; V. Pinkham second. V. Pinkham questioned why two Maine Municipal Health Trust checks. Zinser explained that the first is generated via the payroll, the second as an A/P. This process actually streamlines payment. Motion approved 5-0.

Payroll Warrant #14, #15 Two payrolls, mistake on #14, #15 correcting the mistake. McLean move to approve, V. Pinkham second. Motion passed: 5-0.

IX. Other business

V. Pinkham inquired of the Board of Appeals denial to Al Monaco for the wind tower project. Zinser said he was in touch with Monaco. Zinser pointed out that until a formal Board of Appeals was appointed and a chair and vice-chair elected, a determination of an incomplete application could not be made. Board of Appeals has complied with all the legal requirements: if the Chair finds the application incomplete, it can be sent back.

J. Pinkham: how long had it (the application) been sitting there.

Zinser: a few days.

Gove: no one can review the application except the Board of Appeals.

Wilbur: Tony (Dater) doesn't do it?

V. Pinkham: Who picked up what was missing.

Zinser: The Chair did. Monaco applied under a section the Town does not have.

V.Pinkham: Should not be on the application if not applicable.

Gove: Why when the appeal was advertised was there an error in the application so critical that it would cause an automatic rejection.

McLean: Board going to training session; a newly reconstituted Board.

V.Pinkham: How did we advertise the appeal.

Gove: Fix the problem

Zinser: had meeting with AI (Monaco) today.

Gove: Not charging any more fees

Zinser: No

J. Pinkham referenced time sheet correction. Began discussion on sharing of space with Newcastle. Interest in working together September 24. Get support for feasibility of sharing town office space. Doesn't want to "freelance" does the Board to make a motion.

Gove: Move we support Newcastle with due diligence to investigate the feasibility of utilizing the unused portions of the Municipal Building for town office use.

McLean: Second

Discussion:

Zinser: invest no time

Wilbur: share physical space, not personnel

J.Pinkham: Newcastle is just trying to get a big picture

Gove: Zinser to provide reasonable information

J.Pinkham: First step is to determine if it will work; it can be of benefit to both towns, can save everyone money.

McLean: Project to involve the Newcastle side

J.Pinkham: Research grant money

Zinser: there is potential to apply

McLean: Grant for regionalization

Wilbur: a few months back PAC committee mentioned.

Motion approved 5-0

J. Pinkham suggested a policy of setting the mil rate at the first meeting in August; commitment date would be the first Wednesday in August each year.

Zinser: commented that this was agreed upon earlier but that due to staffing issues, Gary's assistant's time has been assigned to other duties. Working on policy for clearer allocation of time. Shooting for a commitment date of July end to early August.

J. Pinkham: Years past commitment has been rushed; set a policy so everyone knows the date.

Gove: Official motion not needed now on this matter.

J.Pinkham questioned why there was no alternate route offered during the downtown construction.

Zinser: A huge issue: the downtown merchants did not want a detour. The state removed alternate route signs at the businesses request.

V.Pinkham: Would like to see a "Welcome to Damariscotta" sign

McLean: sign on lightpost near Shady Lady; did not happen

McLean: Dave Wilbur appointed as representative to the regional planning committee on school consolidation. First meeting September 19, would like Wilbur formally excused from selectmen's meeting; an excused absence.

Gove: An update on EMA location of generator for which grant money was received. Difference in costs if located at GSB school versus “Y” \$40k at the school, \$22K at the “Y” depends on the panels, etc. Looking into situating it at the “Y”

J. Pinkham: Has to be on paper.

Gove: Red Cross prefers the “Y”

Zinser: talked to Bob Bouchard who would like it at the school—gave the quote to him. Can we get yes-or-no.

V.Pinkham: Who is installing

Gove: impression that generator at the school is still up in the air. Have up until next September to spend \$15,500; not in a hurry to spend it.

X. Adjournment

Wilbur moved to adjourn, McLean second. Approve 5-0. Board of Selectmen meeting adjourned at 7:40 PM.

Respectfully submitted,

Jurate J. Barnes, Deputy Clerk