

**MINUTES**  
**BOARD OF SELECTMEN MEETING**  
**June 17, 2020 5:30 pm**  
**In Person and Via Zoom**

**Members:** Roberta Mayer, Chairperson; Louis Abbotoni, Mark Hagar, Daryl Fraser and Josh Pinkham

**Members Absent :** None

**Staff Present:** Matt Lutkus, Town Manager; Lynda Letteney, recording secretary

**Others Present:** Brent Hallowell; Haas Tobey (Zoom); Dick McLean(Zoom); and Evan Houk, Lincoln County News (Zoom)

**I. Pledge of Allegiance:** The Pledge was recited at 5:30 p.m. with Board members present and audience participation via Zoom.

**II. Town Meeting – Secondary Schools**

**On motion (Pinkham/Abbotoni) to appoint Lorraine Faherty as the Town Meeting moderator.**

**Vote: 5-0-0**

The moderator was sworn in by the town clerk. Two town residents were present.

**On motion (Pinkham/Abbotoni) Articles 2-6 were approved.**

**Vote: 6-0-0**

**On motion (Pinkham/Fraser) Article 7 was approved.**

**Vote: 7-0-0**

**On motion (Pinkham/Abbotoni) Article 8 was approved.**

**Vote: 7-0-0**

**On motion (Pinkham/Abbotoni) Articles 9-16 were approved**

**Vote: 6-0-0**

**On motion (Pinkham/Abbotoni) to adjourn the Secondary Schools Town Meeting at 5:43 p.m.**

**Vote: 6-0-0**

**III. Call to Order:**

The Board of Selectmen's Meeting was called to order at 5:45 p.m. by Chairperson Mayer.

**IV. Minutes**

**On motion (Mayer/Abbotoni) to accept the minutes of the June 3, 2020 meeting**

**Vote: 5-0-0**

**V. Financial Reports**

1. **On motion (Pinkham/Abbotoni) to approve Payroll Warrant #73**

**Vote: 5-0-0**

2. **On motion (Pinkham/Abbotoni) to approve Payroll Warrant # 74**

**Vote: 5-0-0**

3. **On motion (Pinkham/Abbotoni) to approve Accounts Payable Warrant #75** **Vote: 4-0-1**  
(Hagar abstaining)

4. **On motion (Pinkham/Mayer) to approve Accounts Payable Warrant #76** **Vote: 5-0-0**

**V. Presentations: None**

**VI. Citizen Comments and General Correspondence: None**

**V. Town Manager's Items**

**1. School Budget Approval Process**

**Matt Lutkus** reported that the validation vote for the Secondary Schools Budget and the Town Meeting,

as well as the Great Salt Bay Community School Budget will take place as part of the July 15<sup>th</sup> secret ballot referendum.

## **2. Selection Panel for Waterfront Improvement Project Design/Engineering Team**

**Matt Lutkus** shared that **Lou** has been involved already. Peter Slovenski is the State rep; Matt, George Parker, Shari Sage, and Haas Tobey are on the committee. There is a pre-proposal meeting June 29<sup>th</sup>, time to be determined, via zoom. **Matt** would like another Board member to participate. **Josh Pinkham** said he might be able to be part of it, depending on time frame. Copies of the proposal will be made available to all Board members for review and input. This is the largest project in decades. **Dick McLean** said proposals were due back July 16<sup>th</sup> and he asked Matt what the sense was as to where we were at. **Matt** said the reaction so far has been very positive. There is a lot of interest- from Connecticut, New Jersey, (especially after their Hurricane Sandy experience). **Matt** presumes this is because of the dollar value of the contract and the “cutting edge” of the project. **Haas Tobey** commented that this might also be because of the rocky coast the project is dealing with, rather than a flat, sandy beach.

3. The American Legion is cancelling its “toll booth” this year and has asked to be grandfathered in for August 2021. Matt has approved the new date.

4. **Matt** is planning on closing the Town offices altogether on June 30<sup>th</sup>. End of year closing of books etc.

5. On a related issue, **Matt** would like to extend the closing of the main office except by appointment only until July 20<sup>th</sup> (after Town meeting). Overall, people have been very understanding, and there have been very few complaints.

**On motion (Abbotoni/Mayer) to approve the closing of the office June 30<sup>th</sup> and to be open by appointment only until July 20<sup>th</sup>.**

**Vote: 5-0-0**

**Dick McLean** speaking as a rep on the Regional Planning Committee said that one member had to give up his/her cell phone. He asked if a cell phone could be provided for someone who was income eligible. **Matt** said we will work with people. **Robin Mayer** asked how much of the MA/CA gift cards for food/heat had been used. **Matt** said 3-4 had asked for help. **Robin** asked if a cellphone would be an eligible expense. **Matt** said through the Philbrook Fund that would be an acceptable expense.

**On motion (Mayer/Abbotoni) to authorize Philbrook Funds for the cellphone.**

**Vote: 5-0-0**

## **6. Historic Preservation Ordinance**

**Matt** reported that this is under discussion and review and will be on the November ballot. August 19<sup>th</sup> is a Board of Assessors meeting and the tax commitment will be reviewed. He will start advertising the meeting as a public hearing on the revised ordinance.

**Matt** informed the Board that the Governor’s order allows meetings of more than 50 people with guidelines. MMA legal advice also concurred. Since there is nothing controversial in this annual Town Meeting, there will be no key pad voting (cleaning after each use is the issue).

## **7. Measured Mile**

**Matt** said this is a public safety issue. The “Church St. to Chapman to School to the cemetery to Hodgdon and back” is a very popular route for pedestrians/walkers. He is proposing the “Damariscotta Measured Mile” with Town signs for all to see and get out and walk. He wasn’t sure how the Board felt about waiting until the pandemic subsided. By consensus the Board unanimously liked the idea. What

is the cost of the signs? **Matt** said they would be about \$30 a piece and they'd need 5 signs (\$150). By consensus the Board didn't see the need for delay. **Haas Tobey** said that the distance was a little less than a mile. They may want to add what is needed to make it a mile by using a wheel to measure. **Mark Hagar** said he had a wheel they could use. **Robin** said the map displayed at Heart & Soul went to the crosswalk before Elm St. **Daryl Fraser** said placement of signs could be a collaborative effort.

**Matt** informed the Board that revenues were down only 0.8%; however new car sales are way up due to low interest rates. So far there have been no issues with property taxes or excise tax. They are waiting for revenue sharing numbers. Staff is proceeding with caution with expenses. For example, new officer training has been postponed until December. The new officer will be going to the Academy in December and they will reassess expenditures at that point.

Biscay Beach is an area of potential concern: No tables, no porta-potty should help with social distancing. The Town is not encouraging sunbathing or swimming. **Josh Pinkham** suggested a general clean up of the area and then posting signs for social distancing. **Daryl Fraser** felt there should be "Boaters Only" signs. **Mark Hagar** suggested waiting and seeing how it goes; you can always adjust. People are getting restless and tired of restrictions.

#### **VI. Official Action Items**

##### **1. Bid Administrative Service Contract- Vine Street Drainage**

Tabled until July 1st meeting

##### **2. Location for Board Meetings in July and August**

Given the need for social distancing and the need to accommodate up to 50 people for public meetings, **Matt** is suggesting changing the meeting location to the Great Salt Bay School Gym. He also suggests changing the Board meeting to before the annual Town Meeting on July 15<sup>th</sup>. This will allow for the Board to complete its annual required duties including the election of Board officers and setting of the time, dates and place for regular meetings, as well as any other regular business, without scheduling a separate meeting.

**On motion (Mayer/Abbotoni) to change the location for the July 1st, July 15<sup>th</sup>, August 5<sup>th</sup>, and August 19<sup>th</sup> Board of Selectmen meetings to the Great Salt Bay Community School beginning at 5:30 p.m.**

**Vote: 5-0-0**

**Haas Tobey** asked if Zoom would be available at Great Salt Bay. **Matt** said "Yes it will, and we will continue zoom and audiotaping of meetings."

**July 15, 2020 regular Board Meeting at 5:30 p.m.** (It'll be the first meeting of the new year.)

**Town Meeting at 6:30 p.m. Great Salt Bay School Gymnasium**

#### **VII. Selectmen's Discussion Items**

**Daryl Fraser**- Saturday's "open shopping" event went well. Two more scheduled for Saturdays in June.  
**Josh Pinkham** - He finds it ironic that our State reps aren't working, but local governments are. Local committees are meeting via Zoom, yet the legislature is not back in session.

**Mark Hagar** – "I'm good"

**Lou Abbotoni** – Lou said it was nice to see everyone in person. He and his wife went to the new

Pemaquid Pavilion and boardwalk. Very nice!

**Robin Mayer**- She felt it was great to be back at the town hall. She wanted to thank the fire department for taking down the dead Christmas tree at the Chapman House. We're Open!!! The open air market went very well Saturday. Many citizens have commented to her in a positive way. **Lou Abbotoni** said he talked to business owners who said people weren't buying much, but there was a lot of foot traffic into stores.

**X. Adjournment**

On motion (Pinkham/Abbotoni) to adjourn the meeting at 6:30 p.m.

Vote: 5-0-0


Respectfully submitted,

Lynda L. Letteney  
Recording Secretary


We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Board of Selectmen meeting June 17, 2020.

  
Roberta Mayer, Chairperson

  
Louis Abbotoni

  
Daryl Fraser

  
Mark Hagar

  
Joshua Pinkham

Town of Damariscotta, Board of Selectmen, signed this date: July 1, 2020