

MINUTES
BOARD OF SELECTMEN MEETING
DAMARISCOTTA TOWN OFFICE
October 7, 2020 5:30 p.m.
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; Stan Waltz, Code enforcement Officer; Lynda Letteney, recording secretary

Others Present: George and Danielle Simmons; John Roberts, Fire Chief; Lorraine Faraday, Larry Kief; Haas Tobey; Doug Morton; Rebekah and kids; Emily Davey; and Evan Houk, Lincoln County News

I. Pledge of Allegiance: Chairperson Mayer led the Pledge of Allegiance at 5:29 p.m.

II. Public Hearings

Chairperson Mayer went over the order of speaking: Damariscotta residents; business owners in Damariscotta; and any interested parties.

1. Public Hearing Regarding Medical Marijuana Retail establishment License for Above and Beyond

Applicants George and Danielle Simmons were present. Establishment is located at 464 Main Street. Owners already have a caregivers' license. Planning Board has approved the site plan. Chairperson asked if anyone present, or via Zoom, had any questions. Hearing none, she closed the Public Hearing on this topic at 5:31 p.m.

2. Public Hearing on Proposed Amendments to General Assistance Ordinance

Matt Lutkus introduced this item stating that the programmatic changes enacted by the State Legislature last session increased the overall and individual "maximum levels" by an additional \$80 bringing it to \$100. The maximum allowed for funeral expenses increased by \$200. **Chairperson Mayer** asked if there were any comments or questions, in person and via Zoom. Hearing none, she closed the Public Hearing on this item at 5:33 p.m.

III. Call to Order- Chairperson Mayer called the meeting to order at 5:35 p.m.

IV. Action on Public Hearing

1. Above and Beyond at 464 Main Street

Robin asked about the lease on the establishment and if it had been signed. They replied in the affirmative

On motion (Pinkham/Abbotoni) to approve the license for a Medical Marijuana Retail Establishment for Above and Beyond. **Vote: 5-0-0**

2. Amendment to the General Assistance Ordinance

On motion (Pinkham/Abbotoni) to approved the State required amendments to the General Assistance Ordinance appendices, increasing the maximum to \$100 and the funeral expenses to \$200. **Vote: 5-0-0**

V. Minutes

VI. Financial Reports

1. On motion (Pinkham/Abbotoni) to approve payroll warrants #17, 18, and 19. **Vote: 5-0-0**

2. On motion (Pinkham/Abbotoni) to approve Accounts Payable Warrant #20 **Vote: 5-0-0**

3. On motion (Pinkham/Mayer) to approve Accounts Payable Warrant #21 Vote: 4-0-1 (Hagar abstaining)

VII. Presentations -

1. Rotary Donation

Lorraine Faraday spoke first, representing the Rotary Club of Damariscotta/Newcastle. She told the Board that they had received 1 million masks for distribution in the New England area and the Portsmouth to Damariscotta area received 100,000 of them. They have 250 masks each for the Fire and Police Departments.

2. Village of Lights Display

John Roberts spoke next regarding the holiday light display. The figuring out of the adjustments for this year has been a challenge. No donations have been asked for this year. This year there will be "little trees", maximum of 40, decorated throughout downtown. All the basics will still be done with improved pylons in place. Chapman House will be decorated, but there is no guarantee of lights on the bridge. They are planning a day of festivities, but with the Lincoln Theater not open, Santa will not be able to make a live appearance. They are planning a pre-recorded message from him. They are also planning a drive-in theater movie at dark (about 4:30 p.m.) the Friday after Thanksgiving. They are planning a "stationary" parade with floats, lots lit up, and cars will drive thru. The lots will be at Great Salt Bay, Lincoln Academy and the YMCA. Kids' crafts will be pre-assembled in baggies and given out at the Drive-In.

VIII. Citizens' Comments and General Correspondence

Presenter (Rebekah) was unable to connect (loss of audio and then video) and **Chairperson Mayer** asked if they could repeat the presentation another time. Apparently there is a Skateboard Committee that is exploring trying to find a safe place to have a skate board park. There is a great deal of community support and the present club has 15-20 members. There were no comments from the audience at this time. **Chairperson Mayer** asked if they had contacted the YMCA. She also suggested letters to the editor, a Facebook Page with postings, exploring what other municipalities that have skateboard parks have done, etc. It was stated that if this was constructed on Town land there would be no extra liability costs. **Robin** asked if dirt fields were suitable. Short term, it was felt dirt might work; but, long term goal is to have a concrete surface. As it is, one kid has been hit by a car. **Robin** asked how long the skateboard season was. Response was approximately 9 months- with 3 winter months devoted mostly to snowboarding. **Chairperson Mayer** asked them to keep the Board in loop as to what they are doing and thanked the group for presenting, telling them to "stay safe." **Haas Tobey** spoke asking if the Coastal Rivers Path and Trail collaborative might get involved. He asked Evan to email him information. **Robin** went back to the skateboarder being hit and asked if he was okay. Did the vehicle stop? The skateboarder was touched and then he pushed the driver. It was reported and the police are looking into it.

Going back to the Festival of Lights, **Daryl Fraser** clarified that the parade would be like a drive-thru light show. **Robin** commented that the Town needs something like this. **Matt** said it is good to have the Board's input. Tentative plan is for small trees, parking lot displays, and a drive-by parade.

On motion (Abbotoni/Pinkham) to approve the Festival of Lights Plan as presented. Vote: 5-0-0

IX. Town Manager's Items

1. Town Office Hours on November 3rd

Matt Lutkus is requesting that the Board allow the Town Administrative Offices to be closed for all business except that which is related to the administration of the general election.

On motion (Mayer/Hagar) to allow the administrative offices to be closed for all business except as it relates to the general election on Tuesday, November 3, 2020.

Vote: 5-0-0

X. Official Action Items

1. Net Energy Billing Agreement with Central Maine Power

The Board reviewed the agreement with Central Maine Power which formalizes the Town Meeting's and Board's decisions to build a solar array to provide electric power through net metering to Town Hall/Police Departments, Town Garage, the Fire Department, and the two traffic signals. The agreement will be amended once the downtown restroom is completed.

On motion (Mayer/Pinkham) to authorize the Town Manager to execute the attached "Single Owner-Multiple Accounts Net Energy Billing Agreement" with Central Maine Power.

Vote: 5-0-0

2. Appointments to the Historic Preservation Commission

The Historic Preservation Ordinance approved last March provides for the creation of a three member Historic Preservation Review Commission and appointment of one alternate. All regular members and the alternate serve for staggered three year terms. Initial appointments are for three years-two years and one year for regular members and a one year term for the alternate. In order to make these appointments coincide with other Town committees, it is recommended the Board make these appointments retroactive to July 2020. Members should be district residents, and when possible, have one member have a business within the historic district. The following recommendation is made: 3 year term – **Bruce Rockwood**; 2 year term – **Eleanor Myles**; 1 year term – **Susan Murphy**; and the alternate for a 1 year term –**David Levesque**.

On motion (Fraser/Abbotoni) to approve the slate of members proposed by the Town manager for the Historic Preservation Commission: 3 year term-Bruce Rockwood; 2 year term – Eleanor Myles; 1 year term – Susan Murphy; and the alternate for a one year term, David Levesque.

Vote: 5-0-0

3. Fire Department Paving Bid Award

The Town received bids from two firms for the Fire Department parking lot. There is currently \$162,200 in the capital reserves for the Fire Station, which has been earmarked for the parking lot and the eventual replacement of the roof. The Town does not have an engineer's estimate of the cost of the whole project yet. Bidders could provide quotes for the fall of 2020 or spring of 2021. Pike Industries was \$121,140 for either fall or spring; Cooker Construction, LLC submitted a bid for \$112,515 to be done spring of 2021. The Public Works Committee reviewed the bids and approved the Cooker Construction's bid. **Chief Roberts** said the site work was more than the Town envisioned, so only the back will get done this time. Discussion ensued regarding driveways on both sides, whether the left-hand driveway was (will be) obsolete, and could/should it be moved to the opposite side. **Mark Hagar** said we should keep the gravel we take out; we may need it elsewhere. **Matt Lutkus** said the RFP followed the recommendations from Summit Engineering.

On motion (Pinkham/Hagar) to authorize the Town Manager to execute a contract with Cooker Construction LLC in an amount not to exceed \$112,515 for the drainage improvements and repaving for the Fire Station back parking lot .

Vote: 5-0-0

4. Center for Tech and Civic Life Grant

This grant directly relates to supplying voters with a safe and effective voting space. The grant monies can be used for planning and operationalizing. Some will be used for matching funds for a secure ballot box. **Matt** wanted to thank Cheryl and Becky for their work on putting this together. Aside from a safe and operational voting place, funds can/will be used for PPE for workers, staff and voters; vote by mail/absentee voting equipment and/or supplies. The Town received notice 10/6/20 that they received \$5000 in the award. Funds must be used on something specific and not already budgeted for.

On motion (Fraser/Pinkham) to accept the \$5000 grant award from the Center for Tech and Civic Life Foundation and authorize the Town Treasurer, Cheryl Pinkham, to execute the grant agreement

Vote; 5-0-0

5. Donation from Gary and Donna Wright

The Town received a donation of \$100 to be used for the perpetual care fund at the cemetery from Gary and Donna Wright

On motion (Mayer/Pinkham) to accept the donation from Gary and Donna Wright in the amount of \$100 for deposit in the Cemetery perpetual care fund

Vote: 5-0-0

6. Halloween

Chief Warlick asked the Health Officer about "Trunk or Treat". There is already a long list of restrictions. The CDC discourages distribution of candy or other items. As a result Jason has cancelled "Trunk or Treat." **Josh Pinkham** suggested a drive-by with candy being placed in car by a gloved/masked adult. **Matt Lutkus** said it is still unsafe with germs on candy wrapper. Kids will be encouraged to go only to relatives. **Robin Mayer** said the Town discourages and trick or treating this year.

7. Contractor for Restroom

Matt announced that as a result of a Zoom meeting with business owners, the contractors are ready to get going. The plan is to do enough on the outside before the snow flies, so they can work inside during the winter. Anticipated completion date is before 7/4/21. There was a good article in the Bangor Daily News. Also, as a result of an email, the Governor's office has commented on the grant award from the EDA.

8. Apology

Matt Lutkus wanted to apologize to Eric as he missed him. The electronics were not working as they should.

XI. Selectmen's Discussion Items

Josh Pinkham - The movie October 8th is the last one until spring.

Daryl Fraser - Nothing

Lou Abbotoni – On Friday the Lincoln County Commissioners are meeting for budget discussions.

Mark Hagar – It would be nice to send a letter to Great Salt Bay thanking them, supporting the teachers and staff, and that we appreciate all they did in letting us use the gym all summer. Robin will draft a letter. She thinks we can reconfigure chairs at the Town office to allow some people in during a meeting there.

Robin Mayer - Nothing

Village of Lights Display

On motion (Pinkham/Abbotoni) to adjourn the meeting at 8:33 p.m.

XII.

Adjournment

Vote: 5-0-0

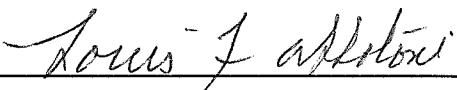
Respectfully submitted,

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 on October 1, 2020.

Roberta Mayer, Chairperson



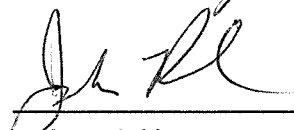
Louis Abbotoni



Daryl Fraser



Mark Hagar



Joshua Pinkham

Town of Damariscotta, Board of Selectmen, signed this date: 10-14-2020