

MINUTES
SELECT BOARD MEETING
DAMARISCOTTA TOWN OFFICE
June 16, 2021 5:30 p.m.
Live and Via Zoom

Members: Daryl Fraser, Chairperson; Louis Abbotoni, Tom Anderson; Mark Hagar, and Josh Pinkham

Members Absent : None

Staff Present: Matt Lutkus, Town Manager; Bob Faunce, Town Planner; George Parker, Project Consultant; and Lynda Letteney, recording secretary

Others Present: Jenny Begin, Haas Tobey and Evan Houk, Lincoln County News (all via Zoom)

I. Pledge of Allegiance: Chairperson ~~Fraser~~ ^{Mayer} led the Pledge of Allegiance at 5:32 p.m.

II. Call to Order

The Select Board's meeting was called to order at 5:35 p.m. by Chairperson ~~Fraser~~ ^{Mayer}

III. Election/Selection of Officers and Staff – Meeting Times

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 1. Chairperson – Daryl Fraser
(Fraser abstaining) | Vote: 4-0-1 |
| 2. 1st Vice-Chairperson – Lou Abbotoni
(Abbotoni abstaining) | Vote: 4-0-1 |
| 3. 2nd Vice-Chairperson – Mark Hagar | Vote: 5-0-0 |
| 4. Appointment of Board Secretary – Lynda Letteney | Vote: 5-0-0 |
| 5. Meetings will be 1 st and 3 rd Wednesdays at 5:30 p.m. at the Town Office
Matt will check for any holiday conflicts | Vote: 5-0-0 |

IV. Minutes

Minutes from June 2, 2021 were voted on as distributed
(Anderson abstaining) **Vote: 4-0-1**

IV. Financial Reports

- | | |
|------------------------------------------------------------------------------------------------------|--------------------|
| 1. On motion (Pinkham/Abbotoni) to approve Payroll Warrant #69 | Vote: 5-0-0 |
| 2. On motion (Pinkham/Abbotoni) to approve Payroll Warrant #70 | Vote: 5-0-0 |
| 3. On motion (Pinkham/Abbotoni) to approve Payroll Warrant #71 | Vote: 5-0-0 |
| 4. On motion (Pinkham/Abbotoni) to approve Accounts Payable Warrant #72
(Hagar abstaining) | Vote: 4-0-1 |
| 5. On motion (Pinkham/Abbotoni) to approve Accounts Payable Warrant #73 | Vote: 5-0-0 |

V. Presentations: None

VI. Citizens Comments and General Correspondence - None

VII. Town Manager's Items

1. Follow-up Discussion on Waterfront Improvements

Lou Abbotoni began the discussion stating that he favored the 13' wall, by doing a bond, and doing it the right way from the start. He felt they could look into anything else that was needed and add it to the bond. Matt said this would make the wall 3' higher than the current elevation. Getting approval for an 11' wall is no problem. Lou said a 13' wall would qualify all businesses for insurance. It would help

merchants get flood insurance at good rates. If we are forward looking, **Lou** believes it is cheapest now to build 13' wall. **Mark Hagar** said the wall option with the glass is very nice looking. **Matt** said the glass feature adds \$712K to the project. Right now there is no money for that. **Bob Faunce** said there are significant budget constraints. He said the 11' wall, which could be extended in the future if more money becomes available, seems to be the prudent approach. It also keeps visibility of the river. **Lou** said a \$700K bond would do it. It'll cost a lot more in ten years. Estimated \$1.43 million for a 5' wall. **Josh Pinkham** felt they were off on the materials budget and the tank installation. "It seems every project is under estimated." The 3' bottom and 2' transparent top looks very nice. **Jenny Begin** said she has lived in an apartment that faced the river, and the weather is very harsh. She sees a glass/transparent section as getting pitted and constantly dirty. **Bob Faunce** said he is checking into various municipalities in comparable situations. More information to come.

Lou Abbotoni had to leave at 6:02 p.m.

George Parker reminded the Board that the project still has to go out to bid once a plan is solidified. With prices for building materials rapidly going up, it may be more than we expect, no matter which design is chosen. **Matt** said the owner to the west of the Narragansett Building does not want a wall through his property. The 13' design has to be a solid wall all the way around. He would suggest doing a **Phase I** proposal at 11', designed so it can be added on to in the future. The Wright-Pierce final proposal is for a solid 3' wall. **Mark Hagar** asked if there could be a brick (or brick façade) siding, facing the parking lot. **Matt** said he would get prices for both real brick and brick façade. It seems that the only thing in question is the extra 2' of wall in height. **Matt** favors doing that in the future. **Mark Hagar** asked if there were any other sources of federal money; how is insurance affected; and what is the taxpayer cost.

George Parker felt it was necessary to get this out to bid ASAP to get an idea of any extra costs. **Mark Hagar** asked if there were any FEMA monies for rising costs/climate change and tides. **Matt** said the \$3 million grant was EDA and FEMA already. **Mark** said the Biden administration was releasing more money for climate change. **Bob Faunce** felt by using a two phase approach, the transparent part of the 2' of wall is not eliminated. It is just delaying the additional 2' in transparent material to a future date. The current plan at 11' is considered safe until 2050. By waiting to see what the climate is then we'll have a better idea of what is needed. **George** added that the highest tide so far has been at 6.7'. A 2' sea level rise is still below 10' at 8.7'. Qualifying flood insurance is an issue. **Mark** said the storm of 1978 had a 10' rise. Our problem is storage capacity. If we can take care of runoff and drainage, it should be fine. **Matt** said that will be taken care of and is in the present proposal.

Next Steps:

1. Ask for an amendment for an 11' wall
2. Seek additional funds
3. Have a public meeting for review of options
4. Make decision on all aspects of the project
5. Authorize consulting team to construct a bid proposal for the final design

Mark asked if they could do both. **Matt** responded that, like the federal government's discussions now (\$900B vs. \$2 trillion), we have other projects that need to be funded as well. **Daryl Fraser** said he liked the 11' plan with the ability to add on later. While the transparent portion looks great, he doesn't feel we can afford it at this time. He said that unfortunately we have to face the realities of what we can do. With the EDA amendment, we can address Phase I with the money we have. The finalization of Phase II would be an alternate proposal. **George** reminded everyone that there are time limits. **Matt** clarified

that June 1, 2022 is the target for completion. However, they do allow up to five years as a cushion for completion. **Tom Anderson** liked the idea of two phases with options down the road. **Matt** believes we have enough money for the 11' wall based on estimates including a \$32K contingency. The project is a lot more complicated than it was 6 years ago when the project was first addressed. **Matt** also said that the Narragansett Building which is for sale will cost over \$25K for insurance annually. **Mark** added that we don't know the point of view of future owners. **Tom Anderson** asked if they had considered consolidating insurance vendors to potentially reduce costs. **Mark** replied not to his knowledge but he thinks only one existing building owner has a mortgage. **Matt** replied that the EDA requires formal signatures for approval. Other change orders have been a quick turn-around. **Tom** asked if they reject the proposal, do we get a chance to revise it. **Matt** said we can come as often as needed to get approval. EDA is motivated to get the money out. So far they have shown good cooperation with parking lot and sewer line issues. Design for the park area itself, walk ways, drainage improvements, etc. have all be okay. **Bob** suggested Matt set up a public hearing for the next Board meeting if he has EDA approval. **Mark** said they could do a special meeting IF necessary. The Board and Matt thanked George and Bob for attending and helping to clarify.

← Matt

Matt said that last year's goals were not set until August. He would prefer to have them earlier in the fiscal year. He is suggesting that the Board use the 2nd meeting in July to set at least the objectives for year. He is requesting that the office be closed to public June 30th so staff can close out the books. Agreement to both requests by consensus.

VIII. Official Action Items

1. Board and Committee Appointments

Planning Board – Ann Jackson; Alternates - Dan Day and Gary Rosenthal **Vote: 5-0-0**

Board of Appeals – Andrea Lalime-Keushguerian and Bruce Rockwood **Vote: 5-0-0**

Alternates - Ann Pinkham and Julie Horner-Keizer **Vote: 4-0-1**

(Pinkham abstaining)

Harbor Management – Bernard Delisle **Vote: 5-0-0**

Financial Advisory and Budget Committee - Bill Brewer and Dan Hunter (3 year terms)
and Dan Hunter Budget Committee (1 year term) **Vote: 5-0-0**

2. Confirmation of Town Manager Appointments (One year appointments)

Code Enforcement Officer, 911 Officer, Building Inspector, and Plumbing Inspector - Stan Waltz

Deputy Code Enforcement Officer – Jarred Pinkham

Fence Viewer – Charlie Ault

Harbor Master – Paul Bryant

Deputy Harbor Master – Michael Herz

Town Clerk – Rebecca Bartolotta

Treasurer – Cheryl Pinkham

Deputy Clerks – Heather Dube and Cheryl Pinkham

Road Commissioner – Hugh Priebe (**Tabled**)

Health Officer – Dr. Timothy Goltz

Tax Collector – Heather Dube

Animal Control Officer – Lincoln County Sheriff's Department

General Assistance Administrator – Cheryl Pinkham

Civil Emergency Preparedness Director - Stephen O'Bryan
Deputy Civil Emergency Preparedness Director – John Roberts
Sealer of Weights and Measures – Robert Wiggins
Shellfish Warden – Contract with Lincoln County Sheriff's Office
Town Planner – Robert Faunce

Assessor's Agent – Matthew Murphy

On motion (Pinkham/Fraser) to approve this slate of appointments for one year with the exception of the Road Commissioner, which is tabled for discussion at a future meeting. **Vote: 5-0-0**

3. Appointment to the Lincoln County Regional Planning Commission – Dick McLean and Lou Abbotoni; alternate- Matt Lutkus **Motion: Pinkham/Hagar** **Vote: 4-0-1**
(Abbotoni abstaining)

4. Appointments to the MidCoast Economic Development District Board of Directors – Mark Hagar and Matt Lutkus **Motion: Pinkham/Abbotoni** **Vote: 5-0-0**

The next meeting of EDA Board of Directors is **10:30 a.m. via Zoom on 6/17/21**. Matt will send the agenda to Mark.

Josh Pinkham had to leave at 6:35 p.m.

IX. Select Board Discussion Items

Mark Hagar – He would like the Board to continue discussions looking at the Town Charter. He would like to see changes made or follow the charter. He feels that sometimes waivers are used when charter changes should be made and/or the Charter is not being followed. **Matt** asked him to be more specific and **Mark** said he wasn't prepared for a discussion tonight, but would send Matt a list of his concerns.

Tom Anderson – Nothing

Daryl Fraser – He wanted to welcome new Board member, Tom Anderson

X. Adjournment

On motion (Hagar/Anderson) to adjourn the Board of Selectmen's meeting at 6:45 p.m. **Vote: 3-0-0**

Respectfully submitted,

Lynda L. Letteney
Recording Secretary

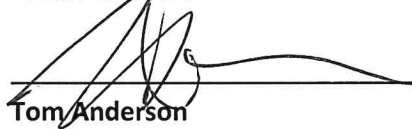
We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Board of Selectmen meeting on June 16, 2021.



Daryl Fraser, Chairperson




Louis Abbots



Tom Anderson

Mark Hagar



Joshua Pinkham

Town of Damariscotta, Select Board Minutes, signed this date: 7-7-2021