

**MINUTES
BOARD OF SELECTMEN MEETING
DAMARISCOTTA TOWN OFFICE**

May 19, 2021 5:30 p.m.

Live and Via Zoom

Members: Roberta Mayer, Chairperson (via conference call); Mark Hagar, Daryl Fraser and Josh Pinkham

Members Absent : Lou Abbotoni

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

Others Present: Geoff from LCTV; Patti Whitten; Haas Tobey, and Evan Houk, [Lincoln County News](#)

I. Pledge of Allegiance: Vice-Chairperson Hagar led the Pledge of Allegiance at 5:33 p.m.

II. Call to Order

The Board of Selectmen's meeting was called to order at 5:35 p.m. **by Vice-Chairperson Hagar**

III. Minutes

Minutes from May 5, 2021 were not voted on until next meeting

IV. Financial Reports

1. On motion (Pinkham/Fraser) to approve Payroll Warrant #64 **Vote: 4-0-0**

2. On motion (Pinkham/Fraser) to approve Accounts Payable Warrant #65 **Vote: 4-0-0**

3. On motion (Pinkham/Fraser) to approve Accounts Payable Warrant #66 **Vote: 3-0-1**

(Hagar abstaining)

4. Contract with J&H- Hillside Cemetery Wall Construction

Josh asked about the timetable. Matt Lutkus said they were available anytime June-July-August. Completion would be 30 days from start, no later than September 30th. Patti Whitten said once it is staged, it is to their advantage to get it done.

On motion (Pinkham/Mayer) to approve the contract with J&H for the Hillside Cemetery wall construction with conditions of waiving the Town Charter requirements and funds coming from the Town Budget.

Vote: 3-1-0

(Hagar in the negative)

Mark Hagar remarked that the Board is waiving the Town Charter too often. He feels the amount the Selectmen can approve without waiving the Town Charter should be increased, it has been at \$5,000 for many years. Costs have gone up and this is too low. Josh Pinkham is not in favor of increasing the limit too much. He feels it is the Board's responsibility to monitor these amounts.

5. Request for Bids for Miles Street

There are two bids: the bare bid at 12 ft. and the alternate at 10 ft. Two elevations with an increase of 1.5'. The higher wall is projected to meet rising sea levels until 2050.

On motion (Pinkham/Fraser) to approve the bids for the flood wall.

Vote: 4-0-0

V. Presentations: None

Josh left the meeting at 5:45 p.m.

VI. Citizens Comments and General Correspondence - None

VII. Town Manager's Items

1. Waterfront Improvement Project

Matt reported that Chase will be done this coming Monday. We should get the final bill next week.

2. American Rescue Plan Funding Opportunities

This round of funding cannot be general; it is much more specific in scope. The two priorities are broadband for more of the population and the Miles St. causeway. Hopefully this would fall under access to Healthcare. A requirement of the State of Maine is that it must be for a non-entitlement entity. **Robin** asked if the county might have funds to contribute seeing as we are a service center, **Matt** responded that the county has already be awarded \$6.7 million for broadband. **Matt** said that Mary Ellen Barnes from Lincoln County Planning is waiting to see where this money can be used. **Mark Hagar** asked how they decide with the Town the percent to pay to the county. **Matt** replied that the county decides, but "access to healthcare" is a category. **Mark** cautioned that we need to make sure whatever we do with the money, it will pass an audit down the road. We don't want to be in a situation where we use it and then 3-5 yrs. later we are told it doesn't meet requirements and we owe the money back.

3. USM/Muskie School Internship

Evan, an intern from the Muskie School will start June 2nd. He is currently in a Master's Program and, like Eric previously, will be working on Town projects under Matt.

4. Contractor for Remaining Sewer Project - Set to begin May 19, 2021

5. Phi Design – On schedule to open restrooms July 1st

6. June 2nd Workshop

The 30% design phase is fast approaching. The Waterfront Committee felt preliminary estimates were too high. They have asked the architects to go back to the drawing board and work within the budget. The Committee may need to prioritize. There is \$3.1 million available. Right now they are \$200-300K over budget. We need to see the final 30% drawing. STAY TUNED. **Mark Hagar** asked about engineering costs. The bid was \$401K allocated in two phases, phase 1 is \$186K and phase 2 is \$215K. Workshop will follow the regular BoS meeting at 5:30 p.m.

7. New CDC Guidelines

New guidelines allow for no masks for those fully vaccinated. The staff wants to continue with the mask requirement as some may not tell the truth about being vaccinated. "By appointment only" will be reviewed by the staff. They are not opposed to opening up as long as masks are required.

8. Sewer District

Daryl Fraser asked Matt how the sewer line ownership was going. **Matt** responded that it is not resolved yet. He feels it falls under the "Public Right of Way" statutes. Therefore, it is the sewer district's responsibility. He knows it is true for roadways. At some point someone has to have ownership. The grant is paying their share; the Town is paying \$18,000 for 112' of line between 4 buildings. **Mark Hagar** says it is the same issue as before. The push back is from the Sanitary District. He feels they need to "step up". The Town has stepped up already. He is anxious for the joint meeting of the Board of Selectmen and the Sewer District.

VIII. Official Action Items

Action taken on both items under **Financial Reports #4 and #5**

IX. Selectmen's Discussion Items

Nothing to add

Matt wanted to thank Geoff from LCTV for being here and helping to facilitate live broadcast. This sentiment was echoed by the Board.

X. Adjournment

On motion (Fraser/Hagar) to adjourn the Board of Selectmen's meeting at 6:10 p.m. Vote: 3-0-0

Respectfully submitted,

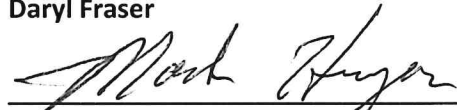
Lynda L. Letteney
Recording Secretary


We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Board of Selectmen meeting on May 19, 2021.


Roberta Mayer, Chairperson

Absent
Louis Abbotoni


Daryl Fraser


Mark Hagar


Joshua Pinkham

Town of Damariscotta, Board of Selectmen, signed this date: 6/10/2021