

MINUTES
BOARD OF SELECTMEN MEETING
DAMARISCOTTA TOWN OFFICE
Oct 20, 2021 5:30 p.m.
Live and Via YouTube

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

Members Absent: Lou Abbotoni

Staff Present: Matt Lutkus, Town Manager Chief Jason Warlick, Police Department; John Roberts, Fire Department; Max Johnstone, Grant writer; Lynda Letteney, recording secretary

Others Present: Geoff Keochakian, LCTV; Ann Pinkham; Valerie Seibel; Julie Keizer.; Joseph Booth, Christa Booth, Kaylan Booth, Liam Booth, Finnigan Booth, Nick Bryant, CLC Ambulance; and Evan Houk, Lincoln County News

I. Pledge of Allegiance: Chairperson Fraser led the Pledge of Allegiance at 5:30 p.m.

II. Call to Order

The Select Board's meeting was called to order at 5:32 p.m. **by Chairperson Fraser**

III. Minutes

The minutes from October 6, 2021 were tabled until the October 20, 2021 meeting.

IV. Financial Reports

- | | |
|---|----------------------------|
| 1. On motion (Pinkham/Hagar) to approve Payroll Warrant #18 | Vote: 4-0-0 |
| 2. On motion (Fraser/Anderson) to approve Accounts Payable Warrant #19 | Vote: 2-1-1 |
| Pinkham in the negative/Hagar abstaining | Motion did not pass |
| 3. On motion (Pinkham/Fraser) to approve Accounts Payable Warrant #20 | Vote: 4-0-0 |

V. Presentations:

1. Police Chief Jason Warlick – Presentation of Life Saving Award to Officer Joseph Booth Officer Booth responded to an accident in early October and found a badly injured woman with a large wound near an artery. With military and police training, he was able to contain the bleeding while waiting for ambulance transport. Because of his timely response, he was able to save her life. For this, **Chief Warlick** presented Officer Booth with a Life-Saving award. **Daryl Fraser** congratulated the officer and on behalf of the Board, and thanked him for his service.

2. Nick Bryant, CLC Ambulance Director – Review of preliminary Proposed Budget

Director Bryant began by saying the CLC Ambulance Service covers 6-9 towns. The hardest part of the service is attracting and retaining staff. There are pay benefits for overtime; but, it is difficult to maintain service under the current structure. Right now they rely on dedicated local people. To attract and retain good people there needs to be career opportunities. Currently they are fully staffed with two paramedics. "First off we need to have it be a career, with base pay on par with others. As a municipality, we can't provide the benefits as others do." Overtime is the only avenue for extra pay. EMT's already work long hours; overtime just burns them out". Traditionally these positions have been volunteer and/or part-time. "It is unsustainable to continue to operate with volunteers other than once in a while." Our EMT staff needs to have a living wage. We will have had 2350+ calls by the end of the year. ER visits are up and increasing; Vacation time is limited to 2-3 days due to needed coverage. In 2020 pay was \$15-\$16/hr. Projected for 2022, \$21.95. Starting November 8th, Waldoboro will be on par

with Damariscotta. "A range in job descriptions would help with retention. We struggle to retain good people; they want to better themselves." There needs to be the availability of more people to provide time off. "Currently, we are operating on good will." Keeping the tax bill down also decreases service. "It is a competitive job market; we need to start developing a pay scale that gives staff a way forward." **Tom Anderson** asked what "a career path forward" would look like. **Mr. Bryant** responded "There is no real specialty within the EMS service, however, individuals can progress from EMT to Paramedic with commensurate salary increase." **Daryl Fraser** asked what they get now. **Mr. Bryant** said they get 2 weeks vacation (but rarely can anyone even take a full week at one time); they receive health benefits for themselves only; there is no scale for years of service; there is a 403b retirement plan available and after 1000 hours of service, there is a matching contribution. **Tom Anderson** asked what Mr. Bryant saw in the next 2-3 years. "If approved, how does it happen?" "First of all, **Mr. Bryant** explained, there is a calendar year for the ambulance service and a fiscal year for the municipalities." This creates a problem. Additionally, EMS services are evolving. **Mark Hagar** said that for the past four years, budget was pretty flat, now it is steep. He wants to see it stabilized for the future. **Director Bryant** also commented on the issues with mutual aid for both staff and vehicles. **Mark Hagar** said the 50/50 split isn't fair to the service centers like Damariscotta which get more of the calls. The formula for this will be a big discussion. **Mark** said "no matter where we end up, we still need to take care of the people including those in other towns." **Mr. Bryant** said, "as long as it is fair." **Daryl Fraser** clarified "as long as it's fair infrastructure-wise."

Director Bryant said they are almost caught up on ambulances. Capital expenses through donation have equaled 2½ ambulances. Lodging for each shift is adequate. **Tom** asked about fundraising. **Nick** said the system is programmed to load stretches including a factor to decrease workmen's comp. \$50K in donations for capital expenses. **Josh Pinkham** commented about transfers. The lion's share of the profits (billable hours) are from these. It is getting to the point where other services need to have everyone take turns. "It becomes a very slippery slope." Communication with the Ambulance Service has increased 100% in the last two years. There is a big meeting next Monday, October 25th at 6 p.m. Tom, Josh and Daryl plan to attend. **Daryl Fraser** told Nick Bryant that they appreciate the work the Ambulance Service does and appreciate the transparency.

3. Parade of Lights and Holiday Display - John Roberts

John Roberts representing the Village Light Committee which has decided to go back to the complete cycle after abbreviated plans last year. There will be the customary parade route on November 26th, Friday; followed by a drive-in movie the 27th in the Reny's parking lot. They are planning on doing small trees on Main Street. There will be three big trees, one by the flag pole at the information booth. The stationary parade last year was not received well.

VI. Citizens Comments and General Correspondence:

1. Valerie Seibel and Ann Pinkham, representing the Town's Historical Society, presented.

The Historical Society has been working the last two years while looking for permanent headquarters. When that happens, they will be able to have more sharing of our heritage. They plan to have informational programs revolving around our cemeteries. Plans are underway to have integrated programs with other Lincoln County societies. They are getting support from the Town including a representative on the Park Committee, and awarding 5 scholarships each year. Once they have a permanent building (close to closing on this), they will have a place for offices, a place to hold documents (currently not very accessible at Town Office), room for displays, meeting rooms, and rentable space. This is a community effort with financial support from the Town. They plan to make presentations to school classrooms and at elder facilities. Question: Are we a Provider Agency? **Tom Anderson** replied that they would need a prospective budget with items such as fuel, electricity etc.

They propose a \$400K fund raising campaign, paying interest only for the first 12 months on a purchased building. Programs can't be free anymore. They are asking for \$7500 as a community-oriented program with visitors welcomed. **Daryl Fraser** asked if this would be an annual budget item. **Ann** replied, "Yes." Provider agencies include New Hope for Women, Coastal Rivers, Spectrum, Healthy Kids, the Library, LCTV, etc. The contingency does not allow much latitude. Looking for approval as part of the budget or following the procedure for Provider Agency (123 signatures needed). **Josh Pinkham's** concern is that this has morphed into a budget item. He thinks signatures are a good start, so he would like to go the provider agency route. **Ann** asked and it was confirmed that these signatures would be due next April.

2. Julie Keiser, citizen and resident. She wanted to clarify that her comments were as a resident. She called on a Thursday regarding a pot hole and it was fixed by Friday noon. Secondly, we need speed checks on Belvedere Road. Lastly, as a Town Manager herself, there are \$7.6 million in ARPA funds for the county. EMS touches all of us with 4 service providers in Lincoln County. They benefit us all. She is in favor of using some of this money to train and support our EMS/EMT's/Medics. When we employ people who also work for CLC, it should be a career. We have had calls from PenBay to transfer to Bar Harbor, which shows the high need for service in the mid-coast. The four services have already met, which speaks highly to the leadership.

VII. Town Manager's Items

1A. ARPA Funds

Matt said the Town had about \$133K in the initial distribution of funds. He has heard from Stepping Stone regarding a house for homeless; community wants money for storm drainage; continue to increase broadband accessibility (total 6-7 figures); bonuses for employees involved in pandemic, including Massasoit Fire Company. **Tom Anderson** suggested making a list of all items that are in consideration and prioritizing. Second half of money available in about a year. MMA suggests Town Meeting to approve all allocations.

1B. Infrastructure Bond Issue

Matt asked the Board if they wanted to proceed with a consultant on the roads and sidewalks. We can use Public Works for some of this. There was an error regarding Back Meadow Rd. and the overlay. **Mark Hagar** suggested the list also have projected costs. This can then frame the work for the bond issue. Currently there is only the street light conversion left on the old bond. We can use these numbers for a new debt service bond. Can we get a grant for Church Street, and possibly for Egypt Rd. and Belvedere Rd. He believes a bond is the way to go. We would save money in the long run. With a seven year cycles, for example, the parking lot has a 3" surface; that is good for a residential driveway; it will need more and cost will be going up. **Matt** said they could get a quote.

2. Waterfront Project with Historical Design Features

Matt started by saying the EDA grant did not include park improvements. A consultant on the park runs about \$145.00/hr. He doesn't feel we need that. **George Parker** is willing to lead the committee. For now the park plan goes on the shelf.

3. ARPA Funds: See 1A

4. Office Hours Tuesday, Nov, 2, 2021

The central office will be closed on Election Day, Nov. 2nd, to set up booths and monitor voting.

5. Date for Interviews with Assessing Agent Candidates

This will be discussed a week from tonight. **Mark Hagar** favors "in person" interviews.

6. Lead Reporter

Evan Houk is leaving the *Lincoln County News* and heading to Waterville. There were many positive comments around the room regarding his covering of the Board of Selectmen meetings. Thankyou from all Board members. **John Roberts** said he would be introducing the replacement reported at the next meeting.

VIII. Official Action Items

1. Agreement with Me. DOT re: the Information Building

Tabled

No new information

2. Provider Agencies

Last year, due to Covid-19, no petitions were required. With more relaxed contact available because of vaccinations, the old process of obtaining signatures in requested to be reinstated.

On motion (Pinkham/Anderson) to return to the practice of obtaining signatures from 10% of the registered voters.

Vote: 4-0-0

3. Comprehensive Plan Committee

Matt presented a slate of willing participants: **Jenny Begin, Ann Pinkham, Rachel Batchelder, Muffy Miles, Shari Sage, Max Johnstone, Derrek Webber, Valerie Mattes and Sarah Gladu.**

On motion (Fraser/Hagar) to approve the nominees for the Comprehensive Plan Committee.

Vote: 3-0-1

(Pinkham abstaining).

4. Contract for Oil and Propane

Matt does not have the contract yet.

Tabled

IX. Selectmen's Discussion Items

Tom Anderson - nothing

Mark Hagar – asked about the American Flags on telephone polls. **Matt's** understanding is that they are coming down Sunday.

Josh Pinkham -nothing

Daryl Fraser - nothing

X. Adjournment

On motion (Fraser/Anderson) to adjourn the Board of Selectmen's meeting at 7:15 p.m. and go to the Board workshop on upcoming ordinance changes

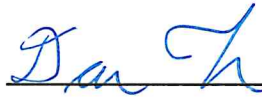
Vote: 4-0-0

Respectfully submitted,

Lynda L. Letteney
Recording Secretary

Minutes of Board of Selectmen's meeting (cont'd) from 10/20/21:

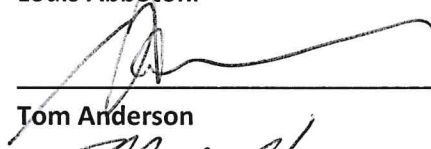
We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Select Board meeting on



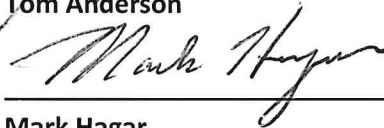
Daryl Fraser, Chairperson

ABSENT

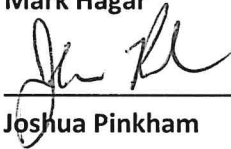
Louis Abbotoni



Tom Anderson



Mark Hagar



Joshua Pinkham

Town of Damariscotta, Select Board meeting, signed this date: 11-3-2021