

**MINUTES**  
**BOARD OF SELECTMEN MEETING**  
**DAMARISCOTTA TOWN OFFICE**  
**December 1, 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; John Roberts, Chamber of Commerce; Lynda Letteney, recording secretary

**Others Present:** Max Johnstone; Evan Goodkowsky; John Roberts, Chamber of Commerce; and Nate Pool, 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 November 17, 2021

**Tabled**

**IV. Financial Reports**

1. On motion (Anderson/Pinkham) to approve Payroll Warrant #26

**Vote: 5-0-0**

2. On motion (Abbotoni and Anderson) to approve Payroll Warrant #29

**Vote: 4-0-1**

(Pinkham, abstaining)

3. On motion (Pinkham/Abbotoni) to approve Accounts Payable Warrants #27

**Vote: 5-0-0**

**Josh Pinkham** asked if the test pits were done and if we were in good standing as far as money for the first phase. **Reply:** Yes on both.

4. On motion (Abbotoni/Anderson) to approve Accounts Payable Warrant #28

**Vote: 4-0-1**

(Pinkham, abstaining)

**V. Presentations:**

**1. Update on Newcastle- Damariscotta Broadband Committee Activities - Evan Goodkowsky**

**Evan** began by saying he had been working on the broadband portion of the grant application. The committee has inspected all possible options: Tidewater, Spectrum, Axion, and GWI. November 8<sup>th</sup> was the deadline for that part. By November 22<sup>nd</sup> Spectrum had questioned the 100 download/100 upload requirement. Speed is still an issue. He also said a map of unserved addresses and roads needs to be finished. Tidewater is doing a presentation on feasibility to the committee on Dec.6<sup>th</sup>, at 3 p.m. Part of the project is completed. Closing date is December 20<sup>th</sup>. There will be a meeting January 7<sup>th</sup> to discuss final plan and providers. There has been some informal feedback, nothing formal, and Tidewater and Spectrum seem to be the best options. A rubric will be sent out ahead of the evaluation. **Tom Anderson** asked about priority orders; "Are they using the National Digital Equity Council's guidelines?" **Evan** replied that Susan Korbit of Wiscasset is developing the initiatives. He does know the elderly and low income are two. The outreach focus is regional. Hearing no other questions, **Daryl Fraser** thanked **Evan**.

previously had. Rate is 2.25% above the treasury rate. **Mark Hagar** asked, "How do they make their money?" **Response:** Fee of \$5,700 plus a fixed \$0.25% on the endowment fund.

#### **VIII. Official Action Items**

##### **1. Confirmation of Town Manager's Appointment of the Code Enforcement Officer**

**Corey Fortin** is the chosen candidate of those who applied for the position. **Mark Hagar** asked, "How do we pay him?" **Matt** replied, "By the hour at a rate of \$25. No benefits.

**On motion (Pinkham/Hagar) to approve the Town Manager's appointment of Corey Fortin as the Code Enforcement Officer.** **Vote: 5-0-0**

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

**Tom Anderson** would like to commend the Village of Lights parade committee. There was a great turn out. It went smoothly with no incidents.

**Lou Abbotoni** asked if there had been problems with the septic system in the parking lot. Leanna indicated to him it was a problem with two businesses. **Matt** said it was Chase Constructions problem and it will be fixed before any paving happens. Chase wants to remove "lips" on manhole covers ASAP, others want to wait until spring. The one place with a problem was grease from the business. New lines have been ordered. Sewer District had said it was okay. It must have been a large dump or a sag or both. Restaurant needs a grease trap. **Lou** then asked if all was settled with the sewer district. **Matt** replied "No, still awaiting approval of the Trustees." **Lou** said that his biggest concern was the surface if the snow plows don't hit the covers. **Josh** commented the letter said, "On behalf of the Trustees" **Matt** replied that they have followed up, asking for grant and sewer line repairs. Sewer District should be grateful.

**Mark Hagar** asked if Matt had received all the easements to the backlot. **Matt** asked if he wanted all from 2013 or just the outstanding ones. All but 2 have been received: Water St. sidewalk; and walk way needs "beefing up." Jenny Gallagher is working on the Simmons family. Also, **Mark** mentioned the light on the bridge is still out. One out of 4 makes it a safety concern.

Secondly, **Mark** was concerned about projects down the road. Do we want a bond? **Matt** replied that he had contacted Crooker, for Belvedere, Egypt, and Church Streets. Matt is meeting with Hugh on Monday (12/13/21). Once he gets figures he will call the banks. **Mark** responded that he was thinking about ALL projects not just roads.

**Josh Pinkham** had some questions about Miles St. and Hodgdon St. Is there more money available? CDBG funds are available for drainage. LMI survey has been sent to all residents. When surveys are all in, we will see if we meet the 57% threshold for grant money. Mary Ellen Barnes is coordinating getting the surveys. Otherwise Josh is all good.

**Daryl Fraser** said the parade was great.

#### **X. Adjournment**

**On motion (Hagar/Pinkham) to adjourn the Board of Selectmen's meeting at 6:40 p.m. Vote: 5-0-0**

## **VI. Citizens Comments and General Correspondence - None**

## **VII. Town Manager's Items**

**1. Follow-Up on MDOT November presentation Items** At the 11/17/21 meeting Dennis Emidy and Jeff Pulver from MDOT gave a presentation regarding U.S.Route 1 and Belvedere Road. A round-a-bout is in the three year budget plan for 2024. The School St/Main St. improvements could be as soon as 2025.

**Matt** needs to know if the Board wished to take a position either/or both of the School St. Projects.

**Daryl Fraser** supports both. **Josh Pinkham** would like no right turn on to Rt. 1-A. **Daryl** would like to voice our support for the concept presented. **Josh** felt the concept was okay. **Mark Hagar** said we could check next summer on how changes are going. **Josh** would like to see new data. **Daryl** said he thought the round-a-bout data was very impressive. In the interest of moving this forward, **Matt** will send a letter to MDOT.

### **2. Follow-Up on Waterfront Improvement Project- 60% Design**

The Board approved the 60% design at their November 17<sup>th</sup> meeting. There were three items that needed further clarification: Openings for harbor views; Misery Gulch view-point; and Asphalt Depth in Parking Lot.

a. *Openings for Harbor View-* **Tom Anderson** remarked that the solid 5' walls block the harbor views; why would we want to deliberately block it completely? Others said a 2' glass wall was already an option. **Tom** questioned the maintenance of such an option. **Josh** felt it should be a "bid alternative - stop walls. **Daryl** felt it was something we could look into more. **Matt Lutkus** asked if it should be in the package. Consensus was to have it as an alternate. The glass wall is already an alternative. **Tom Anderson** again questioned the maintenance long-term for a once in 10-20 years event. **Josh Pinkham** felt it was useful for the longevity of the wall. Lifespan is reflected in cost. Make sure it is the right grade for the application. **Matt Lutkus** asked if they wanted clarification on the grade of the glass. **Daryl** said it seemed to him there wasn't much interest in glass.

b. *Depth of Parking Lot Asphalt* – 4 ½ "depth has been agreed to. **Mark Hagar** asked about adequate gravel because it needs to be stable. Make sure borings are done including test boring results. He asked about cubic yards- "How many?" "Is it enough?" "Let's make sure we do it right."

### **3. FEMA Grant Application – Max Johnstone**

The Miles Street Project is being submitted for a FEMA Grant. There are many sources for additional money. EDA estimates total of \$724,177, making the local match \$241,392 (we would take less). He is seeking approval for submittal. It is requiring a 25% match. A mitigation grant thru FEMA is possible.

**On motion (Abbotoni/Anderson) to allow the grant process to proceed.**

**Vote: 5-0-0**

### **4. Finance Advisory Committee Meeting Report – Matt Lutkus and Louis Abbotoni**

**Lou** reported that over the last 8.5 years it has gained 11%. It is a very conservative portfolio and is watched very carefully. The endowment portion is ultra conservative. In 2013 there was \$501,000. Today the amount is \$1,143,000. The firm is very reliable. No change at this time with either the checking account or portfolio. HM Payson is the firm handling the accounts. Cheryl and Matt made the executive decision to stay at Bangor Savings with the same agreement on checking and savings as we

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 Select Board meeting on December 1, 2021.



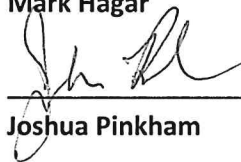
Daryl Fraser, Chairperson

Louis Abbotoni



Tom Anderson

Mark Hagar



Joshua Pinkham

Town of Damariscotta, Select Board meeting, signed this date: 1-5-2022