

**MINUTES**  
**BOARD OF SELECTMEN MEETING**  
**GREAT SALT BAY SCHOOL**  
**February 16, 2022 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 (Via Zoom), Town Manager; Lynda Letteney, recording secretary

**Others Present:** Shari Sage (via Zoom), John Roberts, Wilder Hunt, Haas Tobey; Evan Goodkowsky, Broadband Committee; Julie Keizer; Geoff Keochakian, LCTV; and Nate Pool, Lincoln County News

**Regular Board of Selectmen's Meeting**

**I. Pledge of Allegiance:** Chairperson Fraser led the Pledge of Allegiance at 5:50 p.m.

**II. Call to Order**

The Select Board's meeting was called to order at 5:52 p.m. **by Chairperson Fraser**

**III. Minutes**

**On motion (Pinkham/Anderson) to approve the minutes of February 2, 2022** **Vote: 5-0-0**

**IV. Financial Reports**

**1. On motion (Pinkham/Abbotoni) to approve Payroll Warrant #43** **Vote: 5-0-0**

**2. On motion (Pinkham/Abbotoni) to approve Payroll Warrant #44** **Vote: 5-0-0**

**3. On motion (Fraser/Anderson) to approve Accounts Payable Warrant #45** **Vote: 3-1-1**  
Pinkham in the negative; Hagar abstaining

**4. On motion (Pinkham/Abbotoni) to approve Accounts Payable Warrant #46** **Vote: 5-0-0**

**V. Presentations - None**

**VI. Citizens Comments and General Correspondence**

**Haas Tobey** asked to speak later in the meeting

**VII. Town Manager's Items**

**1. Spirit of America Award**

This award receives recognition in the annual Town Report. Please submit recommendations. Vote will be at the March 2<sup>nd</sup> meeting by secret ballot.

**2. Meeting with Don Gerrish March 1<sup>st</sup>**

Citizens who would like input into the next Town Manager can attend in person or by Zoom. Written comments are also accepted. Advertisement for this meeting will be in the newsletter and on the website.

**3. Public Hearing on Ordinances on Annual Town Meeting Warrant**

In anticipation of secret ballot requirements for some of these changes, public hearings will need to be scheduled. Previously reviewed by the Board are the following:

- Charter amendments including designating the Historical Preservation Review Commission as a Standing Committee and change in TM expenditure authority.
- Formula Establishment Ordinance

- Land Use Ordinance Amendments
- Rescission of plastic bag ordinance (superseded by State Statute)

The Board also recently requested a change in the Town's Marijuana Ordinances. The following changes are being proposed by Town staff:

- Prohibit more than one of the same type of license at the same establishment.
- Prohibit a person (as defined) from applying for a license if that person, as owner, officer, member manager, or partner, already holds the same type of license anywhere in the community.
- Requires adult use and medical marijuana caregiver store to begin operation within 60 days and be fully operational within 120 days.
- Requires other adult use and medical marijuana establishments to begin operation within 120 days and be fully operational within one year.
- Prohibit an applicant whose license has been revoked from applying for any adult use (or medical marijuana use as applicable) license for 3 years.
- Clarifies that if a license is revoked, the licensee will forfeit the application fee and any other town fees associated with the application.
- Clarifies which Department has enforcement responsibilities

A Public Hearing is scheduled for **March 16<sup>th</sup>** which will give enough lead time for the Warrant

#### **4. February 8<sup>th</sup> meeting with Broadband Committee**

**LCI/Tidewater** made their presentation. They estimated they would need \$108K from each town (Damariscotta and Newcastle) to extend service to unserved households in the communities. There is no way the Towns can come up with that subsidy before the end of the month. It is possible federal infrastructure money may become available for broadband. **Matt Lutkus** does not recommend subsidy at six figures. **Evan Goodkowsky** said they were hoping for a 30% each (town & LCI) and 40% by grant monies. New is a \$25K available as matching funds from the county. He believes it is advantageous to act now. **Tom Anderson** asked if another Town meeting was needed. **Daryl Fraser** said more funding sources were needed. We need to be leveraging more money. **Mark Hagar** estimated \$300K and change would be needed to do the unserved. **Julie Keizer**, town citizen, asked if this was unserved on public roads and/or private roads. She asked if there were other carriers. **Mark Hagar** said that at school (GSB), they have students and teachers without internet, making remote learning difficult. **Julie** felt LCI rates were very high.

**Matt Lutkus** reiterated the total cost is about \$347,000. The \$108,000 figure is counting on Newcastle, LCI and a grant from State funding. To provide "100 in and 100 out" service to everyone would be closer to \$1.2 million. Another consideration for example is Nissen Farm Lane which is private, but the residents deserve the same service. What about camp roads?

#### **5. Hodgdon St. Road Project**

The Public Hearing will be **March 2<sup>nd</sup>**. The application passed muster for a fall start. This requires a public hearing. All neighbors have been notified.

#### **VI. Citizens' Comments and General Correspondence (cont'd)**

**Haas Tobey** asked to speak to the Board regarding the importance of better understanding the times we are destined to live through and prepare for a different future. He is encouraging the Board of Selectmen to take the lead. He had two requests for the Board: 1. That the Board take on reading Moving to Higher Ground by John Englander. It is a primer on how we got to this point, and more importantly, what we must do now to manage the flood that is coming at us. (Haas provided a copy of the book for Matt and each Board member.) 2. That the Board instruct the Comprehensive Planning

Committee to assign a "SRL" (Sea level Rise) score to each project it considers. Charge the Committee to define a meaningful score that relates project viability to SRL and then apply it to each project. He expressed deep passion for the problem of sea level rise and its effect on the community. **Tom Anderson** thanked Haas for offering the book to the Board. The author has great credentials. Plan is to read the book and then discuss. The thought is that the more you can spread this philosophy around, the easier it will be to prepare and transition.

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

##### **1. Transfer Deed for Gilbert Gay, LLC**

**On motion (Anderson/Hagar) to approve the attached transfer deed with Gilbert Gay, LLC, in return for the transfer of a like size parcel from this owner of the property.** **Vote: 5-0-0**

##### **2. Approval of Bank Bond Funding**

As explained earlier the requests for bids on this bond issue was limited to banks that have offices in Damariscotta at the Board's request. Three proposals were received by the February 1<sup>st</sup> deadline. All of them close and competitive. In comparing all three, Bath Savings was \$10,000 cheaper over 15 years than The First and \$35,000 cheaper than Camden National over 15 years. After consultation with the Town's Bond Counsel, Bath Savings was the recommended choice. **Matt Lutkus** pointed out that The First said APR of 3.399% for 360 days/year when 365 days/year was required. The rest of proposal is the same.

**On motion (Fraser/Pinkham) to waive Charter bid guidelines and approve a proposal for the Town's \$2,255,000 bond issue from Bath Savings @ 3.39%** **Vote: 5-0-0**

A draft RFP will be developed by the Public Works Committee including additional shoulder work. It will include hiring an engineer to review. **Mark Hagar** suggested the RFP should go to the Board as well as the Public Works Committee. The Board has not met since this was last brought up. He felt this was to ensure transparency. **Daryl Fraser** asked when the Public Works Committee meeting would be. **Matt Lutkus** said, as a manager, he could not allow a Board member to have an advantage, since in all likelihood, Hagar Enterprises would be submitting a bid. **Matt** felt this was a conflict of interest with Mark. **Matt** said there would be a review by the Board after the Public Works Committee met. **Mark Hagar** said Public Works should be having their meetings in a public forum. Also, he has never seen minutes from a Public Works meeting. **Josh Pinkham** said it was a conflict of interest then questions the motives. If the Board is going to micromanage the Public Works Committee, why not disband the Public Works committee? **Daryl Fraser** said no one was asking the PW Committee to disband, but rather to come back to the Board with recommendations. **Mark Hagar** said he just wanted to see the minutes of the meetings. **Daryl** said such a large chunk of money needs to be well-cared for and disbursed appropriately. We need the RFP as soon as possible now that the money has been approved. **Tom Anderson** asked who was on the Public Works Committee. **Response:** Josh Pinkham, Lou Abbotoni, George Parker, Matt Lutkus. There are no regularly scheduled meetings; they meet as things come up.

##### **3. Amend Agreement with Damariscotta Police Union**

Although officers' wages were increased by roughly \$3/hr. in the July 1, 2021 contract, there is concern that officer's wages in Damariscotta will not be in keeping with increases proposed in other Lincoln County police departments and County Sheriff's Department.

**Action directed by Board in Executive Session: Approve the amended FY21-FY24 contract with the Damariscotta Police Association to provide an additional \$3/hr. for union employees.**

**On motion (Abbotoni/Hagar) to accept the amended contract.**

**Vote: 5-0-0**

**4. Agreement with Boothbay Harbor for Planning Services**

Boothbay Harbor and Damariscotta's Select Boards previously directed respective staffs to prepare an agreement for a shared full-time planner. This coincides with the retirement of Bob Faunce, Damariscotta's planner and a new position for Boothbay Harbor. The new document includes edits by the Town's legal counsel. Boothbay Harbor will consider action on this February 14<sup>th</sup>.

**On motion (Abbotoni/Anderson) to approve an agreement with the Town of Boothbay Harbor for sharing the services of a full-time planner.**

**Vote: 5-0-0**

**5. Lease of Information Bureau Property to Chamber of Commerce** With the notice of the Governor's signing of the transfer of the deed on the property to the Town, the Town can go forward with leasing the property to the Chamber of Commerce (@ \$1.00/year).

**On motion (Anderson/Abbotoni) to approve the attached long-term lease of 0.1 acre of property to the Damariscotta Region Chamber of Commerce.**

**Vote: 5-0-0**

**6. Tabled from previous meeting: Interlocal Ambulance Services**

Town meeting approved the funds appropriation for this agreement. **Tom Anderson** said nothing in the agreement changed except the money.

**On motion (Anderson/Fraser) to approve the Interlocal Agreement for Ambulance Services.**

**Vote: 5-0-0**

**IX. Selectmen's Discussion Items**

**Tom Anderson** - nothing

**Lou Abbotoni** - nothing

**Mark Hagar** – feels we should look into teaming up with other towns regarding catch basin cleaning/side walk striping.

**Josh Pinkham** – had a question for Matt regarding the salt & sand shed. **Matt** responded that no repairs have been made yet. **Josh** said it's been two years since it was authorized. **Matt** will check with Hugh.

**Daryl Fraser** - nothing

**X. Adjournment**

**On motion (Pinkham/Abbotoni) to adjourn the Board of Selectmen's meeting at 6:50 p.m.**

**Vote: 5-0-0**

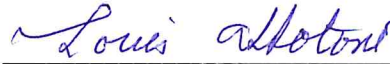
**Respectfully submitted,**

**Lynda L. Letteney**  
**Recording Secretary**

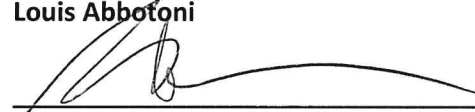
We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Select Board meeting on February 16, 2022.



Daryl Fraser, Chairperson



Louis Abbotoni



Tom Anderson

Mark Hagar



Joshua Pinkham

Town of Damariscotta, Select Board meeting, signed this date: March 2, 2022