

MINUTES
BOARD OF SELECTMEN'S MEETING
October 2, 2019 5:30 pm
at the Damariscotta Town Hall

Members: Roberta Mayer, Chairperson; Louis Abbotoni, Mark Hagar, Amy Leshure and Josh Pinkham

Members Absent : None

Staff Present: Matt Lutkus, Town Manager; Jason Warlick, Police Chief; Karen O'Bryan, video recorder; Lynda Letteney, recording secretary

Others Present: Ann Pinkham, Haas Tobey, Steve Hufnagel, Maia Zewert, Gwen Purcell, Alex & Rachel Nevens, Melinda Jones, Owners of *Y-Knot* and Evan Houk, Lincoln County News

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

II. Public Hearings

1. Liquor License Application for Oysterhead Pizza Company

The owners of the Newcastle Public House Alex & Rachel Nevens will be opening a wood-fired pizza establishment and are seeking a beer and wine license only with no entertainment planned. This is a state-of-the-art gas/wood-fire oven which can produce 160-200 pizzas an hour. This will be a "fast/casual" establishment and will have pizza by the slice at lunchtime. The fire marshal has signed off on the license.

2. Liquor License Application for Y-Knot Underground

The owners of Y-knot are transitioning from a lunch wagon set up in Newcastle to a permanent location across from *Young-Uns*. They are seeking a beer and wine license for now, but may apply for a hard liquor license later on. No entertainment is planned. Hours are yet to be solidified, but they expect to close by 7:00 p.m. in the winters and 8:00 p.m. in the summertime.

Chairperson Mayer asked for comments from the Board and/or public. Hearing none, she closed the Public Session at 5:38 p.m.

III. Call to Order: Meeting was called to order at 5:38 p.m. by **Chairperson Mayer**

IV. Official Action on Public Hearing Items

1. On motion (Pinkham/Hagar) to approve the liquor license for Oysterhead Pizza Company

Vote: 5-0-0

2. On motion (Pinkham/Mayer) to approve a liquor license for Y-Knot Underground

Vote: 5-0-0

V. Minutes:

On motion (Mayer/Pinkham) to approve the minutes from 9 /4 /19 as distributed.

Vote: 5-0-0

On motion (Mayer/Pinkham) to approve the minutes from 9/18/19 as distributed with minor changes in editing done prior to distribution

Vote: 5-0-0

VI. Financial Reports

- 1. On motion (Leshure/Abbotoni) to approve Payroll Warrant #19** **Vote: 5-0-0**
- 2. On motion (Pinkham/Abbotoni) to approve Accounts Payable Warrant #20** **Vote: 5-0-0**

VII. Presentations: Coastal Rivers Conservation Trust

1. Executive Director Steve Hufnagel presented an update on the Coastal Rivers Conservation Trust to the Board. (coastalrivers.com) He began with a brief overview of the beginnings of this trust. In 1973 the Damariscotta River Association was formed and in 1966 The Pemaquid Watershed Association was established. They have since combined into one organization known as the Coastal Rivers Conservation Trust (CRCT). Together the organization has provided the community with maps of all properties that border the rivers. These are publicly available. The Denny Conservation Center was established which provides space for groups to meet at no charge. Their headquarters are now in Damariscotta at the Roundtop Farm. The Darrows Barn is part of the Trust and is available for meetings and functions. Community activities which they sponsor and/or participate in are the ice rink, hosting the farmers' market and Bike Maine, Pumpkinfest, water quality testing and tracking, and bank ecology around the river. Recently completed are a handicapped accessible trail (\$250K) and a sidewalk/crosswalk by the Great Salt Bay School. This makes the Whaleback Shell Midden available for school projects and afterschool use. Teachers have been using the available areas a lot, including the YMCA, Farmers' Market and other groups. The Conservancy encompasses 10 towns with 50 miles of groomed trails. The accessibility for students is providing the opportunity to create natural resource stewards for the future. Educational programming (K-12) is available in the form of "hands on learning." They now have an educational director and an assistant.

The DEEP Program (Damariscotta Estuary Educational Program) is designed to give students the opportunity to design their own experiments. The Chapman Field Project and the Castner Creek Forest are "programs in waiting". The Chapman parcel has great soil and will be used for growing for the food bank. The Castner project is 108 acres and the plan is dense development leaving a large portion in its natural state. In cooperation with the developer, 88 acres will be left for public use, thus creating revenue for the town in housing. By expanding the farm and cutting off the house and 10 acres for resale, the rest can be in conservation for public use. The Trust is saying "no" as often as they say "yes" to property to put in conservancy; while they don't publicize the "no's". Currently they are working on the trail to Belvedere Road.

CRCT is considering working with the town to create a "Parks District" and they encourage all community members to sign up for e-news. As for public programs, they offer 10 weeks of summer camp at approximately \$200/week with scholarships available. A big selling point for settling in the area is "quality of life".

Josh Pinkham asked about the process when CRCT acquires property.

Steve Hufnagel said it was a three step process: 1) staff reviews request from owner; 2) Lands Committee reviews request with a criteria list that is scored; and 3) they recommend to the Board

where questions of "How do we take care of it?" are addressed before a final decision is made. **Josh Pinkham** brought up the donation of the yurt. It is located on Great Salt Bay school property and is serving as an outdoor educational site, known as Coastal Rivers Outdoors Classroom. **Lou Abbotoni** mentioned that when it was the Damariscotta River Association, it was a day-to-day operation. He is amazed at how it has grown and blossomed. **Mr. Hufnagel** said it is almost entirely volunteer driven. **Chairperson Mayer** thanked him for the presentation and thanked the volunteers for all that they do. She emphasized that while it may appear their work is taken for granted, it certainly is not.

2. Village Lights Display- Maia Zewert

This will be the third year of this display. Plan is for it to be similar to last year. The big trees will be set in Damariscotta and Newcastle on Nov. 23rd and the smaller ones Nov. 24th. Saturday November 30th (Small Business Saturday) will have the arrival of Santa at noon at the Lincoln Theater. The parade of lights will be at 4:30 on Saturday, beginning on Mill Road and going through town. Parade participants are welcome, and they will be recruiting after Pumpkinfest for this. Chairperson Mayer thanked her and the committee for their hard work and continued involvement.

VIII. Citizen Comments and General Correspondence: None

IX. Town Manager's Items

1. Information Session on Marijuana-Related Ballot Items

This item will be part of the October 16th agenda. The intention is to provide clarifying information before the November elections. **Amy Leshure** was concerned that a different time might reach a different demographic, as the same people tend to come to meetings at 5:00 or 6:00 p.m. She was also concerned about the phrasing of the header "medical/adult-use". **Matt Lutkus** said each could be highlighted. **Chairperson Mayer** said this would take place at the beginning of the meeting and there would be a notice in the paper and via e-mail. This is a clarifying session only; there will be no debate. **Ann Pinkham** suggested that the newspaper do an article for those who can't come to the meeting. **Matt Lutkus** said it will be linked to the website. **Ann Pinkham** said she was concerned more about the people who don't use computers and would like an article with a hardcopy available at the library. **Amy Leshure** reiterated that she felt the Board only reached a small percentage of the people. **Robin Mayer** suggested an information article be available at doctors' and dentists' offices.

2. Report on the Island Institute's Shore-Up Conference

Matt Lutkus said he had to shorten his presentation, but it was well received. About 130 people were at the conference. There was a lot of good information and he made some good contacts. Funding sources were discussed including revolving funds through the state at 1.4%. Storm resiliency including hazard assessment (flood prevention) was presented in brochure format with a plan for dividing costs. Vinalhaven did a benefit/cost analysis under this plan. For Damariscotta this could mean a tax map all digitalized- they have done 3, Damariscotta could be 4th. Sizing- we can gain insights from a previous map of Hoboken, N.J. While the Island Institute originally covered only the islands off the coast, it now includes coastal towns as well.

3. Group Work on Emergency Action Plan for Pumpkinfest

Tabletop scenarios of potential incidents needing emergency response were practiced last week. These are designed for "when it doesn't go as planned." The "what if..." scenario and how do you respond.

Numerous public safety agencies got together for this. Importantly there were no “silos”, everyone working together, without regard for “territory”. Many people are working on public safety and it will be in writing.

4. Nature Conservancy Grant

Matt is seeking authorization for applying for this grant. The LED lighting for the street lights would be the focus.

On motion (Leshure/Mayer) to approve the town manager application for the Nature Conservancy Grant. **Vote: 5-0-0**

5. Electrical Supply Rate

In 2013 the Town was afforded the opportunity to buy the electrical supply at a lower rate than CMP through Maine Power Options (MPO). This has lowered the Town’s rate for last six years. With the solar system coming on line, Matt was unsure if we could get a reduced supply rate again since we expect a reduction in usage. MPO has said we can get the discounted supply rate without charging more when we come online with the solar. There is a standard rate of \$0.09/kwh. If Newcastle or Bristol join, MPO can give us a \$0.07/kwh rate if we renew the street lights. Either way we would go down either \$0.17 or \$0.19 per kwh. Matt feels the best would be if Bristol came on board. Matt is asking the Board to give him authorization to negotiate with Constellation Energy (parent of MPO) for a supply rate with Bristol. Contract is renewable November 1st. A one year term for \$0.051 and a four year term for \$0.536; it is now at \$0.07- standard is \$0.09. He would like to lock it in for as long as possible, but will do what Bristol does as the price is dependent on Damariscotta and Bristol together. However, the contracts are separate.

On motion (Abbottoni/Pinkham) to approve the town manager’s negotiations with Constellation Energy (Maine Power Options) for the best rate and term available. **Vote: 5-0-0**

After the vote, **Mark Hagar** asked if Great Salt Bay and Bristol Consolidated School had been asked to join in. **Matt Lutkus** said they were separate entities, but it might be worth exploring. Added to this supply rate is CMP’s standard delivery rate of \$0.65

X. Official Action Items

1. Purchase of New Police Cruiser

Chief Warlick explained that getting the cruiser they wanted (and needed) was out of the price range available in the department’s budget. The fleet program through Dodge is at a point in time where they are changing over from 2019 to 2020. Lincoln County Sheriff’s Department ordered a year ago and are just getting it. There is 50,000 miles on last year’s car. He would like to order a 2020 Dodge Charger AWD There are two department vehicles. One is six years old and has 130,000 miles. It needs to be removed from its primary enforcement duties. Neither the Explorer nor the Durango is within the budget. Fleet vehicles are at a set price and there are only two dealers in Maine-Newcastle Dodge and Quirk Auto in Portland. The Dodge Charger will not be available until 2020 in January; he has secured in writing the 2019 price when the 2020 comes out. Another issue is we need “our” color. Cost for a 2020 Charger is \$ 24,944 plus about \$5500 to equip with lettering. The SUV’s (Ford or Dodge) run about \$31,500 and \$8000 to equip and letter.

Robin Mayer stated she thought they wanted a truck given the roads especially in winter. Fixing the sedans has been very expensive. She felt the SUV was better suited to our climate, more practical, but it is \$10,000 more. The Chief reiterated that the SUV's were better, but the sedan fits the budget. **Robin** asked "If you had the money would you prefer Dodge or Ford?" Also, she asked Matt if there was any place in the budget to get the extra \$10K. Matt Lutkus responded "contingency funds," but that he was hesitant to draw down funds this early in the budget cycle. **Josh Pinkham** asked about the \$25K in the emergency funds. **Robin Mayer** stated that she didn't want to keep repairing a vehicle unnecessarily, especially if it was being asked to do more than it could. The current SUV was in an accident and had \$6000 worth of repairs. It is structurally deemed okay and safe. **Matt** asked about the \$8500 difference between the SUV (Explorer) and the car (Charger). Basically Chief Warlick said it was the cage. The wings do not fit and need to be new.

On motion (Abbotoni/Mayer) to approve an SUV and take the additional cost from contingency.

Additional Discussion: **Amy Leshure** asked about a lease as a stop gap. Estimate was \$200-300 a day. Chief Warlick stated they wanted a truck, but at \$40,000+ for a pursuit-rated one, it was way out of reach. The other SUV cruiser will be due for replacement in 2 years and perhaps by then we can budget for the truck. Previously there was a lot of damage to the Charger model due to snow banks etc. **Josh Pinkham** asked Matt what he recommended. **Matt** responded "what we have is what we have in the budget. If the Board wants the pursuit-rated SUV, it has to come from contingency. **Mark Hagar** felt in the long-term, the SUV was cheaper. **Chief Warlick** suggested keeping the current Taurus as a spare since the resale value is only about \$2500. Stress levels increase when a vehicle is out of commission; they tend to decrease knowing there is a third back-up vehicle. Consensus was to pay for the SUV outright, rather than finance it. The Chief will talk with Lincoln County Sheriff's Department about their satisfaction with the Durango model.

Vote on above motion:

Vote: 5-0-0

2. Lou Abbotoni asked the Chief if there were any concerns about Pumpkinfest. **The Chief** stated that LCTV would be providing live feed from a trailer in front of *Stars* using an elevated lift for the parade. As this was a last minute request, it eliminates some parking spaces. **Ann Pinkham** stated that because it was a live feed, the hook up had to be in a certain place. **Chief** said there is a minor concern about blocking the street should emergency vehicle need access, but he felt it could be worked out before the festival.

XI. Selectmen's Discussion Items:

Amy Leshure stated that with her new job, the commute was becoming tedious. While she will maintain her house in Damariscotta, she has purchased a home closer to work and will no longer be a permanent resident of Damariscotta. As such, she will be leaving the Board as of November.

Robin Mayer reminded everyone about the Heart and Soul anniversary. The celebration is planned for the week before Thanksgiving. The committee has provided a 5-10 year summary of accomplishments. She wants everyone to add anything they've seen. This summary is intended to serve as a guide and is not all inclusive.

XII. Adjournment

On motion (Hagar/Abbotoni) to adjourn at 7:11 p.m.

Vote: 5-0-0

Respectfully submitted,

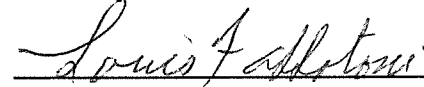


Lynda L. Letteney

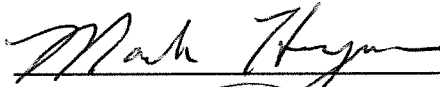
Recording Secretary

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


Roberta Mayer, Chairperson



Louis Abbotoni



Mark Hagar



Amy Leshure



Joshua Pinkham

Town of Damariscotta, Board of Selectmen, signed this date: _____