

**Town of Damariscotta, Maine  
Board of Selectmen's  
Meeting Minutes  
October 5, 2016, 5:30pm**

The Board of Selectmen met on Wednesday, October 5, 2016, members present were Robin Mayer, Ronn Orenstein, George Parker, Jim Cosgrove, and Mark Hagar. Staff present was Town Manager-Matt Lutkus, Town Clerk- Michelle Cameron. Others present were LincolnHealth Management and Administrative Staff, and Karen O'Bryan.

- I. Pledge of Allegiance**
- II. Public Hearings:** NONE
- III. Call to Order:** R. Mayer called the meeting to order at 5:30 p.m.
- IV. Action on Public Hearing Agenda Items:** NONE
- V. Minutes:**
  1. September 21 Meeting: TABLED
- VI. Financial:**
  1. Payroll Warrant: **On motion Mayer/Orenstein moved to approve Payroll Warrant # 16. Vote 5-0**
  2. Accounts Payable Warrant: **On motion Parker/Orenstein moved to approve AP Warrant #17. Vote 5-0**
- VII. Presentation:** LincolnHealth Building Project Update: Jim Donovan, Dr. Mark Fourre, Scott Shott and other LincolnHealth Staff and Consultants presented the new 3 story Building project located on the Miles Memorial Hospital campus via verbal discussion, charts and a virtual tour.
  - Dr. Fourre stated that this building would consolidate all medial practices into one building, which is sometimes referred to as a "Patient Center Medical Home".
  - R. Mayer asked if new physicians would be brought in.
  - Fourre said that, yes, the building is designed for growth and they are hoping to entice new physicians.
  - M. Hagar asked if the building would be 100% occupied.
  - Fourre & Donovan answered that the building would be approximately 80% occupied.
  - R. Mayer asked if the costs of care would come down after the project is completed. She stated that Miles Memorial is one of the more expensive hospitals in our area.
  - Donovan answered that they were working towards that. The project will cost 13.7 million dollars and they are raising the funds without extra debt.
- VIII. Citizen Comments & General Correspondence:** NONE
- IX. Town Manager Items:**
  1. **Invitation from YMCA:** Lutkus reminded the Board that the CLC YMCA has invited state and local government officials to attend a public officials' educational session at the Y from 8:00-9:30 am on October 7<sup>th</sup>.
  2. **Board of Appeals Vacancies:** Lutkus said that there are two vacancies for the Board of Appeals and that Dick Mayer has volunteered to serve on the board. **On motion Cosgrove/Hagar moved to appoint Dick Mayer to the Appeals Board for a term expiring in 2019. Vote 5-0**
  3. **Location for Proposed Downtown Restroom:** Lutkus said that because the Board decided not to pursue negotiations with private landowners, the best location on Town-owned property is the section of the Municipal Parking Lot adjacent to Taco Alley.

J. Cosgrove mentioned his concern about taking away too many parking spaces.  
Board discussed how many stalls would be needed and to look at future needs and not go too small. \*See attached map for possible location.

**On motion Parker/Orenstein moved to direct town staff to proceed with necessary drawings for the restroom project. Vote 5-0**
  4. **Riverside Park:** Lutkus mentioned that there was enough money left from a donation for the Riverside Park project to purchase 165 pave stones which will be installed. Hugh Priebe & Eddie Parlin from the

Highway Department, went to South Windsor, Connecticut and picked them up. The thought is to have volunteers install them either this fall or in the spring.

5. Lutkus mentioned that the town has had some smaller paving projects going on.

Cosgrove said that the Elm Street paving looked good.

Lutkus said that if we do get the bond funding and get approval at town meeting, the paving on Elm Street would also be the site for the sidewalk projects.

The need for asphalt patching locations were discussed.

**X. Official Actions Items:**

- 1. Request for Proposal for Website Design Services:**

**On motion Mayer/Orenstein moved to approve the RFP that Matt drafted and waive the Town Charter bid requirements related to the advertisement of requests for proposals. Vote 5-0**

- 2. Request for Proposals for Capital Bond Issue Rates/Services:**

Hagar mentioned that he did want to reiterate that the funds are earmarked for those particular projects are put in a reserve account for the future if we don't have enough money.

**On motion Hagar/Parker moved to approve a Request for Proposals to be send to local banks for interest rates and services related to the proposed bond financing of capital project/equipment, waive Town Charter bid requirements related to the advertisement of requests for proposals, and set the date of November 2 for a public hearing on the proposed bond issue. Vote 5-0**

- 3. Cemetery Deed and Perpetual Care Agreement with Roven Baron: On motion Mayer/Orenstein moved to approve the Cemetery Deed and Perpetual Care Agreement with Roven Baron.**

**Vote 5-0**

Cosgrove asked Lutkus if the Selectmen have to sign these deeds or could they delegate authority to town staff to sign them?

Lutkus said that we would check and get back to the Board.

**On motion Cosgrove/Orenstein moved to direct staff to check into staff signing Cemetery Deeds and Perpetual Agreements. Vote 5-0**

- 4. Request re: MDOT Safety Audit for US 1 and Belvedere Rd:** Lutkus said that Dave Allen from MDOT recommended a road safety audit for the intersection. This means having members from town departments such as the police department, fire department, and elected official, a member from our planning office and possibly a business that would be effected. Lutkus said that he would like authorization from the Board to formally request the audit from MDOT. Lutkus asked if any of the Board would volunteer to serve on the audit team.

Mayer and Parker volunteered.

Board discussed the safety issues regarding the intersection.

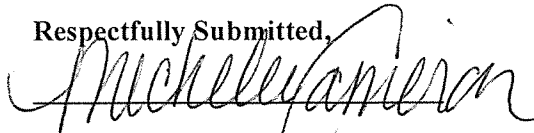
**On motion Mayer/Hagar moved to authorize the Town Manager to formally request a Maine Department of Transportation safety audit of the US 1 Bypass/Belvedere Intersection.**

**Vote 5-0**

- XI. Selectmen's Discussion Items:** Mayer reminded Board that PumpkinFest would be held this weekend.

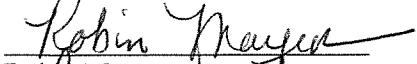

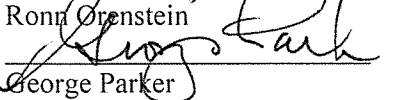
XII. Adjournment: On motion Mayer/Orenstein moved to adjourn at 6:57 p.m. Vote 5-0

Respectfully Submitted,



Michelle Cameron, Town Clerk

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

  
Robin Mayer  
  
Ronn Orenstein  
  
George Parker

  
James Cosgrove

Mark Hagar

Town of Damariscotta, Board of Selectmen

Signed this date 10-19-2016