

**Town of Damariscotta  
Board of Selectmen's Meeting  
Minutes  
Wednesday, August 17, 2016**

The Board of Selectmen met on Wednesday, August 17, 2016, members present were Robin Mayer, Ronn Orenstein, George Parker, Jim Cosgrove, (arrived at 6:25 excused) and Mark Hagar. Staff present was Town Manager-Matt Lutkus, Deputy Clerk- Cheryl Pinkham. Others present were Bob Reny of Reny's Dept Store, Rick Hirsch, Jean Kerrigan of Damariscotta River Grill, MaryEllen Crowley of LCTV, residents Karen O'Bryan, Ann Pinkham, Jim Campbell, and Haas Toby.

- I. Pledge of Allegiance**
- II. Public Hearings-None**
- III. Call to Order-**Mayer opened the meeting at 5:33p.m.
- IV. Action on Public Hearing Agenda Items-**
- V. Minutes**
  - 1. July 20 and August 3 Meetings  
**On motion of Orenstein/Hagar moved to approve July 20<sup>th</sup> and August 3<sup>rd</sup> minutes as submitted.**

**Vote 4, 0, 0**
- VI. Financial Reports**
  - 1. Payroll Warrant #9  
**On motion of Mayer/Orenstein moved to approve PW#9.**

**Vote 4, 0, 0**
  - 2. Accounts Payable Warrants #10  
**On motion of Mayer/Orenstein moved to approve AP#10**

**Vote 4, 0, 0**
- VII. Presentations-None**
- VIII. Citizen Comments & General Correspondence-None**
  - 1. **Shari Sage re: Sign Ordinance**  
Sage was not in attendance
  - 2. Campbell questioned who the Police Department answered to. Expressed displeasure of their not following speed limits, and feels the officers need to get out of their vehicles and be seen walking downtown, directing traffic as Chief Hutchings once did. Campbell is also unhappy that the Town has purchased a digital speed limit sign that takes your picture.  
Mayer and Lutkus confirmed the town had no such equipment; it belonged to the Lincoln County Sheriff Dept. and Mayer added that in the State of Maine this type of picture cannot be used in order to give someone a ticket.  
Campbell added that the parking limits downtown were ridiculous and believed the BOS were not allowing people to shop in Damariscotta.
- IX. Town Manager Items:** (agenda taken out of order which is why the votes change from 4 members to 5 members)
  - 1. **Fire Vehicle Purchase-**  
Lutkus informed the BOS that the Fire Dept. was the winning bidder in the LCSO surplus vehicle. The reserve account will cover the lights & items to outfit the vehicle. The fire

chief would like to put their 2004 Durango on craigslist for \$3,250, it's in fair condition with 91,000 miles on it.

**On motion of Mayer/Hagar moved to list the '04 Dodge Durango on Craigslist for \$3,250 and park the vehicle at Massasoit Drive. The funds from the sale shall be placed back into the reserve account for Fire Equipment. Vote 5, 0, 0**

**2. Location for 2017 Annual Town Meeting-**

**On motion of Mayer/Parker moved to set the ATM date for June 14, 2017 at the Great Salt Bay School cafeteria pending approval from the school. Vote 5, 0, 0**  
Pinkham will check with the School, Superintendent's office, for the graduation dates, and will complete the room usage form to reserve the space tomorrow.

**3. Volunteer Recognition night-**

Lutkus and the BOS would like to recognize and thank the many volunteers. On September 21<sup>st</sup> at 6:00p.m., the BOS will host a dessert recognition night, here at Town Hall.

**4. New Street Signs-**

Lutkus reminded the BOS that the Town is required to replace all signs with capital and lower case letters. Lutkus presented an example of such signs with the town seal on the sign as well. The seal will cost an additional \$5 per sign.

Cosgrove suggested the seal be placed on the major town roads; the other members of the Board agreed.

**5. RFP for loan to assist with Capital Improvements Projects-**

Lutkus would like to move forward with a RFP for a loan around \$500,000 to complete some of the capital improvement projects the RFP would be sent to local banks and would stay within the debt service now. Wish to delay Elm Street sidewalk until we get bank loan; loan could have approval in November and we could potentially start the project in the spring.

**On motion of Parker/Mayer moved to delay the Elm Street Project and combine with proposal to complete in the spring, and to authorize Lutkus to move forward and draft the RFP to local banks. Vote 5, 0, 0**

Lutkus added that the State is on track for the Bristol Road project to start in the spring and have summer construction. Not ideal timing, but it's the only timing we have.

Lutkus noted that the BOS and GSBSD Trustees will be scheduling a meeting and suggested this be done periodically.

The BOS agreed.

**X. Official Action Items--(agenda taken out of order which is why the votes change from 5 members to 4 members)**

**1. Disbursement of LCTV capital funds-**

Crowley is requesting \$13,000 from the grant to purchase new broadcast system, this will improve the quality of streaming; some of the stations computer system is still Window Vista which isn't always compatible with other systems.

**On motion of Hagar/Parker moved to support the LCTV purchase of the new broadcast system with \$13,000. Vote 4, 0, 0**

**2. Tabled: Draft Lease Agreement with Damariscotta River Grill re: pace in Municipal Parking Lot-**

Hirsch questioned the BOS's earlier decision to draft a lease and wondered if they literally drafted the lease, just to draft a lease?

Lutkus noted the necessity of a working document to see how this may or may not be accomplished, it's a working document.

Hagar reminded Hirsch that there were items he wanted in the lease as well as questions he had, as did the Board. This was the best way to get all questions answered.

Hirsch reminded the BOS that he is not the one who created this problem, this was created by the Town. Have offered to trade personally owned space to the Town in order to have the dumpster remain, offered to erect a fence around the dumpster to 'pretty up' the space, the dumpster doesn't have to be there; offered to get a smaller dumpster and empty it more often. Willing to work with the town to please everyone involved.

Parker is concerned with leasing town space, period. Not in favor.

Orenstein agrees with Parker and is changing his opinion to not support this lease.

Hagar stated although he is pro-business for Damariscotta, he is afraid this could become a larger issue.

Mayer apologized to Hirsch and Kerrigan as she suggested they need not come to the July 20<sup>th</sup> meeting because the topic was not on the agenda, however the topic was discussed some and Hirsch and Kerrigan were unable to participate in that conversation.

Kerrigan expressed her displeasure with the Boards decision; feels they should be grandfathered and allow the business to trade their owned parking space for a handicap space. People could use another space.

Lutkus pointed out that he has contacted several other business owners to see find another alternative.

**On motion of Mayer/Orenstein moved to direct the owners of Damariscotta River Grill to move the dumpster from the space within 60 days. (October 16, 2016)**

**Vote 4, 0, 0**

**3. Toll Booth for American Legion-**

Lutkus read a 'Thank you for your support' letter from Mary Jane of the American Legion, were able to help 10 kids go to States. (Leadership camp) The next scheduled 'toll booth' is on the calendar for the first Saturday in August 2017.

**On motion of Orenstein/Parker moved to authorize the Well Hussey Post #42 to host their next Toll Booth on 8/5/2017 on Main St in front of the Legion. Vote 4, 0, 0**

**4. 2016-17 Goals and Action Plan-**

**On motion Mayer/Orenstein moved to adopt the 16/17 goals action plan.**

**Vote 4, 0, 0**

**5. Membership in Maine Service Centers Coalition-**

Mayer pointed out there are 29 primary service centers in Maine, how they can get state to provider additional tax relief. Supports the idea to joining the coalition, membership is \$500.

Parker questioned whether it was worth it or not.

Mayer felt this could assist with an increase in revenue sharing for service centers, better if there are more towns putting up united front, the more that can become a part of this, the bigger the push will be.

Hagar agreed and felt this is long overdue. With Damariscotta's low income housing, nonprofit organizations; not knocking at all, just need to find options to assist with paying costs. We're adding more sidewalks because we're a service center, we need the assistance.

**On motion of Mayer/Hagar to complete steps necessary to join the Maine Service Center Coalition and to nominate a principal representative and vice representative beginning January 2017. Hagar as Principal Representative and Lutkus as alternate.**  
Vote 5, 0, 0

**XI. Selectmen's Discussion Items-**

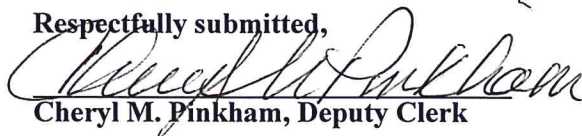
Cosgrove questioned the status of the Sign Ordinance, how is being received.  
Lutkus responded that CEO Stan Waltz believes we're at 100% compliance.

Hagar wanted to reiterate that we are a service center and keep working to get everyone involved to come up with a solution

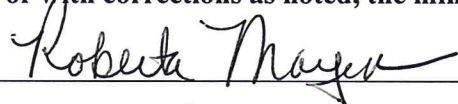
**XII. Adjournment-**

**On motion of Orenstein/Parker moved to adjourn meeting at 6:55p.m. Vote 5, 0, 0**

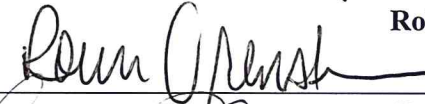
Respectfully submitted,

  
Cheryl M. Pinkham, Deputy Clerk

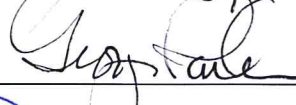
We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Board of Selectmen meeting.



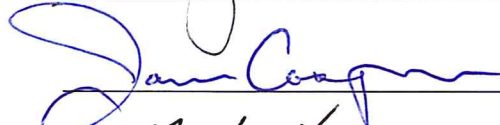
Roberta Mayer



Ronn Orenstein



George Parker



James Cosgrove



Mark Hagar

Town of Damariscotta, Board of Selectmen, Signed this date 9/7/2016