

**Minutes  
Board of Selectmen's Meeting  
Town of Damariscotta, Maine  
November 1, 2017, 5:30 PM  
Damariscotta Town Hall**

The Board of Selectmen met on Wednesday, November 1, 2017. Members present were Robin Mayer, Ronn Orenstein, and Mark Hagar-Amy Leshure was absent (excused). Staff present were Matt Lutkus-Town Manager and Michelle Cameron-Town Clerk, Others attending were Lorraine Faherty-resident, Dana Orenstein-resident, Jim Campbell-resident, Gina Hamilton-Wiscasset Newspaper, Karen O'Bryan-LCTV & resident, Ann Pinkham-resident, and Amy Lalime-resident.

**I. Pledge of Allegiance**

**II. Call to Order: R. Mayer opened the meeting at 5:30 p.m.**

**III. Minutes**

1. October 3 and 17 Meetings: **On motion Orenstein/Hagar moved to approve October 3 & 17<sup>th</sup> meeting minutes. Vote 3-0**

**IV. Financial Reports**

1. Payroll Warrant # 19: **On motion Mayer/Hagar moved to approve PY Warrant #19. Vote 3-0**
2. Accounts Payable Warrant # 20: **On motion Orenstein/Mayer moved to approve AP Warrant #20. Vote 3-0**

**V. Presentations: NONE**

**VI. Citizen Comments and General Correspondence**

Jim Campbell wanted to say "thank you" to Larry Sidelinger and all who wrote letters to the editor for the Lincoln County News against the moratorium. He said he feels that the Code Enforcement Officer and Planning Board do a good job. He likes the way the new Development on the corner of Biscay Road and Main Street look.

Amy Lalime said that she sent a letter about the curved curb on Elm Street. She expressed concern with the parking and asked how many parking spaces were lost for the new curbing. Lutkus answered that about three or four spaces were lost and that the new curb allows for better plowing. He mentioned that Elm Street does not meet engineering specs for width. The parking spaces will not be marked on the new pavement.

Lalime stated that she had asked Seth Hagar and he said that eight spaces would be lost.

Lutkus answered that he was not sure that is correct, however, we needed larger sidewalks for shoveling and safety concerns.

Lalime expressed that she did not approve losing parking.

Lutkus said that we had a lot of citizen input and we have the best product we could have.

Lalime also expressed concern about the lost handicapped space by King Eiders Pub.

Mayer commented that the space had been moved to Main Street last year, so there was no reduction in handicapped parking.

**VII. Town Manager Items:**

1. Date for "Community Conversation" on Recreational Marijuana Ordinance: Lutkus said on November 16<sup>th</sup> at 6:00 pm at Great Salt Bay School the Board will have an informal discussion about marijuana legislation and that towns can regulate retail sales.  
Mayer mentioned that the marijuana survey showed that residents are in favor of marijuana establishments in town.
2. Capital Project Updates: Lutkus said that Elm Street should be finished next week. Egypt Road is completed and the shoulder has been extended.
3. Election Day Reminder: Lutkus reminded the Board that the polling hours are 8:00 am to 8:00 pm.
4. 2017-2018 Workplan Draft: Lutkus had emailed the Board the draft.
5. Trunk or Treat: Lutkus said that this event was a fantastic success and acknowledged the Police Department, YMCA and GSB School for putting together this popular event as well as the Fire Department and others who participated.
6. Power Outages: Lutkus mentioned that many people are still without power and that the Fire Department and Public Works Department have done a phenomenal job with cleaning up after the storm.  
Mayer asked about warming stations in town.  
Lutkus said if people want a warming station they can call Steve O'Bryan our Civil Emergency Director. He also mentioned that the County EMA is looking for photos of damages.

**VIII. Official Action Items:**

**The Board moved Official Action Item #3 up in order to here public comments on: Biscay Beach Boat Ramp Preliminary Design Contract:** Lutkus stated that we had asked for a grant for a boat ramp design although, currently, the town has no funds for construction. The grant award from the State is \$3,250 would be matched by up to \$3,250 that has already been set aside in Town capital reserves for this project. The Town currently has a general services agreement with Wright-Pierce to perform engineering services on relatively small projects like this. He said that he met with the Pemaquid Water Association folks and that they agreed it's a good idea to get the design done and to see how folk will react to it.

JaJa Martin, a resident from Bremen, said that Biscay Pond is a pond and not a large lake. She feels that it's difficult to launch boats, especially large boats. She feels that if more boats are launched it will increase danger for swimmers. She expressed concern for parking, boat trailers, invasive species and increase trash.

Lutkus stated that the proposal is to come up with a design for a launch but at this time there isn't a plan environmental study. This design is to see if the launch is feasible and that the State would have to approve it too.

Mayer said that the whole idea was to separate little kids from the boats. She suggested tabling this item until the board could get more date and have a full board to vote on it. **The Board tabled this item until the first meeting in December. Vote 3-0**

1. **Fire Truck Purchase Contract:** Lutkus said that he needed to change the recommended total amount to \$459,877. A portion of that, \$11,512, would be paid by the Massasoit Fire Engine Company. Lutkus said he would like the Board to approve the total amount of the \$459,877 but noted that the town portion would be \$448,365 which does not include the performance bond amount of \$2,288.

Hagar asked if everything else was as presented.

Lutkus said that some changes were made to the tune of \$1,500 which had to do with the sizes of the boxes to fit equipment and a couple other smaller items. The Fire Engine Company indicated they would be willing to pick up the difference in cost. **On motion Hagar/Mayer moved to**

**approve the contract as provided to include the \$2,288 and to authorize the Town Manager to sign it. Vote 3-0**

2. **Downtown Restroom and Pedestrian Walkway Design and Engineering Contract:** Lutkus had provided the Board with the Engineering and Design contract from Wright-Pierce. Lutkus had calculated the lower amounts and then the higher amounts for additional services associated with construction administration totaling \$56,650, which the three scopes of service tasks listed; preliminary design, final design and permitting, and bid administration plus the additional services listed. **On motion Mayer/Orenstein moved to authorize the Town Manager to enter into an agreement with Wright-Pierce in the amount of, but not to exceed, \$56,650 for the Downtown Restroom and walkway design. Vote 3-0**

Mayer noted that on page two of the contract the cost does not include utilities. She suggested that the town could look into local solar businesses being interested on a demonstration project so that the town could save on energy costs. She mentioned that it would be great to be able to offer broadband internet out in the park area. Dana Orenstein asked if the Great Salt Bay Sanitary District impact fees had been considered.

Lutkus answered that the fees will be in the construction costs.

Hagar praised Lutkus on his efforts raising funds and he would like to encourage him to continue in his efforts.

3. **Biscay Beach Boat Ramp Preliminary Design Contract: moved to first action item spot.**
4. **Contingency Transfer for Egypt Road Guard Rail:** Mayer thanked Lutkus and Hagar for keeping this project on the front burner and getting it done so quickly. Lutkus stated that the guardrail installation, if the Board approves the expenditure, will be installed the third week in November. **On motion Mayer/Orenstein moved to approve a transfer of \$4,330 from the General Fund contingency account for the installation of a guard rail in the road shoulder on the drain outfall side of the newly constructed Egypt Road culvert and approve the purchase and installation of the guard rail in an amount not to exceed \$4,330 from Main Line Fence. Vote 3-0**
5. **Time, Date and Location for 2018 Annual Town Meeting:** Lutkus recommended having the Annual Town Meeting on Wednesday, June 13, 2018 at the Great Salt Bay School in the cafeteria.  
Hagar said that he felt the gymnasium would work better for the meeting due to the sound system being much better. **On motion Hagar/Mayer moved to set the 2018 Annual Town Meeting date for 6:30 p.m. on Wednesday, June 13, 2018 at Great Salt Bay Community School in the gymnasium. Vote 3-0**
6. **Request to change Garden Place to Cameron Cove Lane:** **On motion Mayer/Orenstein moved to approve the road name change from Garden Place to Cameron Cove Lane.**  
Hagar asked if this would cost the taxpayers money regarding buying the street sign.  
Lutkus said that the town is replacing all the private road signs at this time so the existing sign would be replaced any way. **Vote 3-0**
7. **Appointment to Lincoln County Regional Planning Commission:** Lutkus had recommended Mark Hagar to serve on the commission but Hagar is unable to serve. **On motion Mayer/Orenstein tabled appointment until such time that we can find a volunteer. Vote 3-0**
8. **Authorization To Sign Title for 2017 Dodge Ram Pickup Truck:** **On motion Hagar/Orenstein moved to authorize the Town Manager to sign the title for the pickup truck donated to the Town by the Massasoit Engine Company. Vote 3-0**
9. **Cemetery Deed Transfer for Chester Rice:** **On motion Mayer/Hagar moved to approve the cemetery deed and perpetual care agreement transfer from Chester Rice to Gary Dale Wright. Vote 3-0**

Orenstein pointed out that the name was incorrect on the agenda item. It should read Chester Wright, not Chester Rice. Motion was rescinded to reflect correct name.

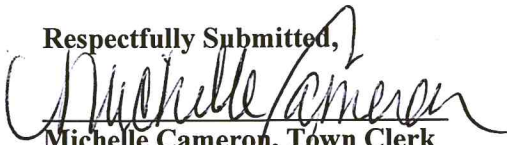
**On motion Mayer/Hagar moved to approve the cemetery deed and perpetual care agreement transfer from Chester Wright to Gary Dale Wright. Vote 3-0**

- 10. Town Hall Office Hours On November 22: On motion Mayer/Orenstein moved to approve the change of the Town administrative office hours to 9 AM to 3 PM on November 22, 2017. Vote 3-0**

- IX. Selectmen's Discussion Items:** Hagar said he wants to encourage voters to come out and vote next week. He feel the development moratorium will hurt the town.  
Mayer mentioned that Cheryl had given the Board an expense detailed report and has asked that the Board, after the first meeting of the month, look it over and email her any questions that they may have so that she can answer them at the next board meeting.  
Mayer expressed thanks for everyone who participated in the Trunk or Treat last night. It was a huge success.

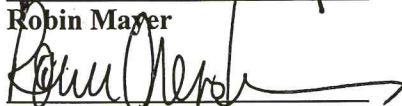
- X. Adjournment: On motion Mayer/Orenstein moved to adjourn at 6:30 p.m.**

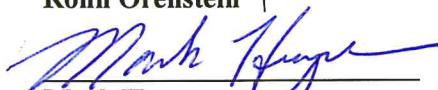
Respectfully Submitted,

  
Michelle Cameron, Town Clerk

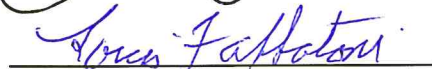
We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Board of Selectmen meeting.

  
Robin Mayer

  
Ronn Orenstein

  
Mark Hagar

  
Amy Leshure

  
Louis Abbotoni

Town of Damariscotta, Board of Selectmen  
Signed this date 12/6/17