

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

The Board of Selectmen met on Tuesday, September 5, 2017. Members present were Ronn Orenstein, George Parker, Mark Hagar, and Amy Leshure, Robin Mayer was absent: excused. Staff present were Matt Lutkus-Town Manager and Michelle Cameron-Town Clerk, Fire Department Members; Chief John Roberts, Josh Pinkham, Jim Hall, Kobe Lincoln, Tom Hoepner, Chris Roberts and Steve O'Bryan. Others attending were Dr. Heather Leslie-Darling Marine Center, Maia Zewert-LC News, Gina Hamilton-Wiscasset Newspaper, Karen O'Bryan-LCTV & resident, Haas Toby-resident, Ann Pinkham-resident.

**I. Pledge of Allegiance:**

**II. Call to Order:** G. Parker opened the meeting at 5:30 p.m.

**III. Minutes:**

1. August 1 and August 15 Meetings: **On motion Orenstein/Hagar moved to approve the August 1<sup>st</sup> & 15<sup>th</sup> meeting minutes. Vote 4-0**

**IV. Financial Reports:**

1. Payroll Warrant #9: **On motion Orenstein/Leshure moved to approve PY Wrnt #9. Vote 4-0**
2. Accounts Payable Warrant #10: **On motion Orenstein/Parker moved to approve AP Wrnt #10**  
**Vote 4-0**

The Board moved up agenda items: Town Manager Item #5 & Official Action so that the Fire Department attendees could attend their department training night.

**Agenda Item VII (5) RFP for New Fire Truck:** Fire Chief John Roberts explained the specifications for the rescue pumper truck. He said that the RFP is to solicit bids and he will get them out this week to about ten manufacturers. He said that they will take the bids when they come in and score them and then bring a recommendation before the Board.

Leshure asked if the town is getting a loan on the vehicle.

Lutkus answered that we have to wait and see what we can set aside in the budget. We have three quarters of the money set aside already in the reserve accounts. Lutkus said the during the next budget cycle it will need to be decided whether to allocate the rest out of current tax monies or go for a bond issue on it.

Roberts said that the remaining balance is \$107,500 and that would be the department's request for the capital reserve June 2018 Annual Town Meeting.

Lutkus said the actual contract would be contingent on Town Meeting approval next year.

Roberts mentioned that there is an \$8,000 to \$9,000 deduction we can take if we use the current funds to make a prepayment for the truck.

Roberts said that the deadline for the bids is October 5<sup>th</sup>.

**Agenda Item VIII (1) Donation of Pickup Truck by Massasoit Engine Company:** Roberts said that the Fire Department conducted a fund drive last fall to purchase a pickup truck that could be used as a utility and brush truck. He said they wanted to do this through all private funds and this summer they were able to purchase a 2017 Dodge Ram 3500. Roberts presented the title to Lutkus and the Board.

Lutkus said that the Fire Department has once again come through with the services they provide to the community. He stated that the truck is one of many gifts they have given to the town and this save considerable tax dollars.

Roberts stated that with the help of about a dozen fire fighters and their families fundraising for three years, they were able to get around 230 private donations totaling \$20,000 to help make the purchase happen. **No action taken by the Board.**

**V. Presentations:**

1. **Darling Marine Center Draft Strategic Plan- Dr. Heather Leslie:** Leslie, who is the director of the Darling Center, explained that the Center's strategic plan is to expand its impacts on scientists, students and communities. Leslie said that they have received a 1.5 million dollar grant to help with waterfront infrastructure. She stated that she would like to hear the Board's thoughts on how the community could be served. There was general discussion on businesses and the attraction of the program. Leslie said that the purpose for the program is to help companies get going.

Parker asked what the town could do to help.

Leslie responded that having open communication is key and that the Center would like to offer more resources.

Orenstein asked if they have considered opening a store in town.

Leslie answered, yes it may be a possibility. Damariscotta has an incredible resource in oysters and the center would like to help promote that.

**VI. Citizen Comments and General Correspondence:**

1. **Maine Municipal Association Workers' Compensation Dividend:** Lutkus said that the town received a check for \$2,400 from Maine Municipal Association.
2. Jenny Begin stated that the town "gave away" the land to the store, Dollar General. She said that people want sidewalks and she went to the construction site with a tape measure and said they are four feet off towards Biscay Road. She said there is no place for a five foot sidewalk and plantings. Begin mentioned that word had been sent to Austin Turner about the issue.  
Lutkus said that the agreement with the developer was for a 5 ½ foot sidewalk that they would pay for but the town would put out the RFP. He mentioned that he hoped to go out for bids for the project next spring. Lutkus said that he would ask Stanley Waltz, the Code Enforcement Officer, to follow up about the sidewalks.  
Jim Campbell said he thinks the new development will be fine and the sidewalk will be built.  
Lutkus said that the developers will give the funds for the sidewalk and the town will build it.

**VII. Town Manager Items:**

1. **FY 2017 Financial Audit:** Lutkus stated that William Brewer's Office was almost done with the audit for fiscal year 2017.
2. **Capital Project Updates-Elm Street and Egypt Road:** Lutkus said that the work on Elm and Main Street as already begun. People need to pay attention not to cross into the construction zone. He stated that the two weeks will be waterline and then the sidewalks and drainage. The Egypt Road project should start next week, maybe as early September 11<sup>th</sup>. There was general discussion on the completion date.
3. **Recreational Marijuana Survey:** Lutkus asked the Board if they are okay with how the survey looks and reads. The Board agreed that it is fine. Lutkus said that we will allow a month of responses and then gather the information to share with the Board.
4. **Location for Chamber Music Trailer for September 15 Art Walk:** Lutkus mentioned that the Yellow House Barn Orchestra would like to set up a trailer during the Art Walk. Lutkus said that he told them they could not set up on Main Street but that Theater Street might work if they used the two town parking spots. They would have to present a certificate of insurance to the town. The orchestra would like the Board's permission to allow them to use the parking spaces on Theater Street. **On motion Leshure/Orenstein moved to allow the Yellow House Barn Orchestra to set up on Theater Street using the two town parking spots if conditions are appropriate. Vote 4-0**
5. **RFP for New Fire truck:** Discussed earlier in the meeting.

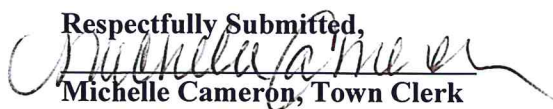
**VIII. Official Action Items:**

1. **Donation of Pickup Truck by Massasoit Engine Company:** Discussed earlier in the meeting. No action taken.
2. **Selectman George Parker's Resignation:** Parker stated that he is moving out of town, therefore his resigning is position. He said it's been a good run for over thirty years doing a variety of things for the town. The Board and public applauded him.  
Orenstein thanked Parker for his insight and wisdom. **On motion Orenstein/Hagar moved to accept the resignation of George Parker as a member of the Board of Selectmen effective the earlier date of November 7, 2017, or the date George is no longer eligible to serve. Vote 4-0**
3. **Special Election to fill Board of Selectmen Vacancy:** Parker stated that it recommended from the staff to have the election for his seat to coincide with the State's November election. This will save money by not having a separate election expense. **On motion Hagar/Orenstein moved to shorten the nomination process for filling the vacant Board of Selectmen following a schedule that provides for nomination papers to be available starting Monday, September 11<sup>th</sup>, a filing deadline of Monday, October 2<sup>nd</sup> and a special Town election to be held on November 7, 2017. Vote 4-0**

- IX. Selectmen's Discussion Items:** Hagar said he thinks it's very important for the issues we have in town that need to be voted on to wait until annual town meeting if possible. He stated that, watching what Wiscasset is going through with their Planning Department, he feels it is very important to have town votes during large meetings to represent the town better.

- X. Executive Session per Title 1 M.R.S.A. § 405 (6) (E) regarding consultation with legal counsel related to contemplated civil litigation related to damage to public property.
- XI. Adjournment: On motion Parker/Orenstein moved to adjourn at 7:35 p.m. Vote 4-0

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

  
Amy Leshure

  
Mark Hagar

Town of Damariscotta, Board of Selectmen  
Signed this date 9-19-2017

*\* absent from 9/5's mtg.\**

