

**Town of Damariscotta
Board of Selectmen's Meeting
Minutes
Wednesday, March 15, 2017**

The Board of Selectmen met on Wednesday, March 15, 2017, members present were Robin Mayer, Ronn Orenstein, George Parker via Skype, Jim Cosgrove, and Mark Hagar. Staff present was Town Manager-Matt Lutkus, Deputy Clerk- Cheryl Pinkham, and Planner-Anthony Dater. Others present were Planning Board members Jonathan Eaton, Bruce Garren, Wilder Hunt, Shari Sage and Stephen Cole; LCN reporter Maia Zewert, residents Jim Campbell, Haas Toby, and Karen O'Bryan also of LCTV.

I. Pledge of Allegiance

II. Public Hearings-No public hearings scheduled.

III. Call to Order

IV. Minutes

1. February 1 & March 1, 2017

On motion of Cosgrove/Pinkham moved to table minutes as they have not been transcribed in time for meeting.

Vote 5, 0, 0

V. Financial Reports

1. Payroll Warrant #44

On motion of Mayer/Orenstein moved to approve PW#44.

Vote 5, 0, 0

2. Accounts Payable Warrant #39

On motion of Pinkham/R. Mayer moved to approve AP#39.

Vote 5, 0, 0

VI. Presentations-

Boehler Engineering re: Sherwin Williams/Dollar General Development-

John Scribner & walked through their potential plan of bringing in businesses to Damariscotta and how to work with the Planning Board, Board of Selectmen and towns people. The PB & BOS would like to see sidewalks installed for this potential project. Boehler Engineering supports the sidewalk plan, but would like to not be in a situation where we have a public sidewalk on private property, which can get problematic with granting easements for Town purposes or what have you. The firm believes it is reasonable to pay for the sidewalk, and is willing to enter the project by giving the Town the funds for the sidewalk and complying with guidelines of installing the sidewalk, the firm would only not be pouring the concrete, but still supporting and footing the sidewalk installation costs. This will in turn create a starting point in which future sidewalks can be installed and connected. The firm is proposing to donate the funds, the land, and the Right-of-Way to the Town, but would not be responsible for the sidewalk itself.

Cosgrove appreciates that approach, believes it to be very logical and the common sense thing to do, Cosgrove just wants to make sure everyone is understanding of the BOS's concerns on the dangerous corner/intersection this is for pedestrians. Hopes the PB sees how

important this is and works with the firm/business to keep this moving without holding up their project.

Tobey questioned the close proximity of the traffic light and how that would come into play; there would need to be landing points if we needed crosswalk installed as well.

Dater suggested speaking with MDOT for their standards of crosswalks, traffic lights and installation of pole for crosswalk.

Parker likes the funds and land donated to the town approach for installing sidewalks and not having public sidewalks on private property.

Eaton believes the project and planning portion is coming along nicely, the entrance raises concerns, could be a problem with the traffic light so close.

Garren echoed Eaton's concern with entrance on Main St, feels the entrance should be Biscay and questioned what would be involved in redesigning the entrances.

Boehler believed two access points for emergency response vehicles is beneficial, having two points of relief is also a good idea, however feels delivery trucks entering and exiting onto and off of Biscay could be an issue for the large trucks.

Mayer questioned the possibility of making the exit a right turn only exit.

Boehler said as soon as they get feedback from MDOT the information will be relayed to the town.

The BOS thanked Boehler for attending the meeting and answering questions, look forward to working together and hearing more on the projects direction.

VII. Citizen Comments & General Correspondence-

Campbell noticed in the paper that the Chief of Police resigned and would like an explanation as to what happened? See's the town paid out \$18,000, but no explanation why he resigned or why the town sent him off with taxpayer money.

Mayer informed Campbell of the restrictions placed on the BOS of informing the public about personnel matters and would love to be able to answer more directly because the BOS are getting questions, the town staff are receiving questions, but unfortunately our hands are tied.

Lutkus reiterated that statute prevents the BOS from discussing any, if there were any, disciplinary action, however Lutkus and the BOS action was based on the best interest of the town. That is the limited amount of information we can divulge to the public. It's unfortunate, but the Town Manager acts on the best interest of the town, while maintaining tight financial constraints. Wish we could elaborate.

Campbell believes Lutkus does just that, and feels he does that very well, 'done a bang up job with money, keep it up'.

VIII. Town Manager Items:

1. Plans for Business Development Conference-

Lutkus attended the Rotary Club meeting where ideas on how to accommodate business growth in the greater Damariscotta Community, which would include adjacent towns as well, but looking to approach government leaders, current and prospective businesses to see how we could accommodate business growth for neighboring towns. The idea is to invite speakers to share their stories on starting business, economic development, and essentially work towards attracting business to the area. This would expand the business tax base which is in sync with the BOS goals. Would like to have the BOS grant permission to apply for the ASK Grant through Lincoln County to ask for money for the conference.

Hagar believes this is a good idea, with the big box issues that have been brought up, we swung so far the other way, we need to find middle ground that all or most towns people will support with generating revenue to offset the costs to our residents for being a service center.

On motion of Hagar/Orenstein moved to authorize Lutkus to submit application for ASK Grant to be used for Business Development. Vote 5, 0, 0

2. Sidewalk Grant Priorities-

Lutkus noted that the Town will have grant opportunities for sidewalk and traffic enhancement for a project to take place in 2020, maximum grant is \$400,000, possibly do a portion of Main St, determine what section of Main St would be deemed as a priority. Mayer was curious with the new development coming in, if the Town could see the sidewalk installed as part of their approval package. Lutkus relayed the Planner and Planning Board would be addressing that, but that would assist in getting sidewalks from Biscay Rd to the GSB School.

3. Previous Board Action on 2017 Projects Contract-

Lutkus would like clarification of the BOS prior approval on 2/15/17 authorizing paving contract included repaving Belvedere extension, but at budget meeting the BOS indicated that they may put a hold on that section as a result of the safety audit and Maine DOT and the Belvedere structure could be changed. Lutkus took the contract and changed wording to state the Belvedere could delayed, or reduced in scope following the completion of the safety audit.

Hagar feels adding the language that 'this may not be done at all' would be a good clause to include in the contract. Potentially the State may pay for the repairs/repaving/restructure of Belvedere Rd. We should wait until the study comes out, but we keep kicking this down the road, people are having accidents there and the Town should be more aggressive. The Board supports the language change Lutkus indicated with the potential of the Belvedere extension being delayed or reduced scope. No official motion was needed, as this was just clarification.

IX. Official Action Items:

1. Confirmation of Interim Police Chief Appointment-

On motion of Mayer/Cosgrove moved to confirm Lutkus' appointment of Sergeant Jason Warlick as Interim Police Chief. Vote 5, 0, 0

2. Harbor Management & Access Grant Application-

Lutkus would like to apply for a Harbor & Access grant, trying to work out arrangement with company who works with harbor managing with docks and floats, to see if they would be interested in providing assistance with building a concrete ramp or boat launch that would separate the swimmers from the boaters and have this installed at Biscay Beach.

On motion of Cosgrove/Mayer to authorize Lutkus to apply for Harbor Management and Access grant of up to \$15,000. Vote 5, 0, 0

3. MMA Safety Enhancement Grant Application-

Lutkus requested permission to apply for the MMA Safety Enhancement grant that could provide us with barricades for downtown events as well as employee safety with our fire

fighters, police officers, highway department. This is a 2-1 grant, so the cost to the town would be \$660.00.

On motion of Mayer/Orenstein moved to authorize Lutkus to apply for Safety Enhancement Grant for public safety.

Cosgrove pointed out that this is something we need to have because we're a service center, this is a cost to the tax payers because they live in a service center.

Hagar would like to see these events pay for some of these costs as well. Agrees it is nice to have our own, but it does come at a cost.

Vote 5, 0, 0

4. Expenditure of Contingency Funds for Legal Expenses-

Lutkus is requesting authority to utilize contingency funds to assist with legal fees to assist the town with reformatting the Ordinances and reviewing for consistency. We do have an attorney who is willing to complete this task, with the exception of the Land Use Ordinance, for \$2500, and they will be completed in time for our Annual Town Meeting.

On motion of Cosgrove/Hagar moved to approve expenditure of contingency funds to offset legal fees.

Vote 5, 0, 0

X. Selectmen's Discussion Items-

Hagar would like to see consideration be put out so that as far as paving, if you look on a 2yr cycle, so you've got volume, Towns can put out to bid so you can get a clear price. There are Towns who do this and get a better price. Bids come in with vast differences in prices this could allow us to get a better handle on planning.

Mayer asked if the Town has heard anything from the service center association.

Hagar received an email addressing some issues that will be coming up, 3/25 revenue sharing, will forward email to Mayer.

Mayer would like to see more effort on our own behalf, we should be doing more.

XI. Executive Session regarding a personnel matter, discussion of Police Chief hiring process as authorized under Title 1 M.R.S.A Section 405(6)(a).

Mayer adjourned the BOS meeting at 7:06p.m. to enter into executive session pursuant Title 1 M.R.S.A Section 405(6)(a).

The Board exited executive session and reconvened the Board of Selectmen meeting at 7:32p.m.

XII. Police Chief Hiring Process (non-executive session)

Lutkus stated the hiring process of a new Police Chief will not be pursued at this time, Jason Warlick will stay Interim Chief indefinitely, not forever, but until further notice.

XIII. Continuation of Board of Selectmen's Meeting for Budget Review (if necessary)

Highway-Lutkus apologized for Road Commissioner's absence, he was up most of the night with the snow storm. Lutkus & Pinkham noted the increase for additional hours for the seasonal position as well as a slight increase in fuel to accommodate the new Wacker Nuisant, requesting a 2% merit increase with a .3% COLA, which will increase FICA & retirement slightly. Lutkus clarified that the merit increase isn't guaranteed, but allows the Manager to offer increase after employee evaluations are completed, if so warranted.

Lutkus added that the Towns projected Revenue Sharing has increased by a little more than \$17,000, which we will offset the amount raised from property taxes.

Mayer added that the budget for the Police Department will be discussed at the next BOS meeting.

XIV. Adjournment-

On motion of Orenstein/Cosgrove moved to adjourn meeting at 7:45 p.m

Vote 5, 0, 0

Respectfully submitted,


Cheryl M. Pinkham, Deputy Clerk

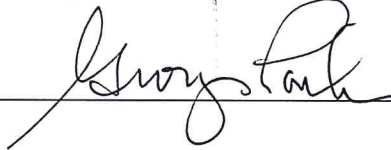
We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Board of Selectmen meeting.



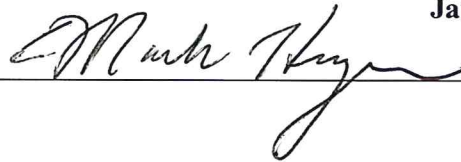
Roberta Mayer



Ronn Orenstein



George Parker



James Cosgrove

Mark Hagar

Town of Damariscotta, Board of Selectmen, Signed this date _____

