

MINUTES
BOARD OF SELECTMENT MEETING
October 17, 2018
5:30 pm at the Town Office

Members: Roberta Mayer, Chairperson; Ronn Orenstein, Vice-Chairperson; Mark Hagar, Amy Leshure and Louis Abbotoni.

Members Absent: None

Staff Present: Matt Lutkus, Town Manager; Lynda Letteney, Recording Secretary; and Jurate Barnes, Assessors Agent

Others Present: Charles Atter, Andrea Keushguerian Karen O'Bryan for LCTV

I. Pledge of Allegiance

The Pledge of Allegiance began the meeting at 5:30 p.m.

II. Call to Order

Meeting was called to order at 5:31 p.m.

III. Minutes

Minutes from the regular meeting, October 4, 2018, were tabled as they were not yet available.

Minutes from the special Sanitation meeting were distributed via email.

On motion (Abbotoni/Mayer) to accept the Sanitation meeting minutes as distributed.

Vote: 3-0-2 (Abstentions: Hagar/Leshure)

IV. Financial Reports

Payroll Warrants #17 and #18 including police department overtime for Pumpkin Fest. Comments were very positive about Police Department personnel as crossing guards.

On motion (Orenstein/Abbotoni) to approve warrants # 17 & #18

Vote: 5-0-0

On motion (Orenstein/Abbotoni) to approve warrant #19

Vote: 5-0-0

On motion (Mayer/Orenstein) to approve warrant #20 (snowplowing contract)

Vote: 4-0-1 (Abstention: Hagar)

V. Presentations - None

VI. Citizen Comments and General Correspondence - None

VII. Town Manager Items

1. November 6th General Election /Special Town Meeting

a. Plastic Bag Ordinance okay; public hearings completed

b. Marijuana Question- Two e-mails have been sent regarding this issue with explanations. Another will be posted on the website and is going out tomorrow (10/18/18) as the "opt-in" issues are confusing.

2. Board of Selectmen Meetings in November

Second meeting of the month would be November 21st the day before Thanksgiving. Options are to move meeting to the 14th or the 28th. Either way it becomes two meetings back-to-back. After a short

discussion, majority felt November 28th was the best choice.

On motion (Orenstein/Abbotoni) to hold the second meeting in November on the 28th Vote: 5-0-0

3. Trunk or Treat

This is a collaborative Halloween activity among the Police Department, YMCA and Great Salt Bay school. It will take place on 10/31/18 from 4 p.m.-6 p.m. at the Great Salt Bay School.

4. Bids for the municipal restrooms

These will be opened next Wednesday. Seven contractors have requested bid sheets.

5. The Library

The library would like time to make a presentation before the budget review and formulation. It was suggested they be invited to the first Budget Meeting

VIII. Official Action Items

1. Contracts for Fuel Oil and Propane for Town Facilities

With the volatility of the oil and gas markets, Matt Lutkus is requesting that the Board forego the bid guidelines and allow him to lock in gas and oil prices at the best rate possible for 2018-2019, ending September 2019.

On motion (Mayer/Abbotoni) to allow the town manager to complete a contract for the best oil and gas prices through September 2019. Vote: 5-0-0

2. Contract with Wright-Pierce for Preliminary Design of Biscay Beach Improvements

This project received approval at the \$6500 level. A grant was obtained for half of the cost. \$3700 was budgeted from the town's resources. Town's cost will be \$3250. Audra Keushguerian asked why there was no boat ramp. Mr. Lutkus stated that aside from not wanting to encourage more boat traffic on Biscay Pond, there is not sufficient room for that type of ramp. Hand-carried launch is all that will be available. Pending DEP approval, the town believes they will be able to expand the beach/launch area to some degree. The design does not change the current trailer access or increase truck/trailer parking. The plan does include more car parking spaces and the location of a port-a-potty closer to the beach and away from the road. At some point in the future, the plan is to upgrade the port-a-potty to one with a holding tank. The requested funding is for 25% of the design. Then the 25% design plan will go to public hearing to approve the next design step (50%). Robin Mayer asked about separated swimming and boating areas (via buoys/ropes). Matt explained that there was too limited space on the beach to achieve that. There will be increased parking by squaring off some of the landscape and moving some big rocks.

On motion (Abbotoni/Mayer) to authorize and sign a contract for the 25% plan not to exceed \$6,500. Vote: 5-0-0

IX. Selectmen's Discussion Items

1. Pumpkin Fest was great success. Police presence was very helpful in keeping pedestrian and automobile traffic flowing.

2. The Chapman-Hall House is in need of repair as the door/front step plate is coming up and could cause a tripping hazard. Matt will refer to the appropriate maintenance team.

X. Adjournment

The Selectmen's Meeting adjourned at 5:50 p.m.

XI. Board of Assessors' Meeting

The Board of Assessors convened at 5:55 p.m.

1. Members signed Municipal Validation Re
2. Minutes of the August 1, 2018 and August 27, 2018, were approved.
3. Adjournment was at 6:00 p.m.

The Board of Selectmen reconvened at 6:00 p.m.

XII. On motion (Mayer/Abbotoni) to go into executive session for the review of two poverty abatement applications per M.R.S.A. Section 405(6)(F) and Personnel Matter re: Town Manager Employment Agreement Review per M.R.S.A. section 405 (6)(A) Vote: 5-0-0

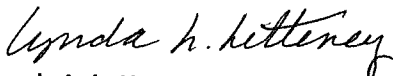
On motion (Mayer/Abbotoni) to move out of executive session 6:30 p.m. Vote: 5-0-0

On motion (Abbotoni/Orenstein) to approve amended Town Manager Employment agreement (attached). Vote: 5-0-0

On motion (Mayer/Abbotoni) to approve two poverty abatements reviewed in executive session Vote: 5-0-0

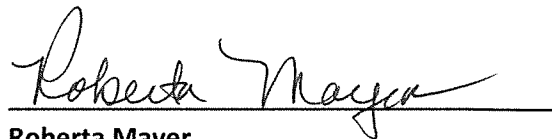
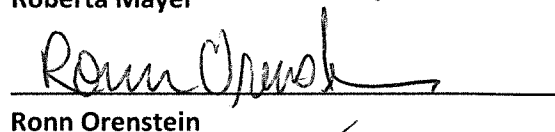
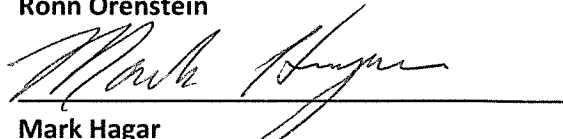
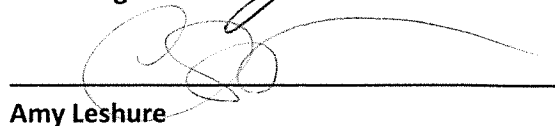
On motion (Abbotoni/Orenstein) to adjourn the Selectmen's meeting at 6:41 p.m. Vote: 5-0-0

Respectfully submitted,



Lynda L. Letteney
Recording Secretary

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
Mark Hagar
Amy Leshure
Louis F. Abbotoni

Town of Damariscotta, Board of Selectmen, signed this date: _____

