

## Town of Damariscotta 2014-15 Goals and Action Plan ( Adopted 10/1/2014)

### **Goal: Financial Sustainability - Maintain Financial Health of Town Government**

<b>Action Plan</b>	<b>Responsibility</b>	<b>Priority</b>	<b>Due Date</b>	<b>Status</b>
Review development fees and recommend adjustments as appropriate	Board of Selectmen, Stan, Matt		12/31/2014	Spreadsheet comparing fees in Lincoln County towns has been provided to the Board.
Work with auditor to complete <u>FY 2013</u> Audit. Strive to complete FY 2014 on more timely basis	Board of Selectmen, Matt, Cheryl	High	9/30/2014	Revised FY 2013 Audit accepted by the Board on 9/17/2014
Conduct lobbying effort to eliminate tax and revenue biases against small coastal service center communities, i.e., non-profits refusal to participate in PILOT, high cost of maintaining downtown retail area	Board of Selectmen, Matt	Medium	Ongoing	
Negotiate the renewal of a Police employee union agreement that continues to be fair to both the Town and employees and is affordable	Matt	Medium	2/1/2015	
Consider Renewal of Town Manager's Contract	Board of Selectmen	High	1/1/2015	

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### **Focus area: Infrastructure – Proactively address infrastructure maintenance needs**

<b>Action Plan</b>	<b>Responsibility</b>	<b>Priority</b>	<b>Due Date</b>	<b>Status</b>
Update the Five Year Capital Improvement Plan; Consider development of 10 year facilities plan; incorporate a long term computer replacement schedule	Matt and department heads	High	1/31/2015	Complete as part of the FY 2016 Budget Process  Matt will obtain information on consultants who can provide us with a facilities maintenance plan.
Send out RFP, select contractor and complete repairs to Walpole Cemetery arch and adjacent stone wall	Cemetery Committee, Steve, Matt	High	5/30/2015	Steve is currently soliciting quotes from contractor to provide interim repair to stabilize arch.
Address high priority deteriorated road and sidewalk areas in year one of CIP; priorities include High Street and Elm Street sidewalk	Steve	High	1/31/2015	
Develop new signage for Town Hall and Police Building	Board of Selectmen, Sign Committee	Medium	11/15/2014	The Sign Committee has been meeting regularly to develop recommendations for the Board.
Develop Beach Management Plan for Biscay Beach	Matt, Pemaquid Watershed Association Volunteers	Medium	4/31/2015	Matt is working with PWA Volunteer Pat Jennings on the development of a plan.

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**Focus area: Public Safety - Maintain current high level of Fire and Police response; provide**

Action Plan	Responsibility	Priority	Due Date	Status
Develop and implement program for adding street number signs to all businesses and residences	Chief Young, Chief Roberts	Medium	5/30/2015	Signs should be reflective and visible from road.
Develop emergency shelter plan	Chief Young, Chief Roberts, Steve O'Bryan	High	1/31/2015	
Determine whether it would be beneficial to residents and businesses to obtain an 8B ISO rating	Chief Roberts	Medium	5/30/2015	
Develop comprehensive plan for reducing speeding on Town roads	Board of Selectmen, Matt, Chief Young	High	12/31/2014	The Chief has researched the cost of adding solar-powered permanent flashing speed signs on Church Street and Bristol Road.
Consider plan for remodeling Police Department using public and private funding.	Board of Selectmen, Chief Young, Matt	Low	1/31/2015	
Increase enforcement of Harbor Management Ordinance	Harbor Committees; Harbormaster; Matt	Medium	4/31/2015	Graham Walsh has been appointed the Deputy harbormaster in charge of ordinance enforcement.

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**Focus area: Economic Development – Maintain existing tax base and expand base with development that meshes with community values**

<b>Action Plan</b>	<b>Responsibility</b>	<b>Priority</b>	<b>Due Date</b>	<b>Status</b>
Focus on the retention, promotion and growth of existing businesses located throughout the Town.	Board of Selectmen, Matt and Department Heads	High	Ongoing	One-on-one visits with businesses occur on an ongoing basis.
Develop Transportation and Parking Plan for Special Events	Chief Young, Matt, businesses, County Staff, Pumpkinfest Committee	Medium	9/30/2014	Dick Mayer has taken the lead on this for the Pumpkinfest Committee; The plan was approved by the Board at the 9/3/2014 Meeting
Consider Adult Entertainment business ordinance	Board of Selectmen/ Town Meeting  (Matt, Tony, Cheryl)	High	1/31/2015	Moratorium Ordinance unanimously approved at 9/17/2014 Special Town Meeting. The Town Attorney is currently drafting the substantive ordinance.

Market the availability of the Floating Pump-out station in publications focused on recreational boaters; and add better signage to float.	Matt, Steve, Harbor Committees, Damariscotta River Association	High	4/30/2015	
Determine whether or not to continue subsidy to Trolley System	Board of Selectmen	Medium	12/31/2014	Board to review ridership information at conclusion of this season
Work with Maine Eastern Railroad Seasonal Passenger Train Service to continue Newcastle / Dama. Train Station.	Matt	High		

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<b>Action Plan</b>	<b>Responsibility</b>	<b>Priority</b>	<b>Due Date</b>	<b>Status</b>
Mobile Vendors' Ordinance – Update of fee structure, address public property use, include provisions for special events.	Matt, Tony, Pumpkinfest Committee, downtown businesses	High	12/31/2014	
Parking Lot and Waterfront -Develop vision for the waterfront that is embraced by majority of community members	Waterfront Committee; Board of Selectmen	High	11/30/2014	

Target overnight stay facilities with conference facilities and light industry employers as economic development prospects	Board of Selectmen, Matt, Tony, economic development organizations	Medium	Ongoing	
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### **Focus area: Community Development/Comprehensive Plan/Planning and Development – Focus on building and maintaining public infrastructure especially transportation systems including pedestrian and bicycle paths**

<b>Action Plan</b>	<b>Responsibility</b>	<b>Priority</b>	<b>Due Date</b>	<b>Status</b>
Update/Amend Traffic and Parking Ordinance. Items to address include: sale of seasonal parking passes, posting of road load limits; signs in public right-of-way; posting for no parking and one way traffic	Board of Selectmen, Matt, Ron, Steve	High	3/31/2015	
Begin implementation of Comprehensive Plan goals	Board of Selectmen; Matt; all department heads			
Complete sidewalk on Bristol Road (Sidewalk-Bicycle Plan)	Steve, Matt	High	7/2015	Project tentatively scheduled to go out to bid in January 2015
Seek grant funding for improvements to the Waterfront including reconstruction of the Mun. Parking Lot	Matt, Tony	High	Ongoing	Waterfront Committee will finalize its recommendations this fall.

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Finalize Downtown Flood Resiliency Study	Matt, Coastal Communities Grant Oversight Committee	High	1/31/2015	The engineering firm of Milone and MacBroom is currently finalizing its identification of potential areas of flooding given various scenarios.
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### Focus area: Intergovernmental Connections

Action Plan	Responsibility	Priority	Due Date	Status
Modify the Inter-local agreement with Newcastle as necessary and consider other Twin-Town cooperative efforts	Board of Selectmen	Medium	Ongoing	Ideas for additional areas of cooperation include: police services, economic development, transportation planning
Broaden working relationships with other Lincoln County communities and agencies	Board of Selectmen and Matt	Medium	Ongoing	.
Continue to work closely with School District to contain the overall cost of government and schools to the taxpayers	Matt and Selectmen	High	5/30/2015	
Continue to work with other organizations on the development of a plan for reducing energy costs and dependence on fossil fuels	Matt working with Newcastle, GSBSD, AOS 93 and private sector.	Medium	5/30/2015	

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### **Focus area: Citizen Communications/Outreach**

<b>Action Plan</b>	<b>Responsibility</b>	<b>Priority</b>	<b>Due Date</b>	<b>Status</b>
Work with Volunteers and community organizations to hold the third annual community-wide cleanup	Matt, Steve	Medium	4/30/2015	
Develop survey card for citizens to indicate interest in Town boards and committees	Selectman Atwater	Medium	?	
Prepare and send out Town e-newsletter	Matt	High	Ongoing – on average one newsletter per month	
Update and maintain up-to-date, informative website	Matt	Medium	Ongoing	
Maximize the use of LCTV and local newspapers for disseminating information on meetings and events	Matt	High	Ongoing	
Keep positive focus	Selectmen and Town staff	High	Ongoing	
Initiate a Google Group Community Bulletin Board	Matt and volunteer site administrator	Low		Goal dependent on finding qualified volunteer
Hold the second annual “Trunk or Treat”	Chief Young	High	10/31/2014	
Participate in “Spirit of Volunteerism Recognition Program	Matt	Medium	6/10/2015	