

MINUTES
BOARD OF SELECTMENT MEETING
April 17, 2019 5:30 pm
at the Damariscotta Town Hall

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

Members Absent : Mark Hagar (excused)

Staff Present: Matt Lutkus, Town Manager; Hugh Priebe, Road Commissioner; Karen O'Bryan, video recorder; Lynda Letteney, recording secretary

Others Present: No sign in sheet filled in Evan Houk, Lincoln County News

I. Pledge of Allegiance

Pledge was done at 5:30 p.m.

II. Secondary Schools Annual Meeting

On motion (Mayer/ Abbotoni) L. Faherty was elected moderator of the meeting. Vote: 4-0-0

Articles #1-#13 all passed with Articles 14-#16 receiving the majority of votes in the affirmative.

III. Call to Order:

Meeting was called to order at 5:45 p.m. by **Chairperson Mayer**. Absences duly noted: **Mark Hagar** excused. **Chairperson Mayer** welcomed **Evan Houk** as the newly hired reporter for the *Lincoln County News*.

IV. Minutes:

On motion (Orenstein/Leshure)) to approve the minutes of April 3, 2019 as distributed.

Vote: 4-0-0

V. Financial Reports

1. On motion (Leshure/Mayer) to approve Payroll Warrant #57 Vote: 4-0-0

2. On motion (Mayer Abbotoni) to approve Accounts payable Warrant #58 Vote: 4-0-0

3. On motion (Mayer/Abbotoni) to approve Accounts Payable Warrant #59 Vote: 4-0-0

VI. Presentations: None

VII. Citizen Comments and General Correspondence

Valerie Seibel asked the selectmen to consider some snow removal, especially on Elm Street, as the piles are too high to safely enter onto Elm St. from driveways and to make turns. **Hugh Priebe** suggested increasing removal to two times a year when height reaches a (to be determined) critical height. **Chairperson Mayer** thanked Valerie for her input. **Matt Lutkus** said he would include a work plan in next year's budget to address this concern.

Chairperson Mayer announced that there would be a work session for the Board immediately following the Selectmen's meeting. Therefore, if anyone in the audience wanted to speak on the marijuana ordinance at this time, they could. Hearing no responses, the meeting moved on to the Town Manager's report.

VIII. Town Manager Items

1. Speed Limit Change for Upper Main Street

John Gallagher is asking the Board to consider lowering the speed limit from the Route 1 intersection, in front of his property and southerly on Route 1 half way between his driveway and the next on the left. The issue for him is that a gigantic rock on his front lawn is not far enough away from his driveway. The rock in front of the Chapman Farm has been there for eons. It is a local landmark. The new owners of the property said it would cost over \$18K to move it. Aside from the cost of moving it, they would like to preserve the historic relevance of the landmark. The DOT's recommended solution is to move the driveway down heading towards town a specific number of feet to be in compliance for distance from the rock. The issue for the owners is the speed limit. Currently it is at 40 mph. It used to be 35 mph. There is a correlation between the speed limit and how far down the driveway needs to be. At 40 mph it needs to be 350 ft. At 30 mph it can be 320 ft. There are several new businesses on the opposite side of the road which would also benefit from the reduced speed limit. They are requesting a speed limit change to 30 mph from the intersection of Route 1, where there is a stop sign and blinking light, to 30 mph. **Mrs. Mayer** asked if the speed limit would go back up to 40 mph after a certain amount of roadway. The presenter said it would go back up about half way between his driveway and the next driveway on the left going into town. **Matt Lutkus** asked if he should submit a request to DOT. The owners feel they must move the driveway rather than the rock.

On motion (Abbotoni/Mayer) to reduce the speed limit to 30 mph on Old Business Route 1 beginning at the Route 1 intersection to the appropriate area on Old Route 1 as determined by DOT guidelines.

Haas Tobey asked if the County/State or local police would have an increased burden by reducing the speed limit and then going back to 40 mph south of the rock. **Robin Mayer** asked if it was typical to drop from 40 mph to 30 mph. **Matt Lutkus** reminded the Board that there was already precedence for this on Main Street. Also, traffic heading north already has a warning sign about the stop sign going onto Route 1. **Mrs. Mayer** asked if a blinking light was necessary to alert.

Vote: 4-0-0

2. Downtown Restroom Update

The contract for this project was contingent upon the contractor securing a performance bond. This did not happen; consequently, the contract needs to be rescinded.

3. Insurance for American Flags on Utility Poles

Mr. Poland from the American Legion spoke regarding the insurance on the American flags that they place on the utility poles in town. The agreement in the past had been that the American Legion bought and maintained replacement flags for this endeavor. The Fire Department personnel put the brackets on the CMP poles and put the flags up each year. CMP agreed to this at no charge and the Town paid approximately \$500 for insurance against vandalism and natural causes that could destroy them. The

first year, this is how it worked. The next year, the second year, the Town paid, but then discovered the money had not been appropriated in the budget, and sent a bill to the Legion for last year and for this year. Matt Lutkus said it was an oversight in budgeting and that he recommended that the Town pay for insurance as originally agreed to. Mr. Poland stated that the Legion had already purchased 40 replacement flags for this year, as well as sponsoring Boys' and Girls' State, and many scholarships for students in the community.

On motion (Abbotoni/Mayer) to pay the insurance on the flag display.

Vote: 4-0-0

Lou Abbotoni wanted to thank the Legion for taking the lead on this and bringing the oversight to the Selectmen's attention.

4. Great Salt Bay School Annual Meeting

The annual school budget meeting will be held **Wednesday, May 8, 2019, at 6:30 p.m.** at the Great Salt Bay School.

5. Possible Intern Availability

Matt Lutkus received notice today that there will be an intern available to a mid-coast town that would be someone to work for them. This person has expertise in planning and environmental issues. We would need to find the money to pay this person.

On motion (Abbotoni/Orenstein) to find the money to employ such an intern.

Vote: 4-0-0

IX. Official Action Items

1. Rescission of Restroom Construction Contract

Since the contracted firm, Medomak Construction, was not able to obtain the required performance bond, the Town's legal counsel recommends that the Board take action to formally sever this contractual relationship. Matt has been in contact with the second highest bidder, Lauka Construction, to work on rewriting the contract.

On motion (Mayer/Abbotoni) to rescind the award of the restroom construction contract to Medomak Construction due to the company's inability to obtain the required performance bond.

Vote: 4-0-0

2. Pay Scale for Non-Union/Non-Contract Employees

By the Town Personnel Policy, the town manager must submit a proposed pay scale for non-union/non-contract employees. The scale can be changed by the Board and must be approved by resolution. A pay scale proposal was presented for Board approval. Due to revisions needed, **item was tabled.**

3. Purchase of Sweeper Attachment for Compact Loader. The town obtained 3 bids for this equipment and is recommending the second lowest bid. The size of the broom, the weight capacity and the availability of a hopper are elements included in this recommendation. This will enable Public Works to use this more than the once a year rental they now do. Trash from snow removal, maintenance of roadways and clean-up prior to special events will all be possible with year round availability of this equipment.

On motion

(Mayer/Orenstein) to waive the Town Charter Bid Guidelines and approve the purchase of a Skid Pro pickup broom and gutter brush for an amount not to exceed \$6,590.

Vote: 4-0-0

4. Purchase of Automated Control Equipment for Town Clock

The Board previously accepted a donation from Rob Gregory of \$15,900 to update and automate the town clock. After getting two bids, it appears that \$18,041 is the amount needed plus shipping. Mr. Gregory will absorb the extra cost. Since the Town is making the purchase and will be reimbursed by Mr. Gregory, the Board needs to take formal approval action.

On motion (Leshure/Orenstein) to waive the Town Charter Bid Guidelines and approve the purchase of the clock control equipment from Electric Time in an amount not to exceed \$5,841 plus shipping and the purchase of a new striker including installation from Church Specialties for an amount not to exceed \$12,200 plus shipping.

Vote: 4-0-0

Chairperson Mayer asked when the Town could expect to have this completed. **Matt Lutkus** said delivery would take 4 weeks, so he anticipates late spring. **Mrs. Mayer** expressed her gratefulness to the donor on behalf of the entire Board.

5. Acceptance of Federal and State Grant Funds for Bristol Road Sidewalk and Drainage

Matt Lutkus has signed the Project Modification Agreement with MDOT that officially approved an additional \$296,000 in State funding for the Town's Bristol Road Sidewalk and Drainage Improvement Project. The total cost of the project is \$1,105,000 and is being paid for on a 80/20 percent shared basis with a Town local match of \$221,000. He stated that by Charter the Board needs to approve all grant monies awarded.

On motion (Abbotoni/Mayer) to accept an award of \$884,000 in Federal and State funding to be used towards the Bristol Road Sidewalk and Drainage Improvement Project under a Local Project Agreement with the Maine Department of Transportation.

Vote: 4-0-0

Chairperson Mayer asked if this meant that the construction was on schedule. **Matt** said they are waiting on MDOT and the design acceptance.

6. FY 2020 Budget Adjustment

During their budget reviews, the Budget Committee and the Board of Selectmen found a small discrepancy in the Emergency Management Budget of \$100. The change was recommended by the Town's Emergency Management Agent. Because the amount was so small, the Selectmen left the budget as requested. However, during subsequent review by the Budget Committee, they made this nominal change. In order to avoid having this small difference show up in the warrant and trigger a discussion item, **Matt** is asking the Board to amend their numbers to be in sync with the Budget Committee's recommendation.

On motion (Mayer/Orenstein) to amend the Board of Selectmen's Budget to reflect a \$100 reduction in the FY 2020 budget under Emergency Management, bringing the recommended budget amount for this account to \$1,639.45

Vote: 4-0-0

X. Selectmen's Discussion Items

Ron Orenstein mentioned that it is not formalized yet, but there is a Public Safety and Accessibility Committee forming. They do not wish to be part of LUAC yet. They will be looking at recreational paths and sidewalks first. **Megan Rideout** from the Maine Historical Preservation Society is helping with this

start-up. **Robin Mayer** asked if there would be public conversations on their work. Ron felt there would be an opportunity for public input.

Amy Leshure announced that she will be change jobs, leaving rising Tide to take a position at the Maine Technology Institute in Augusta. Everyone congratulated her and wished her well.

XI. Adjournment

On motion (**Abbotoni/Orenstein**) the meeting was adjourned at 6:25 p.m.

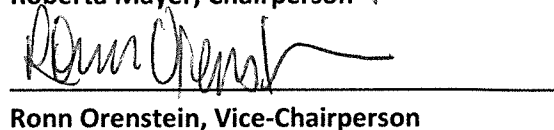
Respectfully submitted,

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.



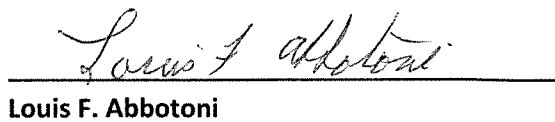
Roberta Mayer, Chairperson




Ronn Orenstein, Vice-Chairperson

Mark Hagar (absent)

Amy Leshure



Louis F. Abbotoni

Town of Damariscotta, Board of Selectmen, signed this date:  5-15-19

