

**Town of Damariscotta
Board of Selectmen's Meeting Minutes
Wednesday, July 3, 2019**

The Board of Selectmen met on Wednesday, July 3, 2019, members present were Robin Mayer, Amy Leshure, Mark Hagar, Louis Abbotoni and Joshua Pinkham. Staff present were Town Manager-Matt Lutkus, Deputy Clerk- Cheryl Pinkham. Also present LCN reporter Evan Houk.

I. Pledge of Allegiance

II. Call to Order

Mayer called the meeting to order at 5:30p.m.

III. Minutes

1. June 5, & 19, 2019. (need to table)

IV. Financial Reports

1. Payroll Warrant #72, 73, 1 & 2

On motion of Pinkham/Abbotoni moved to approve PW#'s 72, 73, 1 & 2. Vote 5, 0, 0

2. Accounts Payable Warrants #75 & 3

On motion Pinkham/Abbotoni moved to approve AP#'s 75 & 3. Vote 5, 0, 0

V. Presentations-

VI. Citizen Comments & General Correspondence-

Lutkus received a letters from Healthy Kids and New Hope for Women thanking the Town for the provider agency funds raised and appropriated at last year's Annual Town Meeting.

VII. Town Manager Items:

1. Introduction of New Tax Collector

Lutkus introduced Heather Dube to the BOS as their new Tax Collector adding her experience of 11 years in the City of Bath as Deputy Tax Collector. The BOS welcomed Heather to the Town.

2. Discussion re: Police Department Vehicle Replacement-

Lutkus stated he was in favor of keeping the Police Department cruiser as a backup or a training vehicle.

Warlick noted the cruiser in question is a 2014 with 120,000 miles, which isn't a lot of miles nowadays, however these are police cruiser miles and not just the basic commuting miles. When a cruiser is down, Chief has 2 officers sharing a vehicle & tax payer don't want to see that, nor does the Chief want to pay 2 officers for the same patrol. The car checks out well but for a trade in, we're only going to get about \$2,500. Warlick feels for the \$2,500 we would get in a trade in towards another vehicle, it would serve the town well to use the car when officers must travel to a training instead of paying the officers to use their own car. When an officer goes to a training in Bangor, the mileage reimbursement to the officer is roughly \$80. If keeping this car starts to be a drain to my budget, we'll pull the plug, it won't make sense to keep the car.

Hagar questioned how many miles Chief expected to use the vehicle for.

Warlick stated he would only be using it as they needed it, it would not be a primary vehicle, nor will it be a take home car; this will be a 3rd vehicle to use when we're training, or if one of the primary vehicles is in the shop for repairs.

Pinkham felt a trial run of 6 months would be good, track mileage to see what we're getting out of the vehicle.

On motion of LA/RM moved to approve keeping the 2014 Taurus for a trial period of 6 months, to track mileage and test out the 3rd vehicle.

Vote 5, 0, 0

3. Police Department Staffing Update-

Warlick announced recent hire Bryce Collamore, 21yrs old, has completed his FTO (Field Training Officer) on Sunday; the other officer hired during the same time, James Reardon was unable to pass his physical training and will not be able to utilize him as a full time police officer. However, we have just hired Melodylee Pinkham-Kistner who will start on July 8th, also 21, young and hungry, she has just moved to Damariscotta to be closer to the Police Department. Excited for both of these recruits, Bryce will head to the academy in December and Melodylee will attend in late April.

Hagar questioned if the 2-21yr olds would be working the same shifts or would Chief pair a new officer with a seasoned officer.

Warlick said they would not overlap in shifts, will balance a younger hungry officer with a seasoned experienced officer.

4. Update on Assessors' Agent Vacancy-

Lutkus reminded the BOS that he has been speaking with Jim Murphy who is Newcastle's Assessor, former Assessor here in Damariscotta (30yrs ago) he' an Assessors Mentor, and a teacher to the Assessors School. Very well respected in his field and is willing to work with us for our assessing needs. Jim's brother will be attending the Assessing School in August and under Jim's direction, working for us if the BOS approve this move. Lutkus should have a proposal for the Board at their next meeting.

5. Update on Economic Development Administration Grant Application-

Lutkus noted the grant required a survey be conducted; which Matt, Max Johnston & Bill of Midcoast Economic Development went door to door to all businesses (25) to survey their response in terms of waterfront and restroom project-very favorable. One item we could not address is employee parking. One idea is to pursue a deck over misery gulch; but we are not going to include that in this grant application but we'll pick up where TVA (Twin Villages Alliance) left off to where people can park at other places.

Mayer wondered if having specific 8 hour parking places that businesses pay for those spaces, this prevents spaces for their patrons, but could help with their employees.

6. Public Hearing and Special Town Meeting on July 10

Lutkus reminded the BOS and TV audience that there will be a Public Hearing followed by a Special Town Meeting on July 10th at 5:30p.m. for the Bristol Road Sidewalk.

VIII. Official Action Items-

1. Resignations from Budget Committee-

Lutkus has received resignations from Dick Mayer as well as Joyce Polyniak from the Budget Committee. Lutkus thanked both for their commitment and time served.

On motion of Mayer/Abbotoni moved to accept the resignations and echoed Matt's appreciation.

Vote 5, 0, 0

2. Donations from Damariscotta-Newcastle Lions Club-

Lutkus informed the BOS the donation was for a new granite bench for Riverside Park in the amount of \$350.

On motion of Abbotoni/Leshure moved to accept the donation from the Damariscotta-Newcastle Lions Club for \$325 and thanks the Lions Club. **Vote 5, 0, 0**

IX. Selectmen's Discussion Items-

Abbotoni asked if Stanley's (Code Officer) duties are being covered in his absence.

Lutkus said we have an interim who is issuing permits; some items are not able to enforce such as compliance with signs permit enforcement, with the limited availability of the interim we've put some of those items in the back. However, residents and businesses that need permits are being handled.

Mayer wished everyone a happy and safe Fourth of July.

X. Adjournment-

On motion of Orenstein/Abbotoni moved to adjourn meeting at 6:26p.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
Roberta Mayer

Mark Hagar
Mark Hagar

Amy Leshure
Amy Leshure

Louis F. Abbotoni
Louis F. Abbotoni

Joshua Pinkham
Joshua Pinkham

Town of Damariscotta, Board of Selectmen, Signed this date 7.17.19

