

**Minutes  
Board of Selectman's Meeting  
Town of Damariscotta, Maine  
January 17, 2018, 5:30 PM  
Damariscotta Town Hall**

The Board of Selectmen met on Wednesday, January 17, 2018. Board members present were Robin Mayer, Ronn Orenstein, Mark Hagar, Amy Leshure, and Louis Abbotoni via Facetime. Staff present were Matt Lutkus-Town Manager and Michelle Cameron-Town Clerk. Others attending were Amy Lalime-resident, Andrea Keushguerian-resident, Ann Jackson-resident, Ann Pinkham-resident, Pat & Dick McLean-residents, Nate Gordon-resident, Jenny Begin-resident, Haas Tobey-resident, Dana Orenstein-resident, and George Betke-resident.

- I. Pledge of Allegiance**
- II. Special Town Meeting:** Minutes are recorded by the Clerk and kept on file in the Town Office
- III. Call to Order:** Mayer called the meeting to order at 5:42 PM
- IV. Minutes:**
  - 1. January 3<sup>rd</sup> Meeting:** On motion Orenstein/Leshure moved to approve the January 3 meeting minutes. Vote 5-0
- V. Financial Reports:**
  - 1. Payroll Warrant:** On motion Mayer/Orenstein moved to approve PY Wrnt #34. Vote 5-0
  - 2. Accounts Payable Warrants:** On motion Orenstein/Leshure moved to approve the general AP Wrnt # 35. Vote 4-0, Abbotoni abstained  
On motion Orenstein/Leshure moved to approve AP Wrnt # 36. Hagar asked the Board for permission to abstain from voting on this AP due to Hagar Enterprises, Inc. invoices being on the warrant. Board granted permission. Vote 3-0, Hagar & Abbotoni abstained.
- VI. Presentations:**
  - 1. Review of Restroom Sketch Plan Options-Wright-Pierce and Phelps Architects:** We were unable to call into Wright-Pierce for the meeting. Michelle and Dan Phelps explained the four different sketch plans. M. Phelps said that the plans address Flood Plain concerns and the aesthetics of the building. She said they tried to replicate the style of the downtown buildings. M. Phelps explained the different exterior design options, such as, siding vs. brick. She said the location is very near Van Lloyds Bistro in the Municipal parking lot.  
L. Faherty asked how much of the river view would be blocked for the existing building. She said we may want to look at that.  
Lutkus answered that the businesses and building owners have been included in all the communications regarding the restrooms. He said we may have to discuss height issues. He mentioned that Travis, from Wright-Pierce, mentioned possibly incorporating solar panels on the building.  
M. Phelps said they could look into how many panels would fit on the roof.  
R. Mayer asked if they considered putting in stairs as well as a ramp.  
There was discussion on flood requirements and the possibility of installing a suspended concrete floor. M. Phelps stated that we are required to be one foot about the required elevation.  
Lutkus explained that the State and Town elevation requirements are eleven feet.  
Hagar asked about the louvers that release water in case of flooding-will it collect water below.  
M. Phelps said the louvers are designed to code but agreed it's a good idea to plan for more water release.  
There was discussion on whether rodents could get into the louvers.  
Phelps said the panels know out if water hits them but they are not open for rodents.  
Several people expressed that the designs are beautiful and fit in with the feel of the town.

R. Mayer mentioned that the drawings will be in the Library for folks to look at. She also said that there will be two baby changing stations and two are handicap accessible. Haas asked about possible stair location and losing parking spaces because of it. Mayer asked Lutkus how many parking spaces we would be losing to put up the building. Lutkus answered that we are losing five spaces.

**2. US 1 Bypass Safety Audit Recommendations-David Allen, MDOT:** Allen explained the draft audit document and said some of the items had been completed.

Mayer asked if he could explain which ones are completed.

Allen went down through the Safety Audit items that are completed.

Hagar asked what the biggest issue is at that intersection.

Allen answered that vehicle crashes are the biggest issue. He said typically people get impatient, they don't wait long enough to pull out.

Hagar asked if we should make Belvedere Rd-in the 1B side a dead end.

Allen said doing this would be very drastic. It would prevent people from getting from Belvedere to Belvedere.

Mayer explained the dangers of left hand turns southbound onto Route 1 from Belvedere Road.

She said there have been six to seven accidents because of this.

J. Begin stated that she felt speed was a big part of the problem.

Haas asked if the intersection could work differently in the summer vs. the winter.

Allen said the concern about changing a traffic pattern too frequently is that it takes six to twelve months for people to get used to the change.

Lutkus asked if the 45 mph speed limit could be extended further south.

Allen answered no, that area doesn't meet the criteria to do that.

There was discussion on flashing lights that mark an upcoming intersection and the possibility of a stamped island.

Allen said that MDOT would continue to implement the recommendations.

Hagar asked if the road by NC Hunt is a problem.

Allen said they are looking at it and they did put a smaller stop sign there.

Allen mentioned that the Biscay Road temporary signs will be up today.

Lutkus said that the speed limit on Biscay Road is 35 mph for about 6/10 of a mile-ending by Colby & Gale and then it goes back up to 45 mph until Biscay Beach.

A. Lalime asked if there would be sidewalks by McDonalds.

Lutkus said we are hoping to have sidewalk this spring. Damariscotta River Association has a donation for a sidewalk at Main Street and Church Street. A Crosswalk could be implemented there but we would need to get cost figures for a crosswalk light.

Lalime mentioned that the Mobius crosswalk need a lighted sign because someone got hit walking across.

Allen said MDOT knows that town wants a lighted sign by Mobius and they are actively working on it.

A copy of the Safety Audit will be filed with these minutes.

- VII. Citizen Comments and General Correspondence:** A. Lalime said she had a comment from her friend Lucy, who could not attend the meeting. The comment was that she wanted to hold the BOS accountable regarding last few meetings and the Planning Board actions on Stepping Stone. Lutkus referred to an earlier letter from Lalime, about Stepping Stone units, stating that the pipes had been frozen and that locks had been changed. He said he did follow up with the Police Department and that Stan (CEO) is looking into it. He said he would email Lalime an update. Lalime said she was upset that the town did not report to LCN about the recent death at Stepping Stone. She said she thinks the lady froze to death and why wouldn't the Police Dept. put it in the paper?
- Lutkus said he is not sure it's our responsibility to report to LCN other than what was done. He said he would have the Police Chief respond to her questions.

**VIII. Town Manager Items:**

1. **Biscay Road Speed Limit:** This was discussed with Dave Allen
2. **Review of January 11 Biscay Beach Meeting:** Lutkus quickly listed the concerns expressed at the meeting. He said he has asked Wright-Pierce to revise their proposal for a soft launch that would be used by paddle boats, with the idea of separating swimmers from the boats. This launch is different than a concrete pad. Lutkus said that the Fire Department is concerned about safety and rescues.
3. **Northern New England Passenger Rail Authority (NNEPRA) meeting with town of Newcastle-January 22:** Lutkus said the rail authority will be meeting with the town of Newcastle Select Board to update them on a proposal for seasonal passenger service. The train would run from Brunswick to Rockland with a stop in Newcastle. Lutkus said that one issue mentioned was whether the tracks are in good enough shape.
4. **Flooding Issues-January 4 and 13:** Lutkus said that the whole Maine coast was flooded during the January 4<sup>th</sup> storm. This was the largest amount of flooding in 40 years. He referenced photos that Hugh Priebe had taken and said the Town's storm drainage infrastructure was able to handle the runoff caused by the melting snow. A notable exception is the drainage area between Church and Vine. The photo shows how water backs up onto one of the lots on Vine Street. This issue will need to be addressed in a future capital request.  
Hagar asked when we could work on the back parking lot.  
Lutkus answered that we are looking at \$100,000 for a full engineering study for the whole parking lot. We are not in the position to apply for a large grant now.
5. **Timing on the Ordinances for Annual Town Meeting:** Lutkus said that we have to set the date for Public Hearings no later than April 16<sup>th</sup>. The hearing would be held on May 2<sup>nd</sup>. He said there may be other hearing items such as Heater Road partly becoming a town road so we can pave it up to a certain point.
6. **Bristol Road Homeowners Group:** Lutkus said the homeowners group had sent him an editorial letter via email that would be published in LCN. The letter is kicking off "no more delays in the completion of the Bristol Road sidewalk project" campaign. Lutkus mentioned that he met with the Bristol Road Steering Committee last night and that we are supportive of their efforts.  
N. Gordon asked if Bristol Road sidewalk could be extended beyond Miles Hospital.  
Lutkus said the town is looking at putting in a four feet hard shoulder. The town could pay \$20,000 towards that instead of a soft shoulder. He said MDOT has agreed.

**IX. Official Action Items:**

1. **Land Use Advisory Committee (LUC):** Mayer said that Haas Tobey has prepared a draft charter and bylaw for the Land Use Committee. She stated that the BOS has to approve the charter, which is an outgrowth of the Planning Advisory Committee's (PAC) work. She said she did not see a connection to PAC's charge in Haas' draft. The immediate thing is to fix inconsistencies and tighten up the waiver section. Mayer said long term goals for LUC would be adding ideas from the Heart & Soul Charrette and the Comprehensive Plan.  
Haas mentioned a few concerns for the BOS. The final wording for the charge and selecting committee members. He said he believes he and Bruce can identify what areas need to be addressed by the next February meeting.  
Lutkus recommended that the BOS take a quick look at Mayer's version of the charge because it is directly related to the PAC recommendations. He also recommended that Haas, Leshure, and Mayer serve on the LUC. He will invite people interested in serving to Monday's LUC meeting and then we can do interviews and move ahead with that committee. Lutkus suggested Haas' recommendation would be good for a long term plan.  
Haas answered that he wants to distinguish between the charge and the long term charter/bylaws. Mayer mentioned that most of the changes she made were with formatting issues.  
Haas stated that he would like the charter to build momentum and maintain it and then have the committee get a draft of bylaws together and bring it to the BOS.

**On motion Leshure/Orenstein moved to approve the short term charge as edited by Mayer to be included in the larger task for the Land Use Committee. Vote 5-0**

**On motion Mayer/Orenstein moved to delegate the selection of and conducting of interviews for the Land Use Committee members to Mayer, Leshure and Haas Tobey, this to be completed by February 7<sup>th</sup> BOS meeting. Vote 5-0**

Abbotoni suggested making sure committee is balanced due to strong feelings on both sides regarding the development moratorium.

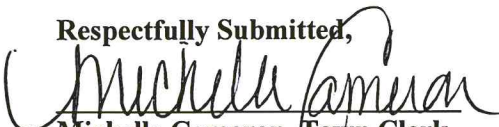
Mayer asked Lutkus if they could pull from the applications that were submitted by people previously interested in serving on a board or committee. She also thanked Haas for all his hard work.

2. **Correction of Paul Sidelinger Cemetery Deed/Perpetual Care Agreement:** Lutkus said the correction needed because there was a typo regarding the purchase price. **On motion Mayer/Orenstein moved to approve the corrective cemetery/perpetual care deed for Paul Sidelinger. Vote 5-0**
3. **Shellfish Warden Services Contract:** Lutkus said this is the yearly renewal of the contract with the LC Sheriff's office. **On motion Orenstein/Leshure moved to authorize Mayer to sign an agreement with the Lincoln County Sheriff's Office to provide shellfish warden services in accordance with the Damariscotta and Newcastle Shellfish Conservation Ordinances. Vote 5-0**

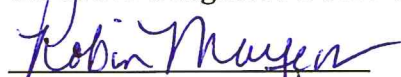
- X. **Selectmen's Discussion Items:** Mayer had a wonderful email from LC recovery about Chief Warlick's work. She gave kudos to Warlick. Also she had a few complaints about the town holding the annual town meeting at the school instead of the theater because the chairs are so hard to sit in. Lutkus said we can look into what the theater would charge us to have the meeting there.


- XI. **Adjournment:** **On motion Orenstein/Hager moved to adjourn at 7:43 p.m. Vote 5-0**

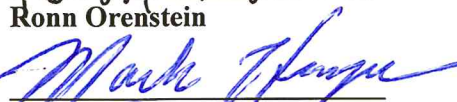
Respectfully Submitted,

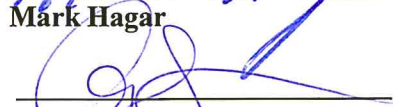
  
Michelle Cameron, Town Clerk

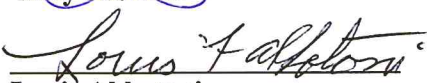
We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Board of Selectmen meeting.

  
Robin Mayer

  
Ronn Orenstein

  
Mark Hager

  
Amy Leshure

  
Louis Abbotoni

Town of Damariscotta, Board of Selectmen  
Signed this date 2/14/18