

Town of Damariscotta 2021-22 Goals and Action Plan

Adopted by the Board of Selectmen 8-18-2021

Focus area: Financial Sustainability - Maintain Financial Health of Town Government

Action Plan	Responsibility	Priority	Due Date	Status
Finalize Licensing Ordinance for Annual Town Meeting consideration	Board of Selectmen, Town Manager, CEO and Town Clerk	Medium	2/2022	
Recruit and hire new Assessors' Agent or Assessing Firm	Board of Assessors Town Manager, Treasurer	High	9/2021	
Recruit and interview candidates and select new town manager	Board of Selectmen, and outside consultant to assist Board	High	5/2022	Recommend beginning the process no later than 2/2022
Review and, where appropriate, adjust the criteria for organization tax exemption eligibility	Board of Assessors; Assessors' Agent	High	2/2022	

Focus area: Infrastructure – Proactively address infrastructure and infrastructure maintenance needs

Action Plan	Responsibility	Priority	Due Date	Status
Develop a Technology plan to include the purchase of computers for Selectmen and Planning Board members	IT Consultant; Town Manager and Treasurer; Selectmen	Medium	12/2021	
Update the Five-Year Capital Improvement Plan.	Town Manager, Department Heads Public Works Committee	High	1/2022	
Develop ten-year plan for financing and rebuilding Town roads.	Public Works Committee	High	12/2021	
Complete Phase 2 design of Waterfront Improvement Project including flood resiliency measures for downtown businesses and advertise for bids.	Town Manager, George Parker, Planner	High	11/2021	

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Update annual and multi-year paving and maintenance schedules for Public Works	Public Works Committee	High	12/2021	
Develop three-year plan for restructuring Public Works Department to include staff and contracting practices.	Public Works Committee, Board of Selectmen, Town Manager	High	1/2022	
Seek funding for infrastructure improvements especially those improvements that will increase accessibility for an older population	Town Manager, Planner	Medium	Ongoing	
Continue to work with adjacent property owners to secure ownership and complete overlay of section of Heater Road to Town Garage	Town Manager, Road Commissioner, Public Works Committee	Medium	6/2022	Approved at 7/15/20 ATM. Town staff have identified the property owners who would need to provide the necessary right of way. Once ROW is acquired, road will be overlaid with recycled asphalt.
Consider major bond issue to address funding for road and sidewalk infrastructure improvements	Board of Selectmen, Public Works Committee	High	2/2022	
Seek funding for Church Street Sidewalk Construction.	Town Manager & Planner	High	7/2022	
Seek CDBG Funding for Hodgdon Street Improvements	Town Manager	Medium	3/2022	
Rebid Miles Street Improvement Project	Town Manager, LincolnHealth staff, consultant	High	12/2021	
Complete Fire Station Back Parking Lot	Road Commissioner	High	10/2021	

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

Action Plan	Responsibility	Priority	Due Date	Status
Update Traffic and Parking Ordinance	Town Manager, Police Chief	Medium	2/2022	
Continue highly visible enforcement of posted speed limits.	Police Chief	High	Ongoing	Officers are continuing speed radar details in high traffic areas, monitoring radar board and downloading data.

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

Action Plan	Responsibility	Priority	Due Date	Status
Focus on the retention, promotion and growth of existing businesses located in town while at the same time encouraging new business developments	Board of Selectmen, Matt and Department Heads	High	Ongoing	One-on-one visits with businesses occur on an ongoing basis.
Submit formula store ordinance for Town meeting consideration.	Board of Selectmen	Medium	2/2022	
Work with Maine DOT, Chamber of Commerce and Information Bureau to secure ownership of the Information Bureau Land	Board of Selectmen, Town Manager	High		There is nothing more that the Town can do until MDOT completes land appraisal
Expand Fiber/Broadband Network through ARP, ConnectME and other grant funding	Management Intern/ Town Manager	High	11/2021 (Apply for funding)	
Submit grant application for Museum In the Streets	Planner	Medium		

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Focus area: Community Development/Comprehensive Plan/Planning and Development – Focus on changes to the land-use ordinances, building and maintaining public infrastructure especially transportation systems including pedestrian and bicycle paths

Action Plan	Responsibility	Priority	Due Date	Status
Work with Lincoln County Planning Commission to seek opportunities for affordable housing developments	LCRPC Representatives (Dick McLean and Lou Abbotoni and Planner			
Complete final improvements (pedestrian-activated crosswalk light) for Bristol Road sidewalk project	Town Manager MDOT	High	11/2021	
Work jointly with Coastal Rivers Trust to build segments of sidewalk on Main and Church Streets and Biscay Road	Town Manager, Road Commissioner, CRT, engineer, Public Safety and Accessibility Collaborative	High	Ongoing	Long term funding source for section of Main St. sidewalk secured through TIF, and grant application approved by MDOT as part of current three-year plan.

Focus area: Intergovernmental Connections

Action Plan	Responsibility	Priority	Due Date	Status
Broaden working relationships with Great Salt Bay Sanitary District and other organizations in Lincoln County.	Board of Selectmen, Town Manager	Medium	Ongoing	
Work with Great Salt Bay Sanitary District to develop long term plan for future Town commercial and residential development	Selectman Pinkham - lead	Medium	6/2022	
Continue to work closely with School District to contain the overall cost of government and schools to the taxpayers	Selectmen, Town Manager	High	Ongoing	

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Focus area: Citizen Communications/Outreach

Action Plan	Responsibility	Priority	Due Date	Status
Appoint Committee for 2024 Comprehensive Plan Committee	Board of Selectmen	Medium	11/2021	
Prepare and send out Town e-newsletter	Town Manager	High	Ongoing	
Maximize the use of LCTV and local newspapers for disseminating information	Town Manager	High	Ongoing	
Continue to update Town's website and Facebook pages to provide useful information to citizens and visitors	Robin Mayer (Heart and Soul Page), Town Clerk, Town Manager and Treasurer; Police and Fire Chiefs	Medium	Ongoing	
Participate in "Spirit of America" Volunteer Recognition Program	Board of Selectmen	Medium	3/2022	This recognition will be presented in conjunction with the annual report dedication.
Appoint Charter Commission to Review Town Charter and prepare recommendations for November 2021 Special Town Meeting	Board of Selectmen Selectman Hagar-lead	High	11/2021	

Focus area: Environmental Stewardship

Work with Coastal Rivers and other organizations on the community-wide cleanup	Town Office Staff; Road Commissioner	Medium	5/2022	
Publicize new Electric Vehicle Charging Station	Robin Mayer (Heart and Soul Page), Town Clerk, Town Manager	Medium	Ongoing	