



**Town of Damariscotta, Maine
April 5, 2023**

**Select Board Meeting
5:30 PM, Town Office**

Join Virtually

Meeting: <https://us02web.zoom.us/j/87878201039>

Meeting ID: 878 7820 1039 Passcode: Dama22

AGENDA

- I. Pledge of Allegiance**
- II. Minutes**
 1. February 15, 2023 Select Board Minutes
 2. March 1, 2023 Budget Workshop Minutes
- III. Financial Reports**
 1. Payroll Warrants #
 2. Accounts Payable Warrants #
- IV. Citizen Comments and General Correspondence**
- V. Town Manager Items**
 1. Capital Project Updates
 2. Legislative Updates
- VI. Official Action Items**
 1. Disposal of town-owned personal property/surplus
 2. On-Premise License Renewal: Oysterhead Pizza Company, 189 Main St
 3. Cemetery Ordinance Updates
- VII. Select Board's Discussion Items**
 1. Annual Town Meeting Warrant Draft
 2. Aquaculture on the Damariscotta River
 3. Public Vending Ordinance
- VIII. Adjournment**

MINUTES
SELECT BOARD MEETING
DAMARISCOTTA TOWN HALL
February 15, 2023 @ 5:30 p.m.
Live and Via Zoom

Members: Daryl Fraser, Chairperson; Louis Abbotoni, Tom Anderson, Andrea Keushguerian, and Josh Pinkham

Members Absent: None

Staff Present: Andrew Dorr, Town Manager; Rebecca Bartolotta, Town Clerk; John Roberts, Fire Chief; Jason Warlick, Police Chief; Lorraine Faraday, Moderator for Special Town Meeting; Lynda Letteney, recording secretary

Others Present: Anton Lahnston, Co-Chair, Accessibility Committee; Six members of Troop 213 of the Boy Scouts; Mike Loomis, Troop Leader; John Ciders, Troop Leader; Geoff Keochakian, LCTV; and Evan Houk, Lincoln County News

I. **Pledge of Allegiance:** Chairperson Fraser led the Pledge of Allegiance at 5:30 p.m.

II. **Special Town Meeting**

Article I

On motion (Pinkham/Abbotoni) to appoint Lorraine Faraday as moderator for the Special Town Meeting.

Vote: 3-0-0

After being duly sworn in by Town Clerk Rebecca Bartolotta, Ms. Faraday read each Article (as published) and tallied the ensuing votes.

Article II

Shall the Town vote to enact the amended Land Use Ordinance as presented to the Select Board on February 1, 2023? **Moved: Pinkham; Seconded: Anderson**

Vote: 13-0-0

Article II Shall the Town vote to enact the amended Site Plan Review Ordinance as presented to the Select Board on February 1, 2023? **Moved: Abbotoni; Seconded: Pinkham**

Vote 13-0-0

Article IV Shall the Town vote to enact the amended Subdivision Ordinance as presented to the Select Board on February 1, 2023? **Moved: Pinkham; Seconded: Abbotoni**

Vote: 13-0-0

Article V Shall the Town (1) transfer ownership of the sewer lines located in the Municipal Parking lot to the Great Salt Bay Sanitary District (the "District"), as said lines are more precisely described in the Transfer Agreement; and (2) grant to the District an easement that allows for the use of the Municipal Parking Lot in the area of the sewer lines to construct, install, maintain, repair, alter, and replace the line with the rights of both parties being more fully described in the Sewer Easement Deed; and (3) authorize the Select Board to take any and all actions necessary to finalize the documents needed to complete this transfer of ownership and conveyance of said easement. **Moved: Pinkham; Seconded: Anderson**

Vote: 13-0-0

Copies of All deeds, easements, and ordinances are available on the Town's web site or at the Town Office at 21 School St., Damariscotta, Maine.

On motion (Pinkham/Abbotoni) to close the public meeting at 5:40 p.m. Vote: 13-0-0

III. Call to Order

The Select Board's meeting was called to order at 5:41 p.m. **by Chairperson Fraser. Chairperson Fraser** recognized members of Boy Scout Troop 213. Leaders Mike Loomis and John Ciders were present with 6 members of the Troop who are working on their Citizenship and other merit badges.

IV. Minutes

On motion (Pinkham/Abbotoni) to approve the minutes of 2/1/23 as presented

Vote: 5-0-0

V. Financial Reports

1. On motion (Pinkham/Abbotoni) to approve Payroll Warrants #38 & 39

Vote: 5-0-0

2. On motion (Abbotoni/Anderson) to approve Accounts Payable Warrant #40

Vote: 4-0-1 (Pinkham abstaining)

VI. Presentations: None

VII. Citizens Comments and General Correspondence

Anton Lahnston, a resident of 35 School Street, and co-chair of the Accessibility and Safety Committee. He spoke suggesting adding a collaborative. The Committee came about 4 years ago with discussions about Bristol Road. It is difficult to maintain a large number on a volunteer basis. We have built on the shoulders of others – 2008 plan, Heart and Soul plan, Comprehensive Plan, etc. In 2015 the plan was to establish a bike route. MeDOT completed the Streets document in 2019. The Committee has an excellent rapport with the Select Board, Town Manager, Town Planner, police, etc. The Church St and Miles St projects, and the measured mile map and signs are good examples of this cooperative effort. They are very proud of the measured mile map. Others have ideas that they haven't even been able to broach. For example, there is great interest in establishing a handicapped accessible dock in town or in a nearby town. They are looking for area people to join the committee. The next meeting is in one month from 3:30-5:30 p.m. on Thursday As a result of talking with Andy, he has also talked with the Newcastle Town Manager. If anyone is interested in joining, contact the town office and they will forward the name to the committee. Currently there are about 10 active members. **Daryl Fraser** stated that he appreciated Anton keeping the Board informed. **John Roberts** spoke next as a resident. A small group has been formed to organize the 175th anniversary celebration of Damariscotta. Kick-off is 2/22/23 at the Fire Station at 6:30 p.m. Suggestions so far include a walking tour of the buildings before incorporation. There is no financial obligation required from the Town for this.

VIII. Town Manager's Items

1. Egypt Rd./Belvedere Rd.

To date \$140,295.79 has been spent. Waiting for ground to dry out before further work can be done.

2. Hodgdon Street

Draft plans and bid specs are expected by the end of the week. These will be sent to CBDG program staff for review. Once approved, the project will be advertised for bid. Camden has this type of lining which goes to a closed catch basin. Plan is to go up to Blue Haven, the rest slated for next year. This may wrap into the Church St. project.

3. Miles St.

Work on the causeway and the culvert replacement will begin towards the end of the month. Contractor is currently working on updated costs given that the Town is looking to pursue Phase II as part of this effort.

4. Parking Lot

The PER for the revised scope of work has been submitted to EDA and we will continue to work with our contact while we seek approval to proceed. Revised engineering is not yet scheduled.

5. 131st Legislative Session

Andy passed out a list of legislature bills/status updates. Over 2300 bills have been submitted, more than two years' worth normally. The list provided is those tracked by MMA and most relevant to municipal needs. However, Andy encouraged the Board to review all bills as to their potential relevancy to Damariscotta.

6. Fire Department purchase

Fred Brewer, Trustee of the Massasoit Engine Company, spoke to this proposal. The replacement vehicle is for the Fire Chief's. They are looking at a vehicle expected to meet their needs for the next 10 years. Through Quirk Auto they can get a 2022 Ford F-150 Police Responder XL 4WD SuperCrew 5.5Box (Average cost #30K-\$50K) for \$36K+ fully warranted. They need the Town to facilitate buying this. With Board approval, they would have the purchase "flow through" the Town as the vehicle is covered through the Town's insurance. **Fred** has the check to give to the Town. The Board needs to accept the donation and then approve the expenditure from the reserve funds, and authorize the Town Manager/Fire Chief to execute the purchase.

On motion (Abbotoni/Anderson) to accept the check (\$36,137) for the cost of a new Fire Chief's vehicle to be placed into the reserve fund for the purpose of purchasing a newer vehicle.

Vote: 4-0-1 (Pinkham abstaining)

7. Planning Services

Andy proposed two contracts to fill the Town Planner's vacancy through the end of the fiscal year. First, MCOG is able and willing to meet our needs for site plan review, public/applicant needs related to planning, assisting the Planning Board, and other various projects subject to the Town Manager's approval. Secondly, IOV Consulting (Isabelle's company) has presented a proposal to continue working on the Comprehensive Plan as well as continuing the ordinance updates she has begun and of which she is intimately aware. **Andy** estimates there is \$17K to allocate to the contracted services between February and June 30th. **Andy** feels the shared partnership works well for both towns and hopes to recruit with that in mind. **Andy** feels we don't want the Comprehensive Plan to derail. Consensus was to keep it going. The survey is available on the website until this summer. **Andrea** asked who would be maintaining the site.

IX. Official Action Items

1. Acceptance of Donation

On motion (Abbotoni/Fraser) to accept the donation from the Massasoit Engine Company for \$36,137 and to allocate said donation to the Fire Truck Reserve

Vote: 4-0-1 (Pinkham abstaining)

2. Fire Department Vehicle Purchase

On motion (Abbotoni/Anderson) to waive the Town's bid policy and authorize the Fire Chief to purchase a vehicle on behalf of the Town.

Vote: 4-0-1 (Pinkham abstaining)

On motion (Abbotoni/Anderson) to appropriate up to \$36,137 from the Fire Truck Reserve for the purpose of purchasing , equipping, and putting into service a Fire Truck that replaces the current Car 1 vehicle.

Vote: 4-0-1 (Pinkham abstaining)

3. Reserve Fund Allocation

As discovered at a recent structure fire, the pump truck would not drive. The yoke assembly didn't work and it is not made anymore. Reliance Equipment has service Massasoit vehicles and know them well. They will do a pump test.

On motion (Fraser/Keushguerian) to waive the bid policy in the interest of completing these repairs in an expeditious manner and to appropriate up to \$12,500 for major repairs as presented by Reliance Equipment.

Vote: 4-0-1 (Pinkham abstaining)

4. Surplus Equipment

On motion (Fraser/Keushguerian) to authorize the Fire Chief to solicit sealed bids for the Dodge Durango once Car 1 is replaced and in service.

Vote: 4-0-1 (Pinkham abstaining)

Question from Board: Do the Scouts understand why Josh has been abstaining on the last few votes? **Daryl** explained Josh's position on the fire department and what conflict of interest meant.

On motion (Fraser/Anderson) to allow the officers to purchase their old service weapons at a value not less than the quoted trade-in value.

Vote: 5-0-0

5. Maine Service Center Coalition

On motion to appoint Andrew Dorr as our representative to the MSCC and Lou Abbotoni as the alternate. (Appointments are on a calendar year basis.)

Vote: 5-0-0

6. Planning Service Contracts

With the resignation of Isobelle, Town Planner services are needed until the end of the fiscal year. The Planning Board can issue permits, other services needed could be covered by two separate contracts. Tom is okay with retaining Isobelle through this method. Josh is okay with everything but the Comprehensive Plan.

On motion (Anderson/Abbotoni) to authorize the Town Manager to enter into planning service contracts to allow for the Town's planning services to be met through the end of the fiscal year.

Vote: 3-1-1 (Pinkham in the negative; Keushguerian abstaining)

7. Waiver of Foreclosure

On motion (Fraser/Anderson) to waive foreclosure of the tax lien mortgage recorded in Lincoln County Registry of Deeds in Book 5760, Page 95.

Vote: 5-0-0

On motion (Fraser/Abbotoni) to waive foreclosure of the tax lien mortgage recorded in Lincoln County Registry of Deeds in Book 5760, Page 100.

Vote: 5-0-0

X. Select Board's Discussion Items

Tom Anderson nothing tonight

Lou Abbotoni wanted to thank the scouts and their leaders for coming tonight. He encouraged the members to stay active in Town stuff.

Andrea Keushguerian is concerned about excessive speed of vehicles. **Andy** referred her to Police Department

Josh Pinkham 1) asked about when the State gives reimbursement for senior residents. Andy said for those towns on a fiscal year, it'll be this year. For those on a calendar year, it'll be next year. There are 3-4 bills pending with a lot of uncertainty. Assessors have mentioned it, but there are a lot of moving pieces. 2) Roads posted as of Friday; what about Sunday? 3) **Josh** asked about work on roads if posted? **Andy** said Egypt/Belvedere are on hold; Miles is not posted. There are allowances depending on weather. Below 32 degrees is the cut off.

Daryl Fraser hoped the scouts found the meeting demonstrated transparency about what they do.

XI. Executive Session Pursuant to 1 M.R.S.A. 405(6)(A)

On motion (Fraser/Abbotoni) to move into Executive Session 1MRSA 405 (6) (A) personnel matter

Vote: 5-0-0

On motion (Abbotoni/Anderson) to exit Executive Session 1MRSA 405 (6) (A) personnel matter

Vote: 5-0-0

On motion (Abbotoni/Fraser) to accept the contract for the Police Chief as presented. Pinkham stated that he just received the contract that evening and felt that he should have ample time to review the agreement.

Vote: 3-2-0 (Pinkham and Keushguerian in the negative)

XII. Adjournment

On motion (Abbotoni/Anderson) to adjourn the Select Board meeting.

Vote: 5-0-0

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 Select Board meeting on February 15, 2023

Daryl Fraser, Chairperson

Louis Abbotoni

Tom Anderson

Andrea Keushguerian

Joshua Pinkham

Town of Damariscotta, Select Board meeting minutes of 2/15/23, signed this date: _____

**MINUTES
SELECT BOARD/BUDGET COMMITTEE WORKSHOP**

DAMARISCOTTA TOWN HALL

March 1, 2023 at 4:30 p.m.

Live and Via Zoom

Members: Daryl Fraser, Chairperson; Louis Abbotoni, Tom Anderson, Andrea Keushguerian, and Josh Pinkham

Members Absent: Lou Abbotoni

Staff Present: Andrew Dorr, Town Manager; Cheryl Pinkham, recorder for Budget Committee; Lynda Letteney, recording secretary

Others Present: Karen, O'Bryan, Budget Committee; Shari Sage, Budget Committee; Connie Magistrolli, Budget Committee; Bruce Rockwood (via Zoom), Budget Committee; Dick McLean, Chair of Budget Committee; Max Johnstone, EDA; Dan Hunter; Kathy Hytell; Geoff Keochakian, LCTV

I. Pledge of Allegiance: Chairperson Fraser led the Pledge of Allegiance at 4:30 p.m.

II. Call to Order:

The Select Board's joint meeting with the Budget Committee was called to order at 4:31 p.m. **by Board Chairperson Fraser**

III. Official Items: - None

IV. Discussion Items:

A. Overview of Budget and Considerations

Andy Dorr opened the joint session of the Select Board and the Budget Committee saying that the for this workshop, participants would not be taking any action and no specific money would be agreed to. Any questions should be brought to Andy prior to the next meeting. Overall increase could be 9.4% but revenues are down. The gap in valuation if below 70% or greater than 110% requires revaluation. Level step increases still puts valuation off by same quality. April 1st is the cut off and by the end of May a taxable value can be established.

Andy proposes to go through the general government and general administration section of the tax booklet tonight. Next week will be cemetery, fire dept and road commission.

Andy directed the Board and Budget Committee to **pages 20-21** of the budget booklet. A 2K difference is an increase from 15K to 17K in wages. As the money increases the percentages increase. This doesn't account for police overtime. **Page 23** computer maintenance is up about \$900; software, budgeted \$22K, should be down slightly.

Bruce Rockwood (BR) asked which computers the Town uses.

AD: We hope to get 5 years before it is outdated/needs replacement. 8 computers in the office; 1 for assessing; 2 for Planning & Development. Some are obsolete; we may be able to replace one out of this year's budget. We have 22 computers in town. Depending on what needs to be done, computers will vary in programming needs.. We definitely need another counter computer,

Page 24 Supplies will increase about \$1200. Andy is suggesting a pair of reading owls.

BR: An owl works well in a room or from somewhere else.

AD: By pairing multiple owls together and using expandable mics, clarity should improve.

Dick McLean (DM): His experience with mics was not good; one they got expandable, it was great. Cvvv

AD: Health insurance will be going down. Cap for employees if 95% (single) and \$250/mo for family coverage. **Pg. 26 Audit Services** This is up for reconsideration this year. Previously there was a 5 year lock. Estimated budget could be a little low. **Pg. 61** \$10,200 business as usual. Request to consider a “lifetime (?25 yrs.) membership” in the Chamber of Commerce for \$5000.

DM: What do we get for the membership? This is not the Town’s responsibility. It is a business membership organization. No Town officials are members unless members through a business.

AD: Requests for this have been made in surrounding towns.

BR: They are a non-profit.

AD: John Roberts made the request. It would be considered a membership fee. What does “lifetime” mean? Is it negotiable? Further discussion is needed. **Meals for election workers:** \$675 **The owls** are included in Planning and Development with an additional owl split between administration and planning.

Karen O’Bryan (KO): Asked about the charge per meeting and was it in there.

AD: Yes in Tech and 7010. I’ve set aside \$3K to upgrade meeting room with cameras and/or owls.

Assessing: Should go down \$25K-30K. Going from 2 days/week to 1day/wk except in the Spring. Going rate is \$625-\$675/day

Dan Hunter(DH): said full valuation is based on approximately \$200K

DM: Are the cards accurate?

AD: One day a week is minimum.

BR: What is the affect of this law on assessment?

AD: Revenues would go to 100% ?or down to 50%? This is still not settled

Pg. 37 Solid Waste Contracted service goes on calendar year. **Pg. 42 – Contingency** – decrease to \$22K; **pg. 43 Legal Services:** same. **Pg 45 Insurance:** same. **General Assistance:** SNAP is decreasing, ? if there will be an increase in GA fund requests. We get back 75% of what is spent (\$6500 available.)

DM: The influx of covid funds for charity is going away. These monies will no longer be available.

On motion (Keushguerian/Abbotoni) to adjourn at 5:24 p.m.

Vote: 5-0-0

Respectfully submitted,

Lynda L. Letteney
Recording Secretary

Select Board/Budget Committee Workshop 3-1-23 (cont'd)

We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Budget Committee/Select Board workshop on Wednesday, March 1, 2023

Daryl Fraser, Chairperson

Louis Abbotoni

Tom Anderson

Andrea Keushguerian

Joshua Pinkham

Connie Magistrolli

Dick McLean

Karen O'Bryan

Bruce Rockwood

Shari Sage

Kathy Hytell

Town of Damariscotta, Select Board meeting minutes of March 1, 2023, signed this date: _____



Town of Damariscotta
21 School Street
Damariscotta, Maine 04543
(P) 207-563-5168 (F) 207-563-6862

Andrew Dorr
Town Manager

Town Manager's Report

April 1, 2023

1. Capital Projects

Hodgdon St

Bid results will be available at your meeting on the 5th. The board can revisit and consider awarding a bidder at the April 19th meeting once everyone has a chance to review the bid submissions with greater detail.

Miles St

Work is underway on Miles Street. There have been two changes made in the field at this point in the project. The first required a different catch basin solution due to the location of the waterline. The exact location was unknown and in order to mitigate an unplanned impact to the hospital water service, the contractor had to get a basin top that was eccentric or off-center allowing them to meet the specifications for the drainage solution. The second change was to replace a section of culvert that otherwise was going to be extended. Due to the incompatibility of the older style pipe to accept a new coupling/joint, that pipe exiting the catch basin was replaced. Change order documents will be expected on the meeting April 19th.

Given the nature of the project, like others, and the need to make decisions in the field to ensure forward progress, does the board want to authorize the town manager to approve change orders for this project?

Downtown Parking Lot

The committee has reviewed the revised scope of work request, but we are still waiting to hear the outcome of the meeting.

Church St/Hodgdon St

Federal funding requests have been submitted and included Church St and the remaining section of Hodgdon St as it intersects with Church St.

2. 131st Legislature - Bill status/updates.

- a. Included in your packet is the latest legislative bulletin. This week there will be a hearing on the bills pertaining to the tax stabilization program.

- b. One of the more concerning discussions happening now is with regards to processing of sludge from sewer treatment plants. While this does not directly impact us, it is something worth keeping an eye on.

Agenda Items

1. Disposal of town-owned personal property

There is a variety of equipment/supplies that are no longer of use to the department. These were identified following an effort to organize the storage room in the basement. Many items have sat in the basement for years now and may still be of value to someone else. Other items include electronics like an old phone and laptop due to recent upgrades.

Recommended Motion: On motion (_____ / _____) to authorize the Police Chief to sell or dispose of the surplus police equipment/supplies as identified in the request from the Police Chief.

Vote ___ / ___ / ___

2. On-premise license renewal: Oysterhead Pizza Company

Recommended Motion: On motion (_____ / _____) approve the on-premise license renewal for Oysterhead Pizza Company.

Vote ___ / ___ / ___

3. Cemetery Ordinance Updates

The Cemetery Trustees have drafted updates to the Cemetery Ordinance for consideration. These will be included on the annual town meeting warrant and are mostly to realize the two additional cemeteries that have recently come under the full control of the Town of Damariscotta. The other update identifies the next ordinance review to take place by 2028.

Recommended Motion: On motion (_____ / _____) add the Cemetery Ordinance Update to the Annual Town Meeting Warrant

Vote ___ / ___ / ___



Town of
Damariscotta

Andrew Dorr <adorr@damariscottame.com>

disposal of town owned property

1 message

Jason Warlick <jwarlick@damariscottame.com>
To: Andrew Dorr <adorr@damariscottame.com>

Wed, Mar 22, 2023 at 10:53 AM

Andy,

As we have been discussing I am looking to dispose of several pieces of equipment from old police vehicles. Some of the items have no value and I want to simply take them to the dump. Other items may have some value and I want to advertise them to other law enforcement and try and get whatever we can for them and place that money into my capital reserve funds. Below is a list of the items to be sold.

Samsung S22 smartphone.

Havis computer mount from 2020 ford explorer

Havis computer mount from 2022 f-150

2 mobile computers from police cruisers.

There could be other small items that I am forgetting but these are the larger items. I do not expect to generate much money from the sales but something is better than nothing. I just hate to throw something away that could get reused by another agency.

I am requesting authorization to dispose of the items and place the proceeds from the sale into my capital fund.



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Application for an On-Premises License

All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

**Section I: Licensee/Applicant(s) Information;
Type of License and Status**

Legal Business Entity Applicant Name (corporation, LLC): <u>American Funk, INC.</u>	Business Name (D/B/A): <u>Oysterhead Pizza Company</u>
Individual or Sole Proprietor Applicant Name(s):	Physical Location: <u>189 Main St Damariscotta, 04543</u>
Individual or Sole Proprietor Applicant Name(s):	Mailing address, if different: <u>PO Box 526 Damariscotta 04543</u>
Mailing address, if different from DBA address:	Email Address: <u>oysterheadpizza@gmail.com</u>
Telephone # Fax #:	Business Telephone # Fax #: <u>207 563 6816</u>
Federal Tax Identification Number: <u>88-1402749</u>	Maine Seller Certificate # or Sales Tax #: <u>1228584</u>
Retail Beverage Alcohol Dealers Permit:	Website address:

1. New license or renewal of existing license? New Expected Start date: _____

Renewal Expiration Date: 5/23/2023

2. The dollar amount of gross income for the licensure period that will end on the expiration date above:

Food: \$ 630,000 Beer, Wine or Spirits: \$ 70,000 Guest Rooms: n/a

3. Please indicate the type of alcoholic beverage to be sold: (check all that apply)

Malt Liquor (beer) Wine Spirits

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

14 Church St Damaris Coffa, ME 04543

6. Is the licensee/applicant(s) citizens of the United States? Yes No

7. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes No If **Yes**, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? Yes No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Caroline Barbara Zeller	1/21/1994	Damascus Maine, USA

Residence address on all the above for previous 5 years	
Name Caroline Zeller	Address: 14 Church St Damascus ME 04543
Name	Address: 80 Palmer Hill Rd Nobleboro, ME 04555
Name	Address:
Name	Address:

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? Yes No

17. Does the licensee/applicant(s) own the premises? Yes No

If No, please provide the name and address of the owner:

Way Vacation Rentals PO Box 82 Damariscotta, ME 04543

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: n/a

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

inside dining area including counter seating & table seating
outside dining areas including deck & ~~patio~~ ~~enclosed~~
fenced in outside seating

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Damariscotta Baptist Church

Distance: 400 ft

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 3/22/23

Caroline Zeller
Signature of Duly Authorized Person

Signature of Duly Authorized Person

Caroline Zeller
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? Municipal Officers of _____

County Commissioners of _____ County



Please Note: The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

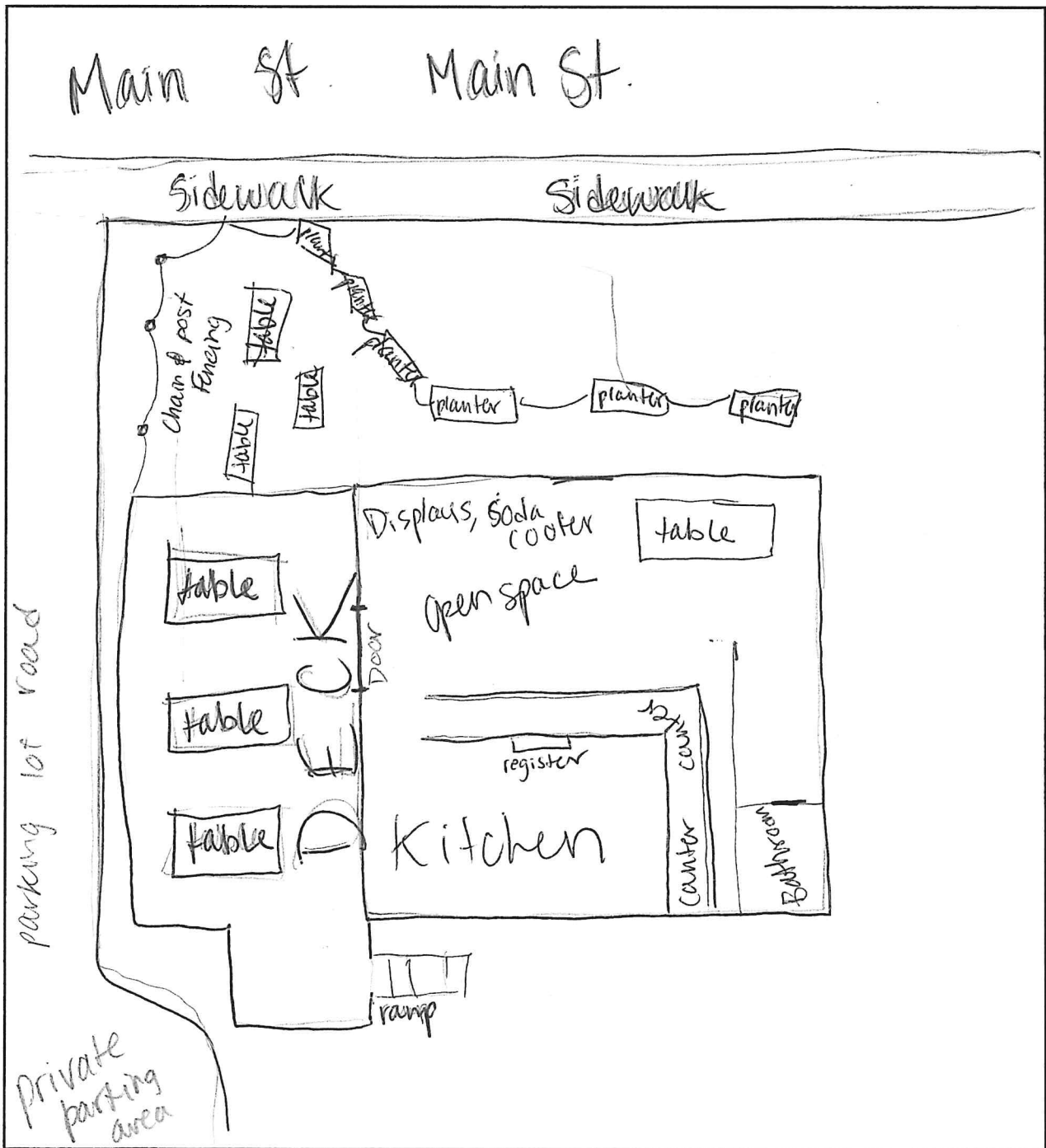
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: American Funk INC.
2. Doing Business As, if any: Oysterhead Pizza Company
3. Date of filing with Secretary of State: 3/24/22 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Caroline Zeller	14 Church St ^{Damariscotta} ME 04543	1/21/94	Manager	50%
	80 Palmer Hill Rd ^{Nobleboro} ME 04555			

(Ownership in non-publicly traded companies must add up to 100%.)

Damariscotta Police Department
Chief Jason Warlick



21 School Street
Damariscotta, Maine 04543
(207)563-1909 (207) 563-3200 fax (207) 563-8986
email: jwarlick@damariscottame.com

TOGETHER WE MAKE A DIFFERENCE

March 23, 2023

Board of Selectman
Town of Damariscotta
21 School Street
Damariscotta, Maine 04543

Re: Oysterhead Pizza Company

To the Board of Selectman:

As requested, I had my staff research our records for any police complaints or contacts involving Oysterhead Pizza Company located at 189 Main St. For the period of March 1, 2022 to today this department has responded to that location as follows (See Attached Information):

- 1 Animal complaint
- 3 Property checks
- 1 criminal mischief
- 1 motor vehicle accident
- 1 police information
- 1 found/lost property

To our knowledge, none of these calls involved the serving of alcohol at Oysterhead Pizza Company. All above mentioned calls were under the previous establishment.

Please do not hesitate to contact me if you have further concerns or questions regarding this information.

Sincerely,

A handwritten signature in black ink, appearing to be "J. Warlick", written over a horizontal line.

Chief Jason Warlick
Damariscotta Police Department

03/01/2022 to 03/23/2023 (0000 - 2359 only)
 Site Analysis
 Jurisdiction: Damariscotta (200)
 Site(s) : 391

Reason	Calls	Unfounded	Incidents	Accidents	Arrests	Interviews	EMS	Fire
OYSTERHEAD PIZZA COMPANY								
ANIMAL COMPLAINT	1	0	0	0	0	0	0	0
PROPERTY CHECK	3	0	0	0	0	0	0	0
CRIMINAL MISCHIEF	1	0	0	0	0	0	0	0
MOTOR VEHICLE ACCIDENT	1	0	0	0	0	0	0	0
POLICE INFORMATION	1	0	0	0	0	0	0	0
FOUND/LOST PROPERTY	1	0	0	0	0	0	0	0
Sub Total >	8	0	0	0	0	0	0	0
Totals >	8	0	0	0	0	0	0	0

DAMARISCOTTA CEMETERY ORDINANCE

Effective June ~~15~~14, ~~2016~~2023

Section 1: PURPOSE

This ordinance is to serve as general bylaws for the use of the cemeteries of the Town of Damariscotta.

Section 2: TRUSTEES

As per the Town charter, three (3) Cemetery Trustees will be elected from the floor pursuant to town meeting article. Cemetery Trustees shall serve staggered three-year terms, without limit to the number of terms served.

Section 3: POWERS AND DUTIES OF TRUSTEES

Cemetery Trustees shall have responsibility for the operation, care and maintenance of the municipal cemeteries and full authority to do and perform whatever may be necessary to carry into full effect the management of Town cemeteries.

The Trustees shall have oversight of the maintenance for the following cemeteries: Hillside Cemetery, Church Street; Bethlehem Cemetery, Back Meadow Road; Walpole Cemetery, Bristol Road; Chapman-McAllister Cemetery, Back Meadow Road; Knowlton-Russ Cemetery, Rt. 1 together with any other lots or areas the Town may be required to maintain by law.

The Trustees may recommend a sexton and determine the duties of such sexton, to be appointed and/or removed by the Board of Selectmen.

The Trustees shall make a detailed statement of their official actions, and of the conditions and needs of the cemeteries, in the Damariscotta Annual Report.

Section 4: PERMITS AND FEES

Any entity or person opening or causing a grave to be opened must obtain a Permit to Open a Gravesite and pay the applicable fees in advance of opening, whether for burial or disinterment. State laws govern the disinterment of all human remains.

Any entity or person installing or causing a monument to be installed, of any size or type, must obtain a Permit to Install Cemetery Monument and pay the applicable fees in advance of installation of the monument or its foundation.

Any person or entity causing damage within a cemetery will be responsible for the repair cost incurred, plus a 10% administrative fee to the Town.

Section 5: SALE OF LOTS

Individuals may purchase a cemetery lot after paying in full the cost of the lot, perpetual care, and administrative fee. Costs are determined by the Trustees and are subject to change.

All lot sales must be conducted through the Town Office. Transfers will only be recognized when a release is obtained from the former owner to the Town, and a new deed is obtained from the Town to the purchaser. There will be no private sales.

Section 6: ABANDONMENT

The Town has the right to reclaim a lot in accordance with Maine state law, Title 13, Chapter 83, §1381.

Section 7: RIGHTS OF LOT OWNERS

The owner of a lot shall have the right to erect a monument subject to any restrictions adopted by the Trustees.

Owners may appeal a Trustees’ decision to the Selectmen.

Section 9: TRUSTS

The Town shall manage the funds held in trust and previously accepted by the Town of Damariscotta for care of family or privately owned burial grounds as required by Maine state law Title 13, Chapter 83, §1222 or other applicable laws.

Section 10: PRIVATE AND/OR FAMILY BURIAL GROUNDS

The Town of Damariscotta will not be responsible for the care of privately owned or family burial grounds except as required by law.

Section 11: MANDATED REVIEW

This ordinance shall be reviewed every five years, with the next review due in 20~~21~~28.

Section 12: SEVERABILITY CLAUSE

It is the intention of the Trustees that each section of this ordinance shall be deemed independent of all other sections herein. It is the further intention of the Trustees that if any provision of this ordinance be declared invalid, all other sections remain valid and effective. This ordinance shall be in force when adopted at Town Meeting.

Board of Selectmen

~~Robin Mayer~~, Chair

_____ Date

~~George Parker~~

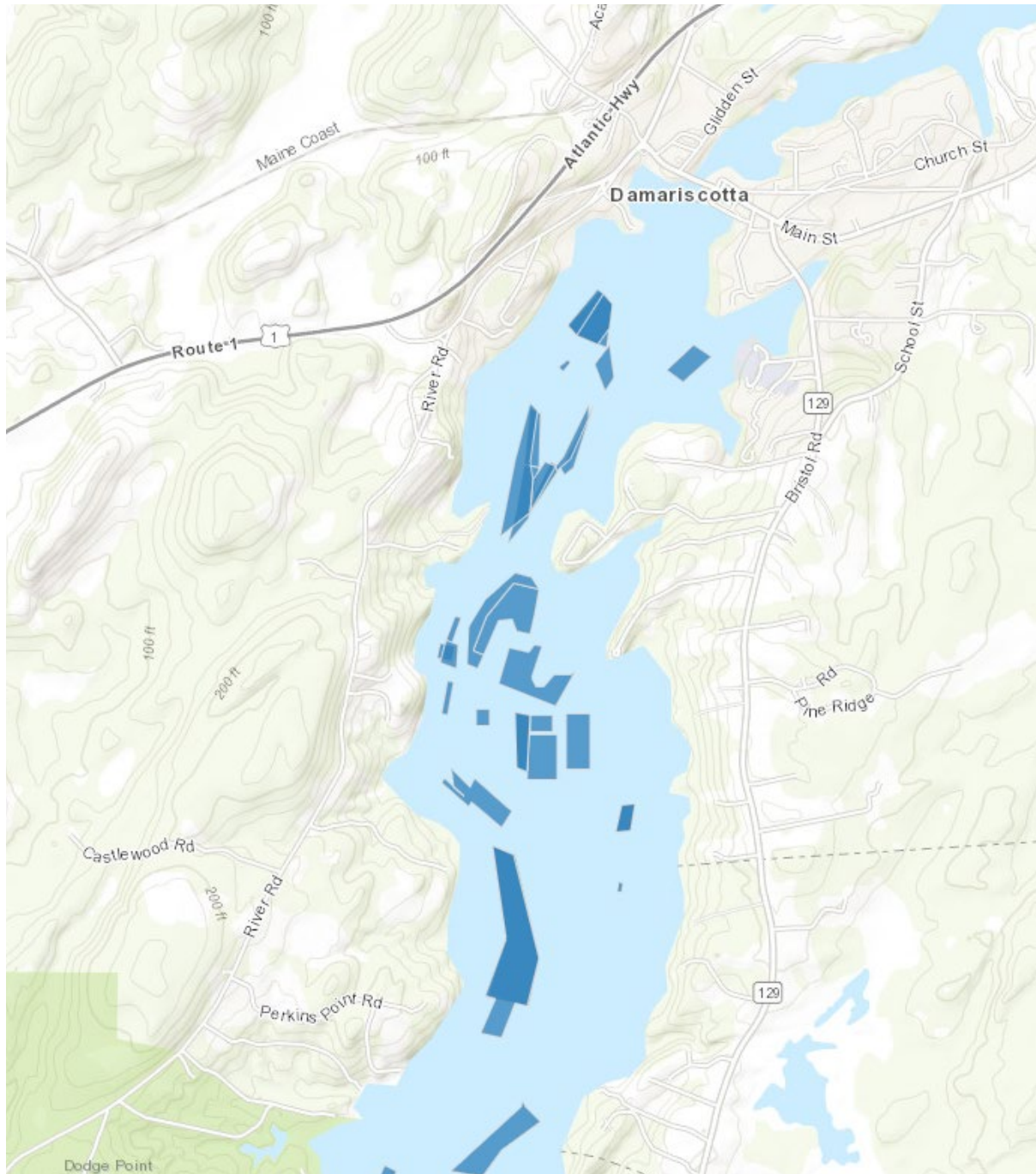
~~Ronn Orenstein~~

~~James Cosgrove~~

Joshua Pinkham

Attest: A true copy of an Ordinance entitled: "Damariscotta Cemetery Ordinance". Enacted June ~~15~~14, 20~~16~~23, as certified to me by the Municipal Officers of Damariscotta, Maine on the ____ day of June, 20~~16~~23.

~~Cheryl Pinkham~~Rebecca Bartolotta, Town Clerk
Damariscotta, Maine



TOWN OF DAMARISCOTTA
WARRANT FOR FISCAL YEAR 2023
ANNUAL TOWN MEETING
FOR PERIOD JULY 1, 2023 TO JUNE 30, 2024

LINCOLN, SS

STATE OF MAINE

TO: Jason Warlick, Constable for the Town of Damariscotta, in the County of Lincoln.

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Damariscotta, in said County, qualified by law to vote in Town Affairs, to assemble **at the Damariscotta Municipal Building, 21 School Street in said Town, on Tuesday, the 14th day of June, A.D. 2022 at 8:00 A.M. then and there to act on Articles 1 through 8.**

The polls for voting on Articles 1 through 4 will be open at 8:00 A.M. and will close at 8:00 P.M.

The adjourned meeting to act on Articles 9 through 54 in the Warrant will be resumed at the Great Salt Bay Community School, 559 Main Street in said Town on Wednesday the 14th of June, A.D 2023 at 6 P.M.

SECRET BALLOT ARTICLES 1-8

ARTICLE 1. To choose a Moderator to preside at said meeting. (Note: The moderator is nominated from the floor.)

ARTICLE 2. To elect by secret ballot in accordance with the vote of the Town, the following officers:

Two (2) Select Board/Assessors/Overseers of the Poor (Three-year terms)

One (1) School Committee Member (Three-year term)

One(1) Sanitary District Trustee (Three-year term)

ARTICLE 3. To see if the Town will vote to amend the Cemetery Ordinance.

This update will identify Chapman-McAllister Cemetery and Knowlton-Russ Cemetery as cemeteries to be overseen and maintained by the Cemetery Trustees. This update also notes the next mandatory review will be due in 2028.

A copy of this proposed amended ordinance is on file with the Town Clerk and posted with this warrant.

ARTICLE 4. To see if the Town will vote to raise and appropriate the sum of \$1,325 for the provider agency **New Hope for Women. Organization Request: \$ 1,325**

- ARTICLE 5. To see if the Town will vote to raise and appropriate the sum of \$2,000 for the provider agency **Coastal Kids Preschool.** **Organization Request: \$ 2,000**
- ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of \$ for the provider agency **Midcoast Maine Community Action.** **Organization Request: \$**
- ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of \$4,820 for the provider agency **Spectrum Generations.** **Organization Request: \$ 4,820**
- ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$2,200 for the provider agency **Healthy Kids.** **Organization Request: \$ 2,200**
- ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$2,200 for the provider agency **Central Lincoln County YMCA** **Organization Request: \$ 2,200**
- ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$2,200 for the provider agency **Damariscotta Historical Society.** **Organization Request: \$ 2,200**

OPEN TOWN MEETING ARTICLES 9-54

ARTICLE 9. To see what sum the Town will vote to raise and appropriate for GENERAL GOVERNMENT:

	Budget Committee	Select Board
Administration	\$544,095	\$548,845
Assessing	\$40,825	\$40,825
Planning/Development	\$166,346	\$167,546
Solid Waste	\$149,050	\$149,050
Municipal Building	\$62,060	\$62,060
Contingency	\$18,000	\$18,000
Legal	\$15,000	\$15,000
Insurance	\$17,345	\$17,345
General Assistance	\$6,5500	\$6,500

TOTAL GENERAL GOVERNMENT:

Budget Committee Recommend: \$1,019,221

Select Board Recommend: \$1,025,171

ARTICLE 10. To see what sum the Town will vote to raise and appropriate for the POLICE DEPARTMENT:

Budget Committee Recommend: \$803,762

Select Board Recommend: \$797,562

ARTICLE 11. To see what sum the Town will vote to raise and appropriate the sum of \$376,566.56 for PUBLIC SAFETY -NOT INCLUDING POLICE DEPARTMENT:

	Budget Committee	Select Board
Animal Control	\$6,800	\$6,800
Fire Department	\$161,828	\$161,828
Emergency Management	\$2,610	\$2,610
Hydrants	\$157,103	\$157,103
Street Lights	\$5,500	\$5,500
Traffic Lights	\$2,200	\$2,200
CLC Ambulance	\$90,760	\$90,760

Budget Committee Recommend: \$426,801

Select Board Recommend: \$426,801

ARTICLE 12. To see what sum the Town will vote to raise and appropriate for PUBLIC WORKS:

	Budget Committee	Select Board
Highway Department	\$637,195	\$630,195
Cemetery	\$55,180	\$55,180
Biscay Beach	\$1,200	\$1,200

TOTAL PUBLIC WORKS:

Budget Committee Recommend: \$693,575

Select Board Recommend: \$686,575

ARTICLE 13. To see if the Town will vote to raise and appropriate the sum of \$3,000 for COMMUNITY SERVICES RECREATION & HOLIDAY FUNDS:

Budget Committee Recommend: \$3,000

Select Board Recommend: \$3,000

ARTICLE 14. To see what sum the Town will vote to raise and appropriate the sum of \$33,813 for support of the annual operation of Skidompha Public Library as the public library for the citizens of Damariscotta:

Budget Committee Recommend: \$33,815

Select Board Recommend: \$33,815

ARTICLE 15. To see what sum the Town will vote to raise and appropriate to support Lincoln County Television:

Budget Committee Recommend: \$19,000

Select Board Recommend: \$19,000

ARTICLE 16. To see what sum the Town will vote to raise and appropriate for DEBT SERVICE:

Bond Issue for Road and Sidewalk Improvements: \$191,133; Matures 10/36

Loan for Street Light Purchase and LED Conversion \$10,842; Matures 10/25

TOTAL DEBT SERVICE:

Budget Committee Recommend: \$201,975

Select Board Recommend: \$201,975

ARTICLE 17. To see what sum the Town will vote to raise and appropriate to the Municipal Building Reserve:

Budget Committee Recommend: \$25,000

Select Board Recommend: \$25,000

ARTICLE 18. To see what sum the Town will vote to raise and appropriate to the Fire Station Reserve:

Budget Committee Recommend: \$87,500

Select Board Recommend: \$87,500

ARTICLE 19. To see if the Town will expand the purpose of the Sand/Salt Shed Reserve to include the acquisition, maintenance, and construction of all highway facilities and to rename the reserve the Highway Facilities Reserve.

Rather than creating additional reserve funds The estimated balance as of April 1st is \$20,859.

ARTICLE 20. To see what sum the Town will vote to raise and appropriate to the Highway Facilities Reserve:

Budget Committee Recommend: \$30,000

Select Board Recommend: \$25,000

ARTICLE 21. To see what sum the Town will vote to raise and appropriate to the Fire Truck Reserve:

Budget Committee Recommend: \$80,000

Select Board Recommend: \$80,000

ARTICLE 22. To see what sum the Town will vote to raise and appropriate to the Fire Equipment Reserve:

Budget Committee Recommend: \$14,000

Select Board Recommend: \$14,000

ARTICLE 23. To see if the Town will expand the purpose of the Police Vehicle Reserve to support the police department's overall capital needs and to rename the reserve the Police Department Reserve.

The estimated balance as of April 1st is \$20,518.

ARTICLE 24. To see what sum the Town will vote to raise and appropriate to the Highway Truck Reserve:

Budget Committee Recommend: \$20,000

Select Board Recommend: \$15,000

ARTICLE 25. To see what sum the Town will vote to raise and appropriate to the Highway Equipment Reserve:

Budget Committee Recommend: \$15,000

Select Board Recommend: \$10,000

ARTICLE 26. To see what sum the Town will vote to raise and appropriate to the Sidewalk Reserve:

Budget Committee Recommend: \$50,000
Select Board Recommend: \$40,000

ARTICLE 27. To see what sum the Town will vote to raise and appropriate to the Paving, Drainage, and Maintenance Reserve:

Budget Committee Recommend: \$125,000
Select Board Recommend: \$125,000

ARTICLE 28. To see what sum the Town will vote to raise and appropriate to the Technology Reserve:

Budget Committee Recommend: \$17,000
Select Board Recommend: \$17,000

ARTICLE 29. To see what sum the Town will vote to raise and appropriate to the Comprehensive Plan Reserve:

Budget Committee Recommend: \$5,000
Select Board Recommend: \$5,000

ARTICLE 30. To see what sum the Town will vote to raise and appropriate to the Cemetery Reserve:

Budget Committee Recommend: \$12,500
Select Board Recommend: \$12,500

ARTICLE 31. To see what sum the Town will vote to raise and appropriate to the Landfill Reserve:

Budget Committee Recommend: \$4,000
Select Board Recommend: \$4,000

ARTICLE 32. To see what sum the Town will vote to raise and appropriate to the Property Revaluation Reserve:

Budget Committee Recommend: \$20,000
Select Board Recommend: \$20,000

ARTICLE 33. To see if the Town will vote to appropriate \$20,000 from the Mr. and Mrs. Edward E. Philbrook Trust Fund.

These funds are to support the worthy poor in the Town of Damariscotta as indicated by the grantors.

Select Board Recommend: \$20,000

ARTICLE 34. To see if the Town will vote to raise and appropriate \$10,950 for Adult Education:

Budget Committee Recommend: \$10,950
Select Board Recommend: \$10,950

ARTICLE 35. To see if the Town will vote to raise and appropriate \$552,599 for the Lincoln County Tax Assessment:

Budget Committee Recommend: \$552,599
Select Board Recommend: \$552,599

ARTICLE 36. To see if the Town will vote to appropriate from the Estimated Revenues Account \$725,800 to be applied to reduce the FY 2024 Tax Commitment.

	Budget Committee	Select Board
Administration	\$591,600	\$591,600
Planning & Development	\$105,100	\$105,100
Police	\$9,100	\$9,100
State Reimbursements*	\$20,000	\$20,000

**State reimbursements in this article do not reflect the reimbursement programs that are included on the Tax Rate Calculation form that is completed by the assessors. The reimbursements on that form include BETE, Homestead, and State Revenue Sharing.*

Budget Committee Recommend: \$725,800
Select Board Recommend: \$725,800

ARTICLE 37. To see if the Town will vote to appropriate \$20,500 or any amount as received from the State of Maine Local Road Assistance Program (LRAP) to reduce the FY 2024 Tax Commitment.

ARTICLE 38. To see if the Town will vote to appropriate \$140,000 from the Undesignated Fund Balance to be applied to reduce the FY 2024 Tax Commitment:

Budget Committee Recommend: \$ 75,000
Select Board Recommend: \$140,000

ARTICLE 39. To elect **one** Cemetery Trustee for a three-year term.
Selectmen nominate:

ARTICLE 40. To elect **two** Budget Committee members for **three-year terms, one Budget Committee member for a one year term, one Alternate Committee member for a three year term and one Alternate Committee member for two year term.**

Selectmen nominate:
Richard McLean, Shari Sage, Dan Hunter for three-year terms;
 _____ **for a two-year term;**
 _____ **for the Alternate member three-year term;**
 _____ **for the Alternate member two-year term.**

ARTICLE 43. To see if the Town will vote to authorize the Select Board to spend funds from various reserve funds as they deem necessary in accordance with the capital improvement program.

ARTICLE 44. To see if the Town will vote to authorize the Board of Select Board to accept gifts of money, bequests, apply for and accept State and Federal Grants, and grants from non-profit organizations on behalf of the Town for municipal purposes, including when necessary, the authority to authorize the signing of grant contracts, accept the conditions that accompany gifts of money, bequests, and grant funds, and to appropriate and expend gifts of money, bequests, and grant funds for the authorized purposes.

ARTICLE 45. To act on the reports of the Select Board/Assessors/Overseers of the Poor, Town Manager, Treasurer, Tax Collector, Town Clerk and other officials.

ARTICLE 46. To see if the Town will vote to authorize the Select Board to enter into multi-year contracts (not to exceed 10 years) for the lease or purchase of goods and services and the lease of real property or buildings, when they deem it in the best financial interest of the Town?

ARTICLE 47. To see if the Town will vote to authorize the Select Board to set the date, hour, and place for the next Annual Town Meeting.

ARTICLE 48. To see if the Town will vote to authorize the Select Board to dispose of Town-owned personal property, under such terms and conditions, as they deem advisable.

ARTICLE 49. To see if the Town will vote to authorize the Select Board, on behalf of the Town, to expend money for General Assistance as needed.

ARTICLE 50. To see if the Town will vote to accept from the Massasoit Engine Company gifts of money and certain items of equipment to be used for the benefit of the Town and the Massasoit Engine Company.

ARTICLE 51. To see if the Town will vote to re-appropriate money from the sale of Town owned vehicles to the respective departmental vehicle reserve accounts.

ARTICLE 41. To see if the Town will vote to set a date when taxes shall be paid, and if so, what rate of interest shall be charged on taxes unpaid after said date. (Maximum allowable rate is 8.00 percent.)

Selectmen Recommend Due Dates of October 2, 2023 and April 1, 2024 and an interest rate of 8%.

ARTICLE 42. To see if the Town will vote to authorize the Tax Collector to offer a 2024 Tax Club Plan to taxpayers who enroll no later than July 29, 2023; who pay the total amount of 2023 taxes by monthly payments from July 1, 2023 to April 30, 2024; who abide by the requirements of said plan; who shall receive from the Town, in return for such payments, full credit for such taxes paid without incurring any charge of interest. To be eligible for the Tax Club all 2023 taxes must be paid in full.

ARTICLE 52. To see if the Town will vote to authorize the Tax Collector to accept prepayments of taxes not yet committed, and to pay interest at a rate of 0% (zero) as a courtesy to taxpayers who wish to prepay some or all of their uncommitted taxes.

ARTICLE 53. To see if the Town will vote to set the interest rate at 0% (percent) to be paid by the Town on prepaid abated taxes pursuant to 36 M.R.S.A § 506-A (no less than 4% (percent) less than the interest rates established by the Municipality.)

ARTICLE 54. To see if the Town will vote to authorize the Select Board, on behalf of the Town, to sell and dispose of any real estate acquired by the Town for non-payment of taxes thereon on such terms as they deem advisable and to execute quit-claim deeds thereon, provided the Selectmen give three consecutive weeks' notice of their intentions to make such a sale through public advertisement in a local newspaper except that the Municipal Officers shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s). The property may be sold back to the original owner for all taxes due, plus interest and all costs, without the advertisement requirement.

Given under our hands at said Damariscotta, Maine this 19th day of April, A.D., 2023

Select Board
Town of Damariscotta

Louis F. Abbotoni

Tom Anderson

Daryl Fraser, Chair

Andrea Keushguerian

Joshua Pinkham

Attest: _____ Town Clerk

DRAFT

		2023 Budgeted	2023 YTD	2024 Dept Req	2024 Manager Proposal	2024 Budget Comm	2024 Select Board	BC Dif	SB Dif
GENERAL FUND									
General Government	Admin	\$531,081.00	\$282,535.34	\$546,445.00	\$548,845.00	\$544,095.00	\$548,845.00	-\$4,750.00	\$0.00
	Assessing	\$70,217.00	\$18,006.97	\$44,924.00	\$40,825.00	\$40,825.00	\$40,825.00	\$0.00	\$0.00
	Planning/Development	\$90,394.00	\$56,540.32	\$162,411.00	\$166,346.00	\$166,346.00	\$167,546.00	\$0.00	\$1,200.00
	Solid Waste	\$140,402.00	\$93,399.32	\$149,050.00	\$149,050.00	\$149,050.00	\$149,050.00	\$0.00	\$0.00
	Municipal Building	\$56,522.00	\$26,720.39	\$62,095.00	\$62,060.00	\$62,060.00	\$62,060.00	\$0.00	\$0.00
	Contingency	\$22,000.00	\$9,454.42	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$0.00	\$0.00
	Legal	\$15,000.00	\$9,699.50	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00
	Insurance	\$15,770.00	\$15,770.00	\$17,347.00	\$17,345.00	\$17,345.00	\$17,345.00	\$0.00	\$0.00
	General Assistance	\$ 6,500.00	\$ 1,004.60	\$ 6,500.00	\$ 6,500.00	\$6,500.00	\$6,500.00	\$0.00	\$0.00
	Total	\$947,886.00	\$513,130.86	\$1,021,772.00	\$1,023,971.00	\$1,019,221.00	\$1,025,171.00	-\$4,750.00	\$1,200.00
				\$73,886.00	\$76,085.00	\$71,335.00	\$77,285.00	-\$4,750.00	\$1,200.00
				7.79%	8.03%	7.53%	8.15%	-0.50%	0.13%
Police	Police	\$725,019.00	\$409,579.37	\$802,317.00	\$803,762.00	\$803,762.00	\$797,562.00	\$0.00	-\$6,200.00
				\$77,298.00	\$78,743.00	\$78,743.00	\$72,543.00	\$0.00	-\$6,200.00
				10.66%	10.86%	10.86%	10.01%	0.00%	-0.86%
Public Safety	ACO	\$6,536.00	\$5,060.59	\$6,800.00	\$6,800.00	\$6,800.00	\$6,800.00	\$0.00	\$0.00
	Fire Dept	\$157,251.42	\$96,870.42	\$160,047.51	\$161,828.00	\$161,828.00	\$161,828.00	\$0.00	\$0.00
	EMA	\$2,279.00	\$899.77	\$2,759.00	\$2,610.00	\$2,610.00	\$2,610.00	\$0.00	\$0.00
	Hydrants	\$157,103.00	\$88,114.88	\$157,103.00	\$157,000.00	\$157,103.00	\$157,103.00	\$103.00	\$103.00
	Street Lights	\$6,500.00	\$1,832.30	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$0.00	\$0.00
	Traffic Lights	\$2,200.00	\$465.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$0.00	\$0.00
	CLC Ambulance	\$152,925.00	\$152,925.00	\$90,756.36	\$90,760.00	\$90,760.00	\$90,760.00	\$0.00	\$0.00
	Total	\$484,794.42	\$346,167.96	\$425,165.87	\$426,698.00	\$426,801.00	\$426,801.00	\$103.00	\$103.00
				-\$59,628.55	-\$58,096.42	-\$57,993.42	-\$57,993.42	\$103.00	\$103.00
				-12.30%	-11.98%	-11.96%	-11.96%	0.02%	0.02%
Public Works	Highway Dept	\$507,996.42	\$257,837.69	\$599,815.00	\$686,835.00	\$637,195.00	\$630,195.00	-\$49,640.00	-\$56,640.00
	Cemetery Maint.	\$48,445.59	\$25,378.17	\$54,640.00	\$55,180.00	\$55,180.00	\$55,180.00	\$0.00	\$0.00
	Biscay Beach	\$1,170.00	\$720.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00
	Total	\$557,612.01	\$283,935.86	\$655,655.00	\$743,215.00	\$693,575.00	\$686,575.00	-\$49,640.00	-\$56,640.00
				\$98,042.99	\$185,602.99	\$135,962.99	\$128,962.99	-\$49,640.00	-\$56,640.00
				17.58%	33.29%	24.38%	23.13%	-8.90%	-10.16%

		2023 Budgeted	2023 YTD	2024 Dept Req	2024 Manager Proposal	2024 Budget Comm	2024 Select Board	BC Dif	SB Dif
Community Services/ Betterment	Community Services	\$3,000.00	\$500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00
	Community Betterment	\$69,158.02	\$78,828.00	\$75,600.00	\$67,909.00	\$52,815.00	\$52,815.00	-\$15,094.00	-\$15,094.00
	Total	\$72,158.02	\$79,328.00	\$78,600.00	\$70,909.00	\$55,815.00	\$55,815.00	-\$15,094.00	-\$15,094.00
				\$6,441.98	-\$1,249.02	-\$16,343.02	-\$16,343.02	-\$15,094.00	-\$15,094.00
				8.93%	-41.63%	-544.77%	-544.77%	-503.13%	-503.13%
Debt Service	Streetlights	\$10,842.00	\$10,842.28	\$10,842.00	\$10,842.00	\$10,842.00	\$10,842.00	\$0.00	\$0.00
	Road Repair 2022	\$191,132.00	\$191,132.72	\$191,133.00	\$191,133.00	\$191,133.00	\$191,133.00	\$0.00	\$0.00
	Total	\$201,974.00	\$201,975.00	\$201,975.00	\$201,975.00	\$201,975.00	\$201,975.00	\$0.00	\$0.00
				\$1.00	\$1.00	\$1.00	\$1.00	\$0.00	\$0.00
				0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Subtotal Operating Budget		\$2,920,285.43	\$1,755,289.05	\$3,109,884.87	\$3,202,621.00	\$3,148,334.00	\$3,141,084.00	-\$54,287.00	-\$61,537.00
				\$189,599.44	\$282,335.57	\$228,048.57	\$220,798.57	-\$54,287.00	-\$61,537.00
				6.49%	9.67%	7.81%	7.56%	-1.86%	-2.11%
Capital Reserve	Various Reserve Fund	\$424,100.00	\$484,000.00	\$581,500.00	\$538,500.00	\$535,000.00	\$510,000.00	-\$3,500.00	-\$28,500.00
				\$157,400.00	\$114,400.00	\$110,900.00	\$85,900.00	-\$3,500.00	-\$28,500.00
				37.11%	26.97%	11.70%	9.06%	-15.28%	-17.91%
Total Municipal Budget		\$3,344,385.43	\$2,239,289.05	\$3,691,384.87	\$3,741,121.00	\$3,683,334.00	\$3,651,084.00	-\$57,787.00	-\$90,037.00
				\$346,999.44	\$396,735.57	\$338,948.57	\$306,698.57	-\$57,787.00	-\$90,037.00
				10.38%	11.86%	10.13%	9.17%	-1.73%	-2.69%

		2023 Budgeted	2023 YTD	2024 Dept Req	2024 Manager Proposal	2024 Budget Comm	2024 Select Board	BC Dif	SB Dif
TRUST FUNDS	Philbrook Fund	\$20,000.00	\$10,000.00	\$20,000.00	\$20,000.00		\$20,000.00		
				\$0.00	\$0.00	-\$20,000.00	\$0.00		
				0.00%	0.00%	-100.00%	0.00%		
EDUCATION	Adult Education	\$8,350.00	\$8,350.00	\$10,950.00	\$10,950.00	\$10,950.00	\$10,950.00		
	Primary Education	\$2,213,324.47	\$1,478,549.63						
	Secondary Education	\$938,861.24	\$930,211.79						
		\$3,160,535.71	\$2,417,111.42	\$10,950.00	\$10,950.00	\$10,950.00	\$10,950.00		
				-\$3,149,585.71	-\$3,149,585.71	-\$3,149,585.71	-\$3,149,585.71		
				-99.65%	-99.65%	-99.65%	-99.65%		
County	Lincoln Co	\$552,397.00	\$552,396.62	\$596,588.00	\$596,588.00	\$552,599.00	\$552,599.00		
				\$44,191.00	\$44,191.00	\$202.00	\$202.00		
				8.00%	8.00%	0.04%	0.04%		