



Agenda
Board of Selectmen's Meeting
Town of Damariscotta, Maine
June 16, 2021; 5:30 PM
Damariscotta Town Hall
Meeting also to be held remotely via Zoom

Join Zoom Meeting
<https://us02web.zoom.us/j/89202839998>

Meeting ID: 892 0283 9998
Passcode: BOS

- I. Pledge of Allegiance**
- II. Call to Order**
- III. Required Actions for New Board**
 1. Election of Chairman, 1st Vice Chairman and 2nd Vice Chairman
 2. Appointment of Secretary
 3. Establishment of times, dates and location of regular meetings for FY 2022
- IV. Minutes**
 1. June 2
- V. Financial Reports**
 1. Payroll Accounts
 2. Payable Warrants
- VI. Presentations**
- VII. Citizen Comments and General Correspondence**
- VIII. Town Manager Items**
 1. Follow-up on Discussion on Waterfront Improvements
 2. Date for Workshop on Annual Goals
- IX. Official Action Items**
 1. Board and Committee Appointments
 2. Confirmation of Town Manager Appointments
 3. Appointments to the Lincoln County Regional Planning Commission
 4. Appointments to the Midcoast Economic Development District Board of Directors
- 5. Selectmen's Discussion Items**
- 6. Adjournment**

Town Manager Notes for June 16, 2021 Board of Selectmen's Meeting

Required Actions of the New Board-In accordance with Article II, Section 2.03 of the Town Charter, the Board of Selectmen is required to elect a Chairman, 1st Vice-Chairman and 2nd Vice-Chairman, appoint a secretary and establish the time and place for regular Board of Board of Selectmen meetings.

Recommended Actions:

- 1. Select Board of Selectmen officers for FY 2022**
- 2. Appoint Town Staff as Board Meeting Secretaries**
- 3. Establish the regular Board meeting dates as the first and third Wednesdays of each month, beginning at 5:30 PM at Damariscotta Town Offices.**

- 1. Board and Committee Appointments-** Article IV, Section 4.01 of the Town Charter requires that the Board appoint the members of all non-elected boards, committees and commissions. **Recommended Action: Consider appointments to following boards and committees:**

Planning Board: Ann Jackson's on the Board will expire next month. Ann has indicated that she wishes to be reappointed. Gary Rosenthal and Dan Day currently serve as Alternate Members. Both would like to be reappointed.

Board of Appeals: Andrea Lalime Keushguerian's and Bruce Rockwood's three year terms on the Board will expire next month. Andrea and Bruce have both indicated that they would like to be reappointed. Ann Pinkham and Julie Horner-Keizer have indicated that they are interested in being reappointed to the alternate positions.

Harbor Management Committee : Bernard DeLisle's three year term on the Committee expires this month. Bernie would like to be reappointed.

Financial Advisory Committee- Bill Brewer's term on the Committee will expire this month and Bill has indicated that he would like to continue to serve. Daniel Hunter has completed a citizen interest card and would like to serve on this committee. Note Dan is also interested in serving on the Budget Committee. I am emailing Dan's committee interest card to Board members in a separate email.

- 2. Confirmation of Town Manager Appointments** Article IV, Section 4.02 of the Town Charter requires that the Board confirm the one year and two year appointments made by the Town Manager. Below is a list of those appointments for the coming year. Section 4.03 also requires that the Board confirm the appointments of all police personnel. With regard to the latter, I believe that the authors of the

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Town Charter may not have anticipated that Police Department employees would be considered as regular Town employees or that they would be covered by a collective bargaining agreement. I am therefore asking that the Board's confirmation of these employees be more open-ended as indicated below.

Recommended Actions: Confirm the following one year appointments made by the Town Manager:

Code Enforcement Officer, Shoreland Zoning Officer, 911 Officer, Building Inspector, and Plumbing Inspector -Stanley Waltz

Deputy Code Enforcement Officer- Jarrod Pinkham

Fence Viewer- Charlie Ault

Harbor Master- Paul Bryant

Deputy Harbormaster- Michael Herz

Town Clerk – Rebecca Bartolotta

Treasurer –Cheryl Pinkham

Deputy Clerks –Heather Dube, Cheryl Pinkham

Road Commissioner –Hugh Priebe

Officer- Dr. Timothy Goltz

Tax Collector- Heather Dube

Animal Control Officer-Lincoln County Sheriff's Department

General Assistance Administrator- Cheryl Pinkham

Civil Emergency Preparedness Director – Stephen O'Bryan

Deputy Civil Emergency Preparedness Director- John Roberts

Sealer of Weights and Measures- Robert Wiggins

Shellfish Warden –Contract with Lincoln County Sheriff's Office

Town Planner- Robert Faunce

Assessor's Agent-Matthew Murphy

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- 3. Appointments to the Lincoln County Regional Planning Commission-** Dick McLean and Lou Abbotoni are the Town's current representatives on the Commission. Dick and Lou would like to be reappointed. I would be happy to continue to serve as their alternate.
Recommended Action: Reappoint Dick McLean and Lou Abbotoni as the Town's representatives and Matt Lutkus as the Alternate member on the Lincoln County Regional Planning Commission.

- 4. Appointments to the Midcoast Economic Development District Board of Directors** The Midcoast Economic Development District (MCEDD) General Assembly meets once per year. Each municipal member of MCEDD is allowed to have two representatives on its Board of Directors. Given my current level of interaction with MCEDD, I am requesting that the Board appoint me and a member of the Board of Selectmen to serve as the Town's representatives.
Recommended Action: Appoint two Town representatives to the Midcoast Economic Development District Board of Directors.