

# Town of Damariscotta 2019-20 Goals and Action Plan

## Adopted September 4, 2019

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### 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, Matt, Stan and Becky	High	2/1/2020	Draft completed

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

Action Plan	Responsibility	Priority	Due Date	Status
Update the Five Year Capital Improvement Plan; incorporate a long term computer replacement schedule	Matt, department heads Public Works Committee	High	1/31/20	Five Year plan currently being updated to include FY2020 projects
Continue efforts to obtain major funding for Waterfront improvements including flood resiliency for downtown businesses; consider business impact fees	Matt	High	Ongoing	The Town has received financial commitments from private donors to assist with the funding of waterfront improvements. Town staff is currently working with Midcoast Economic Development District staff on an \$1,000,000 grant application
Update annual and multi-year paving and maintenance schedules for Public Works	Public Works Committee	High	2/1/2020	
Finalize design and engineering and construct downtown restroom	Board of Selectmen, Matt, Hugh, Consultant	High	7/30/2020	Town and private funding has been identified, EDA funds are being requested to complete the restroom as it was designed.
Work with Maine DOT, Lincoln County and other Towns on the Pemaquid Peninsula to implement 129/130 Plan	Board of Selectmen, Public Works Committee	Medium	Ongoing	Although the draft is very informative and insightful, the plan has not yet been finalized.
Seek funding for infrastructure improvements especially those	Matt, planner	Medium	Ongoing	Matt is currently working with members of the Public Safety and Accessibility Collaborative (PSA). This group has adopted the priorities

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improvements that will increase accessibility for an older population				identified in the updated Bicycle and Pedestrian Plan and is developing a strategy for moving forward on funding the various projects.
Pursue public ownership and maintenance of section of Heater Road to Town Garage	Matt, Hugh, Public Works Committee	Medium	2/1/2020	Requested by Planning Board in 2018. Town staff have identified the property owners who would need to provide the necessary right of way. Funding will be requested in FY2021 to begin reconstruction of the road.
Consider major bond issue to address funding for road and sidewalk infrastructure improvements	Board of Selectmen, Financial Advisory Committee	High	2/1/2020	
Actively contribute to efforts toward achievement of Review 1998 Maine Planning Office Report on Regional Service Centers	Board of Selectmen, Matt	High	Ongoing	
Complete first phase (Design and engineering) of Miles Street Improvement Project	Matt, LincolnHealth staff, consultant	High	1/15/2020	

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

Action Plan	Responsibility	Priority	Due Date	Status
Complete lease or sale of property to the LC Chiefs Association for training facility.	Selectmen, Matt, Chief Roberts	Low		The June 2018 Town Meeting authorized the Board of Selectmen to negotiate a purchase/sale agreement with the Lincoln County Fire Chiefs' Association. The next step is for the Association to submit a draft agreement to the Town.
Purchase new police truck	Chief Warlick	High	11/1/2019	

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Update Traffic and Parking Ordinance	Matt, Chief Warlick	Medium	2/1/2020	
Continue highly visible enforcement of posted speed limits.	Chief Warlick	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 historic preservation ordinance for Town meeting consideration.	Land Use Advisory Committee, Planner, Board of Selectmen	Medium	2/15/2020	Draft Historic Preservation Ordinance near completion
Finalize draft Adult Use and Medical Marijuana Ordinances for Town Meeting consideration	Selectmen, Town Attorney, Matt	High	8/28/2019	The Town voted to opt into allowing commercial establishments in 11/2018. The State adopted its regulations for adult establishment in 7/2019. Public hearings on the proposed Town licensing and zoning ordinances will begin next, with adoption of the ordinances scheduled for 11/19.

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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
Continue implementation of Comprehensive Plan Goals with a specific focus on identification of potential commercial growth areas.	Board of Selectmen; Planning Board; Town staff;	High	Ongoing	
Complete sidewalk on Bristol Road (Sidewalk-Bicycle Plan)	Matt; Hugh; MDOT, Town engineer	High	11/15/2019	The contractor has been selected. Project will take place in fall, 2019.
Work jointly with Coastal Rivers Trust to build segments of sidewalk on Main and Church Streets and Biscay Road	Matt, Hugh, CRT engineer, Public Safety and Accessibility Collaborative	High	9/30/2020	

**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, Matt	Medium	Ongoing	
Continue to work closely with School District to contain the overall cost of government and schools to the taxpayers	Selectmen, Matt	High	Ongoing	
Work with Town of Waldoboro to ensure successful implementation of Code Enforcement Officer Agreement	Matt, Stan	High	Ongoing	
Working jointly with Bristol and Newcastle, assess the benefits of municipal ownership and/or LED conversion of street lights.	Matt	Medium	3/31/2020	

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### Focus area: Citizen Communications/Outreach

Action Plan	Responsibility	Priority	Due Date	Status
Prepare and send out Town e-newsletter	Matt	High	Ongoing	The mailing list currently has 673 subscribers and an “open rate” that ranges between 46 and 61 percent.
Maximize the use of LCTV and local newspapers for disseminating information	Matt	High	Ongoing	
Continue to update Town’s website and Facebook page to provide useful information to citizens and visitors	Becky, Matt and Cheryl	Medium	Ongoing	
Participate in “Spirit of America” Volunteer Recognition Program	Matt	Medium	3/31/2020	This recognition continues to be given in conjunction with the annual report dedication.
Hold volunteer recognition event	Board of Selectmen; Town Staff	Medium	6/10/2020	
Complete “codification” of Town Ordinances	Ordinance Format Committee; Board of Selectmen, Town staff and Town Meeting	High	6/10/2020	
Update BOS Policy on Tobacco Use	Matt	Medium	10/1/2019	
Host a tenth anniversary celebration and review of the Town’s Heart and Soul Charettes	Board of Selectmen, volunteers from Heart and Soul process	Medium	5/1/2020	
Participate in Maine Bicentennial Event	Board of Selectmen, volunteers	Medium	8/1/2020	

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### Focus area: Environmental Stewardship

Work with Coastal Rivers and other organizations on the community-wide cleanup	Town office Staff; Hugh;	Medium	4/15/2020	
Complete large scale solar facility on former landfill site	Matt	Medium	12/31/2019	
Work with the Nobleboro Transfer Station to determine if there are additional steps that can be taken to encourage recycling.	Board of Selectmen members Mayer and Leshure.	Medium		Although it was a well-attended and informative event, the 8/22/2019 Lincoln County recycling forum did not result in any initiatives to promote recycling.