

**Town of Damariscotta, Maine  
Board of Selectmen's Meeting  
Wednesday, May 20, 2009, 6:00 p.m.**

Present were: Selectmen: Richard McLean, Joshua Pinkham, Vicki Pinkham, Edwin Stelzer, David Wilbur, Town Manager, Gregory Zinser, Deputy Clerk, Jurate Barnes, Scott Folsom, Beth McPherson, Karen O'Bryan, Ann Pinkham, Joe Gelarden, Chad Andrews, Steve Drake, John Braley.

**I. Pledge of Allegiance**

**II. Public Hearings:** Chair McLean opened the public hearings at 6:02 pm

1. Liquor License Renewal—Schooner Landing: Entertainment license also up for renewal. McLean asked Chief Drake about the nine incidents on the PD report—if there was reason for concern. Drake said there was not; things are under control. Folsom noted that most of the calls to the PD were initiated by Schooner Landing; he also said that his staff attends the certification course offered by the State. This hearing closed at 6:12 pm.
2. ElderCare CDBG status: Beth McPherson reported to the Board that the project was virtually finished. It was a great success, the contractor did a good job. Already see a real improvement in the energy bills, the blown insulation has made a real difference by filling in all the cracks. ElderCare is very grateful to the Town for the application. Anticipate a tremendous improvement in the energy bills in the next full year. McLean inquired why this hearing was needed. Zinser: it is required—certified copy of the minutes to be sent with wrap up of grant. Of the \$76,000.00 grant, \$75,826.00 was spent on the project. McLean asked where the remaining \$174.00 went; Zinser said he thought it was returned to the program. No further comments; McLean closed this hearing at 6:15 pm.

**III. Call to Order**—Chair McLean called the meeting to order at 6:15 pm. On motion McLean/J.Pinkham to approve liquor license application for Schooner Landing. Motion passed 5-0.  
On motion McLean/Stelzer to approve entertainment license for Schooner Landing. Motion passed 5-0.

**IV. Communications/Bid Opening:**

1. Letter from County Commission—Updating of County Map: Bill Blodgett requested the town update the Lincoln County map for the 250<sup>th</sup> celebration. Looking for updates of historic or cultural importance; due May 27th. Stelzer suggested historical committee input.
2. MMA letter—nominations: Zinser distributed to the Board the MMA letter asking for nominations for the executive committee and a nomination for Vice President. Any recommendations or questions should be sent directly to Zinser.

## **V. Town Manager Discussion**

1. PD substation—Robert Clifford has offered the use of the former barbershop space (at Elm St. Plaza) free of charge until Labor Day. Chief Drake said that police patrol downtown was a manpower issue. With a space downtown, the officers have an office. Drake can mandate they be there, working on reports, more foot patrol and interaction with the community. Discussion continued regarding signage in the office, discontinuing the designated PD parking space on Theatre St., the need for a visual presence of police on the street downtown. V. Pinkham noted that seeing an officer on the street is good PR. Drake responded that the officers will tend to get out more. McLean moved to accept Clifford's offer of space until Labor Day, with the Board revisiting the second scheduled meeting in August to determine how this was working out; Stelzer second. Discussion continued that this was a step in the right direction, questions on recordkeeping/time study. Drake felt a time study was an excellent idea, especially during the trial period. Motion approved 5-0.

In response to a query regarding a detective division in the PD, Drake replied that Jen Doe and Rich Alexander both were detectives. Their pay rate has not changed, the goal is to train them so that Drake's role is more managerial.

2. Youth Intern—DPAC is looking for a way to engage the youth component of the community in the planning process. The Orton grant has money to hire a youth intern. Friends of Midcoast Maine will reimburse the town through the grant. McLean asked that the Board have an opportunity to meet the selected intern. Wilbur noted that the intern would ideally be a high school junior and around in the fall to continue.

## **VI. Official Action**

1. Cemetery Deed and Perpetual Care agreement—for Lorna Lewis at Hillside Cemetery. J. Pinkham move, upon payment, McLean second. Motion approved 5-0.
2. Wright-Pierce—contract addendum: Zinser reported to the Board regarding the Church St. project that Travis Prior of Wright Pierce can handle the entire bidding process, provide construction agent services for an estimated \$5,635. Prior can answer questions from a technical perspective at the June 11 bid opening, a week later can present to the Board with recommendations the lowest qualified bidder, provide inspection services, bi-weekly meetings, and contract changes. The money is part of the grant. V. Pinkham inquired about out-of state bidders. Zinser said the bid goes to bidding agencies. J. Pinkham move to authorize the contract addendum, McLean second. In discussion J. Pinkham asked about the drainage easement by the old firehouse. Zinser

replied that the draft easements are almost done. Stelzer commented that the ad in the paper regarding this project was one of the most detailed he had ever seen, a lot of complicated parts to this project, we need an outside expert's assistance, especially because of the very tight time frame. Motion passed 5-0.

3. Warrant and notice of election: the GSB/CSD meeting of last week the warrant was issued with notice of election for June 9<sup>th</sup> vote for the school budget. McLean moved to execute the warrant, J. Pinkham second. Motion passed 5-0.
4. Charrette RFP: Zinser reported that the document for a community-wide charette is about 95% complete; the time frame is tight, the charette is scheduled in October. Some comments from the Orton Foundation, received on Friday evening are to be considered, would like to get moving on it, can e-mail RFP to the Board. McLean noted that Joe Gelarden from the Lincoln County News should have access to the e-mails to the Board regarding the charette.

## **VII. Selectmen's Discussion Items**

### **VIII. Old Business**

#### **IX. Consent Calendar**

Regular meeting minutes of May 6, 2009, J. Pinkham move approval, Stelzer second, Motion passed 5-0.

1. General Fund warrant #60: J. Pinkham move; V. Pinkham second.  
Discussion: J. Pinkham inquired about Eaton Peabody bill. Zinser explained that is was moving forward on a TIF study and a JDA, authorized by the Board. There is a meeting set for next Tuesday to review final draft for the next Board meeting. Motion on General Fund Warrant #60 passed 5-0.
2. Payroll warrant #59: J. Pinkham move to approve; V. Pinkham second. Motion passed 5-0.

#### **X. Other Business**

Stelzer: good feedback on the Harbor Ordinance; will have final version for town meeting.

Wilbur: is the bus on next month's agenda

McLean: the second meeting in June; also a chance for input from the townspeople.

J.Pinkham: what about outstanding taxes?

Zinser: very good return; would guesstimate about \$200K still out, including about \$50K of tax club. Thirty-day notices have been sent, will process liens next Friday, pretty much status quo, same people are going to lien.

J. Pinkham: noticed the painted lines, thanks to Terry and Paul.

J. Pinkham reiterated his dislike of the Main St. traffic light and intersection. McLean: may need to revisit the intent to discontinue the Theatre St. parking space. Let the Board know.

McLean moved to suspend the Board of Selectmen meeting and move into Board of Assessors meeting; Stelzer second; Motion passed 5-0; Meeting suspended at 7:18 pm

Board of Selectmen meeting resumed at 7:26 pm

## **XI. Executive Session**

1. Executive Session pursuant to 1 M.R.S.A, sec.405(6)(F) to consider poverty abatement. On Motion J. Pinkham/V. Pinkham to enter executive session; motion approved 5-0; Board entered executive session at 7:26 pm.

## **XII. Adjournment**

Board moved out of executive session at 7:35 pm; re-convened as Board of Selectmen at 7:35 pm. McLean moved to deny poverty abatement, V. Pinkham second, motion approved 5-0. On motion J. Pinkham/McLean to adjourn Board of Selectmen meeting; motion approved 5-0. Meeting adjourned at 7:36 pm.

Respectfully submitted,

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Jurate J. Barnes, Deputy Clerk