



Town of Damariscotta Select Board Meeting

September 17, 2025

**Town Office
21 School St
5:30 PM**

Join Virtually

Meeting: <https://us02web.zoom.us/j/88515206187>

AGENDA

- 1. Pledge of Allegiance**
- 2. Call Select Board Meeting to Order**
- 3. Minutes**
 - i. September 3, 2025
- 4. Financial Reports**
 - i. Payroll Warrants #___
 - ii. Accounts Payable Warrants #___
- 5. Citizen Comments and General Correspondence**
- 6. Town Manager's Report**
- 7. Official Action Items**
 - i. Liquor License Renewal: Best Thai
 - ii. Vending License: Blanchards Ice Cream
 - iii. Fire Station Reserve Allocation: Station Improvements
 - iv. MPERS Retirement Plan Changes
 - v. Order of Municipal Officers: Tax Payment Allocation
 - vi. Paving and Drainage Reserve Allocation: Road Improvements
 - vii. Technology Reserve Allocation: Workstations
- 8. Select Board's Discussion Items**
- 9. Adjournment**



**Town of Damariscotta
Board of Assessors and Select Board
Meeting**

September 3, 2025

**Town Office
21 School St
5:30 PM**

Join Virtually

Meeting: <https://us02web.zoom.us/j/85228756628>

MINUTES

Attendance:

Select Board: Daryl Fraser, Tom Anderson, Andrea Keushguerian, Dan Hunter, Darryl Day

Other: Andrew Dorr, Town Manager, Jed Weiss, Lisette Griffin, Ali Juell, LCN

- 1. Pledge of Allegiance**
- 2. Call Board of Assessors' Meeting to Order**

Fraser called the meeting to order at 5:30.

i. Official Action Items

1. Abatement

Motion by Fraser to approve abatements 2026-1, 2026-2, 2026-3, and 2026-4.

Second by Anderson

Vote: 5/0/0

2. Supplemental

Hunter asked if the supplementals were generated by the letters requesting updates on inventory recently sent out. Dorr replied that he believed so.

Motion by Fraser to approve supplementals 2026-01 through 2026-7.

Second by Day

Vote: 5/0/0

ii. Board of Assessors' Discussion Items

Hunter asked whether budget committee membership selection would happen at the next meeting. He stated that folks were talking about traffic and taxes. Dorr replied that office staff had been encouraging people to participate on the budget committee and were discussing the increase in taxes with people. He prepared information to distribute to those interested. More information will be on the website which illustrates how a tax bill is distributed over all departments.

iii. Adjournment

Motion by Hunter to adjourn the Assessors's meeting.

Second by Day

Vote: 5/0/0

3. Call Select Board Meeting to Order

Fraser called the Select Board Meeting to order at 5:50.

i. Minutes

1. August 20, 2025

Motion by Anderson to approve the minutes of August 20, 2025 as presented.

Second by Keushguerian

Vote: 5/0/0

ii. Financial Reports

1. Payroll Warrants # ____

Motion by Fraser to approve Payroll Warrant #9.

Second by Keushguerian

Vote: 5/0/0

2. Accounts Payable Warrants # ____

Motion by Fraser to approve Accounts Payable #10.

Second by Anderson

Vote: 5/0/0

iii. Citizen Comments and General Correspondence

Dorr distributed a notice from the Lincoln County Budget Advisory Committee including meeting dates. Hunter volunteered to represent Damariscotta and attend the September 11th meeting, but wasn't sure if he could attend them all.

iv. Town Manager's Report

Dorr provided a written report. The Island fellow will begin working with the Town Planner next week. The closeout documents for the EDA Grant

have been submitted. The police chief job posting should hopefully go up next week. The public works crew is utilizing an excavator that has been rented for the month. They have begun doing some shouldering/ditch work along Standpipe Rd. They will be working their way towards Back Meadow Rd. and work as far as they can to the Nobleboro Town line. The winter sand is being hauled in to ready the pile for the winter season. An agreement has been signed with Eastern Salt for \$73.50/ton.

Dorr described the process for evaluating the two projects currently out for bid. Scoring capabilities and a cost proposal to arrive at "the highest qualified bidder". It will be 2-3 weeks before there is a result. The same process will be used for the culvert work.

Day commented that the crew is doing a really good job.

v. **Official Action Items**

1. Paving Reserve Request - \$75,000 for various improvements

Dorr provided information regarding some road improvement work needed around town. He distributed two quotes from contractors currently on site to provide 1.5" of overlay for Church St. and Belvedere Extension and to replace a failing culvert. He recommended the bid requirement be waived for these two projects as it is in the best interest of the Town. Work in various other locations are all estimated to be below the \$15,000 threshold in the Charter. Quotes for this work will be presented at the next meeting.

Anderson asked what the total amount in the reserve is. Dorr replied \$232,000.

Keushguerian asked about funding for the Great Salt Bay work. Dorr replied that it was their project, not town funded, and there might be some grant funding involved.

Motion by Fraser to appropriate up to \$75,000 from the Paving and Drainage Reserve for the road improvements recommended in the Town Manager's August 28th memo and to waive the bid procedure for the projects that will be over \$15,000.

Second by Anderson

Vote: 5/0/0

2. Technology Reserve Request - Planning Board Chromebooks \$2,450

Dorr requested funding for Chromebooks on behalf of the Planning Board, as many of their materials are large format and hundreds of

pages, which don't necessarily need to be printed. Fraser asked what the balance in the technology reserve is. Dorr replied \$38,000.

Motion by Fraser to approve up to \$3,000 for Chromebooks for the Planning Board members.

Second by Day

Vote:5/0/0

3. Pumpkinfest - Parking Lot Use

Jed Weiss, organizer for Pumpkinfest appeared before the Board to officially request the use of a portion of the municipal parking lot for some of their activities. He described some of the activities happening over the holiday weekend and a well run bussing system from several locations to bring folks into downtown. Several businesses, First National Bank, for example, have donated their parking spaces to be used as fundraising opportunities; Chamber of Commerce, for example. He shared information about the barriers that will be used and potential traffic flow. Dorr believed the dedicated use of a portion of the parking lot is an important safety consideration and a way the town can support a great community event.

Motion by Fraser to authorize the dedicated use of a portion of the parking lot to Pumpkinfest for the festival weekend to be determined by the Town Manager.

Second by Keushguerian

Vote: 5/0/0

vi. **Select Board's Discussion Items**

1. Strategic Planning Process

Dorr described the next step in the strategic planning process. He suggested September 10, 2025 as the first of two workshops for the Board. He is hopeful that a first draft of priorities will be available for the 2027/28 budget processes in terms of capital projects, partnerships, staffing, etc. What are we going to accomplish and how will it be measured by the end of December?

2. FY 26 Tax Impacts - Looking ahead to FY 27

Dorr reported the reevaluation process has essentially started. It will impact the 2028 tax commitment.

Large budget items will be highly scrutinized. What do you want to reduce? What can we reduce? Fraser commented that we don't want to play catch up later though. Dorr is optimistic that there will be

nothing big for FY27. He noted that there is a real need for development and revenue.

vii. **Adjournment**

Motion by Fraser to adjourn the meeting.

Second by Anderson

Vote: 5/0/0



Town Manager's Report

September 12, 2025

Department Updates

- Administration
 - TRIO upgrade is something that has been on the horizon for a couple of years now. Town Offices across the state that use this software have been hesitant to complete the upgrade as it was riddled with issues in the initial rollout. The current software will not be supported, at some point, and we'll thus need to make the conversion. Given annual commitments and general availability/capacity of the staff, we will likely aim to do this towards the end of the calendar year. This will result in some necessary training and likely some minor scheduling changes.
 - See-Click-Fix is a new module that we have yet to implement associated with the website upgrades we committed to last year. This system will allow web visitors to complete a complaint form for various departments and create a digital log of those complaints for easy reference. I expect this to be live by November if we are able to stay on track.
 - I will be sending a LOS to Dr Leslie of the Darling Marine Center as she looks to apply for a grant that would continue the work of understanding the uses of the Damariscotta River Estuary. Some form of this project has been ongoing since 2019 and they have been able to gather information that can help inform future decisions related to shellfish harvesting and river management.
 - Strategic Planning - the first workshop seemed to go well. I met with Gabe and Emerson on Thursday to discuss next steps and we are proposing continuing the workshops on Wednesdays until all the strategies are reviewed. We propose meeting on your off-weeks for less than 1.5 hours, which would mean meeting on Sept 25, Oct 8, and Oct 22. Staff will begin to review the priorities towards the middle of October and into November before coming back to the board in November with at least one more workshop to close out the process. Thank you for the effort and patience to move us through this process. I am looking forward to the direction that this process and document will provide us day-to-day and during the annual budget process.

- Planning
 - Most of you met Emerson this past week. Emerson has been a great addition so far and we are excited to see what she'll be able to accomplish as we move into the workplan. Priorities out of the gate include completing the board strategic plan and getting trained on the website and ClearGov platforms.
 - Michael will be reviewing an application with the Historic Preservation Review Commission. Colby & Gale is considering an addition at their Main St location.
- Police
 - The department evaluation is beginning and the review team is expected to finish their report by the end of November. This effort is being done voluntarily and with goals of furthering the professionalism that has been fostered in the department over the last few years. This builds on the MLEAP accreditation that the department achieved in 2024 and will provide us with a great resource for any areas that can be improved.
 - The Police Chief's job ad should be posted before the meeting next week. The committee is currently reviewing the drafted language and once complete, it will be advertised. I anticipate a three-week posting which would allow applicants to submit by the first week in October. From there, I will review the applications with the executive team and likely conduct interviews with the committee members.
- Fire
 - Improvements to the facility are being lined up over the next 6 weeks. They will include a new roof, potentially new gutters, and, if approved, a new wear surface in the bay area.
 - Fire Prevention Week is October 5-11 and typically involves awareness activities at the area schools and in the community.
- Public Works
 - The crew is finishing up the use of the excavator rental. They were able to clear the roadside on Standpipe and part of Back Meadow as well as replace a culvert on Hammond Street. They will likely finish out the time with the machine by ditching along Heater Rd before cleaning the machine for its return.
 - The boat rack at the Waterfront Park will be removed soon. We aim to remove this before the Pumpkinfest weekend so that spectators are deterred from climbing on this and hurting themselves or damaging the rack. This also would mark the end of the use of this for the season.
 - Sand and salt have been stacked for the start of the winter season already. We will begin payments with the contractor again this month.

Capital Project Updates

- **Chapman St Drainage** - Surveyors will likely be on site next week to begin delineating the wetland and boundary area. I have been successful in contacting about half of the abutters so far and will continue to reach the remaining property owners.

- **1B PPI** - We received six responses for this technical proposal and they are currently being reviewed and scored. I anticipate we can begin review on the price proposal for the highest scoring respondent by the end of next week. Thanks to Dan Hunter for agreeing to help review and score the technical responses we did receive.
- **Castner Creek Culvert Replacement** - Four respondents submitted technical proposals this week. The review process for these will begin next week once I pull together a review team. If any board member is interested in participating in that process, please let me know.
- **EV Chargers** - This project is anticipated to begin the week of the 22nd. There was an opening in the civil teams schedule and they are looking to get the project started. The units may have to be installed at later date as they have not arrived yet, but that part will be easy to complete once the underground/utility work is done. I have included a copy of the plans in the board packet.

Upcoming Meetings

- Monday, September 22 @ 8:00 AM - Business Coffee Connect [Town Office]
- Monday, September 22 @ 5:00 PM - Historic Preservation Review Commission [Town Office]
- Monday, September 22 @ 6:00 PM - Dam~New Public Works Committee [Newcastle Fire Station]
- Wednesday, September 24 @ 5:30 PM - Select Board Workshop: Strategic Planning [Town Office]
- Wednesday, October 1 @ 5:30 PM - Select Board [Town Office]
- Monday, October 6 @ 6:00 PM - Planning Board [Town Office]
- Wednesday, October 8 @ 5:30 PM - Select Board Workshop: Strategic Planning [Town Office]
- Monday, October 13 - INDIGENOUS PEOPLES DAY - TOWN OFFICES CLOSED
- Wednesday, October 15 @ 5:30 PM - (tent.) Special Town Meeting and Select Board Meeting [Town Office]

Please contact heather.leslie@maine.edu or 563-8115 w questions.

Working Title:

Building Knowledge and Capacity for Shellfish Restoration in the Damariscotta River estuary

This is a 2-3 page proposal for a call from the Broader Reach Fund and Builders Initiative entitled 'Funding for Maine Coastal and Marine Climate Action. If HL is to take the lead on administration and implementation, UMaine needs the budget and key details by September 25th. We have a couple more weeks to work on the narrative below.

Problem Statement: *What is the problem you intend to address and how is it related to climate change and marine habitats?*

In Maine coastal communities, climate change is impacting people now, reshaping their day-to-day activities, the local economy, and the coastline and other places of cultural and ecological significance (Russell and Spinski 2024). Longtime shellfish harvesters have observed significant changes in the ecology of the estuary on which their livelihoods rely: soft-shelled clams have decreased in abundance, while in some places, American oysters and quahogs are becoming easier to find (Risley et al. 2025). Sea level rise and storms threaten accessibility and sustainability of not only working waterfront, but also roads and business districts.

In the face of such disruption, people want to contribute to solutions. In alignment with the recommendations of the Maine Climate Action Plan, our collaborative group of community scientists, harvesters, aquaculturalists, conservationists, educators, and municipal leaders is focused on marine habitats of the upper Damariscotta River estuary.

We have two goals:

1. Through monitoring and research, to develop knowledge and test methods to restore the commercially important shellfish populations of the estuary
2. Through site visits, collaborative research and education activities, and knowledge sharing events, to build our community's capacity to engage in collective action and adaptation in the face of climate change impacts.

Solutions: *How will you address this problem? What specific strategies, activities or products will you produce? If you have policy outcomes, how will you ensure success?*

In 2019, in partnership with the Joint Shellfish Committee of the Towns of Damariscotta and Newcastle, the University of Maine Darling Marine Center initiated a community science program focused on the commercially valuable bivalve shellfish species of the upper Damariscotta River estuary (<https://tinyurl.com/DREcomsci>). The program's goal is to create robust social and ecological data to support community-led, ecosystem-based management at the

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local scale. Together with shellfish harvesters, high school and University students, and others, we have gathered ecological and social science data in support of municipal shellfish management (Risley et al. 2023). In 2022, for example, data from this program enabled the shellfish committee to change their license allocation scheme. Without these data, the Department of Marine Resources would not have allowed the change.

With the proposed project, we will address outstanding questions related to municipal management of intertidal shellfish resources and the estuary ecosystem in the face of changing environmental and socioeconomic conditions and broaden the collaboration that we initiated with support of the Maine Shellfish Resilience and Restoration Fund in 2019. Outcomes will include increased knowledge and local capacity to respond to and adapt to climate change impacts through deliberate and inclusive convenings, monitoring, and research.

We propose to conduct the following activities during the two-year project period:

1. Jan-April 2026:
 - a. Confer with other shellfish committees and local experts, e.g., Maine DMR regional biologists and marine resource officers, about shellfish restoration strategies.
 - b. Convene project team and other interested parties to finalize the summer 2026 workplan, including volunteer recruitment research study design, and strategic communications
 - c. Recruit volunteers to implement the 2026 project.
2. May-Aug 2026: Conduct paired laboratory and field research studies to answer the question, as identified in collaboration with members of the Joint Shellfish Committee and other interested community members: *Can juvenile soft-shelled clams survive in the upper Damariscotta River estuary?*
3. Sept 2026-April 2027:
 - a. Analyze and interpret data in collaboration with the joint shellfish committee and other local experts.
 - b. Convene project team and interested stakeholders to share what we learned in summer 2026 and to address questions that harvesters and other community members have raised about estuary ecology, history and co-occurring activities, e.g., wild shellfish harvesting, lobster fishing, and shellfish aquaculture.
4. Plan next steps with the project, including but not limited to field research, education and community engagement activities in summer 2027.
5. May-Aug 2027: Conduct field research to support shellfish restoration in the Damariscotta River estuary. Possible ideas include further investigation into the causes of soft shell clam decline and possible restoration and stock enhancement strategies for clams, quahogs, and American oysters. The specific plans will be guided by existing science and local expert knowledge and co-developed by our collaborative team.

Please contact heather.leslie@maine.edu or 563-8115 w questions.

6. Sep-Dec 2027: Convene harvesters and other local experts and community members, to share what we learn and plan next steps.

These activities will lead to actionable results, including:

- New knowledge about the observed patterns and underlying causes of changes in abundance in ecologically, commercially and culturally important shellfish species in the Damariscotta River estuary;
- Increased monitoring and decision-making capacity in support of municipal shellfish, shoreline, and estuarine management by the joint shellfish committee of Damariscotta and Newcastle; and ultimately,
- Improvements in the health and resilience of marine soft-sediment habitats in the Damariscotta River estuary (i.e., mudflats and subtidal soft sediment habitats) through the restoration of important shellfish populations.

Key Personnel: Add one paragraph about the qualifications, experiences, and skills each person will bring to the project.

Dr. Heather Leslie: Professor of Marine Sciences, UMaine Darling Marine Center & Former Member, Joint Shellfish Conservation Committee of the Towns of Damariscotta and Newcastle

Joel Spinney: Shellfish harvester, Oyster farmer & Member, Joint Shellfish Conservation Committee of the Towns of Damariscotta and Newcastle

Sandy Ambrose: Vice Chair, Joint Shellfish Conservation Committee of the Towns of Damariscotta and Newcastle

Gary McAllister: Interested citizen

Andrew Door, Town Manager of Damariscotta: Advisor

Kevin Sutherland, Town Manager of Newcastle: Advisor

Representative of Coastal Rivers Conservation Trust (to be invited)

A summer research intern and a graduate student, to be named

Letters of Support to be requested by HL:

Town of Newcastle

Please contact heather.leslie@maine.edu or 563-8115 w questions.

Town of Damariscotta
Coastal Rivers Conservation Trust

Letters of Support

September 9, 2025

To Whom It May Concern,

My name is Joel Spinney, and I'm a wild harvester and oyster farm operator, as well as a member of Maine's scallop commercial fishing community. I've recently joined the Damariscotta-Newcastle Shellfish Commission and am proud to be part of an emerging collaborative effort to develop a study focused primarily on softshell clams.

This project will bring together local harvesters, community members, and researchers from the Darling Marine Center at the University of Maine to better understand and support the future of softshell clam populations in our region. As someone with extensive experience on the water and in aquaculture, I'm excited to contribute both practical knowledge and hands-on implementation to the in-ground aspects of this work.

I believe this study has the potential to benefit not just our local shellfish populations, but also the broader fishing and farming communities that depend on them. I look forward to working closely with all partners involved to help make this project a success.

Sincerely,
Joel Spinney

TOWN OF DAMARISCOTTA EV CHARGING SYSTEM

PROJECT SUMMARY

SERVICE SUMMARY		
TRANSFORMER SPECS	T.B.D. BY UTILITY	
SERVICE SECONDARY WIRING	400A 240V 1Φ*	
MAIN PANEL RATING	400A 240V 1Φ*	
EXPANSION CAPACITY	ENTIRE SYSTEM IS SIZED FOR EXPANSION/UPGRADE	
CHARGER(S) SUMMARY		
ITEM	DESCRIPTION	QTY
CHARGEPOINT CP602I DUAL	208V OR 240V LEVEL 2	4

AUTHORITIES HAVING JURISDICTION

BUILDING AUTHORITY	DAMARISCOTTA, MAINE
ELECTRICAL AUTHORITY	DAMARISCOTTA, MAINE
ZONING/PLANNING AUTHORITY	DAMARISCOTTA, MAINE
ELECTRICAL UTILITY	CMP
APPLICABLE CODES	NATIONAL ELECTRICAL CODE 2023

CONTACT INFORMATION

PROJECT MANAGER:
 JOSH BASTON
 758 WESTBROOK STREET
 SOUTH PORTLAND, ME 04106
 PHONE: 207-595-2445
 EMAIL: JOSHB@REVISIONENERGY.COM

PROJECT DESIGNER:
 CHUCK HAYWARD
 758 WESTBROOK STREET
 SOUTH PORTLAND, ME 04106
 PHONE: 207-805-4070
 EMAIL: CHAYWARD@REVISIONENERGY.COM

ENGINEER OF RECORD:
 HANS ALBEE
 PO BOX 6
 LIBERTY, ME 04949
 PHONE: 207-322-4106
 EMAIL: HANS@REVISIONENERGY.COM



**REVISION
ENERGY**

758 WESTBROOK STREET
 SOUTH PORTLAND, ME
 04106
 (207)-221-6342

CLIENT:

TOWN OF DAMARISCOTTA
 27 PARKING LOT LN
 DAMARISCOTTA MAINE,
 04543

SYSTEM TYPE:

NEW ELECTRICAL VEHICLE
 CHARGING STATIONS

SHEET LIST

SHEET	TITLE
G001	TITLE SHEET
G002	GENERAL NOTES
AI00	SITE PLAN
E300	DETAILS & ELEVATIONS
E400	ONE LINE DIAGRAM

REVISION LIST

DATE	BY	STATUS	CHANGES MADE
04/16/2025	CNH	IFC	NA
08/27/2025	CNH	IFC	LOCATION CHANGED (G001, AI00, E400)



A
N.T.S. SITE LOCATION

FOR CONSTRUCTION

DESIGNED BY: CNH

PRINT SIZE: 11" X 17"

DATE: 8/27/2025

DWG TITLE:

TITLE SHEET

DWG NUMBER:

G001

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 INFORMATION SUPPLIED. IT IS
 SUBJECT TO CHANGE BASED ON
 ACTUAL CONDITIONS, APPLICABLE
 EDITION OF THE NATIONAL
 ELECTRICAL CODE, AND LOCAL
 GOVERNMENTAL AUTHORITIES.

GENERAL CONSTRUCTION NOTES

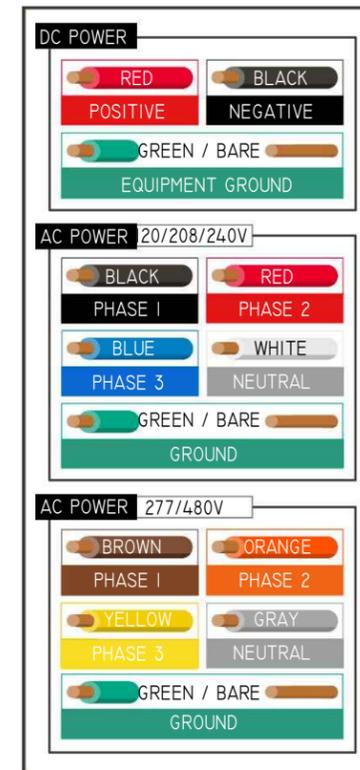
- ALL MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH ALL APPLICABLE CODES, REGULATIONS, AND ORDINANCES. CONTRACTORS SHALL ISSUE ALL APPROPRIATE NOTICES AND COMPLY WITH ALL LAWS, ORDINANCES, RULES REGULATIONS, AND LAWFUL ORDERS OF ANY PUBLIC AUTHORITY REGARDING THE PERFORMANCE OF THE WORK.
- ALL WORK CARRIED OUT SHALL COMPLY WITH ALL LOCAL STATE AND UTILITY REQUIREMENTS, SPECIFICATIONS, AND REGULATIONS APPLICABLE MUNICIPAL AND UTILITY COMPANY SPECIFICATIONS AND LOCAL AND STATE JURISDICTIONAL CODES, ORDINANCES, AND APPLICABLE REGULATIONS.
- UNLESS NOTED OTHERWISE, THE WORK SHALL INCLUDE FURNISHING MATERIALS, EQUIPMENT, APPURTENANCES, AND LABOR NECESSARY TO COMPLETE THE INSTALLATION AS INDICATED ON THE DRAWINGS FOR A FULLY FUNCTIONAL CHARGING STATIONS AND A COMPLETE PROJECT.
- ALL EQUIPMENT AND MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE SPECIFICATIONS AND METHODS DESCRIBED IN THE DESIGN DOCUMENTS, MANUFACTURER'S INSTRUCTIONS, AND THE NEC UNLESS SPECIFICALLY STATED OTHERWISE.
- ALL EQUIPMENT SHALL BE LISTED AND TESTED BY A RECOGNIZED LABORATORY AND LABELED PER NEC 2023 REQUIREMENTS.
- EQUIPMENT SHALL BE NEMA-3R OUTDOOR RATED OR BETTER UNLESS LOCATED INDOORS.
- PLANS ARE NOT TO BE SCALED. THESE PLANS ARE INTENDED TO BE A DIAGRAMMATIC OUTLINE ONLY UNLESS OTHERWISE NOTED. DIMENSIONS SHOWN ARE TO FINISH SURFACES UNLESS OTHERWISE NOTED. SPACING BETWEEN EQUIPMENT IS THE MINIMUM REQUIRED CLEARANCE. THEREFORE, IT IS CRITICAL TO FIELD VERIFY DIMENSIONS SHOULD THERE BE ANY QUESTIONS REGARDING THE CONTRACT DOCUMENTS. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING A CLARIFICATION FROM THE ENGINEER PRIOR TO PROCEEDING WITH THE WORK. DETAILS ARE INTENDED TO SHOW DESIGN INTENT. MODIFICATIONS MAY BE REQUIRED TO SUIT UNIQUE JOB DIMENSIONS OR CONDITIONS AND SUCH MODIFICATIONS SHALL BE INCLUDED AS PART OF WORK.
- CONDUIT RUNS SHALL BE INSTALLED IN THE MOST DIRECT ROUTE POSSIBLE.
- MATERIAL USED TO BED AND COVER ELECTRICAL CONDUCTORS OR CONDUITS INSTALLED IN TRENCHES SHALL BE FREE OF ANY POTENTIALLY DAMAGING OBJECTS OR SUBSTANCES.
- ALL EXTERIOR PENETRATIONS SHALL BE SEALED TO PREVENT INGRESS OF WATER AND INSECTS. ALL PENETRATIONS THROUGH FLOORS, RATED WALLS AND PARTITIONS SHALL BE SEALED WITH UL APPROVED FIRE SEALANT MATERIAL TO MAINTAIN THE RATING OF SEPARATION.
- GOOD HOUSEKEEPING SHALL BE OBSERVED AT THE WORK SITE AND ALL TRASH SHALL BE REMOVED AS FREQUENTLY AS NEEDED TO ENSURE A SAFE WORK ENVIRONMENT.
- CONDUIT AND CONDUCTOR SPECIFICATION ARE BASED ON MINIMUM CODE REQUIREMENTS. CONDUIT AND CONDUCTORS MAY BE UPSIZED WITH PROJECT MANAGER APPROVAL. CONTRACTOR SHALL ENSURE CONDUIT COMPATIBILITY KNOCKOUTS ON CONNECTING ENCLOSURES.
- THE INSTALLATION SHALL BE COMPLETED IN A NEAT AND WORKMANLIKE MANNER.

CONTRACTOR REQUIREMENTS AND DELIVERABLES

- CONTRACTORS SHALL BE RESPONSIBLE FOR ANY DAMAGE TO THE EXISTING STRUCTURE, SITE, OR UTILITIES.
- CONTRACTORS SHALL ASSUME FULL RESPONSIBILITY AND LIABILITY FOR COMPLIANCE WITH FEDERAL, OSHA, AND LOCAL REGULATIONS PERTAINING TO WORK PRACTICES AND PROTECTION OF WORKERS AND VISITORS TO THE SITE.
- INSTALLATION CREWS SHALL MEET MINIMUM REQUIRED LICENSURE RATIOS.
- CONTRACTORS SHALL VERIFY EXISTING DIMENSIONS AND CONDITIONS AND NOTIFY THE PROJECT MANAGER OF DISCREPANCIES REQUIRING FURTHER CLARIFICATION BEFORE PROCEEDING WITH WORK.
- THE CONTRACTOR SHALL REVIEW ROUTING OF CONDUIT, POWER, AND GROUNDING CABLES AS SHOWN ON THE ONE LINE DRAWING. THE CONTRACTOR SHALL CONFIRM THE ACTUAL ROUTING WITH THE PROJECT MANAGER AND PROJECT HOST.
- CONTRACTORS SHALL CAPTURE ANY VARIATIONS FROM THE DESIGN SET IN A COMPLETE SET OF AS-BUILT REDLINES SUBMITTED TO REVISION ENERGY.

ELECTRICAL NOTES

- SYSTEM VOLTAGE DROP SHALL NOT EXCEED 5%.
- USE PVC SCH-80 AT OR ABOVE GRADE AND SCH-40 PVC BELOW GRADE, UNLESS NOTED OTHERWISE. INCLUDE EXPANSION FITTINGS WHERE PVC CONDUIT LEAVES GRADE.
- BREAKERS SHALL BE INSTALLED SO THAT LOADS ARE PHASE BALANCED AS MUCH AS POSSIBLE
- TO AVOID OVERLOADING SERVICE, LOADS SHALL NOT EXCEED PANEL CAPACITY. CAPACITY MAY BE DETERMINED BY: SUM OF BREAKERS, HARDWARE POWER SHARING, OR SOFTWARE LOAD MANAGEMENT (WIRED OR WIFI).
- TERMINATIONS SHALL BE MARKED AND TORQUED PER MANUFACTURERS INSTRUCTIONS AND NEC 110.14.
- ALL CONDUCTORS SHOULD CONFORM TO THE WIRE COLOR CHART BELOW.



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SOUTH PORTLAND, ME
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CLIENT:

TOWN OF DAMARISCOTTA
27 PARKING LOT LN
DAMARISCOTTA MAINE,
04543

SYSTEM TYPE:

NEW ELECTRICAL VEHICLE
CHARGING STATIONS

FOR CONSTRUCTION

DESIGNED BY: CNH

PRINT SIZE: 11" X 17"

DATE: 8/27/2025

DWG TITLE:

GENERAL NOTES

DWG NUMBER:

G002

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REVISION ENERGY

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SYSTEM TYPE:

NEW ELECTRICAL VEHICLE
CHARGING STATIONS

FOR CONSTRUCTION

DESIGNED BY: CNH

PRINT SIZE: 11" X 17"

DATE: 8/27/2025

DWG TITLE:

DETAILS &
ELEVATIONS

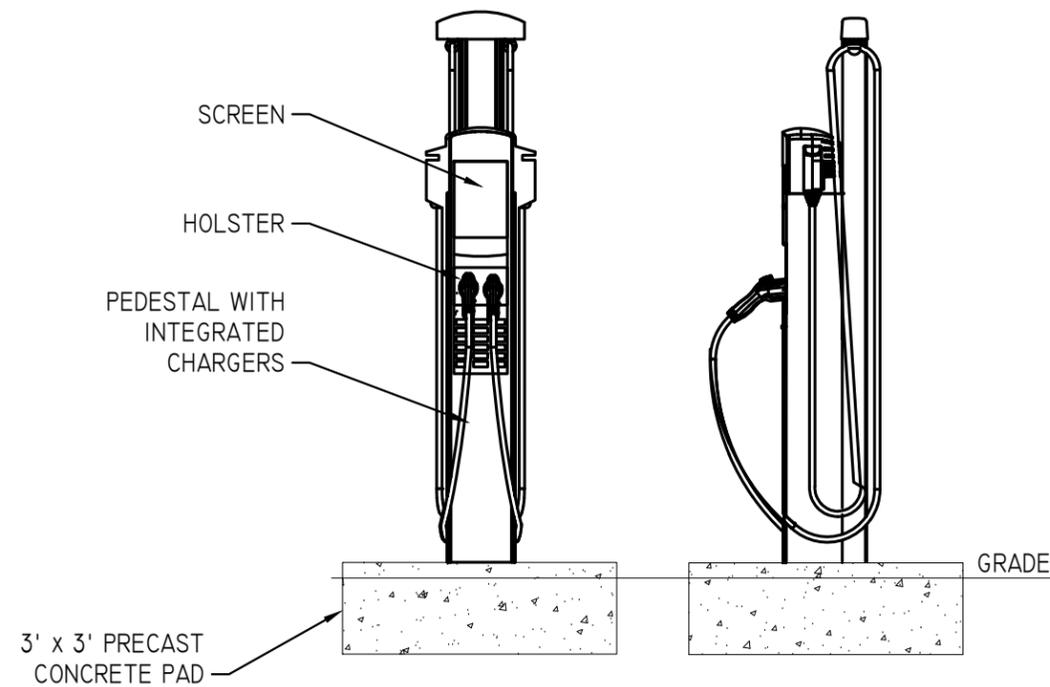
DWG NUMBER:

E300

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SUBJECT TO CHANGE BASED ON
ACTUAL CONDITIONS, APPLICABLE
EDITION OF THE NATIONAL
ELECTRICAL CODE, AND LOCAL
GOVERNMENTAL AUTHORITIES.

FRONT VIEW

LEFT SIDE VIEW



2" REVEAL ABOVE GRADE
(AT GRADE FOR
ACCESSIBLE CHARGER)

PRE-FAB CONCRETE PAD BY EZ-CRETE
#4 REBAR 12" OC BOTH WAYS
5000 PSI CONCRETE @ 28 DAYS

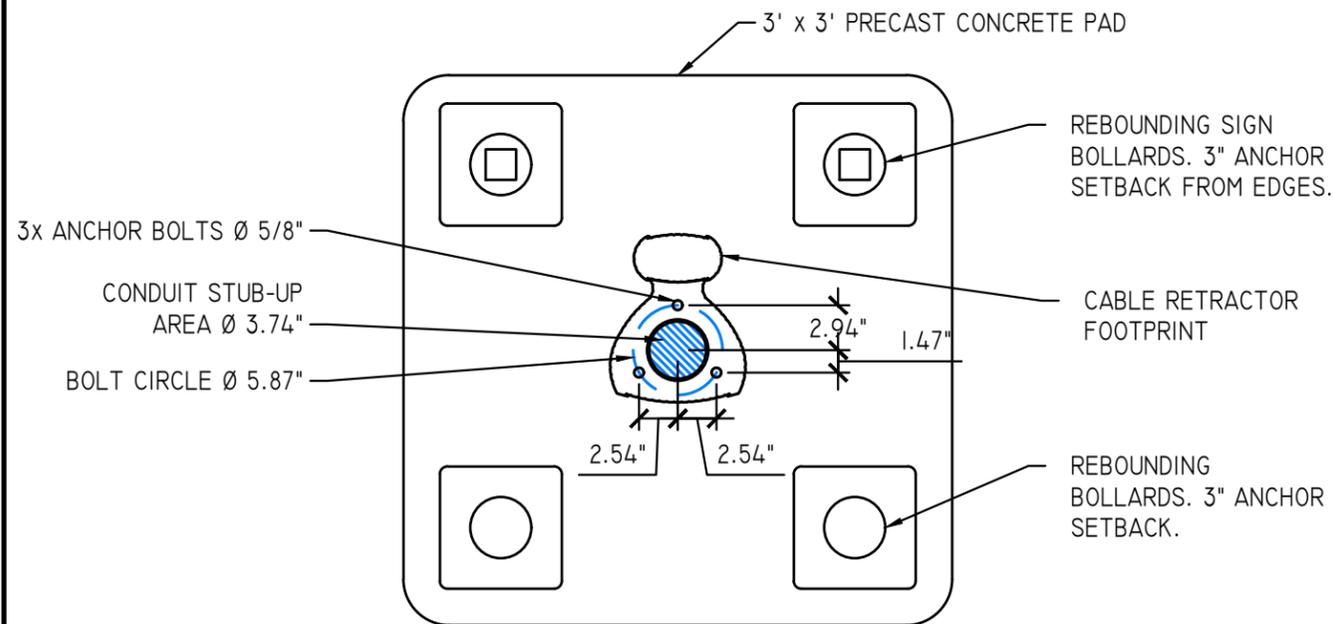
3/4" CHAMFER
(TYP. - ALL SIDES)

MIN. OF 6" THICK 3/8" TO
1/2" COMPACTED ANGULAR
CRUSHED STONE OVER WELL
COMPACTED VIRGIN SOIL

GRADE

TIGHT ALL AROUND

B
1/2" = 1'-0"
CP6000 CHARGER ELEVATION

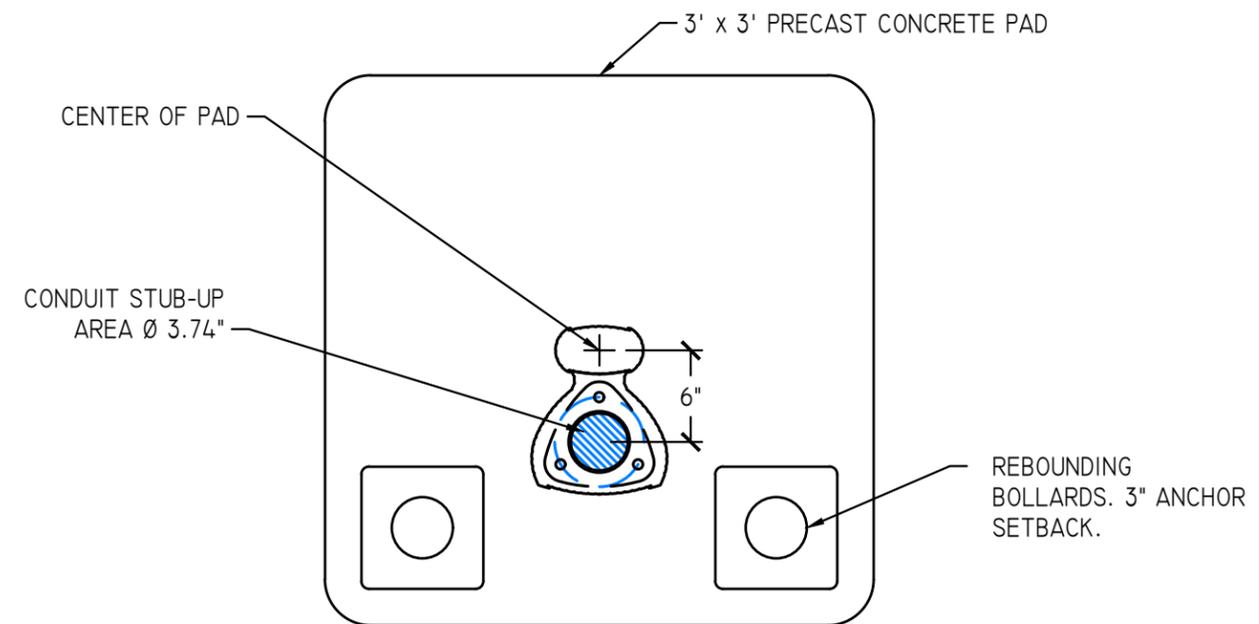


(2) FRONT BOLTS ALIGN PARALLEL TO CURB OR PARKING SPACE LINE.
FRONT OF STATION IS APPROX. 2" IN FRONT OF BOLT LINE.

IF CHARGEPOINT CONCRETE MOUNTING TEMPLATE IS NOT USED, ANCHOR
LOCATIONS CAN BE FIELD DRILLED USING PROVIDED DIMENSIONS.

D
N.T.S.
TYPICAL PRECAST BASE LAYOUT

C
N.T.S.
PRECAST BASE INSTALLATION



PADS FOR ADA ACCESSIBLE CHARGER(S) SHALL HAVE CONDUIT STUB UP
MOVED 6" FORWARD FROM PAD'S CENTER. FRONT OF PAD SHALL BE SET
AT EDGE OF ASPHALT OR REAR OF CURB SO THAT CHARGER FRONT IS NO
MORE THAN 10" REACH DISTANCE BEHIND FRONT OF CURB/EDGE OF
ASPHALT AS REQUIRED BY ADA ACCESSIBILITY STANDARDS.

SET ADA ACCESSIBLE PAD FLUSH WITH GRADE.

E
N.T.S.
ADA ACCESSIBLE PRECAST BASE LAYOUT

WIRE AND CONDUIT SCHEDULE

TAG	FROM / TO	CONDUCTORS	WIRE TYPE	CONDUIT	CONDUIT FILL	LENGTH (FT)	VOLTAGE DROP	NOTE
A	UTILITY POLE WEATHERHEAD / METER	(2) SETS OF [(2) 250 kcmil L1, L2; (1) 250 kcmil N]	XHHW-2 600V AL	(2) 2-1/2" PVC-80	28%	30	0.4%	USE SCH-80 PVC FOR RISER AND CONFIRM WITH UTILITY IF RIGID CONDUIT (RMC) IS NEEDED FOR FIRST 10' ON RISER.
B	METER / PANEL	(2) SETS OF [(2) 250 kcmil L1, L2; (1) 250 kcmil N]	XHHW-2 600V AL	3" PVC-80	36%	2	0.0%	(2) PARALLEL SETS IN A SINGLE CONDUIT TO BE NO GREATER THAN 24" LENGTH PER NEC 2023 310.15(C)(1)(A).
C1	PANEL / PEDESTAL 1	(4) #8 L1, L2; (1) #10 G	THWN-2 600V CU	1" PVC-80/40*	24%	20	0.4%	
C2	PANEL / PEDESTAL 2	(4) #8 L1, L2; (1) #10 G	THWN-2 600V CU	1" PVC-80/40*	24%	35	0.7%	
C3	PANEL / PEDESTAL 3	(4) #8 L1, L2; (1) #10 G	THWN-2 600V CU	1" PVC-80/40*	24%	55	1.1%	
C4	PANEL / PEDESTAL 4	(4) #8 L1, L2; (1) #10 G	THWN-2 600V CU	1" PVC-80/40*	24%	75	1.6%	
							MAX AC VOLTAGE DROP	1.9%
							AVERAGE AC VOLTAGE DROP	1.3%

*SEE ELECTRICAL NOTE 2 ON G002 FOR CLARIFICATION. FILL IS BASED ON SCH-80.



758 WESTBROOK STREET
SOUTH PORTLAND, ME
04106
(207)-221-6342

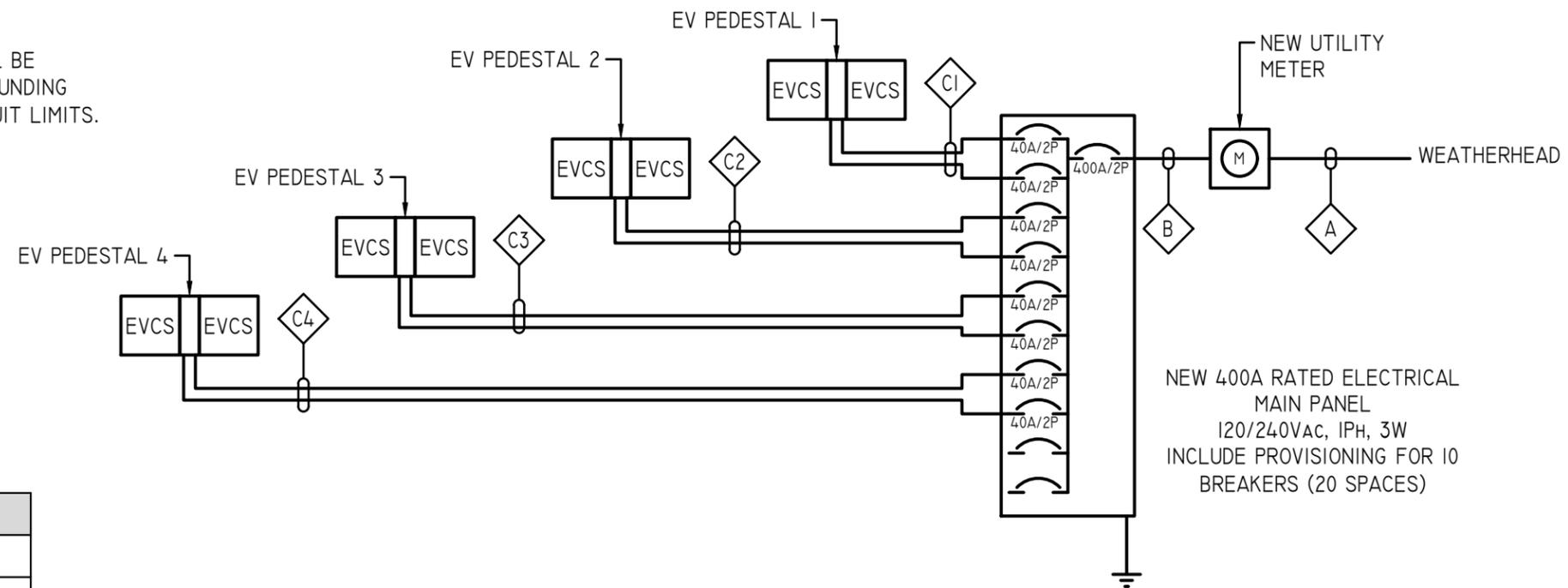
CLIENT:

TOWN OF DAMARISCOTTA
27 PARKING LOT LN
DAMARISCOTTA MAINE,
04543

SYSTEM TYPE:

NEW ELECTRICAL VEHICLE
CHARGING STATIONS

EACH CHARGEPOINT CP602I CHARGER CIRCUIT SHALL BE SOFTWARE-LIMITED TO NO LESS THAN 6kW (25A) PER FUNDING REQUIREMENT AND NO MORE THAN 7.68kW (32A) PER CIRCUIT LIMITS.



SYSTEM SHALL BE GROUNDED VIA TWO 8' GROUNDING RODS NO LESS THAN 6' APART WITH #6 AWG STRANDED CU MINIMUM GROUNDING ELECTRODE CONDUCTOR

CHARGER SPECIFICATIONS	
CHARGEPOINT CP602I DUAL QTY 4	
NOMINAL VOLTAGE	208V OR 240V
MAX CURRENT DRAW (FLA)	50A
MAX OVERCURRENT PROTECTION (MOC) / POLES	70A / 2P

FOR CONSTRUCTION

DESIGNED BY: CNH

PRINT SIZE: 11" X 17"

DATE: 8/27/2025

DWG TITLE:

ONE LINE DIAGRAM

DWG NUMBER:

E400

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09.17.2025 BOS



State of Maine

Bureau of Alcoholic
Beverages & Lottery
Operations

Application Copy

File Number: 97568

Job Type: New Application

LICENSE TYPE

On-Premises: Beer, Wine & Spirits

APPLICATION DATE RECEIVED

2025-08-28

SECONDARY LICENSE(S)

None selected

LICENSEE LEGAL NAME

Best Thai LLC

LICENSEE TYPE

Limited Liability Company

DOING BUSINESS AS

Best Thai LLC

CORPORATE NUMBER

20113260DC

INCORPORATION DATE

CORRESPONDENCE ADDRESS

88 Main St Damariscotta ME 04543

MAILING ADDRESS

PHYSICAL ADDRESS

CONTACT NAME

Thanyalak Rojpanichkul

PREFERRED CONTACT METHOD

Email

CONTACT PHONE

(207) 776-4502

ALTERNATE PHONE

FAX

EMAIL

bestthai74@hotmail.com

Rec'd 8.28.25
Chief's letter Req 8.28.25

CORPORATE STRUCTURE

None selected

ADDITIONAL INFORMATION

MANAGED BY AGENT

No

PREMISES TYPE

Class A Restaurant

PREMISES NAME

Best Thai

OPERATOR

PHYSICAL ADDRESS

88 Main St Damariscotta ME 04543

MAILING ADDRESS

88 Main St Damariscotta ME 04543

CONTACT NAME

Thanyalak Rojpanichkul

PREFERRED CONTACT METHOD

Phone

CONTACT PHONE

(207) 776-4502

ALTERNATE PHONE

(207) 350-9711

FAX

EMAIL

bestthai74@hotmail.com

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

Answer "No" if you are a Sole Proprietor.

No

2. What is your expected start date?

09/04/2025

3. Has/have applicant(s) formerly held a Maine liquor license?

Yes

License Number is CAR-2011-5215

Business Name is Best Thai LLC

Physical Address 88 Main St, Damariscotta ,ME 04543

4. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

No

5. Is the applicant/licensee an individual, partnership, or association?

No

6. Are all licensees/applicants residents of the State of Maine?

Yes

7. Is your license for a club with a membership?

No

8. Is your license application for Vessel Corporation?

No

9. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?"

No

10 Do you allow dancing or entertainment on the licensed premises?

If so, You need to have a a license from the Maine State Fire Marshal. See <https://www.maine.gov/dps/fmo/plans-review/applications> for more information.

No

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

No

12 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.

No

13 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

14 Do you have a manager employed?

No

15 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

No

16 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

17 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

18 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

19 Does the licensee/applicant(s) own the premises?

Yes

20 At which address are your business records located?

88 Main St, Damariscotta, Maine 04543

21 What will be your business hours? Please indicate each day's open and close times.

MONDAY : Closed

TUE - SAT & SUN 12.00 pm - 2.30 pm, BREAK 2.30 pm - 4 pm,
Reopen 4 pm - 8.30 pm.

22 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

Church , Distance : Half mile

23 Is your application for a Hotel or Bed & Breakfast?

No

24 Do you have a food menu?

Yes

(document uploaded)

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Food Menu	Best Thai Menu.pdf	
Premises Floor Plan	Best Thai Floor Plan.pdf	
Corporate Supplemental Form	102 Supplemental Ownership Form and Affidavit-2.pdf	

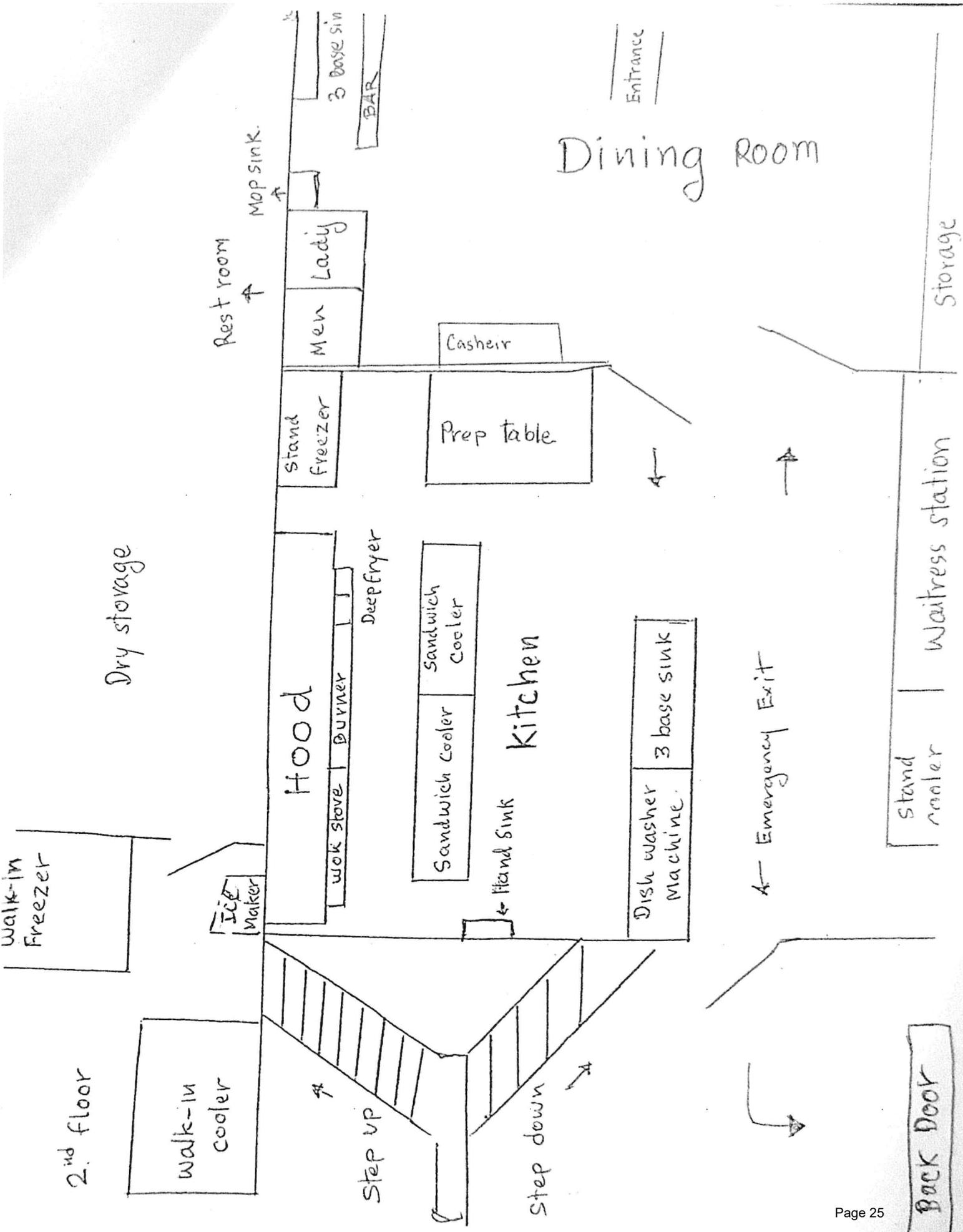
APPLICANT

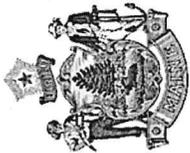
Thanyalak Rojpanichkul

DECLARATION

- I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand 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.





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

Supplemental Ownership Form

28-A M.R.S. §651

All Questions Must Be Answered Completely.

1. Company or sole proprietor legal name: Best Thai LLC	2. Date of incorporation/registration: 05/03/2011	3. State of incorporation: Maine
---	---	--

List the following information for officers, directors, owners equal to or over 10%, and persons with indirect financial interest in the applicant.

Name	Date of Birth	Phone or E-mail	Address	Title	Ownership Stake (%)
Thanyalak Rojpanichkul	11/03/1986	2077764502	11 Ward Brook RD, Wiscaseet, Maine 04578	Owner	100%

Damariscotta Police Department

Chief Phil Tessier



21 School Street

Damariscotta, Maine 04543

Office (207) 563-1909 Cell (207) 315-1416 Fax (207) 563-8986

Email: chief@damariscotta.maine.gov

August 29, 2025

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

Re: Best Thai Restaurant
To the Board of Selectman:

As requested, I had my staff research our records for any police complaints or contacts involving Best Thai Restaurant located at 88 Main St.

In the time period of August 29, 2024 through August 29, 2025 this department has responded to that location as follows:

- 1 Assist Citizen – Lock Out
- 1 Motor Vehicle Accident
- 2 Assist Citizen
- 1 Property Check
- 1 Parking Problem
- 1 Medical Emergency
- 1 Unwanted Subject
- 1 Community Policing
- 1 Police Information
- 1 Fire Alarm

To our knowledge, none of these calls involved the serving of alcohol at Best Thai Restaurant.

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 read "Phil Tessier", written over a horizontal line.

Phil Tessier
Chief of Police



Town of Damariscotta
 21 School Street
 Damariscotta, ME 04543
 T: 207-563-5168
 F: 207-563-6862

Application for Public Vending License

Date: 9/3/2025

Owner's Name: Mary Blanchard

Business Name: Blanchard's Creamery

Phone Number: 617-821-5794 Maine State License # 32043

Business Mailing Address: 660 Bootubay Rd., Edgecomb ME 04556

Business/Owner's Email Address: mary@blanchardscreamery.com

Products to be Sold: Scooped ice cream

Sales Location: In front of dumpsters next to The Prep Kitchen / Damariscotta River Grill

Hours of Operation: Oct 10, 11, 12 1PM - 7PM

If selling food, list health or other precautions being taken to preserve the quality of the items being sold:

Only selling ice cream that is scooped on the spot from a chest freezer that is plugged in the entire time. We have electrical hook-up. This is a van - Ford Transit 250

Vendor Signature: *Mary Blanchard*

.....

Fee Paid: \$50 License Expires: _____

Application has been _____ Approved _____ Denied

Date: _____

Town Manager or Town Clerk

Authorization Letter for Truck Placement During Pumpkinfest

Permission Granted to Blanchard's Ice Cream

To Whom It May Concern,

This letter serves as official authorization for Mary, representing Blanchard's Ice Cream, to station the Blanchard's Ice Cream truck in front of our dumpsters for the duration of Pumpkinfest.

Mary is permitted to park and operate the ice cream truck in the specified location to serve attendees throughout the festival.

If you have any questions or concerns regarding this arrangement, feel free to contact us directly.

Thank you for helping us make Pumpkinfest a success!

Sincerely,

Tim Beal

Damariscotta River Grill

timandtamera@gmail.com

617-312-2654



Town of Damariscotta
21 School St
Damariscotta, ME 04543
(207) 563-5168 | (207) 563-6862 Fax
damariscottame.com

MEMO

To: Select Board
From: Andrew Dorr, Town Manager
Date: September 12, 2025
Re: Fire Station Reserve Allocation: Station Floor

Overview:

The Fire Chief has been considering and reviewing options to rehabilitate the concrete floor covering in the bay area. This has been identified in the capital plan and was also included in the structural assessment conducted early this summer. Based on input from various sources, the Chief would like to proceed with an Epoxy floor coating system. A supplemental packet will be provided early next week explaining some of the pros/cons and alternatives that were considered before making this recommendation.

The research into various solutions yielded a quote of nearly \$44,100 (see attached for more details) for the epoxy solution. This treatment is expected to be the most reasonable and convenient solution for the department.

FY 26 Est Beginning Balance:	\$303,696
FY 26 Allocation (YTD):	\$ 75,000
FY 26 Est Balance (YTD):	\$228,696

Recommended Action:

On advice of the Fire Chief, I would recommend proceeding with the epoxy floor treatment and authorize up to \$50,000 to be appropriated from the Fire Station Reserve to complete the task.

Possible Motion:

Move to waive the bid requirements and to appropriate up to \$50,000 from the Fire Station Reserve for improvements to the Fire Station.

BrightStep Floor Coatings
 384 Harold L Dow Hwy Unit 27
 Eliot, ME 039031411
 +12079776535
 matt@brightstepcoatings.com
 BrightStepCoatings.com



ADDRESS

Damariscotta Fire Department
 27 Massasoit Dr
 Damariscotta, ME 04543

ESTIMATE # 1059

DATE 08/28/2025

PROJECT

Urethane Cement

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	URETHANE CEMENT			
ProRez Urethane Cement	-Urethane Cement -60 Mesh Silica Sand Broadcast -Epoxy Grout Coat -High Traffic Urethane Topcoat -Safety Yellow Line Stripping	1	40,520.78	40,520.78
4" Integral Cove Base	Cove base with coating up first block	1	3,546.75	3,546.75
Scope of Work (COMM)	-We will prepare the concrete surface to CSP 3 using diamond grinding attached to HEPA dust collecting vacuums -We will grind all edges with 5" and 7" hand grinders with diamond cup wheels and dust collection shrouds -We will patch spalls, control joints and cracks with urethane cement -We will install a ProRez Urethane Cement system consisting of a urethane cement body coat, a 60 mesh silica sand broadcast , an epoxy grout coat and a high traffic urethane top coat -The finished floor will be approximately 3/16" thick - We will dispose of trash daily -This process will take five days to complete	1	0.00	0.00
Exclusions	-Pitching or sloping -Floor repair (beyond what is in the scope) -Moving, disconnection, modification, installation of any fixtures or furnishings -Protection of the finished floor	1	0.00	0.00
Notes	-Please see attachments for terms, warranty, project readiness guide, and care and maintenance guide	1	0.00	0.00

1/3 DEPOSIT IS REQUIRED FOR PROJECT SCHEDULING OF RESIDENTIAL PROJECTS. 1/2 DEPOSIT IS REQUIRED FOR COMMERCIAL AND INDUSTRIAL PROJECTS. PLEASE TAKE NOTE THAT A 3.1% FEE WILL BE CHARGED FOR CREDIT CARD PAYMENTS. THIS WILL BE ADDED TO THE FINAL INVOICE. NO FEE IS APPLIED TO CHECK, CASH, OR ACH.

SUBTOTAL	44,067.53
TAX	0.00
TOTAL	\$44,067.53

Accepted By

Accepted Date



Town of Damariscotta
21 School St
Damariscotta, ME 04543
(207) 563-5168 | (207) 563-6862 Fax
damariscottame.com

MEMO

To: Select Board
From: Andrew Dorr, Town Manager
Date: September 12, 2025
Re: MPERS - Police Chief

Overview:

The Town of Damariscotta is enrolled in the Maine Public Employee Retirement System. For some background, there are many MPERS plan options available to employers for the benefit of the employees. Currently, the town is enrolled in the Plan AC which provides a 25 year pension program. There are retirement age requirements to collect the full benefit, typically 60 or 65 years old.

MPERS offers Special plan options that are limited to employees working in particular fields, in this case, police officers. Many departments in the state have been or are offering a Special Plan, typically 2C or 3C, which allow retirement after 25 years of service without an age penalty. The only difference between these two special plan options is whether a benefit is paid out at $\frac{1}{2}$ or $\frac{2}{3}$ of the employee's average final compensation.

We reviewed these special plan options in 2024 and determined to not proceed with a change at that time. Given the need to stay competitive with the job market and in the interest of ensuring our benefit package is on par with other entities, I am suggesting the board consider making a change for the non-unioned police officers. In our case, this would only apply to the Police Chief's position.

If this retirement benefit is to be in place for the incoming chief, it would mean holding a special town meeting within the next 4 to 6 weeks. There would be an increased cost to the town of either 1.9% or 3% in FY 26. Considering the new Police Chief would not likely start until later this calendar year, this would likely amount to an actual increased cost of \$1,110 or \$1,750 in FY 26.

If the board approves moving forward with this, I can provide a draft warrant for consideration at the next board meeting (October 1) and the board could call for the Special Town Meeting to be held on October 15th so the legislative body could consider the change. If you felt this was something worth pursuing, we would advertise the job benefits to include the possibility of the recommended special plan as we review candidates.

Recommended Action:

Approve the consideration to adopt an MPERS Special Plan for the non-unioned police officers, including the Police Chief.

Possible Motion:

Move to draft a special town meeting warrant to consider changing the non-unioned police officers MPERS plan option from AC to a Special Plan.

Participating Local District – Employer Consolidated Plans Rates

	FY 24	FY 25	FY 26
	<i>7/1/23 – 6/30/24</i>	<i>7/1/24 – 6/30/25</i>	<i>7/1/25 – 6/30/26</i>
Regular Plans			
AC	10.2%	9.9%	10.2%
BC	5.3%	5.1%	5.0%
AN	8.9%	8.8%	9.0%
Special Plans			
1C	14.8%	14.0%	14.1%
2C	11.6%	11.8%	12.1%
3C	12.8%	12.8%	13.2%
4C	11.3%	13.0%	12.9%
1N	12.4%	12.0%	12.9%
2N	8.4%	11.0%	11.0%
3N	10.5%	11.0%	11.4%
4N	7.0%*	N/A*	N/A*
Aggregate Rate	10.9%	10.8%	11.2%

Employee Rates

	FY 24	FY 25	FY 26
	<i>7/1/23 – 6/30/24</i>	<i>7/1/24 – 6/30/25</i>	<i>7/1/25 – 6/30/26</i>
Regular Plans- Age 60 Plan			
AC	7.7%	7.5%	7.8%
BC	4.2%	4.1%	4.1%
AN	6.9%	6.8%	7.1%
Regular Plans- Age 65 Plan			
AC	6.95%	6.75%	7.05%
BC	3.45%	3.35%	3.35%
AN	6.15%	6.05%	6.35%
Special Plans			
1C	10.7%	10.1%	10.2%
2C	8.4%	8.5%	8.8%
3C	9.3%	9.2%	9.5%
4C	8.9%	9.4%	9.4%
1N	8.9%	8.7%	9.3%
2N	7.5%	8.0%	7.9%
3N	8.1%	8.0%	8.2%
4N	6.6%	N/A*	N/A*

***Special Plan 4N is no longer offered by any PLD and is not available for adoption by any PLD after 1/31/2024.**

ORDER OF MUNICIPAL OFFICERS
Pursuant to 36 MRSA§906

We, the Municipal Officers of the Town of Damariscotta, upon request of the Tax Collector/Treasurer of Damariscotta, hereby authorize and direct said Tax Collector/Treasurer, pursuant to Title 36, Maine Revised Statutes Annotated, section 906, to apply any tax payments received from an individual as payment for any property tax against outstanding or delinquent taxes due on said property in chronological order beginning with the oldest unpaid tax bill, provided, however, that no such payment may be applied to any tax for which an abatement application or appeal is pending unless approved in writing by the taxpayer.

Dated: _____

Municipal Officers

Daryl Fraser-Chairperson

Daniel Hunter

Thomas Anderson

Darryl Day

Andrea Keushguerian

ACKNOWLEDGEMENT

We, Tara Oliver, Tax Collector and Cheryl Pinkham, Treasurer of the Town of Damariscotta, hereby acknowledge making the aforesaid request and receipt of a copy of the above Order.

Dated: _____

Tara Oliver

Cheryl Pinkham



Town of Damariscotta
 21 School St
 Damariscotta, ME 04543
 (207) 563-5168 | (207) 563-6862 Fax
 damariscottame.com

MEMO

To: Select Board
 From: Andrew Dorr, Town Manager
 Date: September 12, 2025
 Re: Paving and Drainage Reserve Allocation: Various Locations

Overview:

This request is an extension of the allocation on September 3rd. As previously discussed, we have been in communication with a contractor that has quoted us \$120/ton for various small projects that need to be completed. The previously approved \$75,000 will actually get us pretty far on our list for this year, but there are a few that may come very close depending on the exact amount of asphalt used.

Fall Road Surface Improvements					
	Length (ft)	Width (ft)	Depth (in)	Est Tons	Est Cost
Westview Rd (culvert patch)	80	4	3	6	\$720.00
Heater Rd	175	24	3	80	\$9,600.00
Hodgdon St	1275	16	1.5	190	\$22,800.00
Sidewalk (Hodgdon Green to Lalime)	92	5	2	12	\$1,440.00
Pleasant	700	16	1.5	105	\$12,600.00
Church St	385	22	1.5	85	\$10,200.00
Pine Ridge (Eugley)	330	15	1.5	50	\$6,000.00
Pine Ridge (Plow damage)	210	17	3	66	\$7,920.00
Pine Ridge (Tuttle Pond)	40	17	1.5	7	\$840.00
Belvedere Extension Culvert					\$8,500.00
Keene Woods Culverts					\$6,500.00
	3207	132	15.5	595	\$87,120.00

Reserve Fund Allocation (9/3/2025)					\$75,000.00
Additional funds to complete estimated work					\$12,120.00
Contingency (50 tons)					\$6,000.00

FY 26 Est Beginning Balance: \$232,232
FY 26 Allocation (YTD): \$105,000
FY 26 Est Balance (YTD): \$127,232

Recommended Action:

Allocate up to \$18,000 to complete the paving improvements identified above. Based on the low quantities, the many small and scattered sites, and other area bids, the \$120/ton is a good price. Patterson Paving is who we plan to work with and they have done a few jobs for us this year, including Miles Street.

Possible Motion:

Move to allocate up to \$18,000 from the Paving and Drainage Reserve to complete various road improvements.



Extra Town Culvert Work

1 message

Dan Ward <Dan@prattandsons.net>

Tue, Sep 2, 2025 at 1:52 PM

To: Andrew Dorr <adorr@damariscottame.com>, Nicole Gagnon <nicole@prattandsons.net>, Kevin Pulkkinen <Kevin@prattandsons.net>

Good afternoon Andy. Pratt and Sons Inc requests additional compensation for the added culverts on Keene Woods Road. For the culvert connecting the two driveway pipes and fill/grading the cost is \$4000LS. For the added cross pipe at Sta 21+50 the cost is \$2500LS. I believe these are the only changes we made that were not covered under the original proposal. We did install more driveway pipes than we anticipated but we covered the cost of those. I hope that all are happy with our work. On our end we enjoyed working with you and your team. We felt like it went very well. Give me a call if you have any questions. Thanks, Dan Ward



Town of Damariscotta
21 School St
Damariscotta, ME 04543
(207) 563-5168 | (207) 563-6862 Fax
damariscottame.com

MEMO

To: Select Board
From: Andrew Dorr, Town Manager
Date: September 12, 2025
Re: Technology Reserve Allocation: Workstations

Overview:

Windows 10 operating system is going to be unsupported in October. Our IT consultant has provided us with a list of computers that operate on Windows 10 that will need to be upgraded. That list includes 19 total devices (laptops and desktops), two of which are no longer necessary. Our replacement plan for computers aims for a five year replacement cycle. Given the age and use of some of these computers, I'd like to replace three of them now rather than perform the upgrade and potentially have to replace them within the year. These include the Clerk (2020), Treasurer (2020), and Manager's (2019) desktops.

The estimated replacement cost of these devices, including IT costs, is between \$900 and \$1,150 each for a total expenditure of \$3,000 to \$3,450.

FY 26 Est Beginning Balance:	\$26,775
FY 26 Allocation (YTD):	\$ 3,000
FY 26 Est Balance (YTD):	\$23,775

Recommended Action:

Allocate funds from the Technology Reserve to replace the three computers mentioned above.

Possible Motion:

Move to allocate up to \$3,450 from the Technology Reserve to replace staff computers.



132nd MAINE LEGISLATURE

FIRST REGULAR SESSION-2025

Legislative Document

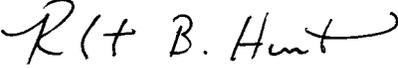
No. 438

H.P. 292

House of Representatives, February 4, 2025

An Act to Allow Municipalities to Limit Nonprofit Property Tax Exemptions

Reference to the Committee on Taxation suggested and ordered printed.


ROBERT B. HUNT
Clerk

Presented by Representative HYMES of Waldo.
Cosponsored by Senator GUERIN of Penobscot and
Representatives: CHAPMAN of Auburn, LANCE of Paris, RUDNICKI of Fairfield, Senator:
BERNARD of Aroostook.

