



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

November 5, 2025

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

Join Virtually

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

AGENDA

- 1. Pledge of Allegiance**
- 2. Call Board of Assessors' Meeting to Order**
 - i. Official Action Items**
 1. Abatement
 - a. 2026-8: Re 1567 - Simmons
 - ii. Adjournment**
- 3. Call Select Board Meeting to Order**
 - i. Minutes**
 1. October 15, 2025
 - ii. Financial Reports**
 1. Payroll Warrants #___
 2. Accounts Payable Warrants #___
 - iii. Citizen Comments and General Correspondence**
 1. Tedford House
 2. Festival of Lights
 3. Provider Agency Letters
 - iv. Town Manager's Report**
 - v. Official Action Items**
 1. Liquor License Renewal: River House
 - vi. Select Board's Discussion Items**
 1. EV Charger Use Policy: First Read
 2. Traffic and Parking Ordinance Update: First Read
 - vii. Adjournment**

TOWN OF DAMARISCOTTA
Office of Selectmen, Assessors, Town Clerk, Tax Collector and Treasurer

WE HEREBY CERTIFY, that the accounts listed contain a list of estates, real and personal, to be abated for the fiscal year 2026 (July 1, 2025 to June 30, 2026) located within the Town of Damariscotta, under title 36, MRSA sec 841.

Abatements	Name	Map	Lot	Acct	Assessed TTL	Adjusted TTL	Value	Abatement	Reason
2026-8	Scott & Julie Simmons	4	26-1	1567	\$ 236,500.00	\$ 228,200.00	\$ 8,300.00	\$ 174.55	To correct Land Value
						Total	\$ 8,300.00	\$ 174.55	

IN WITNESS THEREOF, we have set our hands this day: November 5, 2025

SIGNED:

PRINTED:

Assessors of Damariscotta

Tax Collector:

Initials: _____

Date: _____

Computer Adjustments:

Initials: Ed

Date: 10/21/2025

Assessor Adjustments

Initials: Ed

Date: 10/21/2025

Letter to Taxpayer:

Initials: _____

Date: _____

NOTICE OF PROPERTY TAX ASSESSMENT REVIEW

November 5, 2025

Scott & Julie Simmons
274 Back Meadow Road
Damariscotta, ME 04543

RE: Application for Abatement of 2025(26) Municipal Real Estate Taxes

PROPERTY REVIEWED: Map 004 Lot 026-001 Account #1567

I have reviewed your abatement request dated September 26, 2025 for the above referenced property. Your request is for an abatement in the amount of \$25,000 min. of your current land assessment of \$60500.

In Maine, an assessment is assumed valid and it is the responsibility of the taxpayer to prove that assessment is “manifestly wrong”. In the 1999 case of City of Biddeford v. Adams, the Maine Supreme Court declared that a town’s tax assessment is presumed to be valid and that the taxpayer must prove that it is “manifestly wrong”. This was affirmed in the 2001 case of Yusem v. Town of Raymond, where the Maine Supreme Court held to overcome the presumption of validity, the taxpayer must present *credible, affirmative evidence* that the assessor’s valuation was “manifestly wrong”, by demonstrating (1) the judgment of the assessor was irrational or so unreasonable in light of circumstances and an injustice resulted; (2) there was unjust discrimination; or (3) the assessment was fraudulent, dishonest, or illegal. If the taxpayer meets this burden, the Board must then engage in an independent determination of fair market value based on a consideration of all relevant evidence of just value. This case also reaffirmed that a taxpayer does not meet this burden merely by impeaching the assessor’s methodology.

Section 8 of Article IX of the Maine Constitution provides that “All taxes upon real and personal estate . . . shall be apportioned and assessed equally according to the just value thereof.” Title 36, section 701-A indicates that “in the assessment of property, assessors in determining just value are to define this term in a manner which recognizes only that value arising from presently possible land use alternatives to which the particular parcel of land being valued may be put.” The term “just value” is essentially synonymous with fair market value (except in the case of classified farm, open space, forest lands and working waterfront, which are valued on the basis of current use.) While assessors are required to assess most property on the basis of just value, the constitutional requirement is not that property be assessed at just value, but rather that it be assessed in accordance with just value. It is the Assessor’s duty to determine value and then, most importantly, distribute the resulting tax burden in a fair and equitable manner. This creates assessments that are in accordance with just value.

After review of the assessments, the following adjustment has been made:

2025 (TY26) ASSESSED VALUE:

Current Land	Buildings	Exemptions	Total
\$ 60,500	\$176,000	\$ -	\$ 236,500

Adjusted Assessed Value:

Adjusted Land	Buildings	Exemptions	Total
\$ 52,200	\$176,000	\$ -	\$ 228,200
Difference			\$ 8,300

Remarks:

Abatement for 2025 (TY26) in the amount of \$174.55 will be granted.

Reason:

To correct the value of the land. Land was assessed for both site improvements and a Mobile Home Site. The Mobile Home Site has been removed.

The remaining value of the 1.93-acre lot has been compared with other similar parcels and we found that it is being assessed the same as other similarly sized lots. Therefore, no further adjustment is warranted.

This amount of the abated value is less than the \$25,000 of assessed value requested, keeping your right to appeal open. If you elect to appeal the decision on your request for tax abatement, your appeal will be to the Lincoln County Commissioners. Applications must be made in writing to the Commissioners within 60 days of receiving this notice. Actions applicable to the tax assessment and abatement appeal process are addressed in Title 36 MRSA Sections 841-849.

The Tax Collector, will process this abatement in the coming days. If you have any questions regarding how the abatement will be credited, please contact the town office.

Respectfully,

Ed Hodgins, CMA
Assessor Agent
Town Of Damariscotta



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

October 15, 2025

Town Office

21 School St

*Immediately Following Special Town
Meeting @ 5:30*

MINUTES

Attendance:

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

Others: Andrew Dorr, Town Manager; Ali Juel, LCN

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

Fraser called the Assessor's meeting to order at 5:40 p.m.

- i. Abatements 2026-5 (RE 46), 2026-6 (RE 892), 2026-7 (RE 1841)

Motion by Fraser to approve Abatements 2026-5, 2026-6, and 2026-7 as presented.

Second by Hunter

Vote: 5/0/0

- ii. Adjournment

Motion by Day to adjourn the Assessor's meeting at 5:45 p.m.

Second by Kueshguerian

Vote: 5/0/0

- 3. Call Select Board Meeting to Order**

Fraser called the Select Board meeting to order at 5:47p.m.

- i. **Minutes**

1. October 1, 2025

Motion by Anderson to approve the minutes as presented.

Second by Day

Vote: 5/0/0

ii. Financial Reports

1. Payroll Warrants # ____

Motion by Fraser to approve Payroll Warrant #15.

Second by Anderson

Vote: 5/0/0

2. Accounts Payable Warrants # ____

Motion by Fraser to approve Accounts Payable Warrants #16 and #17.

Second by Kueshguerian

Vote: 5/0/0

iii. Citizen Comments and General Correspondence

Tedford Housing in Brunswick sent an email. A new emergency shelter facility in Brunswick will be complete in November and can be fully occupied by the end of January. This will increase the total capacity of their two shelters by 60%. An invitation to Town representatives to see the new facility for the ribbon-cutting and open house has been made. It will be held on Thursday, November 20, 12-6 pm. The warming center is preparing to reopen for its second season on November 15th from 4pm-8am daily. They would like to set up a meeting to discuss housing and human service needs. Fraser will respond. Dorr added that this is a great resource for our residents.

iv. Town Manager's Report

A written report by Dorr was provided to the Board.

Board Members commented on the attached Fire Department's quarterly report. "Impressive", "great information" "It should go up on the web page for the public to see", and, "please continue to provide" were shared.

Hunter asked how many candidates had submitted applications for the Police Chief position and if citizens on the search committee had been active yet.

Dorr replied that he was aware of six applications as of 5:30 and the committee had provided feedback on the actual job posting itself. They would be pulled together to review the applications shortly. Fraser and Hunter expressed gratitude to Dorr for managing and searching for grant opportunities. Hunter said he was struck by the number of grants for which applications have been made, "it really makes a difference". Dorr wasn't sure the CDS/CPF (Church St/Rt 1 Trail) grant would actually proceed, as it requires federal funding.

v. **Official Action Items**

1. Qualified Catering Permit Special Event: Maurer and Partners Corp

Motion by Fraser to approve the Qualifying Catering Permit Special Event: Maurer and Partners Corp.

Second by Anderson

Vote: 5/0/0

2. Public Vending License: Rowdy Titmouse Studio

Motion by Fraser to approve the Public Vending License for Rowdy Titmouse Studio with the condition that they provide written permission from the property owner.

Second by Day

Vote 5/0/0

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

1. Twin Villages Arbor Day

Coastal Rivers Conservation Trust reached out to ask whether Damariscotta would be interested in participating in a "Twin Villages" Arbor day for spring 2026 rather than just Damariscotta as was done in 2025. Trees would be donated to both Towns. Kueshguerian asked if there could be more trees on Main St. Dorr replied that it was private property. Hunter added that it was a great event last year. All members were in agreement. Dorr would write a letter of support.

vii. **Executive Session: 1 MRS §405 6(E): Discussion of a legal matter**

Motion by Fraser to go into Executive Session: **1 MRS §405 6(E): for Discussion of a legal matter.**

Second by Anderson

Vote: 5/0/0

Motion by Hunter to come out of executive session.

Second by Anderson

Vote: 5/0/0

viii. **Executive Session: Pursuant to 1 MRS §405 6(C): Discussion or consideration of the condition, acquisition or the use of real property.**

Motion by Fraser to go into Executive Session: Pursuant to **1 MRS §405 6(C): Discussion or consideration of the condition, acquisition or the use of real property.**

Second by Day

Vote: 5/0/0

Motion by Fraser to come out of executive session.

Second by Anderson

Vote: 5/0/0

Motion by Hunter to authorize the Town Manager to execute an option to purchase property in town on behalf of the Select Board with the conditions that voter approval would be required prior to any transfer or purchase of land or property. Additional conditions placed in the agreement shall be reviewed and confirmed by the Town's Attorney.

Second by Anderson

Vote: 5/0/0

vix. Executive Session: 1 MRS §405 6(F): Discussion of Confidential Records

Motion by Fraser to go into Executive Session: **1 MRS §405 6(F): Discussion of Confidential Records.**

Second by Day

Vote: 5/0/0

Motion by Fraser to come out of executive session.

Second by Hunter

Vote: 5/0/0

Motion by Anderson to appropriate up to \$3,000 from the Philbrook Fund to support the applicant's request to complete mold and moisture mitigation on the condition that the amount provided to the property owner is liened and collectable upon transfer of ownership.

Second by Day

Vote: 5/0/0

ix. Adjournment

Motion by Hunter to adjourn the meeting.

Second by Keushguerian

Vote: 5/0/0

Thank you -
and the citizens
of Damariscotta
for supporting
our nature-based
education
program!



MIDCOAST CONSERVANCY

October 23, 2025

Town of Damariscotta
21 School Street
Damariscotta, ME 04543

Dear Friends,

Thank you so much for your gift of \$2,000.00 on 10/21/2025 in support of Midcoast Conservancy's work to protect and restore the vital lands and waters of midcoast Maine. Your generosity connects you directly to the lands, waters, and communities that make midcoast Maine such a special place.

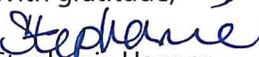
Because of you, rivers are flowing more freely, clean water is being safeguarded, and vital habitats are protected for wildlife at this crucial time. Your support strengthens community stewardship and helps create the resilient landscapes we need as development pressures grow and our climate changes.

Today, Midcoast Conservancy protects more than 15,000 acres and 22 miles of riverbank across the Sheepscot, Medomak, and Damariscotta Lake watersheds. From peaceful headwaters and lakeshores to ocean shorefront, from quiet forest trails to vibrant wildflower fields, your gift helps ensure these treasured places remain healthy, connected, and accessible.

Thanks to donors like you, we support more than 95 miles of trails and public access for all to enjoy. We hope you'll get outside soon and enjoy your favorite spot or discover a new one in the midcoast—knowing that your generosity makes it possible.

On behalf of the waters, lands, wildlife and neighbors your generous gift supports, thank you. We are so glad to count you as a member of our conservation community.

With gratitude,


Stephanie Hanner

Co-Executive Director of Engagement

P.S. Stay connected! Follow Midcoast Conservancy on Facebook and Instagram for updates, stories, and opportunities to join us in the field!

Midcoast Conservancy is a not-for-profit organization under section 501(c)(3) of the Internal Revenue Code. No goods or services of substantial value were given in exchange for your contribution. You may wish to retain this receipt for your tax records.



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

October 31, 2025

Town of Damariscotta
21 School St
Damariscotta, ME 04543

Dear Town of Damariscotta,

Thank you so much for your generous donation in support of the Central Lincoln County YMCA Annual Fund and your incredible impact on our community. Your gift of \$15,000 was received on 10/22/2025 and because of you, people in our community will have the support they need to stay healthy, happy and connected.

Support of the CLC YMCA Annual Fund provides vital funding for Y operations and continued and enhanced community programs, classes, camps and so much more. Thanks to compassionate people like you, seniors gather at the YMCA each month for a community lunch, children thrive in the highest quality childcare and afterschool programs, community members have access to healthy food when they need it, and those fighting disease and illness have support groups to help.

It's amazing and inspiring to see what happens at the CLC YMCA every day because of your generosity.

Thank you so much!

Kate Burke
Development Director

Per IRS regulations, the CLC YMCA states that you received no goods or services in exchange for your gift. The full amount of your gift is tax deductible to the fullest extent allowed by law. Please retain this letter as your receipt for income tax purposes.

CENTRAL LINCOLN COUNTY YMCA
525 Main Street, P.O. Box 787, Damariscotta, ME 04543
Tel: 207-563-9622 · www.clcymca.org

October 27, 2025

Dear Town of Damariscotta,

New Hope Midcoast, the Regional Domestic Violence Resource Center serving midcoast Maine, thanks you for your October 16, 2025 donation of \$1,925.00. Your gift supports individuals affected by domestic abuse, dating violence, and stalking. Together with our trained, resourceful advocates, you empower clients as they move along their unique journey toward safety and self-sufficiency.

Your donation will go toward comprehensive services provided daily for victims:

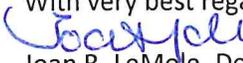
- A 24/7 helpline staffed by our advocates and trained volunteers
- Residential services like emergency sheltering, and short and long-term housing
- Legal services like assistance with court paperwork and court accompaniment
- Educational and age-appropriate prevention presentations and trainings

New Hope Midcoast is a proud member of the Maine Coalition to End Domestic Violence, which provides a rigorous training framework and a unified voice in statewide policy discussions. We collaborate with law enforcement, medical and mental health professionals, businesses, schools, shelters for people and pets, food pantries, and countless other like-minded other organizations to help residents and communities in Sagadahoc, Lincoln, Knox, and Waldo Counties stay safe.

New Hope Midcoast staff and board alike believe that the right to live a life of one's choosing, and free of oppression and fear, is a fundamental human right. Safe individuals and families make stronger communities where everyone can contribute.

Thank you for joining us in supporting survivors and creating strong communities. Should you wish to reach us, please contact our development director at the address or phone below. We also invite you to join our quarterly newsletter by visiting our website [here](#). This is a great way to stay abreast of our work and to hear about upcoming events.

With very best regards,


Joan R. LeMole, Development Director

Thank you very much.

developmentdirector@newhopemidcoast.org

(207) 596.2128 (Agency main line)

(207) 691.5969 (Development direct line)

*New Hope Midcoast is a nonprofit 501c3. Our EIN is # 01-0377246
No goods or services were received in exchange for this donation*



Application Copy

File Number: 102131

Job Type: Renewal Application

LICENSE # CAR-25-110159	APPLICATION DATE RECEIVED 2025-10-17
LICENSE TYPE On-Premises: Beer, Wine & Spirits	LICENSEE Accretive Results V
AGENT NAME	EFFECTIVE DATE 2024-10-23
EXPIRES 2025-10-22	STATUS Active
PREMISES NAME River House Maine 2	
NEW SECONDARY LICENSE(S) None selected	
PREMISES TYPE Class A Restaurant	PREMISES NAME River House Maine 2
OPERATOR Accretive Results V	
PHYSICAL ADDRESS 27 MAIN ST DAMARISCOTTA ME 04543	
MAILING ADDRESS 27 MAIN ST DAMARISCOTTA ME 04543	
CONTACT NAME John Freker	PREFERRED CONTACT METHOD Email

Rec'd: 10.20.25
 Notified Applicants: 10.20.25
 Req. CHIEF'S LETTER: 10.20.25

CONTACT PHONE

(207) 563-6156

ALTERNATE PHONE

FAX

EMAIL

info@riverhouseme.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.

Yes

202506746DC

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

No

3. Is the applicant/licensee an individual, partnership, or association?
(Not a corporation or LLC)

No

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

No

John Freker

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

No

6. Is your license application for Vessel Corporation?

No

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

Yes

(document uploaded)

8. Do you have a license from the Office of the State Fire Marshal? Contact (207) 626-3870 to determine whether licensure is necessary.

No

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

No

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.

No

11. 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

12. Do you have a manager employed?

Yes

Paolo Albertoni 06 30 1963

13. 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

14 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

15 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

16 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

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

Yes

18 At which address are your business records located?

75 Main St
unit 3
Newcastle Maine 04553

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

5-9 Tuesday thru Saturday

20 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.

two miles from nearest school and about 1/3 mile from a place of worship...about a mile from a school dorm

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

No

22 What is the gross food income for the licensure period that will end on the expiration date?

\$600,000

23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?

\$150,000

24 Do you have a food menu?

Yes

(document uploaded)

25 How many seats do you have?

44

26 How many bathrooms do you have available to the public?

two

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Maine Health or Agriculture License	46576 License_20250529T22215 3.228 GMT_RNW-329364.pdf	health license
Food Menu	RU Menu Sept 2025.pdf	menu
Premises Floor Plan	Floor plan for Health license - jackfreker@gmail.com - Gmail.pdf	floor plan
Lease/Rental Agreement	Lease agreement for River House.docx	no rental agreement needed
Supplemental Ownership Form	102 Supplemental Ownership Form and Affidavit-2.pdf	ownership form

APPLICANT

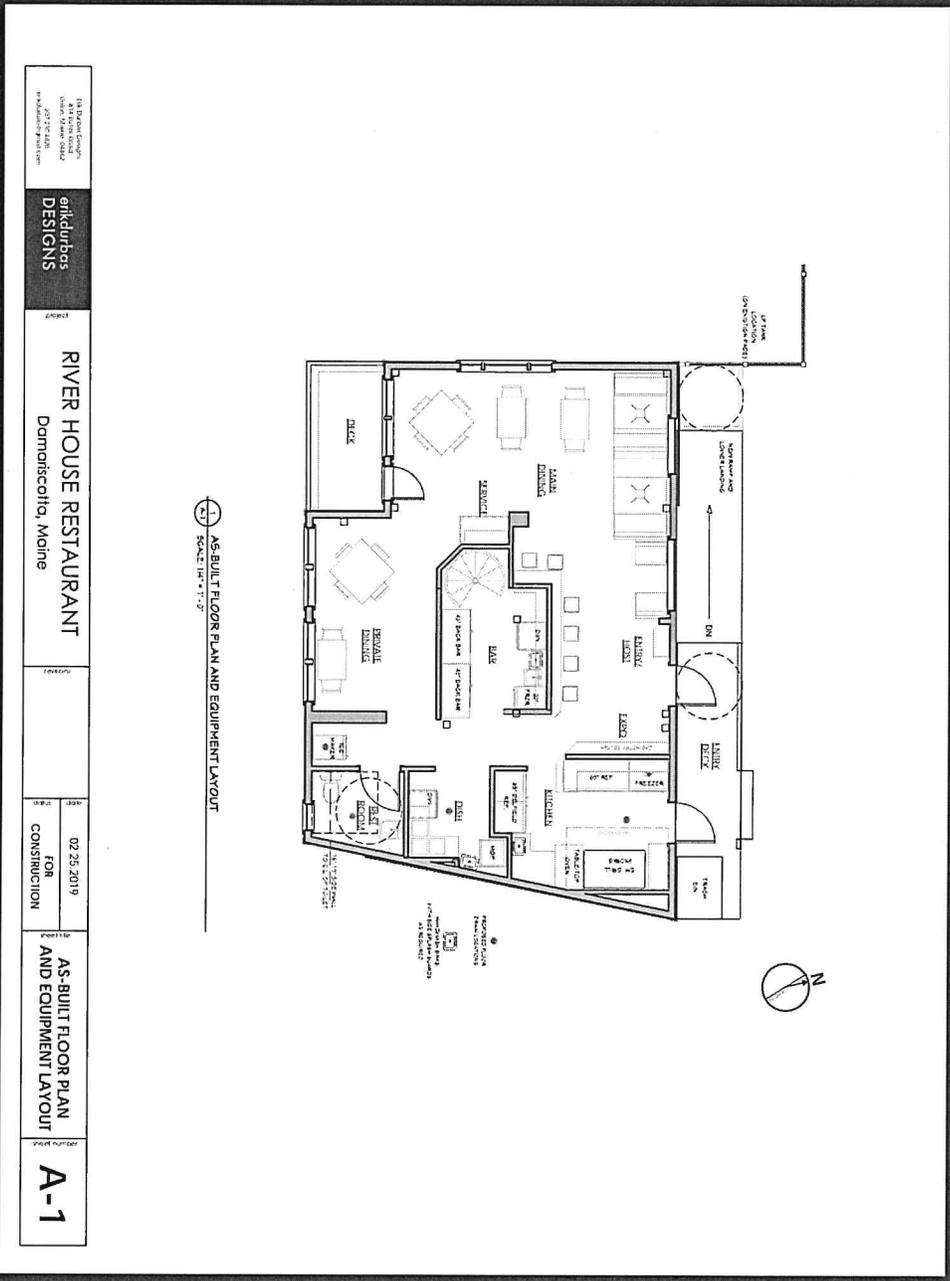
Accretive Results V

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.

Open with



Compose, Inbox, Starred, Snoozed, Important, Sent, Drafts, Spam, Categories, Social, Updates, Forums, Promotions, More, Labels, (Gmail), Deleted Items, HMO leases Scotland, Jiffy Tube, Key Agreements

Reply, Reply all, Forward

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We own the building so no need for a lease agreement

Maine Department of Marine Resources License

LANDINGS #355972 RETAIL SEAFOOD (R) #46576
ISSUED: 5/29/2025 EXPIRES: 3/31/2026

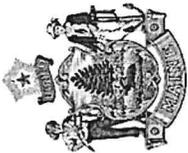
RIVERHOUSE MAINE
27 MAIN STREET
DAMARISCOTTA, MAINE 04543

Name	Address	City	State
RIVER HOUSE MAINE	27 MAIN ST	DAMARISCOTTA	ME

License must be in possession when engaged in activities covered by this license. By knowing and cooperating with your local Marine Patrol Officer, you can help us protect your industry. Failure to submit to an inspection, or a conviction or adjudication of a violation of a licensed activity may result in loss of license. Making any false statements on the application of this license is punishable under Title 17-A, MRS, Section 453.

MAINE DEPARTMENT OF MARINE RESOURCES
21 State House Station
Augusta, ME 04333
Phone: 207-624-6550
www.maine.gov/dmr

Maine Operation Game Thief: Anonymous Reporting Hotline
1-800-ALERT-US (1-800-253-7887)
"Protecting all of Maine's natural resources"



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: Accretive Results V, LLC	2. Date of incorporation/registration: 10/15/24	3. State of incorporation: Maine
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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 (%)
John Freker	2/22/1958	5137021366 jackfreker@gmail.com	75 main St, unit 3, Newcastle Me 04553	Managing Partner	50%
Leidy Freker	08/05/1988	3479333484 leidyfreker@gmail.com	75 man St, unit 3, Newcastle Me 04553	Co Managing Partner	50%

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: NOVEMBER 5, 2025

Who is approving this application? Municipal Officers of Damariscotta

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.

Damariscotta Police Department
Chief Jason Warlick



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

TOGETHER WE MAKE A DIFFERENCE

October 20, 2024

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

Re: River House

To the Board of Selectman:

As requested, I had my staff research our records for any police complaints or contacts involving River House at 27 Main Street. From September 1, 2024 through October 20, 2025 this department has not responded to that location.

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".

Chief Phil Tessier
Damariscotta Police Department

DAMARISCOTTA ELECTRIC VEHICLE MUNICIPAL CHARGING POLICY

November ____, 2025

Purpose

The purpose of this policy is to provide procedures and standards relating to the installation, operation, and maintenance of electric vehicle charging stations installed in municipal parking lots in Damariscotta.

Definitions

Electric Vehicle (EV) – a vehicle that can be powered by an electric motor that draws electricity from a battery and is capable of being charged from an external source. An EV includes both a vehicle that can only be powered by an electric motor that draws electricity from a battery (Battery Electric Vehicle) and a vehicle that can be powered by an electric motor that draws electricity from a battery and by an internal combustion engine (Plug-in Hybrid Electric Vehicle). Under this policy, a gas-powered hybrid vehicle that does not require charging from an external source shall not be considered an electric vehicle.

Charging Station – the physical location that provides electric charging services to electric vehicles. The charging station is the basis of connection for individual charging ports.

Charging Port – the system attached to the charging station capable of supplying electricity to one vehicle. Charging ports can also be referred to as an electric vehicle supply equipment (EVSE) port. Each port contains several connectors, which work together to supply power to one car.

Level 2 Chargers – With the “level” of charger denoting its electrical power output capability, level 2 chargers use 240V electric outlets and produce an electric current of anywhere between 3 and 20 kW AC current. Level 2 chargers can charge a BEV to 80 percent from empty in 4-10 hours and a PHEV in 1-2 hours.

SAE J-1772 – A North American standard for electric vehicle connectors found at each charge port. The J-1772 uses a 5-pin connector, and is also known as a “J-plug” or “Type 1” connector.

External contractor – A company, association, or contractor hired by the Town of Damariscotta to help plan and/or implement any facet of electric vehicle policy and infrastructure projects.

Kilowatt hour (kWh) – a unit of energy representing the amount of electrical energy used by a 1,000 watt appliance running for one hour.

Battery Electric Vehicle (BEV) – a vehicle that can only be powered by an electric motor that draws electricity from a battery

Plug-in Hybrid Electric Vehicle (PHEV) – a vehicle that can be powered by an electric motor that draws electricity from a battery and by an internal combustion engine

Idling – An electric vehicle will be considered “idling” when over ten (10) minutes has passed since the duration of a 3 hour parking period has elapsed OR when the electric vehicle’s battery has reached capacity, and the EV has not yet vacated the spot.

Operating Standards

- (1) The electric vehicle charging stations will be operational and accessible for public use on a year-round basis.
- (2) The electric vehicle charging stations will be set to a three (3) hour charge/parking limit per vehicle.
- (3) Use of the electric vehicle charging stations will be open to any electric or semi-electric vehicle compatible with the provided charging infrastructure, including but not limited to Battery Electric Vehicles (BEVs) and Plug-in Hybrid Electric Vehicles (PHEVs).
- (4) Use of the electric vehicle charging stations is dependent upon presence of required connector types on both the charging station and customer vehicle. As of the adoption of this policy, all required connector types provided by the Town of Damariscotta are Level 2 chargers equipped with an SAE J1772 plug.

- (5) Use of the electric vehicle charging station requires that vehicles must unlock from the charger at the end of a charging period, or when the vehicle battery is full. This can be configured in the vehicle's settings or accomplished manually by the vehicle's owner.
- (6) Any electric vehicle parked in the designated electric vehicle charging spots must be plugged in and actively utilizing the charging features in order to make use of the space. Any electric vehicles parked but not plugged in to the charging port will be subject to penalty as outlined in this policy.
- (7) Electric vehicles left idling for longer than ten (10) minutes after the successful completion of a charge will be subject to penalty as outlined in this policy.
- (8) The Town of Damariscotta reserves the right to adjust the per kilowatt-hour (kWh) charging rate, the usage fee, and the idle fee as determined by Town staff and current local, state, or federal policy. All rates and fees are informed by the recommendation of local electric utilities, historical usage trends, and local and national averages.
- (9) Installation and maintenance of the charging stations will be accomplished by external contractors, while rate setting and policy enforcement will be conducted by the Town of Damariscotta.

Usage Fees:

The fee to utilize the electric vehicle chargers will be based on the market price of electricity, paid by the municipality per kilowatt hour (kWh), with an addition of twenty (20) cents. The municipality will be responsible for tracking and setting the price as necessary, with regard to state and national electricity costs.

Required Notices

At every charging station, the following notices will be posted:

- (1) Voltage and amperage levels of the charging station in question;
- (2) Hours of operation;

- (3) Usage fees, including both standard use fees and the rates charged per kWh of charging;
- (4) Charging policy regarding the lock status of the car and plug;
- (5) Safety information, including but not limited to location and operation of the emergency shut-off, cord placement and management, and vehicle placement.
- (6) Contact information for reports and maintenance, which must contain at minimum a service phone number (for the sake of this policy, the number will be for the Town Office).

All required notices must be updated with any changes to the aforementioned information. They also must be visible to all customers, with visibility maintained in year-round weather conditions.

Upon confirmation of a charging port's inability to operate, signage will be placed to temporarily block access to that port until the problem is resolved.

Accessibility Standards

All groups of one or more electric vehicle parking spots must include wheelchair accessible, accessibility-compliant parking spaces (exact number to be determined after assessment of existing accessible parking spaces and infrastructure, in regulation with the Americans with Disabilities Act).

If the space(s) is occupied by a non-electric vehicle without a handicap placard or designation, the vehicle operator will be subject to the fines and penalties outlined in this policy.

FOR BOARD REVIEW:

Occupation of EV handicap spaces by a non-electric vehicle that possesses a handicap placard or designation is permitted. (If so, we need to factor 7 ports into the charging model).

OR

Occupation of EV handicap spaces by a non-electric vehicle, even one that possesses a handicap placard or designation, is not permitted. The vehicle operator must park in one of the other handicap spaces available in the municipal lot.

Occupation of EV handicap spaces by an electric vehicle that does not possess a handicap placard or designation is permitted only as a “last option:” all other EV charging ports must be occupied in order for a non-handicap vehicle to park and charge there.

Enforcement

All enforcement of the measures outlined in this policy will be in compliance with those found in the Town of Damariscotta’s Traffic and Parking Ordinance. Enforcement of parking time limits will be regularly enforced by the Damariscotta Police Department.

Violation and Penalties

Violation of this policy will result in penalties, paid in full by the violator. They are as follows:

- (1) Electric vehicles parked over 3 hours – for fees relative to this violation, refer to the fee schedule.
- (2) Electric vehicles parked, but not plugged into the charging station – for fees relative to this violation, refer to the fee schedule.
- (3) Parking a non-electric vehicle in an EV parking spot – for fees relative to this violation, refer to the fee schedule.
- (4) Parking a non-handicap EV in a handicap space when it is not the last option – for fees relative to this violation, refer to the fee schedule.
- (5) Idling – Upon reaching idle status as defined in this policy, an additional idling fee of 3 \$/hour will be imposed on top of the standard kWh rate for the remainder of the time spent plugged into the charging station

Updates to Existing Ordinances

Updates to traffic and parking ordinance:

- Article 2, Section 2 (Municipal Lot section)

- Article 2, Section 3 (Municipal Lot section)
- Article 4, Section 2
- Article 5, Fines section

DRAFT

UNIVERSAL RULES - ENERGY	
Each chargeport provides (kW):	7.68
kWh used during 1 charging period:	23.04
1 charging period lasts (hr):	3
HIGH ESTIMATE (kWh spent/1 charger; assume 4)	92.16
LOW ESTIMATE (kWh spent/1 charger; assume 1 car/port/day)	23.04

UNIVERSAL RULES - CHARGING	
4 cars per port per day x 8 ports =	32
1 charging period lasts (hr):	3
BUSY SEASON (60% occupancy rate)	
19.2 cars	
hrs of charging available / day	57.6
hrs of charging available in busy season	8,755.20
OFF SEASON (40% occupancy rate)	
12.8 cars	
hrs of charging available / day	38.4
hrs of charging available in off season	8,102.40

	# DAYS
BUSY SEASON (4 ports in use)	152
High Estimate	
368.64 kWh used per day	
56,033.28 kWh used (busy season total)	
62.67 \$ spent on electric / day	
9,525.66 \$ spent on electricity (busy season total)	
Low Estimate	
92.16 kWh used per day	
14,008.32 kWh used (busy season total)	
15.67 \$ spent on electric / day	
2,381.41 \$ spent on electricity (busy season total)	

Total	
129,466.37 possible kWh of charging across all seasons	
High Estimate	
\$0.27 Add'l \$/kWh we need to charge to recoup within a year	
Low Estimate	
\$0.16 \$ we need to charge to recoup within a year	

This table shows an estimation of profits based on varying usage rates.

Volume/Use*	Daily \$	Annual \$	Expense (kWh)	Gross Profit
100%/12 hr charge	\$258.05	\$94,187.52	\$45,748.22	\$48,439.30
60%/12 hr charge	\$154.83	\$56,512.51	\$27,448.93	\$29,063.58
30%/12 hr charge	\$77.41	\$28,256.26	\$13,724.47	\$14,531.79

*assumes equal use each day, all year

	# DAYS
OFF SEASON (3 ports in use)	211
High Estimate	
276.48 kWh used per day	
58,337.28 kWh used (off season total)	
47.00 \$ spent on electric / day	
9,917.34 \$ spent on electricity (off season total)	
Low Estimate	
69.12 kWh used per day	
14,584.32 kWh used (off season total)	
11.75 \$ spent on electric / day	
2,479.33 \$ spent on electricity (off season total)	

This table shows the yearly cost-benefit analysis, assuming full 12-hour charging capacities are met for all 8 ports 60% of the year. The model also works to represent if the 8 ports are utilized at 60% capacity / day, on a year-round basis. The model takes into account an additional \$1000 cost in year 2 for maintenance, and an additional \$8000 in network costs in years 5, 10, and 15.

	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6
Operating Expense	\$27,448.93	\$28,997.91	\$30,577.87	\$32,189.43	\$41,833.22	\$35,509.88
Capital Expense	\$14,008.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51
Total	\$15,055.26	\$27,514.60	\$25,934.64	\$24,323.08	\$14,679.29	\$21,002.63
Gross Profit		\$42,569.86	\$68,504.50	\$92,827.58	\$107,506.88	\$128,509.51

	Yr 7	Yr 8	Yr 9	Yr 10	Yr 11	Yr 12
Operating Expense	\$37,220.08	\$38,964.48	\$40,743.77	\$50,558.65	\$44,409.82	\$46,298.02
Capital Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$218,750.00	\$0.00
Revenue	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51
Total	\$19,292.43	\$17,548.03	\$15,768.74	\$5,953.87	-\$206,647.31	\$10,214.50
Gross Profit	\$147,801.94	\$165,349.97	\$181,118.71	\$187,072.58	-\$19,574.73	-\$9,360.23

	Yr 13	Yr 14	Yr 15	Yr 16	Yr 17	Yr 18
Operating Expense	\$48,223.98	\$50,188.46	\$60,192.22	\$54,236.07	\$56,320.79	\$58,447.21
Capital Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenue	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51	\$56,512.51
Total	\$8,288.54	\$6,324.06	-\$3,679.71	\$2,276.44	\$191.72	-\$1,934.69
Gross Profit	-\$1,071.70	\$5,252.36	\$1,572.65	\$3,849.09	\$4,040.81	\$2,106.12

Total	
High Estimate	
114,370.56 kWh used (busy season total + off season total)	
19,443.00 \$ spent annually on electricity	
34,380.50 \$ spent on electric & initial costs; what we need to recoup	
Low Estimate	
28,592.64 kWh used (busy season total + off season total)	
4,860.75 \$ spent annually on electricity	
19,798.25 \$ spent on electric & initial costs; what we need to recoup	

OVERVIEW
Initial cost: \$114,503
Executed contract: \$127,985
Capital outlay: \$7,640
→ Current project total at \$135,625

REVENUE OFFSET
Efficiency Maine Grant: \$80,000
30C tax credit (estimated):
\$40,687.50
→ \$135,625 - (\$80,000 + 40,687.50)
= Waterfront Reserve/Fund Balance
(dependent on 30C tax credit value):
\$14,937.50

ASSUMPTIONS
We pay: raw power cost of 11-12¢ + a delivery charge cost of 5-6¢ = 16/17¢ / kWh
All 8 charging ports are open for a 12hr period
Busy season is May 1 to September 30, with a charge port occupancy of 60% (4.8, rounded to 4 vehicles)
Off season is October 1 to April 30, with a charge port occupancy of 40% (which is 3 vehicles)
Assume a 3-hour charging period
Assume each port can receive up to 4 cars, each for 3 hours, per day
Assume a \$40/month service charge from the company, regardless of whether or not the port is being used;

A 40A EV charger typically outputs 9.6 kW when operating on a standard 240V circuit. This is calculated by multiplying the amps by the volts (40A times 240V=9600W), and then converting watts to kilowatts by dividing by 1000, which gives you 9.6 kW.

ChargePoint 6000 series: 50A (up to 12kW), 80A (up to 19.2kW)

Sept 2025 CMP E Restroom w/2 ports
2500 kWh
\$44.94 Delivery Charges
\$283.50 Supply Charges
\$0.13 \$/kWh
\$0.35 \$/kWh fee
\$546.56 Est Gross Revenue

DAMARISCOTTA TRAFFIC & PARKING ORDINANCE

Revised _____, 7/1/2015, 7/11/2012; 8/6/2003; 7/26/2000; 3/18/1998
TRAFFIC AND PARKING ORDINANCE
TOWN OF DAMARISCOTTA

ARTICLE ONE

SECTION I: Definitions of words and phrases:

- 1.1 BUSINESS SECTION
ALL streets and portions of street parking lot within the area designated. The BUSINESS SECTION of the town of Damariscotta comprises: that section of Main St. (Business Route 1) from the Damariscotta river bridge to U.S Route 1 town line and all connected streets or parts thereof; Water St; Cross St.; Elm St.; Vine St.; Church St.; Bristol Road (Rt. 129.) School St.; Biscay Road; Belvedere Road; Keene's Woods Road; Old Route 1.
- 1.2 VEHICLE
All kinds of conveyances for person and property except those used exclusively on track.
- 1.3 PUBLIC WAY
All streets, roads, parking lots of which the public has a right of access of (as described in MRSA 17-A section 505)
- 1.4 COMMERCIAL VEHICLE
Every vehicle designated, maintained or used primarily for transportation of property.
- 1.5 PARK
The leaving of a vehicle, whether occupied or un-occupied, temporarily for the purpose of loading or unloading of merchandise or passengers.
- 1.6 DRIVER
A person who drives or is in actual physical control of the vehicle.
- 1.7 POLICE OFFICER
Any officer of the Police Department, or any person authorized to direct traffic or make an arrest for violation of traffic regulations.
- 1.8 SIDEWALK
That portion of street between the curb line or the lateral line of a roadway and the adjacent property line intended of use by pedestrians.
- 1.9 PEDESTRIAN
A person on foot; a person walking.
- 1.10 ALLEY
A street or way intended to provide access to the rear or side lots of a building in urban district and not intended for the purpose of through traffic.
- 1.11 FIRE CHIEF
A person who is appointed by the Town of Damariscotta to fight fires and other emergencies.
- 1.12 FIREMAN
A person who volunteers to fight fire and is employed by the Town of Damariscotta to fight fires and other emergencies.

- 1.13 OFFICIAL TIME STANDARD

When certain hours are named herein they shall mean standard time or daylight savings time- whichever are in current use in the municipality.

- 1.14 EMERGENCY VEHICLES

Ambulances and any other vehicles belonging to the police or fire departments shall have the right of way in any street and through any procession. All vehicles shall go to the right of road or street as near the curb or gutter as possible, and come to a complete stop at the sound of approaching sirens or bells of all fire apparatus including vehicles owned by firemen. It shall be unlawful for any person to drive any team, automobile, truck, tractor, or any other motor vehicles over any section(s) of hose which shall hereafter be laid by the Fire Department of the Town of Damariscotta upon the streets of this town.

- 1.15 MUNICIPAL PARKING LOT

The municipal parking lot is defined as follows: Starting at the intersection of the Damariscotta River and the westerly lot line at the First Church of Christian Scientist (lot 6 map 6) proceeding North along the westerly lot line of lot 6 and 7B, map 6 to the southeast corner of lot 8, map 6; thence West along the southerly borders of lots 8,9,10 to the intersection with lot 12; thence following the East, South and West borders of lot 12, to lot 13, thence westerly to the intersection with lot 14-1 map 6; thence following the easterly, and westerly bounds of lot 14-1 to lot 15; thence following the southerly and westerly bounds of lot 15 to lot 16A thence following the southerly bounds of lots 16A, 16, 17, 18, 19, and across-the-right of way of the easterly shore of Misery Gulch; thence following the shore of Misery Gulch and the Damariscotta River to the point of beginning. The municipal parking lot is also shown on map 6 of the property maps of the Town of Damariscotta, prepared by James W. Seawall Company, and is shown South of lots 19-8: West of lots 6 & 7; northeast of Damariscotta River and Misery Gulch.

For the purpose of this section and section III of this ordinance, Boat Landing Vehicles shall be defined as vehicles with a boat trailer attached or vehicles displaying a valid boat landing parking permit issued by the Town pursuant to Section 1.20 herein.

There shall be three (3) hour parking in the municipal parking lot from 6:00 A.M to 6:00 P.M excluding Sunday, with the following exceptions:

- (a) All of the spaces, along the South side of the municipal parking lot (the water's edge) which will be designated as 8 hour parking from 6 am to 6 pm.
- (b) There will be fourteen (14) parking spaces in the municipal parking lot which will be reserved and as Boat Landing Parking specifically for vehicles using the public boat landing facility and shall be designated as follows:
 - 8 spaces for vehicles with boat trailers attached or vehicles displaying a valid boat landing parking permit along the waters edge (south side of lot);
 - 2 spaces only for vehicles with boat trailers attached along Misery Gulch;

- 4 spaces only for vehicles with boat trailers attached in the middle row.
- (c) Entrance and Exit shall be by the Southeast corner by Savory Maine (formerly Christian Science Church) and Northwest corner by Fish Market. Traffic is to travel in both directions.
- 1.16 WINTER PARKING

No person shall leave or park any vehicles of which she/he has charged possession, or permit the same to stand on any street, municipal parking lot or road to the town of Damariscotta between the times of 9 P.M to 7 A.M from November 15th until April 15th of each year due to removal of snow. All vehicles hindering snow removal will be removed and stored at the expensed of the owner or person in charge or control of same.
- 1.17 SEASONAL STREET CLEANING

No person shall leave or park any vehicle of which he/she has charged or possession, or permit the same to stand on Main Street (Business Route 1) from the Damariscotta river bridge, to Bristol Road, on Elm Street from Main Street to the intersection on Theatre Street, or on Theatre Street in the town of Damariscotta on Mondays & Thursdays, between the times of 5 A.M and 7 A.M from April 1st to November 1st every year due to street sweeping and cleaning. Any vehicle in violation may be ticketed or removal and impounded or stored at the expense of the owner or person in charge or control of same.
- 1.18 MAIN STREET:

In the business section of Damariscotta, which includes the North and South side of Main Street (Business Route 1) from the bridge East to Westerly Bristol Road (Route 129), East side of Water Street from junction of Main Street (Business Route 1) and Water Street to Cross Street North curb line extended: A vehicle shall not be parked for a period in excess of one hour at any time between the hours of 6am. to 6pm.
- 1.19 HANDICAPPED PARKING

A parking space for a handicapped person only. Must have handicapped plates or placard.

(a) Definitions. Any physical handicapped person employed in a business establishment serviced by parking spaces may obtain a license giving him/her permission to park for a unlimited period of time In such a parking space as the town Selectmen may designate. Such designated space shall be marked and identified to show that it is so reserved for such physical handicapped person. The designation of the parking space must also be agreed to by the manager of the store of which the parking space is located. Any parking space thus designated shall be reserved exclusively to the person to whom the said licensed is granted.

(b) Application. All applications for such license shall be made in writing, directed to the town Selectmen, who may or may not, at their discretion, grant such license. See appendix A for agreement form.

(c) Fees. The fee for such license is to be \$50.00.

(d) Handicapped parking space for the exclusive use by persons with vehicles displaying handicapped Registration Plates or placard shall be establish as follows:

(1) One space, on the southerly side of Main Street, in front of James Gallagher's law office.

(2) One space, on the northerly side of Main Street in front of Damariscotta Bank & Trust.

(3) One space, on the southerly edge of the Municipal Parking Lot, near the southwest corner of the Christian Science Church.

(4) One space at the corner of Main and Elm Street, in front of King Eiders Pub

(5) One space in the Municipal waterfront parking lot East end, North side of the set parking spaces. The Chief of Police shall be responsible for designating and marking such spaces to show that they are reserved for use by the physically handicapped.

- **1.20 BOAT LANDING PARKING PERMITS**

Any boat owner keeping a boat or boats on permanent moorings in Damariscotta Harbor may obtain a permit entitling for him or her to park a vehicle (without a boat trailer attached) in one of the 8 spaces allocated for permit use pursuant to section 1.15 herein. Applicants for a permit will be required to provide proof of boat and mooring ownership and current use of the same. A letter or telephone verification from the harbor master or assistant harbormaster shall be deemed sufficient proof to qualify an applicant to receive a permit. Permits must be displayed in the vehicle windshield area when the vehicle is parked in the designated space.

- (a) Definitions. For the purpose of this section, the geographical limits of Damariscotta Harbor shall be considered to be the waters of Damariscotta River bounded on the South by a line between Cottage Point on the East and Little Point in the West and bounded on the North by Main Street bridge. Permanent moorings shall be considered to consist of heavy ground tackle which is designed for long term mooring of vessels and is designed and intended to remain on the ocean or river bottom when the vessel is away from its mooring.

- **1.21 ELECTRIC VEHICLE**

A vehicle that can be powered by an electric motor that draws electricity from a battery and is capable of being charged from an external source. An EV includes both a vehicle that can only be powered by an electric motor that draws electricity from a battery (Battery Electric Vehicle) and a vehicle that can be powered by an electric motor that draws electricity from a battery and by an internal combustion engine (Plug-in Hybrid Electric Vehicle). Under this policy, a gas-powered hybrid vehicle that does not require charging from an external source shall not be considered an electric vehicle.

ARTICLE 2 : TRAFFIC AND PARKING ORDINANCE

SECTION I

No person shall, stop, stand or park a vehicle except when necessary to avoid conflict with other traffic or compliance with law or the directions of a police officer or traffic - control device, in any of the following places:

- (1) On the sidewalk.
- (2) In front of a public or private driveway.
- (3) Within an intersection
- (4) Within 10 feet of a water hydrant
- (5) On a crosswalk
- (6) Within 25 feet of a street corner except for designated parking spaces and entrances to one way streets.
- (7) Within 500 feet of any building, field or forest with an alarm of fire or other emergency has been sounded without consent of the Chief of Police or Fire Chief.
- (8) In any public street more than twelve inches from the curb, except in emergency or to allow another vehicle or pedestrian to cross its way. (9) On the roadway side or any vehicle parked at the edge or curb of a street, commonly known as double parking.

SECTION II

BUSINESS ROUTE 1

- 2.1 There shall be no parking anytime on the northerly side of Business Route 1 from CMP pole #2 easterly to CMP pole #1 for 193 feet.
- 2.2 There shall be no parking at anytime on the northerly side of Business Route 1 beginning at the intersection of East Elm Street easterly curb line extended easterly 27 feet.
- 2.3 There shall be no parking anytime on the northerly side of Business Route 1 beginning at the House of Ross driveway westerly curb line extended westerly for 31 feet.
- 2.4 There shall be no parking at anytime on the northerly side of Business Route 1 beginning at the intersection of Church Street westerly curb line extended westerly to CMP pole #9 for 398 feet.
- 2.5 There shall be parking on the southeasterly side of Business Route 1 beginning at CMP pole 15 by Damariscotta Hardware easterly to Biscay road intersection, South of curb line for 5,280 feet.
- 2.6 There shall be no parking anytime on the easterly side of Business Route 1 beginning at Biscay Road northerly to Great Salt Bay Community School driveway southerly, curb line 1,731 feet.
- 2.7 There shall be no parking anytime on westerly side of Business Route 1 beginning at Church Street northerly curb line extended northerly opposite of Great Salt Bay Community School driveway southerly curb line extended for 1731 feet.
- 2.8 Handicapped parking - one space on the southerly side of Main Street in front of James Gallagher's law office. One space on the northerly side of Main Street in front of Damariscotta Bank & Trust.

- 2.9 There shall be no parking on the northerly side of Business Route 1. Beginning at the intersection of Business Route 1 and Church Street, easterly curb line extended, easterly to the intersection of Business Route 1 and School Street westerly curb line extended for 2,865 feet.
- 2.10 There shall be no parking anytime on the south side of Business Route 1. Beginning at the intersection of Route 129 cut off, easterly curb line extended easterly to a point opposite CMP pole #13, for 46 feet.
- 2.10a All vehicles parked within the business section of the Town of Damariscotta shall be parked with its right wheels toward the curb, heading in the direction of flow of traffic.

WATER STREET

- 2.11 There shall be no parking anytime westerly side of Water Street from the southerly entrance/exit of the Municipal Parking Lot curb line extended southerly to CMP pole #11 for 1092 feet.

ELM STREET

- 2.12 There shall be no parking anytime southerly side of Elm Street beginning at the intersection of Church Street westerly curb extended for 985 feet.

CHURCH STREET

- 2.13 There shall be no parking westerly side of Church Street beginning Business Route 1 northerly, curb line extended northerly to Elm Street southerly, curb line extended 659 feet.
- 2.14 There shall be no parking on the northerly side of Church Street beginning at CMP pole 14 northerly to a point opposite CMP pole 28 for 205 3 feet.
- 2.15 There shall be no parking on the southerly side of Church Street beginning at Chapman Street westerly curb line in westerly direction 85 feet.
- 2.16 There shall be no parking on the easterly side of Church Street beginning at Vine Street northerly for a distance of 60 feet. And also beginning at the Municipal Building extending southerly for a distance of 100 feet.

CHAPMAN STREET

- 2.17 There shall be no parking on the northerly side of Chapman Street beginning at Church Street south curb line extended easterly for 150 feet.
- 2.18 There shall be no parking on the southerly side of Chapman Street beginning at the westerly Church Street curb line south extending easterly 1834 feet to westerly school street curb line.

CROSS STREET

- 2.19 There shall be no parking anytime on the southerly side of Cross Street beginning at Water Street westerly curb line extended easterly to Rout 129 westerly, curb line extended for 325 feet.

- 2.20 There shall be no parking anytime on the northerly side of Cross Street beginning at water street easterly, curb line extended easterly to Route 129 westerly, curb line extended for 150 feet.

BRISTOL ROAD

- 2.21 There shall be no parking west side of Bristol road (Rt. 129) from the northerly side of the Firehouse shop corner line extended north to the southerly Main Street (bus Rt. 1) curb line extended for 150 feet.

VINE STREET

- 2.22 There shall be no parking anytime on the southerly side of Vine Street beginning at Church Street curb line extended easterly for 200 feet.

MUNICIPAL PARKING LOT

- 2.23 Handicapped parking, first space southwest corner of parking lot, water side.
- 2.24 There shall be no parking anytime easterly entrance to Municipal Parking lot on South side from westerly Water Street curb line extended westerly direction to parking lot for 165 feet.
- 2.25 There shall be no parking anytime easterly entrance to Municipal Parking Lot on northern side from the westerly Water Street curb line extended westerly direction to parking lot for 165 feet.
- 2.26 There shall be no parking anytime on the westerly side, right of way Colby & Gale, entrance / exit to Municipal Parking Lot from the southerly Main Street (Business Route 1) curb line extended southerly to CMP pole #3:01 for 104 feet.

SCHOOL STREET

- 2.27 There shall be no parking anytime from the intersection of School Street and Business Route 1, South side, along the East and West sides of School Street, South for a distance of 500 feet.

HODGDON STREET

- 2.28 There shall be no parking on Hodgdon Street between Church Street and Pleasant Street

EV CHARGING STATIONS

- 2.29 Four EV Charging stations, eight (8) charging ports, are located south of Taco Alley, adjacent to the public restrooms. The use of these spaces are regulated by the Damariscotta EV Municipal Charging Policy as adopted by the Select Board.
- 2.30 Use of these chargers are for electric vehicles, except for the designated handicap space, which may be used by a non-EV user that is handicapped, as a last resort.

SECTION III

PARKING LIMITS

- 3.1 Business Section –2 (two) hour limit, from 6 am to 6 pm, to be enforced year round.
- 3.2 Municipal Parking Lot - General Parking
The regulations set forth in the section 3.2 shall be enforced from Memorial Day to Labor Day.
There shall be three (3) hour parking in the municipal parking lot from 6:00A.M to 6:00P.M excluding Sunday, with the following exception of boat landing parking as set forth in Section 3.3 below.
- 3.3 Municipal Parking Lot-Boat Landing Parking
The regulations set forth in the section 3.3 shall be enforced from Memorial Day to Labor Day.
All boat landing parking (as defined in Section 1.15(b)) will be all day parking. There will be no time limit for these vehicles parked in the 14 spaces so long as the vehicles either display a permit or an attached trailer as set forth in Section 1.15 (b). Vehicles without a boat trailer attached or which do not display a valid Boat Landing Parking Permit will be ticketed.
- [3.4 EV Charging Station Parking](#)
[The use of these spaces are regulated by the Damariscotta EV Municipal Charging Policy as adopted by the Select Board. Parking fees and limits may be subject to change and are best supported by the board policy.](#)

ARTICLE III

STOP SIGNS & ONE WAY STREETS

- (a) No person shall drive any vehicle past or through any intersection. having a stop sign, without bringing his/her vehicle to a FULL stop.
- (b) Stop signs shall be located in the following places:
- (c) Chapman Street, all traffic shall stop before entering School Street.
- (d) Elm Street, all traffic shall stop before entering Church Street.
- (e) Egypt Road, all traffic shall stop before entering Back Meadow Road
- (f) Hammond Road, North of Back Meadow Road, all traffic shall stop before entering Back Meadow Road.
- (g) Hammond Road, South of Back Meadow Road, all traffic shall stop before entering Back Meadow Road.
- (h) Hodgdon Street, South of Pleasant Street, all traffic shall stop before entering Pleasant Street.
- (i) Hodgdon Street, North of Pleasant Street, all traffic shall stop before entering Pleasant Street.

- (j) Hodgdon Street, all traffic shall stop before entering Church Street.
- (k) Pleasant Street, all traffic shall stop before entering Church Street.
- (l) Rocky Run Road, all traffic shall stop before entering Egypt Road.
- (m) Standpipe Road, all traffic shall stop before entering Back Meadow Road.
- (n) Vine Street, all traffic shall stop before entering Church Street.
- (o) Chapman Street, all traffic shall stop before entering Church Street.
- (p) School Street, all traffic shall stop before entering Church Street.
- (q) Lewis Point Road, all traffic shall stop before entering Elm Street.
- (r) Elm Street East, all traffic shall travel in a southerly direction from Elm Street to Main Street.
- (s) Elm Street West, all traffic shall travel in a northerly direction from Main Street to Elm Street.
- (t) Hodgdon Street, all traffic shall travel in a northerly direction from Church Street to Pleasant Street.
- (u) Entrances to Municipal Parking Lot, one way, by West side Gay Block, traffic heading southerly from Main Street, all traffic heading South from Main Street

ARTICLE 4

PENALTIES

Any person accused of a violation of any portion of this ordinance, where a fine amount is not designated may voluntarily waive his or her right to appear and defend before any court or judicial tribunal the charge made against him or her for such violation by paying the Municipality (Town of Damariscotta) the minimum sum of \$75.00 within 30 days of the time such alleged offense was committed.

4.1 All fines and penalties collected under this traffic ordinance shall be paid to the Town Treasurer at the Town Office during normal business hours or by mail at 21 School Street, Damariscotta, ME 04543. The Board of Selectmen is authorized to employ all such procedures authorized by law which they deem prudent to collect the same.

4.2 It shall be unlawful and in violation of this chapter for any person to cause, allow, or suffer any vehicle registered in the name of or operated by such person to do any act forbidden or fail to perform any act required in this ordinance; provided, the fact that a vehicle is unlawfully

parked shall be prima facie evidence of the unlawful parking of such vehicle by the person in whose name such vehicle is registered. Further, any vehicle parked in violation of this ordinance (whether because of length of time, place, or the manner in which said vehicle is parked) is declared to be an obstruction in such street or public way and a menace to the safe and proper regulation of traffic.

4.2a It shall be unlawful and in violation of this ordinance for any person to cause damage to or take any municipal traffic devices, such as, but not limited to, any traffic safety equipment, such as safety cones, barriers, traffic lights, crosswalk signs or signs which designate road names, speed limit, stop, yield or any other type of traffic and safety signs or equipment owned or possessed by the Municipality. Any person(s) convicted of the theft or possession of any municipal traffic and safety items shall be subject to a mandatory minimum fine of \$150.00 per conviction. Any person convicted of damaging any municipal traffic and safety items will be subject to reimbursing the Municipality for all costs of correcting or replacing, and any installation of said items.

The Board of Selectmen may choose to offer a reward of up to \$200.00 to person(s) providing information which results in a conviction of any person(s) for the theft or possession of any municipal traffic and safety items.

4.3 Obedience to police & fire officials required. No person shall willfully fail or refuse to comply with any lawful order or direction of a police officer or fire department official.

4.4 General authority of police and fire department officials to enforce laws and direct traffic.

a) It shall be the duty of the officers of the police department or such officers as are assigned by the Chief of Police to enforce all street traffic laws of the Town and all of the State of Maine vehicle laws applicable to street traffic in the Town.

b) Officers of the police department or such officers as are assigned by the Chief of Police are hereby authorized to direct all traffic by voice, hand or signal in conformance with traffic laws; provided that, in the event of a fire or other emergency, or to expedite traffic or to safeguard pedestrians, conditions may require notwithstanding the provisions of the traffic laws.

c) Officers of the fire department, when at the scene of a fire or similar public safety incident, may direct or assist the police in directing traffic or similar public safety incident in the immediate vicinity.

4.5 Town to provide books containing numbered citation forms; Police Chief's duties regarding books:

a) The Chief of Police shall be responsible for the issuance of such books to individual members of the police department.

4.6 Procedure of police officers upon stopping alleged violator; citation to specify violation. Except when authorized or directed under State Law to immediately take a person before a magistrate or other court official for the violation of any traffic laws, a police officer who halts a person for such violation, other than for the purpose of giving said person a warning, and does not take said person into custody, shall then issue said person a Violation Summons and Complaint form (VSAC) or a Uniform Summons and Complaint form (USAC). The alleged violation(s) to be specified on the citation.

4.7 Duty to deposit copy of citation with Police Chief; disposition of citation, Chief to record disposition of charges, warrants; altering defacing citation, record:

- a) Every police officer upon issuing a VSAC/USAC to an alleged violator of any provision of the motor vehicle laws of this State or of any traffic ordinance of the Town shall deposit the copy of the citation with the Police Chief.
- b) The citation shall be disposed of in accordance with those laws of the state which govern the procedures in the District Court.
- c) The Chief of Police shall also maintain or cause to be maintained in connection with every traffic citation issued by a member of the police department a record of the disposition of the charge by the District Court or its traffic violations bureau.
- d) It shall be unlawful and official misconduct for any member of the police department or other officer or public employee to dispose of, alter or deface a traffic citation or any copy thereof, or the record of the issuance or disposition of any traffic citation, complaint or warrant, in a matter other than as required by this section.

4.8 It shall be unlawful for any person to cancel or solicit the cancellation of any traffic citation in any manner other than as provided by this article.

4.9 Removal of tickets, notices or citations from vehicles. No person shall remove from any vehicle a traffic law violation ticket, notice or citation placed on or in such vehicle by a police officer of the Town of Damariscotta, except for the purpose of answering such notice or citation as required therein.

4.10 Police officer's duty upon finding illegally parked vehicle with driver. Whenever any motor vehicle without a driver is found parked or stopped in violation of any of the restrictions imposed by ordinance of the Town of by State law, the officer finding such vehicle shall take its registration number and may take any other information displayed on the vehicle (which may take any other information displayed on the vehicle) which may identify its user, and shall conspicuously affix to such vehicle a traffic citation, on a form provided by the Town.

4.11 Each owner or operator of a vehicle who violates the provisions of the ordinance which regulates stopping, standing and parking, shall within 30 days of the time when such notice was attached to such vehicle pay the Town of Damariscotta the initial charge and penalty for and in full satisfaction of such violation of sum as stated on the traffic ticket. The failure of such owner

or operator to make such payment shall render such owner or operator subject to a penalty of double the original fine. The failure of such operator to make such payment shall render such owner or operator subject to the penalties hereinafter provided for the violation of general provisions of this ordinance.

ARTICLE 5

FINES

5.1 Any person accused of a violation of the parking portion of this ordinance may voluntarily waive his/her right to appear and defend before any court or judicial tribunal, the charge made against him/her for such violation, by paying the Municipality the amount assessed on said violation.

5.2 NON PAYMENT OF FINES: Any person who has not paid the fine amount assessed them within 30 days shall be mailed a written "first notice" informing the registered owner that payment has not been received and that the fine amount has doubled. Additionally, the notice will indicate that failure to pay the doubled fine amount now due, within 30 days, will result in the issuance of a "final notice" informing registered owner that payment has still not been received, and that a summons to appear in 6th District Court in Wiscasset will be issued if payment is not made within 30 days. Both notices will state that any vehicle which has accumulated 3 or more unpaid parking tickets may be subject to immobilization in place or impoundment of said vehicle as outlined in section 5.3 or this article.

5.3 IMPOUNDMENT OF VEHICLES: Purpose: This section is enacted as an enforcement procedure for promotion and protection of the public peace, safety and welfare and the safeguarding of property and shall be used generally for the prevention and removal of traffic hazards, prevention and abatement of public nuisances arising from traffic infractions and for the protection of the public rights in the use of Town Streets, thoroughfares, parking areas, parking lots, and public ways.

- (a) NOTICE. Written notice shall be mailed to the owner of any vehicle which has accumulated three (3) or more outstanding notices of violation of any parking ordinance or regulation therein prior to immobilization or impoundment of such vehicle as provided in Subsection 2. The notice shall inform said owner of the nature and number of outstanding violations, that such vehicle may be immobilized in place or impounded and that said owner will be provided an opportunity to contest the validity of the proposed immobilization or impoundment upon written request to the Chief of Police within ten (10) days of receipt of the notice described in this subsection.
- (b) HEARING Any owner who requests an opportunity to contest the validity of proposed immobilization or impoundment of his or her vehicle shall be provided an administrative hearing upon written request to the Chief of Police. Such hearing shall be scheduled as soon as practicable before a hearing officer, who shall be solely responsible for hearing and deciding all contests provided herein. Enforcement of the provisions of Subsection 2

shall be stayed pending the decision of the hearing officer. The purpose of this subsection is to provide an opportunity to contest the validity of a proposed immobilization or impoundment and not to contest the merits of parking violations.

- (c) HEARING OFFICER The Chief of Police shall designate a hearing officer from time to time as may be needed.

- 5.3.1 APPLICABILITY. Any vehicle which has accumulated three (3) or more notices of violation of any parking ordinance or regulation therein of the ordinances of the Town of Damariscotta for which there has been neither payment of fees nor issuance of court process and which is then parked upon the public way or in a public parking lot at any time may, at the option of any Town of Damariscotta Police Officer or other town employee authorized to enforce said parking ordinance or regulation, be immobilized in place or may be removed and stored until all fees established pursuant to Article 5 of this ordinance for all such outstanding notices of violation and also the impoundment, storage and other charges authorized under this ordinance have been paid. If impoundment by immobilization is utilized, a charge for such impoundment of twenty-five dollars (\$25) shall be charged and paid prior to such release.
- 5.3.2 PROCEDURE. As soon as a vehicle has been removed and stored or immobilized in place under this ordinance, the police officer or other municipal employee taking such action shall so notify the Police Department. Such information shall be recorded by the Secretary or Police Officer for the use of the Chief of Police, the Town Administrator or his or her authorized representatives. In addition, the Chief of Police shall notify by registered mail the registered owner of such vehicle within five (5) business days of the impoundment or immobilization thereof. Said notice shall stated the location of such vehicle and the requirements to release as set forth in this ordinance.
- 5.3.3 RELEASE OF VEHICLES. Any person having custody of a motor vehicle impounded pursuant to this chapter or of the means to release such immobilized vehicle shall not release it until the individual requesting its release presents satisfactory evidence of his or her right to possession and signs a receipt therefore. In addition, said vehicle shall not be released until the Treasurer, Chief of Police or their duly authorized representatives certify that all fees and all other charges provided for in this chapter have been paid, including all costs of impoundment, towing, notices and storage or until the Treasurer or his or her duly authorized representatives shall have certified the posting of a bond equal to the total outstanding fees which should have been remitted for said overdue notices of violation and other charges as set forth in this subsection.
- 5.3.4 BOND. Whenever any person requests the right to post bond pursuant to this chapter, such bond shall be given in cash and receipt given therefor. Such bond money shall be refunded in the amount of the fee for such alleged violation of this ordinance upon acceptance by such person of service of process initiating a court proceeding to determine his her liability for the described penalty or such alleged violation. Any bond shall be forfeited unless the person posting it requests and accepts service of such process from the Chief of Police or his or her designated representative within thirty (30)

days of the posting unless prevented from doing so by actions or inaction of the Town of Damariscotta.

- 5.3.5 VIOLATIONS. It shall be a violation of this ordinance for any person to tamper with or attempt to remove any immobilizing device attached to a vehicle or to extract or attempt to prevent the removal of any vehicle as provided herein. The penalty for any such violation shall be not less than fifty (\$50) nor more than one thousand (\$1000).

ARTICLE 6: Notification and Traffic Control

Section I: Notification

It is, in part, the responsibility of the Police Department to ensure the safety of our citizens. To that end, it is important that the Police Department is made aware of any disruption or potential disruption to our roads, streets and ways, etc.

It is the responsibility of any person, group, organization, or entity; construction or otherwise, whose work, event or activity may in any way affect the normal flow of traffic to any road, street or way to notify the Police Department no less than ten (10) days prior to said work, event or activity. Such notification shall be in written form and may be addressed to the Damariscotta Police Department at PO Box 274, Damariscotta, ME 04543. The requirement may be waived in emergency situations, to be determined by the Chief of Police or his / her designee. The Town of Damariscotta shall be exempt from this requirement for special events. It will still be required that the Chief of Police be notified no less than ten (10) days prior to said event.

It shall be the responsibility of the Chief of Police or his/her designee to notify the Town Office, Road Commissioner, and any area emergency service provider, of the disruption in traffic flow.

Section II: Traffic Control

Any time the Police Department receives notification as outlined in Section I, the Chief of Police or his/her designee shall review the location and circumstances to ensure appropriate steps are taken to safe guard our citizens. Such steps should include; adequate signage warning the public, the proper use of traffic cones and barricades, safe alternate traffic or pedestrian routes, and the proper use of traffic control personnel, etc.

Any activity requiring notification under Section I that occurs on any portion of Main Street, Bristol Road, School Street, or Biscay Road shall require the presence of at least one (1) Police Officer and may, at the Police Chief's discretion, require the use of more than one (1) Police Officer for traffic control. The Chief of Police may waive this requirement as circumstances warrant. The Chief of Police may impose the same requirements on any road, street, or way in the town if the circumstances should warrant. Any such use of Police personnel shall be billed to the responsible party in accordance with Section IV of this Article.

In accordance with Maine Law, the Chief of Police or any Police Officer who finds a situation to be hazardous shall take action to stop such activity until it can be corrected.

Section III: Penalties

Any person, group, organization, or entity; construction or otherwise, accused of a violation of any portion of this article of the Damariscotta Traffic & Parking Ordinance may be assessed a

mandatory minimum penalty of \$250.00 per occurrence. All Penalties shall be paid to the Town Treasurer as outlined in Article 4, paragraph 4.1.

Section IV: Payment

If the Chief of Police determines that Police Officers are required, to ensure the safe movement of pedestrian / vehicle traffic, the fee for said use of Police Officers will be \$38.00 per hour, per Officer. \$8.00 per hour, per Officer will go to the Town of Damariscotta to defer administrative costs. All fees shall be paid to the Town Treasurer as outlined in Article 4, paragraph 4.1. Hours accrued on a special detail are not eligible for use toward an Officer's 40 hour work week or employment benefits.

Section V: Waiver

The Board of Selectmen may, at their discretion, grant a waiver of all or any part of the requirements set forth in this article.

Section VI

This Traffic and Parking Ordinance of the Town of Damariscotta, Maine, as amended by the Board of Selectmen of this ~~1st day of July, 2015~~ _____ day of November, 2025, supersedes and replaces any and all previously enacted traffic and parking ordinances.