

**Town of Damariscotta, Maine
Notice of Special Town Meeting**

Regarding

An amendment to the Maine Public Employees Retirement System (MainePERS) agreement between the Town of Damariscotta and MainePERS.

Notice is hereby given that the Town of Damariscotta will hold a Special Town Meeting on
October 15, 2025

at the
Damariscotta Town Office
21 School St
Damariscotta, ME 04543

The purpose of the Special Town meeting is to vote on a Warrant Article that would amend or modify the MainePERS agreement between the Town of Damariscotta and MainePERS. The change will allow certain, eligible employees to switch to the Special Plan 3C from the Regular Plan AC. All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at the hearing.

Note: Notice of the Special Town Meeting was advertised in the October 2, 2025 edition of the Lincoln County Newspaper. This notice has been posted publicly as of October 2, 2025.

WARRANT FOR SPECIAL TOWN MEETING

LINCOLN, SS

STATE OF MAINE

TO: Phillipe Tessier, a constable for the Town of Damariscotta in the County of Lincoln.

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Damariscotta, in said County, qualified by law to vote in Town Affairs, to assemble at the Municipal Building, 21 School Street, in said Town, on Wednesday, the 15th day of October, A.D. 2025 at 5:30 P.M., then and there to act on Articles 1 and 2.

ARTICLE 1. To choose a Moderator to preside at said meeting.

ARTICLE 2. To see if the Town of Damariscotta (Town) will vote to change its Maine Public Employees Retirement System (MainePERS) plan to adopt Special Plan 3C for its eligible non-unionized employees effective November 1, 2025, for future service only.

The Town agrees to:

1. Adopt Special Plan 3C for its qualifying, non-unionized, full-time employees who are otherwise eligible for retirement benefits pursuant to the Town's Personnel Policy and who are not seasonal or temporary as defined by MainePERS Rule Chapter 802 for service rendered after October 31, 2025; and
2. Continue to provide Plan AC for all other qualifying full-time Town employees who are otherwise eligible for retirement benefits pursuant to the Town's Personnel Policy and who are not seasonal or temporary as defined by MainePERS Rule Chapter 802; and
3. To authorize the Town Manager to sign the Amended Agreement between the Town and Maine Public Employees Retirement System.

Explanation: *The Town of Damariscotta is asking voters to approve a change to its retirement plan for the non-unionized employees that qualify for Special Plan 3C. The MainePERS Special Plan 3C is available to law enforcement officers, fire fighters, certain emergency medical services employees, and others as defined by MainePERS. This change would ultimately provide the Police Chief with retirement benefits comparable to the current market.*

Given under our hands at said Damariscotta, Maine this 1st day of October A.D., 2025.

Daryl Fraser, Chairman

Daniel Hunter

Tom Anderson

Andrea Keushguerian

Darryl Day

**Select Board
Damariscotta, Maine**

Attest:

Andrew Dorr, Town Manager

**STATE OF MAINE
TOWN OF DAMARISCOTTA
RETURN OF THE NOTICE OF ELECTION**

SPECIAL TOWN MEETING

October 15, 2025

5:30 PM

Damariscotta, Maine

2025

Pursuant to the within warrant and notice of **Special Town Meeting**, as directed, I have notified and warned the inhabitants of said town, qualified as herein expressed, to meet at said time and place, and for the purposes therein named, by posing and attested copy of said warrant at:

Town Office
Police Department
Skidompha Library
Mikes Market

School Street
School St.
Main St.
Main St.

In said town, being public and conspicuous places in said town, on the _____ day of _____ A.D., 2025, being at least seven days before the meeting.

Phillipe Tessier,
Chief of Police
OR

Printed Name & Title



**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*

Join Virtually

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

AGENDA

- 1. Pledge of Allegiance**
- 2. Call Board of Assessors' Meeting to Order**
 - i. Abatements 2026-5 (RE 46), 2026-6 (RE 892), 2026-7 (RE 1841)
 - ii. Adjournment
- 3. Call Select Board Meeting to Order**
 - i. Minutes**
 1. October 1, 2025
 - ii. Financial Reports**
 1. Payroll Warrants #____
 2. Accounts Payable Warrants #____
 - iii. Citizen Comments and General Correspondence**
 - iv. Town Manager's Report**
 - v. Official Action Items**
 1. Qualified Catering Permit Special Event: Maurer and Partners Corp
 - vi. Select Board's Discussion Items**
 1. Twin Villages Arbor Day
 - vii. Executive Session: 1 MRS §405 6(E): Discussion of a legal matter**
 - viii. Executive Session: Pursuant to 1 MRS §405 6(C): Discussion or consideration of the condition, acquisition or the use of real property.**
 - ix. 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
2026-5	White Birches Holdings	1	06-0908	46	\$ 15,100.00	\$ -	\$ 15,100.00	\$ 317.55
2026-6	DRW, LLC	3	057-912	892	\$ 7,000.00	\$ -	\$ 7,000.00	\$ 147.21
							\$ -	\$ -
							\$ 22,100.00	\$ 464.76

IN WITNESS THEREOF, we have set our hands this day: October 15, 2025

SIGNED:

PRINTED:

Assessors of Damariscotta

Tax Collector:

Initials: _____

Date: _____

Computer Adjustments:

Initials: _____

Date: _____

Assessor Adjustments

Initials: _____

Date: _____

Letter to Taxpayer:

Initials: _____

Date: _____

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
2027-7	Dyan Dyer	1	38-5	1841	\$ 221,500.00	\$ 214,300.00	\$ 7,200.00	\$ 151.42	To correct building assessment
						Total	\$ 7,200.00	\$ 151.42	

IN WITNESS THEREOF, we have set our hands this day: October 15, 2025

SIGNED:

PRINTED:

Assessors of Damariscotta

Tax Collector:	Initials: _____	Date: _____
Computer Adjustments:	Initials: _____	Date: _____
Assessor Adjustments	Initials: _____	Date: _____
Letter to Taxpayer:	Initials: _____	Date: _____

NOTICE OF PROPERTY TAX ASSESSMENT REVIEW

September 26, 2025

White Birches Holdings, LLC
36 Heater Road
Damariscotta, ME 04543

PROPERTY REVIEWED: Map 001 Lot 068-908 Account # 46

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

2025 (TY26) ASSESSED VALUE:

Current Land	Buildings	Exemptions	Total
\$ 0	\$15,100	\$ -	\$ 15,100

Adjusted Assessed Value:

Adjusted Land	Buildings	Exemptions	Total
\$ 0	\$0	\$ -	\$ 0
Difference			\$ 15,100

Remarks:

Abatement for 2025 (TY26) in the amount of \$317.55 has been granted.

Abatement Calculation $\$15,100 \times 0.02103$ (ty26 mil rate) = \$317.55 tax abatement)

Reason:

Mobile home removed 2024. Account should have been deleted, but was not.

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

NOTICE OF PROPERTY TAX ASSESSMENT REVIEW

September 26, 2025

DRW, LLC
PO Box 213
Damariscotta, ME 04543

PROPERTY REVIEWED: Map 003 Lot 057-912 Account # **892**

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

2025 (TY26) ASSESSED VALUE:

Current Land	Buildings	Exemptions	Total
\$ 0	\$7,000	\$ -	\$ 7,000

Adjusted Assessed Value:

Adjusted Land	Buildings	Exemptions	Total
\$ 0	\$0	\$ -	\$ 0
Difference			\$ 7,000

Remarks:

Abatement for 2025 (TY26) in the amount of \$147.21 has been granted.

Abatement Calculation \$7,000 x 0.02103 (ty26 mil rate) = \$147.21 tax abatement)

Reason:

Mobile home removed 2023. Account was deleted, but was inadvertently un-deleted for 2025.

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*

Join Virtually

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

AGENDA

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- 2. Call Board of Assessors' Meeting to Order**
 - i. Abatements 2026-5 (RE 46), 2026-6 (RE 892), 2026-7 (RE 1841)
 - ii. Adjournment
- 3. Call Select Board Meeting to Order**
 - i. **Minutes**
 1. October 1, 2025
 - ii. **Financial Reports**
 1. Payroll Warrants #___
 2. Accounts Payable Warrants #___
 - iii. **Citizen Comments and General Correspondence**
 - iv. **Town Manager's Report**
 - v. **Official Action Items**
 1. Qualified Catering Permit Special Event: Maurer and Partners Corp
 - vi. **Select Board's Discussion Items**
 1. Twin Villages Arbor Day
 - vii. **Executive Session: 1 MRS §405 6(E): Discussion of a legal matter**
 - viii. **Executive Session: Pursuant to 1 MRS §405 6(C): Discussion or consideration of the condition, acquisition or the use of real property.**
 - ix. **Adjournment**



**Town of Damariscotta
Public Hearing and Select Board
Meeting**

October 1, 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, Dan Hunter, Darryl Day, Andrea Keushguerian (on zoom)

Others: Andrew Dorr, Town Manager; Emerson Wesselhoff, Island Fellow; Christina Belnap, Leah Puckey, Larry Sidelinger, Jim Gallegher, John Gallegher, Kevin Sutherland, Town Manager Newcastle, Ali Juel, LCN, Abby White (on zoom).

1. Pledge of Allegiance

2. Public Hearings

Fraser called the Public Hearings to order at 5:30.

- i. Liquor License: Ann's Book Bistro
 - ii. General Assistance Ordinance
- Dorr stated these were annual standard updates.

Hearing no questions from the Select Board members or from the audience, Fraser closed the public hearings.

3. Call Select Board Meeting to Order

Fraser called the Select Board meeting to order at 5:35.

i. Minutes

1. September 17, 2025

Motion by Anderson to approve the minutes of September 17, 2025 as presented.

Second by Hunter

Vote: 5/0/0

ii. **Financial Reports**

1. Payroll Warrants #___

Motion by Fraser to approve Payroll Warrant #13.

Second by: Day

Vote: 4/0/1

2. Accounts Payable Warrants #___

Motion by Fraser to approve Accounts Payable Warrant #14

Second by: Anderson

Vote: 4/0/1

iii. **Citizen Comments and General Correspondence**

None

iv. **Town Manager's Report**

Dorr updated the Board on the SeeClickFix software, which will be tied to our website and allow citizens the ability to log a complaint and track follow-up. It provides better transparency and allows for better community engagement. It should be live next month.

There are a few grants to get out; one of which relates to First Responder housing. Hunter asked if the Town had received any reimbursement funds for the parking lot project. Dorr replied that the February submission for 1.5 million has been received, but we are still waiting for others to come in.

Dorr continued to report on the progress of the EV charging stations. All of the ground work is completed. The units are scheduled to arrive mid-October.

v. **Official Action Items**

1. Liquor License

- a. Ann's Book Bistro (New)
- b. Lincoln Theater (Renewal)
- c. Lobster Haul (Renewal)

Motion by Fraser to approve the liquor licenses for Ann's Book Bistro, Lincoln Theater and the Lobster Haul.

Second by: Day

Vote: 5/0/0

2. Entertainment License:
 - a. Anne's Book Bistro
 - b. Lincoln Theater

Motion by Day to approve the Entertainment Licenses for Ann's Book Bistro and Lincoln Theater.

Second by: Hunter

Vote: 5/0/0

3. Public Vending License: Mary's Wildflower Raw Honey/T's Lip Balm

Motion by Fraser to approve the Public Vending License for Mary's Wildflower Raw Honey/T's Lip Balm for PumpkinFest.

Second by: Day

Vote: 5/0/0

4. Cemetery Donation

Motion by Hunter to accept the cemetery donation and to allocate the funds to the Cemetery Reserve.

Second by: Fraser

Vote: 5/0/0

5. Special Town Meeting Warrant (MPERS)

Currently, all Group 1 and Group 2 employees (regular full-time) are entitled to participate in a Regular Plan AC retirement plan through MPERS. There is a 2% penalty for each year the employee is under their retirement age. This age penalty has fallen well behind the norm for qualifying law enforcement officers in our area. Given the current recruitment of a Police Chief we have been advised by MCOPA that the Special Plan 3C be offered to qualifying, non-unionized employees. A draft warrant for a special town meeting to amend or modify the MainePERS agreement was provided.

Motion by Fraser to call a special town meeting for October 15, 2025 and approve the warrant for said town meeting.

Second by: Anderson

Vote: 5/0/0

6. Budget Committee Appointments

Currently there are four vacancies on the Budget Committee. (two voting members and two alternates) Four individuals have expressed interest. Dorr said all would prefer to be voting members if they needed to attend the meetings anyway. Hunter asked how they should determine who should fill which positions. Anderson commented that there was really no quantitative way to select members for this committee. Fraser said he was inclined to appoint the two individuals in the audience and the other two as the alternates. Hunter expressed an interest in encouraging new people to get involved. Anderson agreed that the two people in the audience should be the voting members.

Motion by Fraser to appoint Leah Puckey and Larry Sidelinger to serve as primary voting members of the budget committee and appoint Susan McAlister and Jenny Begin to serve as alternate voting members, all to serve the remainder of this fiscal year.

Second by: Anderson

Vote: 5/0/0

7. General Assistance Ordinance Amendments

Motion by Hunter to adopt the 2025-2026 General Assistance ordinance and/or appendices as presented.

Second by: Anderson

Vote: 5/0/0

8. Highway Equipment Reserve Allocation: Line Striper

Dorr reported that the current gas powered line striper has been requiring increased maintenance. Our Dept. of Public Works has worked on this machine multiple times with issues still hindering the operation of the machine. Jon has done a lot of research on replacement machines. There are now battery powered units which would eliminate the noise and challenges associated with the carburetors/engines. A Graco ES 500, a Graco ES 1000 and a Graco 3400 were investigated. The ES 500 unit runs on a 60V Dewalt battery which could serve other tools in the future. It is estimated that 5 gallons of paint can be applied/ battery charge. A price comparison table of the 3 different models and three vendors was presented. Dorr stated that model ES 500 was on sale now and based on reviews, he recommended purchasing the ES 500 from Portland Compressor so that touch ups could take place before winter.

Motion by Fraser to appropriate up to \$6,250 from the Highway Equipment Reserve and to authorize the Town Manager to purchase a new line striper as discussed.

Second by: Day

Vote: 5/0/0

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

1. Joint Public Works Committee Update/Presentation

Dorr began by introducing his presentation as an update to the full Board on the progress of the Joint Public Works working group. He outlined the make-up of the Committee including himself, Kevin Sutherland, Town Manager of Newcastle, two members from each Select Board and the facilitator. Reviews of operational standards, (standard level vs premium levels currently receiving) potential capital needs, cost models, and governance structure have been the current focus of the group. They began with a review of winter maintenance and service levels; including possible staffing and equipment needs. Summer maintenance tasks were also considered. Pros and Cons were identified. Various trucks and other equipment needs were acknowledged. Land/ space and building space allocations were considered. Some initial cost models were illustrated. Fraser reminded the Board that all information was still at a very macro level. Anderson also reminded people that the goal/purpose of this Committee was to identify efficiencies. He also asked when the break even point might be, if staffing, equipment, and spaces were to be bonded. Sutherland responded that it might be 2031. Anderson asked for more details on costs. He wondered whether depreciation and maintenance costs had been included. He commented that the presentation was great but still wondered whether a joint department was feasible. Sutherland asked if the Damariscotta Select Board would like the Committee to continue investigating. He said it was important to hear from the Select Board first and then the focus can shift to public input. Hunter wished that the money was more compelling at this point. Fraser commented that there was more work that needed to be done before sending anything out to the public.

Sidelinger prepared information which he distributed to the Board members. He applauded the outline, but said the numbers were flawed. He believed there would be too much of a financial burden on the tax payers. He felt there should be an agreement in place before taking anything to the voters. Truck drivers were hard to find. He said truck drivers would not want to do other things (summer work) and the Town should not spend any money yet. Fraser and Anderson commented that more analysis should be done and the process should continue. Jim Gallegher supported Sidelinger's comments. He wondered how he could be certain that tax dollars would stay in Damariscotta. John Gallegher agreed with Jim Gallegher and Sidelinger. He said tax increases were already ridiculous.

More problems will be created; including equipment breakdowns, staffing issues, etc. Damariscotta needs to take care of Damarascotta. Puckey, a tax payer in both Newcastle and Damariscotta stated that she is appalled at the way money is being spent. A joint venture is just not going to work, someone is going to be mad. Sutherland thanked Sidelinger for his work. He thought more information was necessary but that the investigation should continue perhaps a bit more slowly. Fraser agreed and said that if you don't look at anything, nothing will ever change. All agreed that an agreement needed to be robust and that the leadership was important in its success.

2. Liquor License Issuance Policy

Dorr presented a draft policy for issuing Maine liquor licenses, in an effort to streamline and make more transparent the entire process. He shared that all applicants must first complete the state application through the Bureau's online Enterprise Liquor Licensing System (BELLS). The entire process is now completed totally online. The statute states that for license renewals, a public hearing MAY be held. Dorr wants to outline the process clearly for everyone. Anderson thought renewals could be handled at a lower administrative level if there were no issues. He also wondered whether this draft had been run through MMA. This is a first draft of the procedures and will be on action items at the next meeting.

3. Road Opening Permit/Policy

Dorr updated the Select Board that while the Town currently has a Road Opening Permit, there are no standards or policies associated with it, so it defaults to 35A MRS Sec 2501 and 2503. Dorr commented that the DOT has a very cumbersome process. Hunter asked what happens if someone digs up the road. Dorr replied that we have a right, by law, to access a fee plus 50% to correct any issue. Noting consensus, Dorr will draft standards to be adopted and outline enforcement procedures.

Hunter updated the Board on the Lincoln County Advisory Committee meeting he attended. An early budget increase of 8.9% was discussed. Health insurance being the largest cost driver. There is an issue with the Sheriff's office. The cost to repair it is about 7-10 million dollars. Capital funds could be set aside for a new public safety building. They also discussed lost revenue (from FEMA and recycling center)

vii. **Adjournment**

Motion by Day to adjourn the meeting
Second by: Anderson
Vote: 5/0/0

Town Manager's Report

To: Select Board
From: Andrew Dorr, Town Manager
Date: October 13, 2025

Administration

- Absentee ballots are available ahead of the November 4th election. We recommend folks stop into the town office to request a ballot if so desired.
- The computers in the office are undergoing upgrades to Windows 11 or are scheduled for replacement per the previous board discussion.
- TRIO Web will launch before the year ends with staff receiving training in November and early December. This will result in an early closure on Monday, November 10th to ensure any issues can be addressed before opening to the public Wednesday the 12th. Inevitably, there will be some growing pains, but many towns have proceeded with this upgrade so we should be able to lean on them if necessary.

Planning/Community Development

- Emerson tabled during Pumpkinfest to share some information about energy efficiency programs. This should help to satisfy the Community Action Grant requirements as we still look to purchase the insulation for the fire station and complete the LED upgrades for the Municipal Building and Fire Station.
- Some of the permit forms are being reviewed and may receive updates/improvements.

Fire

- See attached report

Police

- The Chief and their officers did great to support this even, yet again. No major issues arose that I am aware of and it felt like there could have been more people in town Saturday and Sunday than we've seen in the last couple of years.
- Applications for the open Chief's position are due October 15 by the end of the day. I will connect with the executive search team this week to discuss next steps. If the team does not feel as though enough time has been offered to submit applications, we may consider extending the period. If there are qualified candidates to proceed with the process we will move forward with those steps.
- The evaluation process for the department is still ongoing. The team will likely be looking to draft their report by the end of the month with a final report available in November, subject to change if additional time is warranted.

Public Works

- The crew did great to assist with Pumpkinfest this year. We will look to note any necessary improvements for next year while it's still fresh.
- Floodwall deployment training is scheduled for Saturday, October 18th. We will work to have Police and Fire staff to join us as it will be important for everyone and anyone to learn how to deploy the infrastructure. If the weather is cooperative, we will likely hold the training in the parking lot.
- Effort will be dedicated to readying for winter over the next few weeks. This includes servicing the equipment and the truck. There is some concern that the truck may need a new power steering pump, though that is still not confirmed.
- Floats will be removed in early December with the favorable tide schedule. This will keep the machine higher up on the ramp and avoid the slick at low tide.

Grants

- Economic Development Administration (Parking Lot Improvements) - Closeout incomplete. No communication since Sept 26, hoping the staff contact is still available to assist with the closeout and final disbursement.
- Community Action Grant (LED Lighting and Insulation) - determine if the best option is to solicit quotes or re-advertise RFPs.
- Efficiency Maine (EV Chargers) - in progress. Est completion EOY 2025.
- DECD HOPG (First Responder Workforce Housing) - drafting RFPs for advertisement. Anticipated design work beginning in January 2026.
- Lincoln County ARPA Grant (Workforce Housing) - drafting RFPs for advertisement. Anticipated design work beginning in January 2026.
- DOT MPI (Multi-use Bi-lane) - waiting for DOT to advertise construction bids
- DOT PPI (1B Planning) - negotiating contract price. Anticipated contract execution by early November.
- CDS/CPF (Church St/Rt 1 Trail) - Requires federal appropriation bill. Uncertain if this grant will proceed.
- MDOT/MDMR (Castner Brook Culvert) - Reviewing technical proposals and anticipated contract agreement in November.

Capital Projects

- Church St Improvements - requires an estimated \$1.5M in additional funding. Project scope would include Hodgdon St from Hillside Cemetery property to Church St as well as Church St from Pleasant St to 1B.
- 1B Multi-use Bi-Laine - MDOT is administering this project and is likely to advertise this project before the year's end.
- Fire Station - roof is complete and the decontamination improvements are underway. The bay floor area will be treated in October. See the Fire Chief's report for more details.
- EV Chargers - All underground work has been completed. The site is energized and units should be installed by mid-November, or sooner. This project came together fairly

quickly and will wrap up once the chargers are placed into service. The administration of the grant will be completed once the 30C tax credit is received.

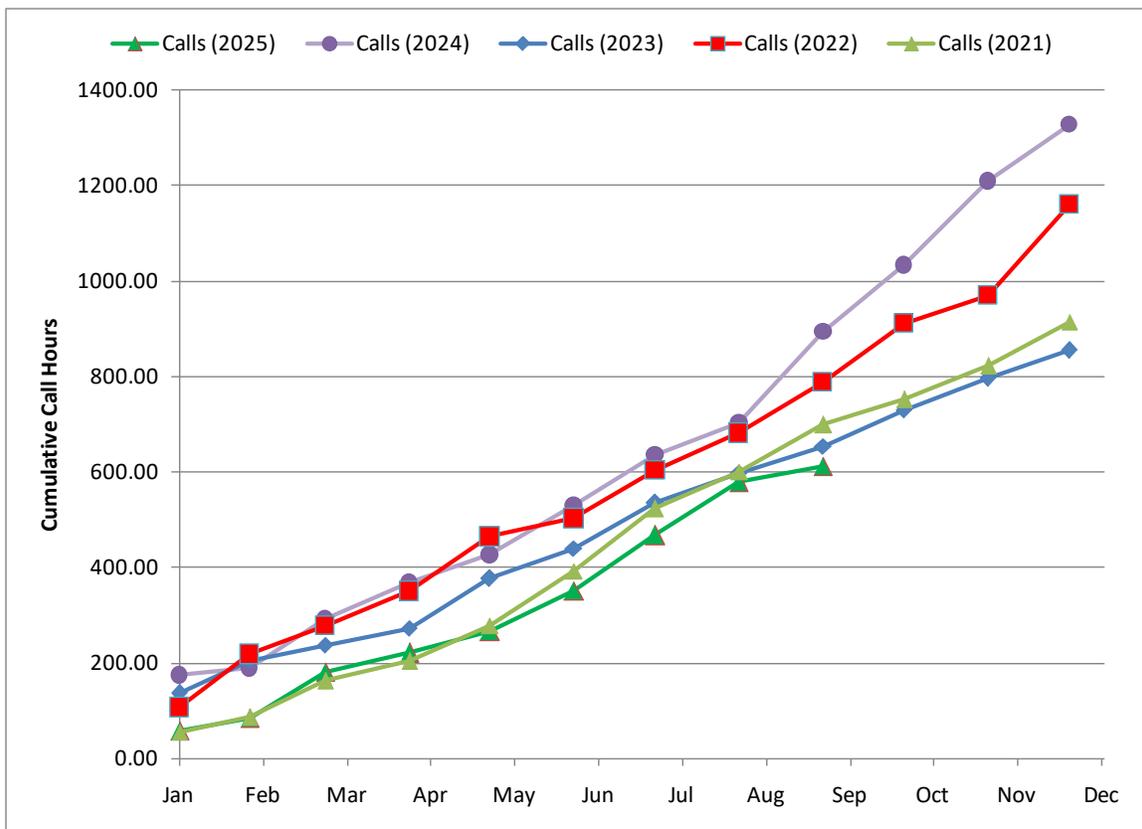
Upcoming Meetings/Events

- Wednesday, October 15 @ 5:30 PM - Special Town Meeting followed by Board of Assessors/Select Board [Town Office]
- Saturday, October 18 @ 9:00 AM - Floodwall Deployment Training [Town Parking Lot]
- Tuesday, November 4 @ 8:00 AM - 8:00 PM - Election Day
- Wednesday, November 5 @ 5:30 PM - Select Board [Town Office]
- Monday, November 10 @ 5:00 PM - Historic Preservation Review Commission [Town Office]
- Monday, November 10 @ 6:00 PM - Planning Board [Town Office]
- Tuesday, November 11 - OFFICE CLOSED - VETERANS DAY
- Wednesday, November 12 @ 5:30 PM - Select Board Strategic Plan Workshop [Town Office]

Calls

The Damariscotta Fire Department responded to 40 calls in the first quarter of the fiscal year (July through September) and expended 261 hours (compared to 29 calls in the first quarter of FY25 with 365 hours). Total number of calls for calendar year 2025 is at 97 with 628 hours. 19 Members responded to the calls. The call breakdown was:

- 4 Structure fires (2 mutual aid to Bristol)
- 1 Car fire (mutual aid to Bristol)
- 1 Lawn tractor fire
- 4 involving hazmat odor or spills
- 11 motor vehicle crashes (5 at the Route One round-about construction)
- 8 Fire alarms
- 1 Sprinkler malfunction
- 4 Brush Fires (1 mutual aid to Bremen, 1 mutual aid to Bristol)
- 1 Boater in distress
- 4 Service calls
- 1 Carbon monoxide alarm



The cumulative call hours for the current and four previous calendar years are shown in the Figure above. 2025 is trailing the previous four years with the total number of hours.

Training

19 Members participated in training last month with 199.75 hours of training time in the first quarter of FY26 (compared to 14 members with 65 hours for the same quarter in FY25). Trainings included:

- Truck Checks and Inventory
- SCBA training
- Extrication train the trainer weekend
- Water rescue training
- Station maintenance
- Medical evaluations and FIT testing
- Hose testing

Trucks and Equipment

- All trucks remained in service for the quarter
- One short length of large diameter hose failed hose testing, was able to remove a couple of feet from the length and it passed the re-test.
- Hose testing completed on Engines 1, 2, and 3 during a Sunday. Ladder 4 large diameter hose still is due.
- Ladder 4's replacement was approved at town meeting, and bids were opened, with Pierce providing the best value. The contract was signed and the truck was ordered with an expected 40 month build cycle.
- Pump testing is coming this fall

Station

A fury of station changes and improvements are in the works. These include:

- Replacement of the roof and trim for the first time since the building was constructed around 1995. The three tab shingles were replaced with architectural. No plywood damage was found, some rot damage was noted under the fascia boards, and was corrected by the company. Derry Roofing came and replaced the entire roof in a weekend, starting on Saturday, Sept. 20 and finishing on Sunday, Sept. 21. Total cost for roof came in at \$68,085. Working on lining up gutter work, quote came in at \$6,680.
- Plumbing work was completed by Mid-Coast Energy in preparation for other modifications. Included in this work was moving the station hose reel and replacing with two on the front wall; moving the eye wash and decontamination shower to the bays; installing the new gear extractor; adding a new hook-up for clothes washer; moving double-basin sink. The cost estimate of this work was approximately \$9,000. The Massasoit Engine Company will be picking up half of the costs.
- Work to create a room to handle all gear washing and drying to promote a cleaner station and assist with cancer prevention efforts is underway. Neal Kimball was

selected to do the work. The old wall between the wash room and day room was removed, and new wall erected. Some wiring, plumbing, and finishing work remains, expect to complete by end of October. These changes are being funded by the engine company.

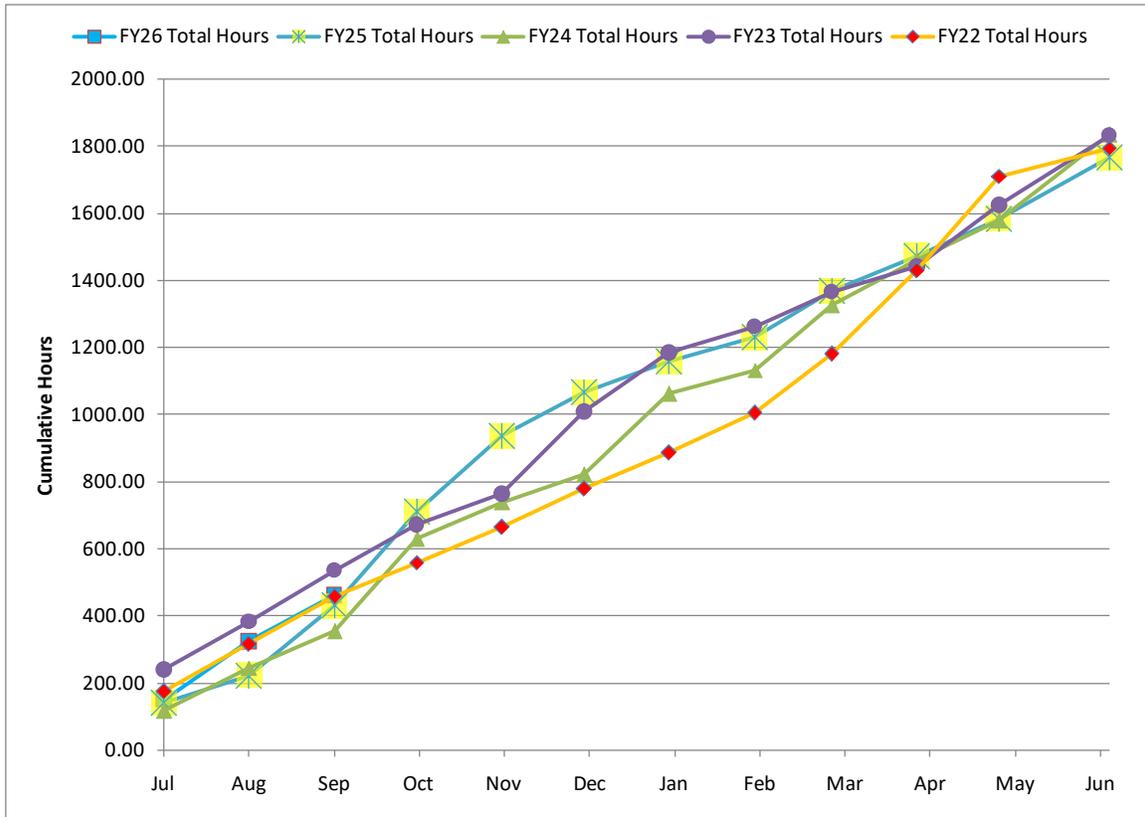
- Working on generator replacement RFP.
- Station bay floor refurbishment was approved, and has been scheduled for the last week of October. Three storage units have been reserved to house the gear and equipment for that week. Working on logistics of where the trucks will be stored to ensure availability for responding to emergencies.

Administration and Community

- Working to get caught up with 2025 calls entered into the state's emergency call system, MEFIRS. The system will be going through a replacement in the near future, will need to learn the new system.
- Engine 2 was present at the CLC YMCA back-to-school bash on August 13.
- Truck committee met to review bids and finalize the recommendations for the purchase of Ladder 4's replacement.
- Meet with mutual aid departments to discuss ways to work more collaboratively in the future.
- Chief organized a county-wide training to bring more experience to departments for training for difficult extrication evolutions. Three members of Damariscotta attended the weekend long course in Boothbay.
- A system for tracking fuel key usage was put in place to make sure we can account for each fill-up of department vehicles, and will help track these expenses to the specific apparatus into the future.
- Station TV in the bays for monitoring who is responding to calls stopped working. The screen was repaired under warranty.

Budget

Total expenses for FY26 total \$10,678 which represents approximately 5.9% of the budget with 25% of the year complete. Officer stipends, payroll, aerial certification and pump testing is not included in this figure, which is a large portion of the budget. There are considerable expenses coming in the next quarter. No significant surprises have come yet this year.



Fiscal year numbers for current year (FY26) and four previous years. Budgeted hours are 2200 hours. This year's hours are currently tracking similar to FY22 and FY25, and slightly ahead of FY24. Cumulative hours for FY26 is at 460.75 which is currently tracking to be within the budgeted payroll hours through the first quarter.



Application Copy

File Number: 106464

Job Type: New Application

LICENSE TYPE / EVENT TYPE Qualified Catering Permit Special Event	APPLICATION DATE RECEIVED 2025-10-01
LICENSEE Maurer and Partners Corp.	LICENSEE TYPE Corporation

PARENT LICENSE(S)

LICENSE

License QCS-08-101316 (Active) - On-Premises: Beer, Wine & Spirits
Stone Cove Catering (Maurer and Partners Corp.)

MANAGED BY AGENT Yes	
AGENT Maurer and Partners Corp.	AGENT TYPE Corporation

LOCATION

Coastal Rivers Office at Round Top Farm

EVENT DATE(S)

November 12, 2025

NUMBER OF EVENT DAYS

1

EVENT HOURS OF OPERATION

5:00 pm - 6:30 pm

EVENT CONTACT INFORMATION

Sarah Maurer
Sarah@stonecovecatering.com
(207) 563-6007

EVENT ADDRESS

12 Round Top Lane Damariscotta ME 04543

Municipality

Damariscotta

County

Lincoln

QUESTIONS

Qualified Catering Permit

1. What is the purpose of the event?
Business networking
2. Is the event open to the public?
No
3. Will the event be outdoors?
No
4. How many people are expected at the event?
50
5. Please provide the following details about the person or entity requesting your contracted services.
Entity Name if business or non-profit:
Contact Name:
Address:
Town/City:
State:
Zip Code:
Telephone Number:
Email address:

Anna Tracht
Coastal Rivers Conservation Trust
12 Round Top Lane
Damariscotta, ME 04543
atracht@coastalrivers.org
(207) 563-1393 x360

DOCUMENTS

None selected

APPLICANT

Sarah Maurer

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.



Town of
Damariscotta

Andrew Dorr <adorr@damariscotta.maine.gov>

Twin Villages Arbor Day Celebration - Project Canopy Grant

Katie Beaver <kbeaver@coastalrivers.org>

Wed, Oct 8, 2025 at 2:57 PM

To: Kevin Sutherland <townmanager@newcastlemaine.us>, Andrew Dorr <adorr@damariscottame.com>, Michael Martone <planner@newcastlemaine.us>

Cc: Bell Moroney <bmoroney@coastalrivers.org>

Hi Kevin, Andy, and Michael,

As you know, Coastal Rivers received a Project Canopy grant last year from the Maine Forest Service, which we used to host an Arbor Day Celebration on our campus, plant trees, and give away free native trees to attendees. We'd love to host a similar event next spring and are applying for another Project Canopy grant to help cover the costs of the event and the trees.

A couple of questions for you all:

- Last year it was a *Damariscotta Arbor Day Celebration*. What do you think about making it a *Twin Villages Arbor Day Celebration* this year?
- Do you have a need for any large trees on your town properties? We're planning to purchase 10-gallon trees for our campus and could include some in the grant budget for your properties if you'd like. If so, let us know how many you might want—we can sort out species later.
- Would both towns be willing to provide a brief letter of support or partnership to include with our application? We'd be happy to draft the letter for you to put on your letterhead and sign.

Let me know what you think or if you have any questions. Bell Moroney (copied here) is working on the application, which is due at the end of the month.

Thank you!
Katie



Katie Beaver (she/her), Deputy Director
Coastal Rivers Conservation Trust
PO Box 333
Damariscotta, ME 04543
207-563-1393 x440
coastalrivers.org

Caring for the lands and waters you love in the Damariscotta-Pemaquid Region