

**Board of Selectmen
Meeting Minutes
November 24, 2008**

Present Were: Rosendel Gerry, Chairman, Richard M. McLaughlin, E. Earle Brown, H. Bob Plausse and Cathy Hardy.

1. Citizen's/Selectmen's Forum:

Jeannie Hollingsworth addressed the Board regarding the property valuations in the Town of Lincolnville. Hollingsworth stated that the town has seen a decrease in real estate prices and she feels that the valuations should reflect that decrease.

Kinney stated that he and the Assessor's Agent have been tracking the real estate sales data. The Assessors adjusted some neighborhoods accordingly but quite a few of the recent sales have been right around what the Town has them valued at.

Hollingsworth then stated that if the valuation were to be dropped she would expect the budget to follow and asked if the projected revenues for this year have fallen. And if so she would expect the Town would make appropriate cuts such as cutting employee hours and benefits.

Kinney told Hollingsworth that the projected revenues are actually right on track at this point. Revenues are tracked monthly for property and excise taxes.

Hollingsworth stated that the State is planning on cutting school funding which would be about \$65,000 for Lincolnville and with the school consolidations taking place she is worried what it would do to the tax base in Lincolnville.

Kinney suggested Hollingsworth should attend the next meeting of the School Board and voice her concerns.

Hollingsworth asked that the Selectmen to have the School Committee report to them and then they pass it on to the citizens of Lincolnville. Kinney to write the School Committee expressing concerns.

McLaughlin let everyone know that the Waldo County budget for the upcoming year is projected to go down.

2. Administrator's Report:

Kinney told the Board that there was a meeting last Friday with the Superintendent of Schools regarding the school consolidation vote which is scheduled for January 27, 2009. Kinney told the Board that they must sign the Public Hearing notice and warrant.

Kinney asked the Board what time they would like to meet for their meeting on December 8th to sign the warrant. The Board agreed to meet at the Town Office at 6PM on December 8th.

Kinney told the Board that he received a CMP Pole Permit Application today and he has forwarded to Will Brown, the Tree Warden. Kinney told the Board that they could approve the permit contingent upon the approval of Will Brown.

Motion by McLaughlin, second by Hardy to approve the CMP Pole Placement permit contingent upon the approval of Will Brown. **Vote 5-0.**

7. Harbor Matters (taken out of order):

2009 Harbor Fees:

Mike Hutchings, Harbor Master, told the Board that the only change to the fees was to add a line for Seafood/Bait Dealers for individuals.

Motion by Hardy, second by Plausse to approve the 2009 Harbor Fees with the amendment. **Vote 5-0.**

Guest Mooring Usage/Condition Report:

Hutchings told the Board that the guest moorings have yearly maintenance and are in good condition. Hutchings told the Board that he does not think there is a need for any other guest moorings because the ones that are there are used but not to the extent that he has ever had to turn anyone away.

8. Board of Assessors (taken out of order):

Motion by Plausse, second by McLaughlin to suspend as Board of Selectmen and convene as the Board of Assessors. **Vote 5-0.**

Vern Zeigler, Assessor's Agent, was on hand to explain the abatement applications and supplemental tax warrants to the Board.

Motion by McLaughlin, second by Plausse to approve the abatement applications (2008 – 10, 11 & 12) and the supplemental tax warrant as presented by the Assessor's Agent. **Vote 5-0.**

Motion by Hardy, second by Plausse to adjourn as the Board of Assessor's and reconvene as the Board of Selectmen. **Vote 5-0.**

Kinney told the Board that he has not had anyone volunteer to do the plowing at the LIA and he was going to send some bid specs to local plowing contractor but wanted to know if the Board would like it to include the whole parking lot or just an enough for two cars.

The Board agreed that it should be for the whole parking lot.

6. Comprehensive Plan Review Committee – Membership Drive:

Barbara Gould of the Comprehensive Plan Review Committee asked the Board for their help recruiting people for the Committee. Gould told the Board that there are only 3 members at this point and the Committee is in need of 2 more regular members and 2 alternates.

The Board told Gould they would start recruiting people for her.

3. Meeting Announcements:

Kinney read the meeting announcements.

4. Upcoming Community Events:

Kinney read the upcoming community events.

5. Meeting Minutes – Selectmen’s Approval:

Motion by Plausse, second by Hardy to approve the meeting minutes of November 10, 2008 as written. **Vote 4-0-1, Brown abstained.**

Motion by Brown, second by Hardy to approve the meeting minutes of November 11, 2008 as written. **Vote 5-0.**

9. Septic System Easement – Monhart:

Kinney told the Board that the article allowing a property owner to place a septic system on Town owned land passed just previous to this meeting and if the Board so chooses they may grant the easement to the Monharts to place their septic system on Town owned property.

Motion by Plausse, second by McLaughlin to approve the easement for James and Edna Monhart as prepared by the Town Attorney on the condition that the Monhart’s pay all the costs associated with the system including the Town Attorney’s fees associated with this work. **Vote 5-0.**

10. Liquor License Renewal Application – Youngtown Inn:

Motion by McLaughlin, second by Hardy to approve to Liquor License Renewal Application for the Youngtown Inn. **Vote 5-0.**

11. Fire Station Project Authorizations:

Kinney told the Board that the Brown property closing is scheduled for tomorrow at 9:00AM and the Board must appoint an authorized representative of the Town to sign the documents on behalf of the Town.

Motion by Plausse, second by McLaughlin that the Board of Selectmen exercise the Option to Purchase the Property of Melvin Brown in accordance with an Option to Purchase dated June 23, 2008 (Abstract of Option to Purchase is recorded in the Waldo County Registry of Deeds Book 3256, page 118) and as authorized by a vote of the Town at a Special Town Meeting on November 4, 2008; and to further authorize David Kinney, Town Administrator and/or Rosendel Gerry, Chair of the Board of Selectmen, to execute any documents, as necessary to purchase that real estate at a closing scheduled for November 25, 2008, or at such other date thereafter as the parties may agree. **Vote 5-0.**

Kinney told the Board that between this meeting and the next meeting of the Board of Selectmen it will also be necessary to execute contracts for other professional services associated with the Fire Station project and he would like their authorization to do this.

Motion by Plausse, second by Brown to authorize David Kinney, Town Administrator and/or Rosendel Gerry, Chair of the Board of Selectmen, to execute any documents, as necessary to facilitate the design and permitting of the new fire station provided that the funding is available provided that the funding is available from the grant monies and that any contract be in keeping with the intent of the voters. **Vote 5-0.**

12. Discussion of Possible Credit Card Acceptance:

Kinney told the Board that in the past the Town Office has received numerous requests to accept payments by credit card. After doing some research we concluded that it would not be in the best interest of the Town because we would lose revenue due to the fees charged by the credit card companies. The Town now has the opportunity to utilize a credit card system through the InforME program of the State. With this system the transaction fee would be assessed to the customer not the Town. The only cost to the Town would be a USB card swipe reader (estimated to be \$85).

McLaughlin and Hardy both agreed this would be a good thing for the town.

Motion by Plausse, second by Hardy to authorize the Town Administrator and/or Finance Director to take the actions necessary to allow our customers to pay by credit card provided the customer is charged any transaction fee and that the Town receives full payment of all amounts due the Town. **Vote 5-0.**

13. FY 08 Audit:

Kinney told the Board that we received the 2008 audit back from Purdy Powers & Company and included with it were two letters. One outlined the auditor's responsibilities and the other one addressed issues with internal control. Kinney stated that there were three issues raised this year by the auditors that are currently being worked on by us. The Board asked to be kept informed when and how these items were completed.

14. DOL Inspection Report:

Kinney told the Board that we received the report from the Department of Labor after their unannounced inspection in October which included a citation. Kinney stated that the Department of Labor is proposing a penalty for the citation of \$4,900 and we have three options at this point. First one is to agree to the citation, pay the penalty and correct the conditions. The second, would be to not to agree with the citation and/or penalty and appeal the ruling. And the third option would be to agree with the citation but not the penalty and request a discussion with the Public Safety Enforcement Supervisor of the Bureau's Workplace Safety and Health Division.

Kinney stated that the Department Heads are aware of the citation and what they need to correct.

Motion by Hardy, second by Plausse to pursue the third option and meet with the Public Safety Enforcement Supervisor to discuss the situation. **Vote 5-0.**

15. Treasurer's Warrant(s) – Selectmen Approve & Sign:

Motion by Plausse, second by Brown to approve the Treasurer's Warrant. **Vote 5-0.**

16. Adjourn:

Motion by Plausse, second by Brown to adjourn the meeting at 7:35 PM.

Respectfully submitted,

Kimberly Leonard
Administrative Assistant