

**BOARD OF SELECTMEN
MINUTES OF MEETING
August 8, 2016**

Present: Chair, Ladleah Dunn, Cathy Hardy, Arthur Durity, Keryn Laite, Jr., David Barrows and Town Administrator, David Kinney

The quote was read by Selectman Laite.

1. Executive Session:

Laite made a motion that the Board of Selectmen enter into executive session pursuant to Title 1 M.R.S.A. Section 405(6)(E) with the Town Attorney for consultation concerning the legal rights and duties of the Board of Selectmen concerning appointments. Barrows seconded the motion. The motion passed on a 4-0-0 vote. (Hardy joined session in progress).

2. Citizens' Forum:

There were none.

3. Administrator's Report:

David Kinney, Town Administrator, reported:

- Harbor Study: Kinney will be sending out a notice to the public that the Harbor Study with Collins Engineering will commence and the first meeting will be on September 1st. The meeting will start with a site walk followed by a meeting at the LIA building.
- Proctor Road & Masalin Road: Project was awarded by the Board at the last Board meeting to Hagar Enterprises and will start around the beginning of September.

4. Meetings & Announcements:

David Kinney, Town Administrator read the upcoming meetings.

5. Upcoming Community Events:

- Blueberry Wing Ding will be held on Saturday, August 13, 2016 from 7am to 10am at McLaughlin's Lobster Shack at 12 McKay Road. The proceeds from this event go to provide for general improvements to the Lincolnville Improvement

Association building and scholarships to eligible Lincolnville High School seniors.

- There will be a guided garden tour to benefit the Lincolnville Community Library on Saturday, August 13, 2016 at 3pm by Ken Cleaves. The guided garden tour is limited to 20 people and the cost is \$10 and registration is required.

6. Meeting Minutes:

Durity made a motion that the Board approve the July 25, 2016 meeting minutes. Laite seconded the motion. The motion passed on a 5-0-0 vote.

7. Board, Committee and Commission Appointment(s):

Hardy made a motion that the Board appoint Garry Schwall to the Budget Committee with a term expiring June 2017. Durity seconded the motion. The motion passed on a 5-0-0 vote.

8. Committee Chair and Department Head Update(s):

Parking Officer, Rosie Gerry came before the Board and gave an update on the Lincolnville Beach and Breezemere Park parking. He explained that he has issued 61 warnings, 28 first time offenses (\$10 a ticket), and 3 second offense tickets (\$25 a ticket).

Gerry also gave the Board some recommendations and ways to improve the parking situation and position.

- This job requires roughly 15 hours a week.
- Suggested there be two parking attendants.
- Suggested further discussion of handicap access to the beach.
- Review who qualifies for a Harbor Parking permit.
- Progress on finding a parking officer replacement.
- Suggested updating the Breezemere Bandstand rental contract to include parking instructions.
- Suggested angled handicap parking at Breezemere Park.

Gerry has received several complaints regarding dogs on the beach even though there is a sign stating no dogs on the beach and he encouraged the Board to have a future discussion.

Kinney noted the Town of Lincolnville has an Ordinance that prohibits domestic animals from all Town of Lincolnville Public Beaches. These ordinances were created with concern for public health and safety.

Kinney stated that the Board could appoint Gerry as a Deputy Animal Control Officer, which would give Gerry the authority granted to the animal control officer, allowing him the authority to tell people to remove their dog from the beach.

Gerry has received several complaints with people regarding parking in the no parking spots at Breezemere Park and he wanted clarification on how to proceed when he is off or out of town.

Hardy suggested that when he receives a complaint he should ask the person filing a complaint to write down the license plate number and Gerry can forward it to the Town Administrator.

Dunn recommended that Gerry remind citizens that this job is done on a volunteer basis.

Dunn has been approached by several interested individuals about the parking officer job, but they would not do the job on a volunteer basis.

Dunn suggested that it may be time to designate funds in the upcoming budget season and hire someone for this position.

Hardy suggested that this position be part-time from June 15 through mid September 15.

Kinney reminded the Board that Gerry was appointed as Parking Officer through June 20, 2017.

Gerry finished by saying that it would be nice to hire someone else with a really pleasant attitude and someone that does not want a police officer's job. We want the Town of Lincolnville to be a friendly town.

9. Review of Solar Energy Request for Proposals:

Hardy made a motion that the Board approve the Request for Proposals for a Solar Energy Project and the request be advertised in our usual fashion and allow the Town Administrator, David Kinney to work with the energy team and prepare a recommendation to present back to the Board. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

10. Resignation of Selectman, Assessor and Overseer of the Poor – Cathy Hardy:

Barrows made a motion that the Board move with deep regret and sincere thanks that the Board accept the resignation of Cathy Hardy from the Board of Selectmen, Board of Assessors and Overseers of the Poor effective October 25, 2016. Durity seconded the motion. The motion passed on a 5-0-0 vote.

Cathy stated she has enjoyed her time on the Board and has learned a lot, but has decided to move out of the State of Maine.

The Board thanked Cathy for her service and dedication during her time on the Board.

Durity made a motion that the Board set a Special Town Meeting to concur with the voting to be conducted on November 8, 2016. Barrows seconded the motion. The motion passed on a 5-0-0.

Nomination papers will be available as of August 15th and will need to be returned to the Town Office by 5PM, September 26, 2016.

11. Application for Catering Permit(s):

Durity made a motion that the Board approve the Qualified Catering Organization Application for Catered Function as submitted by Mainely Bartenders for event occurring at 26 Hemlock Drive on August 13th between the hours of noon and 6PM. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Durity made a motion that the Board approve the Quaified Catering Organization Application for Catered Function as submitted by Mainely Bartenders for an occurring at the Cellardoor Winery on August 27th between the hours of 4PM and 10PM. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Durity made a motion that the Board approve the Application for a Catering Permit as submitted by The Crusty Crab, LLC for a wedding event occurring at the Cellardoor Winery on September 3rd between the hours of 4PM and 10PM. Laite seconded the motion. The motion passed on a 5-0-0 vote.

12. As Board of Assessors – Property Tax Commitment:

Hardy made a motion that we suspend our meeting as the Board of Selectmen and that we convene as the Board of Assessors. Durity seconded the motion. The motion passed on a 5-0-0 vote.

Durity made a motion that the Board of Assessors approve and sign the Assessors' Certification of Assessment, the 2016 Municipal Tax Assessment Warrant, the Certification of Commitment and the Certification of Assessment to be Returned to Municipal Treasurer as prepared by the Assessors' Agent establishing the tax rate for the fiscal year July 1, 2016 to June 30, 2016 at 0.0156 mils on the dollar and the due dates of October 5, 2016 and April 5, 2017 with interest at 7 percent per annum to be paid on any unpaid portion commencing on

October 6, 2016 and April 6, 2017. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Hardy made a motion to adjourn our meeting as the Board of Assessors and reconvene as the Board of Selectmen. Barrows seconded the motion.

13. Treasurer's and Payroll Warrant(s) – Approve and Sign:

Hardy made a motion that the Board approve the Treasurer's and Payroll warrants. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

14. Adjourn:

Durity made a motion to adjourn. Hardy seconded the motion. The motion passed on a 5-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant