

**BOARD OF SELECTMEN
MINUTES OF MEETING
January 23, 2017**

Present: Chair, Ladleah Dunn, Arthur Durity, Keryn Laite, Jr., Rosey Gerry, David Barrows, and Temporary Town Administrator, Jodi Hanson

The quote was read by Selectman Barrows.

1. Executive Session- Property Tax Abatement Due to Poverty and/or Disability pursuant to Title 1 MRSA Section 405(6)(F) & Title 36 MRSA Section 841 (2)(E):

Gerry made a motion that the Board of Selectmen enter into executive session for purpose of hearing an application for Property Tax Abatement Due to Poverty and/or Disability pursuant to Title 1 MRSA Section 405 (6)(F) & Title 36 MRSA Section 841 (2)(E). Durity seconded the motion. The motion passed on a 5-0-0 vote.

Durity made a motion to grant an abatement in the amount of \$1,949.13 pursuant to Title 36 MRSA Section 841 (2)(E). Barrows seconded the motion. The motion passed on a 5-0-0 vote.

2. Executive Session – Discussion Regarding Appointment of a New Fire Chief pursuant to Title 1 MRSA Section 405 (6)(A):

Gerry made a motion that the Board enter into executive session for the purpose of discussion regarding appointment of a New Fire Chief pursuant to Title 1 MRSA Section 405 (6)(A). Durity seconded the motion. The motion passed on a 5-0-0 vote.

Gerry made a motion to appoint Steven Gibbons as Fire Chief with a term ending June 30, 2017. Durity seconded the motion. The motion passed on a 5-0-0 vote.

Chief Gibbons introduced himself and explained he has been in the fire service since 1980. He lives in the Camden and has been with the Lincolnville Fire Department since 2009. He is looking forward to helping prepare the next chief, down the road, and making use of the people that are within the department. Gibbons has an open door policy, should anyone has a question, please feel free to contact him directly.

3. Citizens' Forum:

There were none.

4. **Administrator's Report:**

Jodi Hanson, Temporary Town Administrator, reported:

- Dog Licenses: There are still 98 unlicensed dogs in Lincolnville, please license your dog by the end of January to avoid a \$25.00 late fee per dog.

5. **Meetings & Announcements:**

Chair, Dunn read the upcoming meetings.

6. **Upcoming Community Events:**

There were none.

7. **Meeting Minutes:**

Laité made a motion that the Board approve the January 9, 2017 meeting minutes as presented. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Gerry made a motion to accept the January 16, 2017 meeting minutes. Durity seconded the motion. Motion failed.

Durity amended the motion to table the January 16, 2017 meeting minutes. Gerry seconded the motion. The motion passed on a 5-0-0 vote.

8. **Resignations/Appointment(s):**

Laité made a motion to accept with deep regret the resignation of Ben Hazen as Fire Chief. Gerry seconded the motion. The motion passed on a 5-0-0.

The Board thanked Ben Hazen for his 21 years of service to the Lincolnville Fire Department.

Laité made a motion that the Board accept with deep regret the resignation of Ben Hazen as EMA Director. Durity seconded the motion. The motion passed on a 5-0-0 vote.

9. **Committee Chair and Department Head Updates(s):**

Linwood Downs, chair of the Financial Advisory Committee, gave his presentation to the Board concerning the performance of the Town of Lincolnville's investment accounts for the previous year.

The basic charge of the Financial Committee is to come up with a policy for reserve levels for the town and the budget for the overall assets and balance sheet and decide how to invest the town's reserve funds. The Committee recommended that the Town have some type of an emergency reserve, approximately three months worth of operating expenses or 90 days worth of funds.

The Town budget is approximately \$7.9 to \$8 million; therefore the recommendation for a rainy day fund would be approximately \$2 million of uncommitted funds.

Mr. Downs felt that the Town of Lincolnville is in a great place from a reserve perspective from having sufficient capital to make sure that the Town of Lincolnville can operate smoothly on a month to month basis.

10. Authority to Post Roads for Seasonal Weight Limits:

Durity made a motion that the Board of Selectmen authorize the Road Commissioner to post the roads for weight limits as he deems to be in the best interest of the Town and further that the board authorizes the use of our signature stamps on these postings. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

11. Lincolnville/Islesboro Workshop Agenda Preparation:

Dunn reported there is an upcoming workshop with between the Select Boards of Lincolnville and Islesboro on January 26th to discuss several topics of interest.

Durity suggested having a discussion regarding an annual contribution from Islesboro towards the Harbor Budget. Durity was also interested in learning more about how Islesboro keeps up with their maintenance of their harbor facility and how they allocate that work.

Dunn recommended that Islesboro provide a copy of their Harbor Budget and it would be worthwhile to establishing a policy regarding meeting with the two Boards.

Dunn suggested asking permission from both Boards to limit or prohibit public conversation or input, until both Boards have concluded their topics, since this is a workshop and not a Select Board meeting.

Dunn also said, "If we're having a conversation and then trying to loop someone in, I'm not against having the public get up to speak, but either at the beginning or after all the topics have been discussed."

Durity stated this is a workshop between both Boards and we should have an opportunity to have continuous uninterrupted dialog.

Laité suggested that since this is a workshop, he suggested that this not be open for public input.

Dunn suggested asking Islesboro if they have any topics they would like to add to the agenda.

Dunn requested that a revenue and expense report for the last ten years be given to every Board member during the meeting.

Durity recommended including the projected maintenance cost that were given to the Town of Lincolnville by Collins Engineers, Inc.

12. MCRPC Executive Board Nomination Form for 2017:

Dunn made a motion to table the nomination. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

13. 2017-2018 Budget Preparation Update:

Temporary Town Administrator, Jodi Hanson explained that the budget is coming along nicely. The Budget Committee Chair & Department Head presentation will take place on Wednesday, February 8th & 9th.

The Board suggested a copy of the Budget schedule, which Hanson will email to the entire Board.

The Board suggested that the Animal Control Officer, a representative from Lifeflight, and a representative from the Chamber of Commerce be scheduled to attend an upcoming Board meeting to give an update.

Gerry also suggested that the budget include funds for a parking ticket attendant.

Durity suggested considering a single parking meter, the type of machine that you can buy the amount of time you need to park. He suggested someone at the town office do some research on who makes these machines and how much they cost.

14. Treasurer's and Payroll Warrant(s) & Coombs/Griffin Trust– Approve and Sign:

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

15. Adjourn:

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

Respectfully submitted,

Melissa A. Geary
Administrative Assistant