

**BOARD OF SELECTMEN
MINUTES OF MEETING
March 9, 2020**

Present: Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., David Barrows, Josh Gerritsen, and Town Administrator, David Kinney

Excused: Jon Fishman

The quote was read by Selectman Laite.

1. Citizens' Forum:

There were none.

2. Administrator's Report:

David Kinney, the Town Administrator, reported:

- **Elections:** Kinney extended a thank you to all the ballot clerks who volunteered their time to make it all possible, and a special thank you to Deputy Clerk, Karen Secotte during this election. Lincolnville had an approximate voter turnout of 48%.
- **Pier Deck:** Kinney reported that some of the pier deck materials were delivered last Friday and he anticipated that the project will commence this week.
- **Harbor Fees:** Kinney reminded everyone that all 2020 Harbor Applications and Fees are due on or before March 13, 2020.
- **Posted Roads:** The roads have been posted around town.
- **Rt. 1 & MDOT:** The RT. 1 project, in Camden, will likely impact the residents of Lincolnville. The Maine Department of Transportation received one bid and the bid was higher than anticipated. MaineDOT is evaluating the bid. If and when they award the bid, the project completion date is September 2021.

- Nomination Papers: Nomination papers are available at the Town Office during regular business hours and are due back by April 10, 2020, by 4:30 PM. The following positions are available:

Board of Selectmen	2 Positions for 3-year term
Lincolntonville Central School Committee	2 Positions for 3-year term
Budget Committee	3 Positions for a 3-year term 2 Positions for a 1-year term

- Taxes: The second half property tax payments are due by Wednesday, April 1, 2020.

3. **Meetings & Announcements:**

Town Administrator, Kinney read the upcoming meetings.

4. **Upcoming Community Events:**

There were none.

5. **Meeting Minutes:**

Gerritsen made a motion that the Board approves the February 24, 2020 meetings as presented. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

6. **Committee Chair and Department Head Update(s):**

- **Fire Chief Fullington – FY 21 Fire Department Budget: Truck Maintenance:**

Chief Fullington, came before the Board to discuss the Fire Department’s budget and in particular the truck maintenance line. Due to unanticipated truck maintenance expenses, Chief Fullington suggested that increasing the “Truck Maintenance” line to \$16,000 as he thought that would be adequate.

A.J. Weed, Deputy Fire Chief, was also spoke in favor of adding to the budget, especially since there is usually some type of maintenance that needs to be done to keep each truck running at 100%.

The Board thanked both Chief Fullington and Deputy Chief Weed for attending the meeting.

- **Harbor Master – FY 21 Harbor Budget:**

AS he had missed his scheduled budget presentation due to snow removal activities, Harbor Master Hutchings attended this meeting to review the harbor budget requests.

Mike Hutchings, Harbor Master, reported that he and Kinney recently went over the budget and no updates at this time and everything looks good, despite all the wind this winter.

Gerritsen wondered if the ocean has ever risen high enough to potentially damage the winch or the electrical components.

Hutchings replied, “Not yet. We have had water on the pier, but it’s under the box. Usually, if we have a bad situation like that, I will shut the power off to the pier, which has only happened once.”

The Board thanked Hutchings for attending the meeting and providing them with an update.

7. **Selectmen Update(s):**

Laite & Barrows: They reported that the MCSW manager, T. Baridi Nkokheli, recently gave his resignation and now applications are being accepted for a new manager for the day to day operations. The application deadline is March 13th.

Laite was confident that they will find a competent manager at the helm in short order.

Dunn: Nothing to report at this time.

Gerritsen: The first Broadband Committee was held on February 27, 2020, at 7 PM at the Lincolnville Town Office, which was very productive. Kinney was very helpful bringing

everyone up to speed on the history. The next meeting will be held on Thursday, March 12th at 7 PM at the Lincolnville Town Office.

8. Liquor License Renewal – McLaughlin’s Lobster Shack:

Laite made a motion that the Board approve and sign the liquor license application submitted by McLaughlin’s Lobster Shack. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

The Board thanked McLaughlin for attending the meeting.

9. Liquor License Renewal – Cellardoor Winery:

Laite made a motion that the Board approves and sign the liquor license application submitted by the Cellardoor Winery. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

10. Energy Team Update:

Jim Dunham, a Lincolnville resident, explained that the Energy Team recently held a public information meeting, which was a great opportunity. There were roughly 50 people in attendance which was a great indicator that there is an interest in potentially having solar power at the Lincolnville Central School, which was encouraging.

Dunham noted that a Select Board member and a couple of members of the Lincolnville Central School in attendance.

At this point, the E Team is resetting a bit, since the Lincolnville School Committee isn’t interested in pursuing the initial solar farm offer, the E Team has decided to explore other options.

Dunham spoke in favor of possibly inviting a member of the Lincolnville Central School to participate in some of the E Team meetings, which would be a great opportunity to keep the conversations going. However; as of now, no one from the Lincolnville Central School Committee has stepped forward.

Dunham explained that the E Team is also interested in researching ways that the community can conserve more energy since the fire station array is producing more power

than the town is consuming, which he noted this extra power is going into the Central Maine Power bank.

At this point, the E Team is interested in receiving permission from the Select Board to begin an informal energy audit of the town-owned buildings, specifically the beach fire station.

Dunn took a moment and thanked the efforts of all the work that the E Team has made for the Town of Lincolnville and how lucky the town is to have a group of individuals who have the energy to tackle projects.

Dunn stated, “I want to make it very clear that I’m grateful that you pointed out that the E Team is a citizen’s group and not a municipal effort at all, and so reading through the proposal, I want to make it very clear that I think it’s fantastic, however; I find ourselves moving rapidly to a sticky point where your worthy projects are to have a non-municipal effort tackle a lot of these, I feel uncomfortable and would caution the Select Board against authorizing any of these as a private group.”

Dunn also mentioned these are great proposals and they should be considered. She recommended taken a step backward to create an ad hoc committee and fold in some of these proposals as the goal for the ad hoc, and proceed under an umbrella that has both very clear directives and is operating within the auspices of the municipality.

Laite and Barrows were both in favor of creating an ad hoc committee to ensure that everyone is working under the same guidelines.

The Board decided not to take any action tonight but requested that there be a discussion on a future agenda to work together to create a draft charge for the ad hoc committee to give the committee the ability to take action on these items without constantly having to come back to the Select Board for approval.

The Board thanked the E Team very much for keeping the conversation alive.

11. LIA Building Discussion:

Kinney explained that at the last Select Board meeting, several representatives from the Lincolnville Improvement Association requested that the Board hold off on making any decisions regarding the LIA building for at least one year, to give them more time to come up with a plan on a possible cheaper solution and look at the recommendations.

Kinney reported that we the town, own the LIA building and the town has an ownership responsibility to the public and since there are some issues beyond structural that are not going to heal themselves; they should not be ignored any longer.

O'Brien noted that she sees four issues with the building such as the roof, second floor, foundation, and that wall, but if the group could have more time, their group would be willing to do more footwork to get some pricing; therefore she was not in favor of placing this on a town meeting warrant for a town vote.

O'Brien also noted that waiting would also give the townspeople a chance to see what they might be losing, in this historical building, especially since the Town of Lincolnville has owned this building "forever".

Dunn announced that the important thing for everyone listening is to understand that the Town owns the building and leases it to the Lincolnville Improvement Association and the Historical Society sub-lets a space within the building and regardless of who occupies the building, the Town of Lincolnville is obligated to maintain a structurally sound and safe building for whoever occupies or uses the building.

Barrows announced that the Board is not at liberty to fix parts of the building without fixing all that needs fixing, because we are bound by state and federal rules that the building meet code.

O'Brien finished by saying, "I've told you all how I feel and I think it's very important and this town is in very good shape, we have some very nice buildings, we have a lovely school, a library, a community building, a fire station. We probably can't afford to keep that building up, but only if you people believed in it and believe it is important."

Laité told O'Brien that he understands what it is that she was saying, but unfortunately, he couldn't get behind spending \$750,000 on the LIA building, even as tough as that is.

The Board thanked O'Brien for coming forward to speak.

Bob Plausse, a Lincolnville resident and President of the Lincolnville Improvement Association, announced that he has been on the Select Board before and realizes the difficult decision that needs to be made, but he was hopeful that whatever the Board decided to do, he encouraged them to make a decision at tonight's meeting.

Dunn explained, "I wish what had happened is that we could gift the LIA building to either the Lincolnville Improvement Association, or the Lincolnville Historical Society, and then they could pursue whatever timeline they want, in whatever fashion they want, however they want, but unfortunately we can't apply that same thinking to our bureaucratic process."

Barrows asked Plausse, "If and when May comes and the entire Lincolnville Improvement Association is back together, would the group can take a vote to possibly accept the gift or buy the building for \$1.00?"

Plausse commented, "We might get a vote to accept the gift or buy it, without any restrictions so that if we did anything, we could do this on our timeframe, but the liability would become ours. We would also need help with the cost to transfer the deed. I'm not so sure that the letter you received with my name on it, refusing the gift, might not have happened if I had the Board here, but they're all over the country and not back until May."

Plausse also announced that if the Lincolnville Improvement Association accepted the gift, but later found out that the group is unable to fix the building, the group will probably end up selling it, then all of the proceeds would go to scholarships for Lincolnville students.

Gerritsen was confident that if the LIA building is no longer utilized by the town, in terms of the Lincolnville Historical Society's archives, the Town of Lincolnville would find a place for the Historical Society to keep working.

Dunn presented the Board with a draft letter to the Lincolnville Improvement Association regarding the short-term precautions which need to be taken at the building in which the Town of Lincolnville leases to the Lincolnville Improvement Association.

Laite made an amended motion that the Board authorizes the Board Chair to sign and send the letter regarding the short-term precautions that need to be taken at the building that the Town leases to the Lincolnville Improvement Association at 33 Beach Road to address the structural load deficiencies of the existing second-floor framing. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

Dunn added that it is highly recommended that the Board not wait and that the Board pursue putting an article before the voters of Lincolnville, ideally a referendum ballot vote on June 9, 2020.

Laité made a motion that the Board instructs the Town Administrator to include on the annual Town Meeting warrant Option A, that the article be voted on by referendum ballot as part of the voting to be conducted on Tuesday, June 9, 2020, and that the recommendation of the Budget Committee regarding this article is sought. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

Gerritsen read the following warrant Option A, to vote by secret ballot on the following question:

To see if the Town will vote to authorize the Board of Selectmen to sell the property located at 33 Beach Road (Tax Map 1, Lot 49), known as the Lincolnville Improvement Association building and site, by a means and upon such terms and conditions as the Board of Selectmen deems advisable, and to execute such contracts, deeds, and other instruments and to take such other actions as may in the Board of Selectmen's judgments be advisable to effect the sale of such property.

12. Public Input – Draft FY 21 Municipal Budget:

Greta Gulezian, a Lincolnville resident, wanted clarification on the Capital Improvement-Athletic Infrastructure, which reads:

- Tennis Court resurfacing. Current balance \$3,500. The estimated project cost \$15,000. FY 21 request = \$11,500. Little League ball field drainage (design and construction). The estimated project cost \$13,500.

Gulezian spoke in favor of if that seems difficult for the Town of Lincolnville, then to just do a portion of that and then in FY 22, then the full amount would be likely and the court maintenance could be done at that point.

Gulezian also had questions regarding Public Works: Other: Athletic Infrastructure Maintenance, which reads:

- Tennis Courts Pickleball net, tape, paint, (Rec Committee recommended \$500) Trash & Redemption Container for Tennis Courts (Rec Committee recommended \$1500.)

Gulezian stated, "This would be very helpful, since we have fundraised ourselves for two portable net systems, which were used a lot last year, and a third court, we used my net. We are having such a huge turnout, that we anticipate that there will be enough people to

have four courts going at a time. If we could have town help to get two more net systems, then we would have all that we need.”

Gulezian felt that there is not a need for a trash & redemption container for the tennis courts since people are very respectful and take care of their trash.

13. Board Deliberations and Recommendations – Draft FY 21 Municipal Budget:

Administration & Finance:

- Medical/Dental Insurance: Kinney noted that there may be a change in an employee’s personal life. The Board recommended changing this line from \$77,780 to \$83,590.

Animal Control:

- No Board changes proposed

Protection: Parking Enforcement:

- No Board changes proposed

Protection: Fire Department:

- Truck Maintenance: The Board recommended changing this line from \$9,500 to \$15,000.
- Firefighters Wages: Gerritsen proposed changing the firefighter compensation from \$12.00 a call to \$15.00 per call, which would change the FY 2021 request from \$14,700 to \$18,375.
- FICA & Medicare: The Board also recommended changing this line would from \$1,902 to \$2183.

The Board also recommended having a future Board discussion regarding tasking the Wage & Personnel Board to work with the Fire Department, in the coming year, to come up with a long-term compensatory plan.

Protection: Other:

- Emergency Management: Supplies (Includes 4 portable road closed barriers): The Board recommended changing this line from \$2,522 to \$2,922.

Town Office Building:

- Security System: The Board tasked Kinney with researching an estimate on the price to install a low temp and/or water intrusion system. Once, this figure comes back, Kinney will include this number in Town Office Security System and a final budget approval on March 23 and to the Budget Committee on March 24.

Contingency:

- No Board changes proposed

Code Enforcement:

- No Board changes proposed

Assessing:

- No Board changes proposed

Public Works: Highways & Bridges:

- No Board changes proposed

Public Work: Transfer Station:

- No Board changes proposed

Public Works: Harbor:

- Pier Repair/Maintenance: Mowing/Snow Removal: The Board recommended discussing the snow removal with our current town plowing contractor.

Public Works: Other

- Breezemere Park Maintenance-Mowing: The Board recommended changing this line from \$600 to \$750.
- Athletic Infrastructure Maintenance: (Tennis Courts Pickleball net, tape, paint): The Board recommended changing this line from \$500 to \$0.
- Athletic Infrastructure Maintenance: (Trash & Redemption Container for Tennis Courts): The Board recommended changing this line from \$1,500 to \$0.
- Ducktrap Beach: The Board recommended changing this line from \$600 to \$1,600

Boards & Committees:

- No Board changes proposed

Municipal Support:

- Lincolnvile Community Library: The Board recommended changing this line from \$3,000 to \$1,000.

Provider Agencies:

- No Board changes proposed

Capital Improvement Program:

- Fire Station Security System: Kinney noted that this line amount should be \$9,000 instead of \$8,000.
- Athletic Infrastructure (Tennis Court Resurfacing) Kinney recommended that this line amount should be \$12,700 instead of \$11,500. This would increase the estimated project cost to \$26,200.

Dunn recommended asking for ½ of the funds this year, and the other ½ next year for the work to the tennis courts. This would change the Athletic Infrastructure line to \$6350 instead of \$12,700 and change the estimated project cost to \$19,850.

Debt Service:

- No Board changes proposed

Budget Totals:

Kinney noted that the State of Maine has come out with a new estimate for Revenue Sharing; therefore, the Board could change the Municipal Revenue Sharing line from \$664,844 to \$688,911, which would be \$24,067 higher, which would reduce the property tax burden by \$24,067.

14. Street Light Elimination & Conversion Agreement:

Kinney explained that after receiving some citizen input, the Board made some choices on eliminating several street lights and conversion of the remaining street lights to LED of the others. This will be the next step to implement the Board's wishes if approved.

Bob Plausse, a Lincolnville resident, wanted to know which street lights will be left on.

Kinney listed the following lights to be left on:

- The intersection of Youngtown Road & Route 173
- The intersection of the Searsmont Road, Heal Road, Belfast Road, and Main Street
- Petunia Pump
- Main Street (Rt. 173)
- Fire Department on the Camden Road
- Whitney Road & Rt. 1
- Ducktrap Road & Rt. 1

Plausse requested from the Board that they approve keeping the street light on by the Bayshore Baptist Church, which has been there for years and he felt it was a safety feature.

Kinney noted that the Town of Lincolnville pays roughly \$9.00 a month for an LED street light, with a lease period of 15 years.

The Board was not opposed to keeping the light on at the Bayshore Baptist Church but recommended changing to an LED light.

The Board decided, by consensus, to table the authorization to sign the lease agreement, until after some of the Board members have had a chance to drive out to the Bayshore Baptist Church and view this location in the dark.

15. Discussion concerning possible Committee Chair Meeting:

Dunn suggested that it would be beneficial to have a workshop with the Chairs of all town Boards, Committees and Commissions to review what their charge is, how to run a meeting, and how to schedule a meeting.

Laité felt it would be advantageous to invite the Chairs, Vice-Chairs and Secretary to a Select Board meeting, to allow them to see how a meeting is run effectively.

Barrows recommended this joint meeting take place in the middle of August since new committee members are appointed in July.

Kinney suggested holding a workshop between the Select Board and the Committee Chair, Vice-Chair and Secretary.

16. Schedule a meeting date with Islesboro Board of Selectmen:

The Board decided to select Tuesday, April 14th to hold a joint Select Board meeting with the Town of Islesboro. The Board will leave on the 2 PM ferry and return on the 4:30 PM ferry back to Lincolnville.

Kinney will contact Janet Anderson, Islesboro Town Manager to confirm the date and times.

17. Schedule a Special Board Meeting concerning acquisition/disposition of property:

Kinney announced that there is an issue that will require some Board attention which can potentially require a fair amount of time behind closed doors, having a conversation about and he suggested that the Board pick a date and time that works for everyone.

The Board decided to meet on Tuesday, March 24th at 4:30 PM, at the Lincolnville Town Office.

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

Gerritsen made a motion to approve the Treasurer's and Payroll Warrants. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

19. 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):

Laité made a motion that the Board of Selectmen enter into executive session for purpose of discussing possible property tax abatements due to poverty and/or disability pursuant to Title 1 MRSA Section 405(6)(F) and Title 36 Section 841(2)(E). Barrows seconded the motion. The motion passed on a 4-0-0 vote.

20. Adjourn:

Barrows made a motion to adjourn. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant