

**BOARD OF SELECTMEN
MINUTES OF MEETING
October 9, 2018**

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. Site Visit – Ducktrap Park:

The Select Board conducted a site walk at Ducktrap Park regarding vehicles that being driven into the intertidal zone.

Upon return to the town office, Gerritsen stated that, for now, the Board should take no action. He noted that it is difficult to park and turn around safely and adding boulders would make it more dangerous.

The Board was in general agreement with Gerritsen.

Laite made a motion to direct the Town Administrator to reach out to our representative at the State of Maine level and Sergeant Matt Talbot. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

2. Citizens' Forum:

Dee Boehmer & Suzann Gerow came before the Board seeking financial help purchasing garbage bags to help with their efforts to clean up trash on the Beach Road.

Gerritsen requested they send him an email and he agreed to look into getting some assistance with trash bags.

They also requested that the Town Administrator contact the Maine Department of Transportation to suggest clean up with the yellow plastic temporary overlay markers, which they found all along the sides of the road.

The Board thanked Boehmer & Gerow for all the time and work they have put into cleaning up Beach Road.

3. Administrator's Report:

David Kinney, Town Administrator, reported:

- Grant: The Town of Lincolnville has received grant reimbursement for the lockout/tag out program for the Lincolnville Fire Department.
- Absentee Ballots: The absentee ballots are available at the town office during normal business hours for the November 6th Election Day.

4. Meetings & Announcements:

Town Administrator, Kinney read the upcoming meetings.

5. Upcoming Community Events:

Gerritsen was excited to announce Lincolnville's 1st Annual Roadside Cleanup which will be held on Friday, October 12th from 9am to 5pm and Saturday, October 13th from 9am to noon.

6. Meeting Minutes:

Laité made a motion to approve the September 24, 2018 meeting minutes as presented. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

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

Bernard Young, Road Commissioner, gave the following updates:

- Paving: Brodis and Heather Hill Roads were paved this year, along with North Cobbtown Road.
- Ditches: Ditches are constantly being repaired and keeping gravel roads from washing out. The last couple of weeks have been spent digging ditches and cleaning them out on the top of the Moody Mountain Road. Every year, there are approximately several miles of ditches that get cleaned out.
- Tanglewood Road: Tanglewood Road should be widened before work begins, similar to North Cobbtown Road.
- Before winter: Young wanted to get all of the gravel roads graded and crowned.

The Board thanked Bernard Young for attending the meeting and giving the Board an update.

Tom Farley gave the following updates:

- Plowing: Farley announced that Farley & Son is ready for the upcoming winter season. The sand is in the barn and ready to go. Farley & Son has more trucks and staff this year. Farley recommended meeting with Bernard Young to review all the turnaround locations.
- Mailboxes: The mailbox issues are very difficult, as they are in the right of way. Farley & Son tries to replace mailboxes if they hit them. If the issue continues to happen, they will put a temporary mailbox up, with the thought that the owner will fix it. Most of the time it is the snow coming off the plow that damages the box.

The Board thanked Tom Farley for giving the Board an update.

8. 6:30PM – Public Hearing – Winter Road Closing(s):

Barrows made a motion to open a public hearing concerning the winter road closing of the Martin Corner Road pursuant to Title 23 Section 2953. Laite seconded the motion. The motion passed on a 4-0-0 vote

No public input offered.

Laite made a motion to close the public hearing concerning the winter road closing of the Martin Corner Road. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

No Board discussion followed.

Barrows made a motion that following a public hearing pursuant to Title 23 MRSA §2953(2), and due deliberation, it is the opinion of the Municipal Officers of the Town of Lincolnville that the Martin Corner Road from 171 Martin Corner Road to its end at the Moody Mountain Road is so located with reference to population, use and travel thereon, that it is unnecessary to keep it maintained and open for travel during the months of November, December, January, February, March and April. Laite seconded the motion. The motion passed on a 4-0-0 vote.

9. LIA Building Discussion w/ 2A architects:

Kinney introduced Amanda Roberson Austin, Principal/Maine Licensed Architect with 2A architects, LLC and explained that the Lincolnville Improvement Association maintenance went a bit beyond the capabilities in house of determining what was necessary and what should be done with the Town's limited resources. The Board asked that he talk to Austin regarding what could be done at the Lincolnville Improvement Association Building.

Previously a limited scope of what it would take to secure the exterior envelope of the LIA Building was offered and the Board discussed possibly expanding the scope to provide for a more thorough examination of the building.

Austin told the Board, "It's a question of what you want to do. The scope can be as broad as we need it to be. One thing that was suggested in the proposal originally was the possibility of some structure analysis, since clearly the building is at an age where things could be becoming a concern. Since the building is not used for the purpose of what it was originally intended and it's certainly not under current codes."

Austin noted that the original discussion revolved around the concerns with the exterior of the building and protecting that, which can certainly lead to the extent of the interior of the building. The other major concern that should be addressed is the code issues, such as sprinkler systems, which may want to be handled at the same time.

Austin also stated, "As for long term, considering how the Board wants to use the building, as the owner of it, and to what extent you also want to preserve it, or just maintain it in a condition that allows for it to be in good condition long term."

Dunn announced that 2A architects, LLC put together a great proposal. She wanted to go into this process with as many tools in the toolbox, as possible. She was not in favor of limiting the project to just the exterior envelope only.

Dunn felt it was important to create a mechanisms within the agreement where there are stages to be able to reassess or at least assign a code or task to certain elements to budget or make a comprehensive plan.

Austin recommended hiring Tom Albertson from Albertson Builders for cost estimating for approximately \$1,000 to \$2,000 and perhaps a structural engineer.

Dunn felt that stabilizing the building should be the top priority.

Laité personally wanted to know if the building was structurally safe and sound and if it's worth preserving given what it is used for.

Dunn suggested that Town Attorney, Sally Daggett weigh-in on certain liability that the Town of Lincolnville may or may not have for allowing certain usage of the building.

After additional lengthy discussion, Kinney suggested that Austin go back and rework the contract to include structural capacity, code compliance or analysis and conditions and he will report the update back to the Board at a later date.

The Board thanked Amanda Roberson Austin for her update and for attending the meeting.

10. Discussion concerning electronic availability of Selectmen's Meeting Packet:

Gerritsen spoke in favor of posting the Select Board meeting information packet to the Town of Lincolnville's website for the public to review. He noted that the Town of Camden and the Town of Rockport post this information to their town website.

Kinney discussed the process and time associated with posting this information to the website and the amount of extra work that other towns spend to make this happen.

Laité noted that he wanted to make sure that the Town of Lincolnville processes this request for the right reasons, and not just because other surrounding towns are already doing this on their website.

Gerritsen made a motion to direct the Town Administrator to implement electronic Board packets the same day as the Select Board meetings and put them on the website. Laité seconded the motion. Motion failed. (1-3-0 opposed by Laité, Dunn & Barrows)

After a brief Board discussion, the Board decided not to approve Gerritsen's request at this time to limit the extra amount of work it may take for the town office staff. There is always a packet available at the Town Office for the public and media to view. The public is always welcome to contact any Select Board member and have a conversation.

11. As Board of Assessors

Laité made a motion that the Board suspend our meeting as the Board of Selectmen and that we convene as the Board of Assessors. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

Gerritsen made a motion that the Board grant abatement #2018-05 to Landing Zone, LLC in the tax amount of \$239.98. Laite seconded the motion. The motion passed on a 4-0-0 vote.

Barrows made a motion that the Board approve and sign the Farmland Penalty Withdrawal Commitment for John and Terrie Kelly in the amount of \$756.88. Laite seconded the motion. The motion passed on a 4-0-0 vote.

Laite made a motion that we adjourn our meeting as the Board of Assessors and reconvene as the Board of Selectmen. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

12. Discussion concerning Moratorium Ordinance on Inland Waterway Moorings:

Kinney reported two weeks ago, that the voters approved a Moratorium Ordinance and now it's time to determine what regulations, if any are appropriate, regarding said moorings. The moratorium shall remain in effect for 180 days from August 27, 2018.

Kinney asked the Board if they wanted to take on this task themselves or seek help from other committees such as the Lakes & Ponds Committee, Megunticook Watershed Association or the Recreation Commission.

Dunn proposed involving an individual from the Megunticook Watershed Association, Inland Harbormaster, Recreation Commission, Lakes & Ponds Committee, Land Use Committee and a liaison from the Select Board, to help look into the resources that already exist.

Dunn's primary concern is to establish a safe waterway and maintain the access points for the general public.

Gerritsen suggested taking inventory of all the existing moorings.

Barrows also suggested limiting the moorings within 150 yards of either side of a public access point, with the exception of the abutting landowners in front of their house, to eliminate any cluster issues.

Dunn suggested that the meetings should be held in the conference room for recording purposes.

Kinney finished by offering to summarize the suggestions and come back with a draft for the Board to work with.

13. Confirm Town Clerk's Appointment of Election Warden & Additional Election Clerks:

Laité made a motion that the Board approve the Town Clerk's appointment of David Kinney as Election Warden for the November 6, 2018 Election. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

Gerritsen made a motion to confirm the Town Clerk's appointment of Jean Botley, Hannah Burke, and Rebecca Richards as Election Clerks for the November 6, 2018 voting. Laité seconded the motion. The motion passed on a 4-0-0 vote.

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

Barrows made a motion that the Board approve the Treasurer's and Payroll warrants and Coombs Griffin Trust. Laité seconded the motion. The motion passed on a 4-0-0 vote.

15. 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