

**BOARD OF SELECTMEN
MINUTES OF MEETING
April 8, 2019**

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 Barrows.

1. Executive Session – Consultation with Town Attorney pursuant to Title 1 MRSA Section 405(6)(E) regarding pending litigation – Adams, et al. v. Nationstar Mortgage; Department of Housing and Urban Development; Town of Lincolnville, Maine Department of Environmental Protection; and Justin Humes

Barrows made a motion to enter into executive session for consultation with the Town Attorney pursuant to Title 1 MRSA Section 405(6)E regarding pending litigation Adams, et al v. Nationstar Mortgage et als. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

2. Citizens' Forum:

There were none.

3. Administrator's Report:

David Kinney, Town Administrator, reported:

- Nomination Papers: Nomination papers are available at the Town Office and are due back by April 12th by 4:30PM. The following positions are available:

Board of Selectmen	1 position for a 3 year term
Lincolnville Central School Committee	1 position for a 3 year term
	1 position for a 1 year term
CSD School Committee	1 position for a 3 year term
Budget Committee	3 positions for a 3 year term
	3 positions for a 2 year term

Nomination papers must have at least 25 valid signatures but no more than 100. If anyone is interested in serving, please contact the Town Office during business hours.

- Fire Department well: Kinney explained that there is still an issue with the well regarding the solar array, though some progress has been made, there is still a need for more research.

4. Meetings & Announcements:

Town Administrator, Kinney read the upcoming meetings.

5. Upcoming Community Events:

Gerritsen announced that on April 19th from 9am to 5pm and April 20th from 9am to noon, there will be a roadside cleanup day to clean Lincolnville's roadsides and all supplies will be provided. Please come to the Lincolnville Community Library at the start of each day.

6. Meeting Minutes:

Laité made a motion to approve the March 11, 2019 meeting minutes as amended. Barrows seconded the amended motion. The motion passed on a 4-0-0 vote.

7. Five Town CSD Budget Presentation – Maria Libby, Superintendent:

Maria Libby, Superintendent of the Five Town CSD, presented the Board with the proposed Five Town CSD Requested Budget. She presented the Board with a slide show presentation and highlighted the following:

- Five Town CSD's Mission is to create a learning community that fosters intellectual and creative excellence while building strong character.
- Bottom Line: The expense budget increase would be 2.89%, with an overall taxpayer impact of 4.02%.
- Special Education is expected to change by 8.95%.
- Mid-Coast School of Technology change would be 8.27% which would be an increase in Program Assessment.
- Other Instruction would change 5.10% from an increase in activity and athletic stipend wage increase and athletic contracted services.

- Student & Staff Support would decrease by -1.33% from a reduction in staff health insurance election, reduction in lease payments, and a reduction in non-lease purchases.
- System Administration would increase by 7.33% due to an increase in wage and benefits and the addition of \$21,500 for a Director of Development and Communications.
- School Administration would increase by 4.02% from an increase due to change in staff health insurance election and wage and benefit increase.
- Transportation would not change at all.
- Operations and Maintenance would increase slightly by .30% due to an increase in electricity costs due to higher energy, delivery and capacity charges, adding \$75,000 to Capital Reserve, asking to spend \$50,000 from Capital Reserve and an increase for a fulltime substitute which would be split between CSD and MSAD #28.
- Debts and Other Commitments would have a decrease of -3.94% from a decrease in interest payments for the High School and CTE Debt service.
- Other Costs would increase by 12.33% for Equity Initiatives that would help reduce Kids Eat Free Program for breakfast and lunch.
- The total Expense Budget would be up 2.89%.
- Revenues total would be down by -2.51%
- Taxpayer overall impact would increase by 4.02%

The Board thanked Maria Libby for her presentation and thanked the two Lincolnville CSD Board representatives for attending.

8. Liquor License Renewal Application – Lobster Pound Restaurant:

Laité made a motion to approve and sign the liquor license application submitted by the Lincolnville Lobster Pound. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

The Board thanked restaurant manager, Rylee Rawcliffe for attending the meeting.

9. Request for Building Space – Jason Trundy, WCSO:

Kinney told the Board that Chief Deputy Jason Trundy from the Waldo County Sheriff's Office contacted him regarding the possibility of requesting to use a lockable space at the town office.

Chief Deputy Trundy provided an update on a grant that came out which was partially used by the Town of Lincolnville to purchase the speed board and now that the new grant is available and they would like to use the new grant money for a “sub-station”.

Trundy noted there are certain areas in Waldo County where the officers don't get to as often as possible, such as Lincolnville, Winterport and Unity. The only requirement for a sub-station would be a location that can be locked and a location which the officer would be able to access said location any time of day or night.

Trundy also announced that the monies from the grant would cover the set up, so there would be no cost to the Town of Lincolnville and the WCSO could be very flexible and willing to work out any agreement with the Town of Lincolnville to make this request happen.

Dunn wanted to know if any of the officers would need administrative support.

Trundy explained that the grant would cover the entire cost and no administrative support would be needed, other than the use of electricity to run a computer.

Dunn suggested establishing a clear guideline, policy and procedure as it always helps things run smoothly.

Dunn proposed that the next step would be to schedule a meeting with the Town Administrator, David Kinney, Jason Trundy and the WCSO's IT person, to review space requirements and come up with a possible location that would work for everyone.

Gerritsen volunteered to be a part of that meeting as well.

Trundy thanked the Board for the opportunity to discuss this topic.

10. Wage & Personnel Policy Board – Supplemental Charge:

Kinney explained that the Board received a request regarding the compensation for the Administrative Assistant position during budget time. There was a discussion at the last meeting that perhaps this should be charged to the Wage and Personnel Policy Board first to review the job description and then report back to the Select Board.

Gerritsen recommended changing the timeline that the work be completed and reported back to the Board by August 1, 2019 instead of September 23, 2019.

Gerritsen made an motion that the Board approve and sign the Wage and Personnel Board supplemental charge concerning the Administrative Assistant position dated April 8, 2019 as amended. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

11. **MCSWC – Landfill Closure Reserve Funds:**

Kinney reported that last June the voters of Lincolnville voted on the following Article 21:

- **To see if the Town will vote to deposit any remaining funds received from the Municipal Review Committee, Inc. into a newly established Landfill Closure and Post Closure reserve account and to appropriate said funds for the Town’s share of the MCSWC Landfill Closure and Post-Closure costs; provided, however, that the Board of Selectmen shall conduct a public hearing on the proposed expenditure of such reserve account funds prior to any expenditure of the same.**

The townspeople voted to have this money set aside to create a landfill closure fund. This money has been segregated and accounted for and the initial balance was \$223,207.23.

Kinney explained that MCSWC is required to have an annual audit of the books of the corporation, which closed last June. The auditor made mention that the corporation has a large unfunded liability for the closure of the landfill. The landfill will eventually need to be closed and then capped in accordance with the rules and regulations for closure. In addition to that expense, the ground water that is in the quarry will need to be monitored, which is potentially a large expense.

Kinney reported that the auditor explained that there will not be enough funds for the closure and for the post closure monitoring of the facility. The auditor is concerned because varies towns adopted different articles and that money isn’t under the control of the MCSWC Board. Therefore, they asked if the Board would consider making the following motion, which Kinney included in the Select Boards packet.

- **Motion in the packet stated: Motion to move that Article 21 of June 2018 town meeting warrant and the corresponding minutes be provided to the MCSWC auditor regarding the unfunded landfill closure and post closure costs.**

Kinney explained that if the Town of Lincolnville provided this motion and a certified copy of the town meeting results, the auditor would be satisfied and the motion in the

packet would not be necessary. Kinney offered to send the Article and the minutes to see if that will satisfy the need.

The Board concurred with Kinney.

No motion was needed.

12. Sale of Surplus Items:

Barrows made a motion that the Highway Department tank and pump be declared surplus and bids sought for its sale. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

13. Street Light Discussion:

At the last meeting on March 25, 2019, Chair Dunn suggested that based on the time of night, she gave the Board the option to conduct an individual Street Light Tour and asked them each to report back during this meeting.

There are currently 13 Central Maine Power owned streetlights around town that are leased and CMP recommended that the town check into converting the lights that the Board decides to keep to LED lights at 3000K in the warm white range.

After the Board's discussion, the consensus was to eliminate the following street lights and pursue conversion to LED for the remainder:

- | | | |
|--------------------|-----------------|------------|
| • Atlantic Highway | Bayshore Church | Pole #195 |
| • Atlantic Highway | Lily Lane | Pole #181 |
| • Atlantic Highway | Beach Store | Pole #178 |
| • Atlantic Highway | Post Office | Pole #177 |
| • Atlantic Highway | Beach Road | Pole # 174 |
| • Atlantic Highway | French Cemetery | Pole # 170 |

The Sidewalk Light Committee also recommended that pole #507 on the Beach Road was non-essential, however the Board decided it was necessary to keep.

Kinney to contact CMP for clarification on pricing to accomplish the eliminations and conversions.

14. Board, Committee, Commission Appointment(s):

Laité made a motion that the Board appoint Ladleah Dunn to the EMS Performance Review Committee with a term ending June 2019. Barrows seconded the motion. The motion passed on a 3-0-1 vote. Dunn abstained.

15. Communication to Partnering EMS Communities:

Kinney reached out both verbally and by email to the managers and town administrators from the town of Hope, Rockport and Camden regarding holding a joint meeting to discuss the EMS goals and objectives of the four towns.

Kinney explained that the Town of Rockport and the Town of Camden have both received a presentation, primarily from the Camden Fire Chief, Chris Farley. The next tentative presentation will be given to the Town of Hope on April 23rd.

Kinney proposed that if the Board wanted a presentation, he would contact Chief Farley to come before the Select Board.

Dunn was not in favor of inviting or entertaining any single contractor to come before the Board and have a conversation. She noted that if the Board felt there was an issue or felt the need to put something out to bid, and then the Board should go through the bid process, but why take the time to discuss a new idea.

Kinney offered to obtain any and all information that has been presented to the other Towns and that he continue to work with Chair Dunn on scheduling a joint meeting of the Boards of Selectmen meeting.

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

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

17. 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