

**TOWN OF LINCOLNVILLE  
SELECT BOARD MEETING  
December 12, 2022**

**Present:** Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Mike Ray, Steve Hand, Josh Gerritsen, and Town Administrator, David Kinney

The quote was read by Laite.

**1. Citizens' Forum:**

There were none.

**2. Administrator's Report:**

David Kinney, the Town Administrator, noted:

- Dog Licenses: Dog licenses are now available. All dog licenses expire at the end of December. Renewals can be processed online through the Town's website or at the Town Office during regular business hours.

**3. Meetings & Announcements:**

Town Administrator, Kinney, read the meetings and announcements.

**4. Upcoming Community Events:**

There were none.

**5. Meeting Minutes – November 28, 2022:**

**Laite made a motion, seconded by Hand that the Board approves the November 28, 2022, meeting minutes as presented. The motion passed on a 5-0 vote.**

**6. Midcoast Council of Governments (MCOG) – Mathew Eddy, Executive Director:**

Matthew Eddy, Executive Director for the MidCoast Council of Government, explained the mission of the MidCoast Council of Government (MCOG) is to strengthen the capability of member municipalities and counties to act individually and collectively to make Midcoast Maine a better place to live, work and play.

Eddy provided the Board with the following presentation on Municipal Technical Assistance:

- Developing and implementing a regional economic development strategy

- Identifying, developing, and implementing regional strategies for other pressing issues and opportunities
- Mobilizing resources in the region, including member municipalities and counties, business and economic development organizations, environmental and nonprofits, schools and research laboratories, and others, to implement regional strategies
- Providing technical assistance to municipalities and counties to effectively design and implement planning and development policies
- Advocating at the state level for policies and funding that support regional and local planning and development strategies
- Exercising other such powers as member municipalities and counties may delegate

**MCOG Technical Assistance Area Include:**

- Municipal Land Use Planning, including transportation planning
- Economic Development Planning, implementation, and loan services
- Sustainability and Resiliency Planning And Implementation
- Regional and Sub-regional Coordination
- Community Development Services
- Cooperative Purchasing

**MCOG Technical Assistance Sources of Revenue:**

- Municipal Planning Assistance Program, Technical Assistance Funding (40% match required) from the Maine Department of Agriculture, Conservation and Forestry
- Maine Northern Border Regional Commission Technical Assistance Program
- U.S. Economic Development Administration (50% match required)
- Development of Rural Development and FAME Regional Economic Development Loan Programs
- Maine Department of Transportation, Governor's Office of Innovation (Sustainability/resiliency planning, partnership grants) Maine DECD Housing Partnership Grants

**Technical assistance areas include the following:**

- Municipal Lane Use Planning, including transportation planning
- Economic Development Planning and Loan Services
- Sustainability and Resilience Planning and Implementation
- Regional and Sub-regional Coordination
- Community Development Services
- Cooperative Purchasing

**Technical Assistance Details & what is included in the annual membership dues:**

- Consultation with Planning Board members or other staff to the Select Board or Town Council
- E-mail or written correspondence offering opinions and guidance on ordinances and interpretation of existing ordinances and state laws
- Minor amendments to ordinances involving limited staff commitment.
- One detailed development compliance with town standards only. Additional review services and meeting times will be billed.

**Technical Assistance on a fee for service:**

- Substantial modification to model ordinances or amendments to existing ordinances when such work would require more than 16 hours of professional staff time, including meeting time, for any one or more ordinances.
- Frequent meetings to discuss the adoption of new ordinances or substantive amendments to existing ordinances
- Development reviews done for the Town having the ability to charge applicants for third-party development review will be charged to the Town.
- Comprehensive Planning assistance in the support and development of a new or amended Comprehensive Plan under a fee-for-service contract.
- Project Development Assistance leading to private or public development and assistance in identifying financial support, including the preparation of grants.
- Development of or amendment to a Tax Increment Financing program, or similar municipal finance strategy.

**MidCoast Council of Government will also work across municipal and county borders to collaborate on critical community development issues:**

- Business Development and Attraction
- Transportation Planning
- Affordable Housing Development
- Cooperative Purchasing
- Natural Resource Conservation
- The development of industry clusters, including manufacturing, health care, fishing, agriculture, arts, and hospitality.

MCOG can provide Lincolnville with a range of community development services, including strategic planning, resource identification, and implementation.

**The area of focus could include the following:**

- Mixed-use development in town and village centers
- Housing Development
- Business Park Development
- Re-adaptive use of public and private structures

- Land banking
- Local industry clusters and implantation of the HUB of Excellence

After the Board asked Eddy several questions, they thanked Eddy for his thorough presentation.

**7. Harbor Matters:**

- Set 2023 Harbor Fees:

Gerritsen made a motion, seconded by Laite, that the Board adopts the Harbor Committee recommended harbor fee schedule for 2023 along with a late fee of \$250 for a mooring inspection. The motion passed on a 5-0 vote.

- Review, Revise and Approve the List of Qualified Mooring Inspectors:

Ray made an amended motion, seconded by Laite, that the Board approves the Harbor Master's recommended list of qualified mooring inspectors for 2023, excluding Rockport Charters. The motion passed on a 5-0 vote.

**8. Budget Review, Town Meeting & Election Schedule:**

Hand made a motion, seconded by Gerritsen, that the Annual Town Meeting in June 2023 be conducted with ballot voting on Tuesday, June 13, 2023, followed by the open portion of town meeting on Thursday, June 15, 2023, at 6 PM and that the Annual Town Meeting warrant be prepared to indicate such. The motion passed on a 5-0 vote.

**9. Utility Pole Location Application – Heather Hill Road:**

Gerritsen made a motion, seconded by Hand, that the Board approves and sign the Application for Pole Location permit (#LT017-22 and dated 11/16/22) as submitted by the Lincolnville Telephone Company for three utility poles to be located within the right-of-way of the Heather Hill Road. The motion passed on a 5-0 vote.

**10. Review Draft Town Meeting Warrant:**

Kinney presented a draft Special Town Meeting Warrant for January 12, 2023, at 6 PM at the Lincolnville Town Office to vote on the following five articles:

**Article 1.**

To elect a Moderator to preside at said meeting.

**Article 2.**

To see if the Town will vote to appropriate \$6,500 in Coronavirus Local Fiscal Recovery Funds (a/k/a American Rescue Plan Act (ARPA Funds) received by the Town from the federal

government for the purpose of repairing the mechanical system (plumbing and heating) at the Town office.

Select Board Recommends:	Approval of Article 2
Budget Committee Recommends:	Approval of Article 2

**Article 3.**

To see if the Town will vote to appropriate \$2,500 in Coronavirus Local Fiscal Recovery Funds (a/k/a American Rescue Plan Act (ARPA Funds) received by the Town from the federal government for the purpose of repairing the recreation floats for use at Breezemere Park.

Select Board Recommends:	Approval of Article 3
Budget Committee Recommends:	Approval of Article 3

**Article 4.**

To see if the Town will vote to appropriate an additional sum of \$2,941 in Coronavirus Local Fiscal Recovery Funds (a/k/a American Rescue Plan Act (ARPA Funds) received by the Town from the federal government for the purpose of resurfacing the tennis courts adjacent to the Lincolnville Central School at the Town Office.

Select Board Recommends:	Approval of Article 4
Budget Committee Recommends:	Approval of Article 4

**Article 5.**

To see if the Town will vote to appropriate \$ ??? (This amount will be filled in by the next meeting) in Coronavirus Local Fiscal Recovery Funds (a/k/a American Rescue Plan Act (ARPA Funds) received by the Town from the federal government to be used as matching funds for a grant application to be submitted to Efficiency Maine for the purpose of installing a Level 2 Electric Vehicle Charging Station on town-owned property near the Lincolnville Beach.

Select Board Recommends:	Approval of Article 5
Budget Committee Recommends:	Approval of Article 5

The Board thanked Kinney for pulling this together.

**11. Broadband Update:**

Gerritsen updated the Board that the Broadband Committee met on December 1, 2022, with Susan Corbett and reviewed the Digital Inclusion Plan further and a final draft which the members will review on Thursday, December 15<sup>th</sup>, after which the feasibility study will be presented on December 27<sup>th</sup>.

The Board thanked Gerritsen for the update.

**12. Selectperson Update(s):**

No updates from the Select Board at this time.

**13. Treasurer's and Payroll Warrant(s)-Approve & Sign:**

Ray made a motion, seconded by Laite, that the Board approves the Treasurers and Payroll warrants. The motion passed on a 5-0 vote.

**14. Adjourn:**

Hand made a motion, seconded by Gerritsen, to adjourn. The motion passed on a 5-0 vote.

Respectfully submitted,

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Melissa A. Geary  
Administrative Assistant