

**BOARD OF SELECTMEN
MINUTES OF MEETING
February 10, 2020**

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

The quote was read by Selectman Gerritsen.

1. Citizens' Forum:

There were none.

2. Administrator's Report:

David Kinney, Town Administrator, reported:

- LIA Building:

Diane O'Brien, President of the Lincolnville Historical Society and Bob Plause, President of the Lincolnville Improvement Association, sent an email to the Board of Selectmen which stated that both organizations are declining the offer for a town meeting article to buy or receive as a gift the ownership of the old beach schoolhouse at 33 Beach Road. The email also asked that they are placed on the February 24th Select Board agenda where they may ask that an article be placed on the June Town Warrant to see if the Town of Lincolnville will continue ownership and to seek a sum of money to repair the building.

- Proposed Draft 2021 Municipal Budget:

Kinney reminded the Board to pick-up their copy of the draft budget for the review which will start tomorrow, February 11th. The first draft is asking for 1.23% less from property taxes than the current budget year.

3. Meetings & Announcements:

Town Administrator, Kinney read the upcoming meetings.

4. Upcoming Community Events:

There were none.

5. Meeting Minutes:

Laite made a motion that the Board approves the January 27, 2020 meetings as presented. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

6. Possible Septic System Easement for Hearst Property (Map 3 Lot 118):

Bill Lane, from Gartley & Dorsky Engineering & Surveying, came before the Board representing Heather Hearst from 62 Norton Pond Road regarding her request to construct an accessory building on her property, which would be a garage with two bedrooms and a bathroom.

Lane discussed that the current disposal field would not accommodate an expansion to include the new plans; therefore the homeowner is first seeking permission from the Board to find suitable soil and if suitable, ask the Town to grant an easement to construct a septic system to support the additional bedrooms.

Heather Hearst, the owner of 62 Norton Pond Road, told the Board that she is looking to add the garage with two bedrooms and a bathroom to accommodate her guests.

Dunn noted that Gartley & Dorsky are only seeking permission from the Board to do the soil testing first and an easement request would be a separate request, at a later date.

Gerritsen made a motion that all costs associated with this application including but not limited to; the required soils test, easement survey and legal description, plumbing permits, and construction be borne by applicant; that prior to issuing approval the Town requires that the applicant have a land survey completed with the area necessary for the construction and future maintenance of the septic system properly marked and a description of this survey written; that after the survey is complete the site will be inspected by representatives of the Town to ensure that no more land area than necessary is being requested, that the written description be given to the Town Attorney for preparation of the easement document, that the applicant receives an invoice for the Town's costs associated with the attorney's work; and that after you have completed the above and paid the

associated legal fees including the estimated recording costs the easement will be presented to the Board of Selectmen for their approval. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

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

- Recreation Commission:

Stephanie Thostenson, Chair of the Recreation Commission, came before the Board to discuss the drainage issues on the ball fields at the Lincolnville Central School and asked how to proceed with finding some estimates to address this issue.

Thostenson provided the Board with several different options. The first option is from Landmark Corporation Surveyors & Engineers totaling \$14,900, which was higher than anticipated, so they then asked if there was a reduced scope version. Landmark then sent an email explaining that the professional services would be in the range of \$5,000 and should improve the drainage issues to a certain extent.

Gartley & Dorsky Engineering & Surveying could perform an even simpler scope of work for \$1,100, which would include a site visit and an informational meeting to present their recommendations.

Dunn noted that these numbers are for professional design services, not for the execution of the work.

The Board spoke in favor of both Landmark Corporation and Gartley & Dorsky and noted that both companies are very capable.

Dunn felt that Gartley & Dorsky could adequately create a design for the lowest provided price of \$1,100.

Dunn requested a follow-up regarding the “extra funds” which were discussed tonight, that were un-designated within the Athletic Fields budget line.

Barrows stated, “The Board should take action on this tonight, since this issue has gone on too long, and we should ask that Gartley & Dorsky give us their best shot and tell us what it’s going to cost.”

Gerritsen made a motion that the Board hires Gartley & Dorsky Engineering & Surveying for the amount of \$1,100 for the scope of work outlined in the email to the Town Administrator dated February 3, 2020. Fishman seconded the motion. The motion passed on a 5-0-0 vote.

The Board thanked Stephanie Thostenson for her update to the Board.

- **EMA Director:**

Peter Rollins, EMA Director and member of the Recruitment and Retention Committee for the Fire Department, came before the Board with an update regarding the shortage of volunteer firefighters in Maine. The goal to increase that would be by creating a Reserve membership within the Lincolnville Fire Department. These reserved members would be trained to handle assigned tasks and they would be paired with an active firefighter. Reserve members would only be tasked with performing activities that they were trained to do.

Rollins noted that the goal, if successful, could be model for other towns and a way to give the reserved a view into the fire department and then eventually they may become interested in becoming a firefighter and fully join the department as the firefighter.

The Board commended Rollins on this fantastic idea and thanked Rollins for his update.

- **Fire Chief:**

Don Fullington, Fire Chief, reported that the Fire Department has gained four new members this year, and lost one this year.

Chief Fullington also reported the ongoing issues with fire truck tanker #3, which will most likely affect the truck budget this year.

Chief Fullington stated, "It's an automatic transmission truck, like all of them, when you put the truck into pump gear, the transmission shifts into fourth gear, which locks up the torque converter. What's happening is when you fire up the truck, to go to a fire call, shift the truck into gear and it shuts off, which has happened multiple times at the department as well as at a couple of fire scenes."

Laité inquired about the age of the fire truck.

Fullington explained that this truck is seven years old with only 7600 miles on the truck.

Fullington also reported that the truck has been taken to three dealers now, the last one was International Dealer which ran into a similar problem several years ago, with a Pierce fire truck, and therefore they figured out what was causing the problem, not how to fix it though. It was related to turning on all the emergency lights before the truck was shifted from neutral to drive.

Fullington stated that AJ Weed, who is in charge of all the truck maintenance, is in contact with the second to last Pierce dealer and explained the series of events that caused the issue and discussing it with Pierce to come up with a resolution before taking the truck to Pierce.

Fullington also announced that the Fire Department will be increasing their monthly training sessions from one a month to two a month and training with other Fire Departments.

The Fire Department was also recently awarded a \$5000 matching Forestry Grant, which they were able to purchase additional chainsaws, portable water backpacks, portable radios, and almost enough hose to outfit the new truck.

The Board thanked Fullington for attending the meeting.

8. **Selectman Update(s):**

Laité: During the most recent Mid-Coast Solid Waste Corporation meeting, made some recommendation on verbiage changes for clarity to the Inter-local Agreement and the By-Laws. Bylaw changes can be adopted by the MCSWC Board. Amendments to the Interlocal Agreement would have to be presented to the voters for consideration.

Gerritsen & Fishman: They announced that the first meeting of the new Broadband Committee has been scheduled for February 27th at 7 PM at the Lincolnville Town Office.

Dunn & Barrows: Nothing to report at this time.

9. **Veterans Honor Roll Policy:**

Laite made a motion that the Board accepts the policy as proposed with the exception of inserting “appropriate” for the word “requested” in Section 3.B. and instruct the Town Administrator to reformat the document for the Town files. Gerritsen seconded the motion. The motion passed on a 5-0-0 vote.

Jay Foster, Chair of the Veterans Honor Roll Committee, came before the Board to ask if the Board would be interested in receiving all the documentation that took place during the entire process.

The Board was appreciative of the offer to receive all the documentation and is very thankful.

The Board thanked Foster for attending the meeting.

10. **LIA Building Update:**

Kinney reported that at a previous Select Board meeting, the Board voted to offer to the Lincolnville Historical Society and/or the Lincolnville Improvement Association the willingness to put an article before the voters, in June, seeking to gift the LIA Building to either or both parties, with the condition that the building be made structurally sound within a year of the vote to approve the transfer.

Kinney told the Board that both groups have politely declined the offer to buy or receive as a gift. Further they’ve asked to be placed on the February 24th Select Board agenda to seek that an article be placed on the June Town Warrant to see if the town will continue ownership and appropriate the money to repair the building to make it structurally sound and safe for the public.

Rosie Gerry, a Lincolnville resident, came before the Board and recommended that the citizens of Lincolnville should be the ones to decide on whether or not to spend the money to make this building safe and structurally sound, and if this is placed on the June Town Warrant, he advised that the ask be direct, decisive and to the point.

Gerry reported that each Saturday, the Lincolnville Historical Society is holding an invitation only open house to show the citizens what the Lincolnville Historical Society does for the Town of Lincolnville. Due to building conditions the Society is limiting the number of individuals on the 2nd floor at one time.

Fishman stated, "I understand the emotion in it, but I don't feel right asking the Town of Lincolnville to put up \$750,000 for this particular building with the limitations that it has on the site."

Kinney offered to create several draft two articles, along with the funding options to give the Board some assistance in making a decision as to what could be presented to the voters for consideration along with the financial information.

After a thorough and lengthy Board discussion, the Board recommended moving forward with Kinney's suggestion to prepare several draft articles to assist in the decision making process as to which article would be presented to the voters via a referendum ballot in June.

Dunn made a motion to encourage the Board to create a use and policy for the building, contact the Town Attorney to come up with a legal device, since it is still occupied, with the knowledge that we have, that our current tenants and sub-tenants understand, acknowledge and is made available to the public, so that they know when they enter the building that it is of an age and a status. Gerritsen seconded the motion. The motion passed on a 5-0-0 vote.

11. Appointment of Election Warden & Additional Ballot Clerks for March 3, 2020:

Laite made a motion that the Board approve the Town Clerk's appointment of David Kinney as Election Warden for the March 3, 2020 Election. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Laite made a motion to confirm the Town Clerk's appointment of Jean Botley, Hannah Burke, Ladleah Dunn, and Rebecca Richards as Election Clerks for the March 3, 2020 voting. Barrows seconded the motion. The motion passed on a 4-0-1 vote. (Dunn abstained)

12. Authority to Post Roads for Seasonal Weight Limits:

Gerritsen made a motion that the Board of Selectmen authorizes 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.

13. Update Order of the Board of Selectmen Oldest Unpaid Taxes:

Laité made a motion that the pursuant to Title 36 MRSA Section 906 that the Board approves an Order of the Board of Selectmen concerning tax payments. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

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

Gerritsen made a motion to approves the Treasurers and Payroll Warrants. Fishman seconded the motion. The motion passed on a 5-0-0 vote.

15. Adjourn:

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

Respectfully submitted,

Melissa A. Geary
Administrative Assistant