

**TOWN OF LINCOLNVILLE
SELECT BOARD MEETING
February 26, 2024**

Present: Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Mike Ray, Stephen Hand, Robyn Tarantino, and Town Administrator, David Kinney

The quote was read by Tarantino.

1. **Storm Damage Review @ Beach (parking, sidewalk, restroom enclosure, fire station, etc.):**

The Select Board toured the storm damaged infrastructure at the beach including but not limited to: the seawall, sidewalks, parking lot, bathroom enclosure, and beach fire station.

2. **(6PM +/- @ Town Office) Citizens' Forum:**

- **Cell phone Coverage:** Rosey Gerry came before the Board requesting to help the residents of Lincolnville to improve the cell phone service in the Town of Lincolnville. He felt that the lack of coverage in certain areas poses a safety issue and a theft of services.

Gerry recommended the Select Board have a future conversation to discuss possible options.

The Select Board agreed to add this discussion to a future Select Board agenda.

- **Fire Department Request:** Fire Chief, Don Fullington, III told the Board that the Lincolnville Fire Department has had a lot of issues in the past when it comes to Knox County Communications when it comes to radio communication, which continues to only get worse.

Chief Fullington and the Lincolnville Fire Department recommended that the Select Board grant permission to end ties with Knox Communications and switch over to Waldo County Dispatch.

Chief Fullington explained that WCC has recently added a new tower on Point Lookout and have spent millions on new radio equipment, along with radio testing and determined exceptional coverage.

The Board granted permission to engage in a conversation with Chief Fullington for safety reasons.

Dunn recommended taking action and vote at the next Select Board meeting on March 11, 2024.

Laité also recommended a formal notice to Knox County Communications regarding the change to Waldo County Dispatch.

- **Beach Parking Concerns:** Dan Leary, a Lincolnville resident, came before the Board to voice his concerns with the recent purchase of the McLaughlin’s Lobster Shack building and land, which was recently purchased by the State of Maine.

Leary explained the State of Maine plans to turn this property into a parking lot for the new expanded ferry and he felt it was important, that Lincolnville taxpayers have an opportunity to influence said plans, when plans start rolling out.

- **Heart & Soul Team:** Cindy Dunham, Chair of the Heart & Soul Team, explained the next meeting will be on March 5, 2024 at 6 PM, at the Lincolnville Community Library.

Dunham also added that the Heart & Soul Summit for getting the Heart & Soul Statements drafted, which had a great turn-out with roughly 40 people. These surveys are on the Town Office website, at the Town Office and at the Lincolnville Community Library and returned on or before March 21, 2024.

3. **Administrator’s Report:**

David Kinney, the Town Administrator, noted:

- **Nomination Papers:** Nomination papers will be available on March 4th, 2024, at the Town Office and will be due back by 4:30 PM on Friday, April 12, 2024.

The following positions are available:

Select Board:	2 Positions for 3-Year Term
Lincolnville Central School:	2 Positions for a 3-Year Term
Five Town CSD School Committee:	1 Position for a 3-Year Term
Budget Committee:	3 Positions for a 3-Year Term 1 Position for a 2-Year Term 2 Positions for a 1-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.

4. **Meetings & Announcements:**

Administrator Kinney read the meetings and announcements.

5. **Upcoming Community Events:**

There were none.

6. **Meeting Minutes – February 12, 2024, February 13/15, 2024:**

Hand made a motion, seconded by Laite that the Board approves the February 12, 2024, meeting minutes as presented. The motion passed on a 5-0-0 vote.

Laite made a motion, seconded by Ray, that the Board approve the February 13/15, 2024 meeting minutes as presented. The motion passed on a 5-0-0 vote.

7. **Consideration of Appointment – Recreation Commission:**

Laite made a motion, seconded by Hand, to appoint Kergan Thomann to the Recreation Commission as a regular member with a term expiring June 2026. The motion passed on a 5-0-0 vote.

The Board thanked Thomann for volunteering and attending the meeting.

8. **Wage & Personnel Policy Board – Firefighter Compensation Recommendations:**

Stacey Parra, Chair of the Wage & Personnel Board came before the Select Board and read the following letter:

The Wage & Personnel Board (Stacey Parra, Chair, Betty Johnson, Vice-Chair, Vicki Eugley, recording secretary & Barbara DeGrass) met twice to discuss the charge given to us by the Lincolnville Select Board. At the first meeting we came up with a list of 17 communities and a spreadsheet asking for pertinent information regarding rates of pay for trainings, meetings and various officers of the department. This was distributed and responses were received.

At our second meeting we discussed those results. Out of 16 communities we had 7 respond to our request. As suspected, it never is apples to apples and there were differences between communities on how they handle pay. We all agreed that Lincolnville Fire should be getting paid per hour for training and meetings. At this meeting we also received the proposed budget from the Lincolnville Fire Chief.

After reviewing the responses from our neighboring communities and the proposed budget of the fire chief we voted unanimously to recommend the proposed budget as it was deemed an appropriate request compared to the responses we had received.

The committee recognizes and appreciates the hard work of the Lincolnville Fire Department members and Donnie Fullington as Chief who must not only make sure that responses,

trainings, and meetings are run efficiently, but that the immense amount of paperwork that is required is done accurately and in a timely manner.

The Board thanked Parra and the Personnel Board for their stellar study and presentation of information.

9. **Liquor License Transfer – McLaughlin’s Lobster Shack:**

Hand made a motion, seconded by Laite, to approve the On-Premise Relocation Application as submitted by Beachfront Inc, doing business as McLaughlin’s Lobster Shack, to allow the relocation of the existing liquor license location from 12 McKay Road to 2530 Atlantic Highway. The motion passed on a 5-0-0 vote.

10. **Consideration of Contract Award – 2024 Lawn Care Bid:**

Ray made a motion, seconded by Tarantino, that the Board award the 2024 Mowing, Trimming and Lawn Care Maintenance project to Knights Property Management for the unit prices stated in their bid totaling \$8,000. The motion passed on a 5-0-0 vote.

11. **Public Facilities Director Update:**

Matthew Deane, Public Facilities Director, gave the Board an update on the following major items that he worked on for the month of January:

- Replaced electric hot water heater and the toilet at the Beach Fire Station
- Both davit winch motors removed and serviced
- Deck boards on municipal pier in process of being re-secured
- Storm debris removed from beach bathroom building & beach parking lot
- Working with fabricator on designing davit motor enclosure & elevating motors to prevent further damage from major storms.
- Replacing incline brow support structure
- Working with contractor for pricing & availability to complete strapping of pier deck to pilings
- Working with contractor for pricing on repairs to Penobscot Park Beach access
- Repairs to Breezemere Park Gazebo stair repairs by March 15, 2024
- Repairs to incline completed
- Ordered 2 additional loads of salt for winter road maintenance
- Post storm road repairs remain throughout the town
- Working with FEMA, EMA and local contractors to determine extent & cost of repairs to beach area sidewalks, seawall, and infrastructure.
- Fire Safe Equipment completed annual inspection of all Town owned fire extinguishers
- Mowing/Lawn care bids submitted on February 15, 2024

The Board thanked Deane for his thorough report.

12. **Consideration of Special Town Meeting Warrant (Suggested Date: March 25, 2024):**

Kinney presented a draft Special Town Meeting Warrant for March 25, 2024, at 6 PM at the Lincolnville Central School at 523 Hope Road 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 transfer \$200,000 from Unassigned Fund Balance to a Storm Damage account and to appropriate said amount for the purpose of repairing Town facilities damaged by January 2024 storm events and flooding.

Select Board Recommends:

Approval of Article 2

Budget Committee Recommends:

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Article 3:

To see if the Town will vote to transfer \$380,000 from Unassigned Fund Balance to the Public Works – Road Improvements account and to appropriate said amount for the purpose of reconstructing Calderwood Lane.

Select Board Recommends:

Approval of Article 3

Budget Committee Recommends:

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Article 4:

To see if the Town will vote to authorize the Select Board to accept delivery on behalf of the Town of an easement deed from Terry A. Moulton to allow the Town to construct and maintain a vehicular turnaround near the end of Calderwood Lane, with such article to be effective only if Article 3 is also enacted at the March 25, 2024 Special Town Meeting.

Select Board Recommends:

Approval of Article 4

Article 5:

To see if the Town will vote to transfer \$7,500 from Unassigned Fund Balance to the Public Works – Athletic Fields account and to appropriate said amount for the purpose of athletic fields maintenance.

Select Board Recommends:

Approval of Article 5

Budget Committee Recommends:

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Laité made a motion, seconded by Hand, that the Board recommend the approval of all articles in the draft warrant as written and that articles 2, 3 & 5 be forwarded to the Budget Committee for their recommendations. The motion passed on a 5-0-0 vote.

Kinney explained that Articles 1 & 4 do not involve the appropriation of funds and therefore do not require recommendations by the Budget Committee.

13. **Consideration of Contract Award – Committee Facilitation Consulting Services:**

Ray made a motion, seconded by Laité, to move that the Select Board authorize the Town Administrator to sign the agreement between the Town of Lincolnville and the Midcoast Council of Governments for Committee Facilitation Consulting Services with the fees not to exceed \$7,000. The motion passed on a 5-0-0 vote.

14. **Public Input – Proposed FY 25 Municipal Budget:**

No public input given.

15. **Board Deliberations – Proposed FY 25 Municipal Budget:**

The Board recommended the following changes:

Public Works: Other:

- Veterans' Park Maintenance: Kinney explained that this amount has been changed to 0 because private funds have been raised.

Public Works: Transfer Station:

- Mid-Coast Solid Waste Corporation: The Town of Lincolnville's share was amended.

Administration & Finance:

- Publication: Tarantino questioned the request for \$200 as nothing was spent in FY 23 and there are no expenses. Kinney opined that the charges for publications were likely charged elsewhere in Administration but he would check.

Protection: Other:

- Emergency Management: Hand recommended that the Emergency Management Director amount increase from \$1957 to \$3000.

Boards and Committees:

- Comprehensive Plan Review Committee: The Board recommended changing this line from \$30,000 to \$10,000.
- Select Board: Laite recommended adding a separate line for the Select Board Chair for \$1800 a year and a separate line for 4 Select Board members @ \$1,300.

Municipal Support:

- Historical Society: The Board recommended reducing this line from \$2500 to \$1,500.
- Lincolnvile Community Library: Hand recommended approving the library's request of \$3000 and the Board concurred.
- Lincolnvile Improvement Association: The Board recommended reaching out to the Association for an update on their timeline.

Provider Agencies:

- Budget Committee: The Board recommended inviting members of the Budget Committee to a future Select Board meeting to give an update.

Capital Improvement Program:

- Harbor Improvements: The Board recommended removing this line altogether which would take this from \$50,000 to \$0 and use funds from Harbor Savings if needed.
- Town Office Landscape Improvements: The Board recommended changing this line from \$6,500 to \$0 for loam and seed on front lawn area.

16. Selectperson Update(s):

Laite: The Mid-Coast Solid Waste Budget has been forwarded on to all the towns.

Ray: No updates at this time

Hand: There will be an Emergency Management Services meeting on February 27, 2024 at 7PM.

Tarantino: No updates at this time

Dunn: No updates at this time.

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

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

18. Executive Session – Title 1 MRSA § 405(6)(C) regarding possible acquisition or disposition of real property:

Hand made a motion, seconded by Laite, that the Board enter executive session pursuant to Title 1 MRSA Section 405(6)(C) to discuss the possible acquisition or disposition of real property. The motion passed on a 5-0-0 vote.

19. Adjourn:

Upon returning to open session, Ray made a motion, seconded by Laite, to adjourn. The motion passed on a 5-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant