

**BOARD OF SELECTMEN
MINUTES OF MEETING
February 28, 2022**

Present: Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Mike Ray, Josh Gerritsen, Jordan Barnett-Parker, and Town Administrator, David Kinney

The quote was read by Selectman Barnett-Parker.

1. Citizens' Forum:

There were none.

2. Administrator's Report:

David Kinney, the Town Administrator, noted:

Nomination Papers: Nomination papers will be available on March 7, 2022, at the Town Office will be due back by April 15, 2022, by 4:30 PM.

The following positions are available:

| | |
|---------------------------------------|---|
| Board of Selectmen: | 1 Position for a 3-Year Term |
| Lincolnvile Central School Committee: | 1 Position for a 3-Year Term |
| 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 1 Position 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.

Bids: Kinney reported that he and the new Public Facilities Director, David Roundy, Jr. have been working on the paving bid, mowing and landscaping bid, and the Masalin Road culvert project bid. The results will be presented to the Board at its March 28, 2022 meeting.

3. Meetings & Announcements:

Administrator Kinney read the meetings and announcements.

4. Upcoming Community Events:

There were none.

5. Meeting Minutes:

Laité made a motion, seconded by Ray, that the Board approves the February 14, 2022 meeting minutes as presented. The motion passed on a 5-0 vote.

Laité made a motion, seconded by Barnett-Parker, that the Board approves the February 15 & 16, 2022 meeting minutes as presented. The motion passed on a 5-0 vote.

6. Waldo County Woodshed – Bob MacGregor:

The Board invited Bob MacGregor from the Waldo County Woodshed to discuss whether or not he would have an issue with adding some type of security system around the existing shed.

MacGregor did not object to concept since this is one of the least secure sites available to the public. He explained this program started with an idea from some individuals from the University of Maine to provide firewood to those in need, with no application process.

Currently, there are a total of nine sights, 8 in Waldo County and 1 in Knox County and over the last two years the program has given out 140 cords of wood and the program is currently in its 8th winter.

The Town of Lincolnville has a Revocable License Agreement with the Waldo County Woodshed which allows the Waldo County Woodshed to use a space between the storage shed and the sand/salt building.

The Revocable License was granted for a 1-year term and Kinney offered to update a new Revocable License Agreement and forward that to MacGregor to sign.

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

7. Discussion of Road Conditions and Possible Future Improvements:

Ray requested that the Select Board have a conversation regarding the conditions of several gravel roads in town, especially since he was recently contacted by several Lincolnville residents.

Currently, the Town of Lincolnville has a total of 7.48 miles of gravel roads.

The Board opened up the discussion to the public.

Vanessa Thomann, a Lincolnville resident of Calderwood Lane, wanted to know what the status was regarding fixing the road. Along with seven residences, there are currently three businesses on this road, which is creating more traffic and her biggest concern is whether or not a fire truck or an ambulance would not be able to traverse the road safely and she requested that the road become stable again.

The Board thanked Thomann for expressing her concerns.

Jay Foster, a resident of South Chester Dean, expressed his concern for the condition of gravel roads and stated that a good foundation is necessary before any paving.

Dunn reported that there are currently funds in the budget draft that the Board is now deliberating on for a comprehensive survey and study of the Calderwood Road.

David Roundy, Jr., Public Facilities Director, explained he has been able to assess several of the roads in town and explained that it's important to make sure the right material is on the roads before paving.

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

- Recreation Commission – Doug Grant:

Doug Grant, a member of the Recreation Commission, explained that the Rec Commission has a budget request for the refurbishment of the “Green Monster” which is the large green wall on the baseball field, to take the plywood off and be replaced with lumber instead of new plywood, along with priming and painting, which totals approximately \$2,200.00.

The Recreation Commission has asked several local businesses in town to donate all the material, to save the Town of Lincolnville the cost.

Grant also announced that there is a local business in town willing to pay for the materials in exchange to place a sign to advertise their business on the Green Monster and the Commission would like permission from the Board to allow this request.

The Recreation Commission would also like to create a policy to sell banner ad space on the fencing on the ball fields.

Laité reported that years ago, the Lincolnville Baseball Committee, had permission to post banners on the fencing and he felt this was a great idea going forward.

Grant told the Board that the Recreation Commission will create a sign policy.

Barnett-Parker made a motion, to move to allow the Recreation Commission to put into place to sell ad space on the fencing around the baseball fields. No second motion was made. Motion failed.

Barnett-Parker made a motion, seconded by Laité, that the Board allow the Recreation Commission to accept the donation of building materials to rebuild the Green Monster at the baseball field and to allow a commemorative plaque towards the business that supplies the material and labor at a size of 2’x4’. The motion passed on a 5-0 vote.

The Board thanked Grant for all the hard work with this project.

- Harbor Committee – Recommendation for Harbor Ordinance amendment:

Shane Laprade, a member of the Harbor Committee reported the following harbor updates:

1. All moorings are required to be numbered in accordance with the Harbor Ordinance.
2. Moorings are required to be inspected annually to make sure each mooring is within standards. The Harbor Committee recommended a one-time late fee of \$250 if a harbor user goes beyond July 1st of each year. This late fee would be a one-time late fee opportunity and if the late fee is not paid, the mooring privileges are lost.
3. The Harbor Committee recommended ways to protect the incline ramp. The committee recommended pursuing some engineering options for the existing gin pole.
4. The Harbor Committee had a recent discussion regarding the number of bait boxes that are designated spaces to house lobster bait, and are assigned on an annual basis. The Committee also discussed how many bait box spaces would be a reasonable amount. They recommended that the number of bait box spaces be limited to a maximum of five spaces per harbor user.
5. The Harbor Committee recommended adding two trash receptacles at the pier due to the increased amount of trash left behind.

Kinney reported that the Town is currently in the renewal procedure for moorings and bait boxes and 21 bait box spaces are eligible for renewal with 3 individuals are on the waitlist.

Dunn made a motion, seconded by Laite, that in order to provide some adequate space for the waste and recycling receptacles, the existing pier and float plan be amended to indicate 21 bait box spaces versus the 23 on the existing plan. The motion passed on a 5-0 vote.

Dunn spoke in favor of calling a workshop between the Harbor Committee and the Select Board to discuss some of the harbor ideas discussed tonight, especially with a request to change the Harbor Ordinance. A goal of having any amendments being ready for a November vote so that the amendments could be in place before year end and in effect for next season.

The Board agreed to hold a joint meeting with the Harbor Committee.

- Broadband Update: No updates at this time.

Gerritsen reported there are no updates at this time due to quorum issues.

9. Discussion of Design Process – Main Street Sidewalk (Breezemere to Crosswalk):

Laité made a motion, seconded by Barnett-Parker, to have the town staff prepare a preliminary sidewalk plan based on the approved budget, and when that preliminary plan is completed that Selectman Ray convene a stakeholder meeting to see if consensus among stakeholders can be found and that after the stakeholders meeting that the findings of that meeting be reported to the full Board at a subsequent meeting for consideration. The motion passed on a 5-0.

10. League of Women Voters of Maine Survey:

The League of Women Voters of Maine is working to create a guide to local government in the State of Maine and Selectman Ray requested that the Select Board take part in the League of Women Voters of Maine Survey.

Kinney offered to email the Select Board a link to the survey.

11. Planning Board Resignation:

Barnett-Parker made a motion, seconded by Ray, that the Board accept with regret the resignation of Scott Harrison from the Lincolnville Planning Board. The motion passed on a 5-0 vote.

The Board thanked Harrison and wished him well on his new endeavors.

12. Public Input – FY 23 Municipal Budget:

Douglas Grant, with the Recreation Commission, explained that the Recreation Committee has requested to remove the budget line item of \$2,200 for the refurbishment of the Green Monster.

The Board thanked Grant for the update.

13. Board Deliberations – FY23 Municipal Budget:

The Board recommended the following changes:

Protection: Fire Department:

- Snow Removal: The Board discussed the amount in this line (\$12,043) but no changes were made.

Laité recommended that the monthly monitoring, test, and inspection for a security system be added to this budget.

Protection: Other:

- Kinney explained that by the next Select Board meeting there should be a better number regarding EMS.

Town Office Building:

- Equipment Purchases: The Board recommended taking \$2,000 from the current budget and purchasing office equipment for the new Public Facilities Director and eliminating the request for the FY 23 budget.

Public Works: Harbor:

- Pier Repair/Maintenance: The Board recommended that Kinney add a line under “General Maintenance” for trash pickup.

Public Works: Other:

- Athletic Fields: The Board recommended reducing “Refurbishment of Green Monster” for \$2,200.

Kinney offered to send David Roundy, the Public Facilities Director to have a conversation with maintaining the fence at the ball field at the Lincolnville Central School or figure out what needs to be done at that location. No figure was recommended at this time.

- Breezemer Park Maintenance: The Board recommended removing “Trash/Redemption Receptacles” for \$1,500 and “Browntail moth mitigation/tree replacement for \$3,000.

Boards and Committees:

- Broadband Committee: The Board recommended reducing this request from \$7500 to \$2,500.
- Comprehensive Plan Review Committee: The Board recommended reducing this request from \$50,000 to \$10,000 for now.

Municipal Support:

- Historical Society: The Board recommended reducing this line from \$5,000 to \$1,000.
- Lincolnville Community Library: Chair Dunn asked Kinney to find out how much money is in the library savings account.
- Maine Housing: The Board recommended changing this request from \$10,000 to \$1,000 as a placeholder for now and Barnett-Parker will give a presentation at the next meeting.

Provider Agency:

- Lifeflight Foundation: The Board recommended changing this line from \$750 to \$1000.

Capital Improvement Program:

- Harbor Improvements: The Board recommended utilizing the harbor savings for the proposed electrical work and that the FY23 budget be reduced to reflect this change.
- Bandstand: The Board recommended changing this line from \$35,000 to \$25,000. This would remove \$10,000 out of the budget to re-stain. The Board recommended going ahead with the removal of the existing shingles and installing new roof shingles.
- Athletic Infrastructure: The Board recommended reducing this amount from \$5,750 to \$2,875 and holding off on resurfacing the Pickleball court at this time.

14. Selectmen Update(s):

Laite: Laite and Gerritsen will be attending an upcoming Mid-Coast Solid Waste meeting on March 2, 2022.

Ray: No updates at this time.

Gerritsen: No updates at this time.

Barnett-Parker: No updates at this time.

Dunn: No updates at this time.

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

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

16. Executive Session – Title 1 MRSA Section 405(6)(C) to discuss the possible disposition of real property where premature disclosure of the information would prejudice the competitive bargaining position of the Town:

Gerritsen made a motion, seconded by Barnett-Parker, that the Board enter into executive session pursuant to Title 1 MRSA Section 405(6)(C) to discuss the possible disposition of real property where premature disclosure of the information would prejudice the competitive bargaining position of the Town. The motion passed on a 5-0 vote.

17. Adjourn:

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

Respectfully submitted,

Melissa A. Geary
Administrative Assistant