

**BOARD OF SELECTMEN  
MINUTES OF MEETING  
February 8, 2016**

**Present:** Chair, Ladleah Dunn, Arthur Durity and Rosendel Gerry, Cathy Hardy and Keryn Laite, Jr.

The quote was given by Selectman Gerry.

1. **Executive Session: Consultation with the Town Attorney concerning Town of Lincolnville v. Heather MacLeod – Title 1 MRSA Section 405(6)(E):**

Laite made a motion that the Board of Selectmen enter into executive session pursuant to Title 1 M.R.S.A Section 405 (6)(E) with the Town Attorney for consultation regarding the Town of Lincolnville v. Heather MacLeod. Durity seconded the motion. The motion passed on a 5-0-0 vote.

2. **Citizens' Forum:** There were none.

3. **Administrator's Report:**

David Kinney, Town Administrator, reported:

- **Culvert:** Kinney has been working with the United States Inland Fisheries & Wildlife and Trout Unlimited on a grant opportunity to replace the culvert under Slab City Road at the outlet to Coleman Pond because the culvert is deteriorating. The current culvert does not meet the current rules for fish passage. There is a State Water Bond Grant that is looking at culvert crossings to aid fish passage and it's in the works. This culvert project would most likely need to be replaced prior to resurfacing the road again.
- **Nomination Papers:** Bruce Flaherty from Spirit of America is looking for a nomination from the Lincolnville Select Board to nominate a local person or persons.
- **Elections:** The Republican caucus will be on Saturday, March 5<sup>th</sup> at the Belfast High School at 9am and the Democratic caucus will be on Sunday, March 6<sup>th</sup> at the Lincolnville Central School in the Walsh Common at 3pm. Anyone that is currently enrolled in a party and wishes to change enrollment to another party, must do so by February 19<sup>th</sup>, in order to participate in the caucus. If anyone is unenrolled in a party, you can enroll in a party up to the date of the caucus and the registrar will be at the caucus in advance.
- **Harbor Master Guest Mooring:** Kinney reported that he and the Harbormaster have been conversing on the third guest mooring about installation regarding whether to install it or not.

Hardy made a motion to install the third guest mooring prior to May 31, 2016. Laite seconded the motion. The motion passed on a 5-0-0 vote.

4. **Meetings & Announcements:**

David Kinney, Town Administrator read the upcoming meetings.

5. **Upcoming Community Events:**

Gerry reported the Lincolnville Library's Winter Presentation will be held on February 17<sup>th</sup> featuring writer and musician Emily Randolph-Epstein and the bluegrass band Minors Creek. Tickets are \$10 each and all proceeds to benefit the Lincolnville Library.

6. **Meeting Minutes:**

Durity made a motion that the Board approve the January 25, 2016 meeting minutes with Hardy's corrections. Hardy seconded the motion. The motion passed on a 5-0-0 vote.

7. **Liquor License Renewal – Black Horse Inn:**

Francis Gangitano, owner of the Black Horse Inn, called prior to the meeting to say that she would be unable to attend the Select Board meeting due to inclement weather.

Gerry thanked Ms. Gangitano for calling to inform the Board that she would not be able to attend.

Durity made a motion that the Board approve and sign the liquor license application submitted by the Black Horse Inn. Hardy seconded the motion. The motion passed on a 5-0-0 vote.

8. **Fire Station Snowplowing Update:**

Kinney was asked at the last Select Board meeting to work with Chief Ben Hazen regarding snow plowing at the Fire Station and Chief Hazen reported that the Fire Department is all set for the remainder of the winter season as far as plowing.

Gerry and the rest of the Board thanked Chief Hazen for attending the meeting and explained how important it is to have him present.

Gerry also stated he was glad that this issue has been resolved and he encouraged Chief Hazen and his department to take something like this into consideration, as much in advance as possible, at budget time so that the Board can be prepared.

Hazen reported that he has enough guys that plow that are willing to help out for the remainder of this season.

Gerry thanked the entire Fire Department for not only helping with the plowing, but all that they do throughout the year.

Dunn felt that the plowing responsibility should be up to the Town and not the fireman that volunteer to plow the fire station parking lot, since their focus should be on their job. She wanted another conversation at a later date regarding this issue for next year.

Dunn also wanted reassurance from Chief Hazen that he and his crew would be fine with the current plowing situation for the remainder of the winter season. Hazen reassured the Board that he is 100% fine for the rest of this winter.

Laité and Dunn both recommended that the plowing of the Fire Station be included in the next plowing contract.

**9. Veterans Park Update – Jay Foster:**

Jay Foster, member of the Lincolnville Veterans Park Committee reported on the progress with the Veterans Honor Roll. The first order of business by the committee was to give the park a name. The committee is proposing to name the park the Lincolnville Veterans Park, which will house the Veterans Honor Roll.

The Town has designated a site for the new honor roll which will be between the Lincolnville Library and Breezemere Park.

Foster reported the committee worked on some wording dedication for the park and with several submittals, they voted unanimously to go with, “The Lincolnville Veterans Park and will be in honor of those Lincolnville residents who served our nation in times conflict and strife and we dedicate this park in appreciation for your sacrifice and service.” This will somehow be incorporated into the final design.

Foster also noted the WWII Honor Roll has a historical context and the committee voted to keep the WWII Lincolnville Honor Roll as it is, as much as they possibly can by trying to save the materials in it and save the design. This Honor Roll will need to be moved from its present location to an indoor site to allow the structure to dry out.

The Committee has asked Matt Silverio if he would be willing to be a consultant to the Lincolnville Veterans Park Committee, pro bono and he has happily agreed. Silverio will be the architectural consultant and he will be incorporating the suggestions from the committee into the new design. As the committee comes up with specifications on what they would like to have, Walt Simmons will assist in the designing of the honor roll.

Foster noted, “It is very important to the Committee that we not have a library, a Veterans Park and Breezemere Park, instead we would like this to be one park and flow together and design it to be functional and connected. Matt Silverio is talking about using the architectural designs that are in the Breezemere Bandstand and incorporate it into the design for the Veterans Park Honor Roll. The committee would also like to see the new structure sheltered in some way and blend it in with the overall design.

The committee anticipates that the structure will be moved from its current location by the end of the week and taken to a dry facility to inspect the structure.

The committee is also working on criteria to give to the town that would facilitate improving the addition of a name to the list and what would be required to add a name to the honor roll.

#### **10. Lincolnville Sewer District – CDBG Update and Set Public Hearing:**

Paul Lippman, Lincolnville Sewer District reported that Rodney Lynch has been asked to write the application for the CDBG, which is due on March 4<sup>th</sup>. One of the requirements of this application is that the Town of Lincolnville holds a Public Hearing prior to the submission of the application. Therefore; Mr. Lippman asked that the Board hold a Public Hearing on February 22<sup>nd</sup>.

Dunn asked a couple of questions regarding the Community Development Block Grant Cover Sheet and Certifications on page 12 of the 2016 Public Infrastructure Grant Program Application Package.

1. Dunn’s wanted clarification regarding the State Certifications under section C: ***A local cash match that directly relates to the proposed activity and is the equivalent of 25 percent of the project grant award will be provided if the applicant is invited to proceed. This match may consist of all non-CDBG loans, grants, endowments, etc. contributed to the project.***

Mr. Lippman said, “I think we’re in pretty good shape, because of the \$250,000 that they were awarded for the Northern Border Regional Commission, so that is a 50% match that will be applied.

2. Dunn also asked Mr. Kinney for clarification regarding section H on page 13: ***With the exception of administrative or personnel costs, it will verify that no person who is an employee, agent, consultant, officer, or elected official or appointed official of state or local government or any designated public agencies, or sub-recipients which are receiving CDBG funding may obtain a financial interest or benefit, have an interest in or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect to CDBG activities, per 24 CFR Part 570.611.***

Dunn asked Mr. Kinney to follow up on what the term “benefit” means and who may benefit from the results of this grant being awarded. She didn’t want anyone such as a Select Board member, who may be in the sewer district, to be excluded from the program because he or she is a municipal employee and representative.

Kinney spoke with Terry Ann Holden from the Community Block Development Program and she told Kinney that the word “benefit” was meant to mean that if you benefit, like anyone else, you’re ok. If you happen to reside in the district or have business there, then you’re good to go.

**Hardy made a motion that the Board set a Public Hearing for the Community Development Block Grant Program, Public Infrastructure Grant Program for Monday, February 22, 2016 at 6pm in the Town Office. Gerry seconded the motion. The motion passed on a 5-0-0 vote.**

**11. Energy Conservation Opportunities – Energy Com. Of the Lincolnville Community Library:**

Mike Ray and Will Brown, members of the Lincolnville Conservation Commission, came forward to explain that a group of people approached them regarding the possibility of adding solar panels on town-owned property. The steps would include conducting a basic energy audit of all town-owned facilities and investigating the possibility of creating solar electricity for the town through a Power Purchase Agreement. The overall goal is to save the Town of Lincolnville money.

The Conservation Commission is asking the Town of Lincolnville to make all CMP bills available to ReVision Energy for review to help find ways to reduce the carbon footprint by installing solar panels.

Hardy wanted to know if solar panels can be added to an existing building, such as the Town Office or the Fire Station.

John Luft, Revision Energy Branch Manager reported that solar panels can be added to an existing building and a prime example of that would be the Camden Hills Regional High School and the Belfast Fire Department.

Mr. Luft also explained that the first part of this process would be to collect the data and review various accounts to see how much electricity is being used and then look to see if there are any available town owned properties to house the panels.

The Board thanked Mr. Luft for participating in this process as a Lincolnville citizen.

**12. Possible Rules of Procedure Amendment(s):**

Kinney reported that at previous meetings it has come up regarding increasing the lines of communication between the Board and the various Town Committees and Department Heads and to have them come on a more routine basis, to report to the Board.

Kinney added some suggested language to the Rules of Procedure that outlined how an agenda gets put together. He also put a suggested schedule together for the Board and explained the Board can divide up the lists between the two scheduled meetings per month.

Hardy felt it was important to only deal with two or maximum of three Town Committees or Department Heads at any single meeting and she suggested that Kinney even out the meeting schedule.

**Durity made a motion that the Board amend its Rules of Procedure to add a scheduled report by Committee Chairs and Department Heads. Laite seconded the motion. The motion passed on a 5-0-0 vote.**

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

**Hardy made a motion that the Board approve the Treasurer's and Payroll warrants & Coombs Griffin Trust. Durity seconded the motion. The motion passed on a 5-0-0 vote.**

**14. Executive Session: Annual Performance evaluation of Town Administrator (continued) - Title 1 MRSA 405(6)(A):**

**Hardy made a motion that the Board of Selectmen enter into executive session for purpose of the Annual Performance evaluation of Town Administrator pursuant to Title 1 Section 405(6)(A). Gerry seconded the motion. The motion passed on a 5-0-0 vote.**

Upon returning to open session, **Gerry made a motion to extend the Town Administrator's contract through June 2019 and to have the Town Attorney prepare the extension for Board signatures. Laite seconded the motion. The motion passed on a 5-0-0 vote.**

**15. Adjourn:**

**Durity made a motion to adjourn. Hardy seconded the motion. The motion passed on a 5-0-0 vote.**

Respectfully submitted,

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Melissa A. Geary  
Administrative Assistant