

**BOARD OF SELECTMEN
MINUTES OF MEETING
January 25, 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 Gerritsen.

1. Citizens' Forum:

There were none.

2. Administrator's Report:

David Kinney, the Town Administrator, noted:

Dog License: Please register your dog by the end of January to avoid a state-mandated late fee of \$25.00 per dog. Renewals can be processed online through the Town's website, until January 31, 2022, or at the Town Office during regular business hours.

Town Taxes: Kinney was pleased to announce that all of the 2019 Real Estate Taxes have been collected to prevent any foreclosures.

Public Facilities Director: Kinney welcomed David Roundy, Jr. as the Town of Lincolnville's first Public Facilities Director.

David Roundy, Jr., came before the Board and introduced himself. He told the Board that he has been welcomed very nicely by everyone that works in the Town Office. He stated he is excited to be working for the Town of Lincolnville and listed several of the items he will be working on, including an upcoming Harbormaster training class on March 1st.

3. Meetings & Announcements:

Administrator Kinney read the meetings and announcements.

4. Upcoming Community Events:

There were none.

5. Meeting Minutes:

Laite made a motion, seconded by Ray, that the Board approves the January 10, 2022 meeting minutes as presented. The motion passed on a 3-0-2 vote. (Dunn and Barnett-Parker abstained because they were not in attendance for that meeting.)

6. **Liquor License Renewal Application – Beachfront Inc., d/b/a McLaughlin’s Lobster Shack:**

Ray made a motion, seconded by Barnett-Parker, that the Board approve and sign the liquor license application submitted by Beachfront, Inc. doing business as McLaughlin’s Lobster Shack. The motion passed on a 5-0-0 vote.

The Board thanked McLaughlin for attending the meeting.

7. **Board, Committee, & Commission Appointment(s):**

Stephen Hand, a Lincolnville resident, submitted a Committee Interest Form requesting to become a member of the Lincolnville Budget Committee.

Mr. Hand was present and explained he is interested in getting to know more about town finances and explained he was a controller of Maine Sport Outfitters for 15 years and ran his own company for 17 years.

Gerritsen made a motion, seconded by Laite, that the Board appoint Stephen Hand to the Budget Committee as a regular member with a term expiring at the annual town meeting on June 14, 2022. The motion passed on a 5-0-0 vote.

The Board thanked Hand for volunteering his time to serve on the Budget Committee.

Dunn also announced the current vacancies on the following Boards/Committees:

Board of Appeals
Budget Committee
Cemetery Trustees

Board of Assessment Review
Comprehensive Plan Review Committee
Recreation Commission

8. **Review Comprehensive Plan Goals:**

Susan Silverio, a Lincolnville resident and Chair of the Comprehensive Plan Review Committee, came before the Board and explained they are working on the inventory of the 2006 Comprehensive Plan to get a sense of what was accomplished and what remains to be accomplished, and what is on the Board’s wish list.

Silverio offered to read the complete 2006 Comprehensive Plan Assignments to the Board one by one.

The Board felt it would be beneficial to schedule a workshop to discuss all the assignments, then bring those back on a future agenda for more clarity on both sides.

Silverio was in favor of this joint meeting and encouraged the Board to go over the list and remove the items that have been accomplished.

Ray offered to meet with the Town Administrator, Kinney to update the list before holding a joint meeting between the Comprehensive Plan Review Committee and the Select Board.

Dunn thanked Ray for volunteering to work with the Town Administrator and she thanked Silverio for the update.

9. Blanket Firefighter Accident Insurance Coverage:

Kinney updated the Board that in the spring of 2021, the Board discussed the possibility of providing the town firefighters with term life insurance with coverage between \$50,000 and \$100,000.

The Board then charged the Wage & Personnel Policy Board to examine what type of coverage is available and they recommended that the Board go with the Harford Fire Insurance Company.

Barnett-Parker felt that Provident Insurance is a much more comprehensive plan and has a larger payout, especially since the average funeral expense today is between \$15,000 and \$20,000.

Barnett-Parker also reported that the total cost for this coverage is around \$3800 a year and the Town of Lincolnville spends around \$7000 a year just for lawn maintenance for the fire department, therefore he felt that the town should spend half of that amount to give the firefighters adequate coverage.

Gerritsen and Ray were also in favor of this coverage and they both felt this was the right thing to do.

The Wage & Personnel Policy Board recommended that the Select Board be presented with both proposals and the Board felt that both options were good.

Barnett-Parker made a motion, seconded by Gerritsen, that the cost associated with providing Volunteer Firefighter Blanket Accident Insurance Coverage as provided in Plan 3 of the Provident Insurance Company be included in the first draft of the Fiscal Year 23 Municipal Budget. The motion passed on a 5-0-0 vote.

10. Term Limits for Board of Selectmen positions/Possible Town Charter Change:

Barnett-Parker suggested that the voters of the Town of Lincolnville be able to vote to enact term limits for the members of the Select Board.

The main reason for his request is to help encourage and foster involvement from the community and he explained that this was not a personal commentary on anyone who is currently serving or has ever served in the past.

Laite was concerned that setting term limits may be pushing people away that may be interested in serving and he was not willing to get behind this request, although he understands what Barnett-Parker is saying.

Laite felt it was important to have people that are dedicated and have experience.

Gerritsen suggested that it would be important to ask the Town Attorney to spend some time to review this request.

Ray suggested to start by doing a lot of public input and research to see if this works for other towns similar in size to Lincolnville, before putting this forward to a town meeting vote and he felt it would be a good investment.

Barnett-Parker made a motion, seconded by Ray, that the Board request the Town Attorney to outline the steps necessary to include term limits for the Board of Selectmen within the Town Charter. The motion passed on a 3-2-0 vote. (Dunn and Laite opposed.)

11. Policy regarding remote meetings:

Gerritsen explained that Robin Tarantino, the Budget Committee's Secretary, sent an email on January 13th expressing her concerns that the Town of Lincolnville does not offer remote or hybrid meetings. She noted the struggle to achieve a quorum at their last meeting because of the concerns with the recent surge of the new Covid-19 variant, Omicron.

Gerritsen felt it was worth revisiting this agenda item, especially since out of the nine Broadband Committee members, only four were able to meet due to the concerns with the surge of Covid-19 cases.

Barnett-Parker stated, "I think it's extremely important that we at least have this policy, which was discussed back in September, an emergency policy, so that we can continue the business of running the town, especially since we are running into the budget season and if we're not able to do that, I would say a serious problem that verges on emergency."

Dunn wanted to know exactly what the request was being brought to the Select Board at this time.

Barnett-Parker requested that the Board approve a public hearing on this matter, especially since several committee members have asked the Board to consider this request but unfortunately did not approve the ask.

Gerritsen suggested that the Town of Lincolnville purchase an owl camera, which costs approximately \$1000, which can be plugged into the town laptop at the town office, run by the Chair of each committee, to allow some members of that committee to attend from home.

Gerritsen volunteered to run the Zoom component and hold a training session for each of the Committee Chair members.

Barnett-Parker suggested that the owl camera be purchased using ARPA funds which he felt were covered under Covid-19 and therefore the Town could avoid using contingency funds.

Ray suggested that the Hybrid Policy be vetted by the Town Attorney to see if it meets the requirements of the Attorney General.

Dunn also suggested that if it is the wish of the majority of the Board is to move forward and consider this process, then the plan should be worked through by the Town Administrator and brought back to the Board, to make a truly informed decision.

Gerritsen made a motion, seconded by Barnett-Parker, that the Board direct the Town Attorney to review the remote and hybrid meeting policy draft dated September 13, 2021. The motion passed on a 5-0-0 vote.

12. Utility Location Permit Application – Thurlow Road:

Kinney reported that Central Maine Power submitted a utility pole location permit application for a new pole to be located on Thurlow Road.

Ray made a motion, seconded by Laite, that the Board approves and signs the Location Permit (CMP Job # 801000438764) for a new pole to be located adjacent to the Thurlow Road. The motion passed on a 5-0-0 vote.

13. Authority to Post Roads:

Barnett-Parker made a motion, seconded by Gerritsen, that the Board of Selectmen authorize the Road Commissioner and/or the Public Facilities Director to post the roads for weight limits as either deems to be in the best interest of the Town and to remove said positing when the roads can once again properly support the loads. The motion passed on a 5-0-0 vote.

14. Broadband Update:

Gerritsen reported:

- The Broadband Committee recently met with Mark Ouellette from Axiom Technology, LLC.
- Mr. Ouellette will be reviewing Redzone's technology.
- The Island Institute approved the grant application for \$6500.
- The Broadband Committee voted to request \$7500 in the next budget cycle.
- The Broadband Committee would like to use \$2500 for the digital equity plan and \$5000 to put into the Broadband Reserve/Budget for future studies.
- The Broadband Committee would like to get more Lincolnville citizens to do speed tests.
- Barnett-Parker recommended that the Town Office staff hand out slips to encourage Lincolnville citizens to conduct at-home internet speed tests.
- The Committee also recommended holding a raffle to encourage participation in the internet speed test.

- The Board decided to keep the Broadband Update as an agenda item.

15. ARPA Update:

Kinney reported that the United States Department of Treasury issued the final rule for the American Rescue Plan Act money and by the next meeting there will be a list of all ways that the Board can expend this money.

16. Selectmen Update(s):

Laite: No updates at this time.

Ray: No updates at this time.

Gerritsen: There will be a Mid-Coast Solid Waste meeting on January 26, 2022, at 6:30 PM.

Dunn: No updates at this time.

17. 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 5-0-0 vote.

18. Executive Session – Annual Performance Evaluation of Town Administrator Title 1 MRSA Section 405(6)(A):

Ray made a motion, seconded by Barnett-Parker, that the Board enter into executives session for the purpose of conducting the annual performance evaluation of the Town Administrator pursuant to Title 1 MRSA Section 405(6)(A). The motion passed on a 5-0-0 vote.

19. Adjourn:

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

Respectfully submitted,

Melissa A. Geary
Administrative Assistant