

**BOARD OF SELECTMEN
MINUTES OF MEETING
January 28, 2019**

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

Excused: Jon Fishman

The quote was read by Selectman Barrows.

1. Citizens' Forum:

There were none.

2. Administrator's Report:

David Kinney, Town Administrator, reported:

- Dog License: Please register your dogs by the end of January to avoid a late fee of \$25.00 per dog. The public can license their dog online through the Town's web site through the end of January. There are currently 54 dogs in town that have never been licensed. There is a state mandated late fee which goes into effect February 1st.
- Road Repairs: Last week during the major rain storm, there was some storm damage. Bernard Young, Road Commissioner and his crew were out last week repairing several locations around town.
- Donations: Today the Town of Lincolnville received a donation from the Town of Islesboro for the harbor in the amount of \$15,000. Kinney mentioned the Board should be considering, at some point, if we're going to be seeking another donation request from Islesboro for the upcoming year.
- Budget: Kinney will be presenting the Select Board with a draft budget to review in two weeks.

3. Meetings & Announcements:

Town Administrator, Kinney read the upcoming meetings.

4. Upcoming Community Events:

There were none.

5. **Meeting Minutes:**

Laité made a motion to approve the January 14, 2019 meeting minutes as presented. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

6. **Committee Chair and Department Head Update(s):**

- **Veterans Honor Roll Park Committee:**

Jay Foster, Chair of the Veterans Honor Roll Park Committee, came before the Board and presented a brief update. The Committee decided that the Honor Roll itself is finished, and a few new names have been added to the Honor Roll.

There is still approximately \$4100 left in the account, which should be used by the end of this spring on some small projects.

The Committee hopes that once all the small projects are finished, the Town of Lincolnville will support the Veterans Honor Roll Park, in terms of the ongoing maintenance.

Dunn suggested that the Committee submit a proposal to the Budget Committee in terms of what will need to be written into the budget for ongoing care and maintenance.

Foster explained that last year there was a line item amount for \$1,000, which would more than take care of all the maintenance to the site.

Dunn suggested that Kinney and Foster have a follow-up meeting to go over all the numbers and create a plan for the upkeep and maintenance.

- **Inland Waterway Mooring Committee Report:**

Jay Foster, Chair of the Inland Waterway Mooring Committee, came before the Board to give an update. Back in September, the voters created a moratorium ordinance on the inland waterway moorings in Lincolnville and also at that time created an Inland Waterway Mooring Committee.

The first meeting of the Committee was held on December 4, 2018 to review the charge that was set forth by the Select Board. The Committee learned that the State of Maine does not regulate moorings; they leave that up to each municipality.

Foster also noted that the Inland Waterway Mooring Committee met on December 20th with guests Paul Leeper from the Megunticook Watershed Association and Justin Twitchell, Inland Harbor Master from the Town of Lincolnville, to determine if there were any problems.

Foster reported back to the Board that there really isn't any problem to report, such as the issues that Camden is facing.

Foster discussed three areas that could potentially be problematic if something were to happen in said areas.

1. The Narrows
2. Breezemere Park
3. Rt. 52 providing access to Fang Island

At the Committee's last meeting on January 15, the focus was to work on specifics and the Committee came up with the following three suggestions:

1. The first suggestion would be to do nothing.
2. To do a minimum regulatory stand alone ordinance, to allow one mooring per property owner.
3. Create regulatory standards for moorings in the town under an ordinance.

Since the State of Maine does not control the placement of moorings, it was the consensus of the Committee to explore the possibility of creating an ordinance.

Foster proposed that the Board give consideration to extending the moratorium since it would be very difficult to accomplish this in one month or by February 23. This extension would also give additional time to create a draft and allow the town attorney to review the draft and have the ordinance ready by the June town meeting for a vote.

Dunn wanted clarification on whether or not the Camden Select Board formerly charged Paul Leeper with being a representative.

Kinney replied, “Your committee charge tasked the Inland Waterways Mooring Committee to reach out to the Megunticook Watershed Association as well as the other Lakes & Ponds Association, that’s why Leeper has been active.”

Dunn wanted it made clear that Leeper is representing the Megunticook Watershed Association and not the Town of Camden.

The Inland Waterway Mooring Committee has recommended using the Town of Harrison’s Ordinance because it seems to fit the Town of Lincolnville and they recommended that the Town Attorney review it first.

The Board was also in agreement to grant an extension of the moratorium.

The Board thanked Foster for his comprehensive report.

7. Ballfield Discussion with School Representative(s) and Recreation Commission:

The Board invited the members of the Recreation Commission and representative Becky Stephens with the Lincolnville School Board Committee to discuss the Recreation Areas Oversight Policy.

Dunn spoke about a meeting that took place a year ago regarding the shared responsibilities of the ball fields, which are on town owned land, and have been largely taken care of by school resources and volunteers. Unfortunately, now the amount of volunteers have diminished, which has made it extremely difficult to maintain the ball fields.

The Town of Lincolnville recently held a special Town Meeting to move funds, which were not budgeted for, in order to pay for the maintenance that needs to happen before Town Meeting.

Becky Stephens explained that the School Committee is at the point where they need to know what the Select Board is requesting, in terms of what duties the school needs to be responsible for.

Dunn commented that now is the time for greater clarity on how things should be divided up and who will be become responsible for the expense.

Dunn also explained it would make sense to review the list of “maintenance responsibilities” and “school responsibilities” as part of a follow up conversation and

possibly pull out the mowing and weed-whacking, and create a financial analysis of what that would mean in order to possibly consider it for this year's budget planning.

Laité agreed with Dunn but suggested adding aerating to the list that may need to be added to the "School Responsibilities" list.

After a lengthy conversation, the Board decided to task the Recreation Commission with reworking the list to review the different options and rework the shared joint responsibilities.

The Board requested the new updated list as soon as reasonably possible.

The Board thanked everyone involved for attending the meeting and for all their hard work.

8. Set Hearing to consider extension to Inland Waterway Mooring Moratorium:

Barrows made a motion that the Board instruct the Town Administrator to provide notice of a hearing to be held by the Board of Selectmen of February 11, 2019 concerning the possible extension of the moratorium ordinance on inland waterway moorings. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

9. Approve MCSWC Fee Schedule:

Kinney provided an update that last year, the Board heard from MCSWC regarding proposed the bag fees and per ton increases. There was some question regarding the how the fees were adopted and it has been recommended that all four towns reaffirm the fee schedule.

Kinney stated, "It's my understanding that the fee schedule has been re-affirmed by all three of the other communities."

Gerritsen made a motion to approve the FY19 fee schedule and give the MCSW Board of Directors the authority to adjust fees for minor revenue streams as required. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

10. As Board of Assessors – Correct Typographical Error in Commitment Papers:

Kinney told the Board that there was a typo on the property tax commitment papers, where the School/Education Appropriation was listed at \$5,154,600.60 when it should have been listed as \$5,154,600.00.

The Town Attorney suggested the correction be made to the face of the original Certificate of Assessment.

Laité made a motion that we suspend our meeting as the Board of Selectmen and that we convene as the Board of Assessors. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

Laité made a motion that the Board of Assessors make note of the typographical error listed under Assessments, 4. School/Education Appropriation on the 2018-2019 Municipal Tax Assessment Warrant and the Certificate of Assessment to be returned to the Municipal Treasurer on the face of the documents along with the correct amount of \$5,154,600.00 and our signatures. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

Gerritsen made a motion that we adjourn our meeting as the Board of Assessors and reconvene as the Board of Selectmen. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

11. Follow-up from Joint Meeting with Islesboro Board of Selectmen – Joint Committee:

Dunn explained that it was suggested that a sub-committee be formed consisting of a Select Board member from each town, the Islesboro Town Manager, the Lincolnville Town Administrator and a member from each of the Harbor Committees.

Dunn discussed that it might make sense to ask the Town of Islesboro to have two Select Board members, with an alternate member option, in case one of the Board members is unable to attend the meeting, pending approval from Islesboro.

Kinney told the Board he will contact Janet Anderson, Town Manager of Islesboro and the Harbor Committee, with the Board's suggestions.

Ladleah Dunn to be the Lincolnville Board member with Keryn Laité as the alternate. Kinney to reach out to the Harbor Committee seeking a member for the Board to consider.

12. Solar Powered Radar Speed Board Grant Agreement w/ MaineDOT:

Laité made a motion that the Town Administrator be authorized to sign the Cooperative Agreement with the Maine Department of Transportation for the dynamic speed sign. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

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

Gerritsen made a motion that the Board approve the Treasurer's and Payroll warrants. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

14. Executive Session:

Laité made a motion that the Board of Selectmen enter into executive session for purpose of conducting the Annual Performance Evaluation of the Town Administrator pursuant to Title 1 MRSA Section 405(6)(A). Barrows seconded the motion. The motion passed on a 4-0-0 vote.

15. Adjourn:

Gerritsen made a motion to adjourn. Laité seconded the motion. The motion passed on a 4-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant