

**BOARD OF SELECTMEN
MINUTES OF MEETING
July 24, 2017**

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

Excused: Jon Fishman

The quote was read by Selectman Gerritsen.

1. Citizens' Forum:

There were none.

2. Administrator's Report:

David Kinney, Town Administrator, reported:

- Culvert: The Slab City Road culvert project is going along swimmingly. The concrete footings were placed last week and so far the project is on schedule.
- Road Side Mowing: This project has been completed. The state roadside mowing is not finished. The fire station field mowing project will be done within the next couple of weeks.
- Pier Deck: Kinney recently talked with Steve Ruell regarding how important securing the pier decking was. Ruell stated, "The planks do brace the underneath, but you don't need every plank nailed all that well to do that. An individual plank will have very little or no influence on the overall stability of the pier."

Ruell also told Kinney if there are only a few planks that need attention, you could remove the old nails, re-nail with longer nails in the same hole or putting on stainless steel screws that could be removed at a later date.

Kinney suggested having this conversation with the Harbor Committee and the Harbormaster at the next Harbor Workshop. Kinney also mentioned that the pier is not in imminent danger of collapsing.

3. Meetings & Announcements:

Kinney read the upcoming meetings.

4. **Upcoming Community Events:**

There were none.

5. **Meeting Minutes:**

Dunn requested that line 203 through 205 be corrected to reflect a question rather than a statement of fact. Correction made.

Gerritsen made a motion to approve July 10, 2017 meeting minutes with the addendum as presented. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

6. **Board, Committee and Commission Appointments:**

Barrows made a motion to appoint Emily Flaherty to the Board of Appeals as an alternate member with a term expiring in June 2018. Gerritsen seconded the motion. The motion passed on a 4-0-0.

The Board thanked Flaherty for attending the meeting and volunteering to be on the Board of Appeals as an alternate member.

7. **Gillmor Lot – Kendall Marden, IF&W:**

Kinney explained that the State of Maine acquired a piece of property from Mr. Gillmor that abuts the Ducktrap River, which was made up of several parcels. In 2014, a portion of the lot referred to as the Coleman-Cilley lot was sold to the State of Maine.

Last year, the Town of Lincolnville was approached by Scott Dickerson from Coastal Mountains Land Trust regarding an action to clear the title, so the town could transfer ownership. A memorandum of understanding was put together on how the Town of Lincolnville wanted to move forward to put this request to the voters for a certain amount of money, which would be determined once an appraisal is complete.

Kendall Marden, Assistant Regional Biologist with the State of Maine Inland Fisheries and Wildlife stated he wished that this project was moving forward at a faster pace. He stated that the State is still very interested in acquiring this parcel and would hope to move forward within the next couple of months. At this point, he wanted to give the new Board members an overview and explain that the goal would be to have the comments from legal from the State of Maine.

John Gioia, new representative from CMLT, introduced himself to the Board and offered to answer any questions from the Board.

Marden reminded the Board that the State and CMLT have monies that are dedicated to this particular project.

Kinney noted that if the Board is still willing to move forward with the concept, this request will need to go to a town meeting vote at some point.

Kinney recommended the Board wait to hear back from Marden with the edited version of the draft; then the Board can then forward this to the town attorney.

The Board thanked Marden & Gioia for attending the meeting and giving an update.

8. Consideration of Lincolnville Business Group Donation – Flag Holders and American Flags:

Erin Shirley, Vice President of the Lincolnville Business Group, explained that the group would like to make a donation of American flags and hardware to be installed on the sidewalk light posts along Route 1 at the Lincolnville Beach to start before Memorial Day and removed the week after Labor Day.

The Lincolnville Business Group also agreed to be in charge of putting the flags up each year and in charge of taking them down as well as maintaining any damage to the light posts.

Dunn thanked Shirley for giving consideration which the Board requested and for taking the time to come up with a comprehensive agreement to work together.

Kinney noted that the Town's insurance company was contacted and as long as the flags are property of the town and installed on town property, then the Town of Lincolnville would be covered, should anything happen from said flags.

Barrows made a motion that the Board accept the donation of the American Flags and associated hardware from the Lincolnville Business Group for display on the sidewalk light poles at the Lincolnville Beach. Gerritsen seconded the motion. (No vote followed.)

Barrows made an amended motion that the Board accept the donation of the American Flags and associated hardware from the Lincolnville Business Group for display on the sidewalk light poles at the Lincolnville Beach with the agreed timeframe. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

The Lincolnville Business Group also requested approval to purchase and install lighted evergreen wreaths to be attached to the horizontal banner post of each light post during the months of December and January.

Gerritsen wanted to make sure the wreaths would also be covered by the town's insurance policy and Kinney said they would be covered because they are being donated to the town.

Dunn was not opposed to this request and the Board concurred.

Barrows made a motion that the Board accept the generous donation of the Lincolnville Business group of the evergreen wreaths for each of the sidewalk light posts for hanging during the months of December and January. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

The Lincolnville Business Group is also interested in fixing up the information sign located at the Lincolnville Beach, but was not sure who owned the sign.

Kinney noted that this sign was not the property of the Town of Lincolnville and he believed the sign belonged to the Lincolnville Business Group.

9. Application for Catered Function by Qualified Catering Organization:

Barrows made a motion that the Board approve the Application for Catered Function by Qualified Organization as submitted by Mainely Bartenders for an event occurring on July 29th between the hours of 4PM and 8PM. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

10. Consideration of Establishing a Junior Firefighter Program:

Chief Gibbons stated that the Lincolnville Fire Department would like to create a Junior Firefighter Program. When these types of programs are done properly it not only benefits the Fire Department and it benefits the young adults entering into the program.

Gibbons noted that this type of program has worked very well for other local towns.

Laité wondered how this program would be funded.

Chief Gibbons explained, "As far as the funding, we would enroll them into the program with the firefighters and we would suggest that they may want to take the Firefighters/EMT Program at Region 8, and once they graduate, they would receive a Firefighter II and EMT basic training certificate. As far as pay, we would need to review what other local departments are doing right now. We would reimburse them for training and meetings. However, they would not be allowed to fight fires until they reach the age of 18 years old."

The Board thanked Chief Gibbons for attending the meeting.

Barrows made a motion that the Board approve the establishment of a Junior Firefighting program following the guidelines presented to us and the Junior Firefighter Parental Consent Form and Participant Release. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

11. MDEP Correspondence –Millington Enterprises Site, 133 Thurlow Road:

Laite stated he was shocked that material is still being removed from this site. He also wanted to know what the Department of Environmental Protection thinks that the Town of Lincolnville should still consider removing.

Kinney had not had a conversation with Danielle Obery, Uncontrolled Sites Project Manager, regarding exactly what the Department of Environment Protection thinks the Town of Lincolnville should still remove. However; based on the letter from Obery it appears that it would be the removal of the building.

Kinney did not recommend that the Town become involved in the cleanup efforts but offered to invite Obery to a future Board meeting to discuss this issue, if the Board felt it necessary.

The Board concurred with Kinney and recommended that the Town of Lincolnville not get involved in the removal of waste material.

Gerritsen made a motion that the Town Administrator inform the Maine Department of Environmental Protection that the Town does not wish to contribute financially to conduct additional removal of material from the site at 133 Thurlow Road. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

12. Resignation – Finance Director:

Barrows made a motion that we accept with regret the resignation of Jodi Hanson. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

Laite felt this was unfortunate and a huge loss for the Town of Lincolnville, but thanked her for her years of service and wished her well with her new position with the Town of Camden.

Barrows thanked Hanson for the years that he had the pleasure of working with her.

Dunn stated she will be missed and has been a huge help, especially during budget season.

Barrows made a motion that the Town Administrator be authorized to utilize the services of Jodi Hanson as an on-call employee at the same hourly rate as she is currently paid until such time as he or the Board deems it unnecessary. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

Kinney noted that Hanson graciously agreed to work with the Town of Lincolnville during the transition, on a part-time basis as we search for her replacement.

13. Review Proposed Workshop Schedule:

Kinney stated the Board has sought to meet with the following groups and he requested that they confirm a date and time to meet.

The Town of Lincolnville is currently seeking applications for the position of Finance Director/Welfare Director/Tax Collector and the Board needs to schedule a time to conduct interviews.

The Board will be responsible for hiring the new employee and to keep it moving, Kinney offered to be the person to review the initial applications and sort through the applications and present them to the Board. Gerritsen offered to assist Kinney with the initial review and by consensus the Board concurred.

The Board decided to conduct interviews for the Finance Director on August 15th.

The Board decided to meet with the Route 1 Advisory Committee on September 5th at 6:00PM.

The Board sought to meet with the Islesboro Board of Selectmen in a joint Board meeting on September 5th and before the Route 1 Advisory Committee meeting.

The Board decided to meet with the E-Team on September 18th at 5PM.

Board members wanting to schedule an individual tour of Town owned properties should contact the Town Administrator directly.

The Board decided to meet with the Harbor Committee on Monday, August 21st at 7PM.

14. Electrical Permit Fees:

Barrows made a motion that the Board approve the revised Application for Electrical Permit and associated fees as submitted by the Electrical Inspector. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

15. Waldo County Budget Committee:

Barrows made a motion that we inform the Waldo County Commissioners and Budget Committee that Lincolnville Board of Selectmen would like to fill the seat vacated by former Lincolnville Selectman Durity by current Selectman Josh Gerritsen. Laite seconded the motion. The motion passed on a 3-0-1. (Gerritsen abstained.)

16. Rescind Parking Ticket/Fee Policy:

Gerritsen made a motion that the Board rescind the Parking Ticket/Fee Policy dated July 30, 1990. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

17. Electronic Marriage Registration System (Wedding License):

Barrows made a motion that for the next three months the Board establish a starting time for marriage licenses of 3:30PM or by appointment and that the Town Administrator report back to the Board at the end of the three month period the need to extend or alter this policy and that the policy be posted in the Town Office and on the Town web site. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

18. 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.

19. Adjourn:

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

Respectfully submitted,

Melissa A. Geary
Administrative Assistant