

**TOWN OF LINCOLNVILLE
SELECT BOARD MEETING
July 24, 2023**

Present: Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Mike Ray, Steve Hand, Robyn Tarantino and Town Administrator, David Kinney

The quote was read by Laite.

1. **Citizens' Forum:**

There were none.

2. **Administrator's Report:**

David Kinney, the Town Administrator, noted:

- Executive Session: Kinney requested that the Select Board add an agenda item because the item arose on Friday, which was after the agenda was posted, a request for the possible acquisition of real property.

Hand made a motion, seconded by Ray, that at the request of the Town Administrator that an item regarding the possible acquisition or disposition of real property be found to have arisen after the agenda was posted and should not wait until the next Board meeting but rather be added to the Board's July 24th agenda. The motion passed on a 5-0-0 vote.

- Public Facilities Director: In May the Select Board assigned Town Administrator, Kinney and Select Board member Hand the task of reviewing the applications for the Public Facilities Director position.

Kinney wanted clarification on whether or not that meant conducting a first interview or just a paper exercise.

Dunn was under the impression that it would be a first-pass interview to narrow down the final candidate.

- Tennis Court: The tennis court project was to start today July 24 but the company has been delayed, so now they plan to start the resurfacing tomorrow, July 25.
- Bandstand: The roofers are scheduled to show up this week to start on the Breezemere Park Bandstand and the picnic shelters at Penobscot Park.

- Tree Removal: The tree removal has started at one section of Tucker Brook Road has been done in preparation for ditching, which should be done later this fall.
- Lincolnvile Improvement Association: Kinney had the pleasure of being the guest speaker at the LIA meeting last Thursday, July 20, 2023.
- Calderwood Road: The engineers have completed the first pass on Calderwood Road. Kinney explained that the Town has the option of conducting a neighborhood meeting or a meeting to update the Select Board on the design and he wanted the Board's input.

Laite stated, "I feel it would be good to do both, and I feel it's important for the taxpayers on that road to know exactly what is going on and a timeline."

The Select Board decided to offer the residents of Calderwood Road an option with several dates and possibly on a regular agenda night.

3. **Meetings & Announcements:**

Administrator Kinney read the meetings and announcements.

4. **Upcoming Community Events:**

There were none.

5. **Meeting Minutes – July 10, 2023:**

Laite made a motion, seconded by Hand that the Board approves the July 10, 2023, meeting minutes as presented. The motion passed on a 5-0-0 vote.

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

Tarantino made a motion, seconded by Ray, that the Board appoints Tim Guilfoyle as an alternate member to the Conservation Commission with a term expiring June 2024. The motion passed on a 5-0-0 vote.

7. **Thurlow Road Status – Miriam Browning:**

Miriam Browning, the resident of 413 Youngtown Road, came before the Board with her realtor, Scott Crockett with questions regarding her property which is also along Thurlow Road. This property was recently surveyed which shows that the property is currently 35.75 acres and she recently listed 25 acres for sale.

Scott Crockett wanted to know if a section of the Thurlow Road was ever been formally discontinued or abandoned, which he explained was mentioned by the surveyor. He explained that when a property is abandoned, often times there would be some type of easement.

Crockett stressed that Ms. Browning isn't seeking to reopen the Thurlow Road to make it one continuous road, but since there is a timetable involved. He was trying to find out when the road was abandoned or discontinued, which he explained should be documented at the Town Office.

Crockett explained they simply need to know what effect this would have regarded whether or not a recreational easement exists and figure out exactly where the discontinuation or abandonment points are and we need to get a legal opinion on this issue.

Laité wanted to know what Ms. Browning's end result was and if she is trying to put in a driveway to her land.

Browning stated, "I want a driveway to this land where it comes to the road. If it is abandoned and the property is sold it would state that this property then is owned by this new owner and this is an old historical road and it means something to the Town."

Chair Dunn explained that the information is obtainable and researchable however, this is not a municipal issue or a priority of the Town or the Lincolnville Select Board, it would be a private issue.

Chair Dunn noted that if Ms. Browning hired an attorney, the Town of Lincolnville would be disposed to help provide this information.

Chair Dunn thanked Browning for coming before the Board.

8. **Heart & Soul Team Update:**

Cynthia Dunham, member of the Heart & Soul Committee, came before the Board with the following updates:

- The Heart & Soul Committee felt the Potluck before the Town Meeting was very successful and looking forward to having one again in the future.
- This summer, the Committee is looking at obtaining, "thin data" which is to find out what citizens like about the Town of Lincolnville and what those individuals would like to see in the future.
- The students at the Lincolnville Central School participated in a survey before the end of the school year, along with setting up a table at the Strawberry Festival to gather data.
- Later this summer, the Committee will ask the Coleman Pond Association to take this survey, a table will be set up at the Blueberry Wing Ding, the Lincolnville Arts Festival and the group is encouraging neighborhoods to hold pot-luck suppers.
- Dunham also explained the Committee has created a small card with a QR-Code, which has a link to the survey to help obtain demographic information.
- The Committee is also interested in obtaining, "thick data" which is story gathering by holding interviews to find out what matters most, what brings people to Lincolnville,

what would they would like to see be here in 10 years, and what would make staying here easier or possible?

Dunham told the Board that her team has a demographics sheet that they give to everyone, which contain the following question:

- How long have you lived in Lincolnville?
- Are you a full-time resident?
- Are you a business owner?
- Are you a former resident?
- Are you a part-time resident?
- Are you a seasonal resident?
- Are you a property owner?
- Are you a non-resident?
- Other?

Dunham also explained one of the ways the process works is to find connectors.

Laite suggested finding ways to reach out to the aging citizens of the Town of Lincolnville to help find the balance and the end results.

Tarantino explained that the Heart & Soul Team is also trying to reach out to farmers, fishermen, or individuals that work remotely and various stakeholders to make sure every group is represented.

Dunham also noted that the next step, after all the data is compiled, is to make vision statements.

The Board thanked Dunham for her fantastic update.

9. **Ferry Service for Rural Communities Program:**

At the last Select Board meeting, the Board declined to write a letter of support for a grant application for a ferry terminal project that supports service between the Town of Lincolnville and Islesboro, because they did not send a representative to attend the Board meeting to have a conversation.

Chair Dunn told the Board there were several things that concerned her such as rebuilding the terminal to extend it, a larger ferry to hold more cars, passengers, more trips, and a charging station for the new plug-in hybrid ferry.

Chair Dunn's stated, "I'm concerned with the already over-taxed parking situation at the harbor, the part that the ferry already plays in our over-taxed waterfront, and with that in mind, I wanted the Select Board to have a discussion to invite this individual to come to a meeting to help rectify some of the existing issues."

The Board also suggested inviting the Harbor Committee members to be a part of this discussion.

The Board suggested Kinney reach out and invite a representative from the Maine DOT or Maine State Ferry Service to attend a future Board meeting.

10. **Boards, Committees, and Commissions Roles and Guidelines:**

Ray made a motion seconded by Laite that the Board adopts the Boards, Committees, and Commissions Roles and Guidelines as amended and that the guidelines be distributed by the Town Administrator to all Board, Committee, and Commission Chairs for review with their respective committees. The motion passed on a 5-0-0 vote.

11. **Maine Municipal Association Vice President & Executive Committee Ballot:**

Ray made a motion seconded by Hand, that the Board cast our Maine Municipal Association Voting Ballot for the candidates proposed by the MMA Nominating Committee. The motion passed on a 5-0-0.

12. **Meeting with Northport Select Board:**

Kinney explained that the Town of Northport reached out to the Town of Lincolnville regarding holding a joint Select Board meeting to have a meet and greet in the fall.

The Northport Select Board meets on the same night as the Lincolnville Select Board therefore possibly an off-meeting Monday night would work best.

The Town of Northport has offered to host the meeting at the Northport Town Office.

13. **Edward Byrne Memorial Justice Assistance Grant:**

Kinney reported that the Town of Lincolnville is eligible to receive up to \$1,036 from the Edward Byrne Memorial Justice Assistance Grant Program. The Lincolnville Select Board can choose not to accept and vote to reallocate the funds to the Waldo County Sheriff's Office.

Hand made a motion, seconded by Laite, move to have the Town Administrator complete the JAG Memorandum of Understanding seeking to reallocate the Town of Lincolnville funds to the Waldo County Sheriff's Office. The motion passed on a 5-0-0 vote.

14. **Selectperson Update(s):**

Laite: No updates at this time.

Ray: No updates at this time.

Hand: The Lincolnville Fire Department had a great turnout on July 20, 2023, for their open house.

Tarantino: No updates at this time.

Dunn: No updates at this time.

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

Hand made a motion, seconded by Laite, that the Board approves and signs the Treasurer's and Payroll warrants. The motion passed on a 5-0-0 vote.

16. **Executive Session:**

Laite made a motion, seconded by Ray, that the Board enter executive session pursuant to Title 1 MRSA Section 405(6)(C) regarding the possible acquisition or disposition of real property. The motion passed on a 5-0-0 vote.

17. **Adjourn:**

Ray made a motion, seconded by Laite, that the Board adjourn. The motion passed on a 5-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant