

**TOWN OF LINCOLNVILLE
SELECT BOARD MEETING
June 26, 2023**

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

Excused: Robyn Tarantino

1. Executive Session - Title 1 MRSA Section 405(6)(E) – Consultation with Town Attorney regarding the legal rights and duties of the Select Board regarding a road matter:

Laite made a motion, seconded by Ray, that the Board enter executive session pursuant to Title 1 MRSA Section 405(6)(E) for consultation with the Town Attorney regarding a road matter. The motion passed on a 4-0-0 vote.

Upon returning to open session, the quote was read by Ray.

2. **(6PM +/-) Citizens' Forum:**

There were none.

3. **Administrator's Report:**

David Kinney, the Town Administrator, noted:

- Mowing: Laite wanted to know why the mowing at the Lincolnville Fire Department had not been addressed at this point and he was concerned that the rest of the town properties looked the same.

Kinney explained that the delay at the Fire Station was due to the prolonged rainy weather. Penobscot Park has been recently mowed. Mowing at the other town properties was behind schedule.

- Sand/Salt Shed: Kinney reported that the contractor has been making repairs to the back wall of the sand/salt building.
- Winter Roads: The contractor is prepared to put up the sand as soon as the Sand/Salt Shed is repaired.

4. **Meetings & Announcements:**

Administrator Kinney read the meetings and announcements.

5. **Upcoming Community Events:**

On Saturday, July 8, 2023 the annual fund-raiser Strawberry Festival will take place in Lincolnville starting at 9 AM with the parade at 10 AM.

6. **Meeting Minutes – June 12, June 15 & June 20, 2023:**

June 12, 2023-

Laite made a motion, seconded by Ray that the Board approves the June 12, 2023, meeting minutes as presented. The motion passed on a 3-0-1 vote. (Hand abstained.)

June 15, 2023-

Laite made a motion, seconded by Hand, that the Board approves the June 15, 2023 meeting minutes as presented. The motion passed on a 4-0-0 vote.

June 20, 2023-

Hand made a motion, seconded by Laite, that the Board approves the June 20, 2023 meeting minutes as presented. The motion passed on a 4-0-0 vote.

7. **Smoking at Breeze mere Park – Scott Browning:**

Scott Browning, a Lincolnville resident, came before the Select Board to address his concerns with smoking at Breezemere Park to seek the best ways to address this issue and come up with a solution.

Browning noted the Town of Lincolnville made the Smoke-Free Parks & Recreation Policy which became effective on June 12, 2017, to protect children from the potential dangers of secondhand smoke while at play in the town parks.

Browning explained that Breezemere Park has a hand-painted no smoking sign, but wondered if adding additional signage around the park would help.

After a brief discussion, the Board decided on the following solutions:

- Remove the receptacle that allows individuals to dispose of cigarette butts, which is adjacent to the grills.
- The Board recommended adding official No Smoking signage around the park.
- Ray recommended getting the word out in the newspaper to increase public awareness.

The Board thanked Browning for attending the meeting and bringing this to the Select Board's attention.

8. (6:30PM) Public Hearing - Special Amusement Permit for Lobster Pound Restaurant:

Hand made a motion, seconded by Laite, that the Board opens the public hearing concerning the Special Amusement Permit Application filed by the Lobster Pound Restaurant. The motion passed on a 4-0-0 vote.

No public input.

Hand made a motion, seconded by Laite, that the Board closes the public hearing. The motion passed on a 4-0-0 vote.

Laite made a motion, seconded by Hand, that after having held a public hearing, that the Board finds that the application submitted by the Lobster Pound Restaurant complies with the standards set forth in the Ordinance Governing the Issuance, Suspension and Revocation of Special Amusement Permits for the Town of Lincolnville and the permit be granted. The motion passed on a 4-0-0 vote.

9. Request for Extension of License Privileges – Cellardoor Winery (7/13, 7/27, 8/10 & 8/24):

Laite made a motion, seconded by Hand that the Board approves and signs the Requests for Extension of License Privileges for an On-Premise Establishment as submitted by the Cellardoor Winery for the dates of July 13th and 27th, and August 10th and 24th between the hours of 3-6 PM.

10. Mid-Coast Council of Governments – Request for Grant Letter of Support & General Assembly:

Ray explained that this is essentially is to write a letter of support on behalf of the Mid-Coast Council of Governments for their efforts for the Community Resilience Partnership Service Provider grant application.

Ray will reach out and invite a representative to attend a future Select Board meeting in July.

Ray also reported that the Mid-Coast Council of Governments general assembly is taking place next week and they would like two representatives from each town in attendance.

Ray volunteered to attend the next meeting on Thursday, June 29th and will report back to the Select Board.

Dunn made a motion, seconded by Laite, to appoint Mike Ray as Lincolnville's representative to attend the Mid-Coast Council of Governments Annual General Assembly Business Meeting. The motion passed on a 3-0-1 vote. (Ray abstained.)

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

Laite made a motion, seconded by Hand, that the Board appoints the Committee members requesting re-appointment to the positions and terms set forth on the Expiring Committee Terms list dated June 23, 2023. The motion passed on a 4-0-0 vote.

Dunn made an amended motion, seconded by Laite, to appoint Steve Hand to the Mid-Coast Solid Waste Board of Directors to fill the vacant position. Dunn withdrew her motion.

Dunn made a motion, seconded by Ray, to appoint Keryn Laite, Jr. for a 3-year term & Steve Hand to fill Gerritsen's term on the Mid-Coast Solid Waste Board of Directors. The motion passed on a 4-0-0 vote.

Laite made a motion, seconded by Ray, to appoint Ladleah Dunn and Steve Hand to the Emergency Medical Services Performance Review Committee as a regular member with a term expiring in June 2024. The motion passed on a 4-0-0 vote.

The Board decided to wait on the appointments to the Land Use Committee until the Select Board can create a draft charge and add that to the next Select Board agenda and then review adding the list of individuals interested in serving on the Land Use Committee.

The Select Board recommended trying to assemble the Board's initial priorities and then have that draft available for a future workshop between the Planning Board, Select Board and the Code Enforcement Officer, Frank Therio.

12. **Adopt, Renew, Amend or Rescind Board Policies:**

- Rules of Procedure – Lincolnville Select Board:

Laite made a motion, seconded by Hand, that the Select Board adopts the proposed Rules of Procedure – Lincolnville Select Board for the coming fiscal year. The motion passed on a 4-0-0 vote.

- Policy on Treasurer's Disbursement Warrants for Employee Wages and Benefits:

Laite made a motion, seconded by Hand, that the Select Board approves the Policy on Treasurer's Disbursement Warrants for Employee Wages and Benefits dated June 26, 2023. The motion passed on a 4-0-0 vote.

- Policy on Treasurer's Disbursement Warrant of State Fees & Revenues:

Hand made a motion, seconded by Laite, that the Board approves the Policy on Treasurer's Disbursement Warrants for Sending Revenue Collected on Behalf of the State to the Appropriate State Agency dated June 26, 2023. The motion passed on a 4-0-0 vote.

- Policy on Treasurer's Disbursement Warrant for Municipal Education Costs:

Hand made a motion, seconded by Laite, that the Board approves the Policy on Treasurer's Disbursement Warrants for Municipal Education Costs dated June 26, 2023. The motion passed on a 4-0-0 vote.

13. Appointment of Municipal Officials:

Laite made a motion, seconded by Ray, that the Board appoints the individuals listed to the positions shown on the sheet entitled Town Official Appointment Papers and dated June 26, 2023. The motion passed on a 4-0-0 vote.

14. Assessors' Agent FY 24 Contract:

Hand made a motion, seconded by Laite, that the Board approves and authorizes the Town Administrator to sign the Contract for Assessing Services with Fort Halifax Appraisals for Fiscal Year 2024. The motion passed on a 4-0-0 vote.

15. FY 24 Septage Disposal Agreement:

Ray made a motion, seconded by Laite, the Board approves and signs the Septic Waste Disposal Facility Agreement with Interstate Septic Systems, Inc. for Fiscal Year 2024. The motion passed on a 4-0-0 vote.

16. Appointment of Waldo County Budget Committee Member:

Dunn made a motion that the Board appoints Robyn Tarantino to the Waldo County Budget Committee with a term ending December 31, 2023. The motion passed on a 4-0-0 vote.

17. Appointment of Athletic Infrastructure Committee Members:

Laite made a motion, Hand seconded the motion, that the Board appoints Peter Rollins to the Athletic Fields Infrastructure Committee as the representative of the Recreation Commission. The motion passed on a 4-0-0 vote.

Hand made a motion, seconded by Laite, that the Board appoints Mike Egeland to the Athletic Fields Infrastructure Committee as the stakeholder representative and that this appointment be forwarded to the School Committee for concurrence as required by the charge. The motion passed on a 4-0-0 vote.

18. Selectperson Update(s):

No Select Board updates at this time.

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

Laite made a motion, seconded by Ray, that the Board approves and signs the Treasurer's and Payroll warrants. The motion passed on a 4-0-0 vote.

20. **Executive Session – Title 1 MRSA Section 405(6)(A) & Title 22 MRSA Section 4306:**

Laite made a motion, seconded by Hand, that the Board enter into executive session pursuant to Title 1 MRSA Section 405(6)(F) and Title 22 MRSA Section 4306. The motion passed on a 4-0-0 vote.

21. **Adjourn:**

Ray made a motion, seconded by Laite, that the Board adjourn. The motion passed on a 4-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant