

**BOARD OF SELECTMEN
MINUTES OF MEETING
March 13, 2017**

Present: Chair, Ladleah Dunn, Arthur Durity, Keryn Laite, Jr., Rosey Gerry, David Barrows, and Temporary Town Administrator, Jodi Hanson

The quote was read by Selectman Durity.

1. Citizens' Forum:

There were none.

2. Administrator's Report:

Jodi Hanson, Temporary Town Administrator, reported:

- Nomination Papers: All nomination papers are available starting Monday, March 20th and are due back May 1st by 5pm. The following positions are available:

Board of Selectmen:	2 Positions for 3 year terms
Lincolnvile Central School Committee:	2 Positions for 3 year terms
CSD School Committee:	1 Position for a 1 year term
Budget Committee:	3 Positions for 3 year terms
	1 Position for a 1 year term

- Bids: The culvert project on Slab City Road is out to bid. If all goes well, the start should be mid July and should be completed before school starts in the fall. If anyone would like a copy of the bid specs, please call Gartley & Dorsky at 236-4365.
- Meetings: Lincolnvile Central School Budget Workshop has been rescheduled to Tuesday, March 21st due to inclement weather.

3. Meetings & Announcements:

Chair, Dunn read the upcoming meetings.

4. Upcoming Community Events:

The Lincolnvile Library has decided to cancel all of their programs for March 15, 2017 due to inclement weather.

5. Meeting Minutes:

Durity made a motion to approve the February 27, 2017 meeting minutes as presented. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Durity made a motion to approve the March 2, 2017 meeting minutes as presented. Laite seconded the motion. The motion passed on a 5-0-0 vote.

Durity made a motion to approve the March 6, 2017 meeting minutes with minor corrections. Laite seconded the motion. The motion passed on a 5-0-0 vote.

6. Liquor License Renewal Applications:

Durity made a motion that the Board approve and sign the liquor license application submitted by the Black Horse Inn. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Gerry made a motion to table the liquor license submitted by the Inn at Ocean's Edge to allow a representative from the inn to be present. Laite seconded the motion. The motion passed on a 5-0-0 vote.

Barrows made a motion that the Board approve and sign the liquor license application submitted by McLaughlin's Lobster Shack. Durity seconded the motion. The motion passed on a 5-0-0 vote.

7. Board, Committee and Commission Appointment(s) – Route 1 Advisory Committee:

Durity made a motion that the Board appoint Don Shirley to the Route 1 Advisory Committee with a term expiring June 2017. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Don Shirley came forward and explained he is the new owner of the Spouter Inn Bed & Breakfast. His major concerns are, speed at the beach, upkeep and maintenance of Route 1.

Durity recommended that the Board have available the Charge for the Route 1 Committee. Durity recommended that it be worth reading before Shirley jump in.

Jodi offered to email the Charge to Shirley.

Shirley wants to be a part of something that can help make Route 1 better.

The Board welcomed Shirley to the Community.

8. Lifeflight Presentation – Amy Root:

Amy Root, Director of Development, thanked the Board for inviting her to attend the meeting and for including Lifeflight in the town's budget. Lifeflight is Maine's only air helicopter medical service, which operates two helicopters and one airplane is scheduled to add a third helicopter this spring. One helicopter is based in Lewiston at Central Maine Medical Center, one in Bangor at Eastern Maine Medical Center, with plans to open a third base in Southern Maine. The fixed-wing aircraft is also medically outfitted and is based in Bangor.

Lifeflight's mission is to transform the critical care transport medicine system into an integrated, high quality, patient-centered system worthy of the public's trust.

Lifeflight is a nonprofit service, completely funded by individuals, donations, foundations, corporations and all privately funded. This allows them to maintain the purchase and maintenance of the aircrafts as well as the medical equipment on board, the staff training.

Root stated that part of their fundraising is to go out to towns in Maine and ask for consideration to be added into the town's annual budget. This year was the first time that Lifeflight requested funds from the Town of Lincolnville. There are a total of 154 towns in Maine that now support Lifeflight with a total dollar amount over \$150,000.

Since 1998, Lifeflight has transported 50 Lincolnville patients and last year transported 3 Lincolnville residents.

This year Lifeflight asked the Town of Lincolnville for a donation of \$541. This is formulated based on \$1.00 per person, per population up to 1000 and then .50 for towns over 2000 and for Lincolnville it would be .25 per person.

Root stated that she would like to be able to add Lincolnville to the map with all the other 154 towns in Maine that already contribute.

The Lifeflight Foundation's yearly budget is approximately \$2.2 million and the operating budget is closer to \$14 million.

The Board thanked Root for taking the time to give her Lifeflight of Maine presentation.

9. Aging Well in Waldo County – Waldo County Commissioner Betty Johnson:

Betty Johnson came before the Board back in October, to talk about Aging Well in Waldo County, which has advanced since then. The group has organized a little bit more and there is now a survey. Anyone 50 and over is encouraged to complete the

survey online at www.agingwellinwaldocounty.org or you may stop by the Town Office to pick one up.

The mission of the survey is to identify and address the needs of aging friends and neighbors. This group's focus is for a safe, healthy, supportive and fun community for those 50 years of age and older.

10. MCSWC – Jim Guerra & Tom Ford:

Jim Guerra, Manager of MCSW presented the Board with a memo and overview of the following:

- In 2007, total expenditures for MCSW were approximately \$1.8 million. In 2018, expected expenditures are approximately \$2.1 million. This is an 8% increase over eleven years.
- In 2007, the assessment to towns was \$678 thousand. In 2018, the assessment is expected to be \$560 thousand, down 17% since 2007.
- In this time, operational revenues went from \$1.2 million \$1.5 million or up about 25%. Bags went from \$1.00 to \$2.00 which represents the single biggest source of revenue (220K).
- Operational revenues covered 66% of the budget in 2007 and 71% in the proposed 2018 budget.

Over this span of time, assessments dropped steadily as low as \$480K in 2014 and stayed below \$490K through this current fiscal year. During this time, there was at least a discussion, however short, that the optimal ratio may have been overshot.

On the table are:

- An evaluation of the current recycling program including the efficacy of pursuing single sort as a means of increasing participation and our recycling rates.
- An evaluation of the potential for organics management as a means to further divert materials from the waste stream.
- An evaluation of the roadblocks to better recycling by private haulers and businesses.
- Identify best practices for efficient hauling of out-going materials for example, hauling in tractor trailers rather than roll off containers to achieve large payloads and fewer trips.

In response to these subjects/endeavors, the Board of Directors approved the following:

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Administrative-

- New Position: Recycling Outreach Coordinator (35K + insurance) the job description not yet complete but focus will be on outreach to schools, businesses, and public in general and work closely with the Waste Watch Committee.
- Community Committee Projects: 7,250 communications, swap shop diversion improvements, compost demo area, waste audit and public surveying.

Facility:

- Transfer re-design: (\$30K) engineering input and concept development primarily to accommodate more efficient hauling of household trash and possible Single Sort recycling.

The Board thanked Jim Guerra for attending the meeting.

11. Consideration of Permit for Vehicle Weight – Andrews Brewing Company:

Durity made a motion that the Board find that no other route is reasonably available to the applicant and that it is a matter of economic necessity and not mere convenience and therefore issue a permit to Andrews Brewing Company allowing Ross Express to traverse High Street up to two times per month with a truck not exceeding a gross registered weight of 40,000 lbs. for the sole purpose of delivering supplies to Andrews Brewing. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

12. Presentation of Draft Harbor Study – Collins Engineers, Inc. :

Dan O'Connor, Regional Manager for Collins Engineers, Inc, and Mitchell Rasor, Landscape Architect, presented a slideshow and presentation of the Draft Report & Concepts of the Lincolnville Harbor Evaluation, Planning and Feasibility Study.

Presentation Outline:

- Scope of services
- Review of findings from Public Outreach & Ordinance Review
- Review of Historic Finances surrounding the waterfront
- Harbor Plan-
 - Mooring & Parking
 - Recommended Repairs
 - Recommended Improvements
 - Design Alternatives

- Management and Operations

Scope of Services:

- Review of the facilities, focus on operations, finances, policies & perform interviews
- Compile a list of needed infrastructure components
- Develop concepts for harbor facility to maximize efficiency
- Conduct an economic analysis of the existing harbor
- Develop a maintenance plan

Harbor Overview:

- Main pier was built in 1991
- 5-7 lobster boats
- Transient commercial recreational services to Islesboro
- Limited recreational boats
- Inner & Outer moorings with a total of 57 moorings
- Wave Screen on the ferry pier
- Boat ramp
- Lincolnville Ferry terminal
- Parking

Summary of Findings surrounding the Physical Infrastructure:

- Exposure & lack of supporting infrastructure limit public use
- Pier is overdesigned for current use
- Limited float space for dinghy and transient users is limiting
- Poor float maintenance
- Gangways not suitable for emergency services
- Shallow grade & lack of trailer parking limits boat ramp use
- Pier requires immediate and near term repairs
- Harbor has been filling in for some time
- Ferry idling at dock poses hazard
- Lack of general accessibility to the beach

Mitchell Rasor presented the following:

Operations and Management:

- Management of the public facility was not transparent or consistent
- Uniform public support for continued commercial fishing at the pier
- Not welcoming to public or transient boaters
- Harbor not financially self-sustaining

- Good working relationship between commercial users
- Management of the facilities limits public use
- Use is “proportional” to the facilities
- Conflicts of interest
- Limited recreational use

Pier Policy/Operations-Reality 1:

- Fish Pier Agreement leans towards commercial users (5-7 lobster boats)
- Town Ordinances protect & promote commercial use
- Facilities and harbor support limited commercial fishery
- Management consistent with Agreement, Ordinances and physical limitations
- Management, in general, protects interests of commercial user over recreational and transient users

Parking:

- Currently about 14 parking spaces
- Potential to expand parking to 48 spaces
- Recommended revising the Harbor Ordinance to allow one mooring per user and remove multi-purpose moorings

O’Connor gave the following overview of the Phase I Repairs.

Near future repairs:

- Dock replacement over the next 3 years
- Deck replacement
- Ladders
- Handrail sections
- Curb sections
- Total would be approximately \$128K over the next 3 years

Deferrable repairs:

- Fender pile replacement
- Bracing hardware/connections
- Pile cap connections
- Total would be approximately \$35K in 2023

Phase II Improvements:

- Dredging around floating docks
- Hydrographic survey
- Dredging would be approximately \$55K
- 6ft depth at the outer floats to 3ft depth at low water

- Additional dinghy float
- Gangway hoists-extends the life of the gangway & floats
- Shared dinghies/dinghy racks
- Beach accessibility improvements
- Total would be approximately 126K over two years

Alternative I Improvements:

- Town Float for recreational & emergency use
- Extending another gangway & float
- Approximate cost \$35K

Alternative II Improvements:

- Tide concrete boat ramp
- Floating docks along the ramp
- Upland site work – Paving, Parking, Signage, Lighting, Utilities & Park amenities
- Total would be approximately 300K

Alternative III Improvements:

- Pile support concrete pier
- Pile supported boat ramp
- Upland site work – Paving, Parking, Signage, Lighting, Utilities
- Floating docks along ramp
- Total would be approximately 1.91M

Harbor Management Concepts:

- Traditional Harbormaster arrangement where the Harbormaster is an employee and has no conflicts of interest and no grandfathered rights
- Joint management of facilities with Islesboro with one harbormaster for the two harbors
- Hybrid facilities-Fisherman's cooperative

Future Finances:

- Moving forward as is, still in the \$20-\$50 range with increased users
- Incorporate design change, new fee structure and arrangement with Islesboro-\$10K to \$25K
- Lincolnville could dispose of the facilities with a net potential benefit of approximately \$14K yearly and become a user instead and maintain mooring rights

Rasor noted that there is bonding costs and interest rate costs and design maintenance not incorporated yet into these estimates in terms of extending the lifetime costs of some of these improvements.

Nick Heal, Chair of the Harbor Committee, noted there is a waitlist for the Inner Harbor.

The Board thanked Dan O'Connor & Mitch Rasor for their presentation.

Dunn asked O'Connor what the timeline or scope of completion would be.

O'Connor noted he was hoping to wrap up mid to early April, but still open to additional feedback prior to that deadline.

Dunn asked O'Connor if there was anyone left that he would like to hear from.

O'Connor stated he would still like to have a conversation with Harbormaster, Mike Hutchings.

Kendall Smith stated it would help if there was a meeting with all the Commercial Users and O'Connor.

Dunn said, "These gentlemen have made themselves available throughout this entire process and if you need their cell phone numbers or emails, anybody in this room would be happy to share their contact information."

O'Connor gave a two week timeframe to contact him with suggestions or feedback.

Nick Heal request more than a two week timeframe, since the Harbormaster won't be back before the end of March and he recommended meeting in the beginning of April.

Dunn finished by saying, "There is no time to waste, especially since the door has been open for months."

13. Public Input – Draft FY 18 Municipal Budget:

No public input.

14. Board of Selectmen – Draft FY18 Budget Deliberations & Recommendations:

- Protection: Fire Department-Equipment/Truck Maintenance: Dunn recommended that since the Fire Department does such a wonderful job in

being descriptive, she would like to see that same level of clarity for the Equipment/Truck Maintenance line.

- Town Office Building – Wi-Fi: Durity recommended that it would be helpful to customer and committee members entering the building to have public access to Wi-Fi in the building. Last year, there was a request for Wi-Fi from our IT Department for approximately \$4300 for some additional security protection.

The Board asked Temporary Town Administrator, Jodi Hanson to put this on her to do list to look into another lower price option.

- Public Works: Harbor: Durity recommended setting the budget equal to the user fees, even though he felt it would not get any traction.

Dunn was in favor of dropping the \$3,000 from the unanticipated damage/storm damage repair.

Durity was in favor of keeping some of the \$3,000 from the unanticipated damage/storm damage repair to put towards a camera system to oversee the harbor.

Temporary Town Administrator, Jodi Hanson received a quote from Seacoast Security on March 6th for two outdoor cameras for a total of \$4,000.

Dunn recommended receiving at least three additional comparative quotes with Wi-Fi capability.

Durity recommended adding a line for a camera, with an amount to be determined.

- Public Works: Other: The Board recommended matching the Athletic Committee's request for Breezemere Park Maintenance to \$3,080 and the Athletic Fields to \$8,290. The Board agreed by consensus.
- Boards and Committees: The Board is seeking to carry forward the Route 1 Advisory Committee Consultant Services for \$2,000 pending a defined need. The Board recommended removing the Camera Operator amount from \$1,077 to \$0. The Board agreed by consensus.
- Provider Agencies-American Red Cross: Gerry recommended reducing this amount from \$20.00 to \$0. Gerry explained the reason was they did not comply with the petition process. The Board agreed by consensus.

- Provider Agencies-Lifelight Foundation: The Board recommended increasing this line from \$669.00 to \$750.00. The Board agreed by consensus.

15. Transfer of Ownership of Voting System Components:

Durity made a motion that the Board accept the donation of voting equipment from the State of Maine as set forth in Attachment 1 and 2. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

16. Confirm Next Date to Combined Lincolnville/Islesboro Workshop Meeting:

The Board confirmed the combined Lincolnville/Islesboro workshop meeting will be Thursday, April 13th in Islesboro.

17. Treasurer's and Payroll Warrant(s) & Coombs/Griffin Trust– Approve and Sign:

Durity made a motion that the Board approve and sign the Treasurer's and Payroll warrants. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

18. Adjourn:

Barrows made a motion to adjourn. Laite seconded the motion. The motion passed on a 5-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant