

**BOARD OF SELECTMEN  
MINUTES OF MEETING  
March 22, 2021**

**Present (remotely):** Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Josh Gerritsen, Mike Ray, Jordan Barnett-Parker, and Town Administrator, David Kinney

Chair Dunn read portions of the opening of the agenda regarding the provision for remote meetings during the current state of emergency, including how the public could view and participate in the meeting and that all votes taken during the public proceeding would be taken by roll call.

Selectman Laite read the quote.

**1. Citizens' Forum (6:30 PM +/-, televised and public Zoom session starts):**

There were none submitted via email or on the chat.

**2. Administrator's Report:**

David Kinney, the Town Administrator, noted:

- Nomination Papers: Nomination papers are available to the Town Office during regular business hours and are due back by April 9, 2021, by 4:30 PM. All nomination papers must have at least 25 signatures, but no more than 100 signatures.

The following positions are available:

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

- Dog Licenses: If you have not registered your dog, please do so as soon as possible, at the Town Office, during regular business hours.

**3. Meetings & Announcements:**

Chair Dunn read the meetings and announcements.

**4. Upcoming Community Events:**

There were none.

**5. Meeting Minutes – March 8, 2021:**

**Laite made a motion, seconded by Gerritsen, that the Board approves the March 8, 2021 meeting minutes as presented. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker-Yes, Dunn – Yes. Motion carried 5-0.**

**6. Condition of Calderwood Lane – Jason Peasley:**

Jason Peasley, a Lincolnville resident and owner of a business on Calderwood Lane, came before the Select Board seeking consideration to pave the entire length of the Calderwood Lane because of the un-passable and deplorable condition of the road, which happens every spring and over the last few years, the road has gotten worse with the increase of traffic. There are seven residents on this road and three businesses have multiple renters and leasers, which is becoming a significant financial impact for some of these businesses.

Peasley presented the Board with a letter, which was signed by 11 of the residents on the Calderwood Lane in favor of paving the entire road.

Peasley explained that his business increased their agility classes and training classes, which doubled if not tripled the amount of traffic that traverses the road.

Gerritsen wanted to know how many days, this year that the road was impassable.

Peasley told the Board that there have been at least five impassible days this spring.

Peasley also stressed the fact that not a single fire truck, ambulance, or police car could traverse this road if there were an emergency.

Peasley reported that Todd Young recently added a substantial amount of material to the road to help improve the condition of the road.

Penny Mills-Paisley, the owner of 55 Calderwood Lane, also discussed the fact that she has had several hesitant clients wanting to rent from them because of the road conditions, which is very concerning to her as a business owner.

The Board thanked Jason and Penny for attending the meeting and addressing the Select Board.

Venessa Thomann, a 10-year resident of Calderwood Lane, explained that this has been an issue since she has lived on the road, and her biggest concern is with the amount of money that is used each year to try to fix this road and she wanted to know what the Town of Lincolnville is proposing to do going forward.

The Board thanked Thomann for input on the condition of the road.

Terry Moulton, a Calderwood Lane resident, was present by phone and expressed her concerns with the conditions of the road and the impact on her husband's business because he receives daily deliveries for plane parts. At times there are tractor-trailer trucks that need to try to drive up the road, but because of the road conditions, he is unable to receive deliveries, which has had a daily impact.

The Board thanked Moulton for attending the meeting.

Laite expressed his concerns with the condition of all the dirt roads in town and agreed that the Board needs to review all of them and see what the citizens of Lincolnville want to do.

Dunn expressed her appreciation to Bernard Young, Road Commissioner, and David Kinney, Town Administrator for establishing a care and maintenance program, which keeps the Town on par, to be proactive with the roads. Gravel roads are very expensive to maintain and expensive to pave, which would be approximately \$155,000 per mile to pave, which does not include the ditching, roadbed improvement, and tree clearing.

Dunn explained that every Board member would like to see this issue fixed, but the real question is, what is the plan and how is the Town going to be able to afford it.

Dunn asked for a consensus from the Board to see if this is something, they wanted to add to the priority list to start working through.

The Board agreed and felt it was important to have a temporary fix and then put these roads on a list and come up with a start date.

The Town of Lincolnville has a total of approximately 35 miles of roads that need to be maintained, and of those roads, 7.5 miles are gravel roads.

Kinney reported that around 2007, the Town of Lincolnville borrowed \$850,000 to redo Heather Hill Road, Brodis Road, and Thurlow Road.

The Town has been setting aside funds annually into a Road Improvement Fund, to fix additional roads and culverts.

The Board reported that the repair to some of the gravel roads, over the weekend, was approximately \$1500 per road.

The Board decided to clarify the goals and priorities at the next Select Board meeting and come up with a funding plan and a timeline.

The Board thanked everyone for coming forward to discuss the condition of Calderwood Road.

7. **Lincolnville Sewer District Request: Acceptance of additional CDBG Funds – Paul Lippman:**

Paul Lippman, of the Lincolnville Sewer District, attended the meeting to explain that the Maine Department of Economic and Community Development (DECD) graciously offered \$10,000 or slightly higher to help individuals who may be low income to help pay to connect to the Lincolnville Sewer District.

Lippman proposed that Kinney be allowed to accept the funds and pass said funds onto the Lincolnville Sewer District.

**Gerritsen made a motion, seconded by Barnett-Parker, that the Board approve the Contract Amendment with the State of Maine Department of Economic and Community Development accepting any additional monies and extending the grant period to December 31, 2021. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker-Yes, Dunn – Yes. Motion carried 5-0.**

The Board thanked Lippman for attending the meeting.

**8. ConnectME Grant Opportunity – Alan Hinsey, LCI Fiber:**

Alan Hinsey, Director of Marketing, Sales & Communications, and Randal Manning, Vice-President of Engineering and Operations for LCI Fiber/Lincolnville Telephone Company, attended the meeting and provided the Board with an update ConnectME Grant funding.

Hinsey explained that last July, the voters approved a \$15 million bond for Broadband in Maine, which falls under the authority of the ConnectME authority and they are ready to start using those funds. The first round of the ConnectME grant will be coming out and the applications are open. The applications for infrastructure grants will close on April 29<sup>th</sup>, which would be roughly \$7.5 million and there will be a second-round later in the year in July, which would be another \$7.5 million, which the voters approved.

Hinsey stated, “Last fall, there were federal funds available through the Covid-19 Relief Cares Act, which was available to the State of Maine, and we were able to secure some of that for some towns in our areas, roughly \$2.6 million were used to build out about 100 miles of new fiber throughout Lincolnville, Hope, Appleton, and Bristol.”

Hinsey gave a presentation on the roughly 6.5 miles of roads in Lincolnville that do not have fiber to the home and the goal for the Town of Lincolnville, is to become a complete fiber to the home community.

Currently, there are approximately 604 out of 1725, that have fiber to the home and there is a backlog of customers waiting to be connected.

Manning noted that based on the cost and the size of LCI Fiber/Lincolnville Telephone, this project could take several years to finish the job to get everyone connected. The goal is to review the territories in Lincolnville and utilize the Cares fiber that has been laid by trying to get the equipment to supplement the area to speed up the process.

The average cost to hook up a customer from the pole to the house is between \$1250 and \$1400, so the plan is to find ways to supplement the bill to do this faster, by possibly applying for a grant to pay for the equipment.

Manning proposed that the Town of Lincolnville offer support (a positive vote from the Select Board and an endorsement from the Broadband Committee) to move this project forward by applying for the grant, which is due by April 29<sup>th</sup> and LCI Fiber would match up to 75% of the grant money.

Dunn suggested that Hinsey and Manning re-send the image file of each layer and numbers, that was presented tonight, to allow the Select Board to review between now and the next Select Board meeting on April 7<sup>th</sup>, as well as specific action items from the Board, and draft a motion on a vote.

Hinsey concurred and agreed to forward that information to the Board as soon as possible.

The Board finished by thanking Hinsey and Manning for attending the meeting and giving the Board an update.

#### **9. Consideration of Adding Domestic Partner Insurance Coverage:**

**Ray made a motion, seconded by Barnett-Parker, that effective April 1, 2021, the Town of Lincolnville, Maine amends its personnel benefits to allow any employee who is eligible to enroll in the employer benefits the option of enrolling a domestic partner.**

**Any employee who wishes to add a domestic partner will be advised of the requirements set forth in the Domestic Partner Affidavit to add said partner. Furthermore, said employee has been advised there could be tax implications for adding a domestic partner.**

**The Domestic Partner of an Employee shall be:**

- **A “life partner of either the same sex or opposite sex of the employee;**
- **Not legally married or separated, to either the employee or anyone else;**
- **At least 18 years of age and mentally competent to consent to contract;**
- **Are each other’s Domestic Partner for at least 12 months prior to the date of the signed Affidavit;**
- **Have been each other’s Domestic Partner for at least 12 months prior to the date of the signed Affidavit;**
- **Are not related by blood to a degree of closeness that would prohibit marriage in the State of Maine**
- **Are jointly responsible for each other’s common welfare; share financial obligations and share their primary residence**

**Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker - Yes, Dunn – Yes. Motion carried 5-0.**

**Gerritsen made a motion, seconded by Laite, that the Town Administrator be authorized and instructed to send a letter to Lincolnville's Field Service Representative with the Maine Municipal Employees Health Trust indicating that the Town of Lincolnville wishes to add Domestic Partner coverage. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker - Yes, Dunn – Yes. Motion carried 5-0.**

**Laite made a motion, seconded by Ray, that the Board adopt the Wage and Personnel Policy Board recommendation that any employee wishing to be eligible for domestic partner insurance coverage be registered as a domestic partner with the State of Maine. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker - Yes, Dunn – Yes. Motion carried 5-0.**

#### **10. Review Draft Broadband Committee Charge:**

Ray recently met with David Kinney, Town Administrator, and composed a draft Charge to the Broadband Committee.

Laite suggested clarifying #3 of the Charge, which states, "Document what areas of Town are currently served by broadband infrastructure and where gaps in service exist." Laite wanted to know what it means to "serve". Is it fiber by the end of the driveway or does it mean goes down the road or does it mean it's attached to the house?

Barnett-Parker recommended adding a line that clearly states fiber in the home and the goal is having the availability inside the home.

Dunn suggested changing #4 which states, "Explore available options to provide broadband service to underserved or un-served areas." to "define the character of connectivity within our town."

Dunn also wanted clarification on #7 "Coordinate education and outreach regarding broadband expansion play a key role in communicating with any and all interested Town citizens on broadband expansion."

Gerritsen suggested that this state, "Play a key role in communicating the Broadband goals of the Board of Selectman."

Dunn suggested changing it to include, "Broadband plays a key role in creating educational opportunities and coordinating with the Board of Selectman to look into additional opportunities."

**Barnett-Parker made a motion, seconded by Gerritsen, that the Board approves and signs the amended Broadband Committee charge. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker-Yes, Dunn – Yes. Motion carried 5-0.**

**11. Discussion concerning Cable TV notice:**

Barnett-Parker requested that the Board have a conversation regarding a recent letter that was sent by Lincolnville Communications to all Lincolnville cable TV subscribers informing them that this service will be ending soon.

Manning from LCI Fiber explained that there is an old cable TV RF Plant in Lincolnville, which is very outdated, and to replace this equipment today, would be very expensive.

A memo that was sent to all Lincolnville Cable TV subscribers, it explains that existing customers can sign up for the new O.P.E.N. ViewTV streaming service and continue to enjoy the same quality TV service over the internet connection.

Barnett-Parker also expressed his concerns for the elderly population with a limited income and no working knowledge of the internet, wanted to know how it would be possible to make sure they would have the fiber to subscribe to the new service, especially knowing the installation is more than \$1000 to connect to the house.

Manning told the Board that he understands the frustrations but felt this new option is a better product and his staff is available to help walk the elderly population through the process and willing to offer an education class in the old Lincolnville Telephone office.

Dunn announced that based on this conversation and the previous conversation regarding the ConnectME Grant Opportunity, there are a number of things that will need to be followed up on with the Select Board and the packet of information, along with the specific asks, for the Select Board to review and discuss taking action at the next Select Board meeting on April 7<sup>th</sup>.

The Board thanked Hinsey & Manning for attending the meeting.

**12. Review Draft Town Meeting Warrant:**

The Board reported that the Draft Town Meeting Warrant looked great and the finalized warrant will be on the next meeting to approve.

**13. Review Committee Membership Appeal:**

Kinney provided the Board with a memo of the Boards/Committee's that are seeking community members that may be interested in serving and provided the Board with a press release.

Ray suggested changing line # 2 from "by serving one on the towns" to "by serving on one of the towns."

The Board was in favor of submitting the press release.

#### 14. Selectmen Update(s):

Laite: No updates at this time.

Gerritsen: The Mid-Coast Broadband Coalition has not held a meeting since the last Select Board meeting on March 8<sup>th</sup> but there has been a lot of activity since then. Gerritsen and Barnett-Parker were recently on a phone call with Senator Collins staff, Senator King's staff, and Peggy Shafer, Executive Director of ConnectME, describing what the Coalition is trying to accomplish in our community and asking clarifying questions about ConnectME's Grant process.

One of the things learned by this meeting is that they will not fund an overbuild and if an incumbent says they plan on expanding into an unserved area, that also disqualifies a ConnectME Grant.

Work is continuing and monies are coming to towns as well as counties from the latest American Rescue Act, so lots of possibilities for jumpstarting the funding for the Coalition.

Ray: The Lincolnville woodshed season distribution just ended. The Waldo County Woodshed gave out around 150 cords of wood distributed which equates to a little over \$40,000 in fuel assistance and here in Lincolnville this served 17 clients.

Next year, the recommendation would be to fill up the shed with wood by summer's end.

One of the issues with the Maine woodsheds has been security and Ray suggested that the Board discuss options such as a camera or a chain-linked fence.

The New York Times recently published an article about wood banks in Maine. A company in Oregon that makes wood-splitters and safety equipment heard about the article, and then decided to donate a 30-ton wood splitter and safety gear.

Barnett-Parker: Since recently attending several of the Coalition meetings and finding out the importance of all the towns banding together, Barnett-Parker stated, "It has been an absolute pleasure to be on that ship."

Dunn: No updates at this time.

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

**Laite made a motion, seconded by Gerritsen, that the Board approves the Treasurer's and Payroll warrants. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker, Yes, Dunn – Yes. Motion carried 5-0.**



16. Adjourn:

**Barnett-Parker made a motion, seconded by Ray, to adjourn. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker - Yes, Dunn – Yes. Motion carried 5-0.**

Respectfully submitted,

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Melissa A. Geary  
Administrative Assistant