

**BOARD OF SELECTMEN  
MINUTES OF MEETING  
March 28, 2022**

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

The quote was read by Ray.

**1. Citizens' Forum:**

There were none.

**2. Administrator's Report:**

David Kinney, the Town Administrator, noted:

Property Taxes: The second half of property tax payments are due by Wednesday, April 6, 2022.

Nomination Papers: Nomination papers are available at the Town Office during regular business hours and are due back by April 15, 2022, by 4:30 PM.

The following positions are available:

Board of Selectmen:	1 Position for a 3-Year Term
Lincolnvile Central School Committee:	1 Position 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 Position for a 2-Year Term 1 Position for a 1-Year Term

Nomination papers must have at least 25 valid signatures but no more than 100. If anyone is interested in serving, please contact the Town Office during business hours.

Boston Post Cane: The Town is currently searching for the next recipient for the Boston Post Cane, please feel free to call the town office with any suggestions.

Ballot Machine Options: During elections, Kinney explained that there is an option to do what is called "piggybacking" where the Town can run both the state and local ballots through the one ballot tabulating machine but with ranked choice voting for the primaries piggybacking is not an option.

Kinney put forth four options:

1. Hand count local ballots.
2. Run the state ballots through the machine during the day and have voters put local ballots into a ballot receptacle, then after 8 PM, then run all the town ballots through the machine and issue those results.
3. Rent a machine.
4. Move the election date.

Kinney proposed that the Town find the money to rent a second machine if they have one available, which is what the Town did in the past.

The cost will depend on the length of time the Town decides to rent the machine.

**Dunn made a motion, seconded by Laite, that the Board direct the Town Administrator, to rent a machine and make the necessary accommodations. The motion passed on a 5-0 vote.**

Funding for the rental to be from contingency.

**3. Meetings & Announcements:**

Administrator Kinney read the meetings and announcements.

**4. Upcoming Community Events:**

Gerritsen announced his movie, Magnificent Beast, will be playing at the Colonial Theatre in Belfast this Saturday, April 2, 2022, at 7 PM.

**5. Meeting Minutes:**

**Laite made a motion, seconded by Gerritsen, that the Board approves the March 14, 2022 meeting minutes as presented. The motion passed on a 5-0 vote.**

**6. Liquor License Renewal Application – The Inn at Ocean’s Edge:**

**Laite made a motion, seconded by Ray, that the Board approves and sign the liquor license application submitted by West Bay Realty doing business as The Inn at Ocean’s Edge.**

**7. Lincolnvile Community Library – Budget Request Follow up:**

Lois Lyman, President of the Lincolnvile Library Board of Directors, and Cynthia Dunham, a Director, came before the Board asking if the Select Board had any questions regarding the recent letter regarding the 2022 Library Budget Request.

Dunham explained that the original hope was that the Lincolnville Library seek funds from the Town of Lincolnville. However, Dunham explained that now the State of Maine requires that the Town of Lincolnville give the library a certain amount of money, although not specified, for the library to become a certified library.

Laite recommended dividing the original request of \$3000 from the Lincolnville Library to give \$1,500 to the Lincolnville Historical Society and \$1,500 to the Lincolnville Library.

**Gerritsen made a motion, seconded by Laite, that the Board includes in the FY 23 municipal budgets as its recommended the amount of \$1,500 for the Lincolnville Community Library and \$1,500 to the Lincolnville Historical Society. The motion passed on a 5-0 vote.**

The Board thanked Lyman and Dunham for attending the meeting.

**8. Consideration of Bid Award(s):**

Mowing/Landscaping:

**Ray made a motion, seconded by Gerritsen, that the Board award the 2022 Mowing, Trimming, and Lawn Care Maintenance project to M&G Lawn Care for the unit prices stated in their bid proposal. The motion passed on a 5-0 vote.**

Paving:

**Gerritsen made a motion, seconded by Ray, that the Board award the 2022 Paving Bid to Hagar Enterprises, Inc. for the unit prices stated in their bid proposal. The motion passed on a 5-0 vote.**

Masalin Road Culvert:

**Barnett-Parker made a motion, seconded by Laite, that the Board award the Masalin Road Culvert Replacement project to Wellman Paving for the bid price of \$25,312. The motion passed on a 5-0 vote.**

**9. Digital Equity and Inclusion Plan – Waldo County ARPA Fund Use:**

At the last Select Board meeting, the Board removed the funding for the Digital Equity and Inclusion plan from the Budget and suggested this be funding from the Waldo County ARPA funds.

**Barnett-Parker made a motion, that the Board engage the National Digital Equity Center to prepare a Digital Equity and Inclusion Plan for the Town as described in our contract with Axiom Consulting for the town to utilize the \$2500. No vote was taken.**

**Barnett-Parker made a motion, seconded by Gerritsen, that the Board utilize the \$2500 of funds that came from the Waldo County ARPA to prepare a Digital Equity and Inclusion Plan for the Town as outlined in the Axiom contract from the National Digital Equity Center. The motion passed on a 5-0 vote.**

**10. Broadband Update:**

Gerritsen reported that the Broadband Committee is having a Public Hearing on the Remote and Hybrid Meeting Policy on March 31, 2022, at 5 PM at the Lincolnville Town Office.

**11. Public Input – FY 23 Municipal Budget:**

Drew Strout, Vice-Chair of the Lincolnville Comprehensive Plan Review Committee, wanted to explain specifically what the request for funds will be used for and gave the following background:

- In the previous Comprehensive Plan Committee, there was a third party, the Mid-Coast Regional Planning Commission, which did a lot of the work facilitating the community meetings, and the plan was developed by this organization.
- Jane LaFleur, led many of the workshops for the last Comp Plan. However; that organization is no longer together.
- The Select Board wanted to know, “What will the Comprehensive Plan Committee do to try to address and lower the fund request.”
- The Committee will meet with the Town, the Committee’s, the Board, and the Organizations to review the assignments from the 2006 Comp Plan and update the goals.
- The Committee will request the updated data from the State of Maine, which should be in April, and add that to the various chapters of the plan.
- The Committee met with the Lincoln County Planning Commission to update the Transportation Chapter, including plans for the sidewalk, which is funded by the Maine Department of Transportation, not the Town of Lincolnville.
- The Committee will get technical assistance from the Maine State Housing Authority, to update the Zoning permit.
- Lock in the Heart & Soul process which will engage everyone to get the pulse of the Town and ask that the Town appoint members to fill the open positions of the Planning Board.
- Appoint an Affordable Housing Task Force Committee.

Strout finished by explaining that the Comp Plan Committee would request \$10,000 for seed money which would be matched by the Community Heart & Soul Foundation, to help develop and train the local teams and volunteers.

Strout stated, “The goal is to reach out to the Lincolnville citizens to get the pulse of the town, and from that, it will help us create our vision statement and guiding principles required for the Comprehensive Plan.”

Strout also told the Board, that part two of this is the additional funds of \$40,000 to issue the request for consultants to begin in the spring of 2023.

The Board thanked Strout for his update and for attending the meeting.

## **12. Board Recommendations – FY 23 Municipal Budget:**

Gerritsen recommended that the Board review the Budget again, which he felt would be very helpful to review the draft budget dated March 28, 2022.

- Protection – Fire Department – Truck Fuel: Laite felt it would be important to increase the request for truck fuel from \$2000 to \$3000. After a brief discussion, the Board decided to keep the amount at \$2000.
- Boards and Committees - Comprehensive Plan Review Committee: Barnett-Parker spoke in favor of increasing the Selectmen's recommendation of \$10000 to \$50000. The rest of the Board felt that \$10,000 would be a good start with the Heart and Soul Project.
- Capital Improvement Program – Athletic Infrastructure: Barnett-Parker recommended moving forward with the resurfacing of the tennis courts and felt this has been put off long enough. The Board's final decision was to increase this line from \$2,875 to \$5,750.
- Municipal Support – Historical Society: The Board recommended increasing this line from \$1000 to \$1500
- Municipal Support – Lincolnville Community Library: The Board recommended decreasing this line from \$3000 to \$1500.

Kinney noted that based on the two changes made earlier, one to the Historical Society up to \$1500 and the library down to \$1500 changes the total Selectmen recommendation from \$889,320 to \$891,195.

**Gerritsen made a motion, seconded by Laite, to move that the Selectmen's budget recommendations shown in the March 28, 2022, FY 23 budget draft be adopted as the Board's recommendations as amended and that the budget with these recommendations be forwarded to the Budget Committee for its consideration. The motion passed on a 5-0 vote.**

## **13. Selectmen Update(s):**

Laite: At the last Mid-Coast Solid Waste meeting, the Board accepted the resignation of the Facility Manager. In the meantime, David St. Laurent has been appointed as the interim manager and he has been doing a great job.

In the last several months, one of the most recent concerns at Mid-Coast Solid Waste is how the public has been treating those who work very hard at the facility. Laite was very appreciative of the hard work of those at the facility and encouraged the public to treat these employers with respect.

Ray: No updates at this time.

Gerritsen: Gerritsen was excited about the new suggestions made at Mid-Coast Solid Waste by the interim facilities director regarding the changes to the recycling center, which is now a safer process for both the public and the employees.

Barnett-Parker: No updates at this time.

Dunn: No updates at this time.

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

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

**15. Executive Session – Title 1 MRSA Section 405(6)(C) to discuss the possible disposition of real property where premature disclosure of the information would prejudice the competitive bargaining position of the Town:**

Gerritsen made a motion, seconded by Barnett-Parker, that the Board enter into executive session pursuant to Title 1 MRSA Section 405(6)(C) to discuss the possible disposition of real property where premature disclosure of the information would prejudice the competitive bargaining position of the Town. The motion passed on a 5-0 vote.

**16. Adjourn:**

Barnett-Parker made a motion, seconded by Gerritsen, to adjourn. The vote passed on a 5-0 vote.

Respectfully submitted,

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Melissa A. Geary  
Administrative Assistant