

**BOARD OF SELECTMEN
MINUTES OF MEETING
March 8, 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 Ray 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 at 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
Lincolnvillle 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 Position for a 2-year term

- **Parking Issues:** Kinney received some concerns regarding parking during the recent lawnmower races events, which were held on Norton Pond.
- **Covid-19 Clinic:** There will be a Covid-19 Clinic on March 10th put on by NorthEast Mobile Health at the United Christian Church. Pre-registration is required.

3. Meetings & Announcements:

Town Administrator, Kinney read the meetings and announcements.

4. **Upcoming Community Events:**

There were none.

5. **Meeting Minutes – February 22, 2021:**

Laite made a motion, seconded by Gerritsen, that the Board approves the February 22, 2021 meeting minutes as amended to delete lines #159-163. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0. (Barnett-Parker experienced computer issues during the vote and was not present.)

6. **Committee Chair and Department Head Update(s):**

Domestic Partner Insurance Coverage:

The Board invited Stacey Parra, Chair of the Wage & Personnel Board, to attend the meeting to discuss the charge given by the Select Board regarding offering Domestic Partner Insurance Coverage.

Parra reported that the Wage & Personnel Board met on January 26, 2021, and after much discussion, they made a motion to recommend that the Town of Lincolnville offer employees of the Town of Lincolnville the ability to add a domestic partner to their health insurance, provided that they are registered with the State of Maine as domestic partners.

Kinney reported that there are funds in the current budget to cover the expense of adding the Domestic Partner Insurance and for the coming year, the budget does not cover the cost, therefore an adjustment will need to be made if the Board wishes to offer this coverage for the coming year.

The Board requested Kinney obtain the required motions to implement Domestic Partner Coverage.

Public Facilities Director:

Parra also reported the second charge by the Select Board was regarding adding a Public Facilities Director and was asked to create a job description for said position.

Parra explained this was a rather challenging task since they were not able to find another Town in Maine with the same job description.

Parra thanked Kinney for steering the Wage & Personnel Board in the right direction and helped pave the way with the job description, and assisting with the wages.

Parra presented the Select Board with a draft proposal for the job description and wage scale for this position.

Parra reported that one of the concerns by the Wage & Personnel Board was not having a town vehicle, especially with the amount of area to cover, will be a lot of mileage and wear and tear on the individual's personal vehicle and they recommended consider adding a mileage reimbursement line.

The Board thanked Parra and the entire Wage & Personnel Board for their recommendations and all the time they spent on this subject.

Parra also personally thanked the rest of the Wage & Personnel Board members, Vicki Eugley, Sandra Thomas, Betty Johnson, Barbara DeGrass, and Town Administrator, Kinney for helping to make this happen.

Laite felt it would be important to discuss the vehicle aspect for this position and recommended compiling some numbers together to add a vehicle, gas for a year, and maintenance for a year.

Kinney explained that the Board increased the mileage request in the budget under Administration & Finance on the assumption that for at least a portion of the year, there would be a Public Facilities Director.

Laite recommended finding the right person for the job first and then consider adding a town vehicle at a later date.

The Board then recommended that any applicant would need to have their own vehicle for the job.

Laite made a motion, seconded by Gerritsen that the Board approves the draft job description for the proposed Public Facilities Director as presented by the Wage and Personnel Policy Board subject to addition and omissions. 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 Board amend the FY 21 pay scale to include the Public Facilities Director position as recommended by the Wage and Personnel Policy Board. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker-Yes, Dunn – Yes. Motion carried 5-0.

7. Public Input – Draft FY 22 Municipal Budget:

Rosendel Gerry, a Lincolnville resident and Chair of the Cemetery Trustees Committee, explained that he recently met with the Town Administrator, David Kinney, and the Finance Director, Kayla Lacombe regarding moving forward.

The Select Board wanted to know how the Cemetery Funds will be allocated and what projects will need to be discussed by the Committee.

Gerry explained that the request for this coming year will be for the maintenance of the cemeteries that the Town has some responsibility for and take care of. One of the priorities going forward will be to work on getting these cemeteries back in shape by picking one cemetery at a time and finish the work and Gerry reported that the Committee is still working on grants to help pay for the work on the cemetery stones.

Laite recommended increasing the request of \$5500 to more since last year's funds were used up very quickly.

Gerry suggested that the Cemetery Trustees Committee need to do some figuring and regrouping and keep the money in the budget and keep the carry forward and using this time to be able to then come back to the Town with a concrete plan.

The Board thanked Gerry for attending the meeting with his update.

8. Correspondence from the City of Rockland – Clean Energy Discussion:

Kinney provided the Board with a copy of an email from Thomas Luttrell, Rockland's City Manager, inviting the Lincolnville Select Board to participate in a joint Zoom meeting to discuss Clean Energy Options.

The Board was very interested in attending and was appreciative of the invite. Kinney agreed to contact Luttrell to accept the invitation.

9. FY 22 Municipal Budget – Board Recommendations:

Administration & Finance:

- The Board recommended increasing the Medical/Dental Insurance by \$8,450 for domestic partner insurance coverage, which will change the total Administration & Finance Selectmen Recommendation line from \$558,601 to \$567,051.

Animal Control:

- No Board changes proposed

Protection: Parking Enforcement:

- No Board changes proposed

Protection: Fire Department:

- **Barnett-Parker made a motion, seconded by Gerritsen that the Board appropriate \$4,000 for a fund in the budget to provide short-term life insurance for the responders with the Fire Department. Vote: Laite – No, Gerritsen – No, Ray – No, Barnett-Parker – Yes, Dunn – No. Motion failed 1-4.**

Laité and Ray both suggested that some research be done to see if they are already covered through the Maine State Federation of Firefighters.

Dunn felt this was a noble offer but at this point, it would be short-sighted to add the request to the budget at this time without research.

Protection: Other:

- No Board changes proposed

Town Office Building:

- No Board changes proposed

Contingency:

- No Board changes proposed

Code Enforcement:

- No Board changes proposed

Assessing:

- No Board changes proposed

Public Works: Highways & Bridges:

- No Board changes proposed

Public Works: Transfer Station:

- No Board changes proposed

Public Works: Harbor:

- No Board changes proposed

Public Works: Other:

- Breezemer Park Maintenance: Browntail moth mitigation/tree replacement: Dunn recommended decreasing this line from \$2400 to \$0 since she felt that almost every tree in town has the Browntail moths and not a good use of tax payers' resources for such a small area.

Ray recommended keeping some amount of money in this budget line for future tree replacement.

Kinney reminded the Board that this money request is for July 1, 2021, to June 30, 2022, therefore if the Board would like to have money just for replacement, the Board could request to add another line, “tree replacement as necessary” and an amount of money, then under the line “Browntail moth mitigation/tree replacement” change that amount from \$2400 to \$0.

The Board recommended leaving the funds in the Browntail moth mitigation/tree replacement for now and conveys to the Recreation Commission that any monies for Browntail moth mitigation not be expended without prior Select Board approval.

Boards and Committees:

- No Board changes proposed

Municipal Support:

- No Board changes proposed

Provider Agencies:

- No Board changes proposed

Capital Improvement Program:

- The Board recommended using Harbor Savings funds for the pedestrian walkway/waiting area which would reduce the \$45,000 under Harbor Improvements to \$30,000.

Debt Service:

- No Board changes proposed

Budget Totals:

Kinney gave the Select Board the new recommended total net to be raised by property taxes of \$909,098, which is \$6550 less and an increase of less than 1% in the coming year.

Laite made a motion, seconded by Barnett-Parker, that the proposed FY22 Municipal Budget with our recommendations be forwarded to the Budget Committee for its consideration. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker-Yes, Dunn – Yes. Motion carried 5-0.

10. Broadband:

- Mid-Coast Broadband Coalition:

Gerritsen explained that there is now a new name for the project which will now be called the Mid-Coast Community Internet and the chair wanted each town to review Guiding Principles and make sure each town is on the same page and be prepared to discuss at the next meeting on March 10th.

Ray felt that the Guiding Principles were outlined very well which reflected what the Select Board talked about at the last meeting.

The Board spoke in favor of the Guiding Principles and moving forward.

The Board was in favor of having a person take minutes once or twice a year.

Dunn suggested finding a replacement for David Kinney on the committee, to allow him to focus on other tasks.

Gerritsen suggested that Barnett-Parker be recommended to join the group especially since he is so passionate about this issue, which would be very helpful for the Town of Lincolnville.

Barnett-Parker told the Board that he would be happy to represent the Town of Lincolnville. He told the Board that he is very passionate about this issue and willing to give the time and very flexible.

Dunn also suggested adding a third person from the community to participate and serve and asked that this individual fill out a community interest form.

Laite concurred and felt that it was important to involve a community member.

Dunn made a motion, seconded by Gerritsen, that the Board appoint Jordan Barnett-Parker as the second Select Board representative to the Mid-Coast Community Internet Coalition and that we submit to the community the request for community interest forms for a qualified community member to be considered to participate and that the representatives report back to the Select Board periodically for review. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Barnett-Parker-Yes, Dunn – Yes. Motion carried 5-0.

- Discussion regarding Creation of ad hoc Broadband Committee:

Ray spoke in favor of reinstating the Lincolnville Broadband Committee and he felt it is important that the Town of Lincolnville be seen as having a Broadband Committee.

Gerritsen explained, “It is surprising how often I receive emails from different communities about the Town of Lincolnville’s Broadband Committee regarding how other towns follow our committee and our survey and wanted to replicate our success.”

Ray felt that more research could be done to find out what possible options Lincolnville has and what direction to go in.

Dunn asked if Ray would be willing to head up the effort to create the draft charge.

Ray agreed to take on this task.

Laite felt it would be important to come up with a specific charge with a clear timeline.

Barnett-Parker felt that the immediate charge should be the following:

1. Educating the Town
2. Reporting back and filling in the Select Board
3. Finding information on all grants that are available to Lincolnville

Barnett-Parker also explained that the Board can always add on or make amendments and changes as the Board sees fit.

Dunn explained that Barnett-Parker would need to put together a draft charge to bring back to the Board to deliberate on.

Gerritsen added it’s important to make sure that the Town does not duplicate the efforts of the Coalition and we must be all heading in the same direction and not fighting against the efforts of the Coalition.

Ray volunteered to sit down with the Town Administrator to hammer out a few points before the next meeting.

11. Selectmen Update(s):

Laite: No updates at this time.

Gerritsen: The Mid-Coast Broadband Coalition will be meeting on Wednesday, March 10th starting at 5 PM and will be televised on YouTube.

Ray: No updates at this time.

Barnett-Parker: No updates at this time.

Dunn: No updates at this time.

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

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

The Board thanked Darlene Barrows for her generous donation to the new Park on Route 1.

13. Adjourn:

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

Respectfully submitted,

Melissa A. Geary
Administrative Assistant