

**TOWN OF LINCOLNVILLE
SELECT BOARD MEETING
May 22, 2023**

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

Excused: Josh Gerritsen

The quote was read by Hand.

1. **Citizens' Forum:**

There were none.

2. **Administrator's Report:**

David Kinney, the Town Administrator, noted:

- **Ballots:** Absentee Ballots are now available for the June 13th election; please stop by the Town Office or call during regular business hours. All absentee ballots are due back by 8 PM on Tuesday, June 13th.
- **Paving:** The shim coat is complete on Martin Corner Road, Heal Road, and Proctor Road.
- **Calderwood Road:** The survey has commenced and soil exploration will take place next week.
- **Breezemere Park:** The work has started on the parking lot preparation at Breezemere Park.
- **Crosswalks & Signs:** The crosswalks have been painted and the signage at the center is up and the signs at the beach will be up before the end of this week.
- **Town Report:** The Town Report will be sent to the printers tomorrow.
- **Penobscot Park:** The Park will open to the public on Friday, May 26, 2023.

3. **Meetings & Announcements:**

Administrator Kinney read the meetings and announcements.

4. **Upcoming Community Events:**

Lincolnvile Memorial Day Observance:

- 1:30 PM Parade Steps Off (Lincolnvile Central School)
- 1:40 PM Veterans Park
- 2:10 PM Frohock Bridge, Lincolnvile Beach

5. **Meeting Minutes – May 8, 15, & 16, 2023:**

Hand made a motion, seconded by Ray that the Board approves the May 8, 2023, meeting minutes as presented. The motion passed on a 4-0-0 vote.

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

Ray made a motion, seconded by Laite, that the Board approves the May 16, 2023, meeting minutes as presented. The motion passed on a 4-0-0 vote.

6. **Heart & Soul – Potluck Prior to Town Meeting:**

Susan Silverio, Chair of the Heart & Soul Committee, came before the Board seeking permission to hold a potluck supper at 5 PM, before Town Meeting in the Walsh Common at the Lincolnvile Central School. She felt that this was a great opportunity to increase attendance at the annual town meeting and raise awareness for the Heart & Soul project.

Silverio explained there are seven volunteers to set up and clean up in a timely fashion before the start of the Town Meeting

Silverio explained since the Town of Lincolnvile needs more volunteers to serve on other town committees, she recommended adding a table and having a representative from each of the committees to recruit new members.

The Board recommended that the recruitment be limited to just the Heart & Soul Committee this year, as a test run. If all goes well, the Board suggested inviting all other committees next year to help increase the number of members.

The Board permitted the Lincolnvile Heart & Soul team to hold a community potluck supper, before Town Meeting.

7. **Upcoming Waldo County Budget Committee Vacancy:**

Kinney explained that Select Board member Josh Gerritsen currently serves on the Waldo County Budget Committee, which term is scheduled to end on December 31, 2023, and since

his term on the Select Board will end in June, they will need someone from the Lincolnville Select Board to fill the remainder of his term.

The Board decided to wait until Gerritsen's term is up with the Lincolnville Select Board in June before filling the Waldo County Budget Committee position.

The Board recommended asking Gerritsen to write a brief letter to the next candidate explaining the duties of being on the Waldo County Budget Committee.

8. **Road Salt Bid:**

Hand made a motion, seconded by Laite, to move the road salt bid for FY 2024 to be awarded to New England Salt Company at the delivered price of \$75.05 per ton and the picked-up price of \$76 per ton and that the Town Administrator is hereby authorized to enter into an agreement with New England Salt Company under these terms. The motion passed on a 4-0-0 vote.

9. **Service (Grant) Contract with State of Maine – Townhouse Road Culvert Project:**

Laite made a motion, seconded by Ray, that the Board authorizes the Town Administrator to sign the Service Contract with the State of Maine accepting a \$150,000 grant for the Townhouse Road stream crossing project. The motion passed on a 4-0-0 vote.

10. **Recap of Joint Meeting with School Committee – Possible Committee Charge:**

Laite stated, "I feel that we should take over, at the Select Board level, until we can get our Recreation Committee straightened out and running efficiently. I don't feel creating another committee to identify what we already know is worth doing."

Hand explained that the Town should take this over, but at this time, the Board needs someone to facilitate that and he suggested maybe the Athletic Fields Infrastructure Committee would do the job.

Hand also recommended that the future Public Facilities Director be included in the membership of this new committee as a staff resource person and not a voting member.

The Board recommended there be four voting members appointed to this Committee and appoint a non-voting staff member as an advisor.

Dunn was in favor of creating this Committee and recommended the work be completed before the last Select Board meeting on November 27, 2023, to incorporate it into the FY 25 Budget.

Dunn also suggested that Keryn Laite, Jr. be appointed as the Chair and a Recreation Commission member be appointed as the Vice-Chair because of the flow of information.

Ray made a motion, seconded by Hand, that the Board approves and signs the Athletic Fields Infrastructure Committee Charge as amended and that it be forwarded to the School Committee for their consideration. The motion passed on a 4-0-0 vote.

Dunn made a motion, seconded by Hand, that the Board appoints Keryn Laite, Jr., to serve as the Select Board's representative to the Athletic Infrastructure Committee. The motion passed on a 3-0-1 vote. (Laite abstained.)

The Board thanked Laite for being the Select Board's representative to the Athletic Infrastructure Committee.

The Select Board recommended forwarding this to the Recreation Commission.

11. May 1st Storm Damage Update:

Kinney explained that there is an outstanding issue with a culvert that was washed out on a section of Martin Corner Road, which is traditionally closed.

Kinney suggested that the Select Board have a future conversation with the Town Attorney at the June 26th Select Board meeting to discuss the Town's legal rights and duties.

The Board concurred.

12. Public Facilities Director Hiring Process:

At the last meeting, the Select Board accepted the resignation of the Public Facilities Director, and since then Kinney has sent an ad to the local paper, on the Town's website, and Maine Municipal Association's website.

The Board recommended advertising with LinkedIn and ZipRecruiter to help broaden the search for a new Public Facilities Director.

Dunn made a motion, seconded by Ray, that the Board appoints Steve Hand to assist the Town Administrator with the initial review of Public Facility Director applicants and that those qualified candidates be forwarded to the full Board for consideration. The motion passed on a 3-0-1 vote. (Hand abstained.)

13. Selectperson Update(s):

No Select Board updates at this time.

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

Laite made a motion, seconded by Hand, that the Board approves and signs the Treasurers and Payroll warrants. The motion passed on a 4-0-0 vote.

15. Executive Session – Title 1 MRSA Section 405(6)(F) & Title 22 MRSA Section 4306:

Hand made a motion, seconded by Laite, that the Board enters 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.

16. Adjourn:

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

Respectfully submitted,

Melissa A. Geary
Administrative Assistant