

**TOWN OF LINCOLNVILLE  
SELECT BOARD MEETING  
November 14, 2022**

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

**Excused:** Ladleah Dunn and Steve Hand

**1. Citizens' Forum:**

There were none.

**2. Administrator's Report:**

David Kinney, the Town Administrator, noted:

- A thank you to the election clerks and town office staff for their work in conducting the November 8<sup>th</sup> election.
- The Town has been awarded a \$3,000 grant to assist with the installation of an alarm system at the Fire Station.
- The Town has received tis permit from the Army Corps of Engineers for the Townhouse Road culvert replacement project. The Town has also submitted a Stream Crossing grant application to the Maine Department of Environmental Protection in hopes that partial funding for this project can be obtained.

**3. Meetings & Announcements:**

Town Administrator, Kinney, read the meetings and announcements.

The Heart & Soul Team is also meeting on November 15<sup>th</sup> at 7PM in the Community Center

**4. Upcoming Community Events:**

There were none.

**5. Meeting Minutes – October 24, 2022:**

Gerritsen made a motion, seconded by Ray that the Board approve the October 24, 2022, meeting minutes as presented. The motion passed on a 3-0 vote.

**6. Board, Committee, and Commission – Appointments & Resignations:**

Gerritsen made a motion, seconded by Ray that the Select Board accept with regret the resignation of Cheryl Nevius from the Broadband Committee. The motion passed on a 3-0 vote.

Ray made a motion, seconded by Gerritsen that the Select Board accept with regret the resignation of Jay Foster from the Planning Board. The motion passed on a 3-0 vote.

**7. Tennis Court Resurfacing Project Update:**

Kinney provided an update that in keeping with the plan put in place several years ago that the Town has sought proposals for resurfacing the tennis courts with the addition of 4 pickleball courts. The proposals received all exceeded the budgeted funds. Kinney noted that the contractors are booking well into next year and if we wait for an additional appropriation at the annual town meeting the contractors will likely then be booking into 2024 and the proposal price will likely be more at that time. The Town might end up in a cycle where it raises funds but when it's time to contract for the work the contractors will be another year out and possibly with another price change.

Peter Rollins spoke on behalf of the Recreation Commission. The Commission recommends the lower cost proposal from Vermont Tennis as in their opinion the rust inhibitor was not needed.

Greta Gulezian spoke in favor of finding a way to get this done. The pickleball players, which in the past year have seen 160 different people play in Lincolnville, have waited three years.

The Board sought clarification from Vermont Tennis regarding the painting of the net posts and the need for two coats of primer (as suggested by Maine Tennis & Track). The Board also requested options regarding possible ways to accomplish this project in the current fiscal year. Kinney to research and report back.

**8. Road Surface Management System:**

David Roundy, Jr., Public Facilities Director, provided an overview of his efforts to date with the road surface management system (RSMS). RSMS is a software system designed to help a Town develop a maintenance plan for their paved and gravel road network. Thus far data for all of the roads that the Town is responsible for have been inspected for surface conditions and drainage. Roundy provided a color-coded map indicating which roads for road surface condition are in need routine maintenance, preventative maintenance, rehabilitation, or reconstruction. Roundy also provide a color-coded map of drainage condition (good or poor). These maps are both works in progress. The next step will be to enter information on traffic and importance. From there unit cost information can be entered to assist in the roadway maintenance planning process.

The Board expressed its interest in learning more as additional information becomes available and thanked the Public Facilities Director for the update.

**9. Broadband Update:**

Gerritsen stated that the Committee was working to create a job description for a potential Digital Equity Navigator.

Ray suggested perhaps this person could assist with people in need of more computer skills or assistance.

**10. Recap and Takeaways for the Emergency Management Exercise:**

Kinney stated that what he came away with the most was the need to fill local Emergency Management Director position.

Gerritsen suggested that connectivity (or lack thereof) of the Emergency Operations Center was paramount. Kinney suggested that this should be one of the first tasks for any new Emergency Management Director.

It was suggested that staff check on the status of the school generator, compensation for the position and to seek individuals that might serve.

**Ray made a motion, seconded by Gerritsen, that move that within the Emergency Management Director job description that the references to the Board of Selectmen be changed to Select Board. The motion passed on a 3-0 vote.**

**Gerritsen made a motion, seconded by Ray, that the Town Administrator seek applicants for the Emergency Management Director position with a rolling deadline and that upon finding a suitable candidate that that candidate be brought forward to the Select Board for consideration of appointment. The motion passed on a 3-0 vote.**

**11. Selectperson Update(s):**

Laité: MCSWC Board of Directors meeting has been cancelled. No meeting planned until January even though per Interlocal Agreement the budget is to be completed by the end of the year.

Ray: The Legislative Policy Committee has established its “Big 5” namely: Property tax Stabilization, General Assistance, Broadband Expansion, Revenue Sharing, and law enforcement training.

Gerritsen: The Waldo County Budget Committee has completed and passed a 2023 budget for the County.

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

**Ray made a motion, seconded by Gerritsen, that the Board approve and sign the Treasurer and Payroll warrants. The motion passed on a 3-0 vote.**

**13. Adjourn:**

**Gerritsen made a motion, seconded by Ray, to adjourn. The motion passed on a 3-0 vote.**

Respectfully submitted,

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David B. Kinney  
Town Clerk