

**BOARD OF SELECTMEN
MINUTES OF MEETING
November 23, 2020**

Present (remotely): Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Josh Gerritsen, Mike Ray, 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.

1. Executive Session:

Motion by Laite, second by Ray, that the Board enter executive session pursuant to Title 1 MRSA Section 405(6)(E) for consultation with the Town Attorney concerning the Board's legal rights and duties with respect to a real estate matter. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0.

Upon returning to open session, Selectman Ray read the quote.

2. Citizens' Forum:

Kinney read an email submitted by Tracy Colby concerning the Lincolnville Central School switching to remote schooling. The Board took no action.

3. Administrator's Report:

David Kinney, the Town Administrator, noted:

- That absentee ballots for the December Special Town Meeting are available.
- That LCI received a substantial grant to extend broadband to the households of underserved students and he suggested that possible eligible households might want to explore the opportunity.
- That dog licenses expire at the end of the year and are now available.

4. Meetings & Announcements:

Town Administrator Kinney read the meetings and announcements. He noted that the MCSWC Board meeting listed on the agenda would not be held.

5. Upcoming Community Events:

There were none.

6. Meeting Minutes:

Laite made a motion, second by Gerritsen, that the Board approve the November 9, 2020 meeting minutes with Line 90 amended to include the word “better”. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0.

Laite made a motion, second by Gerritsen, that the Board approve the November 16, 2020 meeting minutes as presented. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0.

7. **Board, Committee and Commission Appointment(s):**

Laite made a motion to appoint Garry Schwall and Reed Mathews to the Budget Committee with a term expiring June 2021. Second by Gerritsen. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0.

8. **Review Documents for the Sale of 33 Beach Road Property:**

The Board reviewed the following documents regarding the potential sale of the town owned property located at 33 Beach Road:

- Quitclaim Deed Without Covenant/Release
- Closing Statement
- Maine Real Estate Transfer Tax Declaration
- Lease Assignment & Assumption Agreement

Gerritsen made a motion, second by Laite, that the Board authorize and direct the Town Administrator to execute and deliver the quitclaim deed and to execute any necessary paperwork reasonably incident to the sale of the property located at 33 Beach Road (Tax Map 1, Lot 49) to the Lincolnville Historical Society. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0.

9. **Camden/Rockport/PBMC EMS Project Update:**

Laite made a motion, second by Ray, to have the Town Administrator continue to attend and participate in the meeting of the steering committee and that he report back to the Board at appropriate intervals and/or when key decisions must be made. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0.

10. **FY 22 Budget Goals and Priorities:**

Suggestions were made to include in the first draft of the budget items that were cut in response to the pandemic this year, sidewalks, laptops or iPad for the Board members, and security at the public works yard.

Gerritsen also stated that the Broadband Committee would be recommending funds for a broadband study.

11. **Review Preliminary Budget/Town Meeting Schedule for 2021:**

The Board reviewed the draft schedule tentatively establishing February 9th and 10th for budget review with the Budget Committee, local election on June 8th and the open portion of town meeting for June 10th. The schedule is subject to change in response to the pandemic.

12. Efficient Service Delivery Discussion:

The Board previously established Monday, December 7th as a workshop to discuss facilities and staffing. In addition to the master park concern list, sample park policies from other communities, staffing lists and job descriptions, and our vendor list the Board requested information on how other towns provide care and oversight of public facilities.

13. Selectmen Update(s):

Gerritsen stated that the Broadband Committee report was complete and would be presented at the December 14th Board meeting.

Dunn stated that the EMS Performance Review Committee was scheduling a meeting.

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

Motion by Ray, second by Laite, to approve the Treasurer's and Payroll warrants. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0.

15. Adjourn:

Laite made a motion, seconded by Ray, to adjourn. Vote: Laite – Yes, Gerritsen – Yes, Ray – Yes, Dunn – Yes. Motion carried 4-0.

Respectfully submitted,

David B. Kinney
Town Clerk