

**BOARD OF SELECTMEN  
MINUTES OF MEETING  
October 10, 2017**

**Present:** Chair, Ladleah Dunn, Keryn Laite, Jr., Jon Fishman, Josh Gerritsen and Town Administrator, David Kinney

**Excused:** David Barrows

The quote was read by Selectman Laite.

**1. Citizens' Forum:**

There were none.

**2. Administrator's Report:**

David Kinney, Town Administrator, reported:

1. Slab City Road: The paving project on Slab City is complete and the shoulder work will be finished by the end of October.
2. LIA Building: A building inspection was recently done to assist in the preparation of the work plan for the upcoming budget plan. The report should be submitted to the Town by the end of the month.
3. Town Office Wi-Fi: As of today, there is now public Wi-Fi in the building at the Lincolnville Town Office.
4. Incline: Dark Harbor Boat backed out of this morning's float relocation, but they will be back as soon as the weather permits.

**3. Meetings & Announcements:**

Kinney read the upcoming meetings.

**4. Upcoming Community Events:**

There were none.

5. **Meeting Minutes:**

Laite made a motion that the Board approve the September 25, 2017 meeting minutes as presented. Fishman seconded the motion. The motion passed on a 4-0-0 vote.

6. **Application for Catering Permit (one-time Liquor License) – Rollie’s Bar & Grill:**

Dunn and Fishman recused themselves from the discussion and vote, as it pertains to the Lincolnville General Store, which then left the Board without a quorum.

The Board then decided to table this agenda item until October 11<sup>th</sup> when Barrows would be available to vote.

Briar Lyons, Lincolnville resident and owner of the Lincolnville General Store, told the Board that she recently had a conversation with the Lincolnville Fire Chief and the Waldo County Sheriff’s Office, regarding asking for permission to close a section of Main Street between the Belfast Road and the Hope Road during the October 27<sup>th</sup> Grand Opening of the Lincolnville General Store from 4-10pm, for the safety of everyone that attends.

Lyons also announced that the Lincolnville Fire Department has agreed to be present to direct traffic and Northeast Charter & Tour Co. will provide a bus to shuttle people from the Lincolnville Central School to the event.

The Board also decided to table consideration of this matter until the October 11<sup>th</sup> meeting.

Laite noted that this is not just a special request for friends; the Board would consider this for any Lincolnville business in town.

7. **Additional Ballot Clerk Announcement & Appointment:**

Kinney reported there is a good possibility that the Town of Lincolnville may be short of ballot clerks for the November 7<sup>th</sup> election. He recommended that the Board appoint an additional election clerk, which would only be used for the November 7<sup>th</sup> election.

Kinney encouraged anyone that is interested in becoming a ballot clerk, to please call the Town Office, so the Board could take additional action, if more clerks are needed.

**Gerritsen made a motion to appoint C. Dennis Crockett as an Election Clerk with a term expiring December 31, 2017. Fishman seconded the motion. The motion passed on a 4-0-0 vote.**

**8. Use Agreement with Monroe & Goodwin – Float Storage:**

Kinney was contacted by a resident on Norton Pond regarding the need for float storage for the folks at Monroe & Goodwin. In the past, Monroe & Goodwin used the storage location next to the Bog's bridge in Camden. Since that is not an option this year due to the low water level, Monroe & Goodwin has asked if it would be possible to store floats on the overflow parking lot at Breezemere Park.

Kinney provided the Board with a draft Use Agreement and provided a copy to Monroe & Goodwin's Treasurer, Jill Goodwin for review.

Kinney also noted that the overflow parking lot at Breezemere Park is where the town and the Lincolnville Boat Club keep their floats each year and he felt this was a win-win situation.

Jill Goodwin from Monroe & Goodwin announced that they service roughly eight to nine floats and ramps each year from Norton Pond. The floats are lifted and stacked by using a John Deere backhoe.

Goodwin agreed to take care of any possible damage, if any, to the ground made by the backhoe.

Kinney added that the Lincolnville Recreation Commission was in favor of the request and the Lincolnville Boat Club raised no objection.

Dunn felt that it would be a good idea to draft a general policy regarding this request, especially since the request is to store non-municipal property on municipal property.

Dunn recommended drafting some type of Use Policy regarding winter storage at the lot, so that we have a fair playing field, since we are setting an example for others who might be interested in this as well?"

Dunn suggested that Kinney do some research to see what other town's use for their policy.

Gerrtisen wanted to know when Monroe & Goodwin would be hauling the floats out of the water.

Goodwin noted they wanted all the floats out of the water by the end of October.

Alex Cohen, Norton Pond property owner, spoke in favor of the service that Goodwin & Monroe provides to the residents that own floats along Norton Pond. He also mentioned that Monroe & Goodwin has agreed to pay the town a fee for their request to store floats on town property.

Gerritsen suggested that this request be tabled to give the Board the ability to review the draft policy change from Kinney.

Dunn stated that not voting tonight would put their functional timeline off by two weeks.

Dunn spoke in favor of moving forward, especially since Kinney has already provided the Board with a very clear lease, which will be a great model for any future interested parties moving forward, with the exception of a policy to support the request.

Laité was in favor of the request, but recommended that Kinney look into a policy for down the road.

**Laité made a motion that we authorize the Town Administrator to execute the lease agreement with Monroe & Goodwin for the storage of floats in the overflow parking lot at Breezemere Park. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.**

The Board thanked Jill Goodwin and Alex Cohen for attending the meeting.

**9. Application of Solar Energy Credits – Percent Allocation Method v. Cascade Method:**

Kinney reported with the agreement that the Board approved last year with Central Maine Power, the town had to assign how the energy credits from the solar array were utilized. Apparently, now we have an option to use a Cascade Method, which allocates the private generation credits to a primary account first, and if any credits remain, they will apply that credit to any secondary accounts, in the order the town chooses.

**Laité made a motion that the Board authorize the Town Administrator on behalf of the Town to switch our energy generation credits from the percent allocation method to the Cascade Method and to sign any necessary documents to affect such a change. Fishman seconded the motion. The motion passed on a 4-0-0 vote.**

**10. Proposed Policy Amendment concerning “Oldest Unpaid Taxes” 36 MRSA § 906:**

**Laité made a motion that the Board approve the revised order concerning the Oldest Unpaid Taxes pursuant to 36 MRSA Section 906. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.**

**11. Bank Account Amendments - Signers:**

The Town of Lincolnville has a number of accounts with several institutions which still shows the previous finance director, Jodi Hanson, is still listed on and he recommended that the Board vote to remove her as signer and add David Kinney as Treasurer and the new finance director, Kayla LaCombe as Deputy Treasurer.

**Laite made a motion to move that for all Town accounts that Jodi Hanson be removed as a signer and that David Kinney, Treasurer and Kayla LaCombe, Deputy Treasurer be authorized signers. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.**

**12. Follow-up to CEO Presentation – Ordinance Considerations:**

Dunn proposed that after the recent annual update from the Code Enforcement Officer, Frank Therio, she recommended that the Board move to update two of his suggestions, given one of his suggestions is still in the heavy legislative process.

**Gerritsen made a motion that the Code Enforcement Officer work with the Town Attorney to prepare amendments to the Town’s Land Use Ordinance so that our ordinance is consistent the state guidelines and that any issues requiring policy determinations be brought back to the Board and that any proposed amendments be brought back to the Board in time for the Board to review, seek public input on and make changes to so that any amendments can be presented to the voters in June of 2018. Fishman seconded the motion. The motion passed on a 4-0-0 vote.**

Kinney noted that Frank Therio, Code Enforcement Officer, suggested a back lot ordinance to help clarify the standards for the development of lots without frontage on town roads.

**Fishman made a motion that the Town Administrator forward the CEO’s suggested back lot ordinance to the Town Attorney for review and that the Town Attorney be instructed to inform the Board of the need for such an ordinance and the appropriateness of CEO suggested ordinance language. Laite seconded the motion. The motion passed on a 4-0-0 vote.**

Dunn asked if the Board was interested in looking into adding a Certificate of Occupancy Ordinance.

The CEO suggested that a Certificate of Occupancy Ordinance be required before a structure can be occupied.

The Board by consensus decided to pass on pursuing a Certificate of Occupancy Ordinance.

**13. Confirm Town Clerk's Appointment of Election Warden:**

Laité made a motion that the Board approve the Town Clerk's appointment of David Kinney as Election Warden for the November 7, 2017 Election. Fishman seconded the motion. The motion passed on a 4-0-0 vote.

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

Laité made a motion that the Board approve the Treasurer's and Payroll warrants & Special Capital Campaign. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

**15. Adjourn:**

Gerritsen made a motion to adjourn. Laité seconded the motion. The motion passed on a 4-0-0 vote.

Respectfully submitted,

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Melissa A. Geary  
Administrative Assistant