

**BOARD OF SELECTMEN
MINUTES OF MEETING
October 28, 2019**

Present: Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., David Barrows, Josh Gerritsen, and Town Administrator, David Kinney

Excused: Jon Fishman

The quote was read by Selectman Laite.

1. Citizens' Forum:

There were none.

2. Administrator's Report:

- **Election Day:** Election Day is November 5, 2019. Voting will be conducted at the Lincolnville Central School in the gymnasium from 8 AM to 8 PM.
- **Building and Property Insurance:** A representative of the Town's insurance carrier was here on Friday, October 25th. Kinney is expecting some sort of action report regarding items that may need improvement.
- **Beach Lighting:** Kinney received an estimate back on the lighting change for the Beach sidewalk lights. The estimate came back at \$20,207.96, which is well below the \$29,000 budget and he requested the go-ahead from the Board. The Board approved the go-ahead.

3. Meetings & Announcements:

Town Administrator, Kinney read the upcoming meetings.

4. Upcoming Community Events:

There were none.

5. Meeting Minutes:

Laité made a motion that the Board approve the October 15, 2019 meeting minutes as presented. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

6. Appointment(s):

Conservation Commission:

Laité made a motion that the Board appoints Robert Olson as an Alternate Member of the Conservation Commission with a term expiring June 2020. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

Budget Committee:

Gerritsen made a motion the Board appoints Reed Mathews to the Budget Committee with a term expiring June 2020. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

Election Ballot Clerk:

Gerritsen made a motion that the Board appoints Rebecca Richards, Hannah Burke, and Jean Botley as Election/Ballot Clerks for the November 5th election. Laité seconded the motion. The motion passed on a 4-0-0 vote.

Election Warden:

Gerritsen made a motion that the Board appoints David Kinney as Election Warden for the voting to be conducted on November 5, 2019. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

7. Winter Road Maintenance Operations Update:

This agenda item was tabled until the November 12, 2019, Select Board meeting, when Tom Farley is available.

8. Committee Chair and Department Head Update(s):

Road Commissioner – Bernard Young reported on the following updates:

- Youngtown Road: Young was very happy with the company that paved the Youngtown Road.
- Moody Mountain Road: The ditching was done on the Moody Mountain Road roughly two weeks ago, and the road near the apple orchard needs some attention. At least a shim coat of paving will be necessary next year.
- Slab City Road: Young noted he had one complaint that the Slab City Road is the worst road in town, which he was not in agreement with. The person had requested edge and/or centerline striping.
- High Street: The last heavy rainstorm brought a tree down on High Street, which was removed.
- Culverts: The Town replaced approximately 12-14 culverts this year, between roads and driveways.
- Ditching: There has been a fair amount of ditching done this year.
- Gravel: There is currently a stockpile of gravel due to the price, which may be enough for a couple of years.
- Sand Shed: This is the second year in a row, that the interior wall of the sand building have been coated with tar.
- Sea View Drive: Young will be adding some more re-claim, to minimize wash outs.

The Board thanked Young for his update.

9. **Revision to Submerged Lands Lease:**

Laité made a motion that the Town Administrator is authorized on behalf of the Town to sign the Submerged Lands with the State of Maine Bureau of Parks and Lands. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

10. **Possible Amendment to Board Rules of Procedure:**

Kinney discussed that at the last meeting, the Board suggested adding a routine agenda item which would allow each Board member to brief other Board members on matters of importance to the Town, which are not on the agenda.

Barrows made a motion that the Board adopt the revised Rules of Procedure dated October 28, 2019. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

11. Operations for Implementation of FY 20 Wage Adjustment:

Kinney reported that during the September 23, 2019 Board meeting, the Board made a motion to accept, but not implement the pay scale changes which was recommended by the Wage & Personnel Policy Board, which would instruct the Town Administrator to explore options for implementing the recommendations.

Kinney presented the Board with the following options:

- Option A) Do Nothing for the current fiscal year.
- Option B) Fund from existing approved funds.
- Option C) Call a Special Town Meeting to Seek Additional Funding.

Laite made a motion the Board implements the Wage & Personnel Policy Board recommended wage scale for Administrative Assistants as of January 1, 2020, with funding to come from the Administration and Finance account or if necessary contingency. Gerritsen seconded the motion. The motion passed on a 4-0-0 vote.

Laite made a motion that the Board request that the Wage & Personnel Policy Board review the compensation of the Finance Director in time for the possible inclusion in the FY 21 budget and that the Town Administrator prepare a supplemental charge for Board consideration. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

12. Release Deed – Moran, Scoppa Road:

Gerritsen made a motion that the Board signs the Release Deed to Edward and Doris Moran for the parcel of land off the Scoppa Road in Lincolnville. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

13. Request for Leave of Absence of Planning Board Secretary:

Laite made a motion that the Town Administrator is authorized to employ Lois Lyman as a temporary part-time recording secretary to fill in during Nancy Weser's absence. Gerritsen 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 approves the Treasurers and Payroll Warrants. Barrows seconded the motion. The motion passed on a 4-0-0 vote.

15. Adjourn:

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

Respectfully submitted,

Melissa A. Geary
Administrative Assistant