

**BOARD OF SELECTMEN  
MINUTES OF MEETING  
September 25, 2017**

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

The quote was read by Selectman Barrows.

**1. Citizens' Forum:**

Gary Schwall, member of the Lincolnville Business Group, asked the Board for permission to keep the flags up at the beach during Veterans Day and during Wreaths Across America and he assured the Board that the wreaths would come down a day or two later.

**Jon Fishman made a motion to allow the Lincolnville Business Group put the flags up on or around the dates of Veterans Day and Wreaths Across America and to be taken down a day or two later, for this year only. Gerritsen seconded the motion. The motion passed on a 5-0-0 vote.**

Laite proposed that the request process be changed so that the Lincolnville Business Group does not have to come back to the Board and each time they want to put the flags up. He suggested that group send an email to the Town Administrator with their request.

Dunn discussed that even though it's cumbersome to come before the Board, the original conversation that was made was to have the Business Group come before the Board because over time, Board members change. This way there is a conversation on what the expectations and execution will be.

Barrows suggested that the Lincolnville Business Group keep a log of all their yearly flag requests, which would allow the Lincolnville Business Group to make one request at the beginning of each year.

**2. Administrator's Report:**

David Kinney, Town Administrator, reported:

1. Breezemere Park: The drainage has been reworked.

2. Salt and Sand Shed: The first partial delivery of salt arrived today and the delivery of winter sand should commence next week.
3. Paving: The paving equipment is here in town. The road has been swept, patches have been patched and hopefully the paving process will begin tomorrow.
4. Boston Post Cane: Kinney explained that the oldest Lincolnville citizen is believed to have been identified but wanted to make one more announcement just in case.

**3. Meetings & Announcements:**

Kinney read the upcoming meetings.

**4. Upcoming Community Events:**

There were none.

**5. Meeting Minutes:**

**Laité made a motion that the Board approve the September 11, 2017 meeting minutes as presented. Barrows seconded the motion. The motion passed on a 5-0-0 vote.**

**6. Committee Chair and Department Head Updates:**

Frank Therio, Code Enforcement Officer & Local Plumbing Inspector, provided an update regarding the following activities:

**Code Officer Activities:**

There was an increase in code enforcement activity from early March until present in 2017. There were 24 fewer building permits in 2017 than at the same time frame in 2016. There were eight new houses in 2017 and only 4 in 2016.

1. Several General Store meetings with architects.
2. Worked with Gartley & Dorsky on multiple times.
3. Training all new Planning Board members. Brought two new members on board.
4. Supported Planning Board on all shoreland, commercial and subdivision activities.

5. Multiple tree issues in shoreland zone. Removing dangerous trees, diseased and dying. Just removal for views. Also violations of same. It is important to educate home owners and contractors on the need for tree and vegetation control in the 100 ft. buffer.
6. There are currently 18 lakes in Maine that have turned green from invasive species.
7. Many research issues for appraisers, real estate agents and new home owner potential buyers.
8. Discussed many shoreland issues and what if issues with citizens.
9. Addressed multiple business and vendor questions for functioning in Lincolnville.
10. Worked on many complaint issues such as noise, rats, tree cutting, erosion control, etc.
11. Currently inspect structures for structural integrity.
12. Prepare all applicants for Planning Board presentations.

Therio felt that it is important to put an increase focus on ordinance updates, specifically the following:

1. The current shoreland ordinance is 2008 which needs to be updated to 2015 ASAP.
2. Marijuana controls
3. Back lots
4. Certificate of Occupancy

**Addressing Officer Activities:**

There were 6 new addresses in 2017 compared with 11 in 2016.

The State's 911 addressing installed a computerized system for address activity.

**Licensed Plumbing Officer:**

There were 50 plumbing permits in 2016 and 15 in 2017.

1. Six septic system replacements in 2016 and ten in 2017.
2. Investigated multiple designs of wastewater system for improvement of same. Made recommended changes for longer system life by removing water softeners from septic systems.

**Health Officer:**

Investigated multiple complains of health issues and resolved them. Kept local citizens informed of health concerns in the yearly town report as well as postings on the town bulletin board.

**Maine Healthy Beaches:**

Maintained required certification in Maine Healthy Beaches program and posted beaches as necessary and monitored as needed. This is the 15<sup>th</sup> year the town has participated with the State of Maine.

The Board thanked Therio for his report.

**7. Atlantic Highway Speed Limit – Ann Sepe:**

Ann Sepe, Lincolnville resident, spoke about her concerns regarding the speed limits on Atlantic Highway in Lincolnville. She recently contacted the MaineDOT to bring awareness to the speed limit issues on U.S. Route 1, specifically around the Painted Lady, Point Lookout and her property, which is Bayside on the Northport town line. She was informed by the MaineDOT that the municipality must petition concerns, it can't be done by a private citizen and a regional engineer may perform a review to determine if more signage is needed.

As a taxpayer of Lincolnville, Sepe requested that the Board consider this issue and re-evaluate the speed limits in the Ducktrap Village area, especially since this area has limited signage, no shoulder area, and blind spots.

Sepe also asked that the Board consider her request in order to be proactive and rectify it prior to any serious motor vehicle accidents occur.

Dunn discussed the fact that the Board itself has no control over speed limits, which is controlled by the MaineDOT. This Board has not had a request to evaluate this particular stretch of U.S. Route 1 and she was not opposed to asking the MaineDOT to take a look this issue.

**Laité made a motion that the Board forward Ms. Sepe's safety concerns on to the Maine Department of Transportation and that we ask the MaineDOT to conduct a speed study to determine the current Atlantic Highway speed limits are appropriate for the areas north of Lincolnville Beach. Barrows seconded the motion. The motion passed on a 5-0-0 vote.**

**8. Amendment to Liquor License for Lobster Pound Restaurant – Outdoor seating/serving:**

Gerritsen made a motion that the Board approve and sign the Request for Extension of License on Premise as submitted by the Lobster Pound Restaurant. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

The Board felt that it's important to have a representative present or the business owner present to answer questions from the Board.

9. **(6:30 PM) Public Hearing – Winter Road Closing:**

Laité made a motion to open the public hearing concerning the winter road closing of the Martin Corner Road pursuant to Title 23 Section 2953. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

No public comment was offered.

Barrows made a motion to close public hearing concerning the winter road closing of the Martin Corner Road. Laité seconded the motion. The motion passed on a 5-0-0 vote.

Laité made a motion that following a public hearing pursuant to Title 23 MRSA §2953(2), and due deliberation, it is the opinion of the Municipal Officers of the Town of Lincolnville that the Martin Corner Road from 171 Martin Corner Road to its end at the Moody Mountain Road is so located with reference to population, use and travel thereon, that it is unnecessary to keep it maintained and open for travel during the months of November, December, January, February, March and April. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

10. **Board, Committee and Commission Appointments:**

Laité made a motion to appoint Michael Cummons as a regular member to the Planning Board with a term expiring in June 2020. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Laité made a motion to appoint Janis Kay as a regular member to the Planning Board with a term expiring in June 2019. Gerritsen seconded the motion. The motion passed on a 5-0-0 vote.

Laité made a motion to appoint Barbara Biscone as an alternate member to the Planning Board with a term expiring in June 2018. Barrows seconded the motion. The motion passed on a 5-0-0.

**Laite made a motion to appoint Barbara Biscone as a regular member to both the Veterans Park Committee and the Memorial Day Parade Committee with terms expiring in June 2018. Barrows seconded the motion. The motion passed on a 5-0-0.**

The Board thanked Cummons, Kay and Biscone for serving on the Planning Board, Veterans Park Committee and the Memorial Day Parade Committee.

**11. Future Committee Workshop:**

Laite requested that the Board have a conversation concerning committee workshops. Laite felt that the Recreation Committee is a vital part of infrastructure, maintenance and organization of scheduling that has to do with this town. There is a lot that does not fall under the Recreation Committee that should be considered.

Laite discussed that the Recreation Committee has several ball fields that they maintain along with some maintenance provided by the school and Laite felt that the maintenance of the these fields should become the responsibility of the town and maintained properly by the Town of Lincolnville.

Laite noted that there are people on the Recreation Committee who have had experience with maintaining said fields and they can make recommendations on what should be done to maintain these fields.

Laite also recommended that the Recreation Committee maintain Petunia Pump. He also recommended the committee have an arm to the Lincolnville Snowmobile Club and the Veterans Park Committee.

Laite also suggested that the Board have a conversation with the Recreation Committee to help guide them in the right direction and help the committee organize this request, so that this can be taken care of through the Town of Lincolnville.

Laite added that he knows this request won't happen overnight, but he wanted to put the wheel in motion, so that future Boards knows this is part of town infrastructure, this brings people to town and people spend money in this town and we need to maintain that to keep people in this town.

Laite suggested a workshop with the Recreation Committee and the Board, to review their charge and review future projects.

The Board's decided to hold a future joint meeting with the Recreation Committee on November 14<sup>th</sup>.

12. As of Board of Assessors:

Laité made a motion that we suspend our meeting as the Board of Selectmen and that we convene as the Board of Assessors. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Laité made a motion that the Board grant abatement #2017-02 to Alleson Bixler in the tax amount of \$27.88. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

Fishman made a motion that we adjourn our meeting as the Board of Assessors and reconvene as the Board of Selectmen. Gerritsen seconded the motion. The motion passed on a 5-0-0- vote.

13. Job Description Revisions:

Laité made a motion that the proposed amended job description for Administrative Assistant and Finance Director dated September 22, 2017 is amended as proposed. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

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

Laité made a motion that the Board approve the Treasurer's and Payroll warrants. Barrows seconded the motion. The motion passed on a 5-0-0 vote.

15. Adjourn:

Barrows made a motion to adjourn. Gerritsen seconded the motion. The motion passed on a 5-0-0 vote.

Respectfully submitted,

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Melissa A. Geary  
Administrative Assistant