

**TOWN OF LINCOLNVILLE
SELECT BOARD MEETING
September 25, 2023**

Present: Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Mike Ray, Robyn Tarantino, and Town Administrator, David Kinney

Excused: Steve Hand

The quote was read by Ray.

1. **Citizens' Forum:**

There were none.

2. **Administrator's Report:**

David Kinney, the Town Administrator, noted:

- **MDOT Parking Project:** Kinney has been in touch with the project manager for the MDOT parking project at the beach, where they are just starting to scratch the surface. They will be reaching out to the Town when they know how the project is progressing.
- **Townhouse Road Box Culvert:** The project is underway and the bypass culvert is in. As soon as the date for delivery of the box culvert, they will start the major excavation and the road will be closed.
- **Ballots:** Kinney is diligently working behind the scenes on the upcoming elections, which are referendum questions and school ballots for town meetings.
- **Hurricane Lee:** The remnants of tropical storm Lee arrived and the clean-up has already taken place.
- **Insurance Inspector:** The insurance inspector was here in town last week to look at several Town facilities. The inspector will be giving the town a list of action items, which the town will be fixing or repairing.
- **Jensen Baird Client Seminar:** Kinney attended the Jensen Baird Client Seminar regarding the changes to the law that impact municipalities.
- **Hoist:** There was some additional securing for the replacement hoist at the beach, with hydraulics and electrical to go. As of this Thursday, the harbor camera will be connected to the internet.

3. **Meetings & Announcements:**

Administrator Kinney read the meetings and announcements.

4. **Upcoming Community Events:**

There were none.

5. **Meeting Minutes – September 11 & 18, 2023:**

Laite made a motion, seconded by Ray that the Board approve the September 11, 2023, meeting minutes as presented. The motion passed on a 4-0-0 vote.

Tarantino made a motion, seconded by Laite, that the Board approve the September 18, 2023 meeting minutes as presented. The motion passed on a 4-0-0 vote.

6. **Appointment of Public Facilities Director:**

Laite made a motion, seconded by Ray, that the Board appoint Matthew Deane as Public Facilities Director, Deputy Harbor Master, Alternate Code Enforcement Officer, and Alternate Plumbing Inspector with a weekly salary of \$1,250 and a six-month probationary period. The motion passed on a 4-0-0 vote.

7. **Calderwood Lane Reconstruction Update/Neighborhood Meeting:**

Kinney explained that the Town meeting appropriated funds to allow the Select Board to engage a consultant in the design of the roadway on Calderwood Lane. The Select Board chose Oliver Associates, Inc. from Winterport, Maine to do the work.

Bill Oliver of Oliver Associates, Inc. came before the Board and presented the following presentation:

Why do roads fail?

- Poorly drained soils.
- High clay, silt & fine content in roadbed materials.
- Deformation of roadbed under wheel load.
- Soil silica platelets that slide apart when loaded.
- High water content between platelets.

Effect of Vehicle Tire Loads on Poor Soils:

- Tire loads deform the roadbeds if a road has excessive clay & silt fine soils.
- High water content offers no load resistance.
- Native clay solids are pumped up into the roadbed making its quality worse over time.

Well-graded gravel at proper depth dissipates wheel loading before it reaches underlying native soils:

- Compacted gravel particles lock together and do not deform under wheel loads.
- Wheel load transmits down through gravel in a 30° to 45° conical geometry.
- The key is to have enough gravel depth in the roadbed so that the cone area at the bottom is wide enough when it reaches native soils

Proper Drainage is essential to roadbed stability:

- Water has no wheel loading capacity.
- Saturated roadbed is subject to freezing which creates potholes when frozen water expands.
- Need proper drainage to remove water from the roadbed.
- The drainage ditch should be lower than the bottom of the roadbed to allow a positive flow of water out of the gravel.

Properly designed roadbed provides a sufficient depth of well-graded gravel with good drainage:

- Typical roadbed design – 4” pavement, 6” select gravel base, 15” select gravel sub-base
- Drainage ditches extend below the roadbed.
- Filter fabric at native soil interface to prevent clay pumping.
- The road surface sloped from the center to provide surface drainage.

Why has the Calderwood Lane roadbed failed?

- Excessive clay & silt content
- Inadequate roadbed drainage traps water between clay soil platelets.
- Inadequate depth of good gravel above native soils has caused the pumping of poor native soils up into the roadbed.
- The roadbed has no resistance to wheel loads which causes it to rut.

Proposed roadbed design in the first 1300 LF of Road:

- Two 9’ wide paved lanes for 18’ pavement.
- Two 2’ wide gravel shoulders.
- The roadbed of – 4” pavement, 6” gravel base, 15” gravel sub-base, and filter fabric over native soils.
- Proposed roadbed drainage sloped to ditch below roadbed.

Proposed roadbed design last 900 LF of Road:

- Same roadbed design with two 9’ paved lanes.

- Gravel shoulder width was reduced to 1' each to avoid rock walls.
- The ditch was replaced by an underdrain to avoid rock walls.

Additional goals of the road construction project:

- Reconfigure roadway entrance at Rt. 173 to create more concise, narrower 90° geometry.
- Minimize disturbance to existing rock walls.
- Limit tree & vegetation removal to dead or impaired trees & scrub growth in right-of-way.
- Generally, maintain existing roadway centerline and profile.
- Replace mailbox post & driveway culverts along the route.
- Maintain access to driveways during construction to the extent possible.

Oliver offered to hold a side meeting to answer questions from residents on Calderwood Lane.

The Board thanked Oliver for attending the meeting and giving an update.

8. (7 PM) Public Hearing – Winter Road Closing:

Ray made a motion, seconded by Laite, to open a public hearing concerning the winter road closing of the Martin Corner Road Title 23 Section 2953. The motion passed on a 4-0-0 vote.

No public input.

Ray made a motion, seconded by Laite, to move to close the public hearing concerning the possible winter road closing of the Martin Corner Road. The motion passed on a 4-0-0.

Laite made a motion, seconded by Tarantino, I move 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 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. The motion passed on a 4-0-0 vote.

9. (7 PM) Public Hearing – General Assistance Ordinance Amendments:

Laite made a motion, seconded by Tarantino, that the Board move to open a public hearing concerning the General Assistance Ordinance including appendices A-I. The motion passed on a 4-0-0 vote.

No public input.

Laite made a motion, seconded by Tarantino, that the Board close the public hearing. The motion passed on a 4-0-0 vote.

Laite made a motion, seconded by Ray, that the Board adopt the 2023 General Assistance Ordinance Appendices A-H with an effective date of October 1, 2023. The motion passed on a 4-0-0 vote.

10. Recreation Commission – Multi-Use Court Use Recommendation(s):

Cheryl Nevius, Co-Chair of the Lincolnville Recreation Commission came before the Board with a recommendation from the Lincolnville Community Pickleball Group seeking approval to add signage containing the rules for the use of the court and setting specific court times for Pickelball, on a trial basis.

After a brief discussion, the Board decided to have a future public hearing, to invite Pickleball players, tennis players, and interested community members to voice their thoughts and opinions, and then create a policy and signage.

The Board recommended adding temporary signage with basic rules until the public hearing and a permanent sign can be produced.

11. Follow-up discussion MDOT/MSFS Project:

Kinney stated, “It is important, as a community, to decide what it is that the Town values, such as construction, the elevation of equipment which could be over parking spots, and as this project moves forward, we know what we value.”

Dunn suggested that the Board invite neighbors and harbor users of this project to a public listening forum with the MDOT/MSFS project, to create a list of what Lincolnville needs or concerns that need to be addressed.

Dunn suggested tasking the Harbor Committee with viewing and reviewing the presentation from Mackenzie Kersbergen of MDOT, which was presented to the Select Board on Monday, September 11, 2023.

After the Harbor Committee reviews the presentation from MDOT, Dunn suggested the Harbor Committee create a list of priorities for the Board to consider how to interface with this project.

Ray explained that the Midcoast Council of Government (MCOG) wants to be involved with this project as soon as possible.

Dunn made an amended motion, seconded by Laite, the Select Board charge the Harbor Committee with viewing and reviewing the presentation that we watched from Mackenzie from the MDOT and to consider any concerns or priorities as they relate to the Harbor Facility and how those may affect ongoing projects or future projects and

present their recommendations to the Select Board at the October 23, 2023, Select Board meeting. The motion passed on a 4-0-0 vote.

Kinney offered to alert Mackenzie Kersbergen with the MDOT that the Lincolnville Select Board would like to have a public forum with all stakeholders.

12. **Boards, Committees, and Commissions Roles and Guidelines:**

Ray made a motion, seconded by Laite, that the Board authorize Ladleah Dunn to call a meeting of the Board, Committee and Commission Chairs, and Town Administration to review with them the expectations set forth in the Boards, Committees, and Commissions Roles and Guidelines. The motion passed on a 4-0-0 vote.

13. **Engagement of Independent Auditor:**

Laite made a motion, seconded by Tarantino, that the Board authorize Ladleah Dunn as the Chair of the Board to sign the engagement letter with William H. Brewer to conduct the annual audit. The motion passed on a 4-0-0 vote.

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

Laite: No updates at this time.

Ray: He reported the Woodshed has been rebuilt and a chain-linked fence will be installed. Requesting firewood must be done by appointment only by calling 207-338-2692.

Tarantino: No updates at this time.

Dunn: No updates at this time.

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

Tarantino made a motion, seconded by Ray, that the Board approve and sign the Treasurers and Payroll warrants. The motion passed on a 4-0-0 vote.

16. **Adjourn:**

Laite made a motion, seconded by Ray, to adjourn. The motion passed on a 4-0-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant