

**BOARD OF SELECTMEN
MINUTES OF MEETING
September 27, 2021**

Present: Chair, Ladleah Dunn, Vice-Chair, Keryn Laite, Jr., Josh Gerritsen, Mike Ray, Jordan Barnett-Parker, and Town Administrator, David Kinney

Selectman Gerritsen read the quote.

1. **Executive Session – Property Tax Abatement Due to Poverty and/or Disability pursuant to Title 1 MRSA Section 405(6)(F) & Title 36 MRSA Section 841 (2)(E):**

Laite made a motion, seconded by Barnett-Parker, that the Board deny the abatement requested pursuant to Title 36 MRSA Section 841(2) in case number A. The motion passed on a 5-0 vote.

2. **Citizens' Forum:**

There were none.

3. **Administrator's Report:**

David Kinney, the Town Administrator, noted:

- **Property Taxes:** The first half of property taxes are due on or before Wednesday, October 6, 2021.
- **Winter Sand:** The winter sand is in the building and ready for this winter.
- **Absentee Ballots:** The Town of Lincolnville is taking absentee ballot requests for the November 2nd election and the actual ballots will be available next week.
- **American Rescue Act:** Kinney submitted the request for funding, which is currently under review and the Town's allocation will be \$235,100.76 which will be payable in 2 equal payments.
- **Joint Meeting:** The Lincolnville Select Board has received an invitation from the Camden Select Board to discuss Dams. Kinney forwarded the Lincolnville Select Board an email asking them to save the date, which will be October 14th at 1 PM at the Camden Town Office in the French Conference Room.
- **Ongoing Projects:** Kinney explained that Select Board member Gerritsen asked for an update on all pending town projects. One is regarding the Harbor Camera and Kinney explained he is waiting on an update regarding the cost for internet service to that location. The second ongoing project is regarding the Town Office server replacement, which has been very slow and methodical, and Kinney will be sending the Town's IT person a list of email addresses for the Select Board.
- **Select Board Workshop:** Kinney recommended holding a workshop to meet with the Select Board members to compile a list of priorities and he was hoping to set up a time to

meet in October. Kinney offered to email the Board with a list of dates and times for a future meeting next month.

4. Meetings & Announcements:

Administrator Kinney read the meetings and announcements.

5. Upcoming Community Events:

There were none.

6. Meeting Minutes – September 13, 2021:

Laité made a motion, seconded by Barnett-Parker, that the Board approves the September 13, 2021 meeting minutes as presented. The motion passed on a 5-0 vote.

7. Review Solar Array Purchase Committee Charge:

Barnett-Parker made a motion, seconded by Ray, that the Board approves and sign the Solar Array Purchase Committee Charge dated September 27, 2021. The motion passed on a 5-0 vote.

8. Public Facilities Director Hiring Process:

At the last Select Board meeting, the Board authorized the go-ahead to advertise and seek interested individuals to fill the position of Public Facilities Director and now the time has come to determine which process the Board would like to use to review the applications and bring someone on board.

Kinney announced the applications are due back no later than, October 13th and he suggested that he initiate the first cut of the reviews, and then hand that list over to the Select Board, schedule a special meeting on October 18th for a review of the applications, and then coordinate the interview process the week of October 25 through October 29th.

The Board was in favor of Kinney's schedule.

9. As Board of Assessors:

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

Abatement #2021-03

Gerritsen made a motion, seconded by Barnett-Parker that the Board grants abatement

#2021-03 to Maine Dermatology, LLC in the tax amount of \$12.08 as the business was closed. The motion passed on a 5-0 vote.

Abatement #2021-04

Laite made a motion, seconded by Barnett-Parker, that the Board grants abatement #2021-04 to Nancy Webb & Michael Morse in the tax amount of \$1.51 to correct an error in the land assessment. The motion passed on a 5-0 vote.

Abatement #2021-05

Barnett-Parker made a motion, seconded by Laite, that the Board grants abatement #2021-05 to Stephen & Margaret Case in the tax amount of \$25.67 to correct an error in the land assessment. The motion passed on a 5-0 vote.

Abatement #2021-06

Ray made a motion, seconded by Barnett-Parker, that the Board grants abatement #2021-06 to Connie & Dennis Linhart in the tax amount of \$12.08 to correct an error in the land assessment. The motion passed on a 5-0 vote.

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

10. Broadband Update:

Broadband Committee:

Ray recommended that the Board review Appendix D regarding the suggested RFP timeline for review of the Feasibility Study to see if everyone agrees.

Kinney plans to make sure that the applicants respond adequately to the request for proposal and then refer the bids that satisfy the RFP to the Lincolnville Broadband Committee for their review.

Ray noted that after the Lincolnville Broadband Committee has reviewed the RFP's they would then give them back to the Select Board to make their decisions and he felt that the contract should be awarded on December 13, 2021.

Ray made a motion, seconded by Barnett-Parker, that the Board approves the RFP review process set forth as Appendix D: Suggested Timeline for Broadband Committee. The motion passed on a 5-0 vote.

Ray also explained that since the Broadband Committee ended last week, the Committee has a new Charge to work with the feasibility consultant moving forward. The new charge is

Appendix C, which gives the new committee a full year to make this happen until it is disbanded on September 30, 2022.

Barnett-Parker made a motion, seconded by Gerritsen, that the Board approves and signs a new charge set forth as Appendix C: Suggested New Broadband Committee Charge. The motion passed on a 5-0 vote.

Dunn recommended that the Board have a conversation regarding how to come up with the balance to fund the Broadband Feasibility Study since the anticipated cost will exceed the \$5,000 which was appropriated by the voters of Lincolnville at a Town Meeting.

Ray recommended using the \$20,000 from Waldo County as the American Rescue Plan Act, requiring public input, even though the Waldo County Commissioners suggested that the money is used for Broadband.

Ray announced that he filled out an application for the Island Institute Grant, and now he needs permission from the Select Board to send the grant out on Town letterhead.

Dunn recommended that Ray meets with Kinney before the next agenda, to allow the Select Board time to review the grant before the grant is submitted.

Ray told the Board that there is a two-week turnaround decision time for the Island Institute Grant.

Gerritsen stated, "I feel like we are in an emergency, in terms of needing to understand what the Broadband situation is in Lincolnville and because that is money we weren't originally expecting from the ARPA Funds, and so many people in Lincolnville do not have good internet, we can go out on a limb and confidently say this is a worthwhile expenditure. It's not to pay for a whole build-out; it is to pay for a study. If we feel that is an appropriate way to spend money, then we have a special town meeting, and say to the public that we think this is a worthwhile endeavor and see if the Town wants to spend that money.

Midcoast Broadband Coalition:

There were no recent meetings.

11. Selectmen Update(s):

Laite: The Mid-Coast Solid Waste Board of Directors recently held a meeting which was to discuss carry-forwards and upcoming projects. The Budget looks good and Laite is very proud.

Gerritsen: No updates at this time.

Ray: The Woodshed will be delivering 4 cords of wood and Ray is now seeking volunteers to help put all of the wood in the woodshed.

Dunn: No updates at this time.

Barnett-Parker: No updates at this time.

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

Laite made a motion, seconded by Gerritsen, that the Board approves the Treasurer's and Payroll warrants. The motion passed on a 5-0 vote.

13. Adjourn:

Ray made a motion, seconded by Laite, that we adjourn. The motion passed on a 5-0 vote.

Respectfully submitted,

Melissa A. Geary
Administrative Assistant