



Board of Selectmen

Tuesday, December 3, 2013 @ 6:00 PM
Southwest Harbor Town Office

MINUTES

- I. **Call to Order/Roll Call:** The meeting was called to order at 6:00 PM by Chairman Ralph Dunbar. Present: Ralph Dunbar, Chairman; Dan Norwood; George Jellison; Thomas Benson; David Mincton and Town Manager Donald Lagrange.
- II. **Visitors to be heard not on the agenda:** There were no visitors to be heard
- III. **Approval of Minutes:** A motion was made by David Mincton to accept the minutes of November 12, 2013 as written; second by Tom Benson. Voted 5/0/0
- IV. **Manager's Report:**
 - ~Manager Lagrange discussed agenda item from the League of Towns meeting concerning a second meeting of elected officials in Somesville. Consensus of managers was to schedule a meeting when progress toward selected goals needed their attention.
 - ~Chamber of Commerce members continue to be interested in relocating to the new bathroom building. Will discuss at December 17 meeting.
 - ~Water meeting held in Tremont on November 20 had a large resident response. They are in favor of connecting with SWH. A formal request to the SWH Selectmen will be forthcoming from the Tremont Town Manager.
 - ~Weekly meetings with highway Scott and Mike provide more information regarding upcoming requirements.
- V. **Old Business**
 - Main Street Construction*
 - ~Insertion valves at Clark Point and Main Street to allow for water shut downs were installed and will save two construction days in the spring. Existing valves not dependable without this assist.
 - ~There will be a construction meeting with contractors, engineers, state and town on Tuesday, December 10 @ 9:00 AM. Discussion will include traffic and construction plans for the spring. Selectmen welcomed and encouraged to attend.
 - ~A walk about during the rain of November 21 in the work area indicated several issues to be cleared up before winter shut down. Contractor will be responsible for any pot holes during the winter.

Water Budget

~A final draft of the FY2014 water budget was presented for review. Final approval requested during December 17 meeting. The water board to be scheduled at 6:00 PM with Selectmen meeting to follow.

~A summary of the firefly program was presented which indicated up to 900 units were originally planned and included all meters on permanent lines regardless if the property owner removes them annually. All permanent meters(lines) are billed differently than seasonal meters (on seasonal water lines). The total installed to date is 591 meters. The balance to purchase is 255 meters and 246 fireflies will total \$42,994. The FY2013 water budget balance is \$14,228 and the FY13/14 sewer budget balance is \$7,500. Requirements for FY 2014 water budget is \$25,000 which, in total with purchases to date, coincides with the \$205,000 original budget.

~A discussion describing the daily monitoring of potential water leaks included one issue involving a water line leak which the owner will not repair due to cost. Chairman Dunbar suggested that without backflow prevention, this leak may be a cause for contamination. Mgr. Lagrange agreed and stated this line will be addressed.

VI. New Business:

a. Rhoades House

Jim Geary, a member of the conservation committee overseeing the Rhoades House discussed its future. He indicated that a remedy is required to either remodel or repair the existing structure or to demolish it in favor of a modest seasonal structure. Lagrange will discuss legal issue with attorneys considering the covenants in the current deed preventing reasonable conclusions however, it was agreed the tenant should be notified that she will need to vacate the structure due to deficiencies that may pose as a liability to the town. Mr. Geary stated he had previous conversations with the tenant and that he would stress the issue again with the tenant.

b. Assessors RFP (3-yr proposal)

A sample of the requirements for assessment contract was presented to the Selectmen for their opinion. A three year contract should be part of the RFP. A list of assessors would be forthcoming from the State Revenue Office as well as ads placed in the Islander, Ellsworth American and MMA.

c. Close Town Office at 1:00 PM, December 24 & 31, 2013

Manager Lagrange received a consensus from the Selectmen to close the Town Office at 1:00 PM on December 24 and 31, 2013.

d. Special Events Application

Chief Chapais and Chief Chisholm were on hand to discuss the proposed special events application. It was determined that an explanation section should be included for the applicant to describe the event, which will provide guidance to town departments for municipal exposure.

e. Highway Pick-up Truck (former sewer truck)

Manager Lagrange recommended the former sewer department pick up truck be placed out to bid. It was discussed to be as trade in, however board members felt trade ins were not beneficial. Selectmen Norwood suggested the highway department should have a two wheel drive pickup for general

use and not use the 450 with all its plow gear, as a general vehicle. A motion by Norwood to place the pick up out to bid, second by Benson. Voted 5/0/0

f. Harbor Committee Resignation (Vaughn Clark)

Manager Lagrange stated Mr. Clark phoned him requesting to resign from the Harbor Committee and asked the Board to accept his resignation without the formal written request. Chairman Dunbar stated he had a discussion with Vaughn Clark a couple weeks prior, when Vaughn mentioned he was going to resign. A motion by Norwood to accept the resignation and second by Benson. Voted 5/0/0. Chairman Dunbar wished to publicly thank Vaughn for his services to the Town. Mgr. Lagrange will advertise on the web site for volunteers.

VII. **Other Business**

There was no other business to discuss

- VIII. 1) Motion was made by Norwood to accept & Sign Warrants, second by Benson: **General Fund Warrants**, FY13-14, 68, 70, 74, 76; **Water** FY2013, 22; **Sewer** FY13-14, 75; **School** FY13-14, 69, 72, 73; Voted 5/0/0
- 2) Motion was made by Norwood to accept General Fund Warrants, FY13-14, 71, second by Benson; (Ralph Dunbar to abstain) Voted 4/0/1

IX. Next Meeting Date: December 17, 2013 with water board at 6:00 PM and Selectmen meeting to immediately follow the conclusion of the water board meeting.

X. Executive Session, 1 M.R.S.A. § 405 (6) (D) Union Contract
Motion was made by Benson to go into executive session at 7:10 PM, second by Norwood. Voted 5/0/0

Motion was made by Norwood to end executive session at 7:55 PM, second by Benson. Voted 5/0/0

XI. Health Insurance

Manager Lagrange presented a spreadsheet showing the net savings of changing from the POS C plan to the PPO 1500 plan. This plan was enhanced with town participation in an HRA program to make it equal to or better than the current plan. Lagrange suggested a ½ of one percent equalizer of wages to keep the employee contribution equal to the 30% share agreed to in previous contracts which were offset by a 5% wage increase. Chairman Dunbar suggested the equalizer was an unfair increase in benefits to those making more hourly wages than others and suggested to increase the maximum employer contribution rather than a .005% equalizer to provide equal benefits to all staff. The Selectmen did not want to discriminate against the lower wage staff.

Lagrange suggested that in year 2 and 3 of the Union contract the same basis to be used should there be additional increase. On the 30% basis of current POS C, this should be the employee share in the PPO 1500 plan.

Lagrange also suggested including Domestic Partnership coverage for staff members however, it was a consensus that this would be an additional expense and the town should not afford a change in its benefit package and that the town needed to maintain a balance in total benefits. The cost to include two staff would be approximately \$13,368 additional each year.

While the private sector is reducing their benefits, the municipal sector maintains a premium plan per one Selectman.

A motion was made by Jellison to change from current POS C health insurance plan be amended to the PPO 1500 as modified below:

- The sum of \$150 for single coverage and \$250 for family/dependent coverage will be placed in a bucket account for the purpose of reimbursing 50% of co-pay expenses
- Maximum employer contribution for family/dependent coverage will be a flat \$411.03 for family coverage and \$208.86 for dependent coverage
- Employer contribution for single coverage will be 100%
- Employer will place sums in a HRA account for out of pocket maximum to cover the first \$2,000 for single coverage and \$4,000 for family/dependent coverage. Second by Benson. Voted 5/0/0

XII.

Adjourn Selectmen Meeting

Motion was made by Benson to adjourn meeting at 8:03 PM, second by Mincton. Voted 5/0/0

DRAFT