



Minutes
Water Sewer Board Meeting
Tuesday, June 24, 2014
Southwest Harbor Town Office

- I. Call to Order/Roll Call:
The meeting was called to order by Ralph Dunbar, Chairman at 5:30 PM. Present were Chairman Dunbar, George Jellison, Tom Benson, Dan Norwood, David Mincton and Town Manager Don Lagrange
- II. Visitors to be heard not on the agenda
No visitors to be heard
- III. Sewer Budget Review/Approval
The Water/Sewer Board reviewed the proposed budget and did not make any further changes. Lydia Goetze requested a clarification of the budgeted CIP and it was explained equipment with less than 20 year life was included on list. Manager Lagrange indicated the Sewer Department owed the Town approximately \$560,000. A motion by George Jellison was made to accept the sewer budget as proposed in the amount of \$531,524. It was seconded by Tom Benson and voted in favor 5/0/0.
- IV. Adjourn Water Sewer Board meeting
A motion was made by Tom Benson to adjourn the water/sewer board meeting at 5:40 PM. It was seconded by David Mincton and voted in favor 5/0/0

Minutes
Selectmen Meeting
Tuesday, June 24, 2014
Southwest Harbor Town Office

- I. Call to Order/Roll Call
The meeting was called to order by Ralph Dunbar, Chairman at 5:45 PM. Present were Chairman Dunbar, George Jellison, Tom Benson, Dan Norwood, David Mincton and Town Manager Don Lagrange
- II. Visitors to be heard not on the agenda
No visitors to be heard
- III. Approval of Minutes: June 10, 2014
A motion was made by Tom Benson to accept the minutes of June 10, 2014. It was seconded by George Jellison and voted in favor 5/0/0.
- IV. Manager's Report
~ Flood Zone changes and updates will take effect July 1, 2015. With enhanced ortho imagery and greater resolution, the flood zones can be more accurately defined. Some properties not currently in the flood zone may find

themselves requiring flood insurance. We have the flood maps on the computer and can email a particular map for anyone's property so they can ascertain their status.

Due to additional informational and organization structures in SWH with FEMA, the Town of Southwest Harbor is the only municipality in Hancock County that has achieved a Community Rating System (CRS) with 500 points or a 9, which provides flood insurance discounts of 5% to SWH flood zone residents. All other communities are not participating in the rating system.

We are now working toward a number 8, which will increase the discount to 10% for the residents. Another way to protect low rates is for the property owners who may be in the flood zone next year is to purchase flood insurance now, thus providing for a grandfathering of the low rates with the changes. It is anticipated insurance rates will increase at an annual rate of 18%, the maximum feds will allow. But they (insurance companies) are allowed to increase 18% each year. A discussion with a property owner in Lamoine found out his property will be listed in the new flood zone and his insurance rates will increase over \$2,500.

The next newsletter will detail this more fully and at the very least, provide information for the property owners to be more aware of their options.

~ The Town was hired to sweep the grindings after milling on Main Street. The Town charged Jordan's \$110 per hour for the use of the sweeper with driver.

~ Water break on Long Pond Road is after the meter and has a dual check valve at the meter for backflow prevention.

~ Oil bids received for the upcoming season going to Acadia Fuel at \$3.0646/gallon. Last years price was .3188 less at \$2.7458. Closest bid was Dead River at \$3.2637/gallon.

~ I will be out from Wednesday, June 25 – June 27 due to surgical procedure. More than likely I will be back on Monday.

~ The cost of asphalt patch between Herrick and Circle K on the north bound lane is \$6,300 which included tack. State of Maine DOT has agreed to contribute \$3,100 to the cost of this patch.

~ You should have noticed the sign in front of the police department regarding Googs Pond, Village Green Way. KBK Sign Company, formerly Mohr Signs, has been contacted to provide a proposal for the intersection of Village and Main.

V. Old Business:

a. A discussion suggested having an outside source to determine if the change orders are being followed to standards. There is concern regarding the condition of the road until final paving being acceptable. There was an opinion the areas with binding isn't going to settle and will cause cracking at future date. Also, the work from Clark Point Road to Herrick would be reviewed by the State?

b. High School Student Enrollment

In response to previous concerns, Manager Lagrange stated the cost per student from Southwest Harbor (a total of 67 students) attending MDI High School is \$16,852.

VI. New Business:

a. Chamber of Commerce, October Fest Discussion, Hutchins

Kristen Hutchins requested to table this discussion to the next meeting regarding the change in State rules which allow Brewers to

provide their own pourers at special events. She hopes to have information in the packets for Selectmen preview.

b. Town Manager Appointments

A motion was made by Dan Norwood to accept the Town Manager appointments as presented. Second by Tom Benson and voted in favor 5/0/0.

c. Town Clerk Appointments

A motion by Dan Norwood to accept Town Manager appointment of Marilyn Lowell for Registrar of Voters. Second by Tom Benson and voted in favor 5/0/0

d. Selectmen Appointments

Dan Norwood moved to approved Tabbetha Newenham, Nelia Lake and Diane Norwood-Frost as Deputy Registrar of Voters for the remaining two year term. Second by David Mincton and voted in favor, 5/0/0.

George Jellison moved to appoint Ryan Donahue for a three year term on the Planning Board to expire on June 30, 2014. Seconded by Dan Norwood and voted in favor 5/0/0.

George Jellison moved to re-appoint Melissa Frost, Susan Reiff and Jan E. Ayers-Peabody as voting members on the conservation committee and Jeff Dutra, Ann Judd and Ann Ratcliff as associate members. Second by Tom Benson and voted in favor 5/0/0.

George Jellison moved to appoint Donald Lagrange as Treasurer, Road Commissioner, Plumbing Inspector, Code Enforcement Officer and Tax Collector and to appoint Marilyn Lowell as Town Clerk. Seconded by Dan Norwood and voted in favor 5/0/0./

e. Summer Water Commitment Motion:

Tom Benson moved to accept the water commitment of \$29,485.55 for the period May 15, 2014 to November 15, 2014, subject to an interest charged for unpaid balance of 11.25% per annum beginning 30 days after the billing date of June 19, 2014. Seconded by George Jellison and voted in favor 5/0/0.

f. Summer Sewer Commitment

George Jellison moved to accept the sewer commitment of \$12,524.40 for the period May 15, 2014 to November 15, 2014, subject to an interest charged for unpaid balance of 7.0% per annum beginning 30 days after the billing date of June 19, 2014. Seconded by Tom Benson and voted in favor 5/0/0.

g. Election of Officers

Tom Benson moved to elect Dan Norwood as Chairman of the Board of Selectmen, seconded by George Jellison and voted in favor 4/0/1. Dan Norwood moved to elect George Jellison as Vice Chairman of the Board of Selectmen. Seconded by David Mincton and voted in favor 4/0/1

h. Private Water Repair, General Trust Funds(Dickey portion)

The Selectmen were advised of an original \$14,000 trust established by Fred H. Dickey to be used for the needy of Southwest as expended by the Selectmen. Current accrual is over \$35,000. Town manager requested to expend up to \$4,000 to Ms. Alley on Herrick Road for a water line repair. Tom Benson moved to approve up to \$4,000 from

this trust account with condition of town oversight of the project. David Mincton seconded this motion and it was voted in favor 5/0/0.

i. GA Appendix A approval (annual)

George Jellison moved to accept the amended the State GA appendix A. Seconded by Tom Benson and voted in favor 5/0/0.

j. Municipal Budget (future goals)

The municipal budget YTD was presented to the Selectmen for review and prepare for upcoming budget discussions for the following fiscal year.

VII. Other Business

Lydia Goetze thanked Ralph Dunbar for his service followed by comments by Dan Norwood. Dan Norwood also welcomed Lydia Goetze as the new member to the Board. Tom Benson thanked Ralph for his support and hard work and welcomed Lydia as well.

VIII. Accept & Sign Warrants:

George Jellison moved to accept the following warrants, seconded by Tom Benson and voted in favor 5/0/0.

General Fund Warrants, **FY13-14: 174, 176, 180, 181**

Sewer **FY13-14: 179**

Water **FY2014: 12**

School **FY13-14: 175, 177, 178**

IX. Next Meeting Date:

July 8, 2014 Regular Meeting @ 6:00 PM,

X. Executive Session, 1 M. R. S. A. § 405 (6) (a) Personnel matters

It was moved by George Jellison to go into executive session for the purpose of town manager evaluation, seconded by Tom Benson and voted in favor 5/0/0. Motion by George Jellison at 7:20 PM to adjourn executive session and seconded by Tom Benson. Voted in favor 5/0/0.

After discussion, it was decided to extend the town manager contract until July 31, 2017 for the purposes of budget oversight. George Jellison moved to amend Donald Lagrange contract to reflect extending the contract to July 31, 2017. Seconded by Tom Benson and voted in favor 5/0/0.

Also, it was requested by the Town Manager Donald Lagrange that due to loss of use of vacation time each year, he be allowed to accrue unused vacation time with no maximum holdover and be compensated at the end of the contract period. George Jellison moved to allow vacation compensation from year to the next with no maximum holdover to be compensated at end of contract. Seconded by Dan Norwood and voted in favor 5/0/0.

XI. Adjourn Selectmen Meeting

It was moved by Tom Benson to adjourn the meeting at 7:20 PM. Seconded by David Mincton and voted in favor 5/0/0.