

MINUTES
Selectmen Board Meeting
Tuesday, December 22, 2015

- I. The Selectmen regular meeting was called to order at 6:00 PM by Chairman George Jellison. In attendance: David Minctons, Tom Benson, Dan Norwood, Town Manager Don Lagrange and Town Clerk Marilyn Lowell. Lydia Goetze was excused.
- II. Visitors to be heard not on the agenda: Jim Snow presented a petition with 38 signatures requesting the Town Manager recuse himself from the Water & Sewer District Board of Trustees as a result of his participation in the Selectmen's executive session for the selection of fellow trustees claiming it was a conflict of interest.
- III. David Minctons moved to accept the minutes of December 8, 2015 meeting, seconded by Tom Benson and voted in favor 4/0/0.
- IV. Manager's Report:
 - ~ A summary of Water/Sewer Trustee decisions was presented. Two District meetings on Monday, December 14 and Wednesday, December 16 resulted in approving nineteen (19) of the twenty four (24) agenda items with the remaining continued to Monday, December 21 at 3:00 PM. The Trustees approved the remaining agenda items on Monday, December 21 including the Memorandum of Understanding between the Town and the District paving the way to assume operations effective January 1, 2016.
 - ~ Ceramic tile being installed in bathrooms. Heating equipment delayed due to stocking issues at the supplier. Exterior siding nearing completion.
 - ~ Olver Engineers and a structural engineer consultant reviewed the sewer plant for structural integrity. Have not yet received their report which should include recommendations regarding the garage floor. First indication is that defect is not as severe as has been presented.
 - ~ A preliminary budget schedule has been prepared for deliberations beginning January 5, 2016
- V. Old Business:
 - None
- VI. New Business:
 - a. Auditors Report, Greg Chabot:

Mr. Chabot presented a preliminary budget report regarding the municipal fiscal year 15-16. It was submitted incomplete due to the school district not providing a completed budget in a timely fashion. The results were favorable including another surplus from the operating budget. The Town is in excellent financial condition according to municipal standards, Mr. Chabot stated. He found nothing to report as deficiencies. The report showed an increase in Sewer indebtedness to the Town to \$568,539.
 - b. Town Clerk Position:

The Town Manager requested the wages of the Town Clerk be increased due to her organizational abilities, commitment to Town and the confidentiality the position requires, impartial attitude and a genuine desire to be helpful to all visitors and residents alike. Dan Norwood moved to increase the wages to \$22.15/hr. seconded by Tom Benson and voted in favor 4/0/0.
 - c. District Contract Approval:

Dan Norwood moved to ratify the agreement between the Water & Sewer District and the Town in the amount of \$23,225. This is for bookkeeping and cash receipting services the Town will provide in the interim while the District operates the utilities. Seconded by Tom Benson and voted in favor 4/0/0.
 - d. District Authorization, Memorandum

Tom Benson moved to approve the Memorandum of Understanding between the Water & Sewer District and the Town to allow the District to take over the utilities effective January 1, 2016.

e. District Bylaws:

Dan Norwood moved to approve Section 7 of the Water & Sewer District by-laws providing for a stipend to Board Trustees of \$1200 per year with an additional \$200 paid to the Chairman. Seconded by Tom Benson and voted in favor 4/0/0.

f. Office Hours, December 24:

The Board of Selectmen reached a consensus to close the Town office on Thursday, December 24 at 1:00 PM. Manager Lagrange stated relatively minor business activities usually occur during the afternoon before Christmas.

g. Fire Department Truck Purchase:

Dan Norwood moved to purchase a ¾ ton Dodge Ram pickup truck with crew cab from Darlings for \$31,829. This vehicle will provide more performance than the existing 2005 ½ ton especially to haul the equipment trailer. Seconded by Tom Benson and voted in favor 4/0/0.

h. Accept Resignation of Chief Sam Chisholm

Dan Norwood moved to accept the Sam Chisholm's letter of resignation from the Southwest Harbor Fire Department. Seconded by Tom Benson and voted in favor 4/0/0.

i. Affirm appointment of Jack Martell as Fire Chief:

Tom Benson moved to affirm the appointment of Jack Martell as the new Fire Chief of the volunteer fire department as voted in by the members of the fire department. Seconded by Dan Norwood and voted in favor 4/0/0.

j. Assessors Quarterly Report:

The Town's assessors presented the annual Municipal Valuation Report submitted to the State to update the yearly Southwest Harbor information. This is used as a 'checks & balances' for the different components that make up the yearly tax assessments.

VII. Other Business (Selectmen) :

There was no other business from the Board

VIII. Accept & Sign Warrants:

Tom Benson moved to accept the following warrants, seconded by David Minctons and voted in favor 4/0/0.

General Fund Warrants, FY 15-16: 84, 85, 878, 89, 94

Sewer FY 15-16: 92

Water FY2015: 24

Special Projects FY 15-16: 93

School FY15-16: 88, 90, 91

IX. Next Meeting Date:

Budget Meetings, January 5th, 6th, 7th and 11th @ 5:30PM

Regular Selectmen Meeting, January 12, 2015

Town Office at 6:00 PM

X. Tom Benson moved to go into executive session at 6:45 PM pursuant to 1 M. R. S. A. § 405, 6-D regarding union issues, seconded by David Minctons and voted in favor 4/0/0.

Tom Benson moved to adjourn executive session at 7:02 PM to go back to public meeting, seconded by Dan Norwood and voted in favor 4/0/0.

Tom Benson moved to authorize the Town Manager to settle all claims with water and sewer personnel contingent on legal counsel. Seconded by Dan Norwood and voted in favor 4/0/0.

XI. Adjourn Meeting :

Tom Benson moved to adjourn Selectmen meeting at 7:05 PM, seconded by Dan Norwood and voted in favor, 4/0/0.