



**Water Sewer Board Meeting**  
Tuesday, February 10, 2015 @ 5:45 PM  
Southwest Harbor Town Office

I. Call to Order/Roll Call

The water/sewer board meeting was opened by Chairman Norwood at 5:45PM. In attendance with the Chairman included George Jellison, Thomas Benson, Lydia Goetze, Town Manager Don Lagrange and recording clerk Marilyn Lowell. David Minctons was excused from the meeting

II. Visitors to be heard not on the agenda

There were no visitors to be heard

III. FY 2015-16 Sewer Budget

Lagrange presented a proposed sewer budget to be balanced with a 7% increase in fees. Consensus of the Board was to discuss the budget and increase at a public hearing prior to arriving at any conclusion. A public hearing will be scheduled on March 10 at the Fire Station.

IV. Adjourn Water/Sewer Board Meeting

George Jellison moved to adjourn water-sewer meeting at 5:57 PM. Second by Tom Benson and voted in favor 4/0/0.

**Selectmen Meeting**

Tuesday, February 10, 2015 @ 6:00 PM  
Southwest Harbor Town Office

I. Call to Order/Roll Call

The regular select board meeting was opened by Chairman Norwood at 6:00PM. In attendance with the Chairman included George Jellison, Thomas Benson, Lydia Goetze, Town Manager Don Lagrange and recording clerk Marilyn Lowell. David Minctons was excused from the meeting.

II. Visitors to be heard not on the agenda

Joyce Mickowski of the Dockside Restaurant thanked the Selectmen for plowing across the street for more parking. She also indicated the importance of new bathrooms for the town. Susi Homer suggested to develop a pet friendly event to be titled "Happy Tails Pet Festival" to be scheduled in June, 2015. She suggested a 5K pet walk, costume show, pet friendly vendors set up at the school circle.

III. Approval of Minutes: January 13, 2015.

Lydia Goetze moved to approve the minutes of January 13, 2015. Second by Tom Benson and voted in favor 4/0/0

IV. Manager's Report

~ There were eleven (11) building permits for single family structures in calendar year 2014 with a permit value of \$3,966,200. There were (8) issued in 2013, (7) in 2012, (5) in 2011, (5) in 2010.

~ There is a full 12-member warrant committee this year to review FY15-16 budget. Their first meeting was held on January 22 and nominated Nancy Weingarten as Chairman. Vice- Chair went to Anne Napier and Carolyn Ball is

Secretary. The budget was presented and they scheduled their meetings. Budget review during the next meeting on January 29<sup>th</sup> included revenue, admin, admin CIP, reserves, code enforcement, general assistance, contract services, municipal office, and municipal bldg. CIP and debt service. Fire department, police and highway was postponed from February 5<sup>th</sup> to February 12. Pemetec School budget will be discussed on Wednesday, February 11.

~ The adoption of the new county-wide flood insurance rate map will be delayed until 2016 due to several appeals being reviewed.

~ MMA Workers Comp premiums have decreased 14% for the calendar year 2015 from \$9,022 to \$7,678.

~ Fuel oil futures is currently at \$1.99/gallon. We are hoping to lock in at \$1.95 however if there is a shift in trend, we will take \$1.99. The school department locked in at \$2.65.

~ The letter of intent has been accepted by the Community Development Block Grant committee for a \$600,000 grant toward the \$800,000 construction cost of Forest Avenue. A letter was received to formally invite us to apply by March 6<sup>th</sup>. There is competition for these funds statewide, however it appears Southwest Harbor and Stonington are only applicants from Hancock County. Tabby has been the impetus for this goal, backed up by Annaleis of Olver engineering and Tom Martin of Hancock County Planning Commission.

~ Attached is the approved MDI High School budget. Marilyn can provide you with an overview.

~ Northeast CPI year end average is up .4%. Relating to wage increases, we have a minimum of 1% but budgeted 1.3%. The difference is approximately \$2,400.

~ Lydia Goetze questioned how is snow removal budget withstanding the storms. Lagrange indicated contractor budget over at this time by \$7,000 and payroll approximately \$10,000 over budget. Sand budget intact with \$10,000 due to truck trade.

V. Old Business:

a. Proposed Bathrooms (Location discussion)

A new location was proposed on the south side of Harbor House for the construction of public bathrooms. Susi Homer suggested this would be a great location however also indicated the bathrooms at its current location would provide for future potential of public bus terminal location.

b. Gordon-White Associates/Easement or Lease

Lagrange stated correspondence from MDI Hospital indicated they will consult attorneys to prepare lease with recommended suggestions from the town.

VI. New Business:

a. Conservation Committee Appointment (Natalia Pajor)

Tabled to the next meeting

b. Housing Authority Board Re-Appointment (Karen Craig)

Tom Benson moved to re-appoint Karen Craig to the housing authority board. Second by George Jellison and voted in favor 4/0/0.

c. Registrar Appointments

Lydia Goetze moved to affirm Town Clerk appointments of Tabbetha Newenham, Chelsea Black and Diane Norwood-Frost as Deputy Registrar of Voters. Second by Tom Benson and voted in favor 3/0/1 with Dan Norwood abstaining due to conflict of interest.

d. Auditors Report

Auditor Jim Wadman summarized the town audit for fiscal year 13-14. He commented on the debt from the Sewer Department to the Town of \$554,884

is part of the surplus funds but is a frozen asset the Town has no availability. Suggested a sewer rate increase. Otherwise, the Town in good position with available surplus funds of \$1,662,991 or 22% of municipal budget. Recommended minimum is 10-12%.

e. Salt/Sand Roof Repair (Surplus Funds)

The estimated cost to replace the roof shingles at the salt/sand shed is approximately \$450/square. Area of the roof will require approximately 100 square for a cost of \$45,000. Lagrange recommended to use surplus funds rather than add to the tax base. Tom Benson moved to request up to \$45,000 be taken from surplus. Second by Lydia Goetze and voted in favor 4/0/0

f. Bathroom Construction (Surplus Funds)

Lagrange estimated cost of constructing new public bathrooms would be approximately \$200/square foot. Cost for overall size (20' x 26') at \$99,000. Available funds in CIP is \$15,000 requiring additional funds of \$84,000, which is recommended to be taken out of surplus and not added to the next municipal budget. Tom Benson moved to request up to \$84,000 be taken from surplus. Second by George Jellison and voted in favor 4/0/0.

g. DOT Area Construction Schedule

The Selectmen were provided with a Department of Transportation construction schedule for 2016/2017. Major impact to the area is Route 3 in Bar Harbor and bridge construction in Tremont. No DOT projects are planned for Southwest Harbor.

h. Copier/Printer replacement

Changes with copier vendors for Bangor Computer to provide improved maintenance, updated machines and lease payoffs required confirmation by the Selectmen. Tom Benson moved to accept the proposal from Bangor Computer Copy, Inc. to: Replace the Toshiba 5520 with a Toshiba 4555C; replace the police Xerox with a new model Toshiba Estudio 506; to provide a color copier for the police department at no charge; to provide funds for a new folding machine (\$649), and to provide the service maintenance. Second by Lydia Goetze and voted in favor 4/0/0.

With this change, there was a balance in the CIP for copiers of \$5,200 which is no longer required. Lagrange requested these funds be moved from CIP 221-27 to records preservation CIP 221-04. Lydia Goetze moved to reallocated \$5,200 from CIP copier to CIP records preservation. Second by Tom Benson and voted in favor 4/0/0.

i. Water/Sewer Commitment, 4<sup>th</sup> Quarter 2014 :

George Jellison moved to accept the Sewer commitment of \$116,921.04 for the period October 1, 2014 to December 31, 2014, subject to an interest charged for unpaid balance of 7.0% per annum beginning 30 days after the billing date of January 23, 2015. Second by Lydia Goetze and voted in favor 4/0/0.

Lydia Goetze moved to accept the water commitment of \$144,298.68 for the period October 1, 2014 to December 31, 2014, subject to an interest charged for unpaid balance of 11.25% per annum beginning 30 days after the billing date of January 23, 2015. Second by Tom Benson and voted in favor 4/0/0.

VII. Other Business

There was no other business to be discussed

VIII. Accept & Sign Warrants: Tom Benson moved to accept the following warrants. Second by George Jellison and voted in favor 4/0/0.

General Fund Warrants, FY 14-15; 106, 108, 109, 111, 114, 116

Sewer FY 14-15: 110, 115  
Water FY2014: 27  
Special Projects FY 14-15:  
School FY14-15: 107, 112, 113

- IX. Next Meeting Date:  
February 24, 2015      Public Hearing, Forest Ave Grant Proposal  
6:00 PM at Fire Station  
Selectmen meeting to follow public hearing
- X. Adjourn Selectmen Meeting: Tom Benson moved to adjourn meeting at 8:15 PM.  
Second by George Jellison and voted in favor 4/0/0.

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