



**Board of Selectmen**  
Tuesday, July 17, 2018 @ 6:00 P.M.  
Southwest Harbor Town Office

MINUTES

I. Chairman Chad Terry called the Public Hearing to order at 6:00 PM to discuss the adoption of the amended ordinance titled **Traffic and Parking Ordinance for the Town of Southwest Harbor**. In attendance George Jellison Jr., Lydia Goetze, Kristin Hutchins, Ryan Donahue, Assistant Manager Marilyn Lowell and Manager Justin VanDongen. There were approximately 20 members of the public also present.

Manager VanDongen presented a request to the Board to provide long term parking permit options for the Hook lot as we do for the Upper Municipal lot. The Board discussed the permits already issued at the lot. Lydia Goetze asked to discuss the amendments already put into the Ordinance as the discussion of further changes related to parking are on the agenda. Missy Marron asked what the change would mean for use of the lot. Kristin Hutchins clarified the change to the EV Charging Station to allow short term use of the spots for non-EV parking. Chad Terry closed the Public Hearing at 6:15 after asking if there were any further public comments. Lydia Goetze made a motion to adopt the amended ordinance titled **Traffic and Parking Ordinance for the Town of Southwest Harbor** seconded by Kristin Hutchins. Adopted 5-0-0.

Chad Terry opened the regular Selectmen's meeting at 6:15.

II. George Jellison made a motion to enter executive session pursuant to 1 M.R.S.A. § 405(6)(C) to discuss the acquisition of real property or economic development, seconded by Kristin Hutchins, approved 5-0-0. Kristin Hutchins moved to exit executive session at 6:50 seconded by Lydia Goetze, approved 5-0-0.

III. Kristin Hutchins made a motion to enter executive session pursuant 1 M.R.S.A. § 405(6)(E) to consult with counsel concerning ongoing litigation, seconded by Ryan Donahue, approved 5-0-0. Kristin Hutchins moved to exit executive session at 7:30 seconded by Ryan Donahue, approved 5-0-0.

IV. No visitors to be heard not on agenda.

V. Lydia Goetze made a motion to approve Board of Selectmen meeting minutes for 6/28/2018, seconded by Ryan Donahue, approved 4-0-1 Kristin Hutchins abstained because she was not a member of the Board at the time.

George Jellison made a motion to approve minutes of Special Board of Selectmen meeting for 6/28/2018, seconded by Ryan Donahue, approved 3-0-2 Lydia Goetze

abstained because she was not present at the meeting and Kristin Hutchins abstained because she was not a member of the Board at the time.

VI. In addition to attached written report, Justin VanDongen presented a request by property owners on Main Street to move a street light to another pole to prevent it from shining in a bedroom window. It was the consensus of the Board to allow that change. Presented a request to enter into mutual aid agreement with Hancock County Sherriff, tabled to next meeting. Requested approval to move forward with crosswalk sign installation, Board requested review of the Town purchasing policy before awarding contract. Presented request to switch cellular phone service to AT&T FirstNet to allow first responders to priority cellular service in emergency situations, approved by consensus of the Board to add Justin VanDongen and Scott Alley to the plan as well.

VII. A. and B. Chad Terry asked for consensus of the Board to table Investment Policy and Plastic Bag Ban, agreed.

C. Justin VanDongen updated the Board about comments received from businesses and residents about the Post Office parking lot. Requested that a handicapped space be added to the south side of Clark Point Road, Board directed Manager to meet with Chief Brown to select a spot. Motion made by Kristin Hutchins to pursue the purchase of the Post Office parking lot received no second. Several residents expressed concerns that the Town not jump into an agreement to purchase the lot. Justin VanDongen suggested that there is additional research that needs to be done on the lot in order to pursue a suitable resolution. A resident suggested that the area businesses pursue the purchase of the lot instead of the Town. Ryan Donahue suggested more information is needed to make sure we do not make a rash decision. George Jellison asked why we are still talking about this as the Town's offer was already rejected and he feels the issue is settled. Lydia Goetze explained a DEP program to research contamination on the site and encouraged a broader look at the parking issue. Ken Korona reminded the Board of the offer to lease the property then the previous and offered terms were discussed. Lydia Goetze summarized that the cost of the lease to the Town would be about \$30,000/year. George Jellison made a motion to reject the lease offered by Ken Korona, seconded by Lydia Goetze, approved 5-0-0. Kristin Hutchins repeated the motion and still received no second.

D. Justin VanDongen presented the bid results for the Infrastructure Project. The base bid was over available funds and the project scope would have to be reduced. Motion made by George Jellison to accept Sargent Corporation's low bid and authorize Justin VanDongen and Olver Engineering to work with Sargent to reduce the scope, seconded by Kristin Hutchins, approved 5-0-0.

E. Justin VanDongen presented an estimate for a steel building for \$250,000 and it wouldn't include site work or concrete. Scott Alley explained the planned schedule but was open to changes. The Board requested a total number for construction of the garage.

VIII. Chad Terry requested the Board consider item C first and table A and B, the Board agreed.

C. Missy Marron requested the Town review the use of the Manset Town Dock and presented concerns about commercial use of the property. Kristin suggested that the lot is a working waterfront and the suggestions would require an ordinance change that she

doesn't feel the Town would support. Lydia asked for clarification of what the change is and Missy said there are new patterns of commercial activity. Justin VanDongen suggested that the Harbor Committee would be the place to start a discussion about the use of the Hook property. Corey Pettegrew suggested that the property is at its lowest level in recent history. Anne Napier explained the direction of the Harbor Committee and their discussions about the Hook property. Justin VanDongen clarified that the suggestion for a monthly permit just applies to the overnight parking. Kristin Hutchins suggested that people not get hung up on specific requests, but that the Harbor Committee look at the needs of all interested parties. Anne Napier expressed disappointment in some of the comments made during the meeting. Kristin Hutchins suggested that we review the standards of behavior by Boards and Committees and its members.

D. George Jellison made a motion to approve the Special Amusement Permit for Beals Lobster Pier, seconded by Kristin Hutchins, approved 5-0-0.

E. Marilyn Lowell requested the Town allow her keep vacation hours in excess of the 200 allowed in the Personnel Policy. Jim Snow suggested the Town should not stray from the policy. Justin VanDongen suggested the Town pay out the hours in recognition of the work Marilyn put in over that last year. George Jellison made a motion to compensate Marilyn for the lost vacation hours, seconded by Kristin Hutchins, approved 4-1-0 Ryan Donahue opposed.

F. Kristin Hutchins made a motion to appoint Sonia Field as the Southwest Harbor representative to the MDI Housing Authority, seconded by George Jellison, approved 5-0-0.

IX. Kristin Hutchins made a motion to approve warrants:

General Fund Warrants, FY 17-18: 144, 145, FY 18-19: 5  
Payroll Warrants: FY 17-18: 143, FY 18-19 1, 3, 4  
School FY 18-19: 2

seconded by Ryan Donahue, approved 5-0-0.

X. Next meeting set for August 14, 2018 at 6:00pm.

Kristin Hutchins made a motion to adjourn at 9:30pm, seconded by Lydia Goetze, approved 5-0-0.