



Board of Selectmen
Tuesday, August 14, 2018 @ 6:00 P.M.
Southwest Harbor Town Office

MINUTES

I. Chairman Chad Terry called the regular Selectmen's meeting to order at 6:00. In attendance George Jellison Jr., Lydia Goetze, Kristin Hutchins, Ryan Donahue, Assistant Manager Marilyn Lowell and Manager Justin VanDongen. There were approximately 13 members of the public also present.

II. No visitors to be heard not on agenda.

III. Ryan Donahue made a motion to approve Board of Selectmen meeting minutes for 6/28/2018, seconded by Kristin Hutchins, approved 5-0-0.

IV. Justin VanDongen reviewed attached Manager's Report, Kristin Hutchins added that members of the public should be heard without defamation in meetings of the Board and other Town committees. Ryan Donahue clarified the infrastructure project areas. Ryan Donahue asked about parking for visitors to Cranberry Isles. There was some discussion about timing of the school playground installation. Ryan Donahue questioned the planning of tour busses entering Southwest Harbor. There was a suggestion that signage should not direct RV's to the rear municipal lot.

V. A. Proposed Plastic Bag Ordinance was presented by Bonnie Norwood, and a group of students. The students researched other Towns' ordinances and Noel Musson drafted the ordinance for them. Justin VanDongen discussed the methods of ordinance enactment, stating a Special Town Meeting would be the least costly option. Lydia Goetze suggested that the students also prepare a Styrofoam container ordinance if we are going to hold a special town meeting. Ryan Donahue suggested sending the ordinance to MMA for review. The students were willing to approach business owners to see what challenges they saw with the ordinance.

B. Justin VanDongen requested more direction on the Post Office Parking Lot. Les McEachern expressed that all of downtown benefits from the lot and asked the Board to do something. Lydia Goetze expressed that she felt we need to look at it as part of a broader look at parking in downtown. Ryan Donahue wants to have a clear and concise report on the details of the parking lot to better understand the value of the lot. Consensus of the Board was to look at the Post Office lot only in a broader study of parking downtown.

C. The school received one bid to complete the groundwork for the Pemetic playground. The engineer, Don Becker, expressed that the bid was competitive to current costs. Lydia

Goetze made a motion to accept the RF Jordan bid for groundwork for the school playground seconded by Kristin Hutchins, approved 5-0-0.

D. Justin VanDongen expressed that future infrastructure projects should be planned to include less expensive portions of road work with more costly water and sewer improvements. The Board expressed concerns that the engineering costs for the project were excessive considering what little we going to complete and the estimates used in the planning of this project were not accurate. Justin VanDongen explained that some of the figures were not calculated by the engineer and would follow up with the engineers to see where we went off course. George Jellison suggested that the Infrastructure Committee should be used to schedule the needed work.

Chad Terry requested to take Old Business G and New Business A out of order, no objection.

G. Alan Brown presented the price proposal from Duffy Electric to install flashing crosswalk signs in front of the school. Ryan Donahue made a motion to accept the bid, seconded by Kristin Hutchins, approved 5-0-0

VI. A. Alan Brown presented a plan to deputize officers under the Hancock County Sherriff and a mutual aid agreement with the National Park Service. Chief Brown stated that it provides an extra level of protection for officers while assisting in emergencies. Lydia Goetze made a motion to authorize Chief Alan Brown to enter into an agreement with the Hancock County Sherriff's office to deputize officers as presented, seconded by Kristin Hutchins, approved 5-0-0. Kristin Hutchins made a motion to authorize Chief Alan Brown to enter into a mutual aid agreement with the National Park Service as presented, seconded by Lydia Goetze, approved 5-0-0.

V. E. Justin VanDongen presented preliminary drawings of a new design for the public works garage that retains the 24' x 24' office building to save money. The plan as presented would first engineer the site and foundation for a pre-engineered steel garage. Then the sitework, foundation, erection and finishing of the building would be bid out to be completed prior to October 2019. Board requested that we seek three price proposals for the site work and foundation engineering.

F. Justin VanDongen requested direction on drafting the Investment Policy and what the Board wanted to see in that policy. The Board directed him to draft a policy based on the Lincolnville policy with some clarification of the state statutes.

VI. B. Justin VanDongen requested direction from the Board in regard to a parking and traffic planning committee. Consensus of the Board is to form a staff committee to review current parking conditions and inventory, then develop recommendations to present to the Board and public. The committee should present their findings and recommendations by the end of the calendar year.

C. Megan Sanborn submitted a request for the Board to pass a Resolution of Support for the National Park System. Motion made by Lydia Goetze to pass Resolution of Support as presented, seconded by Kristin Hutchins, approved 5-0-0

D. The Board discussed the appointment of Board members as liaisons to other Boards and Committees. Motion made by Kristin Hutchins, seconded by Lydia Goetze as follows:

Planning Board – Ryan Donahue
Warrant Committee – Kristin Hutchins
Harbor Committee – Lydia Goetze, Ryan Donahue (Alt.)
Shellfish Committee – George Jellison
Conservation Committee – Kristin Hutchins
Infrastructure Committee – Chad Terry, Kristin Hutchins
Cemetery Committee – Chad Terry
Water-Sewer District – Lydia Goetze

Approved 5-0-0

E. Lydia Goetze expressed that it is important to set goals and look forward to what the Board should accomplish over the next year. Consensus of the Board was to move this discussion to the September 11 meeting as the first item under old business.

VII. Motion made by Lydia Goetze to have Town Manager sign audit agreement with James W. Wadman, CPA, seconded by Kristin Hutchins, approved 5-0-0.

Motion made by Kristin Hutchins to approve Falicianos Way as requested, seconded by George Jellison, approved 5-0-0.

Board agreed by consensus to allow placement of traffic counter on the Long Pond Road.

VIII. Chad Terry made a motion to approve warrants:

General Fund Warrants, FY 17-18: 146, FY 18-19: 16
Payroll Warrants: FY 18-19 6, 10, 11, 13, 15
School FY 18-19: 7, 8, 12, 14

seconded by Kristin Hutchins, approved 5-0-0.

IX. Next meeting set for September 11, 2018 at 6:00pm.

X. Kristin Hutchins made a motion to adjourn at 9:05pm, seconded by George Jellison, approved 5-0-0.