



Board of Selectmen
Tuesday, September 11, 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 6 members of the public also present.

II. Meeting dedicated to David Minctons. Moment of silence held for David and to remember the victims of September 11, 2001.

III. Karen Craig, President of the Historical Society, requested that the Board allow the aerial photographs from the 1950's to be preserved at the historical society. They will be properly stored in archival boxes. Ryan Donahue made a motion to dispose of the aerial photographs to the Historical Society for preservation, seconded by Lydia Goetze, approved 5-0-0.

IV. Kristin Hutchins asked for Les McEachern's name to be corrected. George Jellison made a motion to approve Board of Selectmen meeting minutes for 8/14/2018 as amended, seconded by Kristin Hutchins, approved 5-0-0.

V. Justin VanDongen reviewed attached Manager's Report.

VI. A. Chad suggested that the list of goals suggested by Lydia was good. Kristin suggested that a discussion of housing needs could go on the list and that the list should have deadlines. Ryan expressed concern about the affect of large projects on the mil rate due to the small size of the Town. Chad requested that a review of island-wide dispatching be added. The Board asked that a CIP plan also be developed. Justin VanDongen will prepare estimates for the goal list.

Ryan Donahue recapped the discussion of the Manset property from the Harbor Committee meeting. Adam and Justin will meet with DEP to discuss options for the property. The Harbor Committee is looking to develop the property with minimal impact on the budget. Lydia asked if the Harbor Plan should be appended to the Comprehensive Plan.

B. Justin VanDongen updated the Board on the progress of the parking and traffic committee. Brainstorming sessions led to good conversations about solutions to parking and traffic issues. An initial report will be presented at the second October meeting.

C. No construction schedule has been submitted for the infrastructure project. The project is set to begin on October 1st, probably on Cedar Lane.

D. Justin VanDongen submitted a proposed Investment Policy, which was previously reviewed by George Jellison. George Jellison made a motion to adopt the Investment Policy for the Town of Southwest Harbor, seconded by Lydia Goetze, approved 5-0-0.

VII. A. Thomas Mooreside introduced himself to the Board and confirmed his interest in serving as the Tenant Representative. Motion made by Kristin Hutchins to appoint Thomas Mooreside as tenant rep to the Housing Authority, seconded by Ryan Donahue, approved 5-0-0.

B. Motion made by George Jellison to appoint Thomas Bosch-Willett as a reserve officer for a term of three years, seconded by Kristin Hutchins, approved 5-0-0.

C. The Chamber of Commerce submitted a Special Event and Alcohol Tasting Event applications for Oktoberfest. Motion made by Kristin Hutchins to approve the application, seconded by Lydia Goetze, approved 5-0-0. Motion made by Kristin Hutchins to delegate Town Manager Justin VanDongen to sign special tasting event liquor licenses, seconded by Lydia Goetze, approved 5-0-0.

D&E. Moved to other business to include additional discussions.

F. Justin VanDongen informed the Board of an application submitted to build a driveway leading from the end of the Town way at Chris' Pond to the land behind Chris' Pond.

VIII. Justin VanDongen relayed to the Board that a resident was concerned that overgrowth on the Seawall Road was causing a dangerous situation. Justin will follow up with Maine DOT.

Motion made by Kristin Hutchins to donate \$600 from the trash to treasures tent to the Westside Food Pantry as submitted by Jill Freundlich, seconded by Ryan Donahue, approved 5-0-0.

Motion made by Kristin Hutchins to delegate Lydia Goetze as the Town representative to the Maine Municipal Association Annual Meeting, seconded by Ryan Donahue, approved 5-0-0.

Chad expressed concerns that the Request for Proposal for tree removal from the Old Burying Ground was too narrow based on the requirement of declaring subcontractors prior to bid acceptance. Motion made by Kristin Hutchins to approve issuing the Request for Proposal for tree removal from the Old Burying Ground, seconded by Lydia Goetze, approved 5-0-0.

VII. E. Justin VanDongen presented a report of the Town's CIP accounts and utilization of the accounts. The road project CIP shows a large negative balance due to spending funds for the Infrastructure Project. He requested Board approval to change the way we utilize CIP accounts and approval of spending on maintenance paving. Justin reported that the 2017 tax commitment counted approximately \$80,000 in revenue in two places resulting in the taxes for collection being less than needed for the budget. Motion made

by Lydia Goetze to accept the proposal of Ring's Paving as submitted, seconded by Kristin Hutchins, approved 5-0-0. It was the consensus of the Board to change the structure of the CIP and alteration of the budget to reflect how we are utilizing funds.

Justin VanDongen reported that the funding model utilized by the Water and Sewer District was not consistent with State statute as the ordinances of the Town do not apply to the operations of the District. It is the opinion of counsel that the bonds incurred by the District are the responsibility of the District. A Town meeting vote is required to authorize a funding model and obligate the Town for specific bonds. The Board would like to clarify the issue with the voters. Justin will present this to the District Board at their next meeting.

IX. Lydia Goetze made a motion to approve warrants:

General Fund Warrants, FY 17-18: 147
Payroll Warrants: FY 18-19 18, 20, 23, 24
School FY 18-19: 17, 21, 22

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

Ryan Donahue made a motion to approve warrants:

General Fund Warrants, FY 18-19: 25

seconded by Lydia Goetze, approved 5-0-0.

X. Next meeting set for September 25, 2018 at 6:00pm.

XI. Kristin Hutchins made a motion to adjourn at 8:38pm, seconded by George Jellison, approved 5-0-0.