



Board of Selectmen
Tuesday March 12, 2019 @ 6:00 P.M.
Southwest Harbor Town Office

MINUTES

I. Chairman Chad Terry called the regular Select Board's meeting to order at 6:00 pm. In attendance Kristin Hutchins, George Jellison, Ryan Donahue, Assistant Manager Marilyn Lowell and Manager Justin VanDongen. Lydia Goetze was excused.

II. Visitors to be heard not on the agenda – Eric Norberg representing the Gordon White Condo Association, indicated that in the deed it is stated that the Town would maintain the north side of the parking lot. He is asking the Selectboard to revisit the maintenance of the parking lot. Selectboard has asked Justin to look into what was proposed by Lee Bragg 3-4 years ago.

Anne Napier representing the Harbor Committee, asked to have the adoption of the Harbor Management Plan discussed at the Public Hearing with the Land Use Ordinance at 5:30 PM on April 9, 2019 at the Fire Station with Harbor Committee and Planning Board present. Anne gave handout on Progress and Improvements made on recommendations from October 2017 Harbor Management Plan. The Harbor Committee recommended supporting State legislation on limiting large passenger vessels within Great Harbor.

III. Motion made by Ryan Donahue to approve Minutes of February 28, 2019 with discussed adjustments, seconded by Kristin Hutchins, approved 4-0-0

IV. Manager VanDongen reviewed the attached Manager's Report. Manager VanDongen presented audit report. Motion made by Kristin Hutchins to approve the transfer of \$12,000 from 2017-2018 Surplus to Wage and Benefits Reserve Account, seconded by Ryan Donahue, approved 4-0-0. Manager VanDongen updated Board on Town Garage, Dispatch, Water/Sewer entrance and School Playground final cost and securing of fence.

V. Old Business

- A. Planning Board Appointment - Motion made by George Jellison to appoint Ken Salvatore for the remainder of the 5 year term to the Planning Board, seconded by Kristin Hutchins, approved 4-0-0
- B. Budget review, recommendations from Warrant Committee – Kristin Hutchins discussed concerns about the amount of time the Warrant Committee has to review the warrants. Having joint meetings with the outside organizations was recommended. Ellen Nolan of the Warrant Committee suggested having a dinner as well as childcare the evening of Town Meeting to increase participation in Town Meeting by residents.

Motion made by Kristin Hutchins to support a community spaghetti dinner with childcare before the annual Town Meeting, seconded by Ryan Donahue, approved 4-0-0.

- C. Fund Balance Policy – Manager VanDongen provided a copy of the updated Fund Balance Policy. Changed wording from unassigned to unrestricted. The statement of policy was actually based on the unassigned fund balance rather than the unrestricted. So it used to be 20% of unassigned fund balance and it is now 25% of unrestricted fund balance which we are over that right now.

Motion made by George Jellison to accept the new Fund Balance Policy as written, seconded by Kristin Hutchins, approved 4-0-0.

VI. New Business

- A. Town Audit - Review of Town Audit
- B. Improving Town Meeting Attendance – (discussed in section V-B.)
- C. Ambulance Building Ideas – Kristin Hutchins gave overview of ambulance ideas. Possibly moving the operation up to the Fire Department area. Also working on options for new area to house ambulance #2.
- D. Water and Sewer District Funding Warrant Article – Discussion to repeal and replace current ordinance. Authorize the Selectboard to enter into agreements or single year authorization for up to 20 years. Manager VanDongen asked if the Selectboard would like to have it as an ordinance or an authorizing article. No decision at this time on what funding model the Selectboard wants to use.
- E. Other Warrant Articles – School Department Articles.

VII. Other Business – George Jellison had grant information on Boat & Facilities Fund and gave it to Harbor Committee.

VIII. Ryan Donahue made a motion to approve warrants:

General Fund Warrants, FY 18-19: 91
Payroll Warrants: FY 18-19: 89, 90

seconded by George Jellison, approved 4-0-0.

IX. Next Meeting Date – Regular Selectboard Meeting, Tuesday April 2, 2019 @ 6:00 PM

X. Adjourn Meeting – Motion made by George Jellison to adjourn the meeting @ 9:30 PM, seconded by Ryan Donahue, approved 4-0-0