



Southwest Harbor Town Office
Tuesday June 25, 2019 @ 6:00 P.M.

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

II. Visitors to be heard: None

III. Approval of Minutes:

a. Selectboard Meeting May 28, 2019 – Motion made by Ryan Donahue to accept Selectboard Meeting Minutes of 5/28/2019, seconded by Kristin Hutchins, pending correction to life safety code, approved 5/0/0.

b. Selectboard Meeting June 11, 2019 – Motion made by Lydia Goetze to accept Selectboard Meeting Minutes of 6/11/2019, seconded by Ryan Donahue, approved 4/0/1

IV. Town Manager's Report:

Infrastructure Project – Clark Point Rd. to be finished by 7/1/19 with an additional couple of days to complete the job. Crew of 2 to 3 men for small jobs on drains and manhole covers with board's approval. Goal to be not causing traffic flow interruptions and back ups.

Planning Board – Remove Chris Rawls from Planning Board due to ordinance stating you have to be a resident. Motion made by George Jellison to remove Chris Rawls from Planning Board appointment effective immediately, seconded by Lydia Goetze, approved 5/0/0.

July 5th – Close office Friday, July 5th to give staff a chance to recharge. Ryan Donahue asked to have it well noted in the post office in advancement, and at the town office that we are closed and that registrations could be done online if needed. Motion made by Kristin Hutchins to give office staff and highway department the day off on Friday, July 5th, seconded by Lydia Goetze, approved 5/0/0.

Road Crew Contract – Chad Terry volunteered to be at Public Works Union meetings with Matt Tarasavich (Town Attorney) & Union Negotiator.

Town Legal Records – Justin picked up about 11 boxes of town records from office of Chadbourn Smith. They are currently being kept in storage area behind public bathroom building. Lack of storage for public records is an issue.

Old Bathroom Building – Remove old bathroom from Upper Parking Lot which is currently storing abandoned bicycles.

V. New Business -

a. Island-wide Shellfish Regulation: Jim Colquhoun explained that the Shellfish Committee decided on June 17, 2019 at a meeting they held not to join the island wide shellfish management structure.

b. Appointments: James Colquhoun, Shellfish Committee; Moved by Ryan Donahue to reappoint Jim Colquhoun to the Shellfish Committee, seconded by Kristin Hutchins, approved 5/0/0.

Matt Caldwell, Single Assessor; Moved by Lydia Goetze to reappoint Matt Caldwell for a one year term July 1, 2019-June 30, 2020 as Single Assessor, seconded by Ryan Donahue, approved 5/0/0.

Theodore Fletcher, Board of Appeals; Moved by Kristin Hutchins to appoint Theodore Fletcher to Board of Appeals for a three year term July 1, 2019-June 30, 2022, seconded by Lydia Goetze, approved 5/0/0.

Nicholas Madeira, Harbor Committee; Moved by Lydia Goetze to appoint Nicholas Madeira to Harbor Committee for a three year term July 1, 2019-June 30, 2022, seconded by Kristin Hutchins, approved 5/0/0.

Ann Ratcliff, Ellen Scull, Eleanor Park, Francine Mayhew, Therese Powers, Conservation Committee; Moved by Lydia Goetze to appoint Ann Ratcliff, Ellen Scull, Eleanor Park, Francine Mayhew and Therese Powers to the Conservation Committee for a three year term July 1, 2019-June 30, 2022, seconded by Kristin Hutchins, approved 5/0/0.

c. Liquor Licenses: Rogue Cafe' (Renewal), Moved by Kristin Hutchins to approve Rogue Café Liquor License, seconded by George Jellison, approved 5/0/0.

d. New Employee Job Descriptions- Amend Assistant Manager/Town Clerk description with replacing council with Selectboard. Moved by Ryan Donahue to adopt Assistant Town Manager/Town Clerk and Bookkeeper/Deputy Treasurer job descriptions, seconded by Lydia Goetze, approved 5/0/0.

e. Plan for CEO and LPI – Working with Tremont and possibly Lamoine to contract CEO for combined officer.

f. Elections of Officers – Moved by Kristin Hutchins to nominate Lydia Goetze as Chair, seconded by George Jellison, approved 5/0/0.

Moved by Kristin Hutchins to nominate Ryan Donahue as Vice Chair, seconded by Lydia Goetze, approved 5/0/0.

g. Road Name Approval: Westwind Drive – Moved by Ryan Donahue to approve Westwind Drive as the road name of Westwind Subdivision, second by Lydia Goetze, approved 5/0/0.

VI. Other Business/Consent Items (Selectmen)

Kristin Hutchins asked if the topic of deer population will be addressed by the Board? Is this something we want to take on? Lee Worcester stated that he thought Swan's Island had specific individuals that were able to kill deer from a certain location by bow and arrow. This may be something to pursue for Southwest Harbor. Board would like to see this on a future agenda.

Lydia Goetze asked if the Parking Report is still on to do list, Manager VanDongen indicated yes.

Bonnie Norwood called Lydia Goetze in regards to a business still using styrofoam containers. Justin will visit the business and see how large a supply they have and when to stop using them.

George Jellison asked why there was yellow tape at Main Street parking lot. John Williams volunteered to do this because the buffering is not yet finished.

Chad Terry was wondering why the oogle swing was taken down from the playground the last day of school. Why it wasn't left for the community to use over the summer.

Chad Terry had someone in commercial fisheries who sometimes works on the tide more than not inquire about the noise and hoping that the Town wasn't setting precedence for what we did for SW Lobster and hoped that we will continue to use the harbor as a working harbor. Manager VanDongen said that we don't necessarily have a noise ordinance and that the Planning Board determines what level of noise is objectionable. The number of people impacted would be considered in determining if objectionable or not.

Housing Authority would like to reappoint Karen Craig for another term. Board will put it on next agenda.

Code Enforcement - Moved by Kristin Hutchins to accept Don Lagrange's resignation effective June 21, 2019 and to pay out the 60 day notice period, seconded by Lydia Goetze, approved 5/0/0.

VII. Accept & Sign Warrants:

General Fund Warrants: FY 18-19 #130
Payroll Warrants: FY 18-19 #126 & #129
School FY 18-19 #125, #127 & #128

Moved by Kristin Hutchins to accept warrants as listed, seconded by Lydia Goetze, approved 5/0/0.

VIII. Next Meeting Dates – July 9, 2019 at 6:00 pm Town Office

Chad Terry thanked George Jellison for his 9 years of service. Lydia Goetze thanked George Jellison for making decisions that were best for the town.

IX. Executive Session to discuss personnel matters pursuant to 1 M.R.S.A. § 405 (6)(A)

Moved by Kristin Hutchins to go into Executive Session at 6:15 p.m., seconded by Lydia Goetze, approved 5/0/0.

Moved by Lydia Goetze, to exit Executive Session at 8:18 p.m., seconded by Ryan Donahue, approved 5/0/0.

X. Adjourn Meeting – Motion made by Lydia Goetze to adjourn the meeting @ 6:42 p.m., seconded by Kristin Hutchins, approved 5-0-0