



Select Board

Regular Meeting

Tuesday October 13, 2020 @ 6:00pm

Southwest Harbor Fire Station

MINUTES

Public Hearing

I. Chair Kristin Hutchins called the meeting to order at 6:03 pm;

Present: Board members Carolyn Ball, Snap Willey, Chad Terry, George Jellison.

Town Manager, Justin VanDongen; Deputy Code Enforcement Officer, Jesse Dunbar; Town Clerk, Marilyn Lowell.

II. Visitors to be heard not on the agenda: none

III. Minutes of September 15, 2020.

Motion by Hutchins to accept the minutes of September 15, 2020 as presented. Second by Willey. Passed 3-0-2 with Terry and Jellison abstaining.

Minutes of September 17, 2020.

Motion by Terry to accept the minutes of September 17, 2020 as amended. Second by Hutchins. Passed 4-0-1 with Jellison abstaining.

Minutes of September 22, 2020.

Motion by Terry to accept the minutes of September 22, 2020 as presented. Second by Hutchins. Passed 5-0-0.

IV. Manager's Report:

Robinson Hill – The Manager expressed his satisfaction with the excellent job Scott Alley and Mike Faulkingham did in preparing Robinson Hill Rd. for paving as well as the culvert install on Fernald Point Rd.

Sidewalk Project – The Maine DOT is not satisfied with the steep driveways leading onto Main St, Rte. 102. and wanted alterations made to the plans. Olver Associates met with the Manager last week on site at the last driveway that DOT was concerned over. The Manager expressed his frustration with the state and said he felt they were being unusually difficult in approving the plans. Willey expressed frustration from residents with the section of route 102 through that area not being paved. Jellison asked what amount the voters had approved for the sidewalk project. The Manager said \$869,000 was approved at town meeting. The Manager suggested looking into using slip form concrete curbing instead of the proposed granite curbing to reduce the cost.

Seal Cove Road – A representative from Maine DOT met with the Manager last week and indicated the state is intending to push the ownership of the Seal Cove Road on to the town. The Manager indicated the Select Board will need to make a decision on whether or not to appeal that decision if it is, in fact, turned over to the town, as well as to make any improvement requests the town would like the DOT to do before turning it over to the town. Hutchins expressed her frustration with the DOT asking the Board if they would accept the road in the first place if the state intended on passing it to the town. Hutchins asked if it would be appropriate to reach out to our State Representatives. Jellison commented that the subject of taking over the Seal Cove Rd has been discussed as far back as 7 years or so so it was not likely that reaching out to representatives would assist us..

Manset Town Dock – The Manager will forward the second round of updates to the plans that CES has provided to the Board.

Town Garage- The appraiser met Dunbar on the Mountain View Rd site last week to do his inspection of the building proposed as a town garage. The Manager expects the appraisal to be done shortly with the full report by December. Jellison brought up the fact the Board members should do a site visit to the garage. Dunbar will make arrangements for Board members to have a viewing of the building.

Chris's Pond- There is a site visit scheduled for November 6th at 1pm with the state's Land and Water Conservation Fund to discuss possible grants and funding for the project. The Manager as well as Hutchins will be attending the meeting.

Road Salt Bids – The bid requests have gone out, we currently have 60 tons of salt on hand. The town will be easing into the salt priority so that we can use up the sand we have on hand.

V. New Business

- a. Appointments: Election Clerk Jane Cornman – Motion by Terry to appoint Jane Cornman as an Election Clerk effective October 13, 2020 until April 30, 2022. Second by Willey. Passed 5-0-0
Election Clerk Craig Kesselheim and William O'Leary – Motion by Terry to appoint Craig Kesselheim and William O'Leary as Election Clerks effective October 13, 2020 until April 30, 2022. Second by Willey. Passed 5-0-0
- b. Halloween – The Manager asked if the Board wished to do anything in regards to Halloween other than supplying information distributed by the Maine CDC. The consensus was that the Town would issue only that information on its website.
- c. Jack Stand Request Harbor – The Harbormaster has requested jack stands to hold up the floats when they are taken out of the water to replace the existing barrels that are currently used. The jack stands would be a safer option. The funds would come out of the Harbor CIP accounts. Terry expressed that if it is safety issue and funds should be used for all the jack stands request by the Harbormaster. The Harbormaster should have the proper equipment.

Motion by Terry to authorize expending \$4,011 from the 3 Harbor CIP accounts for the purchase of 32 jack stands. Second by Willey. Passed 5-0-0.

- d. Goal Setting – The Manager provided a list of goals for the town over the next several years. Hutchins added she would like to see some Land Use Ordinance clean up done, as well as to have a goal regarding solid waste. She expressed her satisfaction with the budget and CIP layout and process this last budgeting cycle. Ball felt the goals should be broader than what was stated. A lengthy discussion ensued regarding what goals could or should be included. Jellison stated he would like to see a preliminary budget in early December. Ball suggested that a possible goal could be to improve the budgeting process by October 31, 2021. Discussion was had regarding infrastructure and the Manager’s desire to have funds available for public works to take care of smaller projects around town. Ball suggested that a goal of improving infrastructure planning by October 31, 2021 could be set. The consensus of the Board was that the Manager should start compiling a list of projects around town that he would like to see public works take care of.

VI. Other Business: none

VII. Accept

Motion by Terry to accept:

General Fund Warrants: FY 21 #33

Payroll Warrants: FY 21: #101, #108, #1015, #30 and #31

School Warrants: FY 21 #28, #29, and #32

Conservation Warrant: FY 21 #1012

Second by Willey. Passed 5-0-0

X. Adjourn

Motion by Terry to adjourn the meeting at 7:21 pm. Second by Willey. Passed 5-0-0

JD