



Board of Selectmen
Tuesday, May 28, 2013 @ 6:00P.M.
Southwest Harbor Town Office

MINUTES

- I. **Call to order/Roll Call:** The meeting was called to order at 6:00 p.m. Present: George Jellison, Jr., David Minctons, Ralph Dunbar, Jr., Dan Norwood, Tom Benson, and Town Manager, Donald Lagrange.

- II. **Visitors to be heard not on the agenda:** None

- III. **Approval of Minutes of May 14, 2013:** It was Moved Norwood and Seconded by Jellison, Jr. to approve the minutes of May 14, 2013 as presented. Vote 5/0.

- IV. **Manager's Report:** Lagrange addressed the BOS about attempts made to reach out to Homeland Security regarding grant money for fencing around our new Water Tank. He found them not so receptive but did say that we have an emergency communications tower and electronics at this location where FEMA may be able to help. He mentioned the next Pemetic School Board would be on June 6 at 5:00 pm to discuss Mr. Norwood's memo. He told the BOS that Tabbetha had been recently recognized with a certificate from the Maine Tax Collector's and Treasurers' Association for becoming a fully certified tax collector and treasurer. She also is certified for a town clerk. He informed the League of Town meeting for this month will be held at the SWH Fire Station. He told the BOS that he had asked the assessors to have our real estate tax commitment finalized by July 1. They did indicate an increase in market activity. The Army Corp will be attending the June Harbor Committee meeting to discuss the fishermen floats with the float owners being present. Adam Thurston, Harbor Master, has been creating two more floats with a bridge at the Manset pier. Lagrange has been working on the upcoming June newsletter to the residents of SWH and it will be going out in the mail the first week of June.

- V. **Old Business:**
 - a. **Lower Town Dock Parking – 2 Hr. Limit (Dunbar, Jr.):** Dunbar, Jr. addressed the BOS about Mrs. Beal's presentation to the selectmen concerning the parking spaces that were eliminated in the past at the lower town dock. She asked the selectmen to please review the issue. Norwood stated that the ramp area at the dock needs to stay open because it is the only rough water ramp that the town has. After a brief discussion, the selectmen decided to change the 3 hr. parking hour time limit to a 2 hr. parking hour time limit. A Motion by Dunbar, Jr. and Seconded by Norwood to change all the parking spots at the lower town dock vicinity to be posted from a 3 hr. parking limit to a 2 hr. parking limit. Vote 5/0.

b. **School Checking Accounts (Newenham):** Tabbetha Newenham, Finance Director, was at the meeting to answer questions from the BOS about how the school checking accounts work through the Town. Dunbar, Jr. asked her if the checks and balances were in balance? She explained to them about how the school appropriations are distributed. No more monies than the appropriated ones are deposited into the school account except for the subsidies from the State of Maine. They go directly to the Town by electronic fund transfers and then she in turn deposits the monies into the school's account and notifies the school concerning the deposit and how much it was. Tabbetha's answers concerning the school checking account satisfied the query.

VI. New Business:

a. **Eat a Pita Liquor License Renewal:** A Motion by Dunbar, Jr. and Seconded by Minctons to grant the renewal of Eat a Pita Liquor License. Vote 5/0.

b. **7th Grade Students, Re: Cigarette Containers:** A group of 7th Grade students from Pemetec School addressed the BOS about a survey that they had conducted around town concerning the littering of cigarette butts. They would like to purchase bins and signage for the disposal of the cigarette butts and have them placed around town for everyone to utilize. The BOS thought this was a great idea after listening to their presentation. The BOS thanked the students for taking an interest in their town and they will work with the PW Director to figure the best places to place the bins. The highway dept. will be responsible for maintaining the bins on a weekly basis. A Motion by Norwood and Seconded by Dunbar, Jr. to authorize \$350.00 to be taken out of the disposal budget for the initial investment of the cigarette bins and signage and town work officers will be responsible to dispose of them on a regular basis. Vote 5/0.

c. **Assessing Contract (Minctons):** Minctons addressed the BOS about possibly putting the assessing contract out to bid. He asked if the upcoming contract had been signed yet. Lagrange informed the BOS that he did receive a contract with revisions for the FY 13-14 and it had not been signed yet. RJD Appraisals has been the assessing contractor for the town for about 6-7 years. He did make a statement about not receiving the quarterly reports from them that they had been contracted to do....seems they have to be reminded in order to obtain them. The BOS thought it might be a good idea to put out bids for a professional proposal for the assessing for the Town but they also felt it was too late to do this for the FY 13-14. They will table the subject for now and begin looking at it again in Jan./Feb. 2014 time frame.

d. **Public Works Report:** Corrigan addressed the BOS concerning the bids received for the paving of Seal Cove Road. He stated that only one contractor in the town had submitted a bid for the job. Dunbar, Jr. asked "how was it put out to bid?" Corrigan answered that both of the contractors were at a pre-bid meeting concerning the project. He was surprised to find out 5 minutes before the deadline that only one bid was being submitted. The BOS asked where the monies would be coming from to pay for this particular project. Lagrange spoke up saying that some of the money would come from grant monies; some could be used from the left over monies in the highway fund and take out the remaining balance out of the CIP roads account. Dunbar, Jr. wasn't satisfied with the "piece-meal package". The BOS all agreed that they didn't feel comfortable with voting for this project and asked Corrigan to come back to them with a completed package before they would approve any monies for the project. There was much discussion about different line items on the bid. The BOS would like to table until the next meeting and to have accurate figures put together

and they would also like to see in the proposal about all of the particulars that will be done to the edge of the road and what materials will be used etc. due to wash out concerns in that area of town. Lagrange did add in defense to this subject, it was not on the agenda and it was mostly informational. The whole package will be coming at the next meeting. Corrigan stated that State will begin their paving project in town next week. They claim they will be done the project in two weeks. The project starts at Fernald Point Road to Seal Cove Road, Seal Cove Road, from Wesley Ave. down to Route 102 to store and all the way around Seawall. Jellison, Jr. asked him if the potholes were going to be fixed and did they plan on filling them in before the paving project began. Corrigan said that the State is supposed to fix the potholes. The BOS would like to have the town highway dept. check up on the work progress. If the State isn't going to fill the potholes within 2 days, then the BOS would like the town highway dept. to fill them because they are a "safety issue". There are a lot around that are quite deep and dangerous. Corrigan added that the State has cut back on their crews on the island and there are a lot of roads with issues and they seem to be having a hard time keeping up with the work. Water tank project is being completed on 6/6 & 6/7/13.

VII. Other Business: None.

VIII. Accept & Sign Warrants: Administration: 174, 175, 176, 177, 181, Water: 9,
School: 178, 179, Sewer: 180
A Motion by Norwood and Seconded by Dunbar, Jr. to accept the warrants as written. Vote 5/0.

IX. Next Meeting Date: Water Sewer Board, June 11 @ 5:30 pm
Firefly Program (Full Details)
Selectmen Meeting, June 11 @ 6:00 pm

X. Motion: Executive Session, 1 M. R. S. A. § 405 (6) (d) relative to Labor Contracts:
Motion by Dunbar, Jr. and Seconded by Norwood Time in 7:28 pm
Move to adjourn executive session:
Motion by Dunbar, Jr and Seconded by Norwood Time Adjourned 7:38 pm
Motion by Dunbar, Jr. and Seconded by Minctons to hire Matt Tarasevich of
Bernstein Shun to represent the Town in Union contract negotiations. Vote 5/0.

Motion: Executive Session, 1 M. R. S. A. § 405 (6) (a) relative to personnel matters:
Motion by Norwood and Seconded by Dunbar, Jr. Time in 7:40 pm
Move to adjourn executive session:
Motion by Dunbar, Jr. and Seconded by Norwood Time adjourned 7:55 pm
Motion by Jellison, Jr. and Seconded by Norwood to authorize Town Manager to allow
for personnel wage increases.

IX. Adjourn Selectmen Meeting: A motion by Norwood and Seconded by Dunbar, Jr. to adjourn.