



**Board of Selectmen**  
Tuesday, August 28, 2012 @ 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:** David Chapais, David Corrigan, Dick Broom, Bob Shields, Thia Embers, Annaleis Hafford, Daniel Piasecki, Tabbetha Newenham, Sandy Johnson, Carolyn Maling, Steve Hudson, Susan Griffith, Dianne Helprin, Howard Coulter, Nancy Thurlow, Eric Henry.
  
- III. **Approval of Minutes of August 14, 2012:** It was Moved Dunbar, Jr. and Seconded Norwood to approve the minutes of August 14, 2012 as presented. Vote 5 – 0.
  
- IV. **Warrants:** Administration 12/13 23, 25, 28 Water, 18, Sewer, 27, School, 24, Special Projects 29.
  
- V. **Manager's Report:** Lagrange invited the BOS to a Public Hearing to be held on 09/06/12 for the Planning Board. The public hearing is to make recommendations for amending the Land Use Ordinance for review and comments. The Selectmen will receive a request from the Planning Board at the September, 11, 2012 meeting to place items on the November ballot. He also informed the BOS that a new server for the Town Office has been ordered due to the old one crashing twice recently and requiring IT service. The new server will cost \$3,800.00 and it includes a 4 year warranty.
  
- VI. **Old Business:**
  - a. **Water Tank Inspection, Daniel Piasecki:** Mr. Piasecki spoke to the BOS about the inspection process. Benson asked how much responsibility goes to the engineers on a project. The inspector on site would work under Annaleis's license. Owner relies on engineer and engineer's inspector to be involved in repairs and rectify the problem if one should arise. Dunbar, Jr. asked the engineers if Sargent's had an engineer on site. Annaleis said to the BOS to neverhavethe contractor inspect their own work on the project. There is nothing in writing to require the Town to have an inspector on site with an infrastructure project. Dunbar Jr, asked Annaleis about the 20% forgiveness. She state that the original budget included inspection be in on it. It came in higher than expected, was asked to remove inspection cost of \$15,000.00. There would be liability concerns. Engineers accept responsibility full time using DWSRF. Value added engineer on site—provides inspection. Norwood made a motion to pay \$34,800(not to exceed) to Olver Engineer for inspection purposes, to be taken out of contingency funds, with pending approval of review of contract. Seconded by Jellison. Vote 5/0. A Special BOS meeting will be held on September 4,

2012, at 5:30 p.m., to approve the contract which will be back dated to August 29, 2012, so the project can move forward. Annaleis also spoke about adding a water storage tank inlet pipe to the current Water Storage Tank. After much discussion about how the inlet pipe works and reviewing the updated proposal from Sargent's concerning the extension of the inlet pipe on the new water tank, Dunbar, Jr. Motioned to accept the updated proposal from Sargent's in the amount of \$9,526.00 to extend the inlet pipe. Motion was Seconded by Jellison, Jr. Vote5/0.

**VII. New Business:**

**a.) Bicycle Shop:** Thia Embers asked to be bumped up due to a 7 year old at home and she had been on the bottom of the list to be discussed. She spoke to the BOS about hoping to have storm drain problem repaired from the inside. She spoke about her two estimates from 2 concrete contractors and about hiring her own engineer to help resolve this issue. The Town officials had previously met with Bob Shields about resolving their drainage problem. Don Lagrange explained the verbal offer that was made to Bob at their meeting to the BOS. He also told the BOS that there is a sump pump that has been in the Bicycle shop basement for over 30 years. The Town offered to help move the stock in the basement, cut French drains and have the owners pay for the materials and the Town would provided the Labor. Thia Embers expressed her desire to have professional concrete contractors do the repairs in her basement. After much discussion, Dunbar, Jr. suggested having the two engineers have a meeting amongst themselves and come up with some sort of a solution... Benson expressed his opinion that he thought that it was a good idea—they are the experts not the BOS. Norwood suggested having the Town pay for Greg Johnston's (Bicycle Shop's Engineer) fee and he agreed that the engineers need to meet and come up with a solution and he asked that this be taken care of right away.

**b.) Police Cruiser Purchase:** Chief Chapais addressed the BOS with bids for a new Police Cruiser for the Town. After much discussion about trading in the vehicle or keeping it for the Town to use and economical questions concerning usage of gasoline on the new vehicle on the bids, it was decided to trade in the old Police Cruiser towards the down payment of the new Police Cruiser. Motion by Dunbar, Jr. to accept the bid of \$27,124.99 to Hartley's of Newport for a new Police Cruiser. Seconded by Norwood.

**c.)Water Department Audit:** Tabbetha Newenham addressed the BOS about the details of the report. She explained about the meter project and how it made changes to the revenue and expenses for 2011.

**d.) School Department Budget:** Howard Coulter answered questions from the BOS about the water damage and insurance check reimbursements process. Nancy Thurlow also explained about how the insurance pool/switching of adjustors process has worked in their insurance claim with the water damage. Dunbar, Jr. was concerned about the time gap between the reimbursement from the insurance company to the School system and the use of the Town's money to pay for the School's payables in the meantime.

**e.) Radio Communications/Internet/Security Camera:** Sam Chisolm addressed the BOS about the change of transmission methods and the FCC mandates. He spoke about the security surveillance cameras at the Town Docks and how they have sub come to the salt water and they need repairs or replacement. He talked about upgrading the internet system with the Town and the phone system. The new upgrade will help with the security issues in the Police & Harbor Master departments. He spoke how he could save the Town money on their budgets for these upgraded services. Sam is trying to bring the Town's infrastructure up to speed with the

changing technology of today. Dunbar Jr, asked if Homeland Security could possibly pay for the new cameras needed. The Town Manager said that he would look into that and get back to the BOS with an answer. Sam also explained to the BOS that we need to make use of the “free stuff” offered which is provided by the UM System. The free stuff is offered to the Town only not to private sectors.

**f.) Water Tank Bond & Authorize names on separate checking account:** Motion was made by Norwood to authorize Don Lagrange and Beatrice Grinnell as signers on a separate checking account for the Water Bank Bond. Seconded by Minctons.

Motion by Jellison, Jr. to approve the 2012 Drinking Water State Revolving Loan Fund Bond in the amount of \$557, 083.00 and not to exceed in the amount of \$696,354.00. Seconded by Minctons. Vote 4/1.

**g.)Hancock County Budget Advisory Committee:** Don Lagrange addressed the BOS about this committee is looking for volunteers. There is meeting scheduled for September 10, 2012 at the Trenton Town Office. Only Selectmen can volunteer on this committee. Don will find out the upcoming dates for the October meetings and get back with the information to the BOS.

**h.) Budget Workshop Discussion:** Don Lagrange suggested to the BOS to start having budget workshops before the regularly scheduled BOS meetings. He would like to proceed on the upcoming budgets and get everything fine tuned and get our Town as efficient as possible. The BOS agreed that this was a good idea. The September 11, 2012 BOS meeting will begin with a budget workshop beginning at 5:30 p.m.

**VIII. Other Business:** None at this time.

**IX. Accept & Sign Warrants:** Norwood made a Motion to accept & sign current warrants. Seconded by Minctons. Vote 5/0.

After much discussion concerning School Warrant #18, the BOS would like Legal Council on handling future School warrants. Don Lagrange explained to the BOS how the process of handling the School warrants had been done in the past. The BOS has no authority on how the School Board spends their budgeted money. It is a formality-not a choice about whether to sign the warrants or not. Norwood suggested that this should be discussed at their upcoming budget workshop. Don Lagrange said that it would cost between \$400.00-500.00 to have Legal Council attend a meeting and that he could come up with some questions for Legal Council, get a copy to the BOS before sending to them for their advice on how to handle these warrants. Norwood made a Motion to accept and sign the School Warrant #18 dated 08/10/12 in the amount of \$64,316.61. Jellison, Jr . Seconded the Motion. Vote 3/2.

**X. Adjourn:** Motion by Dunbar, Jr. to adjourn the meeting and it was Seconded by Norwood. Vote 5/0.