



**SELECT BOARD MEETING**  
**Town of Southwest Harbor**  
**Southwest Harbor Town Office and Via Zoom\***  
**6:00 p.m. ~ Tuesday, June 15, 2021**

**MINUTES**

**1. CALL TO ORDER**

Vice Chair Chad Terry called the meeting to order at 6:00 pm

**2. ROLL CALL:**

Board members: Chad Terry, Carolyn Ball, Allen Willey, interim Town Manager Dana Reed via ZOOM and Town Clerk Marilyn Lowell.

**A. Excused Absences** – George Jellison, Jr. was excused.

**3. ADOPTION OF AGENDA:**

Motion by Ball to approve agenda. Second Willey. Passed 3-0-0.

**4. APPROVAL OF MINUTES:** *Request of the Town Manager for a motion “to approve the minutes of May 25, 2021, as presented” {or as amended}*

Motion by Willey to table 5.25.2021 SB minutes to next meeting to allow everyone time to review them. Second Ball. Passed 3-0-0.

**5. APPROVAL OF WARRANTS**

Motion by Willey to approve GF W#125, Town Payroll W3 603, 610,617, 120, 122 & 124, School W#121 & 123 and Conservation Commission W# 615. Second Ball. Passed 3-0-0.

**6. FINANCIAL REPORTS:** *Presentation of the monthly Budget Variance Report.*

Review of Budget Variance Report.

**7. REGULAR BUSINESS:**

**A. Town Meeting:**

- i.** *Request of Select Board member Carolyn Ball for adoption of policies on article wording and separate articles for Community Service Organizations seeking \$10,000 or more.*

\* To access the meeting using Zoom, please click the meeting link on the home page of the Town’s website [www.southwestharbormaine.org](http://www.southwestharbormaine.org)

Motion by Ball to have a separate article for Community Service Organizations seeking \$10,000 or more. Second Terry. Discussion on this motion finding that the article wording and separate articles normally take place. Last year was done on ballot and the wording was not changed back in error. Ball rescinded motion and Terry rescinded second.

- ii. *Report of the Town Manager on the DARE account and possible transfer the omitted \$2500 for the Conservation Commission from the Contingency Account.*

Reed clarified the Dare Reserve did have #394.96 left opposed to the \$0 amount stated at Town Meeting.

Motion by Ball to transfer \$2,250 from Undesignated Fund Balance to the Tree Fund Reserve, account G-1-220-23. Second Willey. Passed 3-0-0.

- B. School Crossing Signals:** *Request of the Town Manager for a designation of surplus funds for replacement of both school crossing signals.*

Motion by Ball to transfer \$5,714 from Undesignated Fund Balance to the Road Crossing Safety Reserve, account G-1-220-08. Second Willey. Passed 3-0-0. Add crossing signals to insurance policy after confirming price.

- C. Main Street Project:** *Report of the Town Manager on the acquisition of utility easements to facilitate the sidewalk construction.*

Final 3 owners are willing to sign their easements after speaking with Olver Associates.

- D. Police Scheduling:** *Report of the Town Manager on scheduling of officers to reduce overtime.*

Acting Chief Miller stated remaining officers have picked up additional shifts, and if we have some shifts occasionally that there is no officer on duty, the Sheriff's Office said they would respond to any calls during these shifts.

- E. Face Masks:** *Request of the Chair for consideration of a policy on face masking for meetings.*

Discussion lead to allowing board members to/or not to wear masks if they chose. The public would be given the same option. These individual decisions would be without any type of ridicule for wearing or not wearing masks.

- F. Zooming Meetings:** *Request of the Chair for consideration if meetings should continue to be Zoomed.*

After board discussion it was agreed to continue with the ZOOM meetings at this time.

**G. Fire Department:** *Discussion of matters related to the sudden loss of Deputy Chief Sam Chisolm.*

Colton Sanborn attending meeting and discussed with board members the need of funds for Class "A" uniforms for funerals and other official events. The Fire Dept. doesn't have the money in the budget to outfit the members left that have not purchased their own.

Motion by Ball to transfer #11,534.05 from Undesignated Fund Balance to the Fire Department uniform account E 485-2060-60. Second Willey. Passed 3-0-0.

**8. TOWN MANAGER'S REPORT**

Reed gave brief overview of work since last meeting. ~Fuel oil purchase with school. ~ OT discussion with PD. ~ P. Chief search was #1 priority with Back Ground check sent to MMA to complete. ~Harbor Master search is on its way, with ad in paper and several resumes already. Gilley will stay on part time to help out until someone is hired.

**9. SUGGESTIONS FOR NEXT MEETING:** *No action will be taken, other than to place the requested item on the next agenda.*

~Ball motion for Town Meeting and Community Service Request.

~Approval of 5.25.21 SB minutes.

~ Nick Madiera from Harbor Committee would like to talk with board.

~Lowell will have appointments for board.

**10. NEXT MEETING DATE:** *Possible adoption of a motion to confirm the date of the next regular meeting for Tuesday, June 22 at 6:00 p.m. at the Town Office.*

Motion by Willey to confirm the date of the next regular meeting for Tuesday, June 22 ZOOM and in person at Town Office meeting room. Second Ball. Passed 3-0-0.

**11. ADJOURNMENT:**

Motion by Ball to adjourn at 7:03 p.m. Second Willey. Passed 3-0-0.