



SELECT BOARD MEETING
Town of Southwest Harbor
Southwest Harbor Town Office & Via Zoom*
6:00 p.m. ~ Tuesday, August 24, 2021

MINUTES

1. CALL TO ORDER

Chair George Jellison, Jr. called the meeting to order at 6:00 pm.

2. ROLL CALL:

Board members: George Jellison, Jr., Carolyn Ball, Chad Terry, Allen Willey, Dan Norwood, Interim Town Manager, Dana Reed via Zoom and Town Clerk Marilyn Lowell.

A. Excused Absences - None

3. ADOPTION OF AGENDA: *Request of the Town Manager for a motion to adopt the agenda as presented (or amended).*

Motion by Norwood to adopt agenda as presented. Second Willey. Passed 5/0/0.

4. APPROVAL OF MINUTES: *Request of the Town Manager for a motion "to approve the minutes of . . .*

A. July 13, 2021

Motion by Norwood to approve & sign amended minutes of July 13, 2021. Second Terry. Passed 5/0/0.

B. August 10, 2021

Motion by Norwood to approve the minutes of August 10, 2021. Second Willey. Passed 4/0/1. Terry abstained.

Motion by Norwood to approve the minutes of August 4, 2021. Second Willey. Passed 4/0/1. Terry abstained.

5. APPROVAL OF WARRANTS

Motion by Terry to approve GF W#23; Town Payroll W#819, 824 & 20; School W#18, 19, 21 & 22; Conservation Commission W#824. Second Willey. Passed 5/0/0.

* *To access the meeting using Zoom, please click the meeting link on the home page of the Town's website www.southwestharbormaine.org*

6. FINANCIAL REPORTS: *Presentation of the FY21 year-end Budget and Revenue Variance Reports*

Dana stated the overall FY21 EOY Budget & Revenue looks good at about \$105,000 under budget. A possibility transfer some of the funds to select Reserve Accounts. 99.8 % of real estate taxes were collect even with the Covid-19 crisis.

7. REGULAR BUSINESS:

- A. MDI Marathon:** *Request of Race Director Gary Allen on behalf of the MDI Marathon for permission to close Main Street and occupy the Horseshoe, from 8:00 a.m. to 4:00 p.m. on October 17 as detailed in his June 22, 2021 application.*

Director Gary Allen spoke on behalf of the MDI Marathon stating it was their 19th year. He also met with all departments to go over the details of the Marathon. It is being proposed to have an Honoring Cup for the PD Chief Alan Brown & FD Assist. Chief Samuel Chisholm and putting the winner's name on it.

Motion by Norwood to approve Special Event Application from MDI Marathon. Second Willey. Passed 5/0/0.

- B. Town Meeting:** *Request of Vice Chair Carolyn Ball for thank you notes to be sent for special services provided at the annual Town Meeting.*

Motion by Norwood to sign & mail thank you notes proposed by Ball. Second Terry. Passed 5/0/0.

8. TOWN MANAGER'S REPORT

~Harbor Master & P/T Harbor Master hired. Training set up for 2-1/2 days in October.
~Marathon set up with application and possibility of beer tent through another vendor.
~Bobcat replacement purchase coming from CIP.
~Police dealing with a fair amount of vagrancy in town.
~Gotts Construction received bid to rebuild wall down of Fernald Point Road.
~Will be looking at setting up infrastructure meeting for Town Garage.
~ Work on remote meeting policy.

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

~ Terry felt we should be looking at who is responsible for Causeway repairs. Add to long term goals.

~Jellison suggested looking at the Selectboard goals; ie: Water/Sewer project, Sidewalk project and the Town garage.

10. NEXT MEETING DATE: *Possible adoption of a motion to confirm the date of the next regular meeting for Tuesday, September 14 at 6:00 p.m. at the Town Office.*

Motion by Terry to confirm the date of the next regular meeting for Tuesday, September 14 at 6:00p.m. at the Fire Department meeting room. Second Willey. Passed 5/0/0.

11. EXECUTIVE SESSION:

A. Town Manager Search: *Possible adoption of a motion to find that public discussion of these personnel matters could be reasonably expected to violate the individual’s right to privacy, and therefore, to go into executive session to discuss the employment of an individual or individuals, as permitted by 1 MRSA 405.6.A.*

A motion was made by Ball to find that public discussion of these personnel matters could be reasonably expected to violate the individual’s right to privacy, and therefore, to go into executive session to discuss the employment of an individual or individuals, as permitted by 1 MRSA 405.6.A. Second Norwood. Passed 5/0/0.

The Select Board came out of executive session at 7:01 p.m.

Motion by Ball to re-advertise the Town Manager opening and to increase the salary range to \$100-\$115,000 depending on training and experience with code enforcement a plus. Seconded Norwood. Passed 5/0/0.

12. ADJOURNMENT

Motion by Norwood to adjourn the meeting at 7:08 p.m. Second Willey.

George Jellison, Jr., Chair

Carolyn Ball, Vice Chair

Dan Norwood

Chad Terry

Allen Willey