



SELECT BOARD MEETING
Town of Southwest Harbor
Southwest Harbor Fire Station & Via Zoom*
6:00 p.m. ~ Tuesday, November 9, 2021

MINUTES

1. CALL TO ORDER

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

2. ROLL CALL:

Present: George Jellison, Jr., Carolyn Ball, Allen Willey, Chad Terry, Dan Norwood, 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. October 12, 2021

Motion by Norwood to approve & sign minutes of October 12, 2021. Second by Terry. Passed 5/0/0.

B. October 26, 2021 – Executive Session

Motion by Ball to approve & sign minutes of October 26, 2021 Executive Session. Second by Norwood. Passed 4/0/1. Allen Willey abstained.

C. October 26, 2021 – Regular Session

Motion by Willey to approve & sign minutes of October 12, 2021. Second by Ball. Passed 5/0/0.

5. APPROVAL OF WARRANTS

Motion by Ball to approve FG W#49; Town Payroll W#47, 48, 1104 & 1112; School W#45 & 46; and Conservation Commission W#1109. Second Terry. 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. REGULAR BUSINESS:

- A. Conservation Commission:** *Update by Conservation Commission members on the status of the Chris' Pond Project.*

Jane Ayres Peabody invited Select Board members to the on-site meeting 11.13.2021 @ 1p.m. at Chris' Pond. Maine Coast Heritage Trust has exercised its Option to purchase the Letcher property and has secured the opportunity to purchase the Dearden property. This includes the 20 ft. wide easement strip. The MCHT has raised in donations about \$238,000 with a goal of \$250,000. There will be a representative at the meeting for answering questions.

- B. School Committee:** *Request of Michael Sawyer for appointment as a Southwest Harbor member of the AOS91 Board of Directors.*

Arron "Bo" Lisy was appointed by the AOS91 to finish term to 6.30.2021.

- C. Town Office Hours:** *Request of the Town Manager to close the Town Office at 1:00 p.m. on Wednesday, November 24.*

Motion by Norwood to close the Town Office at 1:00 p.m. on Wednesday, November 24th. Second Willey. Passed 5/0/0.

- D. Public Restrooms:** *Request of the Town Manager that the public restrooms near Veteran's Park be closed for the winter due to excessive repair and heating costs.*

Motion by Norwood that the public restrooms near Veteran's Park be closed for the winter due to excessive repairs, heating costs and maintenance expenses. Also add a portable toilet for patron use with Town Manager using vendor of his choice. Second Willey. Passed 4/0/1. Terry abstaining.

- E. FY23 Budget:** *Review and possible adoption of budget deadlines.*

Motion by Terry to adopt budget timeline and calendar as suggested. Second Willey. Passed 5/0/0.

7. TOWN MANAGER'S REPORT

- ~Working on school committee appointment and manager search.
- ~Finish up Shore & Harbor Grant.
- ~Talked with Oliver Curry for schedule for float removal.
- ~Finished letter to Senator King for mailing.
- ~School dates for budget meetings and updated on calendar.
- ~Attended a Covid Task Force meeting via Zoom.
- ~Signed phone contract to return to regular system opposed to the internet based currently in use.
- ~Main Street project still moving forward.
- ~Working on all the agendas for Ex. Sessions and Conservation Remote Policy.
- ~Will set up an Infrastructure meeting in the near future.

- ~Spoke with attorney working on the IRS 941 issues.
- ~Derelict floats and boats at harbor.
- ~Chief Hall setting up a training program and working on cruiser replacement.
- ~Scotty had sander ready, the Freightliner ready less inspection. Loader should be done by end of month. Helping with summer water lines shut down.
- ~Harbor master chasing floating boats, updating paperwork for paid moorings, hoist fees, etc. Had a sunken boat at the Manset Dock. Looking at mooring inspections.
- ~FD doing training and has new members on board giving SWH 33 members on the roster. Looking at fall clean up shortly.

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

Look at Hearth and Harbor for Committee gift cards.
IGA for employee gift cards.
Harbor fees schedule.

9. NEXT MEETING DATE: *Possible adoption of a motion to confirm the date of the next regular meeting for Tuesday, November 23 at 6:00 p.m. at the Fire Station.*

Motion by Norwood to confirm the date of the next meeting for Tuesday, November 23 at 6:00 p.m. in the Fire Station meeting room. Second Terry. Passed 5/0/0.

10. EXECUTIVE SESSION:

Motion by Norwood @ 6:50 p.m. to enter Executive Session for the Select Board to find that public discussion of this personnel matter 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, as permitted by 1 MRSA 405.6.A. Second Terry. Passed 5/0/0.

- A. Town Manager Search:** *Possible adoption of a motion for the Select Board to find that public discussion of this personnel matter 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, as permitted by 1 MRSA 405.6.A.*

Motion by Norwood to exit Executive Session @ 7:12 p.m. Second Willey. Passed 5/0/0.

11. ADJOURNMENT

Motion by Terry to adjourn @ 7:13 p.m. Second Willey. Passed 5/0/0.

APPROVED

George Jellison, Jr., Chair

Carolyn Ball, Vice Chair

Dan Norwood

Chad Terry

Allen Willey