



Warrant Committee Minutes

Southwest Harbor Monday February 1, 2021 @ 6:00 PM
via Zoom

I. Call to Order/Roll Call – Chair Don Lodge called the meeting to order at 6:02pm. Present were Warrant Committee members Lydia Goetze, Alan Rosenquist, Carl Wrubel, John Williams, Ellen Pope, Ruth Davis, Jim Vallette, and Priscilla Ksionzyk. Town Manager Justin VanDongen, Town Administrative Assistant Jesse Dunbar, and Select Board Member Kristin Hutchins.

II. Adoption of the Agenda – Adopted as written

III. Approval of Minutes – January 27, 2021

Motion by Goetze to approve the minutes of January 27, 2021 as written. Second by Wrubel. Passed 9-0-0.

IV. Community Service Organizations –

Chair Don Lodge invited the Southwest Harbor Tremont Ambulance and the Mt Height Cemetery to attend to answer some questions Committee members had. There was a discussion of the Southwest Harbor Ambulance Services insurance expenses, number of employees, and billing services.

Hutchins informed the Committee and Mt Height Cemetery superintendent Amy Young that the Select Board advanced the operational request of \$12,500 to the Warrant Committee, however they did not advance the reserve request. Discussion was had, with Committee members being concerned about the lack of a Capital Improvement Plan. Lodge will forward the Committee some plans Young had shared with him from 2019. Rosenquist stated he would like to find out what the Town's legal obligations are regarding the cemetery.

The funding requests from the Common Good Soup Kitchen and the Southwest Harbor Tremont Chamber of Commerce were not advanced to the Warrant Committee from the Select Board.

V. Revenues, Admin, CEO/LPI, Boards & Committees, Contracted Services, Debt Service, Insurance Expense, Municipal Building Expenses, Reserve Accounts, Admin CIP –

The Revenues budget was reviewed by the Committee. Vallette discussed concerns around the solid waste expenses and contracts the town has with MRC and EMR. Lodge recommended bringing those concerns to the Select Board.

Goetze recommended the Warrant Committee write a special report for the Annual Report to present some concerns the Committee has, including the MRC/EMR contracts, the condition of the public restrooms, and the number of street lights out throughout town.

The Administration Expenses budget was reviewed by the Committee. The Manager explained the insurance increases were due to employee status changes.

The Boards and Committees budget was reviewed by the Committee. The change here is due to a change for proper accounting of expenses.

The CEO/LPI budget was reviewed by the Committee

The Contracted Services budget was reviewed by the Committee, Lodge was concerned with the large number of street lights that seem to be out around town.

The Debt Services budget was reviewed by the Committee, Discussion was had on the Sewer Treatment Plant project.

The Insurance expenses budget was reviewed by the Committee

The Municipal Buildings budget was reviewed by the Committee, The Manager explained the Town Office was now using a cleaning service. Several Committee members expressed concerns with the condition and cleanliness of the public restroom. The Manager said perhaps a cleaning service should be looked into for the upcoming summer season.

The Reserve Accounts budget was reviewed by the Committee. Discussion was had on the difference between a reserve account and a CIP account.

The Admin CIP budget was reviewed by the Committee, Lodge suggested bringing Select Board member George Jellison in during the review of the Highway CIP to ask questions on the Town Garage.

VI. Adjourn Meeting

Motion to adjourn at 8:00 pm by Wrubel, Second by Pope. Passed 9-0-0.