



SELECT BOARD BUDGET MEETING
Town of Southwest Harbor
Fire Dept. & Via Zoom*
5:30 p.m. ~ Thursday, January 13, 2022

Minutes

1. **CALL TO ORDER** 6:00p.m.
2. **ROLL CALL:** All present. Chairman George Jellison Jr, Chad Terry, Carolyn Ball, Alan Willey, Dan Norwood, Manager Marilyn Lowell, and Town Clerk Jennifer LaHaye.

A. Excused Absences None.

3. **ADOPTION OF AGENDA:**

Mr. Terry motioned to adopt the agenda as is. Seconded by Mr. Willey. Vote passed unanimously.

4. **BUDGET REVIEW:**

5:30 **Highway/CIP/Reserves**

Mr. Dana Reed provide an overview of the CIP Appendix and Budget books.

Highway expenditures. – Discussion related to the cost of living for employees and a suggested a new wage adjustment to match the New England CIPW. Members discussed if this would be just for the Foreman and Laborer, or for all employees. Ms. Ball advised it would be good to look into more information related to the cost of living.

Motioned by Mr. Terry to increase the Foreman and Laborer percent rate to adjust the cost of living according to the New England CPI for fiscal year. Seconded by Mr. Norwood.

Mr. Reed discussed the social security adjustments and explained those numbers will come out in November. This could be social security by adjustments used to adjust pay in the future. Chairman Jellison believed it was 5.9%

After discussion Mr. Terry retracted his earlier motion.

Motion made by Mr. Terry to increase the highway Foreman, and Laborer's wage adjustment to 5.9%. Seconded by Mr. Norwood. Motion passed. 3-2 motion passed. Ms. Ball, and Chairman Jellison voted against.

Mr. Terry stated that looking at the job market and opportunities, we need to keep longevity and keep our employees. Ms. Ball expressed that the reason she was not in favor was the importance of further looking into this. Ms. Ball also expressed the general question would this be for all employees.

Utilities: propane is currently on the rise. Members discussed to raise to \$2,200 from \$1852.

Vehicle Maintenance 2030:

Diesel: has gone up as well. Discussion to raise \$1,000.

Repairs and Maintenance: Showing to be a bit over at this time. This is due to oil changes and big repairs.

Summer Roads 1410:

There are three Tree Maintenance accounts, members discussed to create a new reserve account. Possibly look at combining all tree accounts. Mr. Norwood suggested one account. However Scott will need to pull from the account in an emergency, if it is in the reserve account the Board would have to approve the money from the count. Discussion to lower by \$500.

Mr. Norwood motioned to lower the tree maintenance line to \$2,000. Seconded by Mr. Willey Motion pass unanimously.

Highway CIP Accounts

All within line of last year no concerns.

Vehicles and Machinery 221-14:

Mr. Norwood suggested that the ¾ ton plow had not been replaced last year, he believed they should request \$10, 000 to bring it up.

Mr. Norwood motions to add \$10,000 with the request for ¾ ton plow truck. Seconded by Mr. Terry. Motion passed unanimously.

Mr. Reed requested permission to reassign money in the Highway CIP so money does not need to be raised. Chairman Jellison agreed to this. He advised he could possibly move it around within the CIP account.

Highway Reserves

Contracted Snow Removal 220-34 – adding another \$2,500 to it.

Culvert Replacement Reserve 20-37: Mr. Reed advised he had attempted to put a bit more money into that reserve, it will be a bigger project.

Highway Small Reserve Projects: used some money to the stones steps around Fernald Point. Will use this when they need to hire a contractor.

6:00 Harbor/CIP/Reserves

Personal & Benefits:

Mr. Norwood motioned to have a 5.9% rate increase for the Harbormaster. Seconded by Ms. Ball

- This will not apply to the Deputy Harbormaster.
- Mr. Reed questioned if the Board wishes to address it in all in one motion for all employees.

Mr. Norwood amended is previous motion for all full-time hourly wage employees to a 5.9% rate increase. Seconded by Mr. Terry. Motion passed unanimously.

Vehicle Maintenance 2030:

Repairs and Maintenance – Discussion related to undercoating the truck.

Solid Waste Disposal – Upper Town Dock is in need of a dumpster.

CIP Accounts:

General 221-210

Outboard Motor for Harbormaster Boat/Harbormaster Boat:

Currently has stress cracks on the bow. It currently stays in all year long. Refurbishing a boat. It is a 2009. Discussion of possibly moving the replacement year to 2025. Member's consensus when the time comes, to sell the Boat and Trailer as a package. It was decided to combine the Mr. Reed concluded the Boat and Motor Line will be combined together.

Ms. Ball motion to create a Harbor Derelict Vessel Reserve Fund, starting at \$5,000. Seconded by Mr. Terry. Motion passed unanimously.

Harbormaster reported that it could cost up to \$12,000 to raise a boat.

6:30 Code Enforcement-LPI - No changes made.

Boards & Committees, Contract Services

Contracted Services: Assessors 3 year contract.

Parks and Cemeteries – landscaping goes out to bid. Landscaping request from Conservation Commission. Looking to add \$4,000 to the landscaping. Possibly raise figure to \$16,000, this would include the landscaping project requested by the Conservation Commission Committee amended February 8th 2022. This is a one year request. Then next year they won't have to allocate in the future because the work will have been completed. An additional \$2,000 was added above last year's request of parks and cemeteries, due to the pricing of flowers has gone up.

Ms. Ball motioned to raise figure to 16,000 in parks and Cemeteries. Seconded by Mr. Terry. Motion passed unanimously.

Recycling:

Mr. Norwood suggested asking the town if they wish to recycle at the number presented as it possibly more than doubled. Manager Lowell will look into this, and speak with Ben Worcester.

Debt Services, Insurance: No changes made.

Administration/Administration CIP

After reviewing, Ms. Ball suggested a consultant come and look into our computer and audio set up when we are Zooming to ensure better quality so people can hear. Manager Lowell advised we could consult with Bob Bickmore and look further into this. There are currently funds available for this.

Chairman Jellison suggested quarterly newsletters around election time.

Fire Department Building: showing to be replaced in 2045. Mr. Terry motioned to move \$25,000 in CIP for Fire Department Building. Seconded by Ms. Ball. Vote 4-1 Chairman Jellison did not feel it was necessary to fund this.

Mr. Norwood motioned to withhold Revenue & Reserves for Thursday's. Mr. Terry seconded. Motion passed unanimously.

Revenue/Reserves: will be continued next week.

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

6. NEXT MEETING DATE:

Mr. Terry moved to confirm the date of the next regular meeting for Tuesday January 18 at 5:30pm at the Town Office. Seconded by Mr. Norwood. Motion passed unanimously.

7. ADJOURNMENT

Mr. Terry moved to adjourn. Seconded by Mr. Norwood. Motion passed unanimously.

Respectfully Submitted,

Jennifer E. LaHaye
Town Clerk

APPROVED

George Jellison, Jr., Chair

Carolyn Ball, Vice Chair

Dan Norwood

Chad Terry

Allen Willey