



SELECT BOARD MEETING
Town of Southwest Harbor
Town Office & Via Zoom*
6:00 p.m. – Tuesday, January 28, 2025

AGENDA

- 1. CALL TO ORDER:** Ball called the meeting to order at 6:03 p.m.
- 2. ROLL CALL:** Chair Carolyn Ball, James Vallette, Chapin McFarland, Noah Burby, Town Manager Karen Reddersen, Town Clerk Jennifer LaHaye present. Vice Chair Natasha Johnson present by Zoom.

A. Excused Absences (*if any*) None.

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

McFarland motioned to adopt the agenda as presented. Seconded by Burby. Vote: 5-0-0.

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

A. January 14, 2025 – SB Minutes

Burby motioned to amend the minutes as discussed. Seconded by McFarland Vote: 5-0-0.

- 5. APPROVAL OF WARRANTS:**

Burby motioned to approve the warrants as presented. Seconded by Vallette. Vote: 5-0-0.

- 6. APPOINTMENTS:**

A. SUSTAINABILITY COMMITTEE: *Request of the Town Clerk to appoint members to the Sustainability Committee.*

Burby to confirm Town Clerk’s Appointments of David Krueger, and Craig Kesselheim for the Sustainability Committee for terms effective until June 30, 2025. Seconded by McFarland. Vote: 5-0-0.

B. SHELLFISH COMMISSION: *Request of the Town Clerk to appoint William “Billy” Norwood to the Shellfish Commission*

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

Burby motioned to confirm the Town Clerk's Appointment of William "Billy" Norwood to the Shellfish Committee for the remainder of a three-year term effective until June 30, 2026. Seconded by Vallette. Vote; 5-0-0.

- C. SOUTHWEST HARBOR HOUSING AUTHORITY BOARD OF COMMISSIONERS:** *Request of the Town Clerk to appoint Terry Shinn as Tennant Commissioner to the Southwest Harbor Housing Authority Board of Commissioners*

Burby motioned to confirm the Town Clerk's Appointment of Terry Shinn as Tennant Commissioner to the Southwest Harbor Housing Authority Board of Commissioners for the remainder of a 5-year term effective until June 30, 2026. Seconded by McFarland. Vote: 5-0-0.

- D. WATER/SEWER DISTRICT BOARD OF TRUSTEES:** *Request of the Town Clerk to appoint William G. Tillman and Ben "Lee" Worcester III to the Water/Sewer District Board of Trustees*

Town Manager Reddersen presented the memo received from Water Sewer District Director Steve Kenney. In the memo it outlined the current process and addressed questions members had. Mr. Kenney was present in the audience. Reddersen reported that Mr. Tillman will no longer be seeking reappointment as he will be moving. Reddersen explained the district will continue the search for the vacancy. They currently have one application.

Burby motioned to confirm Town Clerk's re-appointment for Ben "Lee" Worcester, III, as a Water/Sewer District Trustee for term effective until December 31, 2027. Seconded by McFarland. Vote: 5-0-0.

7. REGULAR BUSINESS:

- A. Shellfish Ordinance:** *Request of the Town Clerk to discuss and approve amendments made to the ordinance, for placement on ballot of May 6, 2025.*

Burby motioned to authorize the amendments made to the Shellfish Ordinance, for placement on the ballot of May 6, 2025. Second by Vallette: 5-0-0.

- B. Review of Southwest Harbor & Tremont EMS Planning Committee Bylaws:** *Review of draft bylaws for the Southwest Harbor & Tremont EMS Planning Committee.*

Burby motioned to approve and sign the proposed Southwest Harbor & Tremont EMS Planning Committee Bylaws as proposed. Seconded by McFarland. Vote: 5-0-0.

- C. Congressional Designated Funding for Public Works Facility-Local funding:** *Identification of Estimated Local funding for Public Works Facility Project*

Town Manager Reddersen provided an update on the Congressional Designated Funding for the public works facility. She requested to be authorized to sign the documents to move forward with a 'note' on the file to where the matching funds would be coming from. Before the construction stage they will want a more formal motion. Currently FEMA projects are paused.

Johnson motioned to approve the local funding needed for this project through bond proceeds upon approval by the Town of the Public Works Facility project. Seconded by McFarland. Vote: 5-0-0.

D. Chris' Pond: *Management of Chris' Pond and Land Use Ordinance*

Burby motioned to confirm, per our land use ordinance, there are no legal impediments preventing the Town from continuing the management and upkeep of Chris' Pond as has been the established tradition since 1957 and further supported through a conservation easement in 1995. Any land use ordinance violations are subject to determination by the Code Enforcement Officer. Seconded by Vallette. No vote.

McFarland motioned to amend the motion on the floor to include "Land Use confirm, per our land use ordinance, and shore land zoning, there are no legal impediments preventing the Town from continuing the management and upkeep of Chris' Pond as has been the established tradition since 1957 and further supported through a conservation easement in 1995. Any land use ordinance violations are subject to determination by the Code Enforcement Officer. Seconded by Ball. Vote: 5-0-0.

~ Aimee Williams present in the audience expressed concern with the Conservation Commission having too much authority over Chris' Pond. Willimas wants to know how they are qualified to make the determination of what needs to be cut around the pond.

~Ball disused the new budget items added due to vandalism at the property, and a security camera added. Ball noted the amount of legal fees spent on Chris' Pond and expressed her concern about this.

E. Seawall Road Improvement Project: *Discussion of decision by MaineDOT to delay Seawall Road improvements to the Fall of 2025*

Town Manager Reddersen provided a packet of correspondence from MaineDOT, Acadia National Park and herself on the requirements by Maine DOT to enter into an agreement requiring obligations to future repairs of Seawall Road by the Town and Acadia National Park. Reddersen has sent this packet to the Acadia National Park Commission, and it is an agenda item for their February meeting. Reddersen sent information to our state legislators as directed, and it was added to the League of Towns January meeting.

Discussion led to agreeing to the July 15th, 2024, memo. Select Board members agreed it would be beneficial to reach out to MMA Legal, there could be other towns in the same situation where the state is trying to abandon roads. Further discussion led to wanting a

reclassification of the road to be made. When the state conducted the traffic survey, they came at a time that did not represent the true amount of traffic. Suggestions a second survey be completed during the summer season.

8. LIAISON REPORT:

~ Burby reports he is working with Downeast Transportation on behalf of the Lab to increase routes that will extend to Ellsworth.

9. MANAGER REPORT: Town Manager Reddersen presented her manager's report. See filed report at the Town Office.

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

- Budget Variance report
- Conduct Policy
- Appointments
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11. NEXT MEETING DATE: *Adoption of a motion to confirm the date of the next meeting for Tuesday, February 11th at 6:00 p.m. at the Town Office Meeting Room*

Burby motioned to confirm the next day of the next meeting for Tuesday, February 11th, at 6:00 p.m. at the Town Office meeting room. Seconded by Johnson. Vote: 5-0-0.

12. ADJOURNMENT:

Burby motioned to adjourn the meeting at 7:26 p.m. Seconded by Johnson. Vote: 5-0-0.