



SELECT BOARD MEETING
Town of Southwest Harbor
Southwest Harbor Fire Station & Via Zoom*
6:00 p.m. ~ Tuesday, January 11, 2022

Minutes

1. CALL TO ORDER

- 2. ROLL CALL:** All Present. Chairman George Jellison Jr., Carolyn Ball, Chad Terry, Alan Willey, Dan Norwood, Manager Marilyn Lowell, and Town Clerk Jennifer LaHaye.

A. Excused Absences None.

- 3. ADOPTION OF AGENDA:** Ms. Ball motioned to adopt the agenda as presented. Mr. Terry seconded. Motion passed unanimously.

4. PUBLIC HEARING:

A. Liquor License Renewal –

Ms. Ball motioned to approve the application of Renee and Joes Feliciano, Jr. on behalf of Next Level Sports Lounge, 386 Main Street, for an On-Premises Beer, Wine and Spirits Liquor License renewal. Mr. Norwood Seconded. Motion passed unanimously.

B. Harbor Fee Schedule– Cranberry Isle Ferry:

Mr. Norwood motioned to discontinue the Cranberry Isle Ferry service at the Southwest Harbor Upper Town Dock. Mr. Terry seconded.

Ms. Ball moved to amend the previous motion. Ms. Ball moved to discontinue Cranberry Isle Ferry Service at Southwest Harbor Upper Town Dock after six months, to provide time for the owner to find alternative arrangements. Seconded by Mr. Terry. Motion passed 4-1. Mr. Norwood voted against the motion.

~Discussion from Board members as to the timeframe, and the motion prior. Currently the Ferry is not running at this time.

~This allows for the Ferry Service to find alternative arrangements.

~ Six months from tonight, Service will end July 11, 2022.0

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

A. December 14, 2021 Ms. Ball motioned to approve the minutes from December 14, 2021. Seconded by Mr. Willey. Motion passed unanimously.

B. December 22, 2021 Ms. Ball motioned to approve the minutes from December 22, 2021. Seconded by Mr. Terry. Motion passed unanimously.

- C. **December 23, 2021** Mr. Norwood motioned to approve the minutes from December 23, 2021. Seconded by Mr. Willey. Motion passed unanimously

6. APPROVAL OF WARRANTS

Ms. Ball moved to approve the Warrants. Seconded by Mr. Terry. Motion passed unanimously.

7. APPOINTMENTS:

A. Deputy Clerk:

Mr. Norwood motioned to appoint Becky Gatcomb as Deputy Clerk for a 3 year term, such appointment to be effective until June 30, 2024.

B. Deputy Tax Collector:

Mr. Norwood motioned to a appoint Becky Gatcomb and Jennifer LaHaye as Deputy Tax Collectors for a 6 -month term, such appointments to be effective until June 30, 2022.

C. Deputy Treasurer:

Ms. Ball motioned to appoint Becky Gatcomb and Jennifer LaHaye as Deputy Treasurers for a 6-month term, such appointments to be effective until June 30, 2022.

8. FINANCIAL REPORTS:

Was presented at a later time.

9. REGULAR BUSINESS:

A. Police Operation –

~Chief Hall reported on December 28th & 29th Lt. Miller and Officer Burke, traveled to New Jersey to pick up a Raymond Crawford of Ellsworth, to extradite him back to the Hancock County Jail on 5 warrants. Crimes involve various sex crimes committed against a child under the age of 14, these crimes were committed in SWH.

~The Town is being reimbursed by the DA's office for these costs.

B. Veterans' Park –

~Ann Ratcliff provided an update/ review of the Veteran's Park. She advised there are further issues of renovating the lawn that could be estimated to \$4,500 to help with the most pressing of maintenance such as top dressing, fertilization, the stone medallion needs further care along with other various upkeeps of the park.

~Ann suggested working with the Highway Department this spring to address these maintenance issues.

~ Currently the Highway Department does not have this money in their budget to accommodate this request.

~ Discussion of possibly looking at other business within the town to accept bids for this work.

C. Carroll House LLC –

~Eleanor Park (currently serving as a tree warden for the town) requested the help of the Select Board to help with a tree that is currently deemed to be unsafe and a hazard. This tree is located near the Pemetic School.

~The Board discussed the authority of the Town to intervene.

~ Concerns from Ms. Park that the tree has been deemed unsafe by at least two local arborists. The tree in questions is diseased but on private property.

~Ms. Park has attempted to reach out to the land owner several times without success.

Chairman Jellison will reach out directly to Mr. Carroll. In hopes to start a dialog regarding the concerns for the tree.

D. Town Budget –

Manager Lowell reports that Dana Reed has been working with her looking at numbers and past budgets. It does look a bit different, but this book provides a bit more information.

Mr. Reed advised his attempted was to try and give the further information to the members. Mr. Reed explained the basics of the budget book to the members.

10. TOWN MANAGER'S REPORT

~All members have received their budget books. Dana Reed has been working with Manager Lowell on the budget.

~Manager Lowell has met with all the Department Heads.

~The office has been fairly busy, the audit should be completed by the end of the month hopefully. There have been several interviews for the position of Deputy Clerk. Both seemed very comparable. A decision will hopefully be made next week.

~Manager Lowell has recently met with the Harbor Committee, and has made suggestions regarding parking at the Upper Town Dock.

~MMA information related to the money from the grant towards the side walk project. There are limitations with funds.

~ Manager Lowell will likely open a new checking account to ensure the funds from this grant are not comingling with other funds.

~ U.S Dot nondiscrimination assurances paperwork. Standard form we would not discriminate with any people we hire.

~ Code Enforcement: John has been working with the attorney's regarding MDI Lobster will pay the \$2,500 fine, plus the legal costs that have taken place.

~ Harbor – Boat has been raised.

~Highway Department, they have started plowing, concerns with one of the doors at the garage, it is rotting out, and not able to have any rubber riveted to it to help prevent. He has been asking about the infrastructure meetings. Manager Lowell has reached out to Annalise.

11. SUGGESTIONS FOR NEXT MEETING:

Next regular Meeting, there will be a Public Hearing that will include two new ordinances.

12. NEXT MEETING DATE:

Ms. Ball motioned to confirm the next regular meeting for Wednesday, January 25, at 6:00 p.m. Mr. Norwood seconded. Motion passed unanimously.

13. ADJOURNMENT

Mr. Norwood motioned to adjourn the meeting. Seconded by Ms. Ball. 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