



**SELECT BOARD MEETING**  
**Town of Southwest Harbor**  
**Town Office & Via Zoom\***  
**6:00 p.m. ~ Tuesday, January 24, 2023**

**MINUTES**

- 1. CALL TO ORDER:** Called at 6:00 p.m. by Chair Carolyn Ball.
- 2. ROLL CALL:** All present. Chair Carolyn Ball, Vice Chair Natasha Johnson, George Jellison Jr., Jim Vallette, Luke Damon, Manager Marilyn Lowell, and Town Clerk Jennifer LaHaye.
- 3. ADOPTION OF AGENDA:**

Ball motioned to amend the agenda to add an additional Warrant Committee candidate. Seconded Damon. Vote 4-1 Jellison no.

Jellison is not in support of setting a precedence of voting in a new committee member that is not present, he also noted that it was not in the packet sent out. Manager Lowell reported that due to the weather last Friday the office was closed, and the office did not receive her volunteer paperwork until following business day. An email had been sent inviting her to the meeting, but she likely did not get it.

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

**A. January 10, 2023 – SB Meeting**

Johnson motioned to approve the January 10, 2023 Select Board minutes. Seconded by Damon. Vote 5-0.

**B. January 11, 2023 – SB/Pemetic Budget Meeting**

Damon motioned to approve the January 11, 2023 Select Board/ Pemetic Budget minutes. Seconded by Johnson. Vote 4-0-1. Jellison abstained.

**C. January 12, 2023 – SB Budget Meeting**

Johnson motioned to approve the January 10, 2023 Select Board Budget minutes. Seconded by Vallette. Vote 5-0.

- 5. APPROVAL OF WARRANTS:**

Town Payables: W#77  
Town Payroll: W#0119,0126  
Trust & Agency: W#72,75

School Payables: W# 71,74  
School Payroll: W#73  
Main Street Project: W#76

Johnson motioned to approve the warrants as presented. Seconded by Damon. Vote 5-0.

**6. APPOINTMENTS:**

- A. National Park Advisory Committee:** *Request of Town Clerk for the appointment of Ben “Lee” Worcester to the Acadia National Park Advisory Committee.*

Johnson motioned to appoint Ben “Lee” Worcester as a ANP Advisory Committee member for a 3-year term effective until June 30, 2026. Seconded by Damon. Vote 5-0.

- B. Warrant Committee Members:** *Request of the Town Clerk for the appointment of Melanie Lisy to the Warrant Committee.*

Johnson motioned to appoint Melanie Lisy as a member of the Warrant Committee for the remainder of a 3-year term effective until June 30, 2024. Seconded by Damon. Vote 4-1. Jellison no.

Vallette motioned to appoint Anne Trotter as a member of the Warrant Committee for the remainder of a 2-year term effective until June 30, 2024. Seconded by Johnson. Vote 3-2. Damon and Jellison no.

Jellison and Damon both express concern about voting a new committee member to a board without them being present. Johnson noted that hearing from Manager Lowell and Clerk LaHaye due to the weather it is possible that the candidate did not get the email notifying her of the meeting.

**7. REGULAR BUSINESS:**

- A. Municipal Building Generator Replacement:** *Request of Town Manager to place order for new generator.*

Ball motioned to authorize Town Manager to order the new Generac generator sized to specification that the electrician deems appropriate through Stephen Stanley Electrical Contractor, Inc. and accept their proposed estimate for providing labor and materials for installation, in the amount of \$32,500. Seconded by Johnson. No Vote

Damon and Johnson questioned the size of the generator and believes the generator is much larger than needed for the current Town Office. Manager Lowell advised she had consulted with Steve Stanley and CMD, she noted the 60 kw was what was recommended. The current quote is 25,000 for the generator and 5,000 for the transfer switch. The grant Manager Lowell is seeking would likely not cover labor.

Members believed more information is needed to move forward. Damon offered to look at the generator to get a better idea of things and could do that Friday. He is willing to work with Manager Lowell.

**B. 2007 Freightliner Replacement:** *Request of Town Manager to place order for 2024 International plow truck and pay deposit for truck order.*

No motion made related to pay deposit for truck order. Jellison would like to have an assessment of the truck, and other vehicle within Highway. He is not sure where the Highway Department will be within the next 15 years. The board could vote to contract services out. There may not be a Town Garage. After discussion, the consensus of the board was to have a qualified mechanic inspect the truck. Jellison noted the paperwork members were reviewing had already expired. Jellison suggested Colwell look at the truck.

Ball motioned to authorize Town Manager Lowell to have a professional mechanic assess the longevity of the freightliner truck. Seconded by Jellison. Vote 5-0.

**C. Street Signs/North Causeway Lane:** *Request of Town Manager to discuss North Causeway Lane Street signs and Town ROW.*

Ball motioned to authorize a survey at the North Causeway Lane, Seconded by Johnson. Vote 5-0.

Consensus of the board is a survey will need to be completed. Ball suggests to not move the sign in Ron Scott's yard until the survey is completed. Johnson would like to identify the town's right of way to the ocean. Manager Lowell will write a letter to Mr. Scott to let him know of the deferment at this time, and that the town is exploring options.

**D. Climate to Thrive/Community Resilience Partnership Program:** *Request of Carolyn Ball asked for board members to review the information on the Climate to Thrive/Resilience Partner Program, including the list of Community Actions.*

Damon motioned to approve Southwest Harbor joining the Community Resilience Partnership and moving forward with enrolling in the CRP. Seconded by Johnson. Vote 5-0.

Johanna from a Climate to Thrive attended by Zoom. She first answered a question that was asked of her in a previous meeting. Johanna advised she was asked if the most recent public hearing related to the Comprehensive Plan update would count as public meeting needed in the steps to move forward on grant writing. She stated there would need to be a future meeting. To joining the community resilience partnership will allow for grants related to resilience and climate. Johanna noted that other neighboring towns have been participating. Johanna worked with Select Board members to complete the self-evaluation needed to move forward. A copy will be reviewed at the next meeting.

Next Steps:

- Hold a Public Hearing/ Allow Residents to hear about and vote on actions.
- Pass resolution and list date of public meeting.
- Then submit application.

**E. Comprehensive Plan Update Task Force:**

Tabled until next meeting February 14<sup>th</sup>, 2023.

**F. Adoption of FY23/24 Budget:**

Johnson motioned to confirm amount of (\$1,214,501) for (Revenues) as approved for advancement to Warrant Committee. Seconded by Vallette. Vote 5-0.

Vallette motioned to confirm amount of (\$488,508) for (Administration) as approved for advancement to Warrant Committee. Seconded by. Vote 5-0.

Damon motioned to confirm amount of (\$90,848) for (Code Enforcement) as approved for advancement to Warrant Committee. Seconded by Vote 4-1, Jellison no.

Johnson motioned to confirm amount of (\$3,475) for (Boards & Committees) as approved for advancement to Warrant Committee. Seconded by Vallette. Vote 4-1, Jellison no.

Vallette motion to confirm amount of (\$701,578) for (Contracted Services) as approved for advancement to Warrant Committee. Seconded by Johnson. Vote 4-1, Jellison no.

Damon motioned to confirm amount of (\$747,496) for (Debt Service) as approved for advancement to Warrant Committee. Seconded Johnson. Vote 5-0.

Johnson motioned to confirm amount of (\$45,147) for (Insurance) as approved for advancement to Warrant Committee. Seconded by Vallette. Vote 5-0

Vallette motioned to confirm amount of (\$40,027) for (Municipal Buildings) as approved for advancement to Warrant Committee. Seconded by Johnson. Vote 5-0.

Damon motioned to confirm amount of (\$262,297) for (Community Service Organizations) as approved for advancement to Warrant Committee. Seconded by Johnson. Vote 5-0.

Johnson motioned to confirm amount of (\$308,256) for (Highway) as approved for advancement to Warrant Committee. Seconded by Vallette. Vote 5-0.

Vallette motioned to confirm amount of (\$740,907) for (Police) as approved for advancement to Warrant Committee. Seconded by Johnson. Vote 5-0.

Damon motioned to confirm amount of (\$363,459) for (Dispatch) as approved for advancement to Warrant Committee. Seconded by Johnson. Vote 5-0.

Johnson motioned to confirm amount of (\$232,815) for (Fire Dept.) as approved for advancement to Warrant Committee. Seconded by Vallette. Vote 4-1, Jellison no.

Vallette motioned to confirm amount of (\$128,498) for (Harbor) as approved for advancement to Warrant Committee. Seconded by Damon. Vote 5-0.

Damon motioned to confirm amount of (\$381,685) for (Reserved & Restricted Funds) as

approved for advancement to Warrant Committee. Seconded by Johnson. Vote 5-0.

Johnson motion to confirm amount of (\$277,354) for (CIP) as approved for advancement to Warrant Committee. Seconded by Vallette. Vote 5-0.

Vallette motioned to confirm amount of (\$5,421,789) for (Schools Appropriations) as approved for advancement to Warrant Committee. Seconded by Johnson. Vote 4-1, Jellison no.

Damon motioned to confirm amount of (\$367,821) for (County Tax) as approved for advancement to Warrant Committee. Seconded by Johnson. Vote 5-0.

**Grand Totals: \$10,601,960**

**8. MANAGER REPORT:** Please see attached report.

**9. SUGGESTIONS FOR NEXT MEETING:**

- \*Comp Plan update.
- \* Harbor Ordinance/Combination of ordinances – request Jarrod to be at meeting.
- \* Investment Policy
- \*Annaliese – Garage Plans requesting questions are sent a week before so they can prepare.

**10. NEXT MEETING DATE:** *Adoption of a motion to confirm the date of the next regular meeting for Tuesday, February 14<sup>th</sup> at 6:00 p.m. at the Town Office meeting room.*

Vallette motioned to confirm the next date of the regular meeting for Tuesday, February 14<sup>th</sup> 2023 at 6:00 p.m. at the Town Office meeting room. Seconded by Damon. Vote 5-0.

**11. ADJOURNMENT:**

Johnson motioned to adjourn at 8:07p.m. Seconded by Damon. Vote 5-0.

Respectfully Submitted,

Jennifer E. LaHaye  
Town Clerk

**APPROVED**

\_\_\_\_\_  
Carolyn Ball, Chair

\_\_\_\_\_  
Natasha Johnson, Vice Chair

\_\_\_\_\_  
George Jellison, Jr.

\_\_\_\_\_  
James Vallette

\_\_\_\_\_  
Luke Damon