



SELECT BOARD MEETING
Town of Southwest Harbor
Town Office & Via Zoom*
6:00 p.m. ~ Tuesday, January 9, 2024

Minutes

- 1. CALL TO ORDER:** Ball called the meeting to order at 6:00 p.m.
- 2. ROLL CALL:** All present. Chair Carolyn Ball, Vice Chair Natasha Johnson, Jim Vallette, Luke Damon, Chapin McFarland, Manager Marilyn Lowell, and Town Clerk Jennifer LaHaye.
- 3. ADOPTION OF AGENDA:** *Request of the Town Manager for a motion to adopt the agenda as presented.*

Johnson motioned to adopt the agenda as presented. Seconded by Damon. Vote: 5-0-0.

4. PUBLIC HEARING:

- A. Solid Waste Ordinance:** *Request of SWTF Chair, Ellen Pope to discuss and receive input on the DRAFT SW Ordinance from the SB.*

Ellen Pope presented on behalf of the Solid Waste Reduction Task Force. Several other members of the task force were present in person or by Zoom. Members of the Select Board reviewed the ordinances and noted changes that should be made and asked clarifying questions.

The Task Force is scheduled to hold a Public Hearing on January 17th, at 6:00pm to receive feedback from the public. They will return to the Select Board on January 23rd for a second review of the ordinance with the suggested changes made.

Johnson motioned to authorize the SWTF to move forward with the proposed Solid Waste Ordinance and work with Town Clerk to have items ready to go on the May 2024 Referendum Ballot. Seconded by Vallette. Vote : 5-0-0.

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

- A. December 27, 2023 – SB Minutes**

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

6. APPROVAL OF WARRANTS:

Town Payables: W#70

Town Payroll: W#0104, 0111

School Payroll: W#68

Trust & Agency: W# 67, 69

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

7. APPOINTMENTS:

- A. Harbor Committee:** *Request of Town Clerk to appoint William Norwood to the Harbor Committee.*

Johnson motioned to appoint William Norwood as a Harbor Committee Member for a term effective until June 30, 2026. Seconded by Damon. Vote: 5-0-0.

8. REGULAR BUSINESS:

- A. Solid Waste Update Task Force:** *Request of Ellen Pope to extend the term of the SWTF to May 8, 2024, to complete Waste Ordinance.*

Johnson motioned to authorize the extension of the SWTF to May 8, 2024. Seconded by Damon. Vote: 5-0-0.

- B. 80K Action:** *Request of Deputy CEO, Katie Higgins to have authorization to file 80K Action against T. Lawson of 125 Bass Harbor Rd., SWH.*

Members discussed the current request for 80K action. Many members expressed concern and wanted to confirm all avenues have been followed. Some members noted that there hasn't been a change in several years reviewing the documentation provided.

Vallette motioned to authorize the Health Officer to contact Tina Lawson, with the offer of a dumpster for one week to meet the criteria of the Code Enforcement Officer to come into compliance. Seconded by Damon. Vote: 5-0-0.

- C. Hancock County Hazard Mitigation Plan – 2024 Update:** *Request of Andrew Sankey, Director of Hancock County Emergency Management Agency to support the 2024 update of the Hancock County Mitigation Plan, to be in effect through 2029.*

Vallette motioned to confirm the support of the Hancock County Hazard Mitigation Plan -2024 Update with SB signatures on the Municipal Resolution. Seconded by Johnson. Vote: 5-0-0.

- D. Mutual Aid Response & State-wide Arrest Powers for SWH Police Officers:** *Chief Hall has provided and updated policy with changes requested by SB.*

Chief Hall was present in person. He said he had revised the proposed policy. Members explored the reason for it reading "copyright Dirigo Safety". It was decided the policy should not have the words 'copyright' on it. Chief Hall will also reach out to Dirigo. Some members expressed concern with unforeseen issues, such as possible injury to an officer, negative public perception and negative publicity.

Vallette motioned to approve the Mutual Aid Response & State-Wide Arrest Powers for SWH Police Officers Policy as presented with the removal of the word copyright. Seconded by Johnson. Vote: 3-2-0. Damon and Johnson nay.

- E. Conservation Committee:** *Request of Ann Ratcliff to provide SB with an update of the Conservation Committee's work.*

Ann Ratcliff was present in person. Ratcliff provided select board members with an update of work the commission has been focusing on. Ratcliff said the open land development has been identified as a need for research. They are in the early process of gathering information for the index.

F. Non-Profit Funding Policy: *Request of Chair, Ball for SB members to bring ideas to the table for discussion on a Non-Profit Funding Policy.*

- Table to another Budget meeting due to time.

G. Budget Review: *Request of Town Manager to give brief overview of the DRAFT FY2425 Budget.*

- Manager Lowell supplied a basic overview of the FY2425 Budget. No decisions made. Will be reviewed in the next couple of days at the specified time.

H. Manager Search: *Request of Chair, Ball to discuss how the SB would like to proceed with the search.*

- Brief discussion related to Manager Lowell's retirement. Manager Lowell is willing to stay through September. Discussion of overlap may be needed to ensure a smooth transition.
- Town Clerk LaHaye suggested Select Board members connect with current employees and explore their thoughts of what employees might be looking for in a new manager and gather input and feedback.

9. LIAISON REPORT:

- ADD – Vallette reported more general discussion, and see if their bailor starts again, and hopefully put together a proposal. Hazardous waste will not be discussed this month but next month. Vallette will be going to EMR with Tony to get a plan of what they are thinking.
- Harbor Committee – Damon said that the committee had their first meeting to discuss putting a cap on the fisherman permits. More discussion than anything. Lobsterman are hoping that someone will buy MDI Lobster. Suggestions of having another hoist at the Manset town dock were brought up. This could help with the clogging of the dock area.
- Climate to Thrive- Ball reported that she and Manager Lowell met with A Climate to Thrive to discuss assessing solar array. Ball also noted that she investigated if there is money for charging stations. Ball was told an electric car would need to be bought to only get a \$350 rebate. Currently there is not much money available. Ball noted members may want to consider this in the budget.

10. MANAGER REPORT: - see attached report.

Rates for CD:

- Six-month rate is 5.1%
- Nine-month rate is 4.9 %
- Twelve-month rate is 4.8 %
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Lowell noted that the interest will be added at the end. It accumulates but is not compoundable.

Manager Lowell noted the Fire Department had several emergency responses such as a building fire and vehicle extrication.

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

- Deed Transfer follow up.

12. NEXT MEETING DATE: *Adoption of a motion to confirm the date of the next special meeting for Wednesday, January 10th at 5:30 p.m. in the Town Office meeting room.*

Johnson motioned to confirm the date of the next special meeting for Wednesday, January 10th at 5:30 p.m. in the Town Office meeting room. Seconded by McFarland. Vote: 5-0-0.

13. ADJOURNMENT:

Damon motioned to adjourn the meeting at 9:23p.m. Seconded by Johnson. Vote: 5-0-0.

Respectfully Submitted,

Jennifer E. LaHaye
Town Clerk

APPROVED

Carolyn Ball, Chair

Natasha Johnson, Vice Chair

James Vallette

Luke Damon

Chapin McFarland