



SELECT BOARD MEETING
Town of Southwest Harbor
Town Office & via Zoom*
6:00 p.m. ~ Tuesday, October 10, 2023

Minutes

1. **CALL TO ORDER:** Chair Ball called the meeting to order at 6:00 p.m.
2. **ROLL CALL:** Chair-Carolyn Ball, Vice Chair-Natasha Johnson, James Vallette, Luke Damon, and Chapin McFarland via 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.*

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

4. **PUBLIC HEARING:**

- A. **Liquor License Renewal – Peter Trout, LLC:** *Request of Peter Trout, LLC on behalf of Peter Trout’s Tavern and Inn, 48 Shore Rd., SWH for an On-Premises Beer, Wine, and Spirits liquor license renewal.*

Damon motioned to recommend approval of the application of Peter Trout, LLC on behalf of Peter Trout’s Tavern and Inn, 48 Shore Rd., SWH, for an On-Premises Beer, Wine, and Spirits liquor license. Seconded by Johnson. Vote: 5-0-0.

- B. **Liquor License Renewal – Town Hill Bistro, LLC:** *Request of Town Hill Bistro, LLC on behalf of Rogue Café, 1 Main Street, SWH for an On-Premises Beer, Wine, and Spirits liquor license renewal.*

Damon motion to recommend approval of the application of Town Hill Bistro, LLC on behalf of Rogue Café, 1 Main Street, SWH, for an On-Premises Beer, Wine, and Spirits liquor license. Seconded by Johnson. Vote: 5-0-0.

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

A. **September 26, 2023 – SB Meeting**

Jonson motioned to approve the minutes as amended. Seconded by Damon. Vote: 5-0-0.

6. **APPROVAL OF WARRANTS:**

Town Payables: W#35
Town Payroll: W#1005
Trust & Agency: W#34

School Payroll: W#32
School Payables: W#33

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

7. APPOINTMENTS:

- A. Deputy Registrar:** *Request of Town Clerk to appoint Ashlie Brown as Deputy Registrar.*

Johnson motioned to appoint Ashlie Brown as Deputy Registrar for the remainder of a 2-year term effective until December 31, 2023 Seconded by Damon. Vote: 5-0-0.

- B. Deputy Tax Collector & Deputy Treasurer:** *Request of Town Clerk to appoint Ashlie Brown as Deputy Tax Collector & Deputy Treasurer.*

Johnson motioned to appoint Ashlie Brown as Tax Collector & Deputy Treasurer for the remainder of a 1-year term effective until December 31, 2023 Seconded by Damon. Vote: 5-0-0.

- C. Harbor Committee:** *Request of Town Clerk to appoint Joshua Ray to the Harbor Committee.*

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

8. REGULAR BUSINESS:

- A. JSF School Zone Beacon Upgrade to AI Remote Capability:** *Request of SB to receive potential cost of training for manually updating school 15 MPH flashing lights.*

Chief Hall reported he still has no updated information; he has been emailing back and forth with the company with no outcome at this time. Board members will table for now.

- B. Police Recording System Replacement:** *Request of SB for information about another company offering Police Recording Systems.*

Chief hall provided an update on the replacement of the Equature. Chief Hall stated other agencies within the area continue to collaborate with this company. He advised the buyout plan is about \$2,000.00 less than the 10-year buyout program. Manager Lowell suggests continuing with the 10-year plan.

- C. Amendment to Engineering Agreement:** *Request of Town Manager & Annaleis Hafford to discuss fund balance of Construction Phase in Engineering Agreement.*

Johnston motioned to authorize \$75,000 from the unassigned fund balance for the construction phase inspection services, to Olver Associates. Seconded by Vallette. 4-0-1 (Damon abstained)

- D. Bank Investing Presentation with First National Bank:** *Request of SB to give investment presentation for the Town of SWH.*

The First National Bank presented to the Select Board several ways municipalities can invest money, based upon the needs of the Town. The Lincolnville model was discussed with members. This is a popular plan that other municipalities have chosen. Discussions related to benefits and drawbacks associated with long-term and short-term investments took place. If the Town were to look at services with the First National Bank Wealth Management every year, they would

rebalance the portfolio. They could also do this upon request, in which case, there would be no extra cost. There are many other members on the investment team, and others reviewing the data of the investments. The cost of the service is based on the amount of money that is invested. It was also noted that the Bank itself could also help support the Town if they were looking to invest in smaller amounts and move towards a short-term investment.

Select Board members agreed to have further discussion in a future meeting when they could review the Reserves and CIPs with the numbers to see what potentially would be used to invest.

E. SWHT Ambulance Relocation Agreement: *Request of SB to review the Relocation of SWHT Ambulance Agreement.*

Chief Chisholm presented the Draft of the Ambulance agreement to have the ambulance housed at the Fire Department. Members have not had a chance to review prior to the meeting and will send Manager Lowell any changes that they see should be made. Manager Lowell will present to the Town's attorney for feedback.

9. LIAISON REPORT:

A Climate to Thrive: Johnson attended a get together within the communities that A Climate to Thrive hosted. She advised that it helped people think about the vulnerabilities and critical areas within a community, and felt they had a lot of helpful information. Ball also discussed a recent A Climate to Thrive event she attended. The four towns discussed their stage in where they are with working with A Climate to Thrive, she noted that it was courteous discussion. Tourists and locals in the area could hear about things to make their own homes resilient. Ball noted we can't start the contact with A Climate to Thrive, until October 26th, 2023. Ball suggested that at the next meeting, board members sign the contract to be able to move forward.

Harbor Committee: Damon stated committee members continue to work on parking lot expansions and are working with Noel Mussen.

Conservation Commission: Johnson noted they are still trying to find if the Chris' Pond is a stream. The kids at Pemetic will be conducting testing, and that will help determine if the pond is a stream.

10. MANAGER REPORT: See Attached report.

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

- Climate to Thrive contract.
- Funding for Wast Water Treatment – Steve Kenney
- Public Hearing for Municipal Referendum
- Bar Harbor Banking & Trust
- Discussion related to Finances for investment.

12. NEXT MEETING DATE: *Adoption of a motion to confirm the date of the next regular meeting for Tuesday, October 26th at 6:00 p.m. in the Town Office meeting room.*

Johnson motioned to confirm the next meeting for Tuesday, October 26, at 6:00 p.m. at the Town Office meeting room. Seconded by Damon. Vote:5-0-0.

13. ADJOURNMENT:

Johnson motioned to adjourn the meeting at 8:24 p.m. Seconded by McFarland. Vote: 5-0-0

Respectfully Submitted,

Jennifer E. LaHaye
Town Clerk

APPROVED

Carolyn Ball, Chair

Natasha Johnson, Vice Chair

Jams Vallette

Luke Damon

Chapin McFarland