



SELECT BOARD MEETING
Town of Southwest Harbor
Town Office & Via Zoom*
6:00 p.m. ~ Tuesday, April 26, 2022

Minutes

1. **CALL TO ORDER: 6:00 p.m.**
2. **ROLL CALL:** Chair George Jellison, Vice Chair Carolyn Ball, Allen Willey, Manager Marilyn Lowell, and Town Clerk Jennifer LaHaye present.

A. Excused Absences (*if any*) Chad Terry excused.

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

Willey motioned to adopt the agenda as presented. Seconded by Ball. Vote: 3-0

4. **PUBLIC HEARING:**

A. Liquor License (NEW) – Café Drydock: *Request of Carisa A. Goodell, Inc. on behalf of Café Dry Dock, 357 Main Street, for an On-Premises Beer, Wine, and Spirits liquor license.*

Willey motioned to recommend approval of the application of Carisa A. Goodell, Inc. on behalf of Café Drydock, 357 Main Street, for an On-Premises Beer, Wine, and Spirits liquor license. Seconded by Ball. Vote 3-0.

B. Special Amusement Permit (NEW) – Café Drydock: *Request of Carisa A. Goodell on behalf of Café Drydock, 357 Main Street, for a Special Amusement permit.*

Ball motioned to recommend approval of the application of Carisa A. Goodell, Inc. on behalf of Café Drydock, 357 Main Street, for a Special Amusement permit. Seconded by Willey. Vote: 3-0.

C. Liquor License - MDI Lobster Pound & BBQ: *Request of Sayre Debeck Holding, LLC, 126 Clark Point Road, for an On-Premises Beer, Wine, and Spirits liquor license.*

Ball motioned to recommend approval of the application of Sayre Debeck Holding, LLC on behalf of MDI Lobster Pound & BBQ, 126 Clark Point Road, for an On-Premises Beer, Wine, and Spirits liquor license. Seconded by Willey. Vote: 3-0.

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

A. April 12, 2022 SB meeting

The April 12, 2022 SB minutes will be tabled until next week. The Board does not have enough members present for a quorum to approve the minutes. Willey was not present at the last meeting,

6. APPROVAL OF WARRANTS:

Town Payables: W#108	Trust & Agency: W# 105, 106
Town Payroll: W# 0421, 0428	School Payroll: W#104,107
Conservation Commission: W0426	School Payables: W# 103

Ball motioned to approve warrants as presented. Seconded by Willey. Vote 3-0.

7. REGULAR BUSINESS:

A. Mutual Aid Agreement: *Request of Town Manager to review Mutual Aide Agreement between the Municipalities and Acadia Area League of Towns.*

Ball motioned to approve and sign The Municipalities & Acadia Area League of Towns Mutual Aid Agreement. Seconded by Willey. Vote 3-0.

B. Sweeper/ Scott Alley: *Request of Town Manager to discuss early purchase of street sweeper.*

Ball motioned to recommend approval to use current sweeper as trade-in towards purchase of the 2005 sweeper not to exceed \$99,000. Seconded by Willey. Vote: 3-0.

Foreman, Scott Alley was present to answer questions related to the street sweeper that recently broke. He stated he had located a potential street sweeper currently located in Maryland. Board members reviewed the spec’s provided in their packet. It was the consensus of the Board to have Alley locate a repairable mechanic to inspect the street sweeper instead of flying someone down to inspect it prior to purchasing.

8. MANAGER REPORT:

Manager Lowell presented her manager’s report.

~Manager Lowell received a letter from Nathan Chisholm personally thanking everyone on the scene taking care of his father and mother. Lieutenant Mike Miller, Officer Franklin Burke made a point to visit his mother offering any help, she might need. He also specifically thanked Officer Colt Bernhardt who stayed with his mother, reassuring her it would all be ok. Still almost a year later he calls to check up on her. The professionalism and compassion of Officer Bernhardt gave/gives him comfort while living so far away.

~Manager Lowell received a letter from Maine Historic Preservation Commission informing us that the Mount Desert Island Hiking Trail System was entered in the National Register of Historic Places on April 8, 2022 by the National Park Service, Dept. of the Interior, Washington, DC.

~Amy Atherton sent an email and should have the audit wrapped up by the end of week. I have also asked for them to come to the May 10th meeting to discuss the completed audit.

~Manager Lowell received a call from John Waterbury, from MMA Property & Casualty, informing me he would be here on May 16th @ 1:00 p.m. to do an update on the fire station w/generator, police department and the town office.

~Manager Lowell received a salt shed wall repair proposal from Eric Hardy at Olver Engineering. Trillium's Proposal for the design & details of a cast-in place concrete foundation retaining wall to address the existing wood constructed wall failure is a lump sum cost of \$7,500. Additional site visits (if needed) would be at a cost of \$1,750 each.

For Olver Engineering to incorporate Trillium's design and details into a Bid Package including cover letter, proposal bid form, construction agreement contract, specification, and other miscellaneous contract documents for a comprehensive bid package, and to conduct an onsite pre-bid conference, would be at a lump sum cost of \$5,000. Any inspections of the project would be at an inspection fee of \$85.00/per hour plus expenses. A recommended total Engineering cost budget of \$12,500 to \$14,250 (pending any additional site visits as noted).

~Town meeting and elections are all set to take place. Becky Gatcomb and Manager Lowell will start working on 30-day notices next week.

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

- ~Auditors will be attending the next meeting to provide an update on town audit.
- ~ Liquor License & Special Amusement renewals.
- ~ Appointments for committee members

10. NEXT MEETING DATE: *Adoption of a motion to confirm the date of the next regular meeting for Tuesday, May 10 at 6:00 p.m. at the Town Office meeting room.*

Ball motioned to confirm the date of the next meeting for Tuesday, May 10th at 6:00 p.m. in the Town Office meeting room. Seconded by Wiley. Vote: 3-0.

11. ADJOURNMENT:

Ball motioned to adjourn. Seconded by Willey. Vote: 3-0. 7:04 p.m.

Respectfully Submitted,

Jennifer E. LaHaye
Town Clerk

APPROVED

George Jellison, Jr., Chair

Carolyn Ball, Vice Chair

Allen Willey

Chad Terry

Vacant