



SELECT BOARD MEETING
Town of Southwest Harbor
Town Office & Via Zoom*
6:00 p.m. – Tuesday, May 27, 2025

Minutes

1. **CALL TO ORDER:** Chair, Noah Burby called the meeting to order at 6:00 p.m.
2. **ROLL CALL:** Noah Burby Chair, Chapin McFarland Vice Chair, Natasha Johnson, Carolyn Ball, Dan Norwood, Town Manager Karen Reddersen, and Town Clerk Jennifer LaHaye present.

A. Excused Absences (*if any*) None.

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 Norwood. Vote: 5-0-0.

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

A. April 22, 2025

Johnson motion to approve the minutes as amended. Seconded by McFarland. Vote: 4-0-1 Norwood abstained as he did not attend that meeting.

B. May 13, 2025

Johnson motioned to approve May 13, 2025, minutes. Seconded by McFarland. Vote: 5-0-0.

C. Town Meeting Minutes

Johnson motioned to approve the Town Meeting minutes. Seconded by McFarland. Vote: 5-0-0.

5. **APPROVAL OF WARRANTS:**

Town Payables: W#124,125

Town Payroll: W#0515,0522

Trust & Agency: W# 121,122

School Payroll: W#123

School Payables: W# 118,119,120

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

PUBLIC HEARING:

- A. Liquor License Renewal – Carisa A. Goodell, Inc.:** *Request of Carisa A. Goodell, Inc. on behalf of Café Drydock, 357 Main Street, SWH for an On- Premises Beer, Wine, and Spirits liquor license renewal.*

Johnson motion to recommend approval of the application of Carisa A. Goodell, Inc. on behalf of Café Drydock, 357 Main Street, SWH, for an On-Premises Beer, Wine, and Spirits liquor license. Seconded by McFarland. Vote: 5-0-0.

- B. Special Amusement Permit – Carisa A. Goodell, Inc.:** *Request of Carisa A. Goodell, Inc. on behalf of Café Drydock, 357 Main Street, SWH for a Class E - Special Amusement Permit.*

Johnson motioned to recommend approval of the application of Carisa A. Goodell, Inc. on behalf of Café Drydock, 357 Main Street, SWH for a Class E Special Amusement Permit. Seconded by McFarland. Vote:5-0-0.

6. APPOINTMENTS:

- A. BOARD OF APPEALS:** *Request of the Town Clerk to appoint Theodore Fletcher and Alyson Meiselman as members of the Board of Appeals.*

Johnson motioned to appoint Theodore Fletcher and Alyson Meiselman as a Board of Appeals Member for a three-year term effective until June 30, 2028. Seconded by McFarland. Vote: 5-0-0.

- B. CONSERVATION COMMISSION:** *Request of the Town Clerk to appoint Kathryn Strand, Ann Ratcliff, Francine Mayhew and Terese Powers to the Conservation Commission.*

Johnson motioned to appoint Ann Ratcliff, Francine Mayhew, Terese Powers, and Kathryn Strand as Conservation Commission members for a three-year term effective until June 30, 2028. Seconded by McFarland. Vote: 5-0-0.

- C. ASSOCIATE CONSERVATION COMMISSION MEMBER:** *Request of the Town Clerk to appoint Ann Judd as an Associate Conservation Commission Member.*

Johnson motioned to appoint Ann Judd as an Associate Conservation Commission Member for a term effective until June 30, 2028. Seconded by McFarland. Vote: 5-0-0.

- D. HARBOR COMMITTEE:** *Request of the Town Clerk to appoint Nicholas Madeira, Donald Sullivan, and Michael Brzezowski to the Harbor Committee.*

Johnson motioned to appoint Nicholas Madeira, Donald Sullivan, and Michael Brzezowski as Harbor Committee members for a three-year term effective until June 30, 2028. Seconded by McFarland. Vote: 5-0-0.

- E. HISTORIC CEMETERY COMMITTEE:** *Request of the Town Clerk to appoint Katharine N. Walton, Joan Terry, Aimee Williams, Julie Fernald, and David Scull to the Historic Cemetery Committee.*

Johnson motioned to appoint Katharine N. Walton, Joan Terry, Aimee Williams, Julie Fernald, and David Scull as a Historic Cemetery Committee member for a term effective until June 30, 2026. Seconded by McFarland. Vote: 5-0-0.

- F. SUSTANABILITY COMMITTEE:** *Request of the Town Clerk to appoint Bob Shields, David Scull, Kenneth J. Rozsahegyi, Mary Ellen Martel, Leeann Rhoades, Nancy Weingarten, Kate Pickup, Raney Bench, Lydia Goetze, David Krueger, and Craig Kesselheim to the Sustainability Committee.*

Johnson motioned to appoint Bob Shields as Sustainability Committee member for a term effective until June 30, 2026. Seconded by McFarland. Vote: 5-0-0.

Johnson motioned to appoint David Scull, Kenneth J. Rozsahegyi, Mary Ellen Martel, Leeann Rhoades, Nancy Weingarten, Kate Pickup, Raney Bench, Lydia Goetze, David Krueger, and Craig Kesselheim as Sustainability Committee members for a term effective until June 30, 2026. Seconded by McFarland. Vote: 5-0-0.

7. REGULAR BUSINESS:

- A. DOBBS PRODUCTIONS, INC.** *Request of the Town Manager for Jeff Dobbs, President of Dobbs Productions, Inc., to receive permission for the use of the Public Access Channel.*

Jonson motioned to approve the use of Public Access channel 2 & 1301 on MDI for summer 2025 & winter 2026, to broadcast The Acadia Channel and all MDI TV Public Access related programming. Seconded by McFarland. Vote: 5-0-0.

- B. VERSANT POWER UTILITY LOCATION PERMIT APPLICATION.** *Request of the Code Enforcement Officer to be designated as the authorized representative to issue pole permits to Versant Power.*

Johnson motioned to authorize the Code Enforcement Officer John Larson to be the authorized representative to issue such permits related to placement of poles within Southwest Harbor. Seconded by McFarland. Vote: 5-0-0.

- C. TAX- ACQUIRED PROPERTY.** *Continued discussion of foreclosed properties for unpaid FY 22 property taxes.*

Johnson motioned for the Tax Collector to notify the owners of Tax Map 008-lot 007 that their payments will be going towards the older outstanding delinquent taxes from 1998 forward. Seconded by Norwood. Vote: 5-0-0.

Johnson motioned to re-confirm the Town of Southwest Harbor's Policy is to apply such as State Law directs us to apply all tax payments to any oldest delinquent taxes. Seconded by Norwood. Vote: 5-0-0.

Johnson motion to authorize the Treasurer to take no action regarding tax acquired property located on the listed tax maps and lot numbers supplied on the list supplied. Seconded by McFarland. Vote: 5-0-0.

Johnson requested a generalized presentation of what the Town needs to move forward to set up a process to dispose of properties in the future. This will assist them in making more informed decisions in the near future. Johnson is looking to see the total amount of what is owed. Other members agree that this should help.

- D. CA2024-5 COMMUNITY ACTION GRANT:** *Request of the Town Manager to accept Community Action Grant funding in the amount of \$74,500.*

Johnson motioned to accept CA2024-5 Community Action Grant funding in the amount of \$74,500 and direct the Town Manager to sign all forms to accept the grant and associated funding. Seconded by McFarland. Vote: 5-0-0.

- E. YEAR END CLOSURE:** *Request of the Town Manager to close the Town Office at 3:00 p.m. on June 30, 2025, for Year End reporting completion.*

Johnson motioned to authorize the Town Manager to close the Town Office at 3:00 pm on June 28, 2025 for Year End reporting completion. Seconded by McFarland. Vote: 5-0-0.

- 8. LIAISON REPORT:** No updates reported.

- 9. MANAGER REPORT: See filed report.**

- Main Street Project: Town Manager Reddersen reported the paving will start tomorrow. She noted they have asked to have an extension for June 27th but will in good faith attempt to finish by June 13th the original end date. Reddersen discussed some of the challenges, and there are several pavers involved in this project. Members of the board agreed they would hold this discussion until the next meeting on June 10th to see where they were with the project.
- Manset Pier update: Rob Leavitt Harbormaster presented the plan for repairing the decking on the pier. He hopes to have the project completed by Friday. He noted a big thank you to Ryan Donahue and son Riley Donahue, and Deputy Harbormaster for helping him unload the lumber.
- American Flags: The Chamber, local businesses and other volunteers worked together to place flags on the poles within Town. Johnson requested to schedule a time for the Chamber to come to a meeting and discuss how the Town can better support them in future events within the town.
- Sprinkler System: Currently the Town Office building does not have a working sprinkler system. The last time it was inspected was in 2018. Manager Reddersen is looking into a company that will come to fix what is needed for it to pass inspection. This affects the ambulance service; they currently are not allowed to sleep in the building at this time.

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

- Discussion about handicap accessibility at the Town Office building.
- Invite the Chamber to a meeting to discuss future support from the town.
- June 10th Harbor committee structure.

- 11. NEXT MEETING DATE:** *Adoption of a motion to confirm the date of the next meeting for Tuesday, June 10th at 6:00 p.m. at the Town Office Meeting Room*

Johnson motioned to confirm the next meeting for Tuesday, June 10th at 6:00 p.m. at the Town Office meeting room. Seconded by McFarland. Vote: 5-0-0.

12. ADJOURNMENT:

McFarland motioned to adjourn the meeting at 7:32p.m. Seconded by Johnson. Vote: 5-0-0.

Respectfully Submitted,

Jennifer E. LaHaye
Town Clerk

APPROVED

Noah Burby, Chair

Chapin McFarland, Vice Chair

Natasha Johnson

Carolyn Ball,

Dan Norwood