



**SELECT BOARD MEETING**  
**Town of Southwest Harbor**  
**Town Office & Via Zoom\***  
**6:00 p.m. ~ Tuesday, June 28, 2022**

**AGENDA**

- 1. CALL TO ORDER:** George Jellison, Jr. called meeting to order at 6:03 p.m.
- 2. ROLL CALL:** Chairman George Jellison, Jr., Vice Chair Carolyn Ball, Chad Terry, Allen Willey.

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

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

Ball motioned to adopt the agenda as presented. Seconded by Terry. Vote 4-0

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

**A. June 14, 2022, SB meeting**

Ball motioned to approve the minutes of June 14, 2022, Select Board Meeting. Seconded by Willey. Vote 4-0

- 5. APPROVAL OF WARRANTS:**

Town Payables W#131  
Town Payroll W# 0623, 0630  
Trust & Agency W# 126,130  
School Payroll W# 128  
School Payables W#127,129

Ball motioned to accept the warrants presented. Seconded by Terry. Vote 4-0

- 6. APPOINTMENT:**

**A. Comprehensive Plan Update Task Force:** *Request of the Town Clerk for a motion to appoint Nancy Weingarten, Lydia Goetze & Kenneth Rozsahegyi to the Comprehensive Plan Update Task Force.*

Ball motioned to appoint Nancy Weingarten, Lydia Goetze, and Kenneth Rozsahegyi as Comprehensive Plan Update Task Force Members for term effective until October 15, 2022. Seconded by Willey. Vote 4-0.

## 7. REGULAR BUSINESS:

### **A. Harbor House Roof Maintenance:** *Request of the Town Manager for a discussion with Ingrid Kachmar about the Harbor House Roof Repair.*

Ingrid Kachmar director of Harbor House Community Center presented to the board. She said the roof had recently been re-shingled. In that process rot was found under the shingles, and they needed to put new plywood down. Ingrid shared that in earlier conversations about upkeep Harbor House would be responsible for the maintenance of the building, and the town manages the infrastructure. Harbor House is requesting reimbursement for costs related to the structure of the building that were unexpected.

After discussion from the board, members decided no action taken this evening. Manager Lowell will further investigate where the money could come from to help with the cost of unforeseen costs for the infrastructure.

### **B. Authorization for “No Parking Signs”:** *Request of the Town Manager for a motion to authorize the placement of “No Parking” signs on Seawall Road from Trap Mill Road to Balsam Way.*

Discussion about “no parking signs” being place on Seawall Road from Trap Mill Road to Balsam Way took place. Strong concern expressed from the audience that the town was singling out Charlotte’s Legendary Lobster Pound. Chairman Jellison requested a motion from the board. No motion made. No action taken.

### **C. Westside Food Pantry Donation:** *Request of the Town Manager for a motion to approve a donation to the Westside Food Pantry from the SWH Transfer Station Trash & Treasures.*

Ball requested more information about the approval of donation to the Westside Food Pantry. She asked that a member from the Trash & Treasures be present prior to the board voting. Ball noted that the Westside Food Pantry is a great program.

Willey motioned to approve the \$300 donation from the Trash & Treasures to the Westside Food Pantry. Seconded by Terry. Vote 3-1 Ball not in support without more information.

### **D. Harbor Committee Bylaws:** *Request of the Town Manager for a motion to approve the updated Harbor Committee Bylaws.*

Manager Lowell discussed the changes made to the Harbor Committee Bylaws. She noted that members do not normally meet in the summer. They continued to choose to have October as the month they appoint positions within the committee. The committee agreed to all changes made except the first paragraph. It was a unanimous decision by the committee. Ball noted that the bylaws leave out the roll of the harbormaster. She is concerned by this.

Terry motioned to approve the updated Harbor Committee Bylaws as presented. Seconded by Willey. Vote 4-0.

- E. 2018A/2019A General Bond Transfer:** *Request of the Town Manager for a motion to authorize the transfer of the close out balance of the 2018A/2019A General Bond to the Paving Reserve.*

The GB account balance of \$292,793.38 was closed and the balance transferred into the Town General Fund G 1-100-00 account. The balance was to be used for the remaining paving projects of the original bond. The GF is not an expense account and cannot pay invoices. Manager Lowell requested to transfer this balance to the paving reserve to have the ability to pay related paving costs.

Ball motioned to authorize \$292,793.38 to be transferred from the General Fund account G 1-100-00 to the Paving Reserve account R 1-220-39. Seconded by Willey. Vote 4-0.

- F. Resignation Letter:** *Request of the Town Manager for a motion to accept Michael Faulkingham's resignation.*

Terry motioned to accept Michael Faulkingham's resignation. Seconded by Willey. Vote 4-0.

## **8. MANAGER'S REPORT:**

~Manager Lowell received the bid package with engineering specification sheets. Eric Hardy from Olver Associates asked board to review. The construction agreement is standard to what is normally used.

~Annaleis Hafford from Olver Associates giving us a heads up that they have not seen any bidders for the Main Street project. It is a horrible bidding economy. She will still plan to be here on the 1<sup>st</sup> of July for the Prebid in case people show up. If by chance, there is no bidders we can wait and put it back out in a few months.

~The Hampden Facility is collaborating with the Receiver, Trustee, and lienholders to further answer questions the judge. This pushes the timeline back, but they are optimistic that a sale can occur in the next couple of weeks and efforts can be focused on re-opening the facility.

~The harbor is still without a Harbormaster. At this time there are not any moorings being issued since we are unsure about an updated list for the applications already on the waiting list. Commercial fishing invoices will go out tomorrow. All finger floats are in and Eilon was contacting Jesse Bowden about the Town Moorings being set. I had the broken window in the harbormaster shack fixed. Seems it has been broken for a while. Eilon replaced missing and torn tarpaper on the UTD ramp and fixed boards that were coming loose.

~Chief Hall let us know one of the PT dispatchers will start on Friday the 1<sup>st</sup> as the parking enforcement along with dispatching. He also reported that the antennas on the ridge are a problem with sending and receiving dispatch calls. I misunderstood when I thought the new antennas were up. There is electrical work needing to be completed then they antennas can be placed on tower.

~Tom Chisholm reported the heat pump quotes he received last fall are still being honored. They will get two pumps and four heads. This should help in the meeting rooms. The state offers different free classes for fire and EMS. They are doing a pumper class at SWH, and Tremont is trying to get an EMS/Driver class done. Each town is allowed only one per year.

~David Spurling called asking if the Town may be interested in purchasing his parent's lot on 260 Main Street. There is a home and 2.02 acres. I informed him that I would let the Board know.

~Freeman Ridge has been completed. The 102-paving project also has been completed and the white lines done.

~There will be a 3 pm ZOOM meeting Wednesday the 29<sup>th</sup> with Anna Kontorskiy from Realterm Energy. We will go over the project timeline and overview.

~There will be a Pre-bid meeting on July 1<sup>st</sup> at 10 a.m. for the Main Street project.

~Town Office will be closed on Monday, July 4<sup>th</sup>. As a reminder I will be out Tuesday and Wednesday for vacation.

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

~ Electing a Chair.

~Appointments

~Liquor License

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

Ball motioned to confirm the date of the next regular meeting for Tuesday, July 12 at 6:00 p.m. at the Town Office Meeting Room. Seconded by Willy. Vote 3-0-1 Terry abstained.

**11. ADJOURNMENT:**

Terry motioned to adjourn. Seconded by Willey. Vote 4-0. 7:00 p.m.

Respectfully Submitted,

Jennifer LaHaye  
Town Clerk

**APPROVED**

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George Jellison, Jr., Chair

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Carolyn Ball, Vice Chair

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James Vallette

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Natasha Johnson

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Vacant